

LEEDS AREA QUAKER MEETING

England & Wales · Charity number 1134542

Details

Other names	LEEDS AQM, Leeds Area Quaker Meeting of the Society of Friends
Status	Registered
Legal form	Previously excepted
Registered	2010-02-26
Register	View on the Charity Commission register

Contact

Address Carlton Hill Quaker Meeting
Quaker Meeting House
188 Woodhouse Lane
Leeds
LS2 9DX

Phone 01132422208

Website <http://www.leedsquakers.org.uk>

Activities

Objects: THE OBJECT OF THE 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 THE LEEDS MEETING AND BEYOND.

Activities: The furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Leeds Area Quaker Meeting and beyond.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** LEEDS
- Bradford City
- Leeds City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£226,730	£277,618	-	-
2023-12-31	£285,377	£218,452	-	-
2022-12-31	£205,800	£215,577	-	-
2021-12-31	£168,429	£169,382	-	-
2020-12-31	£267,789	£198,472	-	-

Trustees

Name	Role	Appointed
Christopher John Staynes		2024-09-18
David John Griffiths		2024-09-18
Kenneth Forrest		2024-09-18
Paul Charles Ellis		2024-09-18
Rachel Muers		2025-02-19
Rhianna Sophie Bevan		2024-09-18
Sandra Horsfall		2024-09-18
Sarah Coltman		2026-04-26
Tracey Bland		2024-09-18

Linked charities

- ADEL FRIENDS MEETING HOUSE (1134542-1)
- RAWDON MEETING HOUSE AND BURIAL GROUND (1134542-2)
- ILKLEY MEETING HOUSE (1134542-3)
- ROUNDHAY MEETING HOUSE (1134542-4)
- LEEDS AREA QUAKER MEETING TRUST FUND (1134542-5)
- GILDERSOME MEETING HOUSE (1134542-6)

LEEDS AREA QUAKER MEETING

England & Wales - Charity number 1134542

Accounts

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024
FOR
LEEDS AREA QUAKER MEETING**

Simply Sums Ltd
26 Moorhead Terrace
Shipley
West Yorkshire
BD18 4LB

LEEDS AREA QUAKER MEETING

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for the Year Ended 31 December 2024

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LEEDS AREA QUAKER MEETING

REFERENCE AND ADMINISTRATIVE DETAILS for the Year Ended 31 December 2024

TRUSTEES	C Middleton D Griffiths C Staynes P Gerwat RS Bevan T Griffin T Bland K Forrest PC Ellis S Horsfall
PRINCIPAL ADDRESS	Quaker Meeting House 188 Woodhouse Lane Leeds LS2 9DX
REGISTERED CHARITY NUMBER	1134542
INDEPENDENT EXAMINER	Simply Sums Ltd 26 Moorhead Terrace Shipley West Yorkshire BD18 4LB
SOLICITORS	Ramsdens Solicitors LLP Ramsden Street Huddersfield HD1 2TH
STOCKBROKERS	Charles Stanley & Co. Limited 7 Park Row Leeds LS1 5HD

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2024

The trustees present their report with the financial statements of the charity for the year ended 31 December 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Status and Objectives

Leeds Area Quaker Meeting is a Registered Charity 1134542. The object of the Leeds 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 the Leeds Meeting and beyond.

Charity Details

Charity number: 1134542

Registered Address Friends Meeting House, 188 Woodhouse Lane Leeds LS2 9DX

Website: www.leedsquakers.org.uk

Custodian Trustees

Property Friends Trust Limited, 173-177 Euston Road, London, NW1 2BJ

Stockbrokers

Charles Stanley & Co. Limited, 7 Park Row, Leeds, LSI 5HD

Accounts Examiner

Simply Sums Ltd, 26 Moorhead Terrace, Shipley, West Yorkshire, BD18 4LB

Membership

The members of LAQM are those persons whose names are for the time being recorded in the official register maintained in accordance with the Quaker Faith and Practice of Britain Yearly Meeting.

Membership (2024) 168

(2023) 170

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2024

OBJECTIVES AND ACTIVITIES

Trustee Appointments 2024

The following trustees served in the reporting period 1st January - 31st December 2024:

Sophie Bevan (from 07/07/2021)	Unattached	2nd term ends 31/12/2026
Tracey Bland	Carlton Hill	1st term ends 31/12/2025
Paul Ellis (from 25/01/2023)	Roundhay	1st term ends 31/12/2025
Ken Forrest	Carlton Hill	1st term ends 31/12/2025
Pat Gerwat (from 04/05/21)	Adel	2nd term ends 31/12/2025
Tricia Griffin (from 05/09/2021)	Carlton Hill	1st term ends 31/12/2024
David Griffiths	Rawdon	2nd term ends 31/12/2025
Sandra Horsfall	Adel	1st term ends 31/12/2026
Christine Middleton	Roundhay	2nd term ends 31/12/2024
Chris Staynes	Gildersome	2nd term ends 31/12/2026

Trustees are required to sign Register of Interest statements annually.

Trustee Appointments 2025

The following trustees were appointed to serve in 2025

Sophie Bevan	Unattached	Oversight of Safeguarding and Health & Safety
Tracey Bland	Carlton Hill	Oversight of Investment, Employment, Property and Data Protection
Paul Ellis	Roundhay	Oversight of Investment
Ken Forrest	Carlton Hill	Oversight of Property
Pat Gerwat	Adel	Oversight of Employment and of Data Protection
David Griffiths	Rawdon	Oversight of Grants
Sandra Horsfall	Adel	Oversight of Grants
Rachel Muers	Carlton Hill	
Chris Staynes	Gildersome	Oversight of Health and Safety
David Swindells	Carlton Hill	

LAQM Area Meeting Office Holders 2024

Co-Clerks	Robert Keeble, Juliet Prager
Clerk of Trustees	Tracey Bland
LAQM Co-Treasurers	Paul Ellis, Gill Pearson
Safeguarding Coordinators	Sarah Coltman, Christine Middleton, Ruth Woodhead
Safeguarding Trustee	Christine Middleton

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2024

FINANCIAL REVIEW

Quaker Meetings in the Leeds Area

One of the primary ways we fulfil our charitable purpose is through the regular holding of public meetings for worship in the manner of Friends: it is the leadings in these meetings for worship that inform and nurture our spiritual development and the action that springs from it. During 2024, meetings for worship were organised at the following locations and at the days and times indicated.

Location	Address	Time	Phone	Email; notes
Adel	Friends Meeting House, New Adel Lane, Leeds, LS16 6AZ	Sunday, 10.45am plus Zoom	0113 289 9626	adelquakers@gmail.com
Carlton Hill	Friends Meeting House, 188 Woodhouse Lane, Leeds, LS2 9DX	Sunday, 10.45am plus Zoom	0113 2422208	carltonhill@quaker.org.uk
Gildersome	Friends Meeting House, 75 Street Lane, Gildersome, Leeds, LS27 7HX	Sundays, 10.45am	07973 450 368	robertkeeble@hotmail.com
Ilkley	Friends Meeting House, Queens Road, Ilkley, Leeds, LS29 9QJ	Sundays, 10.30am		hello@ilkleyquakers.org.uk
Otley	The Courthouse, Courthouse Street, Otley LS21 3AN	11.15am	0113 318 8084	Last Sunday of the month
Rawdon	Friends Meeting House, Quakers Lane, Rawdon, Leeds, LS19 6HU	Sundays, 10.45am	0791 494 4368	rawdon@leedsquakers.org.uk
Roundhay	Friends Meeting House, 136 Street Lane, Leeds, LS8 2BW	Sundays, 10.45am plus Zoom	07754 711025	roundhay@leedsquakers.org.uk
Leeds University	Claire Chapel, The Emmanuel Centre, Leeds LS2 9JT	Tuesdays 1.05pm		<i>Staff and students from the University of Leeds and Leeds Beckett University welcome</i>
Bedford Court	Extra Care Housing and Residential Home, Olive Lodge, Broadgate Lane, Horsforth, Leeds LS18 4SE	first & third Wednesday of the month 10.30am		

Area and Local Meeting Activities

In their State of the Meeting reports for 2024, many meetings reported that they had held regular learning and discussion sessions. A number of meetings continue to hold blended or online Meetings for worship as well as meeting in person and some have held all age worship sessions. Caring Circles are keeping Friends connected at Adel and Rawdon, but Carlton Hill meeting found that large numbers and geographical spread posed challenges for pastoral care. Gildersome Meeting was grateful for the shared fellowship of a smaller meeting.

Adel Meeting asked trustees to make plans to remove the burden of maintaining the premises from the local meeting as a drop in numbers and donations reduced their ability to do this. Building improvements are ongoing at Roundhay; Rawdon Meeting have redesigned the burial grounds to enable easier maintenance, and work took place in the garden at Adel including erecting a bike rack and installing a handrail by the steps.

Roundhay Meeting continues to support the witness for peace at Menwith Hill and put on a soup lunch during Christian Aid week. Displays were provided for heritage open days at Adel and Gildersome Meeting Houses and Ilkley and Rawdon Meetings spoke to local schools about Quakerism. A talk about Gildersome Meeting House was delivered to a group of visitors from Pudsey Adults with Time to Spare (PATS).

LEEDS AREA QUAKER MEETING

Carlton Hill reported a renewed commitment to faith in action and reinstated an extended Meeting for Worship once a month. Several Friends were arrested on their way to take part in peaceful action and learning at a Reclaim the Power climate camp.

Area Meeting considered the recommendations from the Yorkshire Quaker Governance Group to create a single charitable body for Yorkshire and agreed to merge with other Yorkshire Area Meetings. At an Area and Local Meeting level, we continued to consider reparations and participated in Britain Yearly Meeting's discernment regarding the wording of the Quaker Marriage Declaration.

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2024

Trustee Business in 2024

Trustees met 6 times in 2024. Our safeguarding officers prepared a safeguarding induction document for key role holders and liaised with local meetings to ensure all relevant roleholders completed basic safeguarding training. There were no safeguarding incidents in 2024.

Trustees updated a number of policies during the year: our Health & Safety, Data Protection, Equality & Diversity in Employment, Bullying & Harassment, Complaints & Grievance policies were all reviewed.

Following a process of discernment Trustees proposed an initial commitment of £20,000 towards reparations, which was adopted.

Some meetings are facing financial challenges, partly because bookings for room hire have not returned to pre-covid levels at all meeting houses. Partly to address this, the Trustees have spent time reviewing the Risk Register to ensure that emerging challenges receive sufficient focus, including encouraging local meetings to have a forward-looking approach to their affairs and interactions with their local communities.

Reserves policy

Our reserves policy was formally adopted on 16th May 2018 and amended on 20th November 2018. The policy is to hold at Local Meeting level:

- a current reserve of 50% of normal expenditure plus a reserve equal to 50% of rents from investments properties (to account for void rental periods);
- plus a capital reserve of 100% of the planned capital expenditure for the next 12 months plus any anticipated capital expenditure in excess of £10,000 in the next 5 years.

At Area Meeting level, the following Central reserves will be maintained, subject to annual review:

- 50% of the anticipated external expenditure for the coming year of the Central Fund
- 100% of the annual small grants budget
- Such other amount as the trustees may from time to time deem appropriate having regards to the currently perceived risks

The Area Meeting reserves will be the sum of the local meeting reserves and the Central reserves. The acceptable range of reserves shall lie between a £20,000 deficit and a £50,000 surplus on the calculated figure. The reserves will be maintained by an annual review by the treasurers and reported to the trustees, and by the discipline of setting aside a proportion of the rebuilding costs of our various buildings into the Building Futures Fund each year.

Building Futures Fund

Most of this fund is held in a Leeds City Credit Union account from which we do not take interest so that it can be used to good effect while not required by LAQM. Part of the fund is held in a current account for cash flow purposes.

Local meetings contributed £17,000 to the fund in 2024.

The value of the fund at the year-end was £142,860.

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2024

Grants

Our Small Grants Fund is supported by income from investments and by withdrawal from the investments as necessary. The risk appetite for our investments is set to allow for potential growth to underpin our grant making activity, balanced against other calls on our reserves.

The Ministry & Resources Sanctuary Everywhere and Enrichment Funds were fixed sums of £20K and £10K respectively committed in 2018 for ongoing work with asylum seekers and refugees and to support the administration and spiritual life of our local meetings. As in previous years, the Enrichment Fund has been used to provide archiving materials for the Quaker archive held at Leeds University and to pay a Burial Grounds Administrator for our local meetings.

The Small Grants sub-committee of the Trustees continued to meet to consider applications to all of these funds from organisations and individuals in need throughout the year. Appropriate due diligence is conducted to ensure that funds are prudently disbursed. For non-Quaker organisations trustees accept Minutes from the Small Grants Subcommittee giving reasons for the donations. All of these Minutes were accepted by trustees in 2024.

Trustees agreed the following grants in 2024:

Grants to non-Quaker organisations

Organisation	Purpose	Fund	Amount
Heritage Crew	Contribution to non-recurring office costs, including a computer in support of a youth led arts project within Heritage Corner CIC	Small Grants	£2,398
LEDAS	Provision of housing and support to homeless asylum-seekers who are without recourse to public funds	Sanctuary Everywhere	£3,000
Conversation Club Leeds	Helps asylum seekers and refugees to make friends, practice speaking English and gain confidence in their new surroundings	Sanctuary Everywhere	£950
Individuals in need		Friends Action on Poverty	£500

Grants to non-Quaker organisations

In addition to the Grants made at Area Meeting level, some Local Meetings hold collections for, or pass on funds on behalf of individuals to, various charities throughout the year. In 2024 amounts were as follows:

Acting as agent:

Receipts	£24,615
Payments	£23,463
Balance held	£1,152

Public Benefit Statement

In summary, the Trustees have demonstrated above how LAQM complies with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit, through

- Regular holding of public Meetings for Worship;
- Provision of information about the Quaker way through Quaker Quest, discussion and study groups and literature, participation in Quaker week and National Heritage Day;
- Maintaining Meeting Houses which are used by many different groups and are of value to the local community; and
- Promoting and enabling donations in cash and kind to organisations in the UK and overseas working to support causes whose values accord with the aims and objectives of the Charity.

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2024

Financial Review of 2024

The financial position of LAQM is shown in pages 10-22 of this report. Most activities within the Area Meeting are undertaken on a delegated basis by Local Meetings.

Each Local Meeting has its own treasurer. Local Meeting accounts are consolidated to produce the Leeds Area Quaker Meeting financial statements. The 2024 accounts consolidation activity has been undertaken by Simply Sums Ltd.

During 2024, Trustees encouraged Local Meetings to seek to achieve fund- raising targets to raise money in support of the centrally-managed work of the Religious Society of Friends (Quakers) in Britain; the work of the Northern Friends Peace Board; Quaker collective activity in Leeds; and in support of Quakers in Yorkshire which emphasizes opportunities for Children and Young People and wider outreach.

In relation to support of the centrally-managed work the sum of £250 per member was advised and attained to provide our yearly quota for BYM. Overall, this represents an excellent achievement to enable the central charitable work in the UK and overseas to be conducted on behalf of all Quakers in Britain.

The net movement of funds for the year was (£46,260) comprising a surplus of £10,580 on restricted funds and a deficit of (£56,840) on unrestricted funds. £8,577 represents gains on investments. Our unrestricted free reserves were £4,630,135 on 31 December 2024.

Trustees governance

Trustees of LAQM are appointed in accordance with the charity's governing document which states:

The Area Quaker Meeting shall appoint from its membership a body of trustees not ordinarily fewer than five or more than fifteen persons.

i. The trustees shall so far as practicable include the Area Quaker Meeting treasurer and representatives of each meeting contained within the Area Quaker Meeting but not the clerk of the Area Quaker Meeting, nor any employee of the Area Quaker Meeting.

ii. One trustee, but not the Area Quaker Meeting treasurer, shall be appointed by Area Quaker Meeting in session to act as clerk to the trustees.

