

London West Area Quaker Meeting
Trustees' Annual Report & Accounts 2020

Westminster Friends Meeting House, 52 St Martin's Lane, London, WC2N 4EA
Charity registered in England & Wales: Number 1134215

References

Registered Name

London West Area Quaker Meeting

Reporting Period

1st January 2020-- 31st December 2020

Charity Commission Registration Number

1134215

Principal Office

London West Area Quaker Meeting,
c/o Westminster Friends Meeting House,
52 St Martins Lane,
LONDON, WC2N 4EA

Names of all those acting as trustees on the date that this Report was approved

Elizabeth Cave
Michael Charles
Sandra Horsfall
Caroline Nursey
James Robertson
Loveday Shewell

Names of all those acting as trustees during 2020

Sasha Bates
Michael Charles
Elizabeth Cave
Sandra Horsfall
Caroline Nursey
James Robertson
Loveday Shewell

Names of key officers in 2020

Area Meeting Clerk: Jonathan Lingham
Clerk of Trustees: Sandra Horsfall
Treasurer: Loveday Shewell
Safeguarding Co-ordinator: Clare Scott-Booth

Names and addresses of other relevant organisations

Bankers: CAF Bank 25 Kings Hill Avenue WEST MALLING Kent ME19 4TA

Independent Examiner: Myrus Smith Chartered Accountants, Norman House, 8 Burnell Road, Sutton, Surrey, SM1 4BW.

Investment Brokers: Rathbone Investment Management 10 Queen Square BRISTOL BS1 4NT

Property Managers: London Quaker Property Trust Friends House 173 Euston Road LONDON NW1 2BJ

1. Introduction

The London West Area Quaker Meeting (LWAQM) of the Religious Society of Friends (Quakers) is the basic unit of the Religious Society of Friends (Quakers) in west London and it is within LWAQM that Quakers in west London hold their membership.

LWAQM has seven constituent Local Quaker Meetings (LQMs) (i.e. local worshipping groups): Brentford & Isleworth, Ealing, Hammersmith, Harrow, Staines & Egham, Uxbridge and Westminster and owns Jordans Burial Ground jointly with North West London Area Meeting.

LWAQM is constituted as a charity under a Governing Document which was adopted on 15 March 2009 (amended 19 July 2020) and the charity was registered by the Charity Commission for England and Wales on 9 February 2010. The charity is managed by trustees appointed by the Area Meeting on the nomination, wherever possible, of each of the seven Local Meetings, who, together with one Treasurer of LWAQM ex officio, constitute the London West Area Quaker Meeting Trust.

LWAQM meets regularly to consider matters pertaining to its legal responsibilities, those set out in Quaker Faith and Practice and those on which its opinion is sought by Britain Yearly Meeting (BYM: the final constitutional authority of the Society in Great Britain, the Channel Islands and the Isle of Man) and Meeting for Sufferings (the central body which acts for the Society between Yearly Meetings).

The Quaker understanding of worship and of the right ordering of business meetings makes no distinction between meetings for worship and meetings to transact the business of the Society: all meetings of LWAQM are meetings for worship both in principle and in practice.

When referring to individuals, the terms Quaker and Friend are interchangeable.

2. Governance

The Governing Document was adopted by the members of the Area Meeting on 15th March 2009 and the decision was recorded in Minute LW/09/44. It was briefly reviewed in 2012 and no changes were proposed to it. The Governing document was amended by Area Meeting on 19 July 2020; the changes were accepted by the Charity Commission on 14 September 2020. The Area Meeting conducts its proceedings in accordance with the Governing Document and the Book of Christian Discipline of the Religious Society of Friends (Quakers) in Britain, currently known as Quaker Faith & Practice, Fifth edition 2015.

2.1 The methods adopted for the recruitment and appointment of new trustees

Each Local Quaker Meeting (LQM) within the Area has a local Nominations Committee. The name of a Friend who worships at that LQM is brought forward to the LQM for discussion and approval by its local business meeting. Once approved, the LQM forwards that name to the Area Meeting in session for further discussion, approval and appointment. The AM Nominations Committee may also nominate trustees where considered appropriate.

All trustees are appointed by the AM.
The Area Meeting Treasurer is ex officio a trustee.

One trustee is appointed by the Area Meeting in session to be the clerk of the trustees. In line with the Trust's Governing Document, trustees may serve for up to two three-year terms. At the conclusion of those two three-year terms, the trustee must be released from service and may not serve again as a trustee until a clear three -year period has elapsed between serving again and the trustee's previous period of service in that capacity. Only in exceptional circumstances may a trustee remain in post continuously for more than six years. It is the duty of the clerk of trustees to receive trustees' statutory declarations and to ensure that the Charity Commissioners are promptly notified of new appointments.

2.2 Policies for the induction and training of trustees:

No new trustees were appointed in 2020, and one trustee acted as Clerk throughout the year.

On appointment, trustees are issued with copies of: The 2009 Governing Document, The 2009 Trustees' Terms of Reference; The Charity Commission's Essential Trustee: What You Need To Know (CC3) Minutes of the previous year of trustees' meetings, and Trustees' Annual Reports & Accounts for the previous three years.

The clerk of trustees briefs all trustees individually and as a group on their duties and responsibilities. All new trustees are encouraged, and fees are paid, to attend the Woodbrooke Quaker study centre residential course for new Quaker trustees.

2.3 The organisational nature of the charity

The nature of the Quaker Business Method

Quakers understand that no priestly intermediary is needed between the individual and God. Quaker business method is therefore rooted in the belief that everyone can be led by the inward teacher. To work with others in listening and allowing ourselves to be that intermediary between the Holy Spirit and the life as we know it on earth is worshipful business.

The role of the Clerk in Quaker decision-making is to capture in words the sense of the meeting or the agreed expression of collective discernment. The Clerk is the servant of the meeting and may need to step aside from the role if they wish to contribute to the discussion.

The holding of Area Meeting in session

All Quakers who are recorded as being in formal membership of LWAQM are entitled (and are encouraged) to attend when the Area Meeting meets in session to conduct business. Attenders (i.e. people who attend Local Quaker Meetings without being formally registered as members of the Religious Society) are welcome to attend provided that they have sought permission from the Area Meeting Clerk in advance, which is normally granted.

Meetings specifically dedicated to the discernment of issues and problems are known as Meetings for Worship for Business or as Meetings for Worship for Church Affairs, (as

opposed to the usual Meeting for Worship held in stillness in accordance with the Quaker tradition).

Each LQM within the Area holds its own Meeting for Worship for Business regularly. Resolutions from each LQM are communicated to the Area Meeting - and vice versa - by the sending and receipt of formal minutes.

The Area Meeting met in session on six occasions in 2020 - twice face-to-face and four times on zoom - when any LQM minutes were considered, along with any other business which came directly to the Area Meeting (e.g. marriage applications, membership applications). The minutes of the Area Meeting were sent to LQMs for information or action or, if appropriate, onward to Meeting for Sufferings for further consideration and discernment.

The holding of trustees' meetings

The trustees met as a Trustees' Meeting on five occasions in 2020. All the meetings, except the first, were by online conferencing facilities.

A quorum of trustees for the proper ordering of business is half of the number of trustees appointed (rounded up) or half of the number of trustees plus one (if the number of trustees is even) and is set out in the Governing Document under Clause 17 (iv). Every meeting of the trustees was quorate.

The manner of working through the business was in accordance with the Quaker business method. At the Trustees' Meeting itself, every Meeting began with a period of silent worship followed by the acceptance by the meeting of the draft agenda. In the course of the meeting, Trustees considered each agenda item and agreed a minute before moving to the next agenda item.

At the conclusion of the Meeting, the Trustees' minutes for that Meeting were signed in the presence of the trustees by the clerk (Governing Document, Clause 17(v)). The Governing Document (Clause 17 (vii)) requires the trustees to report to the Area Meeting in session at least once each year in order to share their Annual Report and to discuss matters of concern to members of the London West AQM. The 2019 Trustees' Annual Report and Accounts were presented to Area Meeting at its Meeting at Westminster LQM in September 2020.

2.4 The relationships between the charity and related parties, including its subsidiaries

London West Area Quaker Meeting consists of itself and seven constituent Local Quaker Meetings; viz. Brentford & Isleworth, Ealing, Hammersmith, Harrow, Staines & Egham, Uxbridge and Westminster.

Each of these LQMs has its own treasurer/bookkeeper and bank accounts. The Area Meeting also has its own treasurer and bank account. In preparing the 2020 Annual Accounts, individually examined LQM accounts, together with one half share of the ownership of Jordan Burial Ground (see para 4.4 below), are consolidated to produce an Account for the whole charity.

