



## **SHEFFIELD DIOCESE MOTHERS' UNION**

**Registered Charity No1063619**

**Report & Accounts for the year ended 31<sup>st</sup> December 2021**

## **Sheffield Diocese Mothers' Union Annual Report**

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## **SHEFFIELD DIOCESE MOTHERS' UNION**

### **Trustees Annual Report**

**Year ended 31 Dec 2021**

**The Trustees present their report and the financial statements of the charity for the year ending 31 December 2021**

The affairs of the charity are governed by the terms of the central Mothers' Union Royal Charter, granted in 1926 and which is registered with the Charity Commission in England and Wales (240531).

**The Board of Trustees** manages the charity and during 2021 met 6 times, each time the meetings were via Zoom. The Annual meeting was held by Zoom but the Autumn Council was held in person with Zoom links. A Mary Sumner Day Service was held at Sheffield Cathedral which was streamed via YouTube.

The Trustees are elected tri-annually by the members of the charities Council, consisting of the Diocesan President, members of the Trustees Board, Deanery Leaders and Branch Coordinators. They debate, consider, and determine all matters of policy and strategy to be affected on behalf of Sheffield Diocese Mothers' Union. The Chaplain is appointed by the Diocesan Bishop.

Trustees manage and supervise the finances of the Society and review and evaluate the work of the charity.

They receive, consider, and respond to all resolutions received from the Diocesan Council.

Procedures are in place for the regular training of Trustees to ensure good practice and awareness of their responsibilities. Training is also given to Deanery and Branch officials at regular intervals.

The Charity has a Treasurer who prepares the financial statements. Expenditure must be authorised, and cheques require two signatories. All expenditure must be supported with an invoice or receipt.

The Trustees were elected in January 2019

### **Trustees**

#### **Diocesan President**

Gillian Fellows

#### **Vice –Presidents:**

Archdeaconry of Doncaster

Elizabeth Paver

Archdeaconry of Sheffield & Rotherham

Moiria Leach

#### **Honorary Vice-President**

Norma Priest

#### **Unit Co-ordinators:**

Finance and Central Services

Sheila Wood

Action and Outreach

Pauline Reynolds

Faith and Policy, Social Policy

Margaret Vivian

Fundraising and Communication

Susan Sayles

Training & Membership development

Jo-Anne Van Levesley

Data and Media

Elizabeth Dean

#### **Deanery Leaders:**

Attercliffe

Mary Williams

Doncaster, Adwick, Snaith & Hatfield

Tanis Cockerham

Ecclesall

Sally Wood

Ecclesfield

Lana Boulger

Rotherham & Laughton

Margaret Tupling

Tankersley  
Wath

Anne Balme  
Mary Carr

### **Diocesan Officers (Not Trustees)**

Treasurer	Phill Jackson
Assistant Treasurer	Dave Rogerson
Secretary	Steve Bisby
Chaplain	Rev Hilda Isaacson
Webmaster	Pat Simpson
Mothers' Union Enterprises	Margaret Culloden
Indoor Members Representative	Lesley Harpham
AFIA representative	Angela Parker
Diocesan Correspondent	Maureen Moore
Safeguarding Contact	Moiria Leach

### **Bankers**

The charities bankers are the Cooperative Bank PO Box250 Skelmersdale, WN8 6WT  
The CBF Church of England Deposit Fund

### **Independent Examiner**

This role was undertaken by  
Paul Wakefield, 11 Shackleton Road, Doncaster South Yorkshire DN2 4RS

The Charity does not hold any property and for administrative purposes the contact address is the home address of the Secretary, Steve Bisby, 71 Earlesmere Avenue, Balby, Doncaster DN4 0QD

### **Membership**

Membership is open to all who:

- a) Have been baptised in the name of the Holy Trinity
- b) Declare their support for the aims and objects of the Society

In 2021 Sheffield MU consisted of 39 Branches and 876 members of the Mothers' Union in the Diocese. Some members, not belonging to a specific branch, are Diocesan members. The organisation, whether at Diocesan, Deanery or Branch levels, aims to reach out to those in need of all ages. Four units: Action and Outreach, Faith and Policy, Fundraising and Communications and Finance and Central services all help to facilitate the work. All the work is underpinned by prayer.

To enable all members to be well informed a magazine, Newslines is produced, printed, and distributed three times a year.

### **Restrictions imposed by the Governing Document concerning the way in which the charity may operate.**

Branches of the charity have the power to support the needs of their parishes, subject to the aim, purpose, and objects of Mothers' Union. However, branches are not permitted to be used as a channel for charitable money permitted to be allocated to such organisations from branch funds.

