

IPSWICH AND DISS AREA QUAKER MEETING

England & Wales · Charity number 1134526

Details

Status Registered

Legal form Previously excepted

Registered 2010-02-26

Register [View on the Charity Commission register](#)

Contact

Address Quaker Meeting House
St. Johns Street
Bury St. Edmunds
IP33 1SJ

Phone 07745837425

Email franceshopkins72@gmail.com

Website www.suffolkquakers.org.uk

Activities

Objects: THE FURTHERANCE OF THE RELIGIOUS AND OTHER CHARITABLE PURPOSES OF THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN THE AREA OF IPSWICH AND DISS MEETING AND BEYOND

Activities: The charity's activities are focused on the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Ipswich and Diss Area Quaker Meeting and beyond.

Classification

- **How:** Provides Buildings/facilities/open Space, Other Charitable Activities
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** IPSWICH AND DISS AREA
- Essex
- Norfolk
- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£404,227	£180,211	-	-
2023-12-31	£168,012	£200,893	-	-
2022-12-31	£170,069	£119,993	-	-
2021-12-31	£239,406	£159,661	-	-
2020-12-31	£175,272	£165,149	-	-

Trustees

Name	Role	Appointed
Clive Edwin Bach		2024-01-01
Julia Kathryn Smith		2025-09-27
Mary McLeod Pennock		2025-09-27
Robert George Ashton		2023-02-11
Sarah Barrett		2025-09-27
Simon Jonathan Lamb		2021-01-01

Linked charities

- IPSWICH AND DISS AREA MEETING PROPERTY CHARITY (1134526-1)
- THE IPSWICH & DISS AREA MEETING CHARITIES (1134526-2)
- RICHARD WAYNFORTH TRUST (1134526-3)

IPSWICH AND DISS AREA QUAKER MEETING

England & Wales - Charity number 1134526

Accounts

**Ipswich & Diss Area Quaker Meeting
of the Religious Society of Friends (Quakers) in Britain**
(Registered charity, number 1134526)
Financial statements
for the year ended 31 December 2024

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12	Statement of assets & liabilities
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Please note: All the documents referred to are available at:
suffolkquakers.org.uk/area-meeting-documents

**Ipswich & Diss Area Quaker Meeting
of the Religious Society of Friends (Quakers) in Britain
Trustees' annual report
for the year ended 31 December 2024**

Full name Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Other names by which the charity is known Ipswich & Diss Area Meeting

Registered charity number 1134526

Principal address

Quaker Meeting House, St Johns Street, Bury St Edmunds, IP33 1SJ.

Trustees

Clive Bach, from 01/01/2024
Mary Pennock, Treasurer
Martin Hayden
Simon Lamb
Frances Hopkins
Robert Ashton

Independent examiner

John O'Brien, employee of Community Accounting Plus, Units 1 & 2 North West, 41 Talbot Street, Nottingham, NG1 5GL

Solicitor

Kerseys Solicitors, 32 Lloyds Avenue, Ipswich, Suffolk IP1 3HD

Holding Trustee of Property

Friends Trusts Limited, Friends House, 173 Euston Road, London NW1 2BJ

Principal Advisors

Rathbone Greenbank Investments 10 Queen Square Bristol BS1 4NT

Clark & Simpson Estate Agents, Well Close Square, Framlingham, Suffolk IP13 9DU

Governance and management

The charity is operated under the rules of its constitution adopted 17/05/2008, and most recently amended 14/05/2022.

Trustees are appointed for a period of three years by the Area Meeting following nomination by its Nominations Committee. All Trustees receive induction training.

Business meetings within the Society are conducted as 'meetings for worship for church affairs' in which there is no voting, the Clerk is a servant of the meeting and

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

the minutes are agreed at each meeting. Membership of the Society of Friends is held within the Area Meeting.

Objectives and activities

The object of Ipswich & Diss Area Meeting is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Ipswich & Diss Area Meeting and beyond. Its constituent parts include:

- **Local Meetings** at Bury St Edmunds, Diss, Felixstowe, Ipswich, Leiston and Woodbridge.
- **Ipswich and Diss Area Meeting Property Charity**, which is a mixture of endowment, restricted and designated funds which support the Area Meeting's four Meeting Houses in Ipswich, Diss, Bury St. Edmunds and Leiston; Burial Grounds in Bredfield, Needham Market, Woodbridge, Diss, Bury St. Edmunds and Leiston; a private house in Diss which is rented out and a warden's flat within Ipswich Meeting House.

It carries out the objectives of the Area Meeting or such other charitable purposes as the Area Meeting may direct and the trustees may think suitable: provided that the trustees allow persons who are not members of the Society to use the meeting houses and premises and the remains of persons who were not members of the Society to be buried in the burial grounds.

Agnes Moss Bequest Trust, which is a restricted fund for the use of Diss Local Meeting.

Diss Local Meeting and Area Meeting have directed that the trust is to be used:
1) by Area Meeting for administration of the trust and for property maintenance.
2) by Diss Local Meeting for general purposes and property maintenance and repairs of Diss Meeting House, its burial ground and the private house.

- **Richard Waynforth Trust Charity**, which is a mixture of endowment and restricted funds for the relief in need of members and attenders of Ipswich & Diss Area Meeting and, from 7 October 2014, members and attenders of Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting. (See Richard Waynforth Trust Guidelines).

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Summary of the main activities undertaken for the public benefit

Ipswich & Diss Area Quaker Meeting performs the following activities in relation to its objectives:

- Holding Area Meetings, using the Quaker business method, at least once a year.
- Taking responsibility for membership of the Area Meeting and hence of the Religious Society of Friends (Quakers) in Britain and maintaining a register of the Area Meeting's members and attenders.
- Ensuring that all Local Meetings report regularly on their activities and that Local Meeting treasurers and Local Meeting premises committees meet together at least annually.
- Appointing clerks, a treasurer, registering officers, a nominations committee, elders, and pastoral care team co-ordinators.
- Consolidating accounts of its constituent Local Meetings and linked charities.
- Maintaining links with the Religious Society of Friends (Quakers) in Britain, also known as Britain Yearly Meeting, and Friends Trusts Ltd, which is the trust corporation for the Religious Society of Friends in Great Britain.
- Taking responsibility for the preservation of Area Meeting and Local Meeting records.
- Managing the charity's income and expenditure to meet the proper costs of administering the charity and managing its cash and non-cash assets in keeping with the charity's ethical investment policy.
- Ensuring ongoing repairs and maintenance are carried out for the Meeting Houses, the wardens' flat and the private house.
- Ensuring the Meeting Houses, the wardens' flat and the private house comply with current Health and Safety Regulations, Fire Safety Regulations and other relevant government regulations.
- Ensuring compliance to safeguarding, equal opportunities and data protection legislation.
- Providing adequate Public Liability Insurance for the Local Meetings and Buildings and Contents Insurance coverage for the Meeting Houses and buildings insurance for the wardens' house and flat.
- Commissioning quinquennial and tree surveys and carrying out the recommended actions for the Meeting Houses and their adjacent burial grounds.
- Inspecting the burial grounds at Bredfield, Needham Market and Woodbridge and taking remedial actions, where required.
- Ensuring compliance to employment regulations and monitoring employment matters, including pensions and the Living Wage, at Ipswich, Bury St Edmunds and Diss Meeting Houses.
- Overseeing all building renovations and new development undertaken at the Meeting Houses and the private house.
- Selling, leasing or disposing of all or any part of the charity's property that is not required to be retained to achieve its objectives.
- Co-operating with other charities, voluntary bodies and statutory authorities as required.

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

- Making relief-in-need grants to provide or pay for goods, services and/or training for members and attenders of Ipswich & Diss Area Meeting, Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting.
- Arranging and holding of public Meetings for Worship, open to all, in its constituent Local Meetings in Bury St Edmunds, Diss, Felixstowe, Ipswich, Leiston and Woodbridge.
- Maintaining links with other churches and local faith groups to promote inter-faith understanding, peace, social justice and equality.
- Support of other local, national and international charities through special collections and fund-raising events.
- Chaplaincy support is provided locally to two prisons, a hospital and a university.
- Our four Meeting Houses are available for lettings to community groups, other charities and businesses undertaking charitable activities.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Summary of the main achievements during the period

In setting out our charitable achievements for public benefit as a local worshipping community within a national framework, we reflect the aims of Britain Yearly Meeting, the national body and those set out in our current book of discipline, "Quaker Faith & Practice".

Our six local Meetings have met at least weekly for public worship since the beginning of this year. Felixstowe remain well settled in the Trimley Memorial Hall and Woodbridge in the Shire Hall. Our availability as a worshipping community, where all are welcome is evident from our Suffolk Quaker website <https://suffolkquakers.org.uk/>, articles in the local press and on local radio, a social media presence and in the case of Woodbridge a notice board in the Market Square.

All our local Meetings are in good spirits despite struggling to fill roles. While we are heartened to see some new faces, Friends find it difficult to give enough time to the work that is expanding and we recognise that we may need to look at more radical solutions than have been suggested up to now. Some local Meetings, have retained blended/hybrid Meetings for Worship and simultaneous in-person and online Meetings, thereby encouraging inclusivity, links with other Area Quaker Meetings and fostering our worshipping community. Regular shared lunches after Meeting for Worship in Bury, Diss, Felixstowe, Ipswich & Leiston strengthen warm friendships & bring Friends' families to the Meeting House.

Ipswich and Bury continue to hold mid-week Meetings for Worship in person which attract newcomers. Leiston have reintroduced "afterword" to their Meetings for Worship giving Friends confidence to also give voice to spoken ministry. Leiston friends held a well-attended Meeting for Worship at Folk East.

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Community being one of the cornerstones of our faith, creative ways of encouraging it abound. Monthly discussion groups are held in Diss. Similar groups in Woodbridge have focused upon our Peace testimony & peace making and led to a vigil for Peace in which many non-Quakers participated. Felixstowe Friends led workshops on Parody in Poetry, Chinese painting, Japanese flower arranging and the history of local Quakers and Meeting Houses. They even had a Beach Hut picnic and dip in the North Sea!

On a gentler note, Woodbridge Friends have a regular walking group. Members from the whole Area Meeting attended an excellent day entitled “The future of Quakerism” at Leiston Meeting House facilitated by “Woodbrooke Where You Are”

In the wider community the celebration of George Fox’s 400 birthday saws displays in our Meeting houses with afternoon tea at Ipswich and it coinciding with “Suffolk Churches Ride & Stride” & Heritage Open Day in Bury. As in previous years Remembrance Sunday was marked by the placing of a white poppy wreath on the War Memorials in Ipswich, Bury and Woodbridge. This year also saw public talks in Bury and Woodbridge by a returned Ecumenical accompanier from Palestine- Israel (EAPPI). A Friend appointed as a prison Chaplain holds Meeting for Worship weekly at Warren Hill and Hollesley Bay.

A number of Friends gave witness to our Peace Testimony by joining others at RAF Lakenheath protesting against the return of nuclear warheads.

Collaborative work with other faith communities has continued. Leiston hosting Churches Together meetings twice a year and Bury Meeting House being home to local Buddhist groups, Spiritualists and used weekly for Friday prayer to the Muslim community.

Although the number of groups using our Meeting Houses is slightly reduced, due to lower numbers attending groups post pandemic, they continue to be well used and reflect our Quaker ethos of equality and inclusivity.

As the effect of climate change becomes more evident in the world our efforts to raise awareness continue. Bury St Edmunds Friends are now in their third year of organising a monthly public “Silent Witness to Social Justice in the face of the Climate Emergency” with an increasing number of members of the general public and local ecological groups joining them. This has now spawned a lively Climate Café in the town. Following a very generous legacy they were also able to make substantial donations to “The Hive” a local outdoor family Eco Centre and to Suffolk County Council for the restoration of the “Gateway” to the Lark Valley Path – a wonderful countryside walk for local residents.

Throughout the year Quakers in Ipswich & Diss Area Meeting have made donations to 32 other charities. (See below section 4 “Acting as Agent collections”).

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Sustainability and Environmental achievements during the period

Friends remain committed to seeking change, though this is a very complex process, particularly in historic Meeting Houses as they balance the usage of the building with efficiency and cost and the fitting of solar panels with planning restrictions.

Diss and Leiston Friends in particular have been monitoring & minimizing their use of energy and exploring infra-red space heating.

Encouraged by Britain Yearly Meeting we have begun to use the Ecochurch criteria to encourage progress in this area.

Financial review

Financial position at the end of the reporting period

Despite another fall in the membership this year, Ipswich & Diss Area Meeting remains overall in a fair financial position.

Reflecting the uncertainty in the global economic situation endowed investments held with Rathbone Greenbank have not performed well this year. The value of the Property Charity, encompassing the Bury and AM Meeting House Maintenance funds, fell by £3,393. Despite increasing the risk level to allow us to invest in social enterprises the loss on the Richard Waynforth Trust was limited to £311. Dividends from these investments also fell. A total of £4,863 in investment management costs were incurred.

A complete review of where our cash funds are held was carried out during 2024. The Bury Meeting House Maintenance Fund, AM Meeting House Fund and the Richard Waynforth Trust Fund were moved to new Epworth Cash Plus Accounts which attract a significantly higher rate of interest with easy access. The proceeds of the sale of 21 St Nicolas Steet (£248,991) were added to the Agnes Moss Fund which was then deposited in a new CCLA COIF deposit account attracting a good rate of interest with easy access. The Property Charity fund remains in a Triodos Bank account.

Ipswich and Bury Meeting Houses are well used by a range of organisations. Leiston has also seen an increase in the hiring of the Meeting House. To remain competitive and to enable smaller community groups to use Meeting House facilities, rates of hire have not been increased. Diss continues to receive rental income from the old Warden's house. Hire of rooms and rental totalled £66,271. An increase of £2,000 on 2023.

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Quinquennial inspections of the Bury and Ipswich Meeting Houses were carried out. Repairs and maintenance in Ipswich were funded, in part, from the Area Meeting Meeting House Maintenance Fund. The programme of replacement and repair at Ipswich is ongoing with the installation of additional double glazing planned. The annual insurance premium for the four meeting houses and the quinquennial fees were paid from the AM Meeting House Fund.

Once again Local Meetings were asked to contribute £50 per member to Area Meeting Funds. Four meetings met this in full from their own funds whilst the others topped up Friends' contributions made under scheduled giving. A total of £4,719 was refunded by HMRC under the Gift Aid scheme. This was then apportioned to each Local Meeting.

Website costs, the Trustees' Zoom account and the Quickbooks accounting software licence were all paid for from AM funds. As were £1,800 accountancy fees. A total of £900 was spent on courses and conferences which included Clerks' training and attendance at the Quakers in Criminal Justice and The Future of Quakerism conferences. The 'Woodbrooke Where You Are' day was paid for from the Spiritual Fund leaving a balance of £3,700.

AM continues to subscribe to the Customer Union of Ethical Banking, the safeguarding organisation 31.8 and Churches Together. The printing costs of the list of members and attenders were also met from AM funds. The new HR and Payroll services cost £1,757. Area Meeting employee salaries, pension and training totalled £3,916.

Despite increases in staffing and energy costs Local Meeting finances are in a healthy state and all were able to meet commitments as they arose. 3 LMs pay a levy for bookkeeping services which are subsidised by Area Meeting.

In total Friends gave £30,698 to Britain Yearly Meeting. This is an average of £210 per member and only just falls short of the £240 suggested by BYM.

Two online meetings brought LM treasurers and the Treasurer's Team together to share information and best practice. Local Meetings are asked to produce a budget for the year and reserves are monitored by the Treasurer's Team.

Reserves Policy

We ask each of our constituent Local Meetings and funds to hold reserves of 6 months expenditure without income. Their positions are checked annually and the policy is reviewed triennially.

The Trustees holding responsibility for Area Meeting properties, three of which are listed places of worship, are hoping to build up the Meeting Houses Reserves Fund This policy is also reviewed triennially

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Financial Risks

We are aware that towards the end of the year some of our investments did not perform as well as previously, due to the global situation. This is being monitored.

We have a comprehensive set of policies and practice documents which are regularly reviewed and adherence to them monitored.

Signed on behalf of the charity's trustees:

(Signed)

Clive Bach,
Clerk to the Trustees
Date -17th May 2025

**Independent examiner's report to the trustees of
Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends
(Quakers) in Britain
for the year ended 31 December 2024**

I report to the trustees on my examination of the accounts of Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain (the charity) for the year ended 31 December 2024.

Responsibilities and basis of report

As the trustees of the charity 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 2011 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 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.

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.

(signed)

John O'Brien MSc, FAIA, FCIE
Employee of Community Accounting Plus
Date – 27th May 2025

**Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends
(Quakers) in Britain
Receipts & payments account
for the year ended 31 December 2024**

2023			2024
Total		Unrestricted	Restricted
Funds		Funds	Funds
£	Receipts	Note	£
818	Events, fundraising & sales		943
64274	Hire of rooms and rent received		65412
1392	Other donations		-
25138	Contributions		33539
6450	Gift aid		4719
-	Sale of investment property	1	248991
2	Sundry receipts		30
23814	Dividends		6789
29906	Other investment income		7413
16218	Acting as agent receipts	4	-
168012	Total receipts		118845
	Payments		285382
2448	Administrative and other costs		3038
1200	Independent Examination		30
100	Legal costs		-
4204	Investment costs		2340
324	Catering		927
819	Conference costs		3936
6971	Grants to individuals		4863
192	Inreach , learning & library		353
2007	Outreach		-
25260	Payments to non Quaker bodies		900
40165	Payments to other Quaker bodies		95
1432	Publications & subscriptions		7282
2190	Room hire costs		975
4377	Care-taking & cleaning		-
17557	Utilities		578
12886	Property repairs & maintenance		30577
19604	Building improvements		22966
833	Equipment		1159
4704	Insurance		-
-	Other property costs		3230
37621	Staff costs		2223
15999	Acting as agent payments	4	-
200893	Total payments		18673
(32881)	Net receipts/(payments)		13356
461692	Cash funds at start of this period		-
-	Transfers between funds		224
428811	Cash funds at end of this period		224

**Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends
(Quakers) in Britain
Statement of assets and liabilities
at 31 December 2024**

2023 £		2024 £
<u>428811</u>	Cash assets	
<u>428811</u>	Bank accounts	<u>652827</u>
		<u>652827</u>
	Investments (Note 3)	
	CCLA Unit funds	
51374	T Merriman 10121 units	54577
90633	Recoupment 13/11/87 17856 units	96322
32273	Recoupment 11/08/86 6358 units	34258
-	Agnes Moss Bequest	<u>260673</u>
<u>174280</u>		445830
<u>1036978</u>	Rathbones portfolio	<u>1023746</u>
<u>1211258</u>		<u>1469576</u>
	Investment property	
	Shop premises at 21 St Nicholas Street, Diss, held within the Agnes Moss Bequest	<u>-</u>
<u>235000</u>		<u>-</u>
	Debtors and prepayments	
-	HMRC overpayment	<u>488</u>
<u>-</u>		<u>488</u>
	Liabilities	
(443)	Acting as agent (collected but not paid at year end)	-
<u>(1800)</u>	Accountancy	<u>(1992)</u>
<u>(2243)</u>		<u>(1992)</u>
	Property	
	In addition the charity holds six burial grounds and functional property with insured values as follows:	
	Bury St Edmunds meeting house	1710000
	Diss meeting house and warden's house	1219256
	Ipswich meeting house and warden's flat	1472000
	Leiston meeting house	738464

These financial statements are accepted on behalf of the charity by:

(Signed)

Mary Pennock,
Treasurer
Date -19th May 2025

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Notes to the accounts for the year ended 31 December 2024

1. Receipts & payments accounts

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

The cash receipts in the period included the sale (disposal) of the investment property. Had the financial statements been prepared on the accruals basis, income would have been below the £250K threshold, thus allowing the option to continue with the Cash Basis for the presentation of these accounts.

2. Cash Funds summary

	Opening balance £	Receipts £	(Payments) £	Transfers £	Closing balance £
Unrestricted funds					
Area General fund	22881	2445	(10387)	(1318)	13621
Bury St Edmunds LM	30250	40677	(70041)	7204	8090
Diss LM	14999	14255	(24460)	(2000)	2794
Felixtowe LM	5029	3823	(3449)	(850)	4553
Ipswich LM	51580	32982	(27676)	(1500)	55386
Leiston LM	49881	10634	(8469)	(1150)	50896
Woodbridge LM	2796	3355	(2351)	-	3800
Bury SE Maintenance fund	73730	3908	-	(7428)	70210
Area MH Maintenance fund	58162	1803	(5599)	6818	61184
Property charity	13437	4963	(3267)	-	15133
	322745	118845	(155699)	(224)	285667
Restricted funds					
Agnes Moss Bequest	25913	254970	(3964)	-	276919
Richard Waynforth fund	79934	17590	(7283)	-	90241
Acting as Agent (BYM)	-	8080	(8080)	-	-
Acting as Agent (Other)	219	4742	(5185)	224	-
	106066	285382	(24512)	224	367160
Total cash funds	428811	404227	(180211)	-	652827

The transfers from the Local Meeting funds to the Area fund are primarily in respect of contributions to the Area Meeting that have been collected locally.