Trustees are accountable at law for the proper use of all the resources throughout the Area Meeting. Whilst the practical day-to-day oversight is delegated to individual LQMs and their

treasurers, and the management committee in the case of Jordans Burial Ground, Trustees are conscious of their overall responsibility for the whole of the charity's business.

There are currently (2020) about seventy Area Quaker Meetings covering the countries of England, Wales and Scotland. Each of the AQMs registered with the Charity Commission is autonomous. Each AQM's trustees bear final responsibility for everything that occurs within their Area Meetings.

Delegates from each of the Area Meetings link together via a representative body known as Meeting for Sufferings which represents the views and concerns of Quakers across Britain. The final constitutional authority for Quakers in Britain is known as Britain Yearly Meeting. All Quakers who are recorded members of their Area Meeting are, ipso facto, members of Britain Yearly Meeting. All Quakers in Britain are entitled to attend Britain Yearly Meeting in session which gathered at Friends House in London in November 2020 by Zoom videoconferencing facilities; many from London West attended remotely.

London Quakers Property Trust (LQPT), which assumed the responsibilities of Six Weeks Meeting with effect from 1st January 2017, is made up of representatives from the seven Area Meetings within Quakers in London (of which London West AQM is one). Its main objective is to maintain, preserve and insure the places of worship of the constituent area meetings, and their contents. It holds the title to the Area Meeting's Meeting Houses and associated property. It is accountable to the constituent meetings for the funds and assets it holds on their behalf. A memorandum of understanding between LWAQM and LQPT was signed in 2017.

Each LQM within LWAQM paid a set fee quota to LQPT in 2020 as their contribution to the overall maintenance costs of Quaker Meeting Houses in London. All LQMs in the seven Area Meetings in London subscribe to LQPT's supervision and maintenance of their premises in a similar manner. The level of the quota was set by LQPT for the year 2020 with regard to the number of members in each LQM.

2.5 Risk assessment

The major risks to which the charity was exposed, as identified by the trustees, were reviewed and systems or procedures were established to manage those risks, for example, through taking out appropriate insurance, ensuring that appointments were made to fill key roles, examining local meeting and area meeting accounts and monitoring compliance with appropriate legislation. A Risk Register is produced and reviewed every year.

From time to time there is a need to take professional advice for which payment is made. This may include advice on employment issues, safeguarding, health & safety, disputes, mental health, financial matters.

Trustees are aware that many roles within the Society are undertaken by a limited number of people and that it is becoming increasingly difficult to fill all roles. For a number of years difficulties have been experienced in filling the role of treasurer within Local Meetings (with some Local Meetings sharing the services of a single Member) and also at Area Meeting level. In recent years some external book-keeping service has been provided to support the work of Local Meeting Treasurers. It is hoped to consolidate bookkeeping efforts further in future years.

The measures taken by the Trustees to respond to the world wide Covid 19 pandemic are described in separate paragraphs later.

3. Objectives and Activities

3.1 The objects of the charity

Through its constituent LQMs, London West AQM advances religion for the public benefit and facilitates Quaker service primarily by holding public worship at its meeting houses and supporting the outreach and mission of the wider Society, both financially and through the active involvement of its Members and Attenders: the primary purpose of the Religious Society of Friends is religious.

Within LWAQM, income and property are used to further the Area Meeting's objects by work such as:

- strengthening the life and witness of Quaker meetings both within London West Area Quaker Meeting and beyond;
- spreading the message of Quakers and interpreting and developing the thought and practice of the Religious Society;
- undertaking Quaker service for the relief of suffering at home and abroad;
- helping to fund the concerns that constituent Local Meetings in the area of LWAQM or beyond have adopted or agreed to support and where those concerns are in accordance with LWAQM's charitable objectives;
- providing for the pastoral care of individual Members and Attenders and for casual visitors to meetings for worship, including assistance to those in need;
- providing opportunities for education in the wider concerns of the Society;
- maintaining and developing Quaker meeting houses as places for public worship and from which to carry our witness into the world, and
- maintaining the organisation of LWAQM and contributing to the support of Britain Yearly Meeting and international Quaker organisations (such as QUNO and QCEA).

Individual Local Quaker Meetings and individual Friends undertake a range of outreach and charitable work on behalf of the Society

3.2 Grant-making policies

Funds are collected (largely but not entirely by Direct Debit and Standing Orders) from individual Friends as part of their contribution to the work of the Society. In most of our LQMs, individual Friends decide for themselves what proportion of their offering/ donation is kept for spending within their LQM and/ or is passed on to the Area Meeting. They also decide for themselves what percentage of their contributions should be forwarded to Britain Yearly Meeting to support the centrally-managed work. LQMs decide what amount from their funds is donated to BYM each year. There is no Area Meeting policy: it remains a matter for individual Friends and the LQMs.

There are no policies which decide whether support should be offered by the Area Meeting or its constituent local meetings for non-Quaker organisations. The LQMs and the AQM decide on a case-by-case basis whether they wish to support non-Quaker activities which provide services which facilitate realisation of Quaker beliefs and values. Only small donations are

made from the LQMs' own resources unless as a consequence of a tested and adopted concern. LQMs may make special collections acting as agent for other non-Quaker causes.

4. Achievements and performance

4.1 Membership

The membership statistics for the preceding year are drawn up annually. The 2020 figures were published to all Quakers in London West AQM in January 2021. At the end of 2020 261 adults and one child were recorded as being in membership in London West, a net loss of 6 over the previous year. A further 165 were regular attenders at our meetings for worship, a reduction of 77 since December 2019.

2020 was a wholly exceptional year in terms of the disruption and difficulties caused by Covid 19. It is hoped that the figures for regular attenders will rise again as soon as our regular worship meetings can resume, together with a return to a less anxious and restricted lifestyle for all.

4.2 Changes to Meetings

No new meetings were established.

No existing meetings were laid down.

4.3 Changes to Premises

New Hammersmith Meeting House

The construction of the new Hammersmith Meeting House was completed in August 2020. The old Meeting House was vacated two weeks later after a last Meeting for Worship. Many Friends were involved in the lengthy process of moving, and the contents and fittings of the old Meeting House were recycled as much as possible, since the building was due for demolition. Hammersmith Friends are happy to know that so many parts of their beloved building have found new homes with Friends and community members. They have taken delivery of new, sustainably-made chairs, and continue a process of learning how to use the new building.

The transition from the old Meeting House to the new has been lengthy and complicated. Last year Hammersmith Meeting stood down their Premises Committee and formed a new, larger 'Doors' Committee to accomplish this task. The Committee was very ably assisted by a paid consultant to plan and fulfil the closure of the old building, to fit out and relocate to the new building, and to begin the planning for the operation and hiring out of the new building.

Sadly, because of the closure of Places of Worship required by HM Government following the outbreak of the Covid 19 pandemic, it has not been possible to organise a suitably celebratory opening of the new building. However, building tours were given to some Area Meeting Friends and community members before new lockdown measures began. The new building is extremely energy efficient and AECB certified and has been built to high sustainability and maintenance standards. The design is unusual, with a circular main room and high clerestory windows, but also features brickwork that complements the surrounding residential architecture. The garden has been planted as a wildflower meadow, and Hammersmith Friends hope to grow a 'George Fox' apple tree from grafts from the tree in the old Meeting House garden.

4.4 Jordans Burial Ground

Jordans Burial Ground is jointly owned by London West and North West London Area Quaker Meetings in equal shares. The land was valued in 2017 at £17,000 and one half of this is included on the balance sheet as a tangible asset.

The Burial Ground is managed by a committee appointed by London West, North West London and Chilterns Area Meetings, all of whom pay a contribution of one third of the costs. The accounts are shown at Note 10 to the accounts.

The position as to whether a new separate trust should be established to which ownership of the burial ground would be transferred is under review.

4.5 Public Meetings for Worship

Until the middle of March 2020 each of the seven Local Meetings held Meetings for Worship on Sunday mornings. The chart below indicates the range and frequency of Meetings for Worship held by our Area Meeting constituents until the first national lockdown in March 2020.