The appointments shall be reviewed at intervals not exceeding three years. A trustee can be reappointed on no more than two occasions to give an unbroken term of service as a trustee of the Area Quaker Meeting not exceeding nine years. That person cannot then be reappointed as a trustee of that Area Quaker Meeting until three years have elapsed after the end of the last period of service in that capacity.

Future Developments

Over the course of 2025, it is hoped that:

- Our safeguarding officers will be talking to local meetings about the safeguarding of adults to improve our practice in this area.
- Governance arrangements for disbursement of funds for Reparations will be agreed by the Area Meeting.
- Trustees and other members of the Area Meeting will participate in Yorkshire Quakers implementation groups.
- Trustees will draw up proposals regarding the future of Adel Meeting House and burial ground.
- Work will continue on the formulation of a strategic plan to support the future plans of the Area meeting.

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Leeds Area Quaker Meeting (LAQM) Governing Document was adopted in December 2008 and was reviewed in February 2018. Previously an excepted charity, LAQM was registered with the Charity Commission on 26 February 2010. In addition to the Governing Document adopted in 2008 there is a Charity Scheme which brings together all the former trusts relating to previous Monthly Meetings into the current Area Meeting. This can be described as "The scheme governing the charities now known together as Leeds Area Quaker Meeting (1134542) and altering or affecting part of Brighthouse, Leeds and Settle Buildings Charity (228684) dated 31st March 2015 ".

Britain Yearly Meeting (BYM) is the final constitutional authority of the religious Society of Friends in Great Britain. Its membership consists of all those who belong to the Quaker Area Meetings. LAQM is one of 70 constituent Area Meetings within Britain Yearly Meeting.

The object of LAQM is the furtherance in Leeds and beyond of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain, or Britain Yearly Meeting (BYM). There are seven clauses set out in the charity's governing document which describe this more fully:

- strengthening the life and witness of Quaker meetings both in the area of Leeds Area Quaker Meeting and beyond;
- Spreading the message of Quakers and interpreting and developing the thought and practice of the Religious Society;
- Undertaking Quaker service for the relief of suffering at home and abroad;
- Funding the concerns that Quaker meetings in the area of Leeds Area Quaker Meeting or beyond have adopted or agreed to support;
- Providing for the pastoral care of individual members and attenders including assistance to those in need and for education;
- Maintaining and developing Quaker meeting houses as places for public worship and from which to carry our witness into the world;
- Administering and maintaining the organisation of Leeds Area Quaker Meeting and contributing to the support of Britain Yearly Meeting

Approved by order of the board of trustees on 21st September 2025 and signed on its behalf by:



T Bland - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LEEDS AREA QUAKER MEETING**

Independent examiner's report to the trustees of Leeds Area Quaker Meeting

I report to the charity trustees on my examination of the accounts of Leeds Area Quaker Meeting (the Trust) for the year ended 31 December 2024.

Responsibilities and basis of report

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

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

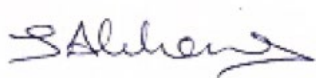
Independent examiner's statement

I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Certified Accountants (ACCA), which is one of the approved listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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



Julie Akkermans BA (Hons) FCCA

Simply Sums Ltd
26 Moorhead Terrace
Shipley
West Yorks
BD18 4LB

20th June 2025

LEEDS AREA QUAKER MEETING

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 December 2024**

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		60,673	3,102	63,775	66,029
Investment Income	2	50,319	1,977	52,296	45,953
Other income		106,666	3,993	110,659	173,395
Total income		217,658	9,072	226,730	285,377
EXPENDITURE ON					
Raising funds	3	19,224		19,224	17,212
Charitable activities		0			
Depreciation		1,525		1,525	4,920
Administrative costs		21,944	60	22,004	58,751
Utilities, services and insurance		43,935		43,935	31,690
Property maintenance		92,064		92,064	58,150
Donations to other Quaker organisations		48,020		48,020	4,320
Grants payable		6,212	2,898	9,110	8,578
Salaries, NI and pensions		38,246		38,246	32,902
Non-Quaker donations		2,320		2,320	184
Independent examination costs		1,170		1,170	1,745
Total expenditure		274,660	2,958	277,618	218,452
NET INCOME/(EXPENDITURE)		(57,002)	6,114	(50,888)	66,925
Transfers between funds		19,596	(19,596)		
Net gains/(losses on investments)		4,020	4,557	8,577	17,795
Net movement in funds		(33,386)	(8,925)	(42,311)	84,720
RECONCILIATION OF FUNDS					
Fund balances brought forward		4,686,975	240,046	4,927,021	4,842,301
Fund balances carried forward		4,653,589	231,121	4,884,710	4,927,021

The notes form part of these financial statements

LEEDS AREA QUAKER MEETING

BALANCE SHEET 31 December 2024

		2024	2024	2024	2023
	Notes	Unrestricted £	Restricted £	Total Funds £	Total Funds £
FIXED ASSETS					
Tangible assets	9	4,131,749	0	4,131,749	4,133,274
Investments	10	146,470	213,849	360,319	396,159
		4,278,219	213,849	4,492,068	4,529,433
CURRENT ASSETS					
Debtors	11	7,276	0	7,276	4,190
Cash at Bank	12	370,416	17,272	387,688	395,143
		377,692	17,272	394,964	399,333
CREDITORS					
Amounts falling due within one year	13	(2,322)		(2,322)	(1,745)
		375,370	17,272	392,642	397,588
NET CURRENT ASSETS					
		4,653,589	231,121	4,884,710	4,927,021
TOTAL ASSETS LESS CURRENT LIABILITIES					
		4,653,589	231,121	4,884,710	4,927,021
NET ASSETS					
		4,653,589	231,121	4,884,710	4,927,021
Funds					
	14			4,653,589	4,686,975
Unrestricted funds				231,121	240,046
Restricted funds				4,884,710	4,927,021
TOTAL FUNDS					

The financial statements were approved by the Board of Trustees and authorised for issue on 21st September 2025 and were signed on its behalf by:



T Bland - Trustee



P C Ellis - Trustee

The notes form part of these financial statements

LEEDS AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 December 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The trustees are satisfied that there are no material uncertainties that will affect the charity's ability to continue as a going concern for a period of no less than 12 months from the signing of the Balance Sheet.

Incoming resources:

Donations and legacies

All incoming donations and legacies are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Rental/Hire of meeting houses and investment properties

Incoming resources from rental activities are included in the Statement of Financial Activities (SOFA) in the period in which the charity becomes entitled to the funds.

Interest receivable

Interest is included in the Statement of Financial Activities (SOFA) when receivable by the charity.

Resources expended

Resources expended are recognised in the period in which they relate to. Resources expended include attributable VAT which cannot be recovered.

Resources expended are allocated to the particular activity where the cost relates directly to that activity. Where costs are attributable to more than one activity, the costs are apportioned across those activities on the basis of an estimate of their usage. Charitable activities include expenditure associated with the operation of the meeting houses and running charitable activities and include both the direct costs and support costs relating to these activities. Governance costs include those costs incurred in the governance of the Charity and its assets and are primarily associated with constitutional and statutory requirements.

Raising funds

Resources expended in relation to the raising of funds relate to the management costs associated with the fixed asset investments and the maintenance costs associated with the freehold land and buildings which are held at cost. Expenditure is recognised in the period to which it relates.

Charitable activities

Resources expended on charitable activities covers the majority of the operations of the charity. This includes all administrative and general operating costs of the charity, including the employment of a residential warden at one meeting house and a 0.2FTE Quaker University Chaplain until October. Donations to other organisations and grants offered are also included in this breakdown.

Grants

The charity offers grants to other organisations as well as individuals.

Grants payable with performance conditions

Where the charity offers a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised as resources expended in the Statement of Financial Activities (SOFA) once the recipient of the grant has completed their obligations to meet the performance conditions.

LEEDS AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 December 2024

1. ACCOUNTING POLICIES - continued

Charitable activities

Grants payable without performance conditions

Where there are no conditions attached to a grant offered by the charity, the full cost of the grant is recognised in the Statement of Financial Activities (SOFA) as an outgoing resource in the period where the grant is offered and accepted by the donee.

Tangible fixed assets

Individual fixed assets costing £500 or more are capitalised at cost.

Depreciation is provided on all tangible fixed assets at rates calculated to write each asset down to its estimated residual value evenly over its expected useful life, as follows:-

Fixtures, fittings and equipment: straight line over 5 years

Freehold land & buildings : regular revaluations

Taxation

As a charity, the organisation benefits from rates relief and is generally exempt from corporation tax, but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

	2024	2023
	£	£
Rent from investment property (cottages and Carlton Hill offices)	42,054	38,274
Interest and dividends	10,242	7,679
	<hr/>	<hr/>
	52,296	45,953

LEEDS AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 December 2024

3. RAISING FUNDS

Investment management costs	2024	2023
	£	£
Investment management costs	5,091	5,029
Maintenance of investment property	14,133	12,183
	<u>19,224</u>	<u>17,212</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2024 nor for the year ended 31 December 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2024 nor for the year ended 31 December 2023.

5. STAFF COSTS

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

	2024	2023
Full time equivalent	1	1

No employees received emoluments in excess of £60,000.

LEEDS AREA QUAKER MEETING
NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2024

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	61,172	4,857	66,029
Investment Income	45,953		45,953
Other income	173,395		173,395
Total income	280,520	4,857	285,377
EXPENDITURE ON			
Raising funds	17,212		17,212
Charitable activities			
Depreciation	4,920		4,920
Administrative costs	58,690	61	58,751
Utilities, services and insurance	31,690		31,690
Property maintenance	58,150		58,150
Donations to other Quaker organisations	4,320		4,320
Grants payable	2,314	6,264	8,578
Salaries, NI and pensions	32,902		32,902
Non-Quaker donations	184		184
Independent examination costs	1,745		1,745
Total expenditure	212,127	6,325	218,452
NET INCOME/(EXPENDITURE)	68,393	(1,468)	66,925
Transfers between funds			
Net gains/(losses on investments)	7,608	10,187	17,795
Net movement in funds	76,001	8,719	84,720
RECONCILIATION OF FUNDS			
Fund balances brought forward	4,610,974	231,327	4,842,301
Fund balances carried forward	4,686,975	240,046	4,927,021

LEEDS AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 December 2024

7 RESTRICTED FUNDS

	Balance b/f at 1.1.24 £	Incoming £	Outgoing £	Transfers between funds £	Balance c/f at 1.1.25 £
Friends Action on Poverty	5,953	10	(500)		5,463
LAQM Trust Fund	228,914	213		(15,278)	213,849
Small Grants Fund	4,610	2,055	(2,398)	5,000	9,267
Refugee Appeal	569	5,291		(3,318)	2,542
LCC Ukraine Support Fund	0	6,000		(6,000)	0
	240,046	13,569	(2,898)	(19,596)	231,121

Fund Name

Friends Action on Poverty	To provide grants to individuals or organisations in the Leeds area to relieve poverty.
LAQM Trust Fund	This fund was formerly managed as a separate charity but was merged with LAQM on 30 December 2012. The object of the fund is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the vicinity of Leeds and Ilkley and beyond. Most of the fund balance is in investments and the income is the growth on that investment.
Small Grants Fund	To assist voluntary and charitable organisations running projects in line with Quaker values of Truth, Simplicity, Sustainability, Peace and Equality. The income is a combination of dividends and withdrawals from the LAQM Trust Fund investments, bank interest and income from solar panels
Refugee Fund	Donations from fundraising appeal towards supporting refugees. The transfer represents a proportion of the loss of rental income from the Roundhay investment property used for the Ukrainian family programme
LCC Ukraine Support Fund	Grant towards the cost of hosting a Ukrainian facility. The transfer represents a proportion of the loss of rental income from the Roundhay investment property used for the programme.

LEEDS AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 December 2024

8 DESIGNATED FUNDS	Balance b/f at 1.1.24 £	Incoming £	Outgoing £	Transfers between funds £	Balance c/f at 1.1.25 £
Sanctuary Everywhere	13,702		3,950		9,752
Enrichment	8,062		100		7,962
	21,764	0	4,050		17,714

Fund name	Reason for designation
Sanctuary Everywhere	To support the work carried out by the local meetings in relation to refugees and asylum seekers.
Enrichment	A fund to help support the life of local meetings and to enrich the spiritual life of the meetings.

9. TANGIBLE FIXED ASSETS

	Freehold Property £	Computer Equipment £	Total £
COST			
At 1st January 2024 and 31st December 2024	4,131,749	24,627	4,156,376
DEPRECIATION			
At 1st January 2024		23,102	23,102
Charge for year		1,525	1,525
At 31st December 2024		24,627	24,627
NET BOOK VALUE			
At 31st December 2024	4,131,749	0	4,131,749
At 31st December 2023	4,131,749	1,525	4,133,274

LEEDS AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 December 2024

10. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1st January 2024	396,159
Income generated	10,174
Management fees	-5,091
Withdrawals	-49,500
Gain/(loss) on revaluation	8,577
At 31st December 2024	
NET BOOK VALUE	
At 31st December 2024	360,319
At 31st December 2023	396,159

Fixed asset investments consist of a range of holdings, managed by an investment manager on behalf of the Charity. Investments held at the reporting date are made up of a global portfolio of gilts, corporate bonds and index funds which diversify the portfolio such that the relative risk of the investment is reduced.

11 DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade Debtors	2,500	566
Prepayments	4,776	3,624
	7,276	4,190

12 CASH AT BANK

	2024 £	2023 £
Central	73,412	41,063
Adel	40,005	48,236
Carlton	73,382	93,791
Gildersome	11,449	21,648
Ilkley	16,289	23,227
Rawdon	20,670	21,936
Roundhay	41,483	34,244
Leeds City Credit Union	110,998	110,998
	387,688	395,143

LEEDS AREA QUAKER MEETING

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2024**

13 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2024	2023
	£	£
Accrued expenses	1,170	1,745
Creditors (acting as agent)	1,152	
	2,322	1,745

14. MOVEMENT IN FUNDS

	At 1.1.24	Net movement in funds	At 31.12.24
	£	£	£
Unrestricted funds			
General fund	4,686,975	-33,386	4,653,589
Restricted funds			
Restricted funds	240,046	-8,925	231,121
TOTAL FUNDS	4,927,021	-42,311	4,884,710

Net movement in funds included in the above are as follows:

	Incoming resources	Outgoing resources	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	213,161	-250,567	4,020	-33,386
Restricted funds				
Restricted funds	13,569	-27,051	4,557	-8,925
TOTAL FUNDS	226,730	-277,618	8,577	-42,311

LEEDS AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 December 2024

14. MOVEMENT IN FUNDS - continued

	Balance b/f at 1.1.23	Net movement in funds	Transfers between funds	Balance c/f at 31.12.23
Comparatives for movement in funds	£	£	£	£
Unrestricted funds				
General fund	4,610,974	76,001		4,686,975 0
Restricted funds				
Restricted funds	231,327	17,859	-9,141	240,045
TOTAL FUNDS	4,842,301	93,860	-9,141	4,927,020

Comparative net movement in funds, included in the above are as follows:

	Incoming resources	Outgoing resources	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	262,717	-195,057	8,341	76,001
Restricted funds				
Restricted funds	22,941	-23,676	9,454	8,719
TOTAL FUNDS	285,658	-218,733	17,795	84,720

A current year 12 months and prior year 12 months combined position is as follows:

	Balance b/f at 1.1.23	Net movement in funds	Transfers between funds	Balance c/f at 31.12.24
Comparatives for movement in funds	£	£	£	£
Unrestricted funds				
General fund	4,610,974	42,615	0	4,653,589
Restricted funds				
Restricted funds	231,327	8,935	-9,141	231,121
TOTAL FUNDS	4,842,301	51,550	-9,141	4,884,710

LEEDS AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 December 2024

14. MOVEMENT IN FUNDS – continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Outgoing resources £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	475,878	-445,624	12,361	42,615
Restricted funds				
Restricted funds	36,510	-50,727	14,011	-206
TOTAL FUNDS	512,388	-496,351	26,372	42,409

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the years ended 31 December 2024 or 31 December 2023.