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

3. Investment funds summary

	Opening value	Additions, disposals & charges	Gain/Loss	Closing value
	£	£	£	£
CCLA				
Property Charity (TM)	174280	927	9950	185157
The Agnes Moss Bequest	-	248222	12451	260673
	174280	249149	22401	445830
Rathbones investments				
BSE Meeting House fund	50590	(436)	(814)	49340
Area Meeting House fund	30590	(436)	(368)	29786
Property Charity Endowment	151768	(1308)	(2211)	148249
Richard Waynforth Endowment	804030	(7348)	(311)	796371
	1036978	(9528)	(3704)	1023746
Total investments	1211258	239621	18697	1469576

The Property Charity (TM) is the Thomas Merriman Endowment and Recoupment Fund

4. Acting as Agent collections paid out

	£		£
BYM	7972	Find	51
Smile Train	335	Glebe House	238
Water Aid	225	Olive HT	103
QCEA	70	Care4Calais	71
GAZA Sunbirds	158	Peace Museum	67
Peace Pledge Union	140	MAP	178
Lakenheath Peace Alliance	70	Homestart	33
FWCC	147	Suffolk Refugee Support	48
Medicin sans Frontieres	762	EAPPI	82
Medical Aid for Palestinians	510	Freedom from Torture	60
Waveney Food Bank	335	CPAG	105
Samaritans	432	ICENI	105
Refugee Council	300	Ipswich Lighthouse	80
Resisters International	125	Greenpeace	55
ORBIS	250	UK Prison Fellowship	55
Red cross	32	Suffolk Community Foundation	70
			13264

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

5. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

IPSWICH AND DISS AREA QUAKER MEETING

England & Wales - Charity number 1134526

Accounts

**Ipswich & Diss Area Quaker Meeting
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(Registered charity, number 1134526)
**Financial statements
for the year ended 31 December 2023**

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**Ipswich & Diss Area Quaker Meeting
of the Religious Society of Friends (Quakers) in Britain
Trustees' annual report
for the year ended 31 December 2023**

Full name Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Other names by which the charity is known Ipswich & Diss Area Meeting

Registered charity number 1134526

Principal address

Quaker Meeting House, St Johns Street, Bury St Edmunds, IP33 1SJ.

Trustees

Elaine Green, Clerk
Mary Pennock, Treasurer
Martin Hayden
Simon Lamb
Frances Hopkins
Robert Ashton
Clive Bach, from 01/01/2024

Independent examiner

John O'Brien, employee of Community Accounting Plus, Units 1 & 2 North West, 41 Talbot Street, Nottingham, NG1 5GL

Solicitor

Kerseys Solicitors, 32 Lloyds Avenue, Ipswich, Suffolk IP1 3HD

Holding Trustee of Property

Friends Trusts Limited, Friends House, 173 Euston Road, London NW1 2BJ

Principal Advisors

Rathbone Greenbank Investments 10 Queen Square Bristol BS1 4NT

Clark & Simpson Estate Agents, Well Close Square, Framlingham, Suffolk IP13 9DU

Governance and management

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the minutes are agreed at each meeting. Membership of the Society of Friends is held within the Area Meeting.

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The object of Ipswich & Diss Area Meeting is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Ipswich & Diss Area Meeting and beyond. Its constituent parts include:

- **Local Meetings** at Bury St Edmunds, Diss, Felixstowe, Ipswich, Leiston and Woodbridge,
- **Ipswich and Diss Area Meeting Property Charity**, which is a mixture of endowment, restricted and designated funds which support the Area Meeting's four Meeting Houses in Ipswich, Diss, Bury St. Edmunds and Leiston; Burial Grounds in Bredfield, Needham Market, Woodbridge, Diss, Bury St. Edmunds and Leiston; a private house in Diss which is rented out and a warden's flat within Ipswich Meeting House.

It carries out the objectives of the Area Meeting or such other charitable purposes as the Area Meeting may direct and the trustees may think suitable: provided that the trustees allow persons who are not members of the Society to use the meeting houses and premises and the remains of persons who were not members of the Society to be buried in the burial grounds.

- **Agnes Moss Bequest Trust**, which is a restricted fund for the use of Diss Local Meeting and largely consists of 21 St Nicholas Street, Diss, IP22 4LB.

Diss Local Meeting and Area Meeting have directed that the trust is to be used:

- 1) by Area Meeting for administration of the trust and for property maintenance and repairs of 21 St Nicholas Street and
- 2) by Diss Local Meeting for general purposes and property maintenance and repairs of Diss Meeting House, its burial ground and the private house.

- **Richard Waynforth Trust Charity**, which is a mixture of endowment and restricted funds for the relief in need of members and attenders of Ipswich & Diss Area Meeting and, from 7 October 2014, members and attenders of Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting. (See Richard Waynforth Trust Guidelines).

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Summary of the main activities undertaken for the public benefit

Ipswich & Diss Area Quaker Meeting performs the following activities in relation to its objectives:

- Holding Area Meetings, using the Quaker business method, at least once a year.
- Taking responsibility for membership of the Area Meeting and hence of the Religious Society of Friends (Quakers) in Britain and maintaining a register of the Area Meeting's members and attenders.
- Ensuring that all Local Meetings report regularly on their activities and that Local Meeting treasurers and Local Meeting premises committees meet together at least annually.
- Appointing clerks, a treasurer, registering officers, a nominations committee, elders, and pastoral care team co-ordinators.
- Consolidating accounts of its constituent Local Meetings and linked charities.
- Maintaining links with the Religious Society of Friends (Quakers) in Britain, also known as Britain Yearly Meeting, and Friends Trusts Ltd, which is the trust corporation for the Religious Society of Friends in Great Britain.
- Taking responsibility for the preservation of Area Meeting and Local Meeting records.
- Managing the charity's income and expenditure to meet the proper costs of administering the charity and managing its cash and non-cash assets in keeping with the charity's ethical investment policy.
- Ensuring ongoing repairs and maintenance are carried out for the Meeting Houses, the wardens' flat and the private house.
- Ensuring the Meeting Houses, the wardens' flat and the private house comply with current Health and Safety Regulations, Fire Safety Regulations and other relevant government regulations.
- Ensuring compliance to safeguarding, equal opportunities and data protection legislation.
- Providing adequate Public Liability Insurance for the Local Meetings and Buildings and Contents Insurance coverage for the Meeting Houses and buildings insurance for the wardens' house and flat.
- Commissioning quinquennial and tree surveys and carrying out the recommended actions for the Meeting Houses and their adjacent burial grounds.
- Inspecting the burial grounds at Bredfield, Needham Market and Woodbridge and taking remedial actions, where required.
- Ensuring compliance to employment regulations and monitoring employment matters, including pensions and the Living Wage, at Ipswich, Bury St Edmunds and Diss Meeting Houses.
- Overseeing all building renovations and new development undertaken at the Meeting Houses and the private house.
- Selling, leasing or disposing of all or any part of the charity's property that is not required to be retained to achieve its objectives.
- Co-operating with other charities, voluntary bodies and statutory authorities as required.

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

- Making relief-in-need grants to provide or pay for goods, services and/or training for members and attenders of Ipswich & Diss Area Meeting, Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting.
- Arranging and holding of public Meetings for Worship, open to all, in its constituent Local Meetings in Bury St Edmunds, Diss, Felixstowe, Ipswich, Leiston and Woodbridge.
- Maintaining links with other churches and local faith groups to promote inter-faith understanding, peace, social justice and equality.
- Support of other local, national and international charities through special collections and fund-raising events.
- Chaplaincy support is provided locally to two prisons, a hospital and a university.
- Our four Meeting Houses are available for lettings to community groups, other charities and businesses undertaking charitable activities. As well, 21 St Nicholas Street, Diss, is let to a collective of local craftspeople. This provides a public service by contributing to community cohesion and encouraging the growth of creative businesses.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Summary of the main achievements during the period

In setting out our charitable achievements for public benefit as a local worshipping community within a national framework, we reflect the aims of Britain Yearly Meeting, the national body and those set out in our current book of discipline, "Quaker Faith & Practice".

Our six local Meetings have met at least weekly for public worship since the beginning of this year, Felixstowe remain well settled in the Trimley Memorial Hall and Woodbridge in the Shire Hall. Our availability as a worshipping community, where all are welcome is evident from our Suffolk Quaker website <https://suffolkquakers.org.uk/>, articles in the local press and on local radio, a social media presence and in the case of Woodbridge a placard in the market square.

All our Local Meetings, in order to maintain their unity as one worshipping community, are finding a balance that suits them, between blended/hybrid Meetings for Worship, and simultaneous in-person and online Meetings, Woodbridge reading the same passage from Quaker Faith & Practice in both and meeting together online on the first Sunday of the month. Blended meetings have encouraged inclusivity and with an ageing demographic have enabled connection to the spiritual strength of those unable to come to Meetings for Worship in person. Ipswich now meet just on zoom on the second Sunday of the month

In addition, Ipswich and Bury hold mid-week Meetings for Worship in person, which often attracts visitors. Leiston has established an online mid-week Meeting for Worship as has Bury St Edmunds.

While we are still aware of the effect of the pandemic upon our community, and drop in our overall numbers, Leiston Meeting in particular has seen an increased activity and creative ways to encourage inclusivity and unity of our Local and Area Meetings have been fostered. Discussion topics have ranged from the ideas of the educationalist Parker J. Palmer to the Experiment with Light in Woodbridge, the Gospel of John in Leiston to some Question & Answer sessions about Quakerism in Bury. Monthly shared lunches after Meeting for Worship are often preceded by a talk and offer an opportunity for families to get to know each other and links are made by friends joining from other Local Meetings. An online poetry group in Woodbridge and social outings such as Felixstowe's annual picnic and swim at the beach foster Friendship and fun!

As an Area Meeting as well as meeting for Quaker business, Diss Local Meeting hosted a "Hope as a Practice" day facilitated by "Woodbrooke Where You Are" Recognising the importance of nurturing our Spiritual lives we have budgeted funds for similar events in the future.

In the spring a Memorial Meeting was held in Leiston for a very long standing and active member of the Aldeburgh community and Felixstowe dedicated a moving meeting to memories of Friends in the meeting who have died. Woodbridge Friends and many others celebrated a joyful marriage "in the manner of Friends" in a member's yurt this summer.

This year has seen the stabilising, post pandemic, of the hiring out of rooms in our Meeting Houses by the general public. While this makes increasing demands upon those who manage this, their value as places of safety, inclusivity and peace is well recognised within their communities, particularly in Ipswich & Bury St Edmunds. Collaborative work with other faith communities has continued. An ecumenical service "in the manner of Friends" was held through Leiston Churches Together. As well as being active in it's local Churches Together Bury Meeting House is home to local Buddhist groups, Spiritualists and used weekly for Friday prayer to the Muslim community. In November, in response to the war in Palestine-Israel a vigil for peace was held by a Tree for Peace in Woodbridge, publicised widely including among other churches. It was attended by over 40 people.

As the effect of climate change becomes more evident in the world our efforts to raise awareness continue. Bury St Edmunds has maintained its monthly public "Silent Witness to Social Justice in the face of the Climate Emergency" with an increasing number of members of the general public and local ecological groups joining us. At an area level a group has been set up to raise understanding, awareness and support in this challenging field.

Other involvement in events to uphold our testimonies have included, the laying of a white poppy wreath on Remembrance Day in Ipswich, Bury and Woodbridge and representation at the CND protest against the return of American nuclear weapons to RAF Lakenheath.

Throughout the year Quakers in Ipswich & Diss Area Meeting have made donations to 26 other charities. (See below section 5 "Acting as Agent collections")

Sustainability and Environmental achievements during the period

Friends remain committed to seeking change, though this is a very complex process, particularly in historic Meeting Houses as they balance the usage of the building with efficiency and cost and the fitting of solar panels with planning restrictions.

To encourage local meetings with Meeting Houses the Area Meeting Trustees now support the funding of a professional sustainability survey as well as, where appropriate, give funding priority to applications which “green” our properties and move them away from fossil fuels.

In the meantime double glazing of windows has taken place in Ipswich & is under consideration in Bury. In smaller meetings such as Diss fuel bills are regularly monitored and energy consumption has been significantly improved by worshipping in a smaller room during winter and spring. For individuals, the increased use of technology for Meetings for Worship and discussion groups continues to reduce our carbon footprint.

Financial review

Financial position at the end of the reporting period

Despite the fall in membership this year Ipswich & Diss Area Meeting remains overall in a good financial position. The performance of endowed investments held with Rathbone Greenbank has recovered and gains of £2,940 in the Property Charity and £56,653 in the Richard Waynforth Trust were made. A total of £8,362 in investment management costs were incurred.

£5,000 in rent from 21 St Nicholas Steet in Diss and £194 in interest was added to the restricted Agnes Moss Bequest Fund which is used to cover the maintenance costs of that property as well as Diss Meeting House.

£965 in interest and £6,527 in dividends was earned on Meeting House Maintenance Funds held on deposit. £20,000 was withdrawn from the capital investment account to cover planned maintenance costs at Leiston Meeting House. Bury Meeting also contributed £25,000 from a legacy to the Fund putting it in a strong position to cover future maintenance costs of Leiston and Ipswich Meeting Houses. The latter undergoing a Quinquennial inspection in 2024. The annual insurance premium for all four Meeting Houses was paid from the fund. A VAT refund on qualify building work has also been received.

The Bury St Edmunds Meeting House Fund benefitted from £1,475 in interest and £980 in gains on investments. Bury LM also transferred £25,000 from a legacy to the fund. The Fund is in a good position to meet any repairs arising from forthcoming Quinquennial and Electrical installation inspections.

The Richard Waynforth Trust was boosted by £17,736 in dividends and interest. This year grants totalling £6,871 were awarded.

Once again Local Meetings were asked to contribute £50 per member to Area Meeting Funds. Three meetings met this in full from their own funds whilst the others topped up Friends' contributions made under scheduled giving. £5,000 of the 2022 surplus was designated to a new Spiritual Fund. A further £5,000 was earmarked to

be transferred to the Meeting House Maintenance Fund. This will be completed in 2024. A total of £6,450 was refunded by HMRC under the Gift Aid scheme. This was then apportioned to each Local Meeting.

Website costs, the Trustees' Zoom account and the Quickbooks accounting software licence were all paid for from AM funds. As was £1,200 in accountancy fees. A total of £754 was spent on courses and conferences which included Trustee, Prison Chaplaincy, Gift Aid, Safeguarding and Nominations training as well as a Treasurers' conference and our Quaker Life representatives expenses. The 'Woodbrooke Where You Are' day was paid for from the Spiritual Fund and a contribution of £50 was made towards the costs of running the Climate Quest gathering.

AM continues to subscribe to the Customer Union of Ethical Banking, the safeguarding organisation 31.8 and Churches Together. The printing costs of the list of members and attenders and the AM newsletter were also met from AM funds.

Area Meeting employee salaries, pension and training totalled £4,345

Despite increases in staffing and energy costs Local Meeting finances are in a healthy state and all were able to meet commitments as they arose. Income from lettings has recovered from the impact of covid restrictions. 3 LMs pay a levy for bookkeeping services which are subsidised by Area Meeting.

In total Friends gave £27,888 to Britain Yearly Meeting. This is an average of £169 per member (165) and falls somewhat short of the £240 suggested by BYM.

Financial management, monitoring and reporting has been simplified with the introduction this year of Quickbooks accounting software. Two online meetings brought LM treasurers and the Treasurer's Team together to share information and best practice. Local Meetings are asked to produce a budget for the year and reserves are monitored by the Treasurer's Team

Reserves Policy

We ask each of our constituent Local Meetings and funds to hold reserves of 6 months expenditure without income. Their positions are checked annually and the policy is reviewed triennially.

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

The Trustees holding responsibility for Area Meeting properties, three of which are listed places of worship, are hoping to build up the Meeting Houses Reserves Fund. This policy is also reviewed triennially.

Financial Risks

While income from the lettings of our Meeting Houses to the public has recovered, post pandemic, the maintenance and management of our properties is placing a strain upon Friends.

Trustees following their biannual meeting with representatives from Rathbones to review our investments were surveyed on their attitude to financial risk. As a result of a change in Charity Law we have asked Rathbone to investigate the option to make social investments. This involves a slightly higher risk and poorer return on 5% of

our Richard Waynforth Trust investment portfolio but does mean that we would be supporting smaller social enterprises as an expression of our Quaker values. A broader review of the sectors that we invest in is also underway.

We have a comprehensive set of policies and practice documents which are regularly reviewed and adherence to them monitored.

On behalf of the charity's trustees:

(signed)

Frances Hopkins
Clerk to the Trustees
Date – 2nd July 2024

**Independent examiner's report to the trustees of
Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends
(Quakers) in Britain
for the year ended 31 December 2023**

I report to the trustees on my examination of the accounts of Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain (the charity) for the year ended 31 December 2023.

Responsibilities and basis of report

As the trustees of the charity 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 2011 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 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.

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.

(signed)

John O'Brien MSc, FCCA, FCIE
Employee of Community Accounting Plus
Date 16th July 2024

**Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends
(Quakers) in Britain
Receipts & payments account
for the year ended 31 December 2023**

2022				2023	
Total			Unrestricted	Restricted	Total
Funds			Funds	Funds	Funds
£	Receipts	Note	£	£	£
21	Events, fundraising & sales		818	-	818
59343	Hire of rooms and rent received		59274	5000	64274
381	Other donations		1392	-	1392
34048	Contributions		25138	-	25138
4414	Gift aid		6450	-	6450
31341	Legacies		-	-	-
1899	Sundry receipts		2	-	2
21013	Dividends		6527	17287	23814
2633	Other investment income		26306	3600	29906
14976	Acting as agent receipts	4	-	16218	16218
110324	Total receipts		125907	42105	168012
	Payments				
3373	Administrative and other costs		2440	8	2448
900	Independent Examination		1200	-	1200
-	Legal costs		-	100	100
927	Investment costs		927	3277	4204
-	Catering		324	-	324
530	Conference costs		819	-	819
416	Grants to individuals		100	6871	6971
1740	Inreach , learning & library		192	-	192
-	Outreach		2007	-	2007
11476	Payments to non Quaker bodies		25260	-	25260
11476	Payments to other Quaker bodies		40165	-	40165
-	Publications & subscriptions		1432	-	1432
5306	Room hire costs		2190	-	2190
-	Care-taking & cleaning		4377	-	4377
19968	Utilities		17557	-	17557
9111	Property repairs & maintenance		12886	-	12886
11734	Building improvements		19604	-	19604
4847	Equipment		833	-	833
-	Insurance		4704	-	4704
110	Travel & subsistence		-	-	-
34899	Staff costs		37621	-	37621
14656	Acting as agent payments	4	-	15999	15999
131469	Total payments		174638	26255	200893
50076	Net receipts/(payments)		(48731)	15850	(32881)
411616	Cash funds at start of this period		371476	90216	461692
461692	Cash funds at end of this period		322745	106066	428811

**Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends
(Quakers) in Britain
Statement of assets and liabilities
at 31 December 2023**

2022		2023
£	Cash assets	£
461692	Bank accounts	428811
<u>461692</u>		<u>428811</u>
	Investments (Note 3)	
	CCLA Unit funds	
45132	T Merriman 10121 units	51374
79584	Recoupment 13/11/87 17856 units	90633
28377	Recoupment 11/08/86 6358 units	<u>32273</u>
<u>153093</u>		174280
1004712	Rathbones portfolio	1036978
<u>1157805</u>		<u>1211258</u>
	Investment property	
<u>235000</u>	Shop premises at 21 St Nicholas Street, Diss, held within the Agnes Moss Endowment Fund	<u>235000</u>
	Liabilities	
(505)	Acting as agent (collected but not paid at year end)	(443)
(167)	Pensions	-
<u>(1200)</u>	Accountancy	<u>(1800)</u>
<u>(1872)</u>		<u>(2243)</u>
	Property	
	In addition the charity holds six burial grounds and functional property with insured values as follows:	
	Bury St Edmunds meeting house	1710000
	Diss meeting house and private house	860287
	Ipswich meeting house and warden's flat	1472688
	Leiston meeting house	738464

These financial statements are accepted on behalf of the charity by:

(signed)

Mary Pennock, Treasurer

Date- 2nd July 2024

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Notes to the accounts for the year ended 31 December 2023

1. Receipts & payments accounts

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

2. Cash Funds summary

	Opening balance £	Receipts £	(Payments) £	Transfers £	Closing balance £
Unrestricted funds					
Area General fund	16874	2191	(8206)	7750	18609
Bury St Edmunds LM	143581	39382	(102014)	(52200)	28749
Diss LM	12412	14443	(11056)	(800)	14999
Felixtowe LM	4632	3541	(2294)	(850)	5029
Ipswich LM	54941	25952	(27663)	(1650)	51580
Leiston LM	48213	8422	(5604)	(1150)	49881
Woodbridge LM	3834	2817	(2755)	(1100)	2796
Bury SE MH Maintenance fund	48761	1475	(5)	25000	75231
Area MH Maintenance fund	38228	27684	(15041)	25000	75871
	371476	125907	(174638)	-	322745
Restricted funds					
Agness Moss Bequest	21144	8151	(3382)	-	25913
Richard Waynforth fund	69072	17736	(6874)	-	79934
Acting as Agent (BYM)	-	11786	(11786)	-	-
Acting as Agent (Other)	-	4432	(4213)	-	219
	90216	42105	(26255)	-	106066
Total cash funds	461692	168012	(200893)	-	428811

The transfers from the Local Meeting funds to the Area fund are primarily in respect of contributions to the Area Meeting that have been collected locally. The BSE LM also transferred £25K to the two building maintenance funds.