LQM	Location	For whom	When	How often	Length
Brentford & Isleworth	Friends Meeting House, Quakers Lane, London Rd, Isleworth, TW7 5AZ.	Adults	Sunday at 10.30 AM	Weekly	One hour
		Children	Sunday at 10.30 AM	Twice per month	One hour
Ealing	Friends Meeting House, 17 Woodville Rd, W5 2SE	Adults	Sunday at 10.30 AM	Weekly	One hour
		Children	Sunday at 10.30 AM	First 3 Sundays of the month during term time	50 mins. Then 10 mins with adults
Hammersmith	Friends Meeting House, 20 Nigel Playfair Ave, until August 2020 and then 20 Bradmore Park Rd.	Adults	Sunday at 11.00 AM	Weekly	One hour
		Children	Sunday at 11.00 AM	Weekly	50 mins. Then 10 mins with adults
Harrow	Friends Meeting House, 456 Rayners Lane, HA5 5DT	Adults (children as needed)	Sunday at 10.30 AM	Weekly	One hour
Staines and Egham	Friends Meeting House, 9 Limes Rd, Egham, Surrey.	Adults & children	Sunday at 10.30 AM	Weekly	One hour
Uxbridge	Friends Meeting House, York Rd, Uxbridge UB8 1QW	Adults & children	Sunday at 10.30 AM	Weekly	One hour

Westminster	Friends Meeting House, 52 St. Martins Lane, WC2N 4EA	Adults	Sunday at 11.00 AM	Weekly	One hour
		Adults	Tuesday at 1.00 PM	Weekly	Half an hour
		Adults	Wednesd ay at 6.15 PM	Weekly	45 minutes
		Children	Sunday at 11.00 AM	Weekly	One hour

All LQMs welcomed those who wished to participate in such Meetings for Worship whether or not they were members. Meetings for Worship were followed by opportunities for fellowship over tea/coffee. All LQMs made available to members and attenders their library of books relevant to Quaker life and worship. The occasional Meetings for Worship held by Staines and Egham LM at Royal Holloway College and the periodic Meetings for Worship held by Harrow Meeting at a Methodist care home (where one of its members is now resident) continued until they were suspended by Covid 19 and had not resumed by the end of the year following Government instructions.

Following instructions from HM Government on 16 March 2020 all our Meeting Houses were closed for both worship and rent generating activities. During this first period of National lockdown our constituent Local Meetings made their own individual arrangements for continuing to worship by teleconferencing facilities as far as they felt able.

From 4 July 2020 HM Government indicated that Places of Worship could re-open for worship as long as the appropriate restrictions on the non-mingling of households, social distancing, and disinfection measures were established and maintained. Britain Yearly Meeting (BYM) and London Quakers Property Trust (LQPT) both drew up protocols to be observed so that our LMs could reopen physically for worship and other purposes, where allowed. Some LMs opened physically as well as organising parallel on-line meetings or 'blended meetings' (where worshippers could meet physically in their Meeting Houses and concurrently virtually by Zoom or other communication means).

In the latter months of the year, meeting for worship was again held on line during the second period of national lockdown. Subsequently, when various changing levels of restriction were applied by HM Government as they felt necessary to combat increasing levels of Covid 19 infection, places of worship continued to be allowed to open under increasing levels of restriction. LWAM Local Meetings each decided how to respond to these changing requirements as they felt they could. By the end of the year, all Local Meetings (except two, Uxbridge and Westminster) were again meeting only by teleconferencing,

Where meeting for worship took place in person, each LQM undertook a risk assessment and put in place procedures to comply with government guidance and keep Friends safe. Trustees reviewed and approved the assessments and procedures at key moments during the year.

Each of our constituent LMs gives below an account of how they responded to these wholly exceptional and demanding circumstances.

4.6 Reports from Local Meetings

All LMs met regularly (either virtually or physically) to consider the administration of the LM and other issues at meetings for worship for business. All members of the LM, and attenders with notice, were normally invited to attend and participate in such meetings.

The spiritual well-being of all the LMs, and the right ordering of meetings for worship, is the particular responsibility of those called Elders. All members, but particularly those called Overseers, have a responsibility for the physical and mental health of members and regular attenders and seek to avoid or mediate emotional or material want. The Elders and Overseers of most LMs have joint meetings and some LMs appoint joint Elder and Overseers. Interventions for individuals were undertaken on a confidential basis.

Brentford and Isleworth (BILM)

Brentford and Isleworth LM quickly responded to the pandemic by facilitating Meetings for Worship using Zoom and later moved to 'blended meetings' when Meetings were open for physical worship in the summer. The Elders and Overseers met regularly to review arrangements and to ensure that they maintained contact with friends unable, or unwilling to use on-line services. They also held a weekly additional mid-week Meeting for Worship on Wednesday evenings to help maintain the community and keep in contact. This has continued throughout the pandemic.

Plans for re-opening after the initial lock-down were overseen by the Premises Committee; they prepared the risk assessment and made arrangements for safe gatherings at the Meeting House when this was possible over the summer months. They also liaised with the nursery that uses the premises, and at the appropriate time the nursery re-opened for business.

All Meetings for worship for business were convened as planned and they have continued with the programme of monthly 'afterwords'- sessions covering a range of topics including their response to Black Lives Matter, the work of environmental activists and the 2020 Swarthmore Lecture.

Brentford and Isleworth became members of Citizen UK during this period and some of its members took part in training to run a 'listening project' with the Meeting. Over twenty friends and attenders took part in the project. Following a review and discernment by Elders and Overseers they have now established a knit and crafts group and a book group, all on-line; these are intended to enable fellowship and learning.

Throughout the pandemic overseers have stayed in contact with members of the Meeting not able to attend on-line and they have welcomed new attenders.

Ealing (ELM)

During the first quarter of 2020, public meeting for worship took place once a week on Sundays 10.30-11.30am and children's meeting took place three times a month during term time. A shared lunch was held monthly after Meeting for Worship. Jointly appointed elders/overseers met once a month. The Ealing Meeting book group met in January and, thereafter, five times virtually on Zoom during 2020.

Rooms at the meeting house were regularly hired to a variety of local community groups including activities for older people, yoga (including a class for people with disabilities), meditation, art classes, opera lectures, parent and baby signing, support groups for mental health, individual and family therapy and various training groups. One day a week the meeting house was reserved for the use of two groups supporting refugees and asylum seekers. This arrangement was related to Ealing Meeting's work as a

sanctuary meeting.

Following government advice concerning the Coronavirus pandemic (Covid 19), Ealing Meeting House was closed from 27th March—23rd August 2020. During this period all lettings had to be cancelled and Meeting for Worship was held online via Zoom on a weekly basis including children's meeting on 1st and 3rd Sundays. Some Friends were able to join by phone or in spirit. Each week this was followed by an opportunity for informal conversation. Throughout this period meeting for worship was the priority. All other previously planned events were postponed or cancelled. Numbers attending online meeting for worship were a little higher than they had been in person during the previous few months. It was possible for some Friends to attend online who have difficulty for various physical reasons in attending meeting in person.

A new weekly bulletin was started at this time providing notices and more reflective items. This weekly news has been a significant source of maintaining and building our meeting community during the time when the meeting house was closed and is ongoing while Covid restrictions are in place. Ealing friends continued to support the local foodbank both as volunteers and donors whenever this was possible.

After the meeting house reopened in August, a small number of Friends were able to attend public meeting for worship in person at Ealing and, at the same time, meeting for worship continued on Zoom. Several Friends started work on setting up blended meetings which began in December. This helped to hold meeting together as a worshipping community.

The meeting house reopened to hirers from 5th October until 5th November when it was again closed under government ruling. A few hirers returned during the permitted period. One hiring group was able to continue throughout the last quarter of 2020 being exempt as a mental health support group.

Ealing Friends were able to meet in the garden in December to sing carols together and a meeting for worship via Zoom was held on 25th December. During the summer, arrangements were made for families with young children to use the meeting house garden for exercise and play when the meeting house was closed. Throughout 2020, meeting for worship has been important and total attendance has generally been higher than before the pandemic. Ealing business meeting have minuted "We are especially glad that our children have been more visible and have been enabled to join in meeting for worship."

Hammersmith (HammLM)

The life of Hammersmith Meeting last year was complicated by the transition from the old Meeting House to the new. Pandemic restrictions made this more difficult. Hirings were stopped at the end of March, but as work on the new Meeting House was halted for a time, Hammersmith was able to continue to offer free space all through lockdown to the local charity West London Welcome, a community centre run for and with refugees, asylum seekers, and migrants in West London, which operated a socially distanced food and clothing bank from the Meeting House.

During the autumn, the new building was used briefly for Meetings for Worship with appropriate safeguarding measures as permitted by government guidelines, but it is currently closed again. Some further minor snagging issues remain to be resolved with the builders, but regular maintenance checks are now performed by Syntec, and some Hammersmith Friends also stop by the building regularly to check on it. Hammersmith Friends look forward to reopening the Meeting House for worship when possible and to welcoming the local community and Area Meeting Friends. Hiring of the building is on hold at the moment.

We offered online worship via Zoom on Sundays and occasional midweek evenings; we are now having regular online midweek worship, alternating lunch times with early evenings. Our regular coffee time after worship has helped us to share as a group. We have had occasional online shared lunches and have held all business and committee meetings online. We have been pleased to see how online worship serves Friends who could not often travel to the Meeting House in the past. Although some have chosen not to participate in online worship, vigorous

efforts have been made to keep in touch with all our Hammersmith Friends. We have also welcomed visitors to our online worship from time to time. We have experimented with blended meetings.