LEEDS AREA QUAKER MEETING

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 31 December 2024

	2024	2023
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	63,775	66,029
Gift aid	13,828	9,277
Grants received	6,000	5,500
	83,603	80,806
Investment Income		
Rent from investment property	42,054	38,274
Interest and dividends	10,242	7,679
	52,296	45,953
Charitable activities		
Insurance claim		83,679
	0	83,679
Other income		
Other receipts	1,994	1,600
Activities	571	(6)
Letting of Meeting Houses	88,266	72,863
Other fundraising income		482
	90,831	74,939
Total incoming resources	226,730	285,377
EXPENDITURE		
Investment management costs		
Investment management costs	5,091	5,029
Maintenance of investment property	14,133	12,183
	19,224	17,212
Charitable activities		
Property maintenance	92,064	58,150
Administration and consultancy	9,683	850
Utilities, service and insurance	43,935	31,690
Salaries, National Insurance and pension costs	38,246	32,902
Library	1,749	1,267
Outreach	7,385	275
Committees and conferences	1,772	3,352
Grants payable	9,110	8,578
Activities	1,415	8,027
Northern Friends Peace Board (NFPB) quota	1,700	1,730

Continued...

This page does not form part of the statutory financial statements

LEEDS AREA QUAKER MEETING

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 31 December 2024

Charitable activities continued

QIY quota	850	0
Donations to yearly meeting	42,500	43,250
Donations to other Quaker groups	2,970	4,320
Non-Quaker donations	2,320	184
Depreciation	1,525	4,920
Accountancy and independent examination	1,170	1,745
Total expenditure	277,618	218,452
Net income / (expenditure) before gains and losses	-50,888	66,925
Realised recognised gains and losses		
Realised gains/(losses) on fixed assets investments	8,578	17,795
Net income/(expenditure)	-42,310	84,720

LEEDS AREA QUAKER MEETING

England & Wales - Charity number 1134542

Accounts

REGISTERED CHARITY NUMBER: 1134542

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023
FOR
LEEDS AREA QUAKER MEETING**

Flint & Thompson
2 Manor Square
Solihull
West Midlands
B91 3PX

LEEDS AREA QUAKER MEETING

CONTENTS OF THE FINANCIAL STATEMENTS for the Year Ended 31 December 2023

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LEEDS AREA QUAKER MEETING

**REFERENCE AND ADMINISTRATIVE DETAILS
for the Year Ended 31 December 2023**

TRUSTEES	C Middleton D Griffiths C Staynes P Gerwat R S Bevan T Griffin T Bland K Forest P C Ellis S Horsfall
PRINCIPAL ADDRESS	Quaker Meeting House 188 Woodhouse Lane Lclds LS2 9DX
REGISTERED CHARITY NUMBER	1134542
INDEPENDENT EXAMINER	Flint & Thompson 2 Manor Square Solihull West Midlands B91 3PX
SOLICITORS	Ramsdens Solicitors LLP Ramsden Street Huddersfield HD1 2TH
STOCKBROKERS	Charles Stanley & Co. Limited 7 Park Row Leeds LS1 5HD

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2023

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Status and Objectives

Leeds Area Quaker Meeting is a Registered Charity 1134542. The object of the Leeds 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 the Leeds Meeting and beyond.

Charity Details

Charity number: 1134542

Registered Address Friends Meeting House, 188 Woodhouse Lane Leeds LS2 9DX

Website: www.leedsquakers.org.uk

Custodian Trustees

Property Friends Trust Limited, 173-177 Euston Road, London, NW1 2BJ

Stockbrokers

Charles Stanley & Co. Limited, 7 Park Row, Leeds, LS1 5HD

Accounts Examiner

Flint & Thompson, 2 Manor Square, Solihull, W Midlands, B91 3PX

Membership

The members of LAQM are those persons whose names are for the time being recorded in the official register maintained in accordance with the Quaker Faith and Practice of Britain Yearly Meeting.

Membership (2023) 170

(2022) 173

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2023

OBJECTIVES AND ACTIVITIES

Trustee Appointments 2023

The following trustees served in the reporting period 1st January - 31st December 2023:

Sophie Bevan (from 07/07/21) , 1st term ends 31/12/2023 (unattached)
Tracey Bland 1st term ends 31/12/2025 (Carlton Hill)
Peter Coltman 1st term ends 31/12/2023 (LAQMT Clerk) (Adel)
Paul Ellis (from 25/01/2023) , 1st term ends 31/12/2025 (Roundhay)
Ken Forrest 1st term ends 31/12/2025 (Carlton Hill)
Pat Gerwat (from 04/05/21) , 2nd term ends 31/12/2025 (Adel)
Tricia Griffin (from 05/09/2021) , 1st term ends 31/12/2024 (Carlton Hill)
David Griffiths 2nd term ends 31/12/2025 (Rawdon)
Diana Jakeways 3rd term ends 31/12/2023 (LAQM treasurer) (Ilkley)
Christine Middleton 2nd term ends 31/12/2024 (Roundhay)
Chris Staynes 1st term ends 31/12/2023 (Gildersome)
Data Protection : Keith Mollison served in this role as part of his duties as LAQM Assistant Clerk (Membership)

Trustees are required to sign Register of Interest statements annually.

Trustee Appointments 2024

The following trustees were appointed to serve in 2024

Sophie Bevan 2nd term ends 31/12/2026 (unattached) Oversight of Health & Safety
Tracey Bland 1st term ends 31/12/25 (LAQMT Clerk) (Carlton Hill) Oversight of Investment, Employment , Property and Data Protection
Paul Ellis 1st term ends 31/12/2025 (LAQM co-treasurer) (Roundhay) Oversight of Investment
Ken Forrest 1st term ends 31/12/2025 (Carlton Hill) Oversight of Property
Pat Gerwat 2nd term ends 31/12/2025 (Adel) Oversight of Employment and Data Protection
Tricia Griffin 1st term ends 31/12/2024 (Carlton Hill)
David Griffiths 2nd term ends 31/12/2025 (Rawdon) Oversight of Grants
Sandra Horsfall 1st term ends 31/12/2026 (Adel) Oversight of Grants
Christine Middleton 2nd term ends 31/12/2024 (Roundhay) Oversight of Safeguarding
Chris Staynes 2nd term ends 31/12/2026 (Gildersome) Oversight of Health & Safety

LAQM Area Meeting Office Holders 2023

Co-Clerks: Barbara Parry , Robert Keeble
Assistant Clerk (membership): Keith Mollison
Clerk of Trustees: Peter Coltman
LAQM Treasurer: Diana Jakeways
Safeguarding Coordinators: Sarah Coltman, Anita Link,
Christine Middleton, Ruth Woodhead
Safeguarding Trustee : Christine Middleton

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2023

FINANCIAL REVIEW

Quaker Meetings for Leeds

One of the primary ways we fulfil our charitable purpose is through the regular holding of public meetings for worship in the manner of Friends: it is the leadings in these meetings for worship that inform and nurture our spiritual development and the action that springs from it. During 2023, meetings for worship were organised at the following locations and at the days and times indicated.

- Adel Friends Meeting House New Adel Lane, Leeds, LS16 6AZ
email adel@quaker.org.uk Meeting for Worship: Sundays, 10.45 am (plus Zoom Meeting for Worship). Otley Meeting for Worship, The Courthouse, Courthouse Street, Otley LS21 3AN 11.15am on the last Sunday of the month.
- Carlton Hill Friends Meeting House 188 Woodhouse Lane, Leeds, LS2 9DX . email:carltonhill@quaker.org.uk
Meeting for Worship: Sundays, 10.45 am (plus Zoom Meeting for Worship), additional meeting fourth Sunday of the month 9.30am
- Gildersome Friends Meeting House 75 Street Lane, Gildersome, Leeds, LS27 7HX Meeting for Worship: Sundays, 10.45 am
- Ilkley Friends Meeting House Queens Road, Ilkley, Leeds, LS29 9QJ email : hello@ilkleyquakers.org.uk Meeting for Worship Sunday 10.30 am (plus Zoom Meeting for Worship)
- Rawdon Friends Meeting House Quakers Lane, Rawdon, Leeds, LS19 6HU tel: 0791 494 4368 Meeting for Worship: Sundays, 10.45 am
- Roundhay Friends Meeting House 136 Street Lane, Leeds, LS8 2BW tel: 0113 293 3684 email:roundhay@quaker.org.uk
Meeting for Worship: Sundays, 10.45 am
- Leeds University, Leeds LS2 9JT Claire Chapel, The Emmanuel Centre. Staff and students from the University of Leeds and Leeds Beckett University are welcome. Meeting for Worship Tuesdays 1.05pm
- Bedford Court Extra Care Housing and Residential Home Olive Lodge, Broadgate Lane, Horsforth, Leeds LS18 4SE
Meeting for Worship first & third Wednesday of the month 10.30am

Area and Local Meeting Activities

At the end of 2023, many of our local meetings were feeling positive about the future; Gildersome Meeting reported record attendances at Meeting for Worship, members of Roundhay Meeting stated that the meeting felt more united following support from our local development workers to overcome divisions and anxiety within the meeting and members of Carlton Hill Meeting rejoiced in the way their meeting was enlivened by the children and young adults who attend.

Activities at local meetings have included: after meeting and evening discussions, introduction to Quakerism evenings, participation in heritage open days, sessions provided for a school religious diversity day, poetry and prose evenings and an interfaith vigil for peace. Blended and online Meetings for Worship continue and are valued by those prevented from attending in person.

As we continue to face difficulties in finding role-holders, Adel Meeting has established a caring circle to provide pastoral care in a shared way and Rawdon Meeting, already providing pastoral care via a caring circle, is now exploring alternative ways of providing clerking duties. Ilkley Meeting have found that replacing some traditional committee structures with task groups is working well.

We have continued to support the Ukrainian refugee family living in the flat at Roundhay Meeting House and have sponsored two more family members to join them in the UK. We have started a process of discernment with regard to making reparations to Black communities whose ancestors were enslaved and are considering what support we can give with open hands and hearts as part of our continuing learning and understanding, seeking to build positive relationships and address historic injustices.

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2023

Trustee Business in 2023

Trustees met 6 times in 2023. A well-attended Basic Safeguarding Training session was held with representation from all local meetings in March 2023. Safeguarding matters are dealt with through the area-wide Safeguarding Group. There were no safeguarding incidents in 2023.

Our consideration of the risk of declining membership was taken to the Area Meeting and led to a workshop on "Simpler and more life giving communities".

It was agreed to recruit a paid Universities Chaplain on a one day a week basis and an appointment was made shortly after the beginning of the academic year.

The Quinquennial report on Adel Meeting House led to a substantial schedule of repairs. A decision was taken to renovate the cottage at Gildersome Meeting House with work due to commence in 2024. At Rawdon Meeting House, the cottage was refurbished and landscaping of the burial ground took place.

Room hire has not returned to pre-Covid levels at all meeting houses although, in the short term, this loss has been offset by an insurance payment received for the loss of lettings income during the pandemic.

Reserves policy

Our reserves policy was formally adopted on 16th May 2018 and amended on 20th November 2018. The policy is to hold at Local Meeting level:

- a current reserve of 50% of normal expenditure plus a reserve equal to 50% of rents from investments properties (to account for void rental periods);
- plus a capital reserve of 100% of the planned capital expenditure for the next 12 months plus any anticipated capital expenditure in excess of £10,000 in the next 5 years.

At Area Meeting level, the following Central reserves will be maintained, subject to annual review:

- 50% of the anticipated external expenditure for the coming year of the Central Fund
- 100% of the annual small grants budget
- Such other amount as the trustees may from time to time deem appropriate having regards to the currently perceived risks

The Area Meeting reserves will be the sum of the local meeting reserves and the Central reserves. The acceptable range of reserves shall lie between a £20,000 deficit and a £50,000 surplus on the calculated figure. The reserves will be maintained by an annual review by the treasurers and reported to the trustees, and by the discipline of setting aside a proportion of the rebuilding costs of our various buildings into the Building Futures Fund each year.

Building Futures Fund

Most of this fund is held in a Leeds City Credit Union account from which we do not take interest so that it can be used to good effect while not required by LAQM. Part of the fund is held in a current account for cash flow purposes.

Local meetings contributed £17,300 to the fund in 2023. A payment of £5,000 was made to Rawdon LM to support the refurbishment of their Quaker Cottage.

The value of the fund at the year-end was £125,860.

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2023

Grants

Our Small Grants Fund is supported by income from investments and by withdrawal from the investment if necessary while dividends remain low. Collections by meetings and donations from individuals finance the Friends Action on Poverty Fund (FAoP). Since there were only 4 Friends left making regular donations Trustees discussed in July whether to make a new appeal for donors for this fund or to concentrate efforts on the Refugee Appeal Fund. The decision was made to run down and close the FAoP and the remaining donors were invited to contribute to the Refugee Fund instead.

The Ministry & Resources Sanctuary Everywhere and Enrichment Funds were fixed sums of £20K and £10K respectively committed in 2018 for ongoing work with asylum seekers and refugees and to support the administration and spiritual life of our local meetings. This year the Enrichment Fund has been used to provide archiving materials for the Quaker archive held at Leeds University and to pay a Burial Grounds Administrator for our local meetings.

The Grants sub-committee of the Trustees continued to meet to consider applications to all of these funds from organisations and individuals in need throughout the year. For non-Quaker organisations trustees accept Minutes from the Grants Subcommittee giving reasons for the donations. All of these Minutes were accepted by trustees in 2023.

Trustees agreed the following grants in 2023:

Grants to non-Quaker organisations

Otley 2030 Green Fair (to support a collaborative 3-day Green Festival run by Otley 2030) in line with our sustainability testimony	£250
Garforth Refugee Group (to provide clothes and toiletries for asylum seeking men)	£350
Conversation Club Leeds (supporting work to help asylum seekers and refugees to make friends, practise speaking English and gain confidence in their new surroundings)	£950
LASSN (to promote wellbeing for the 11 occupants of the Grace Hosting houses by paying for gym passes for 4 months).	£924
Leeds Doughnut Festival (to support a series of events centred on Climate Justice, Environmental Racism and actions that can be taken in Leeds, together and as individuals, to address this)	£990
SEALS (outdoor walks with volunteers for refugees and asylum seekers: to provide opportunities for socialization / integration and to practise speaking English while benefitting from interacting with the natural environment)	£500
Otley Space (a project based in the most deprived area of Otley which fits with other Otley 2030 projects such as the Community Pantry and Fruit and Vegetable box deliveries)	£400
Individuals in need	£1,982

In addition to the Grants made at Area Meeting level, some Local Meetings hold collections for, or pass on funds on behalf of individuals to, various charities throughout the year. In 2023 these were as follows:

Acting as agent for:

BYM	£252
Quaker organisations	£3,217
Non-Quaker organisations	£6,062

Public Benefit Statement

In summary, the Trustees have demonstrated above how LAQM complies with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit, through

- Regular holding of public Meetings for Worship;
- Provision of information about the Quaker way through Quaker Quest, discussion and study groups and literature, participation in Quaker week and National Heritage Day;
- Maintaining Meeting Houses which are used by many different groups and are of value to the local community; and
- Promoting and enabling donations in cash and kind to organisations in the UK and overseas working to support causes whose values accord with the aims and objectives of the Charity.

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2023

Financial Review of 2023

The financial position of LAQM is shown in pages 10-22 of this report. Most activities within the Area Meeting are undertaken on a delegated basis by Local Meetings.