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

3. Investment funds summary

	Opening value £	Additions, disposals & charges £	Gain/Loss £	Closing value £
CCLA				
Property Charity (TM)	153093	1033	20154	174280
	153093	1033	20154	174280
Rathbones investments				
BSE MH Maintenance fund	50072	(462)	980	50590
Area MH Maintenance fund	50072	(20462)	980	30590
Property Charity Endowment	150215	(1386)	2939	151768
Richard Waynforth fund	58060	-	-	58060
Richard Waynforth Endowment	696293	(6976)	56653	745970
	1004712	(29286)	61552	1036978
Total investments	1157805	(28253)	81706	1211258

Note the Property Charity (TM) is the Thomas Merriman Endowment and Recoupment Fund

4. Acting as Agent collections paid out

	£		£
BYM	11786	ICENI	76
QPSW	113	Red Cross	66
Bolivia Link	443	Unicef	100
Emmaus	338	Suffolk Refugee Support	35
QCEA	253	Freedom from Torture	30
Waveney Foodbank	460	Lighthouse	65
CAB	402	Quakers in Congo	45
Others	451	Forgiveness Project	55
Medicin son Frontieres	645	CPAG	85
Earthquake appeal	124	Wandsworth Prison Trust	30
Ramallah appeal	104	Greenpeace	95
Self reliance	65	Suffolk Community Foundation	40
Music in our Bones	63	Homestart	30
			15999

5. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

IPSWICH AND DISS AREA QUAKER MEETING

England & Wales - Charity number 1134526

Accounts

**Ipswich & Diss Area Quaker Meeting
of the Religious Society of Friends (Quakers) in Britain**
(Registered charity, number 1134526)
**Financial statements
for the year ended 31 December 2022**

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11	Statement of assets & liabilities
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Please note: All the documents referred to are available at:
suffolkquakers.org.uk/area-meeting-documents

**Ipswich & Diss Area Quaker Meeting
of the Religious Society of Friends (Quakers) in Britain
Trustees' annual report
for the year ended 31 December 2022**

Full name Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Other names by which the charity is known Ipswich & Diss Area Meeting

Registered charity number 1134526

Principal address

Quaker Meeting House, St Johns Street, Bury St Edmunds, IP33 1SJ.

Trustees

Elaine Green, Clerk

Lucy Pollard

Martin Hayden

Simon Lamb

Mary Pennock, Treasurer

Independent examiner

John O'Brien, employee of Community Accounting Plus, Units 1 & 2 North West, 41 Talbot Street, Nottingham, NG1 5GL

Solicitor

Kerseys Solicitors, 32 Lloyds Avenue, Ipswich, Suffolk IP1 3HD

Holding Trustee of Property

Friends Trusts Limited, Friends House, 173 Euston Road, London NW1 2BJ

Principal Advisors

Rathbone Greenbank Investments 10 Queen Square Bristol BS1 4NT

Clark & Simpson Estate Agents, Well Close Square, Framlingham, Suffolk IP13 9DU

Governance and management

The charity is operated under the rules of its constitution adopted 17/05/2008, and most recently amended 14/05/2022.

Trustees are appointed for a period of three years by the Area Meeting following nomination by its Nominations Committee. All Trustees receive induction training.

Business meetings within the Society are conducted as 'meetings for worship for church affairs' in which there is no voting, the Clerk is a servant of the meeting and the minutes are agreed at each meeting. Membership of the Society of Friends is held within the Area Meeting.

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Objectives and activities

The object of Ipswich & Diss Area Meeting is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Ipswich & Diss Area Meeting and beyond. Its constituent parts include:

- **Local Meetings** at Bury St Edmunds, Diss, Felixstowe, Ipswich, Leiston and Woodbridge,
- **Ipswich and Diss Area Meeting Property Charity**, which is a mixture of endowment, restricted and designated funds which support the Area Meeting's four Meeting Houses in Ipswich, Diss, Bury St. Edmunds and Leiston; Burial Grounds in Bredfield, Needham Market, Woodbridge, Diss, Bury St. Edmunds and Leiston; a private house in Diss which is rented out and a warden's flat within Ipswich Meeting House.

It carries out the objectives of the Area Meeting or such other charitable purposes as the Area Meeting may direct and the trustees may think suitable: provided that the trustees allow persons who are not members of the Society to use the meeting houses and premises and the remains of persons who were not members of the Society to be buried in the burial grounds.

- **Agnes Moss Bequest Trust**, which is a mixture of endowment and restricted funds for the use of Diss Local Meeting and largely consists of 21 St Nicholas Street, Diss, IP22 4LB.

Diss Local Meeting and Area Meeting have directed that the trust is to be used:

- 1) by Area Meeting for administration of the trust and for property maintenance and repairs of 21 St Nicholas Street and
- 2) by Diss Local Meeting for general purposes and property maintenance and repairs of Diss Meeting House, its burial ground and the private house.

- **Richard Waynforth Trust Charity**, which is a mixture of endowment and restricted funds for the relief in need of members and attenders of Ipswich & Diss Area Meeting and, from 7 October 2014, members and attenders of Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting. (See Richard Waynforth Trust Guidelines).

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

Summary of the main activities undertaken for the public benefit

Ipswich & Diss Area Quaker Meeting performs the following activities in relation to its objectives:

- Holding Area Meetings, using the Quaker business method, at least once a year.
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- Appointing clerks, a treasurer, registering officers, a nominations committee, elders, and pastoral care team co-ordinators.
- Consolidating accounts of its constituent Local Meetings and linked charities.
- Maintaining links with the Religious Society of Friends (Quakers) in Britain, also known as Britain Yearly Meeting, and Friends Trusts Ltd, which is the trust corporation for the Religious Society of Friends in Great Britain.
- Taking responsibility for the preservation of Area Meeting and Local Meeting records.
- Managing the charity's income and expenditure to meet the proper costs of administering the charity and managing its cash and non-cash assets in keeping with the charity's ethical investment policy.
- Ensuring ongoing repairs and maintenance are carried out for the Meeting Houses, the wardens' flat and the private house.
- Ensuring the Meeting Houses, the wardens' flat and the private house comply with current Health and Safety Regulations, Fire Safety Regulations and other relevant government regulations.
- Ensuring compliance to safeguarding, equal opportunities and data protection legislation.
- Providing adequate Public Liability Insurance for the Local Meetings and Buildings and Contents Insurance coverage for the Meeting Houses and buildings insurance for the wardens' house and flat.
- Commissioning quinquennial and tree surveys and carrying out the recommended actions for the Meeting Houses and their adjacent burial grounds.
- Inspecting the burial grounds at Bredfield, Needham Market and Woodbridge and taking remedial actions, where required.
- Ensuring compliance to employment regulations and monitoring wardenship and employment matters, including pensions and the Living Wage, at Ipswich, Bury St Edmunds and Diss Meeting Houses.
- Overseeing all building renovations and new development undertaken at the Meeting Houses and the private house.
- Selling, leasing or disposing of all or any part of the charity's property that is not required to be retained to achieve its objectives.
- Co-operating with other charities, voluntary bodies and statutory authorities as required.

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

- Making relief-in-need grants to provide or pay for goods, services and/or training for members and attenders of Ipswich & Diss Area Meeting, Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting.
- Arranging and holding of public Meetings for Worship, open to all, in its constituent Local Meetings in Bury St Edmunds, Diss, Felixstowe, Ipswich, Leiston and Woodbridge.
- Maintaining links with other churches and local faith groups to promote inter-faith understanding, peace, social justice and equality.
- Support of other local, national and international charities through special collections and fund-raising events.
- Chaplaincy support is provided locally to two prisons, a hospital and a university.
- Our four Meeting Houses are available for lettings to community groups, other charities and businesses undertaking charitable activities. As well, 21 St Nicholas Street, Diss, is let to a collective of local craftspeople. This provides a public service by contributing to community cohesion and encouraging the growth of creative businesses.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Summary of the main achievements during the period

In setting out our charitable achievements for public benefit as a local worshipping community within a national framework, we reflect the aims of Britain Yearly Meeting, the national body and those set out in our current book of discipline, "Quaker Faith & Practice".

Our six local Meetings have met at least weekly for public worship since the beginning of this year and Felixstowe remain well settled in the Trimley Memorial Hall and Woodbridge in St Mary's House. Our availability as a worshipping community, where all are welcome is evident from our Suffolk Quaker website <https://suffolkquakers.org.uk/>, articles in the local press, and a social media presence.

All our Local Meetings, in order to maintain their unity as one worshipping community, are, after experimentation, beginning to find a balance that suits them, between blended/hybrid Meetings for Worship, and simultaneous in-person and online Meetings, Woodbridge reading the same passage from Quaker Faith & Practice in both. With an ageing demographic, blended meetings have enabled connection to the spiritual strength of those unable to come to Meetings for Worship in person, though some local meetings have found it challenging to find Friends to set up and operate the necessary technology.

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

In addition, Ipswich holds a mid-week Meeting for Worship in person, which often attracts visitors. Leiston has established an online mid-week Meeting for Worship and Bury St Edmunds does both.

Following the isolation of the pandemic we have worked in other creative ways to maintain the inclusivity and unity of our Local and Area Meetings. Discussion groups have been held in all of our local Meetings; walking and poetry groups meet monthly at Woodbridge where there is also a local meeting monthly newsletter; a gardening working party at Leiston; social visits to gardens and the seaside by Ipswich Friends. There has been a reintroduction of shared lunches after Meetings for Worship in Diss, Felixstowe, Bury St Edmunds and others. At Bury St Edmunds there is a bi-monthly Evening Meeting for words, music and silence, with Friends sometimes joining online from far afield.

At Area Meeting level as well as meeting for Quaker business, for the first time in many years we held a Spiritual Sustenance Day hosted by Diss Local Meeting. We plan to continue this innovation.

We have celebrated the marriage of three couples who worship at Bury St Edmunds Meeting House.

Outside of the Quaker community, the year saw the general public returning to use our buildings. Room hiring at Bury St Edmunds has gradually picked up and Ipswich again has at least 16 different groups using various parts of their Meeting House. Similarly, our collaborative work with other faith communities has resumed. We take an active part in our local Churches Together and in Ipswich & Bury St Edmunds we have joined with others for faith celebrations, such as the equinoxes and the end of Ramadan. Local Buddhist, Spiritualist and Muslim groups have returned to regularly use Bury Meeting House, the last group for their weekly Friday prayer. The 'Experiment with Light' Quaker meditation group in Bury St Edmunds has welcomed the participation of a member of the local Roman Catholic congregation.

The living out of our social witness in the world became more focused during this time. Beginning on the Global Day of Action during COP26 in 2021, Bury St Edmunds Local Meeting has maintained its monthly public 'Silent Witness to Social Justice in the face of the Climate Emergency', that is now also supported by other members of local ecological groups, members of other churches and the general public. With support from St Edmundsbury Cathedral, panels from the 'Loving Earth Project' were displayed with an estimated 1,000 visitors, raising awareness of the implications of climate change. Part of our Meeting House gardens and the Leiston burial ground has been 'rewilded', trees and nectar rich plants planted and 'bug hotels' installed. Bury St Edmunds Meeting House garden was again opened to the public, an oasis in the town centre.

The beginning of the year saw Russia's invasion of Ukraine and our Witness for Peace became all the more poignant. Ipswich Quakers were represented at local

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

interfaith vigils for the people of Ukraine as well as being represented at a special worldwide Meeting for Worship.

In Bury St Edmunds, at our vigil on Armed Forces Day, and when laying a white poppy wreath at the cenotaph on Remembrance Day, we were joined by a considerable number of the public. Bury St Edmunds Quakers have joined the local Ukrainian community in their regular monthly vigils and representative Quakers attended special Ukrainian Church services held in the Cathedral.

Throughout the year Quakers in this Area continued to make donations to 20 other charities, see below section 5. "Acting as Agent collections"

Sustainability and Environmental achievements during the period

The Premises Committee of Diss Local Meeting aim to get rid of their gas heating as soon as they can and install a system, which could efficiently heat their weekly Meeting for Worship adequately, in their listed building. They have considered infra-red heater, air source heat pumps, installation of an insulated pod within the meeting house and the Installation of a ground source heat pump to serve both our Meeting House and the adjacent privately-rented house that was the former Warden's house. No decision was reached on the way forward. This is a theme that is echoed in all our historic Meeting Houses as they balance the usage of the building with efficiency and cost. To encourage this complex process, the Area Meeting Trustees decided to increase the charity's reserves and where appropriate give priority to applications which 'green' our properties and move our Meeting Houses away from fossil fuels. For individual Friends, the increasing use of technology for Meetings for Worship and discussion groups has certainly reduced our carbon footprint. Friends in the Area remain committed to seeking change and learning where they can. In this year, a member of Woodbridge Local Meeting attended the *Sustainability Gathering* at Woodbrooke Quaker Study Centre in Birmingham and brought valuable feedback to our Area Meeting.

Financial review

Financial position at the end of the reporting period

We are encouraged that after the pandemic the public use of our Meeting Houses and income from lettings are picking up again. Our cash assets have risen by £50,000 (12%).

Our investments have fallen by £217,000 (16%) in line with the ethical investment stock market.

Reserves Policy

We ask each of our constituent Local Meetings and funds to hold reserves of 6 months expenditure without income. Their positions are checked annually and the policy is reviewed triennially.

Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain

The Trustees holding responsibility for Area Meeting properties, three of which are listed places of worship, are hoping to build up the Meeting Houses Reserves Fund. This policy is also reviewed triennially.

Financial Risks

Perhaps a loss of generous individual giving with an ageing population and demography less able to manage the letting of our Meeting Houses to the public.

We have a comprehensive set of policies and practice documents which are regularly reviewed. We continuously monitor adherence to these.

None of our funds are in deficit. The only funds we hold for third parties are sums scheduled for Britain Yearly Meeting, which are regularly passed on and collections for charities which are passed on soon after the collection has finished.

On behalf of the charity's trustees:

(Signed)

Elaine Green,
Clerk to the Trustees

Date - 8th August 2023

**Independent examiner's report to the trustees of
Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends
(Quakers) in Britain
for the year ended 31 December 2022**

I report to the trustees on my examination of the accounts of Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends (Quakers) in Britain (the charity) for the year ended 31 December 2022.

Responsibilities and basis of report

As the trustees of the charity 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 2011 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 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.

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.

(Signed)

John O'Brien MSc, FCCA, FCIE
Employee of Community Accounting Plus

Date - 24th August 2023

**Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends
(Quakers) in Britain
Receipts & payments account
for the year ended 31 December 2022**

				2022
		Unrestricted	Restricted	Total
		Funds	Funds	Funds
Receipts	Note	£	£	£
Donations		34048	-	34048
Gift aid		4414	-	4414
Legacies		31341	-	31341
Other donations		381	-	381
Sundry receipts		1899	-	1899
Hire of rooms and rent received		51823	7520	59343
Book and literature sales		21	-	21
Interest		2303	330	2633
Dividends		4252	16761	21013
Receipts as agent		2983	11993	14976
Total receipts		133465	36604	170069
Payments				
Wages – wardens, cleaning etc		34899	-	34899
Heat, light and insurance		19968	-	19968
Property rental		2711	2595	5306
Property repairs & maintenance		9111	-	9111
Capital repairs		7123	4611	11734
Furniture & equip't repairs and renewals		4847	-	4847
Conference costs		530	-	530
Travel & subsistence		110	-	110
Outreach and publicity		1740	-	1740
Sundry administrative and other costs		2549	420	2969
Grants/loans to institutions		11476	-	11476
Grants to individuals		-	416	416
Independent Examination		900	-	900
Payments as agent	5	2663	11993	14656
Sundry expenses		404	-	404
Purchase of investments		927	-	927
Total payments		99958	20035	119993
Net receipts/(payments)		33507	16569	50076
Cash funds at start of this period		309320	102296	411616
Transfers between funds		500	(500)	-
Cash funds at end of this period		343327	118365	461692

**Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends
(Quakers) in Britain
Statement of assets and liabilities
at 31 December 2022**

2021 £		2022 £
411616	Cash assets	
<u>411616</u>	Bank accounts	461692
		<u>461692</u>
	Investments	
	CCLA Unit funds	
	T Merriman 10062 units	45132
	Recoupment 13/11/87 17743 units	79584
	Recoupment 11/08/86 6326 units	<u>28377</u>
168564		153093
<u>1205790</u>	Rathbones portfolio	1004712
<u>1374354</u>		<u>1157805</u>
	Investment property	
<u>235000</u>	Shop premises at 21 St Nicholas Street, Diss, held within the Agnes Moss Bequest Trust	<u>235000</u>
	Liabilities	
(195)	Acting as agent (collected but not paid at year end)	(505)
(450)	Pensions	(167)
<u>(900)</u>	Independent examination	<u>(1200)</u>
<u>(1545)</u>		<u>(1872)</u>
	Property	
	In addition the charity holds six burial grounds and functional property with insured values as follows:	
	Bury St Edmunds meeting house	1672686
	Diss meeting house	820886
	Diss private house	342528
	Ipswich meeting house and warden's flat	1405220
	Leiston meeting house	704642

These financial statements are accepted on behalf of the charity by:

(Signed)

Mary Pennock, Treasurer

Date – 8th August 2023

**Ipswich & Diss Area Quaker Meeting of the Religious Society of Friends
(Quakers) in Britain
Notes to the accounts
for the year ended 31 December 2022**

1. Receipts & payments accounts

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

2. Prior period analysis

The accounts for 2021 were prepared on an accruals basis, so detailed year to year comparison is difficult. In particular, debtors and creditors included in the accruals for 2021 have been included as receipts and payments in 2022. Creditors are listed on page 11. The only debtor was Gift Aid on 2021 donations claimed in 2022 of £4,414. Accounts for many years up to and including 2021 included a sum of £568,594.84 as property value. This was money raised to fund an extension to Bury St Edmunds Meeting House. Since functional property values are not included in accounts, this sum should have been removed from the overall value of the charity once the building was completed. This sum does not appear in these accounts.