Harrow (HLM)

Meetings for Worship were held in person in our Meeting House up to the introduction of the nationwide 'lockdown' in March 2020. Thereafter, Meetings for Worship were held virtually, using Zoom technology, on Sunday mornings at 10-30 am and lasted for about 45 mins. Shortly thereafter mid-week Meetings for Worship were introduced, again using Zoom, and these were held at 7-30 pm on alternative Wednesday and Thursday evenings; they were for a period of about 30 minutes.

Starting on 12th August 2020 Harrow LM began to hold 'blended' Meetings on Sundays, where most Friends accessed the Meeting using Zoom, whereas up to six Friends would attend in the Meeting House. This followed the agreement of a Memorandum of Understanding with LWAM Trustees on the actions needed to maintain a healthy environment within the Meeting House. The blended Meeting used the Harrow computer, centrally placed microphone and a projector so that Friends attending on Zoom could see those present in the Meeting House and hear their ministry as could those in the Meeting House see and hear those attending on Zoom. Mid-week Meetings continued to be held only on Zoom. At this time Meetings for Worship lasted about an hour. With the agreement of the Trustees, and still maintaining social distancing, up to twelve Friends were able to attend Meeting in person. In fact, there were seldom more than six Friends attending in the Meeting House. Blended Meetings were not universally accepted by Friends. Those on Zoom were not able to see or hear all the Friends in the Meeting House, and some of those in the Meeting House felt restricted as those attending all had to wear masks. When the second lockdown was instituted in November 2020, Harrow reverted to holding Meetings for Worship using Zoom; mid-week Meetings continued as before. This remained the situation for the remainder of 2020.

When the first lockdown started all lettings in the Meeting House were suspended. In the Autumn, the Harrow pre-school nursery group reopened following government guidelines. No other lettings have restarted as yet.

Staines and Egham (SELM)

Staines and Egham began having Meetings for Worship on Zoom in March 2020 and this continued this way of worshipping until the end of the year. In August 2020 a small wedding ceremony was celebrated for two local Friends at the Meeting House; the service was conducted according to Quaker principles and practice, following a full risk assessment agreed by the Trustees in advance. Whilst the community has not re-opened the Meeting House they have maintained good spiritual and emotional links amongst themselves, whilst offering public on-line meetings for worship.

Uxbridge (ULM)

Up until the Government's Lockdown late March 2020, Uxbridge Local Meeting (LM) was small in attendance but quite thriving in Spirit.

When the Pandemic was recognised in Britain and the Government set up its national guidelines, careful arrangements were made to worship in our Meeting House, with social distancing and hand sanitation supplies. Friends have kept masks on, don't linger socially and don't use the kitchen. At that point hirers withdrew for the rest of the year. In addition to marking out the social distancing, one of their members organised the equipment and know-how to hold Meetings for Worship in a blended way for some of this time and solely on Zoom with the Meeting House

unused for other periods of time. It was closed up from the end of March until 9th August and again at the end of the year whilst London's Tier 4 was in place. The Zoom platform has been much valued by the 5 regular Friends who have been using it but not many Friends have, despite 19 Friends and Attenders being on the email list. Zoom "coffee" mornings were also held midweek for a short period of time. Attendance in the Meeting House with masks and according to rules on social distancing has been more popular, on the whole. Business Meetings have been held every two months. Some were on Zoom and some in the Meeting House.

The long-awaited refurbishment of the Meeting House took place during the year. The Meeting House was originally built in 1818 and is Grade 2 listed. The room where Uxbridge Friends worship was totally redecorated and the woodwork restored. Also, the mechanism of the Georgian sash windows was made to function again. Some fire doors were put in; the toilets were totally renewed; some painting was done in the kitchen and a replacement of all carpets. Exterior work was on the drains, guttering, repointing of walls, repairing of the woodwork and redecoration. Secondary double glazing was part of this work.

The most significant Local Business Meeting we held was in November 2020. As is common with other Local Meetings, we were struggling to find Friends to be available to take on the roles required to keep the Meeting going. At this point in time, we decided to make decisions corporately in our future Business Meetings, instead of having the usual committees. To manage the premises, tasks are assigned to a collection of individuals. As for the Clerkship, it was decided that from January 2021, the bulk of the administrative work would be held by the 5 Friends who volunteered to undertake the role of "Clerk-at-this-time" for 2 month periods.

We have had Corporate Oversight for some time so encouragement was given for Friends to keep in touch with one another and this has taken place.

Westminster (WLM)

Despite closing the meeting house in March 2020 Westminster had a busy year. They changed their administrative arrangements from having one clerk to a clerking team. One Friend was appointed as Technology Co-ordinator. They reviewed and updated the format of the local Friends List, streamlining the tags to ensure people could sign-up or opt out of different mailings. A Mail Chimp account was opened to improve regular communication with Friends; the website was reviewed and improvements made to enhance its use.

Along with many other meetings around the World Westminster LM opened a Zoom account. Zoom Meetings for Worship began in March 2020 with no gap between the Meeting House closing and the move on-line. Although the Meeting House was closed and re-opened twice over the past year, the Zoom Meeting continues and they moved to 'blended' meetings about mid-year. A Re-opening Group was formed at the beginning of the first lockdown, to help manage closures (which are easy), and subsequent Re-openings (which are becoming easier through practice). The Group met as needed and advised the wider meeting of any changes and procedures which were required. Westminster benefitted greatly from having the Resident Friend Volunteers, who with the Hirings Manager and Premises Committee continue to look after the Meeting House.

The opening of the Meeting House for MfW has only occurred for the Sunday Meeting. Wednesday evening meetings continue to be Zoom only, until the West End opens for business again, and those attending work are able to attend after work. Attendance has been steady with around 43 on Sundays, and 14 mid-week. In recent months when blended meetings have been held on Sundays with about one third of Friends attending in person at the Meeting House and two thirds on Zoom. Friends from South Africa and America, as well as from elsewhere in the UK, regularly attend.

Westminster's Children's Meeting have continued to meet the first 4 Sundays of the month. The children have their own Zoom meeting, and join the main meeting for the last 10 minutes of MfW. The Meeting is delighted to hear about their activities and undertake the challenges they set. After MfW Zoom break-out rooms have been instituted so that Friends may socialise, as happened at the Meeting House. Because the break-out rooms are random – there is the opportunity to speak to Friends one might not have spoken to before.

Our Elders, Overseers, Nominations and Premises Committees have continued to meet regularly via Zoom. Overseers have set up a WhatsApp group so that Friends may keep in contact. This has been very well received and is well used. A reading group was set up and meets to discuss the Quaker Quick books. Westminster maintained its commitment to support the FoodBank, QPSW and others.

Thanks to Area Meeting Trustees and local Friends it was possible for the Meeting to join hands with our neighbouring Baptist and Congregational congregations to Sponsor 'our' Syrian sisters - Fatima and Amina via the Government Refugee Sponsorship Scheme. They have more than survived the year-long lockdown, are speaking and understanding more English and remain amazingly resilient and good humoured. Westminster is thankful that several new members of the Meeting have got more actively involved over the last year.

4.7 London West Area Meeting (LWAM)

The Area Meeting serves as the principal body for the conduct and oversight of Quaker church affairs in that part of London which stretches roughly in a triangle from Westminster as far west as the M25. Its overarching role is to develop and support the community of Friends attached to its seven constituent local Quaker meetings.

Area Meeting met in session six times in 2020, five of these business meetings being held online because of Covid 19 restrictions. Between 35 and 40 Friends usually took part. These meetings, which are held in a spirit of worship, provide an opportunity to hear reports from central committees and other Quaker organisations, as well as to discern issues and concerns brought by local meetings. It appointed Friends to serve on the various bodies that ensure proper governance and right stewardship of the Society. In 2020 it appointed over forty Friends to serve for up to three years as Elders and Overseers of the Area Meeting, to ensure the right holding of meetings for worship, and to provide pastoral care to all our members and attenders. Each of our business meetings provided an opportunity for Friends to explore a different "topic" which had special relevance to our faith: the housing crisis; refugees; the impact of the covid pandemic on our community, and outreach.

The Area Meeting also has responsibility for membership matters; Friends are admitted to membership of the Area Meeting, not to the local or national organisation. During 2020 we welcomed eight Friends into membership, recorded three deaths, seven transfers to other area meetings, and five terminations. One Quaker marriage took place.

All Quakers who are recorded as being members of LWAQM are entitled (and encouraged) to take part in our business meetings. Attenders (those who attend Local Quaker Meetings regularly, but without being registered as members of the Society) are welcome to attend provided they have sought permission from the Area Meeting Clerk in advance, which is normally granted.