Each Local Meeting has its own treasurer. Local Meeting accounts are consolidated to produce the Leeds Area Quaker Meeting financial statements. The 2023 accounts consolidation activity has been undertaken by Flint & Thompson

During 2023, Trustees encouraged Local Meetings to seek to achieve fund- raising targets to raise money in support of the centrally-managed work of the Religious Society of Friends (Quakers) in Britain; the work of the Northern Friends Peace Board; Quaker collective activity in Leeds; and in support of Quakers in Yorkshire which emphasizes opportunities for Children and Young People and wider outreach.

In relation to support of the centrally-managed work the sum of £250 per member was advised and attained to provide our yearly quota for BYM. Overall this represents an excellent achievement to enable the central charitable work in the UK and overseas to be conducted on behalf of all Quakers in Britain.

The net movement of funds for the year was £84,720 comprising a surplus of £8,719 on restricted funds and a surplus of £76,001 on unrestricted funds. £17,795 represents gains on investments. Our unrestricted free reserves were £4,686,975 on 31 December 2023.

Trustees governance

Trustees of LAQM are appointed in accordance with the charity's governing document which states:

The Area Quaker Meeting shall appoint from its membership a body of trustees not ordinarily fewer than five or more than fifteen persons.

i. The trustees shall so far as practicable include the Area Quaker Meeting treasurer and representatives of each meeting contained within the Area Quaker Meeting but not the clerk of the Area Quaker Meeting, nor any employee of the Area Quaker Meeting.

ii. One trustee, but not the Area Quaker Meeting treasurer, shall be appointed by Area Quaker Meeting in session to act as clerk to the trustees.

The appointments shall be reviewed at intervals not exceeding three years. A trustee can be reappointed on no more than two occasions to give an unbroken term of service as a trustee of the Area Quaker Meeting not exceeding nine years. That person cannot then be reappointed as a trustee of that Area Quaker Meeting until three years have elapsed after the end of the last period of service in that capacity.

Future Developments

In 2024, we will continue to support the work of the University Chaplain, and we look forward to receiving updates on chaplaincy work. We value the presence of young people within the Quaker community and continue to contribute towards the funding of the Youth Development Worker for Quakers in Yorkshire.

It is expected that the issue of reparations for slavery will be considered in greater depth during 2024, in the hope that an appropriate set of responses can be put into action.

Trustees, and the Area Meeting as a whole, will be considering the recommendation, put forward by the Yorkshire Quaker Governance Group, to create a single charitable body for Quakers in Yorkshire.

LEEDS AREA QUAKER MEETING

REPORT OF THE TRUSTEES for the Year Ended 31 December 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Leeds Area Quaker Meeting (LAQM) Governing Document was adopted in December 2008 and was reviewed in February 2018. Previously an excepted charity, LAQM was registered with the Charity Commission on 26 February 2010. In addition to the Governing Document adopted in 2008 there is a Charity Scheme which brings together all the former trusts relating to previous Monthly Meetings into the current Area Meeting. This can be described as "The scheme governing the charities now known together as Leeds Area Quaker Meeting (1134542) and altering or affecting part of Brighouse, Leeds and Settle Buildings Charity (228684) dated 31st March 2015 ".

Britain Yearly Meeting (BYM) is the final constitutional authority of the religious Society of Friends in Great Britain. Its membership consists of all those who belong to the Quaker Area Meetings. LAQM is one of 70 constituent Area Meetings within Britain Yearly Meeting.

The object of LAQM is the furtherance in Leeds and beyond of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain, or Britain Yearly Meeting (BYM). There are seven clauses set out in the charity's governing document which describe this more fully:

- strengthening the life and witness of Quaker meetings both in the area of Leeds Area Quaker Meeting and beyond;
- Spreading the message of Quakers and interpreting and developing the thought and practice of the Religious Society;
- Undertaking Quaker service for the relief of suffering at home and abroad ;
- Funding the concerns that Quaker meetings in the area of Leeds Area Quaker Meeting or beyond have adopted or agreed to support;
- Providing for the pastoral care of individual members and attenders including assistance to those in need and for education ;
- Maintaining and developing Quaker meeting houses as places for public worship and from which to carry our witness into the world;
- Administering and maintaining the organisation of Leeds Area Quaker Meeting and contributing to the support of Britain Yearly Meeting

Approved by order of the board of trustees on 23rd October 2024 and signed on its behalf by:



T Bland - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
LEEDS AREA QUAKER MEETING**

Independent examiner's report to the trustees of Leeds Area Quaker Meeting

I report to the charity trustees on my examination of the accounts of Leeds Area Quaker Meeting (the Trust) for the year ended 31 December 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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



Peter Georgiades BA FCA

Flint & Thompson
2 Manor Square
Solihull
West Midlands
B91 3PX

23 October 2024

LEEDS AREA QUAKER MEETING

**STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 December 2023**

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		64,700	16,106	80,806	95,289
Charitable activities					
Insurance claims		83,679	-	83,679	-
Investment income	2	39,399	6,554	45,953	33,382
Other income		<u>74,939</u>	<u>-</u>	<u>74,939</u>	<u>77,129</u>
Total		<u>262,717</u>	<u>22,660</u>	<u>285,377</u>	<u>205,800</u>
 EXPENDITURE ON					
Raising funds	3	14,303	2,909	17,212	16,675
Charitable activities					
Depreciation		4,920	-	4,920	4,926
Administrative costs		8,269	-	8,269	13,634
Utilities, services and insurance		38,489	-	38,489	32,184
Property maintenance		38,528	19,622	58,150	56,869
Donations to other Quaker organisations		49,300	-	49,300	48,520
Grants payable		3,786	3,495	7,281	9,070
Salaries, NI and pensions		32,902	-	32,902	28,354
Non-Quaker donations		184	-	184	3,905
Independent examination costs		<u>1,745</u>	<u>-</u>	<u>1,745</u>	<u>1,440</u>
Total		<u>194,776</u>	<u>23,676</u>	<u>218,452</u>	<u>215,577</u>
Net gains/(losses) on investments		<u>8,341</u>	<u>9,454</u>	<u>17,795</u>	<u>(54,577)</u>
NET INCOME/(EXPENDITURE)		76,282	8,438	84,720	(64,354)
 RECONCILIATION OF FUNDS					
Total funds brought forward		4,610,974	231,327	4,842,301	4,906,655
Transfers between funds		(281)	281	-	-
TOTAL FUNDS CARRIED FORWARD		<u>4,686,975</u>	<u>240,046</u>	<u>4,927,021</u>	<u>4,842,301</u>

The notes form part of these financial statements

LEEDS AREA QUAKER MEETING

**BALANCE SHEET
31 December 2023**

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	9	4,133,274	-	4,133,274	4,138,194
Investments	10	<u>167,246</u>	<u>228,913</u>	<u>396,159</u>	<u>376,665</u>
		4,300,520	228,913	4,529,433	4,514,859
CURRENT ASSETS					
Debtors	11	4,190	-	4,190	105
Cash at bank	12	<u>384,010</u>	<u>11,133</u>	<u>395,143</u>	<u>328,777</u>
		388,200	11,133	399,333	328,882
CREDITORS					
Amounts falling due within one year	13	(1,745)	-	(1,745)	(1,440)
		<u>386,455</u>	<u>11,133</u>	<u>397,588</u>	<u>327,442</u>
NET CURRENT ASSETS					
		<u>386,455</u>	<u>11,133</u>	<u>397,588</u>	<u>327,442</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>4,686,975</u>	<u>240,046</u>	<u>4,927,021</u>	<u>4,842,301</u>
NET ASSETS					
		<u>4,686,975</u>	<u>240,046</u>	<u>4,927,021</u>	<u>4,842,301</u>
FUNDS					
Unrestricted funds	14			4,686,975	4,610,974
Restricted funds				<u>240,046</u>	<u>231,327</u>
TOTAL FUNDS					
				<u>4,927,021</u>	<u>4,842,301</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 23rd October 2024 and were signed on its behalf by:



T Bland - Trustee



P C Ellis - Trustee

LEEDS AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 December 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The trustees are satisfied that there are no material uncertainties that will affect the charity's ability to continue as a going concern for a period of no less than 12 months from the signing of the Balance Sheet.

Incoming resources

Donations and legacies

All incoming donations and legacies are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Rental/Hire of meeting houses and investment properties

Incoming resources from rental activities are included in the Statement of Financial Activities (SOFA) in the period in which the charity becomes entitled to the funds.

Interest receivable

Interest is included in the Statement of Financial Activities (SOFA) when receivable by the charity.

Resources expended

Resources expended are recognised in the period in which they relate to. Resources expended include attributable VAT which cannot be recovered.

Resources expended are allocated to the particular activity where the cost relates directly to that activity. Where costs are attributable to more than one activity, the costs are apportioned across those activities on the basis of an estimate of their usage. Charitable activities include expenditure associated with the operation of the meeting houses and running charitable activities and include both the direct costs and support costs relating to these activities. Governance costs include those costs incurred in the governance of the Charity and its assets and are primarily associated with constitutional and statutory requirements.

Raising funds

Resources expended in relation to the raising of funds relate to the management costs associated with the fixed asset investments and the maintenance costs associated with the freehold land and buildings which are held at cost. Expenditure is recognised in the period to which it relates.

Charitable activities

Resources expended on charitable activities covers the majority of the operations of the charity. This includes all administrative and general operating costs of the charity, including the employment of a residential warden at one meeting house and a 0.2FTE Quaker University Chaplain since last October. Donations to other organisations and grants offered are also included in this breakdown.

Grants

The charity offers grants to other organisations as well as individuals.

Grants payable with performance conditions

Where the charity offers a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised as resources expended in the Statement of Financial Activities (SOFA) once the recipient of the grant has completed their obligations to meet the performance conditions.

LEEDS AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 December 2023

1. ACCOUNTING POLICIES - continued

Charitable activities

Grants payable without performance conditions

Where there are no conditions attached to a grant offered by the charity, the full cost of the grant is recognised in the Statement of Financial Activities (SOFA) as an outgoing resource in the period where the grant is offered and accepted by the donee.

Tangible fixed assets

Individual fixed assets costing £500 or more are capitalised at cost.

Depreciation is provided on all tangible fixed assets at rates calculated to write each asset down to its estimated residual value evenly over its expected useful life, as follows:-

Fixtures, fittings and equipment : straight line over 5 years

Freehold land & buildings : regular revaluations

Taxation

As a charity, the organisation benefits from rates relief and is generally exempt from corporation tax, but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. INVESTMENT INCOME

	2023	2022
	£	£
Rent from investment property	38,274	30,272
Interest and dividends	<u>7,679</u>	<u>3,110</u>
	<u>45,953</u>	<u>33,382</u>

LEEDS AREA QUAKER MEETING

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2023**

3. RAISING FUNDS

Investment management costs

	2023	2022
	£	£
Investment management costs	5,029	5,404
Maintenance of investment property	<u>12,183</u>	<u>5,686</u>
	<u>17,212</u>	<u>11,090</u>
 Aggregate amounts	 <u>17,212</u>	 <u>16,675</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2023 nor for the year ended 31 December 2022.

5. STAFF COSTS

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

	2023	2022
Full time equivalent	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	79,513	15,776	95,289
Investment income	31,235	2,147	33,382
Other income	<u>75,468</u>	<u>1,661</u>	<u>77,129</u>
Total	<u>186,216</u>	<u>19,584</u>	<u>205,800</u>
 EXPENDITURE ON			
Raising funds	13,617	3,058	16,675
 Charitable activities			
Depreciation	4,926	-	4,926

LEEDS AREA QUAKER MEETING

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2023**

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
Administrative costs	8,344	5,290	13,634
Utilities, services and insurance	32,184	-	32,184
Property maintenance	56,869	-	56,869
Donations to other Quaker organisations	48,520	-	48,520
Grants payable	100	8,970	9,070
Salaries, NI and pensions	28,354	-	28,354
Non-Quaker donations	3,905	-	3,905
Independent examination costs	1,440	-	1,440
Total	<u>198,259</u>	<u>17,318</u>	<u>215,577</u>
Net gains/(losses) on investments	<u>(23,331)</u>	<u>(31,246)</u>	<u>(54,577)</u>
NET INCOME/(EXPENDITURE)	(35,374)	(28,980)	(64,354)
Transfers between funds	<u>3,500</u>	<u>(3,500)</u>	<u>-</u>
Net movement in funds	(31,874)	(32,480)	(64,354)
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>4,642,848</u>	<u>263,807</u>	<u>4,906,655</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>4,610,974</u></u>	<u><u>231,327</u></u>	<u><u>4,842,301</u></u>

7 RESTRICTED FUNDS

	At 1.1.23 £	Incoming Resources £	Resources expended £	Transfers between funds £	At 31.12.23 £
Friends Action on Poverty	7,115	860	2,056	34	5,953
LAQM Trust Fund	217,875	14,007	2,969	-	228,913
Small Grants Fund	3,007	2,370	1,440	673	4,610
Refugee Appeal	2,980	4,397	2,809	(3,998)	569
LCC Ukraine Support Fund	350	5,500	-	(5,850)	-
TOTAL FUNDS	<u><u>231,327</u></u>	<u><u>27,133</u></u>	<u><u>9,274</u></u>	<u><u>(9,141)</u></u>	<u><u>240,046</u></u>

LEEDS AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS - continued for the Year Ended 31 December 2023

7 RESTRICTED FUNDS - continued

Fund name

Friends Action on Poverty	To provide grants to individuals or organisations in the Leeds area to relieve poverty.
LAQM Trust Fund	This fund was formerly managed as a separate charity but was merged with LAQM on 30 December 2012. The object of the fund is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the vicinity of Leeds and Ilkley and beyond. Most of the fund balance is in investments and the income is the growth on that investment.
Small Grants Fund	To assist voluntary and charitable organisations running projects in line with Quaker values of Truth, Simplicity, Sustainability, Peace and Equality. The income is a combination of dividends and withdrawals from the LAQM Trust Fund investments, bank interest and income from solar panels.
Refugee Fund	Donations from fundraising appeal towards supporting refugees. The transfer represents a proportion of the loss of rental income from the Roundhay investment property used for the Ukrainian family programme.
LCC Ukraine Support Fund	Grant towards the cost of hosting a Ukrainian facility. The transfer represents a proportion of the loss of rental income from the Roundhay investment property used for the programme.

8. DESIGNATED FUNDS

	At 1.1.23	Incoming Resources	Resources expended	Transfers between funds	At 31.12.23
	£	£	£	£	£
Sanctuary Everywhere	17,253	-	2,374	(1,177)	13,702
Enrichment Limited	8,297	-	235		8,062
TOTAL FUNDS	<u>25,550</u>	<u>-</u>	<u>2,609</u>	<u>(1,177)</u>	<u>21,764</u>

The b/fwd figures have been amended as these were intended as fixed allocations of funds but investment gains and charges were included in the figures in error in the prior year financial statements.

Fund name

Reason for designation

Sanctuary Everywhere	To support the work carried out by the local meetings in relation to refugees and asylum seekers.
Enrichment Limited	A fund to help support the life of local meetings and to enrich the spiritual life of the meetings.

LEEDS AREA QUAKER MEETING

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2023**

9. TANGIBLE FIXED ASSETS

	Freehold property £	Computer equipment £	Totals £
COST			
At 1 January 2023 and 31 December 2023	<u>4,131,749</u>	<u>24,627</u>	<u>4,156,376</u>
DEPRECIATION			
At 1 January 2023	-	18,182	18,182
Charge for year	<u>-</u>	<u>4,920</u>	<u>4,920</u>
At 31 December 2023	<u>-</u>	<u>23,102</u>	<u>23,102</u>
NET BOOK VALUE			
At 31 December 2023	<u>4,131,749</u>	<u>1,525</u>	<u>4,133,274</u>
At 31 December 2022	<u>4,131,749</u>	<u>6,445</u>	<u>4,138,194</u>

When the various properties owned by the charity we revalued in January 2017 the investment element and the programme related elements were not split.