3. Cash Funds summary

	Opening balance £	Receipts £	(Payments) £	Transfers £	Closing balance £
Unrestricted funds					
Area General fund	16658	1643	(7240)	5813	16874
Bury St Edmunds LM	154381	39685	(48285)	(2200)	143581
Diss LM	2299	19457	(8844)	(500)	12412
Felixtowe LM	3569	3968	(2905)	-	4632
Ipswich LM	49609	23341	(17137)	(872)	54941
Leiston LM	18259	37259	(6764)	(541)	48213
Woodbridge LM	4749	3546	(3261)	(1200)	3834
Bury SE Maintenance fund	47428	1333	-	-	48761
Area Property fund	12368	3233	(5522)	-	10079
	309320	133465	(99958)	500	343327
Restricted funds					
Britain Yearly Meeting	-	11993	(11993)	-	-
Property Meeting House Maintenance	26987	1162	-	-	28149
Agness Moss Bequest	21179	7591	(7626)	-	21144
Richard Waynforth fund	54130	15858	(416)	(500)	69072
	102296	36604	(20035)	(500)	118365
Total cash funds	411616	170069	(119993)	-	461692

4. Investment funds summary

	Opening value £	Additions & Charges £	Gain/Loss £	Closing value £
CCLA				
Property Charity	168564	927	(16398)	153093
	168564	927	(16398)	153093
Rathbones investments				
BSE Meeting House fund	59091	(761)	(8258)	50072
Area Meeting House fund	59091	(761)	(8258)	50072
Property Charity Endowment	177273	(2283)	(24775)	150215
Richard Waynforth fund	58060	-	-	58060
Richard Waynforth Endowment	852274	(10079)	(145902)	696293
	1205789	(13884)	(187193)	1004712
Total investments	1374353	(12957)	(203591)	1157805

5. Acting as Agent collections paid out

	£
Families in Need	200
Hope Trust	140
Medcins Sans Frontieres	265
Gatehouse	293
Choose Love	340
Quaker Arts Network	20
Solo Housing	105
Woodbrooke	85
UNHCR Afgan Refugees	209
Leeway	129
Pakistan Flood Appeal	221
DEC Ukraine appeal	167
Glebe House	117
Friends Community Dev Trust	126
QuIET Brummana	38
Teapot Project	99
FIND	32
Quaker International	25
SELIG	22
Trussell	30
	2663

6. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

7. Cash funds Local Meetings detail

	Area Meeting	BSE LM	Diss LM	Felixtowe LM	Ipswich LM	Leiston LM	Woodbridge LM
	£	£	£	£	£	£	£
Receipts							
Donations	1120	8211	9798	2765	5120	3823	3212
Gift aid	523	1429	591	598	560	431	282
Legacies	-	-	-	-	-	31342	-
Other donations	-	381	-	-	-	-	-
Sundry receipts	-	1238	-	-	423	237	-
Hire of rooms and rent received	-	26005	8226	-	16173	1420	-
Book and literature sales	-	21	-	-	-	-	-
Interest	-	1497	-	-	485	6	-
Receipts as agent	-	903	842	605	580	-	52
Total receipts	1643	39685	19457	3968	23341	37259	3546
Payments							
Wages – wardens, cleaning etc	4474	20003	1316	-	7587	1520	-
Heat, light and insurance	-	6574	1705	-	5711	1384	-
Property rental	-	-	-	1284	-	-	1427
Property repairs & maintenance	-	1361	3292	-	1277	3180	-
Capital repairs	-	7123	-	-	-	-	-
Equipment repairs and renewals	245	3545	168	-	617	55	215
Conference costs	530	-	-	-	-	-	-
Travel & subsistence	35	-	-	-	-	-	75
Outreach and publicity	443	302	114	208	351	197	126
Sundry costs	209	764	-	108	790	428	249
Grants/loans to institutions	-	7959	1500	700	200	-	1117
Independent Examination	900	-	-	-	-	-	-
Payments as agent	-	654	749	605	604	-	52
Sundry expenses	404	-	-	-	-	-	-
Total payments	7240	48285	8844	2905	17137	6764	3261
Net receipts/(payments)	(5597)	(8600)	10613	1063	6204	30495	285
Cash funds at start of this period	16658	154381	2299	3569	49609	18259	4749
Transfers between funds	5813	(2200)	(500)	-	(872)	(541)	(1200)
Cash funds at end of this period	16874	143581	12412	4632	54941	48213	3834

IPSWICH AND DISS AREA QUAKER MEETING

England & Wales - Charity number 1134526

Accounts

Charity Registration No. 1134526

**IPSWICH & DISS AREA QUAKER MEETING
TRUSTEES' REPORT AND EXAMINED ACCOUNTS**

FOR THE YEAR ENDED 31 DECEMBER 2021

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2021

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IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2021

LEGAL AND ADMINISTRATIVE

Trustees: David Coutts (resigned 31 December 2021)
Elaine Green, Clerk
Jen Larner (resigned 31 December 2021)
Lucy Pollard
Nicholas Wright, Treasurer (resigned 31 December 2021)

Charity number: 1134526

Registered address: Quaker Meeting House
St Johns Street
Bury St Edmunds
IP33 1SJ

**Accountant and
Independent Examiner:** David Stephens
13 Newlands Road
Tunbridge Wells, Kent
TN4 9AS

Solicitor: Kerseys Solicitors
32 Lloyds Avenue
Ipswich, Suffolk
IP1 3HD

**Holding Trustee of
Property:** Friends Trusts Limited
Friends House
173 Euston Road
London
NW1 2BJ

Principal Advisors: Rathbone Greenbank Investments
10 Queen Square
Bristol
BS1 4NT

Clark & Simpson Estate Agents
Well Close Square,
Framlingham, Suffolk
IP13 9DU

TRUSTEES' REPORT

The trustees present a consolidated report and accounts for the year ended 31 December 2021

The accounts comply with the charity's governing document; have been prepared under the historical cost convention, with the exception of investments, which are included at market value, and are in accordance with applicable accounting standards and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) issued on 16 July 2014.

1 STRUCTURE, GOVERNANCE AND MANAGEMENT

Ipswich & Diss Area Quaker Meeting is part of the Religious Society of Friends (Quakers) in Britain and is a registered charity that is administered and managed in accordance with the Charity Commission Scheme that was adopted on 29 May 2012 and updated on 7 October 2014. The scheme covers the constituent parts of Ipswich & Diss Area Quaker Meeting, which include:

- Local Meetings at Bury St Edmunds, Diss, Felixstowe, Ipswich, Leiston and Woodbridge.
- Ipswich and Diss Area Meeting Property Charity, which manages the Area Meeting's four Meeting Houses in Ipswich, Diss, Bury St. Edmunds and Leiston; Burial Grounds in Bredfield, Needham Market, Woodbridge, Diss, Bury St. Edmunds and Leiston; a private house in Diss which is rented out and a warden's flat within Ipswich Meeting House. The Holding Trustee for these properties is Friends Trusts Limited.
- Agnes Moss Bequest Trust, which is a restricted fund for the use of Diss Local Meeting and consists of 21 St Nicholas Street, Diss, IP22 4LB. The Holding Trustee for this endowed property is Friends Trusts Limited.
- Richard Waynforth Trust, which is a permanent endowment for the relief in need of members and attenders of Ipswich & Diss Area Meeting and, from 7 October 2014, members and attenders of Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting.

The trustees who served during 2021 are listed on page 3. The Area Meeting appoints new trustees from its 138 members. All trustees receive induction training.

2 PUBLIC BENEFIT, OBJECTIVES AND CHARITABLE ACTIVITIES

The trustees have complied with the duty in section 4 of the Charities Act 2006 to have due regard to guidance published by the Charity Commission on public benefit when reviewing our aims and objectives and in planning our charitable activities.

2.1 General Statement of Public Benefit

Meetings for Worship are held every Sunday at each of our six Local Meetings. Some Meetings for Worship are also held midweek. All these are open to the public and provide opportunities for worship and spiritual growth. Meetings for Worship are also held in prisons, but these are not open to the public.

During the Covid 19 pandemic Meetings for Worship in person have not always been legal or possible. Alternative ways of worship have been found: in gardens, by internet, singly at home at pre-arranged times. These arrangements have been publicly advertised.

The Area Meeting continues to support the vital work of other local, national and international charities through special collections of funds and fundraising events. Chaplaincy support is provided locally to two prisons, a hospital and a university. We run and/or support various activities to promote inter-faith understanding, peace, social justice and equality. All of these activities are our way of putting our faith into action to make a positive impact on the lives of people within both our local and global communities. See Section 2.4 for more details.

Our four Meeting Houses are available for lettings to community groups, other charities and businesses undertaking charitable activities. As well, 21 St Nicholas Street, Diss, is let to a collective of local craftspeople. This provides a public service by contributing to community cohesion and encouraging the growth of creative businesses. During the Covid 19 pandemic most lettings have not been legal or possible. This has been greatly inconvenient to those groups and considerably decreased our income. We have been able to survive financially by use of the Government's Coronavirus Job Retention Scheme to continue to pay our wardens and cleaners. This scheme ceased on 31 September 2021, though lettings have not recovered their pre-pandemic level.

2.2 Objectives

2.2.1 Ipswich & Diss Area Quaker Meeting and the Local Meetings

The charitable objectives of Ipswich & Diss Area Meeting and its Local Meetings are to support "the furtherance of the religious and other charitable purposes of the Religious Society of Friends (Quakers) in the area of Ipswich and Diss meeting and beyond."

2.2.2 Ipswich and Diss Area Meeting Property Charity

The charitable objectives of the Ipswich & Diss Area Meeting Property Charity are to support the "meeting houses and burial grounds of the Religious Society of Friends or for such other charitable purposes of the Society as the Ipswich and Diss Area Meeting may direct and the trustees may think suitable: provided that the trustees may allow persons who are not members of the Society to use the meeting houses and premises and the remains of persons who were not members of the Society to be buried in the burial grounds."

2.2.3 The Agnes Moss Bequest Trust

The charitable objectives of the Agnes Moss Bequest Trust state that "the income arising from the property or from proceeds of sale of the property are to be applied for such purpose or object (within the legal definition of a charitable purpose or object) as the Area Meeting shall direct." The property referred to is 21 St Nicholas Street in Diss. The Area Meeting has directed that the trust is to be used 1) by Area Meeting for administration of the trust and for property maintenance and repairs of 21 St Nicholas Street and 2) by Diss Local Meeting for general purposes and property maintenance and repairs of Diss Meeting House, its burial ground and the warden's house.

2.2.4 The Richard Waynforth Trust

The charitable objectives of the Richard Waynforth Trust are to provide "relief in need for members and attenders of the Area Meeting" through grant making. This relief includes paying for household bills, transport to and from Meetings for Worship, essential home refurbishment, household items and electrical appliances, mobility aids, training to get back to work, emergency travel, respite care and home help. The trust also finances attendance at Britain Yearly Meeting, Junior Yearly Meeting and Yearly Meeting Gathering for members and attenders who would otherwise find it financially difficult to attend. On 7 October 2014, the Charity Commission issued a revised scheme that extends the Trust's area of benefit to include members and attenders of Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting.

2.3 Activities in Relation to the Charity's Objectives

Ipswich & Diss Area Quaker Meeting performs the following activities in relation to its objectives:

- Arranging and holding public meetings for worship, open to all, in its constituent Local Meetings in Bury St Edmunds, Diss, Felixstowe, Ipswich, Leiston and Woodbridge.
- Holding Area Meetings, using the Quaker business method, at regular intervals in January, March, May, July, September and November each year.
- Taking responsibility for membership of the Area Meeting and hence of the Religious Society of Friends (Quakers) in Britain and maintaining a register of the Area Meeting's members and attenders.
- Ensuring that all Local Meetings report regularly on their activities and that Local Meeting treasurers and Local Meeting premises committees meet together at least annually.

- Appointing clerks, a treasurer, registering officers, a nominations committee, elders, and pastoral care team co-ordinators.
- Consolidating accounts of its constituent Local Meetings and linked charities.
- Maintaining links with other churches and local faith groups.
- Maintaining links with the Religious Society of Friends (Quakers) in Britain, also known as Britain Yearly Meeting, and Friends Trusts Ltd, which is the trust corporation for the Religious Society of Friends in Great Britain.
- Taking responsibility for the preservation of Area Meeting and Local Meeting records.
- Managing the charity's income and expenditure to meet the proper costs of administering the charity and managing its cash and non-cash assets in keeping with the charity's ethical investment policy.
- Ensuring ongoing repairs and maintenance are carried out for the Meeting Houses, the wardens' flat and the private house.
- Ensuring the Meeting Houses, the wardens' flat and the private house comply with current Health and Safety Regulations, Fire Safety Regulations and other relevant government regulations.
- Ensuring compliance to safeguarding, equal opportunities and data protection legislation.
- Providing adequate Public Liability Insurance for the Local Meetings and Buildings and Contents Insurance coverage for the Meeting Houses and buildings insurance for the wardens' house and flat.
- Commissioning quinquennial and tree surveys and carrying out the recommended actions for the Meeting Houses and their adjacent burial grounds.
- Inspecting the burial grounds at Bredfield, Needham Market and Woodbridge and taking remedial actions, where required.
- Ensuring compliance to employment regulations and monitoring wardenship and employment matters, including pensions and the Living Wage, at Ipswich, Bury St Edmunds and Diss Meeting Houses.
- Overseeing all building renovations and new development undertaken at the Meeting Houses and the private house.
- Selling, leasing or disposing of all or any part of the charity's property that is not required to be retained to achieve its objectives.
- Co-operating with other charities, voluntary bodies and statutory authorities as required.
- Making relief-in-need grants to provide or pay for goods, services and/or training for members and attenders of Ipswich & Diss Area Meeting, Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting.

2.4 Charitable Activities for Public Benefit

This section sets out the charitable activities for public benefit as a local church within a national framework. The format adopted reflects the strategic aims of Britain Yearly Meeting, the national body.

2.4.1 Meeting for Worship is the bedrock of living as a Quaker

The year began with the country entering into its third pandemic lockdown, and our Meeting Houses closed again. Those local meetings who could join in worship by video conferencing did so and continued to welcome visitors, some of whom have remained with us after the lockdown restrictions were eased.

By the Spring of 2021, two Meeting Houses opened for a limited number of Friends to meet to worship in person, whilst online worship continued in parallel. Two of our worshipping communities who had been most prevented from gathering to worship but who had continued their personal worship in isolation also began meeting for worship again in person, outdoors in the first instance. For all our communities, some business and social interaction was facilitated as required by video conferencing, and pastoral care groups continued to function by telephone contact throughout the year.

Later in the year, after a further period of closure and hesitancy on the part of our communities, all our Meeting Houses opened again for regular Sunday worship and our two Local Meetings who hire their premises for worship on a Sunday also returned to the in-person offer. Following a good deal of searching Woodbridge Local Meeting finally found a new home in St Mary's House in the centre of the town and adjacent to their former "home". Although they resumed meeting in person here when they could, the Meeting has continued with online meeting for worship every week in similar numbers on a regular basis.

There are some Friends who continue to meet for Sunday worship online, and in Ipswich, Friends worship together as a blended gathering with those in the Meeting House. In Bury St Edmunds, this is organised on alternate Sundays. Woodbridge Meeting experimented with blended worship on the first and third Sundays of the month, but it proved to be a challenge to find Friends to set up and operate the technology. Some worshippers in any case found the technology intrusive and distracting and it has since been decided to discontinue these blended meetings for worship.

Some online weekday evening meetings for worship, established during the pandemic continue to be offered by a number of our local meetings.

In Bury St Edmunds and Ipswich, there is also a lunchtime worship held in those Meeting Houses by small groups of Friends on Tuesday and Wednesday respectively.

2.4.2 Quaker communities are loving, inclusive and all age

It has emerged that our local meeting communities can feel divided when some worship routinely online while others meet in person. This presents new challenges to our unity and inclusivity which each of our communities is concerned to address. Some Friends have also experienced a growing need for spiritual nourishment and the Woodbridge community held a fruitful online discussion to consider how to move forward as a gathered worshipping community in these changed times.

Bury St Edmunds Friends gathered on a number of occasions across the summer to reconnect and spend social time together, once for a socially-distanced picnic in the Meeting House garden, a visit and picnic in Langham Walled Gardens and Quakers also joined the local Churches Together Summer Celebration in the St Edmundsbury Abbey Gardens. Ipswich Friends invited Bury St Edmunds Friends to join their organised picnic in Christchurch Park, Ipswich on a Sunday after their respective Meetings for Worship. Bringing their own food and sharing time together in this way. proved to be a delightfully inclusive and community-building experience.

At the Spring equinox, Ipswich Meeting organised a special meeting of poems and readings with some live music, which was held both in person and online. Ipswich Meeting has also established a monthly learning group that meets in person as well as online on the first Sunday of the month before meeting for worship and their Friday evening online social group meets weekly.

Woodbridge Meeting postponed their planned social activities in 2021, although their walking group continued to meet each month and their poetry group met regularly online.

As well as compiling and distributing newsletters across the Area in 2021, the Area Meeting developed a new website which hosts local pages. It has emerged that our local meeting communities can feel divided when some worship routinely online while others meet in person. This presents new challenges to our unity and inclusivity which each of our communities is concerned to address. Some Friends have also experienced a growing need for spiritual nourishment and the Woodbridge community held a fruitful online discussion to consider how to move forward as a gathered worshipping community in these changed times.

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Woodbridge Meeting postponed their planned social activities in 2021, although their walking group continued to meet each month and their poetry group met regularly online.

As well as compiling and distributing newsletters across the Area and at Woodbridge Local Meeting, in 2021 the Area Meeting developed a new website which hosts local pages.

2.4.3 Quakers work collaboratively

Under the pandemic restrictions, our collaborative endeavours have been frustrated.

A number of our Churches Together groups continued in some format or other during 2021 but active collective witness was limited. Churches Together and interfaith groups at which Quakers are represented began to meet in person later in the year.

At Bury St Edmunds Meeting House, as soon as regulations allowed, the local Muslim, Buddhist and Spiritualist worship returned, albeit in smaller numbers than previously. Accordingly, the Spiritualists have reduced the number of their meetings to twice monthly.

2.4.4 All Friends understand and live by Quaker discipline

All our Quaker Meetings have been drawn to reconsider adopting simpler ways of working for the effective holding of our worship and business conduct. Our meetings for business now tend to take place online. Our Quaker discipline in meetings as a consequence of move to the online format has been affected in ways that we have not yet understood and this challenge to our faith life and our expectations of each other remain important to us.

Friends have continued to attend online Woodbrooke Quaker study courses on topics of faith and business, and some have joined new online Quaker groups to exchange views and information on resolving any problems or impacts that emerged out of the different stages of lockdown.

One outcome for us was that the Clerks and Premises Committee Clerk at Leiston Meeting stood down and, for a time, finding replacements appeared difficult. Leiston Friends held a 'threshing meeting' in the summer to find a way forward in unity. They consulted the Area Meeting Trustees about the option of selling the Meeting House but without the attached burial ground. This process of threshing and discernment by the Leiston Meeting community revealed how much they valued the Meeting House as fundamental to their faith life. They determined to maintain the coherence of the worshipping group and keep the Meeting House to that end. New Co-Clerks with new vision and fresh energy were appointed. They continue to be supported by Area and Local Meeting Friends, as well as new enthusiastic attenders in worship.

2.4.5 Quakers are well known and widely understood

Beginning during the year as the regulations relaxed, local meetings considered safe ways of reopening to those community groups who had hired our premises. Not all our former regular hirers returned to our Meeting Houses in Ipswich and Bury St Edmunds, but some new groups also approached us. In Leiston, a regular hirer of the car-parking space on weekdays continued throughout the year, and a low level of room letting resumed towards the end of the year.

2.4.6 Quaker values are active in the world

Living out Quaker social witness continued to struggle over this second year of social restrictions. Some Friends wrote letters to the local press about matters of political or social concern. Bury St Edmunds Meeting marked Conscientious Objectors Day with posters outside the Meeting House. On Armed Forces Day several Friends were joined by others to gather on the busy Angel Hill in the town for a silent witness to peace.

Quakers across the Area were actively involved in the preparations for the November COP26 climate conference in Glasgow, for example the Loving Earth Project, the work of local environmental groups and UNA-UK. Others were involved in parts of the Churches' relay pilgrimage to COP 26. One Friend from Ipswich cycled to Bury St Edmunds and handed over messages about climate concern to Bury Friends,

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS

Year ended 31 December 2021

some of whom then travelled by train to Cambridge, to pass those messages on to Hartington Grove Meeting. Another group set off from Bury Meeting House by bike and bus to take messages to Sudbury Meeting, and one Friend took the message on to Chelmsford Meeting via Colchester and Maldon Meetings. We were pleased that other Quakers then took the message on to arrive in London in time to catch one of the two faith pilgrimages leaving for COP26.

Throughout the year Quakers in this Area continued to donate to causes that they supported. The Quaker charities supported include:

Quaker Homeless Action, Quaker Social Action, Quaker Action on Alcohol and Drugs, Quaker Asylum & Refugee Network and the Quaker Bolivia Link, as well as Friends World Committee for Consultation, Woodbrooke Study Centre, and the Marazion Meeting House restoration fund.

Other good causes supported include:

Leeway (domestic abuse charity), the Afghan Refugees Emergency Appeal, Suffolk Refugee Support, Médecins Sans Frontières, the Red Cross, The Samaritans, MENCAP, Brummana School, Find (Families in Need) and Greenpeace.

SUSTAINABILITY / ENVIRONMENTAL INTERESTS

During 2021, Diss Meeting completed secondary glazing in its worship and children's rooms, whilst Ipswich Meeting double glazed their large windows in a second room. Bury St Edmunds Quakers began work on a Sustainable Handbook. This Meeting is a member of the WildEast project to restore healthy natural environment across East Anglia and has pledged the Meeting House Garden which can now be seen on the WILDEAST Map Field of Dreams. The garden remained closed to the public in 2021 but once reopened will become again a welcome oasis in the town centre, enjoyed by many of creatures that share our planet. Bury St Edmunds Meeting also joined the Bug life B-Lines project for reversing pollinator and insect decline. The Meeting supported the Wildlife and Countryside Alliance's campaign for a 'State of Nature' legal basis Amendment to the Government's Environment Bill, with a letter to Bury MP Jo Churchill asking her to support the Amendment.

