

QUAKER ACTION ON ALCOHOL AND DRUGS

ANNUAL REPORT & ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

QUAKER ACTION ON ALCOHOL AND DRUGS
FOR THE YEAR ENDED 31 DECEMBER 2022

COMPANY INFORMATION

BANKERS

HSBC
22 Abington Street
Northampton
NN1 1AJ

INDEPENDENT EXAMINER

David Stephens
Chartered Certified Accountant
13 Newlands Road
Tunbridge Wells
Kent TN4 9AS

REGISTERED OFFICE

Garden Flat
28 Belmomnt Road
Bristol
BS6 5AS

Company Number: 3265669

Charity Number: 1059310

QUAKER ACTION ON ALCOHOL AND DRUGS
FOR THE YEAR ENDED 31 DECEMBER 2022

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The Board presents its Report and Accounts for the year ended 31 December 2022.

Structure, governance and management

The charity (charity no. 1059310) is a company limited by guarantee and not having a share capital and was incorporated on 18 September 1996. The company (company no. 3265669) was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Article of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10. The directors of the company are also the charity trustees for the purposes of charity law. The minimum number of trustees is three, and one third of trustees are subject to retirement by rotation at the annual general meeting. Trustees are appointed by existing trustees.

Objectives and activities

The charity seeks to advance public education about all aspects of the use and misuse of alcohol, other drugs and gambling.

The aims of the charity are:

To provide education on the misuse of alcohol, drugs and gambling

To assist with the prevention and treatment of alcohol, drug and gambling related problems

To promote public awareness of the problems of alcohol, drugs and gambling

The trustees have considered the Charity Commission's guidelines on public benefit and believe the requirements are met as the activities are open to the public and are for public benefit.

Achievements and performance

During the year, income from investments and donations was principally applied in the form of a Director and publicity in furtherance of the charitable objects of the charity.

Financial review

The charity is reliant on income from investments and donations from individuals, trusts and Quaker Meetings and the realisation of investment assets to carry out its charitable activity.

The company has a policy of maintaining reserves equivalent to three months expenditure. The current level of unrestricted reserves is considered to be satisfactory.

Plans for the future

Plans are to publicise the work of the charity through the sale of books and through other literature and to pursue our objectives as stated.

State of Affairs and Future Prospects

Details of the income and expenditure for the year are given in the Statement of Financial Activities below. The Charity's financial position on 31 December 2022 is set out in the Balance Sheet on page 4. These financial statements should be read in conjunction with their related notes. In the opinion of the Board the future prospects of the Charity are satisfactory.

Board

The Membership of the Board during 2022 was as follows:-

Trustees:

Ronald Barden, Eva Deregowska, Tim James, Jon Lyon, Christine Pryer, David Barry and Peter Varney (resigned April 2022).

Responsibilities of the Board

Company law requires the Board each financial year to prepare financial statements, which give a true and fair view of the state of affairs of the Charity and of the surplus or deficit of income over expenditure for the year. In the preparation of these statements the Board must make judgements and estimates that are reasonable and prudent, must follow suitable and consistent accounting policies, follow applicable accounting standards, subject to any material departure disclosed and explained in the financial statements, and must apply the going concern basis unless it is inappropriate. The Board is also responsible for keeping proper accounting records in accordance with company law, for safeguarding the assets of the Charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In preparing these accounts we hereby confirm:-

- (a) that for the year in question the company was entitled to the exemption conferred by section 477 of the Companies Act 2006;
- (b) that no notice has been deposited at the registered office of the company pursuant to section 476 requesting that an audit be conducted for the year ended 31 December 2022.

By order of the Board

A Mather
.....
Alison Mather
Secretary

10 June 2023

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Res- tricted Funds	Unres- tricted Funds	Total	Res- tricted Funds	Unres- tricted Funds	2021
		£	£	£	£	£	£
INCOMING RESOURCES							
Donations & legacies	3	-	19,776	19,776	-	7,482	7,482
Investments		-	11,699	11,699	-	15,142	15,142
Other income		-	2,479	2,479	-	-	-
Total Incoming Resources		-	33,954	33,954	-	22,624	22,624
RESOURCES EXPENDED							
Charitable activities	4	-	47,178	47,178	-	42,014	42,014
Other		-	-	-	-	-	-
Total Resources Expended		-	47,178	47,178	-	42,014	42,014
Net income/(expenditure) before investment gains/(losses)		-	(13,224)	(13,224)	-	(19,390)	(19,390)
Realised gains(losses) on investments		-	-	-	-	-	-
Net income/(expenditure)		-	(13,224)	(13,224)	-	(19,390)	(19,390)
Unrealised gains(losses) on investments	8	-	(24,983)	(24,983)	-	61,299	61,299
Net Movement in Funds		-	(38,207)	(38,207)	-	41,909	41,909
FUND BALANCES B/FORWARD		-	508,339	508,339	-	466,430	466,430
FUND BALANCES C/FORWARD		-	470,132	470,132	-	508,339	508,339