It is not possible to estimate these values with a sufficient degree of certainty and so all of the charities properties have been included within fixed assets.

10. FIXED ASSET INVESTMENTS

	Listed investments £
MARKET VALUE	
At 1 January 2023	376,665
Income generated	6,728
Management fees	(5,029)
Gain/(loss) on revaluation	<u>17,795</u>
At 31 December 2023	<u>396,159</u>
NET BOOK VALUE	
At 31 December 2023	<u>396,159</u>
At 31 December 2022	<u>376,665</u>

Fixed asset investments consist of a range of holdings, managed by an investment manager on behalf of the Charity. Investments held at the reporting date are made up of a global portfolio of gilts, corporate bonds and index funds which diversify the portfolio such that the relative risk of the investment is reduced.

LEEDS AREA QUAKER MEETING

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2023**

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2023	2022
		£	£
Trade debtors		566	105
Prepayments		<u>3,624</u>	-
		<u>4,190</u>	<u>105</u>
		<u><u>4,190</u></u>	<u><u>105</u></u>
12. CASH AT BANK		2023	2022
		£	£
Central		41,063	32,520
Adcl		48,236	25,961
Carlton		93,791	67,507
Gildersome		21,648	20,334
Ilkley		23,227	28,037
Rawdon		21,936	23,248
Roundhay		34,244	17,620
Building futures		<u>110,998</u>	<u>113,560</u>
		<u>395,445</u>	<u>328,777</u>
		<u><u>395,445</u></u>	<u><u>328,777</u></u>
13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2023	2022
		£	£
Accrued expenses		<u>1,745</u>	<u>1,440</u>
		<u>1,745</u>	<u>1,440</u>
		<u><u>1,745</u></u>	<u><u>1,440</u></u>
14. MOVEMENT IN FUNDS			
	At 1.1.23	Net movement in funds	At 31.12.23
	£	£	£
Unrestricted funds			
General fund	4,610,974	76,001	4,686,975
Restricted funds			
Restricted funds	231,327	8,719	240,046
	<u>4,842,301</u>	<u>84,720</u>	<u>4,927,021</u>
TOTAL FUNDS	<u><u>4,842,301</u></u>	<u><u>84,720</u></u>	<u><u>4,927,021</u></u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	262,717	(195,057)	8,341	76,001
Restricted funds				
Restricted funds	22,941	(23,676)	9,454	8,719
	<u>285,658</u>	<u>(218,733)</u>	<u>17,795</u>	<u>84,720</u>
TOTAL FUNDS	<u><u>285,658</u></u>	<u><u>(218,733)</u></u>	<u><u>17,795</u></u>	<u><u>84,720</u></u>

LEEDS AREA QUAKER MEETING

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2023**

14. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	Transfers between funds £	At 31.12.22 £
Unrestricted funds				
General fund	4,642,848	(35,374)	3,500	4,610,974
Restricted funds				
Restricted funds	263,807	(28,980)	(3,500)	231,327
TOTAL FUNDS	<u>4,906,655</u>	<u>(64,354)</u>	<u>-</u>	<u>4,842,301</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	186,216	(198,259)	(23,331)	(35,374)
Restricted funds				
Restricted funds	19,584	(17,318)	(31,246)	(28,980)
TOTAL FUNDS	<u>205,800</u>	<u>(215,577)</u>	<u>(54,577)</u>	<u>(64,354)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.22 £	Net movement in funds £	Transfers between funds £	At 31.12.23 £
Unrestricted funds				
General fund	4,642,848	40,908	3,219	4,686,975
Restricted funds				
Restricted funds	263,807	(20,542)	(3,781)	240,046
TOTAL FUNDS	<u>4,906,655</u>	<u>20,366</u>	<u>-</u>	<u>4,927,021</u>

LEEDS AREA QUAKER MEETING

**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 December 2023**

14. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	448,933	(393,316)	(14,990)	40,908
Restricted funds				
Restricted funds	42,525	(40,994)	(21,792)	(20,542)
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>491,458</u>	<u>(434,310)</u>	<u>(36,782)</u>	<u>20,366</u>

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the years ended 31 December 2023 or 31 December 2022.

LEEDS AREA QUAKER MEETING

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 31 December 2023

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	66,029	79,513
Gift aid	9,277	12,951
Grants received	<u>5,500</u>	<u>2,825</u>
	80,806	95,289
Investment income		
Rent from investment property	38,274	30,272
Interest and dividends	<u>7,679</u>	<u>3,110</u>
	45,953	33,382
Charitable activities		
Insurance claim	83,679	-
Other income		
Other receipts	1,600	2,207
Activities	(6)	140
Letting of Meeting Houses	72,863	74,782
Other fundraising income	<u>482</u>	<u>-</u>
	<u>74,939</u>	<u>77,129</u>
Total incoming resources	285,377	205,800
EXPENDITURE		
Investment management costs		
Investment management costs	5,029	5,404
Maintenance of investment property	<u>12,183</u>	<u>5,686</u>
	17,212	11,090
Charitable activities		
Property maintenance	58,150	56,869
Administration and consultancy	850	2,843
Utilities, service and insurance	31,690	27,618
Salaries, National Insurance and pension costs	32,902	28,354
Library	1,267	1,321
Outreach	275	756
Committees and conferences	3,352	4,777
Grants payable	8,578	9,070
Activities	8,027	14,088
Northern Friends Peace Board (NFPB) quota	1,730	1,730
Donations to yearly meeting	43,250	44,000
Donations to other Quaker groups	4,320	2,790
Carried forward	124,355	194,216

This page does not form part of the statutory financial statements

LEEDS AREA QUAKER MEETING

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the Year Ended 31 December 2023

	2023	2022
	£	£
Charitable activities		
Brought forward	124,355	194,216
Non - Quaker donations	184	3,905
Depreciation	4,920	4,926
Accountancy and independent examination	<u>1,745</u>	<u>1,440</u>
	<u>201,240</u>	<u>204,487</u>
Total resources expended	<u>218,452</u>	<u>215,577</u>
Net income/(expenditure) before gains and losses	66,925	(9,777)
Realised recognised gains and losses		
Realised gains/(losses) on fixed asset investments	<u>17,795</u>	<u>(54,577)</u>
Net income/(expenditure)	<u>84,720</u>	<u>(64,354)</u>

LEEDS AREA QUAKER MEETING

England & Wales - Charity number 1134542

Accounts

Leeds Area Quaker Meeting

Registered Charity 1134542

Annual Report and Accounts 2022

Part 1 Legal and Administrative Details

Status and Objectives

Leeds Area Quaker Meeting is a Registered Charity 1134542. The object of the Leeds 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 the Leeds Meeting and beyond.

Charity Details:

Charity number 1134542

Registered Address: Friends Meeting House, 188 Woodhouse Lane, Leeds, LS2 9DX.

Website: www.leedsquakers.org.uk

Custodian Trustees - Property Friends Trust Limited, 173-177 Euston Road, London, NW1 2BJ

Stockbrokers: Charles Stanley & Co. Limited, 7 Park Row, Leeds, LS1 5HD

Solicitors: Ramsdens Solicitors LLP, Ramsden Street, Huddersfield, HD1 2TH

Accounts Examiner: Simon Bostrom, FCIE, West Yorkshire Community Accounting Service, Stringer House, 34 Lupton Street, Leeds, LS10 2QW.

Membership

The members of LAQM are those persons whose names are for the time being recorded in the official register maintained in accordance with the Quaker Faith and Practice Britain Yearly Meeting.

Membership (2022) 173 (2021) 176

Governance and Governing Document.

The Leeds Area Quaker Meeting (LAQM) Governing Document was adopted in December 2008 and reviewed in February 2018. Previously an excepted charity, LAQM was registered with the Charity Commission on 26 February 2010. In addition to the Governing Document adopted in 2008 there is a Charity Scheme which brings together all the former trusts relating to previous Monthly Meetings into the current Area Meeting. This can be described as “The scheme governing the charities now known together as Leeds Area Quaker Meeting (1134542) and altering or affecting part of Brighouse, Leeds and Settle Buildings Charity (228684) dated 31st March 2015”

Britain Yearly Meeting (BYM) is the final constitutional authority of the Religious Society of Friends in Great Britain. Its membership consists of all those who belong to the Quaker Area Meetings. LAQM is one of 70 constituent Area Meetings within Britain Yearly Meeting.

The object of LAQM is the furtherance in Leeds and beyond of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain, or Britain Yearly Meeting (BYM). There are seven clauses set out in the charity’s governing document which describe these ways more fully:

- strengthening the life and witness of Quaker meetings both in the area of Leeds Area Quaker Meeting and beyond;
- spreading the message of Quakers and interpreting and developing the thought and practice of the Religious Society;
- undertaking Quaker service for the relief of suffering at home and abroad;
- funding the concerns that Quaker meetings in the area of Leeds Area Quaker Meeting or beyond have adopted or agreed to support;
- providing for the pastoral care of individual members and attenders including assistance to those in need and for education;

- maintaining and developing Quaker meeting houses as places for public worship and from which to carry our witness into the world;
- administering and maintaining the organisation of Leeds Area Quaker Meeting and contributing to the support of Britain Yearly Meeting.

Trustees Governance

Trustees of LAQM are appointed in accordance with the charity's governing document, which states:

The Area Quaker meeting shall appoint from its membership a body of trustees not ordinarily fewer than five or more than fifteen persons.

i. The trustees shall so far as practicable include the Area Quaker meeting treasurer and representatives of each meeting contained within the Area Quaker meeting, but not the clerk of the Area Quaker meeting, nor any employee of the Area Quaker meeting.

ii. One trustee, but not the Area Quaker meeting treasurer, shall be appointed by Area Quaker meeting in session to act as clerk to the trustees.

The appointments shall be reviewed at intervals not exceeding three years. A trustee can be reappointed on no more than two occasions to give an unbroken term of service as a trustee of the Area Quaker meeting not exceeding nine years. That person cannot then be reappointed as a trustee of that Area Quaker meeting until three years have elapsed after the end of the last period of service in that capacity.

The following trustees served in the reporting period 1st January-31st

Trustee Appointments 2022

Sophie Bevan from 07/07/21 1st term, ends 31/12/2024 (Unattached)
Peter Coltman 1st term, ends 31/12/2023 (LAQMT Clerk) (Adel)
Pat Gerwat from 4/5/21 1st term, ends 31/12/2022 (Adel)
Tricia Griffin from 05/09/21 1st term, ends 31/12/2023 (Carlton Hill)
David Griffiths 1st term ends 31/12/2022 (Rawdon)
Diana Jakeways 2nd term, ends 31/12/2022 (Ilkley and LAQM Treasurer)
Christine Middleton 2nd term ends 31/12/2024 (Roundhay)
Martin Schweiger 1st term ends 31/12/2022 (Roundhay)
Chris Staynes 1st term ends 31/12/23 (Gildersome)

Data Protection: Keith Mollison is serving in this role as part of his duties as Assistant Clerk (Membership)

December 2021

Trustees, Observers and Co-Treasurers are each required to sign Register of Interest statements annually.

LAQM Area Meeting Office Holders 2022

Clerk: Martin Ford

Assistant Clerk (membership): Keith Mollison

Clerk of Trustees: Peter Coltman

LAQM Treasurer: Diana Jakeways

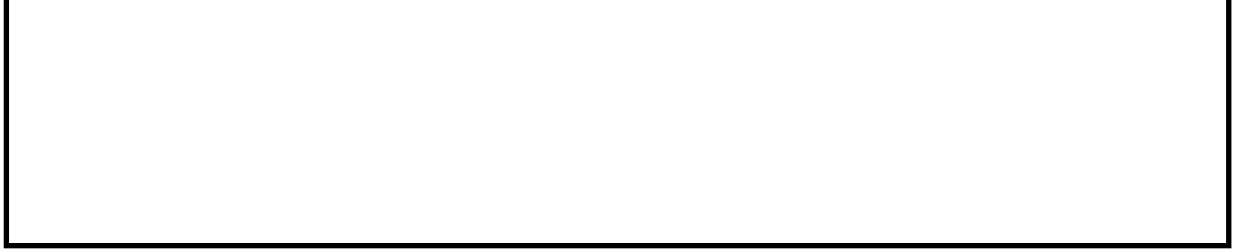
Safeguarding Coordinators: Sarah Coltman, Anita Link, Christine Middleton, Ruth Woodhead

Safeguarding Trustee : Christine Middleton

The following Trustees were appointed to serve in 2023

Trustee Appointments 2023

Sophie Bevan 1st term ends 31/12/2024 (Unattached)
Tracey Bland 1st term ends 31/12/2025 (Carlton Hill) (clerk designate)
Peter Coltman 1st term, ends 31/12/2023 (LAQMT Clerk) (Adel) Oversight of Property, Employment and Investment
Ken Forrest 1st term, ends 31/12/2025 (Carlton Hill) Oversight of Property
Pat Gerwat 2nd term, ends 31/12/2025 (Adel) Oversight of Employment
Tricia Griffin 1st term, ends 31/12/2023 (Carlton Hill)
David Griffiths 2nd term, ends 31/12/2025 (Rawdon) Oversight of Grants
Paul Ellis 1st term, ends 31/12/2025 (Roundhay)
Diana Jakeways 2nd term, ends 31/12/2023 (LAQM Treasurer) (Ilkley)



Part 2 Trustee Report -

This is the 2022 Annual Report and examined, but un-audited, Accounts for Leeds Area Quaker Meeting (LAQM) of the Religious Society of Friends (Quakers) in Britain. The report covers the period from 1 January to 31 December 2022.

Quaker Meetings for Leeds Area

One of the primary ways we fulfil our charitable purpose is through the regular holding of public meetings for worship in the manner of Friends: it is the leadings in these meetings for worship that inform and nurture our spiritual development and the action that springs from it. During 2022, meetings for worship were organised at the following locations and at the days and times indicated.

Adel Friends Meeting House New Adel Lane, Leeds, LS16 6AZ tel: 0113 289 9626 Meeting for Worship: Sundays, 10.45 am Otley Quaker Meeting The Courthouse, Courthouse St, Otley, LS21 3AN. For details, telephone: 0113 318 8084 Meeting for Worship: 10:45 am on first Sunday of every month	Carlton Hill Friends Meeting House 188 Woodhouse Lane, Leeds, LS2 9DX tel: 0113 242 2208 Meeting for Worship: Sundays, 10.45 am first Thursday of the month, 6.00 pm fourth Sunday of the month, 9.30 am	Gildersome Friends Meeting House 75 Street Lane, Gildersome, Leeds, LS27 7HX tel: 0113 285 2466 Meeting for Worship: Sundays, 10.45 am	Roundhay Friends Meeting House 136 Street Lane, Leeds, LS8 2BW tel: 0113 293 3684 Meeting for Worship: Sundays, 10.45 am
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<p>Ilkley Friends Meeting House Queens Road, Ilkley, Leeds, LS29 9QJ tel: 01943 600806 or 01943 601181 Meeting for Worship: Sundays, 10.30 am</p>	<p>Rawdon Friends Meeting House Quakers Lane, Rawdon, Leeds, LS19 6HU tel: 0113 250 4904 Meeting for Worship: Sundays, 10.45 am</p>	<p>Leeds University, Leeds LS2 9JT Claire Chapel, The Emmanuel Centre. Staff and students from the University of Leeds and Leeds Beckett University are welcome. Meeting for Worship: Tuesdays, 1.05pm</p>	<p>Bedford Court Extra Care Housing and Residential Home Olive Lodge, Broadgate Lane, Horsforth, Leeds LS18 4SE Meeting for Worship: first and third Wednesdays, 10.30am</p>
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Area and Local Meeting Activities

2022 was the year in which we recovered from the pandemic. Many Meetings continued to use Zoom, at least for some of their Meetings for Worship. While blended Meetings allowed the housebound to join in worshipping, some felt that the technology was a distraction and preferred Meetings for Worship by Zoom to be separate. All Meetings were delighted at renewed opportunities for outreach and were glad to welcome new visitors to their Meetings. We are glad that the national Society of Friends has decided to establish a regional 'hub' in premises attached to Carlton Hill Meeting.