4. FINANCIAL REVIEW

4.1 Principal Funding Sources and Expenditures

4.1.1 Ipswich & Diss Area Quaker Meeting

Ipswich & Diss Area Quaker Meeting's annual income is primarily from contributions from the members and attenders of its six Local Meetings, Gift Aid and room lettings in its four Meeting Houses. In 2021, it also received £8,936.76 from the Government's Coronavirus Job Retention Scheme. Additional income occasionally comes from legacies, fundraising and grants. On 1st December 2021 the Area Meeting received a legacy of £129,816.50.

The Area Meeting's support costs include wages for wardens and cleaners, utilities, property repairs and maintenance, furniture and equipment and administration. Governance costs were for accountancy services. Other costs include conferences, payments to other Quaker bodies and outreach and publicity.

4.1.2 Ipswich & Diss Area Meeting Property Charity

Ipswich & Diss Area Meeting Property Charity's fixed assets are five freehold properties: the Meeting Houses at Bury St Edmunds, Diss, Ipswich (including a warden's flat) and Leiston as well as a private house in Diss (formerly the warden's house). There are burial grounds at Bury St Edmunds, Diss and Leiston Meeting Houses and former burial grounds at Bredfield, Needham Market and Woodbridge, which is let to Woodbridge Town Council on a repairing lease for 30 years at a peppercorn rent from May 2004. All of the properties and burial grounds are registered with the Land Registry.

The charity also holds a permanently endowed restricted fund, the majority of which has been invested with Rathbone Greenbank. The remainder of the restricted fund's assets are held with the Co-operative Bank, Ecology Building Society, Triodos Bank and Eastern Savings & Loans. The income from these investments

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contributes towards the charity's annual expenditure, which consists of quinquennial surveys and buildings, contents and public liability insurance.

The charity is also responsible for annual recoupment payments. In the late 1980s, land belonging to Ipswich & Diss Monthly Meeting United Charities at Tower Ramparts, Ipswich, was sold for the enlargement of the Marks & Spencer store. Of the approximately £125,000 raised, the Charity Commission gave permission for £103,000 to be spent on refurbishment of the three Meeting Houses then in the Monthly Meeting, as follows:

Date of Scheme	Meeting House	Sum Spent	Annual Repayment
11.08.1986	Bury St Edmunds	£16,000	£144
09.03.1987	Ipswich	£30,000	£270
13.11.1987	Leiston	£57,000	£513

Authorisation to spend the funds was on condition that the sums were recouped over a period of 40 years at the rate of 0.9% per annum with the Official Custodian of Charities. These repayments, totalling £927 a year, are payable until 2026/27. The value held with CCLA was £168,564 on 31 December 2021. When the capital and income become accessible in 2026/27, the capital will be added to the endowment fund of the Ipswich & Diss Area Meeting Property Charity.

Income from the Property Charity is at present insufficient to pay for the maintenance costs of the four Meeting Houses, the private house and the warden's flat, so these expenses are borne by their Local Meetings or from one of three Meeting House Funds:

- The designated AM Meeting Houses Fund is available for all four Meeting Houses as well as the private house at Diss and the warden's flat at Ipswich. Income comes from donations, Gift Aid and investments with Rathbone Greenbank, Ecology Building Society and Triodos Bank. Funds are also held with the Co-operative Bank. The trustees have agreed that income from this fund's investments will be spent on capital repairs and maintenance only, and the invested capital will be used only in emergencies.
- The designated Bury St Edmunds Long-Term Meeting House Maintenance Fund has income from donations, Gift Aid and investments with Rathbone Greenbank, Triodos Bank, Ecology Building Society and Eastern Savings & Loan Credit Union. Funds are also held with the Co-operative Bank. The fund is only used for capital building maintenance and repairs at Bury St Edmunds Meeting House, and the invested capital will be used only in emergencies.
- The Agnes Moss Bequest Trust is for the use of Diss Local Meeting (see section 4.1.3).

4.1.3 Agnes Moss Bequest Trust

The income for this permanently endowed restricted fund is from the letting of 21 St Nicholas Street in Diss. DesignerMakers21, a collective of local craftspeople, have been renting 21 St Nicholas Street under three-year leases starting January 2015 and January 2019. They pay utilities and insurance.

The Agnes Moss Bequest Trust's annual expenditure can include building repairs and governance costs (e.g., legal and estate agent fees) for 21 St Nicholas Street as well as maintenance and repairs costs for Diss Meeting House, its burial ground and private house.

In addition, the trust must pay the cost of buildings and public liability insurance and utilities and council taxes, when 21 St Nicholas Street has no tenant. Diss Local Meeting may also use the fund for general purposes, when required. All cash assets are held with the Co-operative Bank, Ecology Building Society and Eastern Savings & Loans.

If 21 St Nicholas Street is sold, the proceeds will be invested as a permanent endowment fund with the investment income still being used by Diss Local Meeting for general purposes and maintenance and repairs of the Meeting House, burial ground and the private house.

4.1.4 Richard Waynforth Trust

The majority of this permanently endowed restricted fund has been invested with Rathbone Greenbank to produce an annual income for relief-in-need grant-making. The remaining funds are held with the Co-operative Bank, Ecology Building Society and Eastern Savings & Loans. In addition to grants, the fund incurs investment management costs and £500 of support costs annually.

4.2 Reserves Policy

Reserves are that part of a charity's unrestricted income that is freely available to spend on any of the charity's purposes, once it has met its commitments and covered other planned expenditure. Charity law requires any income received by a charity to be spent within a reasonable period from receipt. The Charity Commission advises trustees that they should be able to justify the holding of income as reserves, because reserves levels that are too high may tie up money unnecessarily and reserves that are too low can jeopardise a charity's solvency and its future activities. The trustees have used this guidance, plus a financial risks assessment, to set the reserve levels for the Area Meeting, Local Meetings and linked charities.

The levels of reserve funds for the Area Meeting, Local Meetings and linked charities are assessed annually when the Area Meeting trustees and each Local Meeting review their previous year's annual accounts and confirm their annual budgets for the coming year. Adjustments to the level of reserves are made as necessary, for instance to cope with inflation. Regular reviews of income versus expenditure help identify peaks and troughs in cash flow and give a warning of when reserves might need to be called on. Trustees review the reserves policy itself triennially.

4.2.1 Ipswich & Diss Area Quaker Meeting and the Local Meetings

Restricted funds, which include endowments and restricted income funds, are excluded from the calculation of reserves for Area Meeting and the Local Meetings, because these funds can only be used for particular purposes--not for the overall charitable purposes of the Area Meeting. The restricted funds excluded from the Area Meeting and Local Meeting reserves are the Agnes Moss Bequest Trust, Richard Waynforth Trust and Ipswich & Diss Area Meeting Property Charity.

Although designated funds are unrestricted, the AM Meeting Houses Fund and the Bury St Edmunds Long-Term Meeting House Maintenance Fund are excluded from the calculation of reserves. These funds are earmarked for a particular use and not for Area Meeting's overall charitable purposes. The Area Meeting's functional fixed assets (i.e., four Meeting Houses, burial grounds, private house, warden's flat and 21 St Nicholas Street) are also designated and excluded from the calculation of Area Meeting and Local Meeting reserves.

Any future legacies received for particular purposes, or programme-related investments made solely to fund a planned spending commitment that cannot be met from future income, will be restricted or designated and hence excluded from Area Meeting and Local Meeting reserves.

The equivalent of six months' expenditure without income has been agreed as the most that Area Meeting and the Local Meetings should hold in reserve. The Area Meeting's Reserves Policy provides a calculator for determining the amount of reserves that can be retained each year by the Area Meeting and Local Meetings.

Reserves are not used to fund short-term deficits in a cash budget (e.g., reserve funds are not spent before funding is received), but reserves can be used:

- For unforeseen day-to-day operational costs (e.g., employing temporary staff to cover a long-term absence or providing redundancy payments)
- As a temporary source of income to give the trustees or Local Meetings time to develop new sources of income or to cut-back on related expenditure, if income (e.g., contributions from the members and attenders and room lettings) falls below expectations
- For planned commitments, or designations, that cannot be met by future income alone (e.g., plans for a major asset purchase or significant project that requires 'matched funding')

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS

Year ended 31 December 2021

Amounts held in excess of six months' expenditure are available for discretionary spending, as agreed by Area Meeting or the Local Meeting. Donations can be made to the Bury St Edmunds Long-Term Meeting House Maintenance Fund, the AM Meeting Houses Fund and Britain Yearly Meeting as well as international and national Quaker and Quaker-related charities.

4.2.2 Ipswich and Diss Area Meeting Property Charity

For the Ipswich & Diss Area Meeting Property Charity's restricted fund, the designated AM Meeting Houses Fund and the designated Bury St Edmunds Long-Term Meeting House Maintenance Fund, all unspent income is retained as reserves; there is no discretionary spending.

4.2.3 Agnes Moss Bequest Trust

The Agnes Moss Bequest Trust is a restricted fund for the use of Diss Local Meeting, so all unspent income is retained as reserves; there is no discretionary spending.

4.2.4 Richard Waynforth Trust

The Richard Waynforth Trust is a restricted fund, so all income that is not spent on grant making is retained as reserves; there is no discretionary spending. Because the trust had high reserves, on 7 October 2014, the Charity Commission issued a revised scheme that extended the Trust's area of benefit to include members and attenders of Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting. Trustees regularly review the grant guidelines to ensure that the scheme is applied most effectively.

4.3 Investment Policy

Ipswich & Diss Area Quaker Meeting's cash assets held in current accounts with the Co-operative Bank and invested in savings accounts with Triodos Bank, Ecology Building Society, Eastern Savings & Loans and CCLA. The restricted, designated and/or endowed funds of the Ipswich & Diss Area Meeting Property Charity and Richard Waynforth Trust are invested with Rathbone Greenbank in line with the Trustee Act 2000 and the trust instrument.

Rathbone Greenbank is instructed to manage all of the investments in such a way as to provide sufficient income to enable the Ipswich & Diss Area Meeting Property Charity and the Richard Waynforth Trust to carry out their purposes effectively both in the short term and over the longer term. Where possible, the value of the assets should be enhanced so as to at least keep pace with inflation over the longer term. To this end, the portfolios are managed as follows:

- An approximate balance is kept between enhancement of capital and income generation.
- A "low risk" approach is adopted in the management of the assets of the Richard Waynforth Trust and a 'lower end of medium risk' approach for the Property Charity's portfolio.
- There is a diversified range of bonds and equities, which are quoted on a recognised investment exchange, and unit trusts and Open Ended Investment Companies (OEICs), which are authorised under the Financial Services and Markets Act 2000. The "type" of each investment and individual investments themselves are suitable to meet the purposes of the Ipswich & Diss Area Meeting Property Charity and the Richard Waynforth Trust.
- Investments within the portfolio comply with the ethical criteria set out in the Ethical Profile Questionnaire supplied by Ethical Screening and signed by the trustees on 22 November 2011. Subsequent updates to the profile questionnaire, including divesting from fossil fuels, have been documented in trustees' minutes and in the Area Meeting's Investment Policy. The Area Meeting's ethical investment criteria are viewed by the trustees biennially.

Both portfolios' performances are monitored against the returns of the APCIMS Income Index, although this index more likely represents performances of medium risk income portfolios without ethical constraints. The appointed investment manager is a suitably authorised person, within the meaning of the Financial Services and Markets Act 2000, of Rathbone Greenbank.

The investment policy is reviewed every two years, or as required, by the trustees to ensure that it remains compatible with the charity's objects and requirements, particularly those of the Ipswich & Diss Area Meeting Property Charity and the Richard Waynforth Trust. The investment management services provided by

Rathbone Greenbank are also formally reviewed every two years, or at such time as deemed appropriate by the trustees.

5 DUE DILIGENCE, RISK MANAGEMENT AND LEGAL COMPLIANCE

The Area Meeting trustees are the managing trustees of the four Meeting Houses, and Friends Trusts Limited is the holding trustee. The Ipswich & Diss Area Meeting Property Charity is responsible for their building, contents and third-party insurance. The third-party insurance also covers Felixstowe and Woodbridge Local Meetings.

The Area Meeting trustees issue a Compliance with Regulations checklist, which has to be completed annually by Local Meetings with Meeting Houses. These Local Meetings are required to report that they have complied with fire, health and safety, gas and electrical regulations as well as the Disability Discrimination Act, employment procedures and other relevant government regulations. From 2020, Local Meetings have also been asked to report on their measures to support the ecological sustainability of their community activities and management of their land and buildings.

For other identified risks and to ensure legal compliance, the Area Meeting follows its formal policies for safeguarding, equality, grant making, data protection, grievances, disciplinary issues, internal financial controls and financial crime, including a fraud policy, fraud response plan and whistle-blowing procedures.

Trustees have a schedule for formally reviewing all Area Meeting policies annually, biennially or when there is a change in legislation. Trustees also ensure that these policies are provided to employees, self-employed staff and Ipswich & Diss Area Meeting members and attenders, as necessary.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to Charities in England and Wales requires the trustees to prepare Financial Statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing Financial Statements giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the Financial Statements; and
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The trustees are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the Charity and which enable them to ensure that the Financial Statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board of trustees:

(signed)

Elaine Green
Clerk to Trustees

Date: 14th July 2022

To the Trustees of the Ipswich and Diss Area Quaker Meeting

I report on the accounts of the charity for the year ended 31 December 2021, which are set on pages 15 to 26.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statements

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

- α) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met; or
- β) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

(signed)

David Stephens FCCA
13 Newlands Road
Tunbridge Wells, Kent
TN4 9AS

Date: 14th July 2022

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2021

STATEMENT OF FINANCIAL ACTIVITIES		2021				2020			
		Unrestricted funds	Restricted funds	Endowment funds	Total funds	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	Notes	£	£	£	£	£	£	£	£
Incoming resources									
Incoming resources from generated funds									
Donations and legacies	2	172,897	4,807	-	177,704	94,234	3,733	-	97,967
Activities for generating funds	3	23,224	5,000	-	28,224	30,996	5,000	-	35,996
Investment income	4	4,546	14,227	-	18,773	5,016	14,044	-	19,060
Incoming resources from charitable activities									
Contributions to conferences		58	-	-	58	-	-	-	-
Other incoming resources	6	14,647	-	-	14,647	22,249	-	-	22,249
Total incoming resources		215,372	24,034	-	239,406	152,495	22,777	-	175,272
Resources expended									
Cost of generating funds									
Investment management costs		3,047	-	11,496	14,543	3,007	-	8,080	11,087
Charitable activities	5	100,378	20,038	-	120,416	115,383	15,602	-	130,985
Governance costs	7	900	-	-	900	1,098	-	-	1,098
Other resources expended	8	23,802	-	-	23,802	21,979	-	-	21,979
Total resources expended		128,127	20,038	11,496	159,661	141,467	15,602	8,080	165,149
Net income for year before transfers		87,245	3,996	-11,496	79,745	11,028	7,175	-8,129	10,123
Transfers between funds		-427	427	-	-	1,573	-1,573	-	-
Net income for the year before other recognised gains and losses		86,812	4,423	-11,496	79,745	12,601	5,602	-8,080	10,123
Other recognised gains/losses									
Gains on investment assets		10,707	24,205	86,791	121,703	6,158	12,937	49,883	68,978
Net movement in funds		97,525	28,628	75,295	201,448	18,759	18,539	149,455	79,101
Total funds brought forward		359,830	8,41902	1,189,254	2,390,986	341,071	823,363	1,147,451	2,311,885
Prior year adjustments		-	-	-	-	-	-	-	-
Total funds carried forward		457,355	870,530	1,264,549	2,592,434	359,830	841,902	1,189,254	2,390,986

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2021

BALANCE SHEET as at 31 December 2021

		2021	2020
	Notes	£	£
Fixed assets			
Tangible assets	11	568,595	568,595
Investments	12	1,609,353	1,501,268
		2,177,948	2,069,863
Current assets			
Debtors	13	4,414	7,591
Cash at bank and in hand		411,617	320,326
		416,031	327,917
Creditors: amounts falling due within one year	14	-1,545	-6,794
Net Current Assets		<u>414,486</u>	<u>321,123</u>
Total assets less current liabilities		<u>2,592,434</u>	<u>2,390,986</u>
Unrestricted funds	15	457,355	359,830
Restricted funds	15	870,530	841,902
Endowment funds	15	<u>1,264,549</u>	<u>1,189,254</u>
	16	2,592,434	2,390,986

The accounts were approved by the Board and signed on behalf of the trustees:

(signed)

Nicholas Wright
Trustee and Treasurer during 2021

Date: 14th July 2022

NOTES TO THE ACCOUNTS

1. Accounting policies

1.1 Basis of preparation

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

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

These are consolidated accounts that include the Area Meeting, the Ipswich and Diss Property Charity, the Agnes Moss Bequest Trust, the Richard Waynforth Trust and the six Local Meetings at Bury St Edmunds, Diss, Felixstowe, Ipswich, Leiston and Woodbridge.

1.2 Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

1.3 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with investment management and the investment property. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of resources.

1.4 Taxation

The charity is exempt from tax on its charitable activities.

1.5 Accumulated funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Included within unrestricted funds are designated funds, which have been put aside at the discretion of the trustees for specific charitable activities.

Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Endowment funds are permanent; income from these funds is normally unrestricted, except for the Richard Waynforth and Agnes Moss Bequest Endowments.

1.6 Investments

Investments are shown at market value. Differences arising on closing market value are taken to the Statement of Financial Activities as an unrealised movement. Income arising from investments is accounted for on an accruals basis.

1.7 Tangible fixed assets

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful life as follows: Freehold property - 2% on cost. However, the trustees consider the valuation of the freehold property to be significantly higher than cost and therefore no depreciation has been provided.

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2021

NOTES TO THE ACCOUNTS (continued)	2021	2020
	£	£
2. Donations and legacies		
Donations	31,028	32,063
Gift Aid	4,420	4,891
Legacies	129,817	41,854
Other income	12,439	19,159
	<u>177,704</u>	<u>97,967</u>
3. Activities for generating funds		
Fundraising	154	-
Hiring of rooms	28,059	35,872
Book and literature sales	11	124
	<u>28,224</u>	<u>35,996</u>
4. Investment income		
Interest received	251	542
Dividends	18,522	18,518
	<u>18,773</u>	<u>19,060</u>
5. Charitable activities		
Wages - wardens, cleaning etc. (Note 10)	33,061	46,172
Heat, light and insurance	12,633	16,248
Property rental	904	314
Property repairs & maintenance	17,790	16,814
Capital repairs	25,894	10,762
Furniture & equipment repairs and replacements	2,678	5,720
Conference costs (excluding T&S)	705	1,080
Travel & subsistence	44	121
Outreach and publicity	1,668	979
Sundry administrative costs	3,708	2,058
Grants/Loans	21,331	30,717
	<u>120,416</u>	<u>130,985</u>

Number of grants/loans made	14	37
-----------------------------	----	----

An analysis of the grants is as follows:

Individuals	9,588
Britain Yearly Meeting	1,000
Quaker Charities	743
Non Quaker Charities	10,000
	<u>21,331</u>

Grants to individuals are all made from the Richard Waynforth Trust under the terms of that trust (see paragraph 2.2.4 of the Trustees' Report).

The Area Meeting requires all room hirers to have public liability insurance in order to hire the Area Meeting's premises.

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2021

NOTES TO THE ACCOUNTS (continued)	2021	2020
	£	£
6. Other incoming resources		
Receipts as agent - Britain Yearly Meeting	13,341	17,659
Receipts as agent - Britain Yearly Meeting Gift Aid	-	2,669
Receipts as agent - Special Collections	1,306	1,921
	<u>14,647</u>	<u>22,249</u>
7. Governance costs		
Independent Examination	900	900
Bank charges	-	-
Administration	-	198
	<u>900</u>	<u>1,098</u>
8. Other resources expended		
As agent - Britain Yearly Meeting	13,341	17,659
As agent - Britain Yearly Meeting Gift Aid	-	2,669
As agent - Special collections	1,306	1,921
Britain Yearly Meeting - Local Meeting Funds	9,155	-270
	<u>23,802</u>	<u>21,979</u>

An analysis of the resources received and expended as acting as agent follows:

Acting as agent	Received	Expended	
	£	£	
BYM	13,341	13,341	
Quaker Charities	501	501	
Non Quaker Charities	805	805	with £195 reflected in 2021 creditors

9. Trustees

No trustee received any remuneration during this year nor had any personal interest in any contracts or transactions, including related-party transactions, entered into by the charity.