QUAKER ACTION ON ALCOHOL AND DRUGSBALANCE SHEET AT 31 DECEMBER 2022

	Notes	Res- tricted	Unres- tricted	Total	Res- tricted	Unres- tricted	2021
		£	£	£	£	£	£
FIXED ASSETS							
Tangible Assets	7	-	23	23	-	27	27
Investments	8	-	476,998	476,998	-	501,981	501,981
		-	477,021	477,021	-	502,008	502,008
CURRENT ASSETS							
Debtors	9	-	-	-	-	-	-
Cash at Bank and in hand	11	-	5,934	5,934	-	8,654	8,654
		-	5,934	5,934	-	8,654	8,654
CREDITORS: Amounts Falling Due in 1 Year	10	-	(12,823)	(12,823)	-	(2,323)	(2,323)
NET CURRENT ASSETS (LIABILITIES)		-	(6,889)	(6,889)	-	6,331	6,331
NET ASSETS		£ -	470,132	470,132	£ -	508,339	508,339
FUNDS							
Funds	12	£ -	470,132	470,132	£ -	508,339	508,339

In preparing these financial statements as directors of the company we confirm:

(a) that for the year in question the company was entitled to the exemption conferred by section 477 the Companies Act 2006;

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 requesting that an audit be conducted for the year ended 31 December 2022; and

(c) we acknowledge our responsibilities for:

ensuring that the company keeps accounting records which comply with section 386, and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its results for the year then ended in accordance with the requirements of sections 394 and 395 and which otherwise comply with the provisions of the Companies Act relating to accounts, so far as applicable to the company.

Approved by the Board and signed on its behalf by:

R Barden
.....
R Barden

J Lyon
.....
J Lyon

10 June 2023

Company Number 3265669

QUAKER ACTION ON ALCOHOL AND DRUGSNOTES TO THE ACCOUNTSFOR THE YEAR ENDED 31 DECEMBER 2022

1. BASIS OF PREPARATION

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

These accounts have been prepared in accordance with:

the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014

and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102)

and with the Charities Act 2011.

2. ACCOUNTING POLICIES

INCOMING RESOURCES

Income is recognised when the charity becomes entitled to the income.

No offsetting of assets and liabilities, or income and expenses, has been carried out unless permitted by the FRS 102 SORP or FRS 102.

Grants and donations are only included when the general income criteria are met.

Legacies are included when the receipt is probable.

Government grants are included when received.

Gift aid receivable is included when there is a valid declaration from the donor, and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.

Donated services and facilities are only included if the value can be measured reliably.

The value of voluntary help received is not included in the accounts but is described in the trustees' annual report.

Interest is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

RESOURCES EXPENDED

Liabilities are recognised where there is a legal obligation to pay out resources and the amount of the obligation can be measured with reasonable accuracy.

Support and governance costs have been allocated to charitable activities.

Grants payable are included when there are no conditions attaching to the grant that enables the charity to realistically avoid the commitment.

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

FUND ACCOUNTING

Restricted, designated and unrestricted funds are disclosed in the notes to the accounts.

Restricted funds are subject to specific restrictions imposed by the donor or by the nature of the appeal.

Designated funds are set aside at the discretion of the board for specific purposes. They would otherwise form part of unrestricted funds.

Unrestricted funds are available to spend at the discretion of the Board in furtherance of the charitable objectives of the Charity.

INVESTMENTS

Listed investments are included in the balance sheet at market value. Realised gains and losses on disposal in the year and unrealised gains and losses on investments at the balance sheet date are included in the Statement of Financial Activities. The historical cost of investments is shown in the notes to the accounts. In the case of gifts or legacies of investment assets, the historical cost is taken as the market value at the date of the gift.

FIXED ASSETS

Assets below a value of £1000 are written off in the year of acquisition.

Depreciation is provided on other assets in instalments over the expected life of the asset at the following rates:

Computer equipment	40% in the first year, then 30% per annum.
Office equipment	15% per annum on net book value.

INCOME FROM INTEREST AND DIVIDENDS

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

CREDITORS

Creditors are included at settlement amounts less any discounts.

DEBTORS

Debtors are included at settlement amounts less any discounts.

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

	Restricted £	Unrestricted £	2022 £	2021 £
3 DONATIONS & LEGACIES				
Donations & gifts	-	18,519	18,519	7,001
Legacies	-	-	-	-
Gift aid	-	1,257	1,257	481
	<u>-</u>	<u>19,776</u>	<u>19,776</u>	<u>7,482</u>
4 CHARITABLE ACTIVITIES				
Promotion & conferences	-	7,668	7,668	4,278
Salary & pension costs	-	35,184	35,184	34,041
Administration	-	4,326	4,326	3,695
	<u>-</u>	<u>47,178</u>	<u>47,178</u>	<u>42,014</u>
5 OTHER ITEMS				
Independent Examination	-	605	605	595
	<u>-</u>	<u>605</u>	<u>605</u>	<u>595</u>
6 STAFF COSTS			2022	2021
			£	£
Salaries			32,780	31,519
Social security costs			-	-
Pension costs			2,404	2,522
			<u>35,184</u>	<u>34,041</u>

No employee received emoluments of more than £60,000.