4.8 London Quakers Property Trust during Covid 19

Our local meetings were grateful to receive a high level of financial support to cover running and maintenance costs from London Quakers Property Trust (LQPT) during the period from March 2020 when most lettings activities ceased. Two local meetings, Brentford and Isleworth and Harrow, resumed letting to educational institutions, when that was allowed and Westminster was able to accommodate some therapists who worked in a Covid secure way with individual clients. The 'lockdowns', which began in March 2020, have been applied intermittently throughout the year end and well into 2021. LWAM trustees and local meeting Friends have been grateful to LQPT for their support, both financial and advisory, throughout this unprecedented time, when most opportunities for generating income disappeared, but when many financial obligations still needed to be met.

4.9 Sustainability throughout the Area Meeting and its Activities

Regular maintenance of all our meeting houses is undertaken by London Quaker Property Trust (LQPT). LQPT has continued to focus on physical measures to reduce energy

consumption and has negotiated special tariffs for meeting houses in London with a sustainable energy company. Where possible in our local meeting houses roof space insulation and window double glazing have been provided. Recycling of waste materials depends upon the policies of the local borough where individual meeting houses are situated; individual meetings strive as best they can to recycle and consume ethically.

During the Pandemic LQPT continued to run major maintenance contracts where they could and covered minor maintenance expenditure where needed.

5. Financial review

5.1 Annual Accounts for 2020

The 2020 examined and consolidated accounts are attached to this report.

London West AQM's Total Funds (including those of its constituent Local Meetings) decreased slightly during the year from £1,144,968 at 1st January 2020 to £1,131,692 at 31st December 2020 with no Local Meeting accounts in deficit. This is made up of £833,307 unrestricted, £175,638 restricted and £122,747 endowment funds (in 2019 £845,657 unrestricted, £182,491 restricted and £116,820 endowment funds.)

There was a net reduction in resources of £43,611 (decrease of £18,116 in 2019) and recognised gains in investments of £30,335 (gains of £102,605 in 2019) resulted in a net Movement in Funds of £(13,276) (movement of £84,489 in 2019).

5.2 Principal funding sources

Income largely comes from Friends in membership of the Religious Society and Attenders who are encouraged to contribute money to support the Area Meeting, its concerns and its business, but only at a level at which individuals can afford.

Voluntary donations, excluding legacies, of this nature gathered in 2020 total £86,117 – a decrease from the previous year (£100,192 in 2019); there was an income of £6,000 from legacies (nil in 2019).

The Area Meeting itself has income from investments but the majority of investments are held by Local Meetings. Income from investments for 2020 amounted to £9,247, a decrease in investment income received during 2019 (£12,110).

London West AQM's funds are largely unrestricted though there are some restricted funds and endowment funds, mostly acquired as legacies over many years and connected to the maintenance and support of specific meeting houses, including the replacement of Hammersmith Meeting House, whose building fund (restricted) at the year-end stood at £153,363 (£154,150 at end 2019).

In 2020 the Area Meeting continued its lead sponsorship for the West End Welcome Project, initiated by Westminster LM with the American International Church and the Bloomsbury Baptist Church. Funds raised are held in a restricted fund which had a balance of £7,213 at the end of 2020 (£13,293 in 2019). These funds, raised from donations, are being used towards the expenses of the refugee Syrian family who arrived in 2020.

5.3 How LWAQM's direct expenditure has supported the Area Meeting's objectives

Apart from passing on quota contributions from local meetings to London Quakers Property Trust for the upkeep of all Quaker meeting houses London-wide, London West's direct expenditure in 2020 continued to consist mainly of sending Friends and Attenders, including children, to conferences, training courses and other Quaker events. A breakdown of AM income and expenditure is included at notes 2 and 3 of the accounts. During 2020 the Area Meeting and our local Quaker meetings gave donations of £24,024 (£13,333 in 2019) to Britain Yearly Meeting, £36,025 (£41,620 in 2019) to other Quaker organisations and £7,492 (£5,198 in 2019) to other charitable organisations.

5.4 Reserves policy

Trustees are mindful that, as a charity, their funds should be used to meet their charitable objectives, rather than hold funds in the longer term. However, they believe that they need to hold reserves in longer term to ensure the sustainability of the Area Meeting and the wider Quaker community in the long term. They are aware that many Friends today have less capacity to contribute to the upkeep of Meeting Houses and other Quaker activities and they are fortunate to hold reserves which have built up often from generous legacies from previous generations

of Quakers. However the Trustees recognise the need to balance short term need to use the funds to support Quaker activities and the longer term needs for sustainability of the Area Meeting and will continue to keep this under review.

Within this overall policy, each Local Meeting has determined its own reserves policy as they have delegated authority to hold and manage a high proportion of the AM's funds.

Brentford & Isleworth

The Meeting aims to keep unrestricted free reserves of about £25,000 which represents about 2 years of regular local expenditure. £1,000 remains in a designated reserve towards the establishment of a new chapter of London Citizens in Hounslow, which will be spent in the next 2 years. It also holds a designated reserve arising from a legacy for a special purpose to be determined in 2021.

Ealing

Ealing Meeting's money is used to further our Quaker work and sustain the life of the meeting. We find it prudent to keep a level of reserves to deal with unexpected fluctuations in our income and liabilities. The current practice is to keep a level of reserves of between six months' and one year's anticipated expenditure.

Hammersmith

Hammersmith Friends have a policy of retaining our reserves in anticipation of expenditures related to the new Meeting House. They continue to support relevant charitable giving on a case by case basis.

Harrow

When Harrow's reserves policy was established, £100,000 was 'earmarked' for dispersal to such Quaker and other causes as the Meeting itself discerns over the next 10 years. The remaining £30,000+ is to be held for future 'closure' or other demands. This policy has been followed since the policy was established with the sum 'earmarked' for dispersal falling to slightly under £60,000 by the end of 2020.

Staines & Egham

As a small local Meeting, Staines and Egham consider that they need to hold the current level of reserves in case of any emergencies which would not be met from centrally held funds.

Uxbridge

Uxbridge's expenditure currently exceeds their income from Ffriends (members) so they rely on legacy/reserve funds for ongoing survival. All their legacies have been left to Uxbridge Local Meeting. They set aside £30,000 towards works to the Meeting House not funded by LQPT some of which has been spent in 2020. It is intended to keep the balance for ongoing regular costs as a LM, some for the spiritual well-being of the LM, including grants to local Friends for study etc., some for Meeting House upkeep, and some for local charities/worthy causes and Quaker organizations.

Westminster

They currently hold three types of reserves: endowment, designated funds and general reserves, which have benefitted in recent years from significant unrealised gains in the value of investments. The endowment fund is the Douglas and Doris Lee Memorial Fund. Under the terms of the endowment, the income generated by the capital is used to help international friendship and peace. Designated funds are legacies received where a particular purpose was specified. The majority of designated funds have been received since 2010 and recently approximately £235,000 has been spent on renovations. A further legacy was allocated for spending on the Westminster Meeting House premises. With regards to general funds, they benefit from receiving all the income from investments and bank interest so a practice has been established of not asking Friends for direct contributions to the running of local meeting. As a result, a large proportion of "where most needed" contributions goes direct to BYM.

London West Area Quaker Meeting

London West AQM itself aims to maintain a reserve equivalent to one-year's expenditure (inclusive of the levy payable to the London Quaker Property Trust) which is kept to enable it to meet Area Meeting's financial needs in the short term.

5.5 Investment Policy

London West AQM subscribes to the principles of investing in a socially, environmentally and ethically sound manner and retains Rathbone Greenbank Investment Management Ltd as its investment broker to invest funds held by Westminster Local Meeting. The Trustees maintain a small working group to review the AM's investments.

Key Plans for the Future

6.1 Hammersmith Friends' Meeting House Redevelopment Project

This project, begun in 2008, finally reached completion in 2020, but occupation and development of the use of the building was hampered by the Pandemic. The Trustees and local Hammersmith Friends are co-operating to help Hammersmith develop worship at the building, when that is permitted.

6.2 Policies and procedures

In collaboration with LQPT a considerable amount of work was undertaken to review and update all appropriate LWAMT policies and procedures to provide a more consistent approach amongst LMs and to ensure compliance across the Area Meeting.

6.3 Property Strategy Review

During 2018 a Property Strategy Group reported to the AM on how best to manage the Meeting Houses over the next 10 years. LMs were asked to consider its findings and report back during 2019; both Uxbridge and Harrow LMs have considered the report and are continuing to address their future. Westminster set up a small group to look at the development of Westminster LM. Work on the Property Strategy Review was suspended during 2020 when more urgent matters were at the forefront of the Area Meeting's concerns.

6.4 Covid 19 Risk

During 2020 the Covid 19 Pandemic has affected LWAQMT's ability to meet for worship in our Meeting Houses, as they were closed from mid-March as required by government regulations. Most of our LMs, our AM and the Trustees were able to meet by on-line conferencing facilities; several are now in the process of re-opening to offer 'blended' meetings – some Quakers joining a meeting online and some in person.