10. Employees

All employees are part-time; the average monthly number of employees during the year was:

	2021	2020
Employed Meeting House wardens and cleaners	6	7
	£	£
Wages and salaries	28,792	39,857
PAYE and National Insurance	1,941	3,752
Pension contributions	2,327	2,563
	<u>33,060</u>	<u>46,172</u>

No employee's annual remuneration was £60,000 or more. Redundancy or termination payments of £1,476.84 were made. No employee contracts are with or are paid by a related party. The pension scheme is with The People's Pension and is offered to all employees. Total pay is used as the definition of salary for pension contributions. The Area Meeting and employee each make a 4.0% pension contribution.

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2021

NOTES TO THE ACCOUNTS (continued)

11. Tangible fixed assets

Cost and Net Book Value **Freehold property**

At 1 January 2021 and 31 December 2021 568,595

The above amount represents the sum spent on the extension of Bury St Edmunds Meeting House. The four Meeting Houses, six burial grounds, warden's house in Diss and warden's flat within Ipswich Meeting House are not shown in the accounts. Although no historical cost is available for these properties, the valuations of the four Meeting Houses, the private house and warden's flat for insurance purposes in 2021/22 are:

Bury St Edmunds	Meeting House	1,486,814	Insurance value
Diss	Meeting House	729,668	Insurance value
Diss	Private House	304,466	Insurance value
Ipswich	Meeting House & Warden's Flat	1,249,070	Insurance value
Leiston	Meeting House	612,752	Insurance value

12. Fixed asset investments	Cash	Investments	Investment Property	Total
	£	£	£	£
At 1 January 2021	-	1,266,268	235,000	1,501,268
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluation	-	108,085	-	108,085
At 31 December 2021	-	1,374,353	235,000	1,609,353
Historical cost	-	868,203	-	868,203

Investments are valued by reference to listed investments. An investment with COIF Charities Ethical Investment Fund (accumulation units) represents 12.3% of the listed investments.

The investment property relates to 21 St Nicholas Street in Diss and is revalued by the trustees annually at open market value, as advised by Clark & Simpson Estate Agents and with £5,000 added without advice by Trustees in 2021.

13. Debtors	Total 2021	Total 2020
	£	£
Gift Aid to be claimed from HMRC	4,414	7,559
Other debtors and prepayments	-	32
Total	4,414	7,591

14. Creditors: amounts falling due within one year	Total 2021	Total 2020
	-	£
Other creditors and accruals	1,545	6,794
Total	1,545	6,794

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2021

NOTES TO THE ACCOUNTS (continued)

15. Movement in funds	At 1 January 2021 £	Prior year adjustment £	Net movement in funds £	Transfers between funds £	At 31 December 2021 £
Unrestricted funds					
Bury St Edmunds Local Meeting	45,228	-	119,926	-9,354	155,800
Diss Local Meeting	218	-	3,645	-1,103	2,760
Felixstowe Local Meeting	3,780	-	1,187	-800	4,167
Ipswich Local Meeting	58,461	-	-2,676	-5,673	50,112
Leiston Local Meeting	18,327	-	851	-486	18,692
Woodbridge Local Meeting	5,881	-	349	-1,199	5,031
Area Meeting	13,432	-	-24,461	26,860	15,831
Bury St Edmunds MH Maintenance Fund	109,531	-	4,736	-7,745	106,522
Ipswich and Diss Property – General	14,882	-	-1,594	-927	12,361
AM Meeting House	90,090	-	-4,011	-	86,079
	359,830	-	97,952	-427	457,355
Restricted funds					
Agnes Moss Bequest	21,814	-	-635	-	21,179
Richard Waynforth Fund	108,059	-	4,631	-500	112,190
Bury St Edmunds MH Maintenance Fund	568,595	-	-	-	568,595
Property Charity Recoupment Fund	143,434	-	24,205	927	168,566
	841,902	-	28,201	427	870,530
Endowment funds					
Agnes Moss Bequest	235,000	-	-	-	235,000
Richard Waynforth Fund	788,472	-	63,802	-	852,274
Property Charity Fund	165,782	-	11,493	-	177,275
	1,189,254	-	75,295	-	1,264,549
	2,390,986	-	201,448	-	2,592,434

The Bury St Edmunds Maintenance Fund consists of unrestricted, but designated, funds and restricted funds held within the Property Charity. The Property Charity consists of unrestricted funds, restricted funds and restricted endowment funds. The restricted endowment fund is invested with Rathbone Greenbank. This portfolio also includes investments for the designated Bury St Edmunds Maintenance Fund and the designated AM Meeting Houses Fund. The trustees have agreed that the income from these Funds' investments will be spent on capital repairs and maintenance only, and the invested capital will be used only in emergencies.

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2021

NOTES TO THE ACCOUNTS (continued)

Net movement in funds, included in the above, is as follows:

	Incoming resources	Resources expended	Gains and losses	Net movement in funds
	£	£	£	£
Unrestricted funds				
Bury St Edmunds Local Meeting	151,763	31,837	-	119,926
Diss Local Meeting	13,669	10,024	-	3,645
Felixstowe Local Meeting	3,660	2,473	-	1,187
Ipswich Local Meeting	15,912	18,588	-	-2,676
Leiston Local Meeting	6,649	5,798	-	851
Woodbridge Local Meeting	7,891	7,542	-	349
Area Meeting	9,645	34,106	-	-24,461
Bury St Edmunds MH Maintenance Fund	905	609	4,440	4,736
Ipswich and Diss Property – General	2,603	6,024	1,827	-1,594
AM Meeting House	2,676	11,127	4,440	-4,011
	215,373	128,128	10,707	97,952
Restricted funds				
Agnes Moss Bequest	9,815	10,450	-	-635
Richard Waynforth Fund	14,219	9,588	-	4,631
Bury St Edmunds MH Maintenance Fund	-	-	-	-
Property Charity Recoupment Fund	-	-	24,205	24,205
	24,034	20,038	24,205	28,201
Endowment funds				
Agnes Moss Bequest	-	-	-	-
Richard Waynforth Fund	-	11,496	75,298	63,802
Property Charity Fund	-	-	11,493	11,493
	-	11,496	86,791	75,295
	239,407	159,662	121,703	201,448
16. Analysis of net assets between funds	-	-	-	-
	-	-	-	-
Fund balances at 31 December 2021 are:				
Fixed assets	-	568,595	-	568,595
Fixed asset investments	118,182	226,624	1,264,548	1,609,354
Current assets	340,720	75,310	-	416,030
Creditors: amounts due within one year	-1,545	-	-	-1,545
	457,357	870,529	1,264,548	2,592,434

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2021

NOTES TO THE ACCOUNTS (continued)

17. Local Meeting and Linked Charity Statement of Financial Activities, Balance Sheet and Summary Finances

	Bury St Edmunds LM £	Diss LM £	Felixstowe LM £	Ipswich LM £	Leiston LM £	Wood- bridge LM £	Area Meeting £	Agnes Moss £	Richard Waynforth £	Property Charity £	Total £
Income	151,763	13,669	3,660	15,912	6,649	7,891	9,645	9,815	14,219	6,184	239,407
Expenses	-31,837	-10,024	-2,473	-18,588	-5,798	-7,542	-34,106	-10,450	-21,085	-17,759	-159,662
Gain/loss on investments	-	-	-	-	-	-	-	-	75,299	46,404	121,703
Transfers within funds	-9,354	-1,103	-800	-5,673	-486	-1,199	26,860	-	-500	-7,745	-
Surplus for year	110,572	2,542	387	-8,349	365	-850	2,399	-635	67,933	27,084	201,448
Brought forward balance	45,228	218	3,780	58,461	18,327	5,881	13,432	256,814	896,531	1,092,314	2,390,986
Prior year adjustments	-	-	-	-	-	-	-	-	-	-	-
Closing balance	155,800	2,760	4,167	50,112	18,692	5,031	15,831	256,179	964,464	1,119,398	2,592,434
Fixed assets	-	-	-	-	-	-	-	-	-	568,595	568,595
Investments	-	-	-	-	-	-	-	235,000	910,333	464,020	1,609,353
Cash	154,380	2,299	3,569	49,609	18,261	4,749	16,657	21,179	54,131	86,783	411,617
Debtors	1,429	591	598	560	431	282	524	-	-	-	4,415
Creditors	-9	-130	-	-57	-	-	-1,350	-	-	-	-1,546
Net Assets	155,800	2,760	4,167	50,112	18,692	5,031	15,831	256,179	964,464	1,119,398	2,592,434

IPSWICH & DISS AREA QUAKER MEETING
MANAGEMENT INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2021

The following pages do not form part of the statutory financial statements.

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2021

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2021 £	Total 2020 £
<u>Incoming resources</u>					
Voluntary income					
Contributions for LM funds	24,151	-	-	24,151	24,867
Contributions for AM funds	3,324	-	-	3,324	5,036
Gift Aid reclaimed	4,420	-	-	4,420	4,891
Legacies received	129,817	-	-	129,817	41,854
Grants & donations	11,151	1,288	-	12,439	19,159
Other sources	34	3,519	-	3,553	2,160
	172,897	4,807	-	177,704	97,967
Activities for generating funds					
Fundraising	154	-	-	154	-
Hiring of rooms	23,059	5,000	-	28,059	35,872
Book and literature sales	11	-	-	11	124
	23,224	5,000	-	28,224	35,996
Investment income					
Rents and expenditure recovered	-	-	-	-	-
Interest received	221	30	-	251	542
Dividends	4,325	14,197	-	18,522	18,518
	4,546	14,227	-	18,773	19,060
Incoming resources from charitable activities			-		
Contributions to conferences	58	-	-	58	-
	58	-	-	58	-
Other incoming resources					
Contributions for BYM funds	13,341	-	-	13,341	17,659
Gift Aid for BYM	-	-	-	-	2,669
Receipts as agent - special collections	1,306	-	-	1,306	1,921
	14,647	-	-	14,647	22,249
Total incoming resources	215,372	24,034	-	239,406	175,272

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2021

DETAILED STATEMENT OF FINANCIAL ACTIVITIES (continued)

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2021 £	Total 2020 £
<u>Resources expended</u>					
Investment property costs	-	-	-	-	-
Investment management costs	3,047	-	11,496	14,453	11,087
Charitable activities					
Wages – wardens, cleaning etc.	33,061	-	-	33,061	46,172
Heat, light and insurance	10,335	2,298	-	12,633	16,248
Property rental	904	-	-	904	314
Property repairs & maintenance	17,790	-	-	17,790	16,814
Capital repairs	17,742	8,152	-	25,894	10,762
Furn. & equip. repairs and renewals	2,678	-	-	2,678	5,720
Conference costs (excl T&S)	705	-	-	705	1,080
Travel & subsistence	44	-	-	44	121
Outreach and publicity	1,668	-	-	1,668	979
Sundry administrative and other costs	3,708	-	-	3,708	2,058
Grants/loans to institutions	11,743	-	-	11,743	22,250
Grants to individuals	-	9,588	-	9,588	8,467
	100,378	20,038	-	120,416	130,985
Governance costs					
Accountancy	900	-	-	900	900
Bank charges	-	-	-	-	-
Administration	-	-	-	-	198
	900	-	-	900	1,098
Other resources expended					
BYM contributions	13,341	-	-	13,341	17,659
BYM Gift Aid	-	-	-	-	2,669
Special contributions	1,306	-	-	1,306	1,921
BYM – Local Meeting Funds	9,155	-	-	9,155	-270
	23,802	-	-	23,802	21,979
Total resources expended	128,127	20,038	11,496	159,661	165,149
Net income	87,245	3,996	-11,496	79,745	10,123

IPSWICH AND DISS AREA QUAKER MEETING

England & Wales - Charity number 1134526

Accounts

Charity Registration No. 1134526

**IPSWICH & DISS AREA QUAKER MEETING
TRUSTEES' REPORT AND EXAMINED ACCOUNTS**

FOR THE YEAR ENDED 31 DECEMBER 2020

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2020

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LEGAL AND ADMINISTRATIVE

Trustees: Rachel Bach (resigned 31 March 2020)
David Coutts
Elaine Green, Clerk
Jen Larner
Lucy Pollard
Nicholas Wright, Treasurer

Charity number: 1134526

Registered address: Quaker Meeting House
St Johns Street
Bury St Edmunds
IP33 1SJ

**Accountant and
Independent Examiner:** David Stephens
13 Newlands Road
Tunbridge Wells, Kent
TN4 9AS

Solicitor: Kerseys Solicitors
32 Lloyds Avenue
Ipswich, Suffolk
IP1 3HD

**Holding Trustee of
Property:** Friends Trusts Limited
Friends House
173 Euston Road
London
NW1 2BJ

Principal Advisors: Rathbone Greenbank Investments
10 Queen Square
Bristol
BS1 4NT

Clark & Simpson Estate Agents
Well Close Square,
Framlingham, Suffolk
IP13 9DU

TRUSTEES' REPORT

The trustees present a consolidated report and accounts for the year ended 31 December 2020.

The accounts comply with the charity's governing document; have been prepared under the historical cost convention, with the exception of investments, which are included at market value, and are in accordance with applicable accounting standards and the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) issued on 16 July 2014.

1 STRUCTURE, GOVERNANCE AND MANAGEMENT

Ipswich & Diss Area Quaker Meeting is part of the Religious Society of Friends (Quakers) in Britain and is a registered charity that is administered and managed in accordance with the Charity Commission Scheme that was adopted on 29 May 2012 and updated on 7 October 2014. The scheme covers the constituent parts of Ipswich & Diss Area Quaker Meeting, which include:

- Local Meetings at Bury St Edmunds, Diss, Felixstowe, Ipswich, Leiston and Woodbridge.
- Ipswich and Diss Area Meeting Property Charity, which manages the Area Meeting's four Meeting Houses in Ipswich, Diss, Bury St. Edmunds and Leiston; Burial Grounds in Bredfield, Needham Market, Woodbridge, Diss, Bury St. Edmunds and Leiston; a private house in Diss which is rented out and a warden's flat within Ipswich Meeting House. The Holding Trustee for these properties is Friends Trusts Limited.
- Agnes Moss Bequest Trust, which is a restricted fund for the use of Diss Local Meeting and consists of 21 St Nicholas Street, Diss, IP22 4LB. The Holding Trustee for this endowed property is Friends Trusts Limited.
- Richard Waynforth Trust, which is a permanent endowment for the relief in need of members and attenders of Ipswich & Diss Area Meeting and, from 7 October 2014, members and attenders of Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting.

The trustees who served during 2020 are listed on page 3. The Area Meeting appoints new trustees from its 160 members. All trustees receive induction training.

2 PUBLIC BENEFIT, OBJECTIVES AND CHARITABLE ACTIVITIES

The trustees have complied with the duty in section 4 of the Charities Act 2006 to have due regard to guidance published by the Charity Commission on public benefit when reviewing our aims and objectives and in planning our charitable activities.

2.1 General Statement of Public Benefit

Meetings for Worship are held every Sunday at each of our six Local Meetings. Some Meetings for Worship are also held midweek. All these are open to the public and provide opportunities for worship and spiritual growth. Meetings for Worship are also held in prisons, but these are not open to the public.

During the Covid 19 pandemic Meetings for Worship in person have not always been legal or possible. Alternative ways of worship have been found: in gardens, by internet, singly at home at pre-arranged times. These arrangements have been publicly advertised.

The Area Meeting continues to support the vital work of other local, national and international charities through monthly special collections of funds and fundraising events. Chaplaincy support is provided locally to two prisons, a hospital and a university. We run and/or support various activities to promote inter-faith understanding, peace, social justice and equality. All of these activities are our way of putting our faith into action to make a positive impact on the lives of people within both our local and global communities. See Section 2.4 for more details.

Our four Meeting Houses are available for lettings to community groups, other charities and businesses undertaking charitable activities. As well, 21 St Nicholas Street, Diss, is let to a collective of local craftspeople. This provides a public service by contributing to community cohesion and encouraging the growth of creative businesses. During the Covid 19 pandemic most lettings have not been legal or possible. This has been greatly inconvenient to those groups and considerably decreased our income. We have been able to survive financially by use of the Government's Coronavirus Job Retention Scheme to continue to pay our wardens and cleaners.

2.2 Objectives

2.2.1 Ipswich & Diss Area Quaker Meeting and the Local Meetings

The charitable objectives of Ipswich & Diss Area Meeting and its Local Meetings are to support "the furtherance of the religious and other charitable purposes of the Religious Society of Friends (Quakers) in the area of Ipswich and Diss meeting and beyond."

2.2.2 Ipswich and Diss Area Meeting Property Charity

The charitable objectives of the Ipswich & Diss Area Meeting Property Charity are to support the "meeting houses and burial grounds of the Religious Society of Friends or for such other charitable purposes of the Society as the Ipswich and Diss Area Meeting may direct and the trustees may think suitable: provided that the trustees may allow persons who are not members of the Society to use the meeting houses and premises and the remains of persons who were not members of the Society to be buried in the burial grounds."

2.2.3 The Agnes Moss Bequest Trust

The charitable objectives of the Agnes Moss Bequest Trust state that "the income arising from the property or from proceeds of sale of the property are to be applied for such purpose or object (within the legal definition of a charitable purpose or object) as the Area Meeting shall direct." The property referred to is 21 St Nicholas Street in Diss. The Area Meeting has directed that the trust is to be used 1) by Area Meeting for administration of the trust and for property maintenance and repairs of 21 St Nicholas Street and 2) by Diss Local Meeting for general purposes and property maintenance and repairs of Diss Meeting House, its burial ground and the warden's house.

2.2.4 The Richard Waynforth Trust

The charitable objectives of the Richard Waynforth Trust are to provide "relief in need for members and attenders of the Area Meeting" through grant making. This relief includes paying for household bills, transport to and from Meetings for Worship, essential home refurbishment, household items and electrical appliances, mobility aids, training to get back to work, emergency travel, respite care and home help. The trust also finances attendance at Britain Yearly Meeting, Junior Yearly Meeting and Yearly Meeting Gathering for members and attenders who would otherwise find it financially difficult to attend. On 7 October 2014, the Charity Commission issued a revised scheme that extends the Trust's area of benefit to include members and attenders of Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting.

2.3 Activities in Relation to the Charity's Objectives

Ipswich & Diss Area Quaker Meeting performs the following activities in relation to its objectives:

- Arranging and holding public meetings for worship, open to all, in its constituent Local Meetings in Bury St Edmunds, Diss, Felixstowe, Ipswich, Leiston and Woodbridge.
- Holding Area Meetings, using the Quaker business method, at regular intervals in January, March, May, July, September and November each year.
- Taking responsibility for membership of the Area Meeting and hence of the Religious Society of Friends (Quakers) in Britain and maintaining a register of the Area Meeting's members and attenders.
- Ensuring that all Local Meetings report regularly on their activities and that Local Meeting treasurers and Local Meeting premises committees meet together at least annually.
- Appointing clerks, a treasurer, registering officers, a nominations committee, elders, and pastoral care team co-ordinators.

- Consolidating accounts of its constituent Local Meetings and linked charities.
- Maintaining links with other churches and local faith groups.
- Maintaining links with the Religious Society of Friends (Quakers) in Britain, also known as Britain Yearly Meeting, and Friends Trusts Ltd, which is the trust corporation for the Religious Society of Friends in Great Britain.
- Taking responsibility for the preservation of Area Meeting and Local Meeting records.
- Managing the charity's income and expenditure to meet the proper costs of administering the charity and managing its cash and non-cash assets in keeping with the charity's ethical investment policy.
- Ensuring ongoing repairs and maintenance are carried out for the Meeting Houses, the wardens' flat and the private house.
- Ensuring the Meeting Houses, the wardens' flat and the private house comply with current Health and Safety Regulations, Fire Safety Regulations and other relevant government regulations.
- Ensuring compliance to safeguarding, equal opportunities and data protection legislation.
- Providing adequate Public Liability Insurance for the Local Meetings and Buildings and Contents Insurance coverage for the Meeting Houses and buildings insurance for the wardens' house and flat.
- Commissioning quinquennial and tree surveys and carrying out the recommended actions for the Meeting Houses and their adjacent burial grounds.
- Inspecting the burial grounds at Bredfield, Needham Market and Woodbridge and taking remedial actions, where required.
- Ensuring compliance to employment regulations and monitoring wardenship and employment matters, including pensions and the Living Wage, at Ipswich, Bury St Edmunds and Diss Meeting Houses.
- Overseeing all building renovations and new development undertaken at the Meeting Houses and the private house.
- Selling, leasing or disposing of all or any part of the charity's property that is not required to be retained to achieve its objectives.
- Co-operating with other charities, voluntary bodies and statutory authorities as required.
- Making relief-in-need grants to provide or pay for goods, services and/or training for members and attenders of Ipswich & Diss Area Meeting, Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting.