### **Risk management**

The Trustees have throughout their term of service recognised their responsibility to identify the key risks to which the charity was exposed and to ensure that measures were in place and monitored to

mitigate against these risks. Adequate insurance cover has been in place to protect the charity against financial loss.

## **Objectives and Activities**

The purpose of the Mothers' Union is to be especially concerned with all that strengthens marriage and Christian family life.

The Aim of the Charity is the advancement of the Christian religion in the sphere of marriage and family life.

To carry out this Aim the Objects of the Mothers' Union are:

1. To uphold Christ's teaching on the nature of marriage and to promote its wider understanding.
2. To encourage parents to bring up their children in the faith and life of the Church.
3. To maintain a world-wide fellowship of Christians united in prayer, worship, and service.
4. To promote conditions in society favourable to stable family life and the protection of children.
5. To help those whose family life has met with adversity.

## **Activities during 2021**

### **2021**

**Due to the continuation of the Pandemic** the theme for the year was Rebuilding Hope and Confidence. The year started with plans to re-arrange those events that had had to be cancelled in 2020. In April the Commissioning of the Sheffield MU Chaplain and the enrolment of the Bishop of Sheffield into MU was finally able to take place although numbers were limited and socially distanced. The service was also streamed via YouTube.

Trustee meetings continued to be held via Zoom and some Units also met by Zoom. The Constitution was updated and the regular Newsline magazine, that is hand delivered to all members, continued to be replaced by Newsletters. Branch Coordinators did a sterling job to try and keep in touch with as many members as possible, by telephone, email or even doorstep visits wearing masks and keeping a distance of course.

Sheffield MU projects continued to be supported as much as was possible within the government guidelines.

### **Unit Reports-**

#### **Action & Outreach**

During the year the AFIA holidays which were moved forward from 2020, all went ahead. There was some concern re the loss of donations in 2021 when branches were still not meeting and so encouragement was needed so funding for 2022 holidays is available.

Amazingly even though many branches did not meet, the women's refuges were extremely well looked after. Moving on baskets, Advent calendars, children's gifts, welcome bags, toiletries, cots, baby clothes were all provided. Requests for items were also responded to and scones were made for Doncaster each week. This was all done safely, masked and socially distanced.

At the beginning of the year with donations left from December 2020, the Police trafficking dept asked for new towels and facecloths as part of our involvement with the Clewer Initiative and these were bought via Dunelm click & collect and Amazon which the Police collected.

The Prison play area didn't open in 2021 however Christmas cards were sent out for each prisoner and handmade small decorations were added to them for the prisoner's families with precise instructions from the Prison.

The CART (Christian African Relief Trust) warehouse was only opened occasionally so donations were limited and so items were stored for next year.

Pauline Reynolds A&O Co-ordinator.

### **Fundraising and Communications**

The Unit met five times by Zoom in 2021. The main topics of discussion were planning of events to raise the profile of the Mothers' Union and to raise funds for both national and local projects, Facebook, the website, Newline Magazine, and the Directory of Members.

The Bishop's Upcycling event was postponed for the second time due to restrictions because of the pandemic, as was a three-day Festival in Doncaster Minster. The latter was replaced by a successful Summer Fayre and raffle which took place on the lawns of the Minster and raised £2,600.

The sale of a second book of Thoughts and Words of Encouragement written as emails by a Mothers' Union member throughout the year was also a good fundraiser. Summer Fayres, Christmas Markets, sponsored walks, special services and Bring and Buy sales, organised by individuals, branches and Deaneries added to the total to support Away from it All (AFIA) holidays, Summer of Hope Appeal, Christmas Appeal and work overseas.

Members, throughout the Diocese, came together to knit a large blanket to present to Amal a giant puppet who had travelled to the UK from Syria and who movingly represented child refugees. The event was a great opportunity for members to hand out leaflets, speak to people in the crowd and wave banners throughout the day that Amal was in Sheffield.

Sales of Mothers' Union Enterprises stationery and gifts at events throughout the year and sales of preserves and cakes were also good fundraisers.

Posts on Facebook were seen across the world and were shared and liked by many. Members also contributed news and photos to the website and to the magazine Newline which was resumed to keep people informed and inspired. Two issues were printed and distributed in the Autumn and Winter and one issue of the Newsletter which was previously printed throughout the restrictions. The Directory of Members was kept up to date for accuracy and ensured members received the correct communications.

Susan Sayles. Fundraising and Communications Unit Coordinator

### **Faith and Policy**

In this year of lock down 2021, it has not been possible to hold the Quiet day in May or the lunch and quiet afternoon in September.

Lent devotions commenting on Matthew's gospel were written by the coordinator in the absence of meetings who also led the prayers at the Commissioning service for the chaplain Rev. Hilda Isaacson observing strict covid rules.