However, we are still confronted with the challenge of a declining and ageing membership. We have too many Meetings, each with its own demands, so that we continue to have difficulty in finding individuals to do the jobs entailed. Some Meetings have consequently restructured themselves with varying success. Rawdon has abolished its Elders and Overseers group, the responsibility being devolved to all members, though the co-ordination of pastoral care rests with one individual who is also the Safeguarding Officer. Ilkley experimented with replacing its traditional committee structure with four broader groups but felt that this was only partially successful.

The Area Meeting agreed to house a refugee family from Ukraine who took up residence in the flat at Roundhay Meeting. Financial support for this project in 2022 came partly from individual gifts and Local Meeting donations and partly from a Leeds City Council *Homes for Ukraine* grant. We were reminded that the UK is also host to refugees from other parts of the world and so set aside 25% of the money donated by individuals Friends to give to a local charity which supports refugee housing needs.

Trustee Business in 2022

Throughout 2022, trustees met six times to conduct the work of the charity. Because much of this has to be devolved to individual meetings, we have a memorandum of understanding which defines where responsibilities lie.

Our clerk attended a meeting convened by Quakers in Yorkshire to consider whether the administrative burden laid on Area Meetings as charities could be reduced by merging them or amalgamating some functions.

Routine business includes the maintenance of property. Meeting Houses are reviewed every five years. In 2022, Adel and Carlton Hill were inspected and appropriate maintenance work undertaken. Appropriate training has been undertaken.

Safeguarding

Safeguarding matters are dealt with through the area-wide Safeguarding Group. There were no safeguarding incidences in 2022. We have adopted a new Safeguarding Policy which had been developed by Friends House and which is accompanied by a toolkit. Appropriate training has been undertaken.

Reserves policy

Our reserves policy was formally adopted on 16th May 2018 and amended on 20th November 2018.

The policy is to hold at Local Meeting level:

- *a current reserve of 50% of normal expenditure plus a reserve equal to 50% of rents from investments properties (to account for void rental periods); plus*
- *a capital reserve of 100% of the planned capital expenditure for the next 12 months plus any anticipated capital expenditure in excess of £10,000 in the next 5 years.*

At Area Meeting level, the following Central reserves will be maintained, subject to annual review:

- *50% of the anticipated external expenditure for the coming year of the Central Fund*
- *100% of the annual small grants budget*
- *Such other amount as the trustees may from time to time deem appropriate having regards to the currently perceived risks.*

The Area Meeting reserves will be the sum of the local meeting reserves and the Central reserves. The acceptable range of reserves shall lie between a £20,000 deficit and a £50,000 surplus on the calculated figure.

The reserves will be maintained by an annual review by the treasurers and reported to the trustees, and by the discipline of setting aside a proportion of the rebuilding costs of our various buildings into the Building Futures Fund each year.

Building Futures Fund

This fund is held in a Leeds City Credit Union account from which we do not take interest so that it can be used to good effect while not required by LAQM.

Local meetings contributed £17,600 to the fund in 2022. Payments of £14,000 were made to Adel Meeting to deal with issues raised in the quinquennial property review.

The value of the fund at the year-end was £113,560

Grants

Income from our investments feeds into our Small Grants Fund, while collections by meetings and donations from individuals finance the Friends Action on Poverty Fund. The Grants sub-committee of the Trustees continued to meet to consider applications on a smaller scale to these two funds from organisations and individuals in need throughout the year. For non-Quaker organisations trustees accept Minutes from the Grants Subcommittee giving reasons for the donations. All of these Minutes were accepted by trustees in 2022

Trustees agreed the following grants in 2022

Grants to non-Quaker organisations	
Solace (Professional support for refugees and asylum seekers dealing with mental trauma)	£990
Bahar (to support this community-based voluntary organization's registration process to become a charity together with identification and training of trustees)	£1840
Leeds Christian Community Trust (provides governance, infrastructure and development support to local initiatives looking to make a difference in Leeds.)	£3000
Circles of Life Women Together (a "Moving Forward Group" for women and girls who have experienced or been affected by gendered violence.)	£990
Though Our Eyes (to set up an inclusive, not-for-profit music group that enables people with or without disabilities to come together and socialize over a shared interest in music)	£400
SEALS (outdoor walks with volunteers for refugees and asylum seekers: to provide opportunities for socialization / integration and to practise speaking English while benefitting from interacting with the natural	£500

environment)	
Individuals in need	£1100

In addition to the Grants made at Area Meeting level, some Local Meetings hold collections for, or pass on funds on behalf of individuals to, various charities throughout the year. In 2022 these were as follows:

Acting as agent for:	
BYM	£620
Quaker organisations	£1876
Non-Quaker organisations	£6498

Public Benefit Statement

In summary, the Trustees have demonstrated above how LAQM complies with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit, through

- Regular holding of public Meetings for Worship;
- Provision of information about the Quaker way through Quaker Quest, discussion and study groups and literature, participation in Quaker week and National Heritage Day;
- Maintaining Meeting Houses which are used by many different groups and are of value to the local community; and
- Promoting and enabling donations in cash and kind to organisations in the UK and overseas working to support causes whose values accord with the aims and objectives of the Charity.

Financial Review of 2022

The financial position of LAQM is shown in Section 3 of this report. Most activities within the Area Meeting are undertaken on a delegated basis by Local Meetings.

Each Local Meeting has its own treasurer. Local Meeting accounts are consolidated to produce the Leeds Area Quaker Meeting financial statements. The 2022 accounts consolidation activity has been undertaken again by West Yorkshire Community Accounting Service (WYCAS), Stringer House, 34 Lupton Street, Leeds, LS10 2QW.

During 2022, Trustees encouraged Local Meetings to seek to achieve fundraising targets to raise money in support of the centrally-managed work of the Religious Society of Friends (Quakers) in Britain; the work of the Northern Friends Peace Board; Quaker collective activity in Leeds; and in support of Quakers in Yorkshire which emphasizes opportunities for Children and Young People and wider outreach.

In relation to support of the centrally-managed work the sum of £250 per member was advised and attained to provide our yearly quota for BYM. Overall this represents an excellent achievement to enable the central charitable work in the UK and overseas to be conducted on behalf of all Quakers in Britain.

The net movement of funds for the year was (£64,354) comprising (£32,480) on restricted funds and (£31,874) on unrestricted funds. (£54,577) represents losses on investments. According to our reserves policy we should hold around £307,925 at the year end. Our unrestricted free reserves were £313,990 on 31.12.2022, which falls within the range of £287,925 to £357,925 specified in the policy.

Approval and Submission

Finalised by Trustees on: 6th July, 2023

Submitted to LAQM on: 10th July 2023

Submitted to Britain Yearly Quaker Meeting Recording Clerk's Office on: 11th July, 2023

Submitted to the Charities Commission on: 11th July, 2023

This report and accounts were approved by Trustees on 6th July, 2023 and signed on their behalf by:

Peter Coltman

Trustee and Clerk of Trustees

Diana Jakeways

Trustee and Treasurer

Leeds Area Quaker Meeting

Independent examiner's report to the trustees of Leeds Area Quaker Meeting

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2022.

Responsibilities and basis of report

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

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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

Signed: Name: Simon Bostrom FCIE

Date:

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Leeds Area Quaker Meeting					
Statement of Financial Activities					
(including summary income and expenditure account)					
for the year ended 31 December 2022					
	Notes	2022	2022	2022	2021
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
Income from:					
Donations and legacies		79,514	15,775	95,289	106,439
Letting of Meeting House		74,782	-	74,782	29,694
Activities		140	-	140	410
Rent from investment property		30,272	-	30,272	27,883
Interest and dividends		963	2,147	3,110	2,173
Other receipts		546	1,661	2,207	1,830
Total income		186,217	19,583	205,800	168,429
Expenditure on:					
Cost of fundraising					
Investment management costs		2,346	3,058	5,404	5,382
Maintenance of investment property		5,686	-	5,686	-
Charitable activities					
Property maintenance		55,942	927	56,869	39,470
Alterations and major repairs		-	-	-	-
Administration and consultancy		2,762	81	2,843	4,497
Utilities, services and insurance		27,618	-	27,618	21,711
Salaries, NI and pensions	(2)	28,354	-	28,354	31,492
Library		1,321	-	1,321	1,225
Outreach		756	-	756	-
Committees and conferences		4,777	-	4,777	1,480
Grants payable		100	8,970	9,070	4,900
Activities		9,807	4,281	14,088	3,534
Northern Friends Peace Board (NFPB) quota		1,730	-	1,730	1,810
Donations to Yearly Meeting		44,000	-	44,000	45,250
Donations to other Quaker groups		2,790	-	2,790	2,115
Non-Quaker donations		3,905	-	3,905	150
Depreciation		4,926	-	4,926	4,926
Governance costs					
Accountancy and independent examination		1,440	-	1,440	1,440
Total expenditure		198,260	17,317	215,577	169,382
Net gains/(losses) on investments		(23,331)	(31,246)	(54,577)	35,731
Net income / (expenditure)		(35,374)	(28,980)	(64,354)	34,778
Transfers between funds		3,500	(3,500)	-	-
Net movement in funds		(31,874)	(32,480)	(64,354)	34,778
Fund balances brought forward		4,642,848	263,807	4,906,655	4,871,877
Fund balances carried forward	(3)	4,610,974	231,327	4,842,301	4,906,655

Leeds Area Quaker Meeting

Balance sheet

as at 31 December 2022

		2022	2022	2022	2021
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(4)	4,138,194	-	4,138,194	4,143,120
Investments	(5)	158,790	217,875	376,665	434,753
Total fixed assets		4,296,984	217,875	4,514,859	4,577,873
Current assets					
Debtors and prepayments	(6)	105	-	105	620
Cash at bank and in hand	(7)	315,325	13,452	328,777	331,592
Total current assets		315,430	13,452	328,882	332,212
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	1,440	-	1,440	3,430
Total current liabilities		1,440	-	1,440	3,430
Net current assets / (liabilities)		313,990	13,452	327,442	328,782
Net assets		4,610,974	231,327	4,842,301	4,906,655
Funds					
Unrestricted funds		4,610,974	-	4,610,974	4,642,848
Restricted funds		-	231,327	231,327	263,807
Total funds		4,610,974	231,327	4,842,301	4,906,655
The financial statements were approved by the board of trustees on					
Signed: (Trustee)					
Name:					

Leeds Area Quaker Meeting

Notes to the accounts

for the year ended 31 December 2022

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable

Grants payable with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Leeds Area Quaker Meeting						
Notes to the accounts continued						
for the year ended 31 December 2022						
2 Staff costs and numbers					2022	2021
					£	£
Gross salaries					25,976	29,248
Pensions					1,999	1,945
Payroll charges					379	299
					28,354	31,492
The average number of employees during the year was 2.6, being an average of 1 full time equivalent (2021: 3, 1.1 FTE). There were no employees with emoluments above £60,000.						
Residential wardens were employed at Carlton Hill and Roundhay. In addition to the above, residential wardens receive subsidised accommodation.						
Defined contribution pension scheme					2022	2021
					£	£
Costs of the scheme to the charity for the year					1,999	1,945
Amount of any contributions outstanding at the year end					-	-
Amount of any contributions prepaid at the year end					-	-
3 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f	
	£	£	£	£	£	
Friends Action on Poverty	5,902	3,303	2,090	-	7,115	
LAQM Trust fund	250,900	1,360	34,385	-	217,875	
Small grants fund	7,005	2,782	6,780	-	3,007	
Refugee appeal	-	9,338	4,381	(1,627)	3,330	
LCC Ukraine support fund	-	2,800	927	(1,873)	-	
	263,807	19,583	48,563	(3,500)	231,327	
Fund name	Purpose of restriction					
Friends Action on Poverty	To provide grants to individuals or organisations in the Leeds area to relieve poverty.					
LAQM Trust fund	This fund was formerly managed as a separate charity but was merged with LAQM on 30 December 2012. The object of the fund is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the vicinity of Leeds and Ilkley and beyond. Most of the fund balance is in investments and the income is the growth on that investment.					
Small grants fund	To assist voluntary and charitable organisations running projects in line with Quaker values of Truth, Simplicity, Sustainability, Peace and Equality. The income is a combination of donations, gift aid, dividends and income from solar panels.					
Refugee appeal	Donations from fundraising appeal towards supporting refugees. The transfer represents a proportion of the loss of rental income from the Roundhay investment property used for the Ukrainian family programme.					
LCC Ukraine support fund	Grant towards the cost of hosting a Ukrainian family. The transfer represents a proportion of the loss of rental income from the Roundhay investment property used for the programme.					

Leeds Area Quaker Meeting						
Notes to the accounts continued						
for the year ended 31 December 2022						
4 Tangible assets				Equipment	Land and buildings	Total
Cost				£	£	£
At 1 January 2022				24,627	4,131,749	4,156,376
Additions				-	-	-
At 31 December 2022				24,627	4,131,749	4,156,376
Depreciation						
At 1 January 2022				13,256	-	13,256
Charge for year				4,926	-	4,926
At 31 December 2022				18,182	-	18,182
Net book value						
At 31 December 2022				6,445	4,131,749	4,138,194
At 31 December 2021				11,371	4,131,749	4,143,120
5 Fixed assets investments				2022	2022	2021
				Listed investments	Total	Total
				£	£	£
Balance b/f				434,753	434,753	411,505
Additions				-	-	25,000
(Disposals)				-	-	(33,167)
Gain / (loss) on revaluation				(54,577)	(54,577)	35,731
Income generated				2,879	2,879	2,109
(Income transferred out)				(1,106)	(1,106)	(1,218)
(Management fees)				(5,284)	(5,284)	(5,207)
Total				376,665	376,665	434,753
When the various properties owned by the charity were revalued in January 2017 the investment element and the programme related elements were not split.						
It is not possible estimate these values with sufficient degree of certainty and so all of the charity's properties have been included within fixed assets.						
6 Debtors and prepayments					2022	2021
					£	£
Debtors					105	620
					105	620
7 Cash at bank and in hand					2022	2021
					£	£
Cash at bank					328,688	331,592
Cash in hand					89	-
					328,777	331,592

Leeds Area Quaker Meeting						
Notes to the accounts continued						
for the year ended 31 December 2022						
8 Creditors and accruals					2022	2021
					£	£
Accruals					1,440	1,440
Other creditors					-	1,990
					1,440	3,430
9 Designated funds						
	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f	
	£	£	£	£	£	
Ministry and Resources fund - divided into:						
Sanctuary everywhere	17,253	67	2,256	-	15,064	
Enrichment fund	8,558	31	1,326	-	7,263	
	25,811	98	3,582	-	22,327	
Fund name		Reason for designation				
Sanctuary everywhere		To support the work carried out by the local meetings in relation to refugees and asylum seekers				
Enrichment fund		A fund to help support the life of local meetings and to enrich the spiritual life of the meetings.				
10 Related party transactions						
Donations from trustees and related parties						
The total aggregate value of unconditional donations to the charity from the trustees or related parties was approximately £7,405.						
Trustee expenses						
No trustee received any expenses during this year or the previous year.						
Trustee remuneration and benefits						
No trustee received any remuneration or benefit during this or the previous year.						
11 Funds held as agent						
	Balance b/f	Incoming	Outgoing	Balance c/f		
	£	£	£	£		
Adel	-	-	-	-		
Leeds	-	1,130	1,130	-		
Carlton Hill	269	1,188	1,330	127		
Ilkley	30	11,119	10,716	433		
Rawdon	122	655	606	171		
Roundhay	390	1,377	1,767	-		
	811	15,469	15,549	731		
The funds represent donations raised on behalf of other organisations.						