The main area of financial risk lies with LQPT, which receives the income from the letting of meeting houses and which covers their maintenance costs. LQPT has significant reserves so it can manage a short term reduction in income. However, there is a risk that future quotas required from our Meetings will be higher, and this will present a challenge to some smaller LMs.

7. Public Benefit Statement

In pursuance of the Charity Commission's guidance on public benefit, the Trustees of London West Area Quaker Meeting confirm that they have had regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which that guidance is relevant.

8. The Reporting of Serious Incidents

Pursuant to the Charity Commissioners' guidance on reporting serious incidents, the Trustees of London West Area Quaker Meeting declare that, during the reporting year 1st January 2020 - 31st December 2020, there were no serious incidents which they failed to bring to the Commissioners' attention.

9 Report of Personal Data Breach to the Information Commissioner's Office (ICO)

A report was sent to the ICO in February 2020 of a personal data breach at Westminster Local Meeting, where members' and attenders' contact details were found to be visible to the public without the use of any entry code. As soon as the breach was discovered it was remedied and all contact pages are now set to "hidden". The ICO decided in March 2020, following the report of the breach, to take no further action following the actions taken by Westminster LM to remedy the situation.

10 Safeguarding

Our Area Meeting has in place an appropriate safeguarding policy. One ongoing risk is being managed by our Safeguarding Coordinator. One of our trustees is designated as lead trustee for safeguarding.

11 Acknowledgements

The trustees acknowledge with gratitude those Friends whose contributions made this annual report possible and whose work and upholding sustained the Area Meeting throughout 2019.

12 Approval

The trustees approved their 2020 Annual Report to the Charity Commission on 6 September 2021. Sandra Horsfall, Trustee of London West Area Quaker Meeting, was authorised to sign this Report on behalf of the Trustees.

A handwritten signature in black ink, appearing to read 'Sandra Horsfall', with a stylized flourish at the end.

6. Sandra Horsfall Trustee and Clerk Financial review

London West Area Quaker Meeting: Consolidated Accounts for year ended 31 December 2020
SOFA

	Note	2020			2019		
		Unrestricted funds	Restricted funds	Endowment funds	Unrestricted funds	Restricted funds	Endowment funds
Incoming Resources							
Income from donations		80,941	5,177		86,724	13,468	
Income from legacies		6,000					100,192
Investment income		8,017	78	1,152	10,593	167	1,350
Income from Quaker activities		0			0		0
Other					24		24
Total Incoming resources	2	94,958	5,254	1,152	97,341	13,635	1,350
							112,326
Resources Expended							
Charitable Activities	3	131,531	12,120	1,324	129,062		1,320
Other					60		
Total Resources Expended		131,531	12,120	1,324	129,122		1,320
							130,442
Net incoming (outgoing) resources before transfers		(36,573)	(6,866)	(172)	(31,781)	13,635	30
							(18,116)
Transfers between funds	8	1	13	(14)	2	24	(26)
							0
Net incoming (outgoing) Resources		(36,572)	(6,853)	(186)	(31,779)	13,659	4
							(18,116)
Recognised gains (losses) on investment assets		24,222	0	6,113	86,802		15,803
							102,605
Net Movement in Funds		(12,350)	(6,853)	5,927	55,023	13,659	15,807
							84,489
Balance b/f at 1.1.20		845,657	182,491	116,820	790,634	168,832	101,013
							1,060,479
Balance c/f at 31.12.20		833,307	175,638	122,747	845,657	182,491	116,820
							1,144,968

All income and expenditure derives from continuing activities. The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes form part of these financial statements

London West Area Quaker Meeting: Consolidated Accounts for year ended 31 December 2020

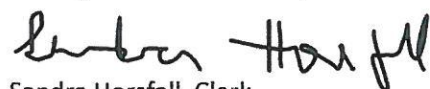
BALANCE SHEET 2020

	see note	2020	2019
FIXED ASSETS			
Investments	9	663,542	633,197
Land	10	8,500	8,500
		672,042	641,697
CURRENT ASSETS			
Debtors	4	19,291	9,841
Cash at bank and in hand	4	468,054	531,477
		487,346	541,318
CURRENT LIABILITIES			
Creditors Due within One Year	4	27,476	37,848
Net Current Assets		459,869	503,470
Creditors Due after One Year	4	220	200
NET ASSETS		1,131,692	1,144,968
FUNDS	8		
Unrestricted general	4	305,679	349,738
Unrestricted designated	4	527,629	495,919
Unrestricted total		833,307	845,657
Restricted	4	175,638	182,491
Endowment	4	122,747	116,820
TOTAL FUNDS		1,131,692	1,144,968

Approved by London West Area Meeting Trustees on

6 September 2021

and signed on its behalf by



Sandra Horsfall, Clerk

The notes form part of these financial statements

Note 1 Accounting policies

a) Statutory information

London West Area Quaker Meeting is an unincorporated charity registered with the Charity Commission,.

b) Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

c) Scope

The accounts reflect the activities of the London West Area Quaker Meeting itself together with the consolidated results of the Local Meetings within the area.

d) Debtors and Creditors

Accruals and prepayments have been included in the income and expenditure where in the opinion of the Trustees the amounts are significant and their inclusion will give greater clarity to the financial statements

e) Investments

Investments are valued at market value at the Balance Sheet date. Realised gains and/or losses on investments are recognised when the investment is sold. Unrealised gains and/or losses are accounted for on revaluation at the Balance sheet date.

f) Fund accounting

Restricted funds are funds which must be used for the specific purposes laid down by the donors. Restricted funds held are the Hammersmith Building Fund from an appeal towards the cost of their new Meeting House. West End Welcome fund is towards the joint project with the American Church and Bloomsbury Baptist church to support a refugee family from Syria under the Home Office scheme.

Unrestricted funds are donations and other incoming resources received or generated may be used for the furtherance of the charitable purposes.

London West Area Quaker Meeting: Consolidated Accounts for year ended 31 December 2020

Note 2 Analysis of income

	UNRESTRICTED INCOME									TOTAL
	2020									
	Brentford & Isleworth	Ealing	Hammer-smith	Harrow	Staines & Egham	Uxbridge	Weston	Area M		
Income	£	£	£	£	£	£	£			
Income from donations	8,510	11,823	8,208	15,484	2,148	6,740	26,258	656	79,826	
Income from legacies	5,000				1,000			0	6,000	
Investment income	965	22	17	213	12	43	6,467	279	8,017	
Income from Quaker activities								0	0	
Other income			1,115					0	1,115	
Total Incoming Resources	14,475	11,846	9,339	15,696	3,160	6,782	32,725	935	94,958	

	RESTRICTED INCOME		
	2020		
	Hammer-smith Building Fund	West End Welcome	TOTAL
Income			
Income from donations	2,250	2,927	5,177
Income from legacies			
Investment income	78		78
Income from Quaker activities			
Other income			
Total Incoming Resources	2,328	2,927	5,254

Hammer-smith Building Fund is from an appeal towards the cost of their new Meeting House.
West End Welcome is a restricted fund set up to fund the joint project between Westminster LM, The American Church and Bloomsbury Baptist church to support a refugee family from Syria under the Home Office scheme

	ENDOWMENT INCOME			
	2020			
	AM General Purposes Fund	AM "Six Weeks Meeting" fund	Westminster	TOTAL
Income				
	1	13	1,138	1,152
	1	13	1,138	1,152

AM General Purposes Fund is held for the furtherance of the Area Meeting

AM "Six Weeks Meeting" Fund is for the provision and maintenance of places of worship and relief of poor Friends
Westminster's Douglas and Doris Lee Memorial Fund is held for the furtherance of International Friendship and Peace.