A Mary Sumner Day service was held in August and more people were able to be present, the prayers were led again by the coordinator as some of the Faith and Policy committee were unable to attend. It was an uplifting service.

The Wave of Prayer took place in branches from 20th to 22nd of August. Thanks to all those who prepared services and prayer times and to all members who supported them.

The Faith and Policy committee were only able to meet in person twice: once on 30th July and again on 8th October. Special thanks go to our F&P Secretary and to our IMPC Rep.

The stand against gender-based violence event took place on the last Saturday in November and although the weather was not kind, our members still managed to attend at one of the three venues- Sheffield Cathedral, Rotherham Minster and Doncaster Minster.

With the rise in gender-based violence, prayer is needed and support for the refuges continues.

Margaret Vivian: Faith and Policy Co-ordinator

### **Finance & Central Services**

Four meetings took place during 2021. These were either via zoom or face to face depending on guidance from the government during the COVID situation.

Phill Jackson was welcomed as the new treasurer for the Mothers Union in the Sheffield Diocese. The financial statement was presented at every meeting and monies transferred to the Co-Op bank. All relevant forms were completed for the Charity Commission, Gift Aid and Branch/Deanery information. Maureen Moore the Gift Aid Officer retired at the start of the year and Phill took on this role.

It was agreed not to go ahead with the Mary Sumner House Direct Debit Scheme, but this will be reviewed in 2022.

The new Constitution was completed and approved at the AGM.

Sheila Wood: Fundraising & Central Services Coordinator

### **Indoor Members Prayer Circle IMPC**

This year has been difficult, for Sheffield MU Indoor members, as last year was.

They have all found it very hard not seeing family and friends but have been very grateful for the support they have received from all at Sheffield Diocese.

Cards, letters and Newline have all been distributed usually by hand, and although it was not possible to enter the property members found it very rewarding to see a friendly face and were happy to hear, from the correspondence, about all the activities and services, usually by zoom, that were taking place all around the Diocese. It was heartening to hear just how many members were now using zoom to listen to events and follow the Mothers' Union page as well as Sheffield MU Facebook page.

Regularly phone calls have taken place to stay connected and to see if there is anything they need as well as being a friendly voice. The commitment to pray for the Mothers' Union members and the work that is carried out worldwide has not wavered by the IMPC member and it is this that is the bedrock of Mothers' Union.

Twenty-two new Indoor members have been welcomed into the Diocese this year as Branch closures are happening and members wish to remain at the heart of Mothers' Union. Most of the IMPC members are still very active in helping local Refuges and hospitals by knitting etc. and praying for all members both here in Sheffield Diocese and Worldwide.

Lesley Harpham: IMPC Correspondent.

### **Safeguarding**

Safeguarding documents were received from Mary Sumner House in Autumn 2020 and introduced to the Trustees in November 2020. This was discussed fully by Trustees in January 2021.

Requests were made to branches for a list of members who were DBS checked for work with Children & Vulnerable Adults and whether any Safeguarding training had taken place.

Covid and lockdown meant most branches were unable to meet and therefore very little information was received, and some branches were confused about why the MU, as part of the Church, could not rely on the church to organise and oversee any necessary advice & training.

As a registered Charity the Mothers' Union must have its own safeguarding policies in place and Trustees of the MU have a particular responsibility to ensure that these policies are adhered to. All Trustees will be DBS checked in the new year.

It was also realised that within the membership of the MU there are people who themselves could be considered vulnerable especially elderly members and members of the IMPC. Branches were asked to consider ways of doing things differently. For example –visiting elderly members in their homes in pairs especially if collecting money and making sure that receipts were given, and notes left for any next of kin. Branches were also asked to review activities and to talk to the church Safeguarding officer or vicar if any problems arose.

York Province held a Zoom meeting for all Safeguarding contacts in April and this was helpful as there were differing opinions in the various Dioceses.

Articles were written in the Newsletters and Newline to inform members and safeguarding news was requested from the branches. Safeguarding training was arranged for the Trustees which was very helpful also Trustees decided to register with Thirtyone: eight at the start of 2022 in preparation for the new triennium.as the membership of the Trustee body would be changing.

### **‘Safeguarding is everyone’s responsibility’**

Moira Leach – Lead Recruiter and Safeguarding Contact

Elizabeth Paver- Additional Recruiter

### **Treasurer’s Report 2021**

The results are reported on the financial statement accompanying this report. The Trustees received no remuneration for their services although they were eligible to claim reasonable expenses for incurred during their trusteeship.

### **Reserves Policy**

The Charity maintains unrestricted cash reserves of £35,999 are more than adequate to support the current level of activity. The Trustees are of the opinion that this amount is reasonable.