2.4 Charitable Activities for Public Benefit

This section sets out the charitable activities for public benefit as a local church within a national framework. The format adopted reflects the strategic aims of Britain Yearly Meeting, the national body.

2.4.1 Meeting for Worship is the bedrock of living as a Quaker

Whilst places of worship were closed until July, Quakers across Suffolk chose to worship as summarised in paragraph 2.1 above. Many worshippers were shielding for the remainder of the year and participated in collective worship where this was arranged online and accessible to them in their own homes.

At the most restricted times during the year, only three of our Local Meeting felt able to continue regular worship via online video-conferencing or a mix of online and in-person, when it was lawful to do so. Bury St Edmunds and Ipswich Local Meetings were able to support Sunday as well as a mid-week collective worship throughout the year.

In 2020 Diss Meeting offered only in-person worship, as the circumstances allowed, but had online access to neighbouring Meetings for Worship as well as online social exchange and support at other times. When Leiston Meeting House was closed down, on Sundays mornings Friends held silent meetings in their homes at the regular worship time; the Elders suggested for each 'Meeting' a passage from the Quaker book of discipline for each worshipper to read. They shared an online social exchange after the worship. Leiston also held shorter Meetings for Worship online on Tuesday mornings and these attracted Friends who do not normally come to the Meeting House for a variety of reasons. From 6th September to 1st November Meetings for Worship in person resumed, whilst throughout the year, Elders and Pastoral Care Friends held their meetings online.

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS

Year ended 31 December 2020

A number of worshippers in all Local Meetings took the opportunity during 2020 to join other online Quaker worshipping communities; some within the same Area Meeting, some elsewhere within Britain or Europe and some further afield. This has enriched their personal spiritual experience.

Our two Local Meetings who meet for worship on hired premises both lost their existing sites during the first lockdown period of 2020 and had to undertake the task of finding alternatives. One successfully found suitable accommodation but, was prevented from gathering in worship during the remainder 2020 when the new premises were themselves under Covid closure. Woodbridge Friends did not find suitable accommodation and continued to meet online. When restrictions were eased, Friends met at each other's homes to join the meetings on the virtual platform. Woodbridge Local Meeting set up weekly newsletters and extra phone calls to strengthen Friends' contact, love and support for each other.

Towards the end of the year, our gathered communities reviewed their particular experiences of their spiritual life under the restrictions. The discernment of the social and spiritual impact of gathering in person or by video-conferencing on the quality of the Quaker form of worship for the individual and the gathered community continues within our Local and Area Meetings. There has emerged a general feeling of a greater sense of community and spirituality for most than there had been prior to the pandemic, but our Meetings are conscious that Friends who cannot or do not wish to participate in online worship have not been well served.

2.4.2 Quaker communities are loving, inclusive and all age

The experience of whole or partial online worship has been reviewed throughout 2020. The practical setting up and operation of video-conferencing via personal and Meeting House equipment presented problems as a new platform and format for collective worship. Overall, the evidence suggests that, as an addition to in person traditional gathering, the format has effectively extended opportunities for worship, spiritual learning and social interaction and wider accessibility has been achieved by mixing formats. Local Meetings have continued working on the practical problems of video sound and vision quality in Friends' homes and in the Meeting House for a worship offering that is a mix of online and in person though they are realistic about what can be achieved technically. One discouraging indication that emerged was that younger Friends who worked or studied for a greater part of the week online during the varying periods of restriction had no appetite for a virtual Meeting for Worship.

2.4.3 Quaker work collaboratively

Quakers in this Area Meeting have, like other faiths, found it more difficult to cooperate with partners through the more traditional channels. While there were fewer regular activities and events organised through Churches Together after February 2020, a representative from Woodbridge Local Meeting continued to attend and promote online meetings and the Meeting contributed to the local Churches Together Easter video. As meetings moved online however, some work revived, such as the decision by Ipswich and Woodbridge Local Meetings to identify and work with the Sanctuary Everywhere movement, holding their first group meeting in late August. In November, Ipswich and Diss Area Meeting constituted itself as an active Sanctuary meeting.

During the early part of the year the Local Meetings donated collections to the causes they had planned to support. Such financial gifts were restricted to this short portion of 2020 and directed as follows:

Empowering Palestinian Women, Bolivia Biosand Water Project (Bury St Edmunds Meeting); Quaker Homeless Action, Freedom from Torture, The Mason Trust (Diss Meeting); Smile Train UK, Anti-Slavery International (Felixstowe Meeting), Phoenix Prison Trust, Refugee Action, War on Want, Red Cross, FIND (Ipswich Meeting); Lighthouse, Prism the Gift, Childhood Trust, Woodbrooke Quaker Study Centre (Woodbridge Meeting).

2.4.4 All Friends understand and live by Quaker discipline

The requirement to live up to the Quaker testimonies of equality, simplicity and sustainability, peace, integrity and truth has remained but the community has found it more challenging to act on our principles when our main medium of interaction has been online. Elders developed and revised guidance for the proper conduct of online and mixed-format worship to help Friends come to gather in worship with hearts and minds prepared. Other study and discussion groups took place throughout the year to focus on other aspects of discipline such as the quality of business meetings and the discernment required for right decision-making. Spiritual development work is continuing.

2.4.5 Quakers are well known and widely understood

There has been less opportunity in this last year to conduct public events or actions which foster wider understanding of the Quaker faith and practice. Some individuals have attended ecumenical or social action events that have taken place online and have effected some limited personal outreach by doing so.

2.4.6 Quaker values are active in the world

Living out Quaker social witness has been more difficult during 2020. Some individuals were able to attend Black Lives Matter demonstrations during the summer months when lockdown was lifted and have been able to support online campaigns in relations to human rights and environmental concerns.

The decision by Woodbridge Friends described in 2.4.3 above was unusual in 2020 as a whole community act of witness. It was hoped that the Sanctuary meetings initiative might act as a boost to the spiritual life of those involved and act as a catalyst for change.

Quakers in Suffolk look beyond COVID-19 and do not lose sight of other matters such as our Testimony on sustainability and climate change. (See below)

3. SUSTAINABILITY / ENVIRONMENTAL INTERESTS

As individuals and families, Quakers in this Area Meeting continued to uphold by their own actions the Testimony on the earth's sustainability. This has included care over the purchase, re-use and disposal of plastics, the avoidance of palm oil as an ingredient, an alternative approach to essential travel to reduce the personal and communal carbon footprint and investment in alternative technologies for energy generation. Despite the challenges of online shopping which can limit the marketplace for sustainable goods, Friends have continued to develop habits of buying personal hygiene and laundry products that have a less damaging impact on the environment.

This is the first year that our progress in environmental sustainability has been collated in a standard format for long term monitoring. In the summer of 2020, Bury St Edmunds Local Meeting installed an extra layer of fibre-glass lagging in the roof spaces of the Meeting House, as recommended in the latest Quinquennial Survey's Sustainability Report. Also following that report, Bury Friends enquired into the feasibility of installing secondary double-glazing in the main Meeting Room.

There were regular checks of the Meeting Houses for insurance and Health & Safety purposes. Some Meeting Houses chose to keep the gas boiler running at a lower temperature, especially without knowing during the changing periods of restrictive use how long the premises were going to be out of use. The advice received from heating engineers was not to close down the gas boilers completely during the lockdowns.

Some of our Meeting Houses are now starting to monitor their energy usage, although 2020 was not a typical year against which to benchmark.

4. FINANCIAL REVIEW

4.1 Principal Funding Sources and Expenditures

4.1.1 Ipswich & Diss Area Quaker Meeting

Ipswich & Diss Area Quaker Meeting's annual income is primarily from contributions from the members and attenders of its six Local Meetings, Gift Aid and room lettings in its four Meeting Houses. In 2020, it also received £17,151 from the Government's Coronavirus Job Retention Scheme. Additional income occasionally comes from legacies, fundraising and grants. In 2020, the Area Meeting received two legacies totalling £41,854.

The Area Meeting's support costs include wages for wardens and cleaners, utilities, property repairs and maintenance, furniture and equipment and administration. Governance costs were for accountancy services. Other costs include conferences, payments to other Quaker bodies and outreach and publicity.

4.1.2 Ipswich & Diss Area Meeting Property Charity

Ipswich & Diss Area Meeting Property Charity's fixed assets are five freehold properties: the Meeting Houses at Bury St Edmunds, Diss, Ipswich (including a warden's flat) and Leiston as well as a private house in Diss (formerly the warden's house). There are burial grounds at Bury St Edmunds, Diss and Leiston Meeting Houses and former burial grounds at Bredfield, Needham Market and Woodbridge, which is let to Woodbridge Town Council on a repairing lease for 30 years at a peppercorn rent from May 2004. All of the properties and burial grounds are registered with the Land Registry.

The charity also holds a permanently endowed restricted fund, the majority of which has been invested with Rathbone Greenbank. The remainder of the restricted fund's assets are held with the Co-operative Bank, Ecology Building Society, Triodos Bank and Eastern Savings & Loans. The income from these investments contributes towards the charity's annual expenditure, which consists of quinquennial surveys and buildings, contents and public liability insurance.

The charity is also responsible for annual recoupment payments. In the late 1980s, land belonging to Ipswich & Diss Monthly Meeting United Charities at Tower Ramparts, Ipswich, was sold for the enlargement of the Marks & Spencer store. Of the approximately £125,000 raised, the Charity Commission gave permission for £103,000 to be spent on refurbishment of the three Meeting Houses then in the Monthly Meeting, as follows:

Date of Scheme	Meeting House	Sum Spent	Annual Repayment
11.08.1986	Bury St Edmunds	£16,000	£144
09.03.1987	Ipswich	£30,000	£270
13.11.1987	Leiston	£57,000	£513

Authorisation to spend the funds was on condition that the sums were recouped over a period of 40 years at the rate of 0.9% per annum with the Official Custodian of Charities. These repayments, totalling £927 a year, are payable until 2026/27. The value held with CCLA was £143,433 on 31 December 2020. When the capital and income become accessible in 2026/27, the capital will be added to the endowment fund of the Ipswich & Diss Area Meeting Property Charity.

Income from the Property Charity is at present insufficient to pay for the maintenance costs of the four Meeting Houses, the private house and the warden's flat, so these expenses are borne by their Local Meetings or from one of three Meeting House Funds:

- The designated AM Meeting Houses Fund is available for all four Meeting Houses as well as the private house at Diss and the warden's flat at Ipswich. Income comes from donations, Gift Aid and investments with Rathbone Greenbank, Ecology Building Society and Triodos Bank. Funds are also held with the Co-operative Bank. The trustees have agreed that the income from this fund's investments will be spent on capital repairs and maintenance only, and the invested capital will be used only in emergencies.

- The designated Bury St Edmunds Long-Term Meeting House Maintenance Fund has income from donations, Gift Aid and investments with Rathbone Greenbank, Triodos Bank, Ecology Building Society and Eastern Savings & Loan Credit Union. Funds are also held with the Co-operative Bank. The fund is only used for capital building maintenance and repairs at Bury St Edmunds Meeting House, and the invested capital will be used only in emergencies.
- The Agnes Moss Bequest Trust is for the use of Diss Local Meeting (see section 4.1.3).

4.1.3 Agnes Moss Bequest Trust

The income for this permanently endowed restricted fund is from the letting of 21 St Nicholas Street in Diss. DesignerMakers21, a collective of local craftspeople, have been renting 21 St Nicholas Street under three-year leases starting January 2015 and January 2019. They pay utilities and insurance.

The Agnes Moss Bequest Trust's annual expenditure can include building repairs and governance costs (e.g., legal and estate agent fees) for 21 St Nicholas Street as well as maintenance and repairs costs for Diss Meeting House, its burial ground and private house.

In addition, the trust must pay the cost of buildings and public liability insurance and utilities and council taxes, when 21 St Nicholas Street has no tenant. Diss Local Meeting may also use the fund for general purposes, when required. All cash assets are held with the Co-operative Bank, Ecology Building Society and Eastern Savings & Loans.

If 21 St Nicholas Street is sold, the proceeds will be invested as a permanent endowment fund with the investment income still being used by Diss Local Meeting for general purposes and maintenance and repairs of the Meeting House, burial ground and the private house.

4.1.4 Richard Waynforth Trust

The majority of this permanently endowed restricted fund has been invested with Rathbone Greenbank to produce an annual income for relief-in-need grant-making. The remaining funds are held with the Co-operative Bank, Ecology Building Society and Eastern Savings & Loans. In addition to grants, the fund incurs investment management costs and £500 of support costs annually.

4.2 Reserves Policy

Reserves are that part of a charity's unrestricted income that is freely available to spend on any of the charity's purposes, once it has met its commitments and covered other planned expenditure. Charity law requires any income received by a charity to be spent within a reasonable period from receipt. The Charity Commission advises trustees that they should be able to justify the holding of income as reserves, because reserves levels that are too high may tie up money unnecessarily and reserves that are too low can jeopardise a charity's solvency and its future activities. The trustees have used this guidance, plus a financial risks assessment, to set the reserve levels for the Area Meeting, Local Meetings and linked charities.

The levels of reserve funds for the Area Meeting, Local Meetings and linked charities are assessed annually when the Area Meeting trustees and each Local Meeting review their previous year's annual accounts and confirm their annual budgets for the coming year. Adjustments to the level of reserves are made as necessary, for instance to cope with inflation. Regular reviews of income versus expenditure help identify peaks and troughs in cash flow and give a warning of when reserves might need to be called on. Trustees review the reserves policy itself triennially.

4.2.1 Ipswich & Diss Area Quaker Meeting and the Local Meetings

Restricted funds, which include endowments and restricted income funds, are excluded from the calculation of reserves for Area Meeting and the Local Meetings, because these funds can only be used for particular purposes—not for the overall charitable purposes of the Area Meeting. The restricted funds excluded from the Area Meeting and Local Meeting reserves are the Agnes Moss Bequest Trust, Richard Waynforth Trust and Ipswich & Diss Area Meeting Property Charity.

Although designated funds are unrestricted, the AM Meeting Houses Fund and the Bury St Edmunds Long-Term Meeting House Maintenance Fund are excluded from the calculation of reserves. These funds are earmarked for a particular use and not for Area Meeting's overall charitable purposes. The Area Meeting's

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS

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functional fixed assets (i.e., four Meeting Houses, burial grounds, private house, warden's flat and 21 St Nicholas Street) are also designated and excluded from the calculation of Area Meeting and Local Meeting reserves.

Any future legacies received for particular purposes, or programme-related investments made solely to fund a planned spending commitment that cannot be met from future income, will be restricted or designated and hence excluded from Area Meeting and Local Meeting reserves.

The equivalent of six months' expenditure has been agreed as the most that Area Meeting and the Local Meetings should hold in reserve. The Area Meeting's Reserves Policy provides a calculator for determining the amount of reserves that can be retained each year by the Area Meeting and Local Meetings.

Reserves are not used to fund short-term deficits in a cash budget (e.g., reserve funds are not spent before funding is received), but reserves can be used:

- For unforeseen day-to-day operational costs (e.g., employing temporary staff to cover a long-term absence or providing redundancy payments)
- As a temporary source of income to give the trustees or Local Meetings time to develop new sources of income or to cut-back on related expenditure, if income (e.g., contributions from the members and attenders and room lettings) falls below expectations
- For planned commitments, or designations, that cannot be met by future income alone (e.g., plans for a major asset purchase or significant project that requires 'matched funding')

Amounts held in excess of six months' expenditure are available for discretionary spending, as agreed by Area Meeting or the Local Meeting. Donations can be made to the Bury St Edmunds Long-Term Meeting House Maintenance Fund, the AM Meeting Houses Fund and Britain Yearly Meeting as well as international and national Quaker and Quaker-related charities.

4.2.2 Ipswich and Diss Area Meeting Property Charity

For the Ipswich & Diss Area Meeting Property Charity's restricted fund, the designated AM Meeting Houses Fund and the designated Bury St Edmunds Long-Term Meeting House Maintenance Fund, all unspent income is retained as reserves; there is no discretionary spending. For the past several years, the Ipswich & Diss Area Meeting Property Charity was having to use its restricted fund's reserves, because the charity's annual investment income was insufficient to cover its annual expenditures for quinquennial surveys; buildings, contents and public liability insurance and annual recoupment payments (see section 4.1.2). After reviewing possible sources of additional income, the trustees asked the Local Meetings to reimburse their shares of the cost of the buildings, contents and public liability insurance to the Property Charity starting in 2019. All six Local Meetings have agreed. Bury St Edmunds and Leiston Local Meetings have also agreed to reimburse their shares of the recoupment payments. From 2020, any deficit will be met direct from Area Meeting funds.

4.2.3 Agnes Moss Bequest Trust

The Agnes Moss Bequest Trust is a restricted fund for the use of Diss Local Meeting, so all unspent income is retained as reserves; there is no discretionary spending.

4.2.4 Richard Waynforth Trust

The Richard Waynforth Trust is a restricted fund, so all income that is not spent on grant making is retained as reserves; there is no discretionary spending. Because the trust had high reserves, on 7 October 2014, the Charity Commission issued a revised scheme that extended the Trust's area of benefit to include members and attenders of Waveney & Norfolk Area Meeting and Southern East Anglia Area Meeting. Trustees regularly review the grant guidelines to ensure that the scheme is applied most effectively.

4.3 Investment Policy

Ipswich & Diss Area Quaker Meeting's cash assets held in current accounts with the Co-operative Bank and invested in savings accounts with Triodos Bank, Ecology Building Society, Eastern Savings & Loans and CCLA. The restricted, designated and/or endowed funds of the Ipswich & Diss Area Meeting Property Charity

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS

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and Richard Waynforth Trust are invested with Rathbone Greenbank in line with the Trustee Act 2000 and the trust instrument.

Rathbone Greenbank is instructed to manage all of the investments in such a way as to provide sufficient income to enable the Ipswich & Diss Area Meeting Property Charity and the Richard Waynforth Trust to carry out their purposes effectively both in the short term and over the longer term. Where possible, the value of the assets should be enhanced so as to at least keep pace with inflation over the longer term. To this end, the portfolios are managed as follows:

- An approximate balance is kept between enhancement of capital and income generation.
- A “low risk” approach is adopted in the management of the assets of the Richard Waynforth Trust and a ‘lower end of medium risk’ approach for the Property Charity’s portfolio.
- There is a diversified range of bonds and equities, which are quoted on a recognised investment exchange, and unit trusts and Open Ended Investment Companies (OEICs), which are authorised under the Financial Services and Markets Act 2000. The “type” of each investment and individual investments themselves are suitable to meet the purposes of the Ipswich & Diss Area Meeting Property Charity and the Richard Waynforth Trust.
- Investments within the portfolio comply with the ethical criteria set out in the Ethical Profile Questionnaire supplied by Ethical Screening and signed by the trustees on 22 November 2011. Subsequent updates to the profile questionnaire, including divesting from fossil fuels, have been documented in trustees’ minutes and in the Area Meeting’s Investment Policy. The Area Meeting’s ethical investment criteria are viewed by the trustees biennially.

Both portfolios’ performances are monitored against the returns of the APCIMS Income Index, although this index more likely represents performances of medium risk income portfolios without ethical constraints. The appointed investment manager is a suitably authorised person, within the meaning of the Financial Services and Markets Act 2000, of Rathbone Greenbank.

The investment policy is reviewed every two years, or as required, by the trustees to ensure that it remains compatible with the charity’s objects and requirements, particularly those of the Ipswich & Diss Area Meeting Property Charity and the Richard Waynforth Trust. The investment management services provided by Rathbone Greenbank are also formally reviewed every two years, or at such time as deemed appropriate by the trustees.

5 DUE DILIGENCE, RISK MANAGEMENT AND LEGAL COMPLIANCE

The Area Meeting trustees are the managing trustees of the four Meeting Houses, and Friends Trusts Limited is the holding trustee. The Ipswich & Diss Area Meeting Property Charity is responsible for their building, contents and third-party insurance. The third-party insurance also covers Felixstowe and Woodbridge Local Meetings.

The Area Meeting trustees issue a Compliance with Regulations checklist, which has to be completed annually by Local Meetings with Meeting Houses. These Local Meetings are required to report that they have complied with fire, health and safety, gas and electrical regulations as well as the Disability Discrimination Act, employment procedures and other relevant government regulations. From 2020, Local Meetings have also been asked to report on their measures to support the ecological sustainability of their community activities and management of their land and buildings.