	UNRESTRICTED INCOME								
	2019								
	Brentford & Isleworth	Ealing	Hammer-smith	Harrow	Staines & Egham	Uxbridge	Westminster	LM Totals 2019	TOTAL
PREVIOUS YEAR	£	£	£	£	£	£	£	£	
UNRESTRICTED FUNDS									
Incoming Resources									
Income from donations	11,879	12,130	9,913	13,899	2,553	9,447	28,734	86,356	86,724
Income from legacies									
Investment income	2,188	37		455	28	81	7,416	10,205	10,593
Income from Quaker activities									0
Other	16						8	24	24
Total incoming resources	14,083	12,167	9,913	14,154	2,581	9,528	34,158	96,585	97,341

	RESTRICTED INCOME		
	2019		
	Hammer-smith Building Fund	West End Welcome	TOTAL
Income			
Income from donations	175	13,293	13,468
Income from legacies			
Investment income	167		167
Income from Quaker activities			
Other income			
Total Incoming Resources	342	13,293	13,635

	ENDOWMENT INCOME			
	2019			
	AM General Purposes Fund	AM "Six Weeks Meeting" fund	Westminster	TOTAL
Income				
	2.00	24	1,324	1,350
	2.00	24	1,324	1,350

London West Area Quaker Meeting: Consolidated Accounts for year ended 31 December 2020

Note 3 Detail of Expenditure

Unrestricted Expenditure 2020									
Brentford & Isleworth	Ealing	Hammer-smith	Harrow	Staines & Egham	Uxbridge	Westminster	Totals 2020	Area Meeting	TOTAL
Charitable activities									
LQPT Quota								46,248	46,248
AM Gathering								0	0
Conferences and training			1,286				1,286	557	1,842
Professional advice/examiners fee						600	600	1,140	1,740
Meeting expenses	1,825	763	26	407	217	193	4,921	8,352	9,695
Expenditure on premises not LQPT	754		398	379	73	526	1,196	3,325	3,325
Donations made									
Britain yearly Meeting	4,500	3,000	3,000	3,000		10,000	23,500	524	24,024
Other Quaker causes		400	100	6,800		25,100	2,825	800	36,025
Non Quaker causes	1,000	60	70	3,828			2,534	7,492	7,492
Governance costs									
Independent Examination								1,140	1,140
Charitable activities TOTAL	8,080	4,223	3,593	15,700	290	25,819	22,076	79,780	131,531

RESTRICTED EXPENDITURE							Donation to Britain Yearly Meeting	ENDOWMENT EXPENDITURE				
2020					2019			2020		Westminster	2019	
AM WE	Welcome	Hamm Building Fund	total		AM WE	Welcome		Hamm Building Fund	total		Westminster	Westminster
Expenditure on project	9,006	3,114	12,120		0	0	0		1,324		1,320	
Charitable activities TOTAL	9,006	3,114	12,120		0	0	0	Charitable Activities Total	1,324		1,320	

Unrestricted Expenditure 2019									
Brentford & Isleworth	Ealing	Hammer-smith	Harrow	Staines & Egham	Uxbridge	Westminster	Local meeting totals	Area Meeting	TOTAL
Charitable Activities									
LQPT Quota								45,007	45,007
AM Gathering								-	-
Conferences and training								3,279	3,279
Meeting expenses	2,095	1,880	948	979	735	192	4,519	1,969	13,317
Expenditure on premises not LQPT	93			271		126	5,678	6,168	6,168
Donations made									
Britain yearly Meeting	1,487	1,850		5,517			4,479	13,333	13,333
Other Quaker causes	25,000	395		8,600		800	1,025	5,800	41,620
Non Quaker causes	1,250	10		2,428		100	1,410	5,198	5,198
Governance costs									
Independent Examination								1,140	1,140
Charitable activities TOTAL	29,926	4,135	948	17,795	735	1,218	17,111	71,867	129,062

London West Area Quaker Meeting: Consolidated Accounts for year ended 31 December 2020

Note 4 Details of the Balance sheets of Local Meetings and the Area Meeting

CURRENT YEAR	2020									
	Brentford & Isleworth	Ealing	Hammer-smith	Harrow	Staines & Egham	Uxbridge	Westminster	Local Meeting Totals	Area Meeting	Jordans Burial Ground
FIXED ASSETS										
Investments	27,099				4,233		614,481	645,813	17,730	
Land										8,500
	27,099				4,233		614,481	645,813	17,730	8,500
CURRENT ASSETS										
Debtors	1,545	1,976	5,597	3,701	779	2,923	205	16,726	2,566	
Cash	11,660	24,036	164,087	88,650	8,972	30,655	48,284	376,343	91,712	
	13,205	26,012	169,684	92,351	9,751	33,577	48,489	393,068	94,277	
CURRENT LIABILITIES										
Creditors Due within One Year	2,066	7,567	4,066	350	169	3,239	7,100	24,556	2,921	
Net Current Assets	11,139	18,445	165,618	92,001	9,582	30,338	41,389	368,513	91,357	
Creditors Due after One Year		220				0	0	220	0	
Net Assets	38,238	18,225	165,618	92,001	13,815	30,338	655,870	1,014,106	109,086	8,500
FUNDS										
Unrestricted- general	7,238	18,225	12,255	92,001	7,098	30,338	61,001	228,156	77,523	
Unrestricted - designated	31,000				6,718		489,911	527,629		
Unrestricted - total	38,238	18,225	12,255	92,001	13,815	30,338	550,912	755,784	77,523	
Restricted			153,364					153,364	13,774	8,500
Endowment							104,958	104,958	17,789	
Total Funds	38,238	18,225	165,618	92,001	13,815	30,338	655,870	1,014,106	109,086	8,500

Designated Funds:

B&I holds £25,000 funds set aside towards the up keep and improvement of its Meeting House

B&I holds £1,000 towards a new local chapter of London Citizens

B&I holds £5,000 from a legacy towards a special project

Westminster holds £489,911 towards the upkeep and improvement of its Meeting House

Restricted Funds

Hammersmith Building Fund holds £153,363 from an appeal towards the cost of their new Meeting House.

Area Meeting holds the balance of £6,561 of income from its endowment fund for the provision and maintenance of places of worship

Area Meeting holds a balance of £7,213 for West End Welcome project, a joint project of Westminster LM, the American International Church and Bloomsbury Baptist Church to support a refugee family from Syria under the Home Office scheme.

Endowment

Westminster's Douglas and Doris Memorial Fund holds £104,958 for the furtherance of International Friendship and Peace.

Area Meeting holds an endowment fund of £16,144 for the provision and maintenance of places of worship

Area Meeting holds an endowment fund of £1,645 for general purposes

PREVIOUS YEAR	2019									
	Brentford & Isleworth	Ealing	Hammer-smith	Harrow	Staines & Egham	Uxbridge	Westminster	Totals 2019	Area Meeting	Jordans Burial Ground
	£	£	£	£	£	£	£	£	£	£
FIXED ASSETS										
Investments	31,306				4,222		578,526	614,054	19,143	
Land										8,500
	31,306				4,222		578,526	614,054	19,143	8,500
CURRENT ASSETS										
Debtors	762	1,822	1,419	2,529	1,602	1,453	205	9,791	50	
Cash	12,832	24,759	171,118	103,512	11,024	55,199	61,340	439,783	91,694	
	13,594	26,581	172,537	106,041	12,626	56,652	61,545	449,574	91,744	0
CURRENT LIABILITIES										
Creditors Due within One Year	2,906	9,283	5,159	7,093	1,423	2,126	7,774	35,763	2,085	
Net Current Assets	10,688	17,298	167,378	98,948	11,203	54,526	53,771	413,811	89,659	0
Creditors Due after One Year		200						200		
Net Assets	41,994	17,098	167,378	98,948	15,425	54,526	632,297	1,027,665	108,802	8,500
FUNDS										
Unrestricted- general	14,994	17,098	13,228	98,948	9,636	54,526	70,137	278,566	71,172	
Unrestricted - designated	27,000				5,790		463,129	495,919		
Unrestricted - total	41,994	17,098	13,228	98,948	15,426	54,526	533,266	774,485	71,172	
Restricted			154,150					154,150	19,841	8,500
Endowment							99,031	99,031	17,789	
Total Funds	41,994	17,098	167,378	98,948	15,426	54,526	632,297	1,027,666	108,802	8,500

Note 5 Net rents paid to London Quakers Property Trust by Local Meetings 2020

	2020							
	Brentford & Isleworth	Ealing	Hammer-smith	Harrow	Staines & Egham	Uxbridge	Westminster	Totals
Hires and other income	18,302	13,505	2,437	6,998	859	8,141	50,950	101,192
Expenses								
Salary/wage costs		2,425					16,124	18,549
Letting management fees								
Caretakers remuneration		4,823		4,770				9,593
Cleaning		165	1,699	2,903	1,032	567	14,222	20,588
Repairs & Maintenance	1,332	42	295	652	190	534	4,571	7,616
Equipment renewals		548			37	124	1,227	1,936
Annual test and servicing	79	305	253		129	390		1,156
Garden costs	4,912	648			720	1,912		8,192
Waste collection		676			43		524	1,243
Electricity	735	563	969	924	315	326	1,952	5,784
Gas	1,149	1,422	4,049	1,737	477	1,136	4,006	13,976
Water	143	143	163		166	196	766	1,577
Print & Stationery		0						
Post & Telephone	503	501	144	177	388	510	1,616	3,839
Council Tax							694	694
Other	6,387	177		13		14	1,850	8,441
Total Expenses	15,240	12,438	7,572	11,176	3,497	5,709	47,552	103,184
Net rents to LQPT	3,062	1,067	-5,135	-4,178	-2,638	2,432	3,398	-1,992