Restricted funds of £27,629 are for AFIA and Overseas and the Family Project Fund.

The Charity relies on contributions from members and their support to ensure the charitable work can continue and various good causes can be met from resources at the disposal of the charity, during 2021 all the key objectives of the charity have been met.

### **Notes on accounts for the year ending 31 December 2021**

These accounts have been prepared:

- a) On an accrual’s basis.
- b) Under the historical convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.
- c) In accordance with the Financial Reporting Standard applicable in the United Kingdom (FRS 102) and with the Charities Act 2011.

The Charity is a going concern.

All income is recognised when the Charity becomes legally entitled and the amount quantifiable with reasonable accuracy.



## Independent Examiners Report



**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

### Independent examiner's report on the accounts

#### Section A

#### Independent Examiner's Report

**Report to the trustees/  
members of**

Sheffield Diocese Mothers Union

**On accounts for the year  
ended**

31st December 2021

**Charity no  
(if any)**

**Set out on pages**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/12/2021.

**Responsibilities and  
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent  
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

**Date:** 24/02/2022

**Name:**

Paul Wakefield

**Relevant professional  
qualification(s) or body  
(if any):**

**Address:**

11 Shackleton Road

Doncaster

South Yorkshire . DN2 4RS

## Financial Review

### Summary of Accounts



#### Sheffield Diocese

Charity Number 1063619

#### Receipts & Payments For Year Ended 31st December 2021

INCOME		Notes
Member Subscriptions	19,839.00	863 Members
A.F.I.A. Donations	4,248.00	
I.M.P.C Donations	421.00	
Work Overseas Donations	2,490.00	Including £370 marked emergency
Coffee & Produce Sales	115.30	
Sale of Cards etc.	3,081.37	
Bank Interest	1,521.17	Incentive to Switch from RBS
General Donations	730.00	
Specific Donations	-	
Enterprise Grant	-	
Mary Sumner Day Collection	251.50	
Commissioning Service	-	
Branch Closures	430.34	
Donations for Retiring Officials	-	
Prison Play Area	500.00	
Gift Aid	3,572.80	Gift aid claimed for 2018, 2019 & 2020
Sundries	62.40	
Restricted income	931.50	
<b>TOTAL</b>	<b>38,194.38</b>	
EXPENDITURE		
Member Subscriptions	17,143.00	
A.F.I.A. Holidays	5,431.89	
Purchase of Cards etc	1,095.18	
Newsline	2,064.44	
Room Hire	201.60	
Bank Charges	-	
Postage, Stationary etc.	352.89	
Travel	29.25	
Conference	320.00	
Mary Sumner Day	-	
Commissioning Service	-	
Salaries	2,645.42	
Gifts for Retiring Officials	30.00	
Insurance	-	
Training Materials	75.00	
Internet	100.80	
Postage I.M.P.C.	105.00	
Sundries	282.40	
Restricted Appeal	931.50	
MIU Work Overseas	-	
<b>TOTAL</b>	<b>30,808.37</b>	

Income Over Expenses	7,386.01
Total Account Balance 2020	55,243.40
Total Account Balance 2021	62,629.41
Change in Funds	7,386.01
Difference	-

#### Balance Sheet For Year Ended 31st December 2021

Summary Of Accounts	Dec-2021	Dec-2020	Change
Current Account	14,345.87	55,243.40	- 40,897.53
Deposit Account	36,308.54	33,777.23	2,531.31
CBF Account	11,975.00	11,975.00	-
Petty Cash	0.00	38.89	-
<b>TOTAL</b>	<b>62,629.41</b>	<b>100,995.63</b>	<b>- 38,366.22</b>
Change in Year	- 38,366.22	9,363.54	

#### Restricted Funds:

A.F.I.A.	5,393.07	6,576.96
MSH Overseas Work	20,223.70	18,733.70
MU Family Projects	1,013.01	1,013.01
	<b>27,629.78</b>	<b>26,323.67</b>

#### Unrestricted Funds:

General Fund	33,935.11	27,785.55	
Virtual Babies	506.00	506.00	
Prison Play Area	636.00	136.00	
Branch Closures	922.52	492.18	
	<b>35,999.63</b>	<b>28,919.73</b>	
<b>TOTAL Funds:</b>	<b>62,629.41</b>	<b>55,243.40</b>	

Historical funds restricted to 5 years

7,386.01

Difference - 45,752.23

This financial statement was approved by the Board of Trustees and authorised for issue on 23 April 2022 and signed on behalf of the board by:

President Gillian Fellows

*G Fellows*

Date ----- 23 April 2022 -----