Leeds Area Quaker Meeting

Statement of Financial Activities including comparatives for all funds

(including summary income and expenditure account)

for the year ended 31 December 2022

	2022	2021	2022	2021	2022	2021
	Unrestricted	Unrestricted	Restricted	Restricted	Total	Total
	funds	funds	funds	funds	funds	funds
	£	£	£	£	£	£
Income						
Donations and legacies	79,514	105,341	15,775	1,098	95,289	106,439
Letting of Meeting House	74,782	29,694	-	-	74,782	29,694
Activities	140	410	-	-	140	410
Rent from investment property	30,272	27,883	-	-	30,272	27,883
Interest and dividends	963	64	2,147	2,109	3,110	2,173
Other receipts	546	1,830	1,661	-	2,207	1,830
Total income	186,217	165,222	19,583	3,207	205,800	168,429
Expenditure						
Cost of fundraising						
Investment management costs	2,346	5,382	3,058	-	5,404	5,382
Maintenance of investment property	5,686	-	-	-	5,686	-
Charitable activities						
Property maintenance	55,942	39,470	927	-	56,869	39,470
Alterations and major repairs	-	-	-	-	-	-
Administration and consultancy	2,762	4,401	81	96	2,843	4,497
Utilities, services and insurance	27,618	21,711	-	-	27,618	21,711
Salaries, NI and pensions	28,354	31,492	-	-	28,354	31,492
Library	1,321	1,225	-	-	1,321	1,225
Outreach	756	-	-	-	756	-
Committees and conferences	4,777	1,480	-	-	4,777	1,480
Grants payable	100	200	8,970	4,700	9,070	4,900
Activities	9,807	3,534	4,281	-	14,088	3,534
Northern Friends Peace Board (NFPB)	1,730	1,810	-	-	1,730	1,810
Donations to Yearly Meeting	44,000	45,250	-	-	44,000	45,250
Donations to other Quaker groups	2,790	2,115	-	-	2,790	2,115
Non-Quaker donations	3,905	150	-	-	3,905	150
Depreciation	4,926	4,926	-	-	4,926	4,926
Governance costs						
Accountancy and independent examination	1,440	1,440	-	-	1,440	1,440
Total expenditure	198,260	164,586	17,317	4,796	215,577	169,382
Net gains/(losses) on investments	(23,331)	16,915	(31,246)	18,816	(54,577)	35,731
Net income / (expenditure)	(35,374)	17,551	(28,980)	17,227	(64,354)	34,778
Transfers between funds	3,500	(2,336)	(3,500)	2,336	-	-
Net movement in funds	(31,874)	15,215	(32,480)	19,563	(64,354)	34,778
Fund balances brought forward	4,642,848	4,627,633	263,807	244,244	4,906,655	4,871,877
Fund balances carried forward	4,610,974	4,642,848	231,327	263,807	4,842,301	4,906,655

Leeds Area Quaker Meeting									
Income and expenditure by meeting									
for the year ended 31 December 2022									
	2022	2022	2022	2022	2022	2022	2022	2022	2022
	Central	Adel	Carlton Hill	Gildersome	Ilkley	Rawdon	Roundhay	Building futures	Total funds
	£	£	£		£	£	£	£	£
Income									
Income from:									
Donations and legacies	13,055	19,232	18,828	4,087	11,675	16,463	11,949	-	95,289
Letting of Meeting House	-	15,760	33,238	1,590	10,899	2,545	10,750	-	74,782
Activities	-	-	140	-	-	-	-	-	140
Rent from investment property	-	7,638	11,355	4,500	-	6,779	-	-	30,272
Interest and dividends	2,287	91	104	-	588	-	40	-	3,110
Other receipts	1,661	-	-	-	-	-	546	-	2,207
Total income	17,003	42,721	63,665	10,177	23,162	25,787	23,285	-	205,800
Expenditure									
Cost of fundraising									
Investment management costs	3,475	-	309	-	1,500	120	-	-	5,404
Maintenance of investment property	-	5,686	-	-	-	-	-	-	5,686
Charitable activities									
Property maintenance	-	19,531	2,170	4,595	12,777	9,699	8,097	-	56,869
Alterations and major repairs	-	-	-	-	-	-	-	-	-
Administration and consultancy	243	2,032	197	14	96	69	192	-	2,843
Utilities, services and insurance	6,469	3,541	6,865	1,124	2,324	2,380	4,915	-	27,618
Salaries, NI and pensions	-	-	28,092	-	-	-	262	-	28,354
Library	-	114	708	98	205	98	98	-	1,321
Outreach	-	-	756	-	-	-	-	-	756
Committees and conferences	2,596	-	1,569	-	612	-	-	-	4,777
Grants payable	9,070	-	-	-	-	-	-	-	9,070
Activities	12,429	483	802	-	164	185	25	-	14,088
Northern Friends Peace Board (NFPB)	1,730	-	-	-	-	-	-	-	1,730
Donations to Yearly Meeting	44,000	-	-	-	-	-	-	-	44,000
Donations to other Quaker groups	880	600	600	20	500	50	140	-	2,790
Non-Quaker donations	-	1,500	-	-	2,405	-	-	-	3,905
Depreciation	200	1,464	967	183	561	-	1,551	-	4,926
Governance costs									
Accountancy and independent examin	1,440	-	-	-	-	-	-	-	1,440
Total expenditure	82,532	34,951	43,035	6,034	21,144	12,601	15,280	-	215,577
Net gains/(losses) on investments	(36,000)	-	(3,207)	-	(15,370)	-	-	-	(54,577)
Net income / (expenditure)	(101,529)	7,770	17,423	4,143	(13,352)	13,186	8,005	-	(64,354)
Transfers									
Quota	53,320	(10,520)	(18,910)	(1,560)	(7,750)	(7,140)	(7,440)	-	-
Insurance	6,469	(1,029)	(1,742)	(1,148)	(954)	(913)	(683)	-	-
Into Building futures	-	(3,600)	(6,100)	(600)	(2,500)	(2,400)	(2,400)	17,600	-
From Building futures	-	14,000	-	-	-	-	-	(14,000)	-
Other transfers	6,140	(2,583)	-	-	(4,674)	(3,000)	4,117	-	-
Net movement in funds	(35,600)	4,038	(9,329)	835	(29,230)	(267)	1,599	3,600	(64,354)
Fund balances brought forward	314,813	680,870	1,212,283	752,803	775,545	606,560	453,821	109,960	4,906,655
Fund balances carried forward	279,213	684,908	1,202,954	753,638	746,315	606,293	455,420	113,560	4,842,301
Fixed assets	598	658,957	1,113,397	733,304	611,093	583,045	437,800	-	4,138,194
Investments	247,535	-	22,050	-	107,080	-	-	-	376,665
Debtors and prepayments	-	-	-	-	105	-	-	-	105
Bank and cash	32,520	25,951	67,507	20,334	28,037	23,248	17,620	113,560	328,777
Less creditors and accruals	(1,440)	-	-	-	-	-	-	-	(1,440)
Total funds	279,213	684,908	1,202,954	753,638	746,315	606,293	455,420	113,560	4,842,301
Funds held as agent	-	-	127	-	433	171	-	-	731
Bank balances including agent funds	32,520	25,951	67,634	20,334	28,470	23,419	17,620	113,560	329,508

LEEDS AREA QUAKER MEETING

England & Wales - Charity number 1134542

Accounts

Leeds Area Quaker Meeting

Registered Charity 1134542

Annual Report and Accounts 2021

Part 1 Legal and Administrative Details

Status and Objectives

Leeds Area Quaker Meeting is a Registered Charity 1134542. The object of the Leeds 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 the Leeds Meeting and beyond.

Charity Details:

Charity number 1134542

Registered Address: Friends Meeting House, 188 Woodhouse Lane, Leeds, LS2 9DX.

Website: www.leedsquakers.org.uk

Custodian Trustees - Property Friends Trust Limited, 173-177 Euston Road, London, NW1 2BJ

Stockbrokers: Charles Stanley & Co. Limited, 7 Park Row, Leeds, LS1 5HD

Solicitors: Ramsdens Solicitors LLP, Ramsden Street, Huddersfield, HD1 2TH

Accounts Examiner: Simon Bostrom, FCIE, West Yorkshire Community Accounting Service, Stringer House, 34 Lupton Street, Leeds, LS10 2QW.

Membership

The members of LAQM are those persons whose names are for the time being recorded in the official register maintained in accordance with the Quaker Faith and Practice Britain Yearly Meeting.

Membership (2021) 176 (2020) 182

Governance and Governing Document.

The Leeds Area Quaker Meeting (LAQM) Governing Document was adopted in December 2008 and reviewed in February 2018. Previously an excepted charity, LAQM was registered with the Charity Commission on 26 February 2010. In addition to the Governing Document adopted in 2008 there is a Charity Scheme which brings together all the former trusts relating to previous Monthly Meetings into the current Area Meeting. This can be described as “The scheme governing the charities now known together as Leeds Area Quaker Meeting (1134542) and altering or effecting part of Brighouse, Leeds and Settle Buildings Charity (228684) dated 31st March 2015”

Britain Yearly Meeting (BYM) is the final constitutional authority of the Religious Society of Friends in Great Britain. Its membership consists of all those who belong to the Quaker Area Meetings. LAQM is one of 70 constituent Area Meetings within Britain Yearly Meeting.

The object of LAQM is the furtherance in Leeds and beyond of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain, or Britain Yearly Meeting (BYM). There are seven clauses set out in the charity's governing document which describe these ways more fully:

- strengthening the life and witness of Quaker meetings both in the area of Leeds Area Quaker Meeting and beyond;
- spreading the message of Quakers and interpreting and developing the thought and practice of the Religious Society;
- undertaking Quaker service for the relief of suffering at home and abroad;
- funding the concerns that Quaker meetings in the area of Leeds Area Quaker Meeting or beyond have adopted or agreed to support;
- providing for the pastoral care of individual members and attenders including assistance to those in need and for education;
- maintaining and developing Quaker meeting houses as places for public worship and from which to carry our witness into the world;
- administering and maintaining the organisation of Leeds Area Quaker Meeting and contributing to the support of Britain Yearly Meeting.

Trustees Governance

Trustees of LAQM are appointed in accordance with the charity's governing document, which states:

The Area Quaker meeting shall appoint from its membership a body of trustees not ordinarily fewer than five or more than fifteen persons.

i. The trustees shall so far as practicable include the Area Quaker meeting treasurer and representatives of each meeting contained within the Area Quaker meeting, but not the clerk of the Area Quaker meeting, nor any employee of the Area Quaker meeting.

ii. One trustee, but not the Area Quaker meeting treasurer, shall be appointed by Area Quaker meeting in session to act as clerk to the trustees.

The appointments shall be reviewed at intervals not exceeding three years. A trustee can be reappointed on no more than two occasions to give an unbroken term of service as a trustee of the Area Quaker meeting not exceeding nine years. That person cannot then be reappointed as a trustee of that Area Quaker meeting until three years have elapsed after the end of the last period of service in that capacity.

The following trustees served in the reporting period: 1st January - 31st December 2021

Trustee Appointments 2021

Peter Coltman 1st term, ends 31/12/2022 (LAQMT Clerk designate) (Adel)
Sophie Bevan from 07/07/21 1st term, ends 31/12/2023 (Carlton Hill)
Gavin Burnell 1st term, ends 31/12/2021 (Carlton Hill)
Pat Gerwat from 4/5/21 1st term, end 31/12/2021 (Adel)
Tricia Griffin from 05/09/21 1st term, ends 31/12/2023 (Carlton Hill)
Iona Lyons 2nd term, ends 31/05/21 Carlton Hill & LAQM Clerk to Trustees)
Chris Staynes 1st term ends 31/12/23 (Gildersome)
Diana Jakeways 2nd term, ends 31/12/2022 (Ilkley and LAQM Treasurer)
David Griffiths 1st term ends 31/12/2022 (Rawdon)
Christine Middleton 1st term ends 31/12/2021 (Roundhay)
Martin Schweiger 1st term ends 31/12/2022 (Roundhay)

Data Protection: Keith Mollison is serving in this role as part of his duties as Assistant Clerk (Membership)

Trustees, Observers and Co-Treasurers are each required to sign Register of Interest statements annually.

Leeds Area Quaker Meeting Office Holders 2021

Clerk: Martin Ford

Assistant Clerk (membership): Keith Mollison

Clerk of Trustees: Iona Lyons until 31.5.21 then Peter Coltman

LAQM Treasurer: Diana Jakeways

Safeguarding Coordinators: Joanna Lesser, Christine Middleton, Fiona Pacey and Peter William

Safeguarding Trustee : Christine Middleton

The following Trustees were appointed to serve in 2022

Trustee Appointments 2022

Sophie Bevan (Carlton Hill) 1st term ends

Peter Coltman 1st term, ends 31/12/2022 (LAQMT Clerk) (Adel) Oversight of Property, Employment and Investment

Pat Gerwat 1st term, ends 31/12/2022 (Adel) Oversight of Employment

Tricia Griffin (Carlton Hill)

David Griffiths 1st term ends 31/12/2022 (Rawdon) Oversight of Grants

Diana Jakeways 2nd term, ends 31/12/2022 (Ilkley and LAQM Treasurer) Oversight of Grants and Investment

Christine Middleton (Roundhay) 2nd term ends 31/12/2024 (Roundhay) Oversight of Safeguarding)

Martin Schweiger (Roundhay) 1st term ends 31/12/2022 (Roundhay) Oversight of Property and Health and Safety

Chris Staynes (Gildersome) 1st term ends 31/12/23 (Gildersome) Oversight of Health and Safety

Data Protection: Keith Mollison is serving in this role as part of his duties as Assistant Clerk (Membership)

Part 2 Trustee Report -

This is the 2021 Annual Report and examined, but un-audited, Accounts for Leeds Area Quaker Meeting (LAQM) of the Religious Society of Friends (Quakers) in Britain. The report covers the period from 1 January to 31 December 2021.

Quaker Meetings for Leeds Area

One of the primary ways we fulfil our charitable purpose is through the regular holding of public meetings for worship in the manner of Friends: it is the leadings in these meetings for worship that inform and nurture our spiritual development and the action that springs from it. Subject to the limitations of pandemic legislation, during 2021, meetings for worship were organised at the following locations and at the days and times indicated.

<p>Adel Friends Meeting House New Adel Lane, Leeds, LS16 6AZ tel: 0113 289 9626 Meeting for Worship: Sundays, 10.45 am</p> <p>Otley Quaker Meeting The Courthouse, Courthouse St, Otley, LS21 3AN. For details, telephone: 0113 318 8084 Meeting for Worship: 10:45 am on first and third Sundays</p>	<p>Carlton Hill Friends Meeting House 188 Woodhouse Lane, Leeds, LS2 9DX tel: 0113 242 2208 Meeting for Worship: Sundays, 10.45 am first Thursday of the month, 6.00 pm fourth Sunday of the month, 9.30 am</p>	<p>Gildersome Friends Meeting House 75 Street Lane, Gildersome, Leeds, LS27 7HX tel: 0113 285 2466 Meeting for Worship: Sundays, 10.45 am</p>	<p>Roundhay Friends Meeting House 136 Street Lane, Leeds, LS8 2BW tel: 0113 293 3684 Meeting for Worship: Sundays, 10.45 am</p>
<p>Ilkley Friends Meeting House Queens Road, Ilkley, Leeds, LS29 9QJ tel: 01943 600806 or 01943 601181 Meeting for Worship: Sundays, 10.30 am</p>	<p>Rawdon Friends Meeting House Quakers Lane, Rawdon, Leeds, LS19 6HU tel: 0113 250 4904 Meeting for Worship: Sundays, 10.45 am</p>	<p>Leeds University, Leeds LS2 9JT Claire Chapel, The Emmanuel Centre. Staff and students from the University of Leeds and Leeds Beckett University are welcome. Meeting for Worship: Tuesdays, 1.05pm</p>	<p>Bedford Court Extra Care Housing and Residential Home Olive Lodge, Broadgate Lane, Horsforth, Leeds LS18 4SE Meeting for Worship: first and third Wednesdays, 10.30am</p>

Area and Local Meeting Activities

Our ability to hold Meetings for Worship has been severely curtailed by the continuing pandemic. Up until Easter, we were unable to experience the solidarity which comes from meeting and worshipping together; meetings had to be held by zoom. When

face-to-face meeting became possible, most Meetings held 'blended' meeting - i.e. live combined with zoom, though one Meeting decided that this was distracting and held separate live and zoom meetings. Another Meeting met *al fresco* when the weather allowed. We were saddened in the earlier part of the year that we were unable to attend the funerals of Friends who had died.