PREVIOUS YEAR

	2,019							
	Brentford & Isleworth	Ealing	Hammer-smith	Harrow	Staines & Egham	Uxbridge	Westminster	2019 Totals
Hires and other income	25,037	53,703	18,958	36,350	9,538	17,327	196,391	357,303
Expenses								
Salaries							17,544	17,544
Letting management fees		3,921						3,921
Caretakers remuneration				4,824				4,824
Cleaning		6,219	3,433	3,215	1,167	1,258	16,080	31,372
Repairs & Maintenance	1,296	1,039	260	1,214	844	1,967	6,473	13,093
Equipment renewals	1,507	203	322		209	348	1,862	4,451
Annual test and servicing	814	317			207	425		1,763
Garden costs	5,000	865	160		600	1,706		8,331
Waste collection		676			56		950	1,682
Electricity	479	660	437	1,050	120	657	4,866	8,269
Gas	1,098	856	2,997	1,857	521	1,591	4,017	12,937
Water	126	126	413		438	207	2,710	4,020
Print & Stationery		5					157	162
Post & Telephone	441	464		185	1,606	438	1,373	4,507
Council Tax							1,302	1,302
Other	6,388	69		119	277	53	3,643	10,549
Total Expenses	17,149	15,421	8,022	12,465	6,045	8,651	60,977	128,729
Net rents to LQPT	7,888	38,282	10,936	23,885	3,493	8,676	135,414	228,574

Note 6 Staff cost and Trustees remuneration and expenses

Staff costs:	2020	2019
Salaries & Wages	13,166	14,841
Social Security Costs	1,858	2,065
Employers contribution to pension	1,100	637
TOTAL	16,124	17,543

No employee received total employee benefits (excluding employer pension costs) of more than £60,000
The average number of employees during the year was 1 (2019: 1)

No Charity Trustee received any remuneration or other benefit from the charity or payment of expenses during the year (2019: Nil)
No remuneration was paid to key management personnel during the current or previous year.

Note 7 Related Party Transactions

There are no related party transactions to disclose for 2020 (2019: none)
There are no donations from related parties which are outside the normal course of business or given with conditions

Note 8 Movement in Funds

	2020					2019				
	At start of year	Income	Gains	Expend /losses	End of Transfers year	At start of year	Income	gains	Expend /losses	End of Transfers year
Endowment Funds										
AM General Purposes	1,645		1		-1	1,645		2		-2
AM "Six Weeks Meeting" Fund	16,144		13		-13	16,144		24		-24
Westminster D & d Lee Memorial Fund	99,031	1,138	6,113	1,324		83,224	1,324	15,803	1,320	
TOTAL endowment funds	116,820	1,152	6,113	1,324	-14	101,013	1,350	15,803	1,320	-26
Restricted Funds										
AM "Six weeks Meeting fund" Income	6,548				13	6,524				24
Hammersmith Building Fund	154,150	2,328		3,114		153,808	342			
West End Welcome	13,293	2,926		9,006		0	13,293			
Jordan's Burial Ground	8,500					8,500				
TOTAL Restricted Funds	182,491	5,254		12,120	13	168,832	13,635			24
Unrestricted Funds										
Designated Fund										
B&I towards up keep/improvement of its	25,000					50,000			25,000	
B&I towards a new local chapter of London Citizens	2,000			1,000		3,000			1,000	
B&I legacy		5,000								
S&E towards Spiritual and educational development of the Meeting	5,790	1,000		73		5,850			60	
S&E hardship fund						114			-114	
Westminster Bequest Fund	463,129		29,843	3,061		391,652		77,154	5,678	
Total Designated funds	495,919	6,000	29,843	4,134		450,616	0	77,154	31,738	-114
General Fund	349,738	88,958	-5,621	127,398	1	340,018	97,341	9,648	97,385	116
TOTAL Unrestricted	845,657	94,958	24,222	131,531	1	790,634	97,341	86,802	129,123	2
TOTAL FUNDS	1,144,968	101,364	30,335	144,975	0	1,060,479	112,326	102,605	130,443	0

Note 9 Investments

	2020	2019
Investments (all Westminster held by except*)		
British Government stock	18,718	18,576
Oversees Govt Bonds	12,466	
BMO INV Funds UK Responsible Stlg Corp Bd 1 inc	14,817	19,080
Rathbone Unit Trust Ethical Bond S Inc	19,325	18,372
Royal London Unit Trust Ethical Bond Z inc	19,648	18,784
Non-government Bonds	53,790	56,236
Aberdeen Standard Fund	53,000	48,594
Aegon Asset Mgt Ethical Equity B	60,266	
BMO Inv Funds responsible UK Inc 2	50,750	47,459
Edentree Amity UK B inc	52,426	56,738
Kames Capital Ethical Equity B Instl Acc		60,766
Standard Life Investments UK Ethical		
Home REIT Ethical Equity B	6,048	
Mayfair Capital Investment Property Inc Trust for charity	8,803	9,448
	231,293	223,005
B&I* F&C Responsible UK Income Fund (BMO)	27,099	31,306
AM* Eden Tree UK A Amity Income fund	17,730	19,143
S&E* COIF Charities Deposit	4,233	4,222
UK Investment Companies	49,062	277,676
Nikko Asset Mgrs world Bank Green A Inc	8,430	8,620
Brown Advisory Funds US Sustainable Growth C Inc	58,545	50,951
Liontrust Investments Ltd SF European growth	7,706	6,200
Stewart Investors Asia Sustainability B	24,537	20,077
Stewart Investors Global Sustainability B	12,264	19,161
Edentree Amity Intl B inc		33,576
Fund partners Ltd Im WHEB Sustainability	24,268	20,120
Impax Funds Environmental Mkts A	24,875	19,887
Janus Henderson Investments Gbl Sustainability	28,722	34,025
KBI Asset Mgt Water Fund Inst Cls A		8,492
Menhaden plc ord shares	8,415	8,203
Robecosam Smart Energy Fund	27,504	17,838
Schroder Investment Mgt Global Energy	7,935	
Global Investments	233,201	247,150
Civitas Social Housing PLC Ord shares	3,668	3,196
Greencoat UK Wind plc ord shares	4,563	5,114
Octopus renewables Infrastructure Trust share	9,441	8,923
Renewables Infrastructure Npv ord shares	12,269	13,286
Equities	29,941	30,519
Cash held by Rathbone Greenbank	35,072	3,040
	35,072	3,040
	663,543	633,197

Listed Investments

Market value brought forward	633,198
Additions at cost	0
Disposals at opening market value	0
Unrealised gains/(losses) on revaluation	30,345
Market value carried forward	663,543
Total market value of investments (as detailed above)	£663,543
Historical cost carried forward	£411,226

London West Area Quaker Meeting: Consolidated Accounts for year ended 31 December 2020

Note 10 Jordans Burial Ground

Jordans Burial Ground is owned jointly by London West Quaker Area Meeting and North West Quaker Area Meeting. The land was measured at fair value during 2017 at £17,000 and one half of this value is consolidated in these accounts.

LWAQM, NWLAQM and Chilterns Area Meeting contribute to the cost of upkeep of the Burial Ground which is managed by a Committee nominated by the 3 Area Meetings

STATEMENT OF FINANCIAL ACTIVITIES

	2020	2019
INCOME		
Area Meeting Contributions	2,250	1,950
Donations	19,859	249
Dividends	255	250
Maintenance fees	250	350
Digging Fees	85	180
Headstones	1,701	4,903
	24,400	7,882
EXPENDITURE		
Upkeep of Burial Ground	4,927	2,380
Digging fees	85	255
Headstones	1,701	4,886
Paths and Landscaping	19,424	0
Sundries	439	676
	26,576	8,197
BALANCE SHEET	2,020	2,019
Net incoming resources	(2,176)	(315)
Unrealised gains on investments	508	1,265
NET MOVEMENT IN FUNDS	(1,668)	950
BALANCE BROUGHT FORWARD	13,361	12,411
BALANCE CARRIED FORWARD	11,693	13,361
HELD AS		
COIF Charities Ethical investment Fund	8,583	8,075
Cash at Bank	3,110	3,894
Debtors	0	1,402
Creditors	0	(10)
	11,693	13,361

RELIGIOUS SOCIETY OF FRIENDS

LONDON WEST AREA QUAKER MEETING
(Registered Charity number: 1134215)

CONSOLIDATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LONDON WEST AREA QUAKER MEETING

I report to the charity trustees on my examination of the annexed accounts of the charity for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity's trustees 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 charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act;
or
2. the accounts do not accord with those records;
or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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



K C Fisher FCA
c/o Myrus Smith
Chartered Accountants
Norman House, 8 Burnell Road,
Sutton, Surrey. SM1 4BW

Dated: 23rd September 2021