The average number of employees during the year was as follows:

	2022 Number	2021 Number
Charitable Activities	1	1

No trustees received any remuneration during the year. In addition £nil (2021: £nil) was paid to trustees for reimbursement of travel expenses.

7 FIXED ASSETS	Office Equipment £	Computer Equipment £	Total £
Cost or valuation			
At 1 January 2022	1,095	5,579	6,674
Additions	-	-	-
At 31 December 2022	£ <u>1,095</u>	<u>5,579</u>	<u>6,674</u>
Depreciation			
At 1 January 2022	1,069	5,578	6,647
Provided in the year	4	-	4
At 31 December 2022	£ <u>1,073</u>	<u>5,578</u>	<u>6,651</u>
Net book value			
At 31 December 2022	£ <u>22</u>	<u>1</u>	<u>23</u>
At 31 December 2021	£ <u>26</u>	<u>1</u>	<u>27</u>

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2022

8 INVESTMENTS

a)	UK Listed Investments		Total
	Restricted	Unrestricted	
	£	£	£
Market Value			
At 1 January 2022	-	501,981	501,981
Disposals at opening book value	-	-	-
Acquisitions at cost	-	-	-
Net gain/(loss) on revaluation	-	(24,983)	(24,983)
At 31 December 2022	£ -	£ 476,998	£ 476,998
Historic Cost			
At 31 December 2022		£ 269,929	£ 269,929
At 31 December 2021		£ 269,929	£ 269,929

b) Reconciliation of movements in unrealised gains on investment assets	£
Unrealised gains at 1 January 2022	232,052
In respect of disposals in year	-
Net loss arising on revaluation in the year	(24,983)
Unrealised gains at 31 December 2022	£ 207,069

c) Listed investments include £406,320 of direct holdings. The balance of £70,678 is held in unit trusts. Funds held in listed investments at 31 December 2022 include the following investments -

Equities:

Ball Corporation	(equal to 5.61% of the total portfolio)	£ 26,741
Mondelez	(equal to 6.95% of the total portfolio)	£ 33,136
Glaxo 25p shares	(equal to 7.15% of the total portfolio)	£ 34,126
HSBC 0.5\$ shares	(equal to 6.88% of the total portfolio)	£ 32,831
RELX plc shares	(equal to 18.68% of the total portfolio)	£ 89,118
Unilever shares	(equal to 12.68% of the total portfolio)	£ 60,472

9 DEBTORS

	2022	2021
	£	£
Debtors and prepayments	-	-
Income tax recoverable	-	-
	£ -	£ -

10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	£	£
Taxes and other social security costs	1,577	1,728
Loan	10,000	-
Other creditors and accruals	1,246	595
	£ 12,823	£ 2,323

The loan was repaid in 2023.

NOTES TO THE ACCOUNTSFOR THE YEAR ENDED 31 DECEMBER 2022

11 CASH AT BANK AND IN HAND

	£	£
Short term deposits	-	-
Cash at bank and in hand	<u>5,934</u>	<u>8,654</u>
	£ <u>5,934</u>	£ <u>8,654</u>

12 FUNDS

	Balance at 1 Jan 2022	Incoming Resources	Outgoing Resources	Net gains/ (losses) on revaluation	Balance at 31 Dec 2022
	£	£	£	£	£
Restricted funds	-	-	-	-	-
Unrestricted funds					
Charitable funds	508,339	33,954	(47,178)	(24,983)	470,132
Total funds	£ <u>508,339</u>	£ <u>33,954</u>	£ (<u>47,178</u>)	£ (<u>24,983</u>)	£ <u>470,132</u>

Restricted funds - There were no restricted funds in the year.

Designated funds - £25,000 has been designated for specific projects.

13 MEMBERS' LIABILITY

Quaker Action on Alcohol and Drugs is a company limited by guarantee, and is registered as a charity with the Charity Commission (Charity Registration Number 1059310). Copies of its Memorandum and Articles of Association can be obtained from the Secretary at the registered office. The liability of each member in the event of the Charity being wound up is limited to a sum not exceeding £10.

14 PENSION SCHEME

Quaker Action on Alcohol and Drugs contributes to the employee's pension scheme.

	2022	2021
	£	£
Amounts paid in the year	2,404	2,522
Total costs	£ <u>2,404</u>	£ <u>2,522</u>

FOR THE YEAR ENDED 31 DECEMBER 2022

INDEPENDENT EXAMINER'S REPORT

To the trustees of Quaker Action on Alcohol and Drugs

I report on the accounts of the company for the year ended 31 December 2022, which are set out on pages 1 to 9.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 145 of the Charities Act 2011 (the Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 130 of the Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145 of the Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes considering any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 386 of the Companies Act 2006; and to prepare accounts, which accord with the accounting records, comply with the requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

D Stephens
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David Stephens FCCA
Chartered Certified Accountant
13 Newlands Road
Tunbridge Wells
Kent TN4 9AS.

10 June 2023
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Dated