For other identified risks and to ensure legal compliance, the Area Meeting follows its formal policies for safeguarding, equality, grant making, data protection, grievances, disciplinary issues, internal financial controls and financial crime, including a fraud policy, fraud response plan and whistle-blowing procedures.

Trustees have a schedule for formally reviewing all Area Meeting policies annually, biennially or when there is a change in legislation. Trustees also ensure that these policies are provided to employees, self-employed staff and Ipswich & Diss Area Meeting members and attenders, as necessary.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to Charities in England and Wales requires the trustees to prepare Financial Statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing Financial Statements giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the Financial Statements; and
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The trustees are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the Charity and which enable them to ensure that the Financial Statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board of trustees:

(signed)

Elaine Green
Clerk to Trustees

Date: 17 July 2021

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2020

To the Trustees of the Ipswich and Diss Area Quaker Meeting

I report on the accounts of the charity for the year ended 31 December 2020, which are set on pages 15 to 24.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statements

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

- α) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act; have not been met; or
- β) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

(signed)

David Stephens FCCA
13 Newlands Road
Tunbridge Wells, Kent
TN4 9AS

Date: 17 July 2021

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2020

STATEMENT OF FINANCIAL ACTIVITIES

STATEMENT OF FINANCIAL ACTIVITIES		2020				2019			
		Unrestricted funds	Restricted funds	Endowment funds	Total funds	Unrestricted funds	Restricted funds	Endowment funds	Total funds
	Notes	£	£	£	£	£	£	£	£
Incoming resources									
Incoming resources from generated funds									
Donations and legacies	2	94,234	3,733	-	97,967	44,412	2,103	-	46,515
Activities for generating funds	3	30,996	5,000	-	35,996	74,028	5,000	-	79,028
Investment income	4	5,016	14,044	-	19,060	6,296	17,291	-	23,587
Incoming resources from charitable activities									
Contributions to conferences		-	-	-	-	-	-	-	-
Other incoming resources	6	22,249	-	-	22,249	23,776	-	-	23,776
Total incoming resources		152,495	22,777	-	175,272	148,512	24,394	-	172,906
Resources expended									
Cost of generating funds									
Investment management costs		3,007	-	8,080	11,087	2,988	-	8,129	11,117
Charitable activities	5	115,383	15,602	-	130,985	107,723	23,182	-	130,905
Governance costs	7	1,098	-	-	1,098	2,217	-	-	2,217
Other resources expended	8	21,979	-	-	21,979	33,432	-	-	33,432
Total resources expended		141,467	15,602	8,080	165,149	146,360	23,182	8,129	177,671
Net income for year before transfers		11,028	7,175	-8,129	10,123	2,152	1,212	-8,129	-4,765
Transfers between funds		1,573	-1,573	-	-	-427	427	-	-
Net income for the year before other recognised gains and losses		12,601	5,602	-8,080	10,123	1,725	1,639	-8,129	-4,765
Other recognised gains/losses									
Gains on investment assets		6,158	12,937	49,883	68,978	13,860	23,485	157,584	194,929
Net movement in funds		18,759	18,539	149,455	79,101	15,585	25,124	149,455	190,164
Total funds brought forward		341,071	823,363	1,147,451	2,311,885	325,486	798,239	997,996	2,121,721
Prior year adjustments		-	-	-	-	-	-	-	-
Total funds carried forward		359,830	841,902	1,189,254	2,390,986	341,071	823,363	1,147,451	2,311,885

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2020

BALANCE SHEET as at 31 December 2020

		2020	2019
	Notes	£	£
Fixed assets			
Tangible assets	11	568,595	568,595
Investments	12	1,501,268	1,442,450
		2,069,863	2,011,045
Current assets			
Debtors	13	7,591	9,195
Cash at bank and in hand		320,326	298,423
		327,917	307,618
Creditors: amounts falling due within one year	14	-6,794	-6,778
Net Current Assets		<u>321,123</u>	<u>300,840</u>
Total assets less current liabilities		<u>2,390,986</u>	<u>2,311,885</u>
Unrestricted funds	15	359,830	341,070
Restricted funds	15	841,902	823,364
Endowment funds	15	<u>1,189,254</u>	<u>1,147,451</u>
	16	2,390,986	2,311,885

The accounts were approved by the Board and signed on behalf of the trustees:

(signed)

Nicholas Wright
Trustee and Treasurer

Date: 17 July 2021

NOTES TO THE ACCOUNTS

1. Accounting policies

1.1 Basis of preparation

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

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

These are consolidated accounts that include the Area Meeting, the Ipswich and Diss Property Charity, the Agnes Moss Bequest Trust, the Richard Waynforth Trust and the six Local Meetings at Bury St Edmunds, Diss, Felixstowe, Ipswich, Leiston and Woodbridge.

1.2 Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

1.3 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with investment management and the investment property. Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of resources.

1.4 Taxation

The charity is exempt from tax on its charitable activities.

1.5 Accumulated funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Included within unrestricted funds are designated funds, which have been put aside at the discretion of the trustees for specific charitable activities.

Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Endowment funds are permanent; income from these funds is normally unrestricted, except for the Richard Waynforth and Agnes Moss Bequest Endowments.

1.6 Investments

Investments are shown at market value. Differences arising on closing market value are taken to the Statement of Financial Activities as an unrealised movement. Income arising from investments is accounted for on an accruals basis.

1.7 Tangible fixed assets

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful life as follows: Freehold property - 2% on cost. However, the trustees consider the valuation of the freehold property to be significantly higher than cost and therefore no depreciation has been provided.

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2020

NOTES TO THE ACCOUNTS (continued)

	2020	2019
	£	£
2. Donations and legacies		
Donations	32,063	33,039
Gift Aid	4,891	6,839
Legacies	41,854	-
Other income	19,159	6,637
	<u>97,967</u>	<u>46,515</u>
3. Activities for generating funds		
Fundraising	-	97
Hiring of rooms	35,872	78,868
Book and literature sales	124	63
	<u>35,996</u>	<u>79,028</u>
4. Investment income		
Interest received	542	1,021
Dividends	18,518	22,566
	<u>19,060</u>	<u>23,587</u>
5. Charitable activities		
Wages - wardens, cleaning etc. (Note 10)	46,172	41,370
Heat, light and insurance (2019 figure corrected)	16,248	19,725
Property rental	314	2,495
Property repairs & maintenance	16,814	13,800
Capital repairs	10,762	19,592
Furniture & equipment repairs and replacements	5,720	6,085
Conference costs (excluding T&S)	1,080	4,343
Travel & subsistence	121	1,539
Outreach and publicity	979	2,402
Sundry administrative costs	2,058	1,114
Grants/Loans	30,717	18,440
	<u>130,985</u>	<u>130,905</u>

Number of grants/loans made

37	30
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An analysis of the grants is as follows:

Individuals	8,467
Britain Yearly Meeting	8,798
Quaker Charities	2,890
Non Quaker Charities	10,562
	<u>30,717</u>

Grants to individuals are all made from the Richard Waynforth Trust under the terms of that trust (see paragraph 2.2.4 of the Trustees' Report).

The Area Meeting requires all room hirers to have public liability insurance in order to hire the Area Meeting's premises.

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2020

NOTES TO THE ACCOUNTS (continued)	2020	2019
	£	£
6. Other incoming resources		
Receipts as agent - Britain Yearly Meeting	17,659	14,998
Receipts as agent - Britain Yearly Meeting Gift Aid	2,669	2,329
Receipts as agent - Special Collections	1,921	6,449
	<u>22,249</u>	<u>23,776</u>
7. Governance costs		
Independent Examination	900	1,000
Bank charges	-	-
Administration	198	1,217
	<u>1,098</u>	<u>2,217</u>
8. Other resources expended		
As agent - Britain Yearly Meeting	17,659	14,998
As agent - Britain Yearly Meeting Gift Aid	2,669	2,329
As agent - Special collections	1,921	6,449
Britain Yearly Meeting - Local Meeting Funds	-270	9,656
	<u>21,979</u>	<u>33,432</u>

An analysis of the resources received and expended as acting as agent follows:

Acting as agent	Received	Expended	
	£	£	
BYM	20,328	20,328	with £7,559 reflected in 2020 creditors
Quaker Charities	525	525	with £0 reflected in 2020 creditors
Non Quaker Charities	1,396	1,396	with £32 reflected in 2020 creditors

9. Trustees

No trustee received any remuneration during this year nor had any personal interest in any contracts or transactions, including related-party transactions, entered into by the charity.

10. Employees

All employees are part-time; the average monthly number of employees during the year was:

	2020	2019
Employed Meeting House wardens and cleaners	8	7
	£	£
Wages and salaries	39,857	34,960
PAYE and National Insurance	3,752	4,294
Pension contributions	2,563	2,116
	<u>46,172</u>	<u>41,370</u>

No employee's annual remuneration was £60,000 or more. Redundancy or termination payments of £1,476.84 were made. No employee contracts are with or are paid by a related party. The pension scheme is with The People's Pension and is offered to all employees. Total pay is used as the definition of salary for pension contributions. The Area Meeting and employee both make a 3.5% pension contribution.

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2020

NOTES TO THE ACCOUNTS (continued)

11. Tangible fixed assets

Cost and Net Book Value **Freehold property**

At 1 January 2020 and 31 December 2020 568,595

The above amount represents the sum spent on the extension of Bury St Edmunds Meeting House. The four Meeting Houses, six burial grounds, warden's house in Diss and warden's flat within Ipswich Meeting House are not shown in the accounts. Although no historical cost is available for these properties, the valuations of the four Meeting Houses, the private house and warden's flat for insurance purposes in 2020/21 are:

Bury St Edmunds	Meeting House	1,432,539	Insurance value
Diss	Meeting House	595,771	Insurance value
Diss	Private House	112,411	Insurance value
Ipswich	Meeting House & Warden's Flat	1,203,474	Insurance value
Leiston	Meeting House	590,384	Insurance value

12. Fixed asset investments	Cash	Investments	Investment Property	Total
	£	£	£	£
At 1 January 2020	-	1,207,450	235,000	1,442,450
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluation	-	58,818	-	58,818
At 31 December 2020	-	1,266,268	235,000	1,501,268
Historical cost	-	856,751	-	856,751

Investments are valued by reference to listed investments. An investment with COIF Charities Ethical Investment Fund (accumulation units) represents 10.7% of the listed investments.

The investment property relates to 21 St Nicholas Street in Diss and is revalued by the trustees annually at open market value, as advised by Clark & Simpson Estate Agents and with £5,000 added without advice by Trustees in 2020.

13. Debtors	Total 2020	Total 2019
	£	£
Gift Aid to be claimed from HMRC	7,559	9,168
Other debtors and prepayments	32	27
Total	7,591	9,195

14. Creditors: amounts falling due within one year	Total 2020	Total 2019
	£	£
Other creditors and accruals	6,794	6,778
Total	6,794	6,778

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2020

NOTES TO THE ACCOUNTS (continued)

15. Movement in funds	At 1 January 2020 £	Prior year adjustment £	Net movement in funds £	Transfers between funds £	At 31 December 2020 £
Unrestricted funds					
Bury St Edmunds Local Meeting	26,440	-	28,708	-9,920	45,228
Diss Local Meeting	4,313	-	-1,246	-2,849	218
Felixstowe Local Meeting	4,242	-	338	-801	3,779
Ipswich Local Meeting	58,304	-	3,827	-3,670	58,461
Leiston Local Meeting	19,146	-	68	-887	18,327
Woodbridge Local Meeting	4,885	-	2,383	-1,387	5,881
Area Meeting	9,746	-	-18,328	22,014	13,432
Bury St Edmunds MH Maintenance Fund	106,895	-	2,636	-	109,531
Ipswich and Diss Property – General	16,906	-	-1,097	-927	14,883
AM Meeting House	90,193	-	-103	-	90,090
	<u>341,070</u>	-	<u>17,186</u>	<u>1,573</u>	<u>359,830</u>
Restricted funds					
Agnes Moss Bequest	22,184	-	-1,630	2,000	21,814
Richard Waynforth Fund	103,014	-	5,545	-500	108,059
Bury St Edmunds MH Maintenance Fund	568,595	-	-	-	568,595
Property Charity Recoupment Fund	129,571	-	12,937	927	143,434
	<u>823,364</u>	-	<u>20,112</u>	<u>-1,573</u>	<u>841,902</u>
Endowment funds					
Agnes Moss Bequest	235,000	-	-	-	235,000
Richard Waynforth Fund	751,395	-	37,077	-	788,472
Property Charity Fund	161,056	-	4,726	-	165,782
	<u>1,147,451</u>	-	<u>41,803</u>	<u>-</u>	<u>1,189,254</u>
	<u>2,311,885</u>	-	<u>79,101</u>	<u>-</u>	<u>2,390,986</u>

The Bury St Edmunds Maintenance Fund consists of unrestricted, but designated, funds and restricted funds held within the Property Charity. The Property Charity consists of unrestricted funds, restricted funds and restricted endowment funds. The restricted endowment fund is invested with Rathbone Greenbank. This portfolio also includes investments for the designated Bury St Edmunds Maintenance Fund and the designated AM Meeting Houses Fund. The trustees have agreed that the income from these Funds' investments will be spent on capital repairs and maintenance only, and the invested capital will be used only in emergencies.

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2020

NOTES TO THE ACCOUNTS (continued)

Net movement in funds, included in the above, is as follows:

	Incoming resources	Resources expended	Gains and losses	Net movement in funds
	£	£	£	£
Unrestricted funds				
Bury St Edmunds Local Meeting	66,287	37,579	-	28,708
Diss Local Meeting	11,134	12,380	-	-1,246
Felixstowe Local Meeting	3,193	2,855	-	338
Ipswich Local Meeting	21,137	17,310	-	3,827
Leiston Local Meeting	16,307	16,239	-	68
Woodbridge Local Meeting	11,459	9,076	-	2,383
Area Meeting	18,163	36,491	-	-18,328
Bury St Edmunds MH Maintenance Fund	1,060	601	2,177	2,636
Ipswich and Diss Property – General	2,779	5,680	1,804	-1,097
AM Meeting House	973	3,253	2,177	-103
	152,492	141,464	6,158	17,186
Restricted funds				
Agnes Moss Bequest	8,766	7,136	-	-1,630
Richard Waynforth Fund	14,012	8,467	-	5,545
Bury St Edmunds MH Maintenance Fund	-	-	-	-
Property Charity Recoupment Fund	-	-	12,937	12,937
	22,778	15,603	12,937	20,112
Endowment funds				
Agnes Moss Bequest	-	-	-	-
Richard Waynforth Fund	-	8,080	45,157	37,077
Property Charity Fund	-	-	4,726	4,726
	-	8,080	49,883	41,803
	175,270	165,147	68,978	79,101
16. Analysis of net assets between funds	Unrestricted funds	Restricted funds	Endowment funds	Total
	£	£	£	£
Fund balances at 31 December 2020 are:				
Fixed assets	-	568,595	-	568,595
Fixed asset investments	110,521	201,493	1,189,254	1,501,268
Current assets	256,104	71,813	-	327,917
Creditors: amounts due within one year	-6,794	-	-	-6,794
	359,831	841,901	1,189,254	2,390,986

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2020

NOTES TO THE ACCOUNTS (continued)

17. Local Meeting and Linked Charity Statement of Financial Activities, Balance Sheet and Summary Finances

	Bury St Edmunds LM £	Diss LM £	Felixstowe LM £	Ipswich LM £	Leiston LM £	Wood- bridge LM £	Area Meeting £	Agnes Moss £	Richard Waynforth £	Property Charity £	Total £
Income	66,287	11,134	3,193	21,137	16,307	11,459	18,163	8,766	14,012	4,812	175,270
Expenses	-37,579	-12,380	-2,855	-17,310	-16,239	-9,076	-36,491	-7,136	-16,546	-9,534	-165,146
Gain/loss on investments	-	-	-	-	-	-	-	-	45,156	23,820	68,976
Transfers within funds	-9,920	-2,849	-801	-3,670	-887	-1,387	22,014	-2,000	-500	-	-
Surplus for year	18,788	-4,095	-463	157	-819	996	3,686	-370	42,122	19,098	79,100
Brought forward balance	26,440	4,313	4,242	58,304	19,146	4,885	9,746	257,184	854,409	1,073,216	2,311,885
Prior year adjustments	-	-	1	-	-	-	-	-	-	-	1
Closing balance	45,228	218	3,780	58,461	18,327	5,881	13,432	256,814	896,531	1,092,314	2,390,986
Fixed assets	-	-	-	-	-	-	-	-	-	568,595	568,595
Investments	-	-	-	-	-	-	-	235,000	846,532	419,736	1,501,268
Cash	43,687	1,187	3,219	57,771	17,926	7,794	12,946	21,814	49,999	103,983	320,326
Debtors	2,090	577	561	1,251	786	1,644	1,386	-	-	-	8,295
Creditors	-549	-1,546	-	-561	-385	-3,557	-900	-	-	-	-7,498
Net Assets	45228	218	3,780	58,461	18,327	5,881	13,432	256,814	896,531	1,092,314	2,390,986

The total debtors and creditors figures both include an amount of £1,104 being the sum of amounts owed by Woodbridge and Diss Local Meetings to the Area Meeting.

IPSWICH & DISS AREA QUAKER MEETING
MANAGEMENT INFORMATION
FOR THE YEAR ENDED 31 DECEMBER 2020

The following pages do not form part of the statutory financial statements.

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2020

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2020 £	Total 2019 £
<u>Incoming resources</u>					
Voluntary income					
Contributions for LM funds	24,867	-	-	24,867	25,812
Contributions for AM funds	5,036	-	-	5,036	5,124
Gift Aid reclaimed	4,891	-	-	4,891	6,839
Legacies received	41,854	-	-	41,854	-
Grants & donations	17,586	1,573	-	19,159	6,637
Other sources	-	2,160	-	2,160	2,103
	94,234	3,733	-	97,967	46,515
Activities for generating funds					
Fundraising	-	-	-	-	97
Hiring of rooms	30,872	5,000	-	35,872	78,868
Book and literature sales	124	-	-	124	63
	30,996	5,000	-	35,996	79,028
Investment income					
Rents and expenditure recovered	-	-	-	-	-
Interest received	426	116	-	542	1,021
Dividends	4,590	13,928	-	18,518	22,566
	5,016	14,044	-	19,060	23,587
Incoming resources from charitable activities					
Contributions to conferences	-	-	-	-	-
	-	-	-	-	-
Other incoming resources					
Contributions for BYM funds	17,659	-	-	17,659	14,998
Gift Aid for BYM	2,669	-	-	2,669	2,329
Receipts as agent - special collections	1,921	-	-	1,921	6,449
	22,249	-	-	22,249	23,776
Total incoming resources	152,495	22,777	-	175,272	172,906

IPSWICH AND DISS AREA QUAKER MEETING FINANCIAL STATEMENTS
Year ended 31 December 2020

DETAILED STATEMENT OF FINANCIAL ACTIVITIES (continued)

	Unrestricted funds £	Restricted funds £	Endowment funds £	Total 2020 £	Total 2019 £
<u>Resources expended</u>					
Investment property costs	-	-	-	-	-
Investment management costs	3,007	-	8,080	11,087	11,117
Charitable activities					
Wages – wardens, cleaning etc.	46,172	-	-	46,172	41,370
Heat, light and insurance	14,075	2,173	-	16,248	19,725
Property rental	314	-	-	314	2,495
Property repairs & maintenance	16,814	-	-	16,814	13,800
Capital repairs	5,800	4,962	-	10,762	19,592
Furn. & equip. repairs and renewals	5,720	-	-	5,720	6,085
Conference costs (excl T&S)	1,080	-	-	1,080	4,343
Travel & subsistence	121	-	-	121	1,539
Outreach and publicity	979	-	-	979	2,402
Sundry administrative and other costs	2,058	-	-	2,058	1,114
Grants/loans to institutions	22,250	-	-	22,250	5,485
Grants to individuals	-	8,467	-	8,467	12,955
	115,383	15,602	-	130,985	130,905
Governance costs	900	-	-	900	1,000
Accountancy	-	-	-	-	-
Bank charges	198	-	-	198	1,217
Administration	1,098	-	-	1,098	2,217
	17,659	-	-	17,659	14,998
Other resources expended	2,669	-	-	2,669	2,329
BYM contributions	1,921	-	-	1,921	6,449
BYM Gift Aid	-270	-	-	-270	9,656
Special contributions	-	-	-	-	-
BYM – Local Meeting Funds	21,979	-	-	21,979	33,432
Other					
	141,467	15,602	8,080	165,149	177,671
Total resources expended	11,028	7,175	-8,080	10,123	-4,765
Net income	14,075	2,173	-	16,248	19,725