We are both a diminishing and an ageing group and this in turn affects our ability to do the jobs which are needed to keep us going from day to day, much of which is associated with running premises. Though our numbers have almost halved in the last forty years, we still maintain the same number of Meeting Houses. – and this was one of the issues which we tried to address during 2021 in a seminar in which we were united in agreeing that we had more property than we need. However, we were unable to agree how to reduce it.

Despite this, our Quaker work and witness continued. Three examples: we joined with other Quakers in Yorkshire to appoint a youth development worker. Some Friends joined a successful lobby of Leeds City Council to pass a motion supporting the United Nations Treaty on the Prohibition of Nuclear Weapons which came into force in January 2021. A session of Quaker Quest, designed to explain Quakerism to non-members, was held by zoom at Ilkley.

Trustee Business in 2021

Throughout 2021, trustees met six times to conduct the work of the charity. Because much of this has to be devolved to individual meetings, we have a memorandum of understanding which defines where responsibilities lie. This was renewed in 2021 using a simplified two-page document.

The pandemic has affected the charity in a number of ways. Responsibility for the safe holding of Meetings has been a matter of continuous concern throughout the year as conditions changed. We have also seen a reduction in the income we usually receive from lettings. Nonetheless, we continue to have substantial reserves and we eased the burden on individual Meetings by arranging to pay half the amount due to Britain Yearly Meeting from these.

Routine business includes the maintenance of property. Meeting Houses are reviewed every five years. In 2021, Ilkley and Rawdon were inspected and appropriate maintenance work undertaken.

We considered the possibility of employing a paid administrator to help us. Unfortunately we were unable to define a role which would both lighten the burden on the Clerk of Trustees and the Clerk of Area Meeting and also provide the local help which every Meeting would welcome; we were also unsure about the affordability of such a post.

Safeguarding

Safeguarding matters are dealt with through the area wide Safeguarding Group. There were no safeguarding incidences in 2021 The safeguarding policy and procedure were reviewed and approved.

Reserves policy

Our reserves policy was formally adopted on 16th May 2018 and amended on 20th November 2018.

The policy is to hold at Local Meeting level:

- *a current reserve of 50% of normal expenditure plus a reserve equal to 50% of rents from investments properties (to account for void rental periods); plus*
- *a capital reserve of 100% of the planned capital expenditure for the next 12 months plus any anticipated capital expenditure in excess of £10,000 in the next 5 years.*

At Area Meeting level, the following Central reserves will be maintained, subject to annual review:

- *50% of the anticipated external expenditure for the coming year of the Central Fund*
- *100% of the annual small grants budget*
- *Such other amount as the trustees may from time to time deem appropriate having regards to the currently perceived risks.*

The Area Meeting reserves will be the sum of the local meeting reserves and the Central reserves. The acceptable range of reserves shall lie between a £20,000 deficit and a £50,000 surplus on the calculated figure.

The reserves will be maintained by an annual review by the treasurers and reported to the trustees, and by the discipline of setting aside a proportion of the rebuilding costs of our various buildings into the Building Futures Fund each year.

Building Futures Fund

This fund is held in a Leeds City Credit Union account from which we do not take interest so that it can be used to good effect while not required by LAQM.

During 2021 local meetings were only asked to pay 25% of the usual amount into the fund to help alleviate the loss of income from hiring of premises during the COVID pandemic. This reduced the annual income for BFF to £4525.

Payments of £7923 were made to Adel Meeting to bring the Adel Cottage investment property up to standard before re-letting.

The value of the fund at the year-end was £109,960

Grants

Income from our investments feeds into our Small Grants Fund, while collections by meetings and donations from individuals finance the Friends Action on Poverty Fund. The Small Grants sub-committee of the Trustees continued to meet to consider applications on a smaller scale to these two funds from organisations and individuals in need throughout the year. For non-Quaker organisations trustees accept Minutes from the Grants Subcommittee giving reasons for the donations. All of these Minutes were accepted by trustees in 2021

Trustees agreed the following grants in 2021

Grants to non-Quaker organisations	
Solace (Professional support for refugees and asylum seekers dealing with mental trauma)	£500
Circles of Life Women Together (Outreach Online Programme to help BAME Women and Girls learn how they can tackle the trauma of Lockdown safely)	£1000
Otley 2030 (training for teachers to help them deliver the sustainability curriculum in schools)	£1500
SEALS (outdoor walks with volunteers for refugees and asylum seekers: to provide opportunities for socialization / integration and to practise speaking English while benefitting from interacting with the natural environment)	£900
Otley 2030 (Fruit and Veg box scheme during half term and school holidays for those who would not get any otherwise)	£800

In addition to the Grants made at Area Meeting level, some Local Meetings hold collections for, or pass on funds on behalf of individuals to, various charities throughout the year. In 2021 these were as follows:

Acting as agent for:	
BYM	£6000
Quaker organisations	£3768
Non-Quaker organisations	£5423

Public Benefit Statement

In summary, the Trustees have demonstrated above how LAQM complies with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit, through

- Regular holding of public Meetings for Worship;
- Provision of information about the Quaker way through Quaker Quest, discussion and study groups and literature, participation in Quaker week and National Heritage Day;
- Maintaining Meeting Houses which are used by many different groups and are of value to the local community; and

- Promoting and enabling donations in cash and kind to organisations in the UK and overseas working to support causes whose values accord with the aims and objectives of the Charity.

Financial Review of 2021

The financial position of LAQM is shown in Section 3 of this report. Most activities within the Area Meeting are undertaken on a delegated basis by Local Meetings.

Each Local Meeting has its own treasurer. Local Meeting accounts are consolidated to produce the Leeds Area Quaker Meeting financial statements. The 2021 accounts consolidation activity has been undertaken again by West Yorkshire Community Accounting Service (WYCAS), Stringer House, 34 Lupton Street, Leeds, LS10 2QW.

During 2021, Trustees encouraged Local Meetings to seek to achieve fund-raising targets to raise money in support of the centrally-managed work of the Religious Society of Friends (Quakers) in Britain; the work of the Northern Friends Peace Board; Quaker collective activity in Leeds; and in support of Quakers in Yorkshire which emphasises opportunities for Children and Young People and wider outreach.

In relation to support of the centrally-managed work the sum of £125 per member was advised and attained to provide 50% of our yearly quota for BYM. Trustees decided to take the remaining 50% from central reserves to relieve the burden on local meetings while their hire income was reduced due to the COVID pandemic restrictions.

Overall this represents an excellent achievement to enable the central charitable work in the UK and overseas to be conducted on behalf of all Quakers in Britain.

The net movement of funds for the year was £34,788 comprising £19,563 on restricted funds and £15,215 on unrestricted funds. According to our reserves policy we should hold around £281,500 at the year end. Our unrestricted free reserves were actually £294,472 on 31.12.2021, which falls within the range of £261,500 to £331,500 specified in the policy.

Approval and Submission

Finalised by Trustees on: 7th July, 2022

Submitted to LAQM on: 10th July 2022

Submitted to Britain Yearly Quaker Meeting Recording Clerk's Office and Quaker Stewardship Committee on:

Submitted to the Charities Commission on:

This report and accounts were approved by Trustees on..... and signed on their behalf by:

Peter Coltman

Trustee and Clerk of Trustees

Diana Jakeways

Trustee and Treasurer

	Leeds Area Quaker Meeting
	Independent examiner's report to the trustees of Leeds Area Quaker Meeting

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021, which are set out on pages 12 to 20.

	Responsibilities and basis of report
	As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').
	I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.
	Independent examiner's statement
	I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:
	1 accounting records were not kept in respect of the charity as required by section 130 of the Charities
	2 the accounts do not accord with those records; or
	3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.
	I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.
	Simon Bostrom FCIE
	26/8/2022
	West Yorkshire Community Accounting Service
	Stringer House
	34 Lupton Street
	Leeds
	LS10 2QW

Leeds Area Quaker Meeting					
Statement of Financial Activities					
(including summary income and expenditure account)					
for the year ended 31 December 2021					
	Notes	2021	2021	2021	2020
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
Income from:					
Donations and legacies		105,341	1,098	106,439	196,091
Letting of Meeting House		29,694	-	29,694	39,478
Activities		410	-	410	151
Rent from investment property		27,883	-	27,883	27,733
Interest and dividends		64	2,109	2,173	4,326
Other receipts		1,830	-	1,830	2,147
Total income		165,222	3,207	168,429	269,926
Expenditure on:					
Cost of fundraising					
Investment management costs		5,382	-	5,382	3,675
Maintenance of investment property		-	-	-	-
Charitable activities					
Property maintenance		39,470	-	39,470	31,921
Alterations and major repairs		-	-	-	-
Administration and consultancy		4,401	96	4,497	4,504
Utilities, services and insurance		21,711	-	21,711	24,828
Warden's employment	(2)	31,492	-	31,492	32,359
Library		1,225	-	1,225	527
Outreach		-	-	-	114
Committees and conferences		1,480	-	1,480	1,242
Grants payable		200	4,700	4,900	41,060
Activities		3,534	-	3,534	1,998
Northern Friends Peace Board (NFPB) quota		1,810	-	1,810	1,870
Donations to Yearly Meeting		45,250	-	45,250	47,685
Donations to other Quaker groups		2,115	-	2,115	2,621
Non-Quaker donations		150	-	150	600
Depreciation		4,926	-	4,926	4,165
Governance costs					
Accountancy and independent examination		1,440	-	1,440	1,440
Total expenditure		164,586	4,796	169,382	200,609
Net gains/(losses) on investments		16,915	18,816	35,731	37,007
Net income / (expenditure)		17,551	17,227	34,778	106,324
Transfers between funds		(2,336)	2,336	-	-
Net movement in funds		15,215	19,563	34,778	106,324
Fund balances brought forward		4,627,633	244,244	4,871,877	4,765,553
Fund balances carried forward	(3)	4,642,848	263,807	4,906,655	4,871,877
All incoming resources and resources expended derive from continuing activities.					

Leeds Area Quaker Meeting					
Balance sheet					
as at 31 December 2021					
		2021	2021	2021	2020
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(4)	4,143,120	-	4,143,120	4,144,242
Investments	(5)	205,256	229,497	434,753	411,505
Total fixed assets		4,348,376	229,497	4,577,873	4,555,747
Current assets					
Debtors and prepayments	(6)	620	-	620	-
Cash at bank		297,282	34,310	331,592	317,570
Total current assets		297,902	34,310	332,212	317,570
Current liabilities: amounts falling due within one year					
Creditors and accruals	(7)	3,430	-	3,430	1,440
Total current liabilities		3,430	-	3,430	1,440
Net current assets / (liabilities)		294,472	34,310	328,782	316,130
Net assets		4,642,848	263,807	4,906,655	4,871,877
Funds					
Unrestricted funds					
General unrestricted funds		4,617,037	-	4,617,037	4,600,666
Designated funds	(8)	25,811	-	25,811	26,967
Unrestricted funds		4,642,848	-	4,642,848	4,627,633
Restricted funds		-	263,807	263,807	244,244
Total funds		4,642,848	263,807	4,906,655	4,871,877
The financial statements were approved by the board of trustees on 7/7/2022					
Peter Coltman (Trustee)					

Leeds Area Quaker Meeting	
Notes to the accounts	
for the year ended 31 December 2021	
1 Accounting policies	
Basis of accounting	
<p>These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.</p>	
<p>The charity constitutes a public benefit entity as defined by FRS 102.</p>	
<p>There has been no change to the accounting policies since last year.</p>	
<p>No changes have been made to the accounts for previous years.</p>	
Going concern	
<p>The trustees are satisfied that there are no material uncertainties about the charity's ability to</p>	
Incoming resources	
<p>All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.</p>	
Grants and donations	
<p>Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.</p>	
<p>Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.</p>	
Investments	
<p>Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year.</p>	
Expenditure and liabilities	
<p>Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable</p>	
Grants payable with performance conditions	
<p>Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.</p>	
Grants payable without performance conditions	
<p>Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.</p>	
Taxation	
<p>As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.</p>	

Leeds Area Quaker Meeting
Notes to the accounts continued
for the year ended 31 December 2021

2 Staff costs and numbers	2021	2020
	£	£
Gross salaries	29,547	30,323
Pensions	1,945	2,036
	31,492	32,359

Residential wardens were employed at Carlton Hill and Roundhay. In addition to the above, residential wardens receive subsidised accommodation.

Defined contribution pension scheme	2021	2020
	£	£
Costs of the scheme to the charity for the year	1,945	2,036
Amount of any contributions outstanding at the year end	-	-

3 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Friends Action on Poverty	4,462	1,090	800	1,150	5,902
LAQM Trust fund	230,096	20,933	96	(33)	250,900
Small grants fund	9,686	-	3,900	1,219	7,005
	244,244	22,023	4,796	2,336	263,807

Fund name	Purpose of restriction
Friends Action on Poverty	To provide grants to individuals or organisations in the Leeds area to relieve poverty
LAQM Trust fund	This fund was formerly managed as a separate charity but was merged with LAQM on 30 December 2012. The object of the fund is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the vicinity of Leeds and Ilkley and beyond. Interest income from the fund is transferred to the Small grants fund each year (£2,109 this year). Most of the fund balance is in investments and the income is the growth on that investment. In addition, £1,836 being income earned from solar panels has been transferred into the fund.
Small grants fund	To assist voluntary and charitable organisations running projects in line with Quaker values of Truth, Simplicity, Sustainability, Peace and Equality.

Leeds Area Quaker Meeting
Notes to the accounts continued
for the year ended 31 December 2021

4 Tangible assets	Equipment	Land and buildings	Total
Cost	£	£	£
At 1 January 2021	20,823	4,131,749	4,152,572
Additions	3,804	-	3,804
At 31 December 2021	<u>24,627</u>	<u>4,131,749</u>	<u>4,156,376</u>
Depreciation			
At 1 January 2021	8,330	-	8,330
Charge for year	4,926	-	4,926
At 31 December 2021	<u>13,256</u>	<u>-</u>	<u>13,256</u>
Net book value			
At 31 December 2021	<u>11,371</u>	<u>4,131,749</u>	<u>4,143,120</u>
At 31 December 2020	<u>12,493</u>	<u>4,131,749</u>	<u>4,144,242</u>
5 Fixed assets investments	2021	2020	
	£	£	
Carrying (market) value at beginning of year	411,505	278,077	
Add: additions to investments at cost	25,000	100,000	
Dividends re-invested into fund	891	-	
Less: disposals at carrying value	(33,167)	-	
Add / (deduct): net gain / (loss) on revaluation	35,731	37,007	
Less fund manager's fees	(5,207)	(3,579)	
Carrying (market) value at end of year	<u>434,753</u>	<u>411,505</u>	
Breakdown of investments agreeing with SOFA and Balance sheet			
Market value at year end	2021	2020	
	£	£	
Investment properties - see note below			
Investments listed on a recognised stock exchange, funds or trusts	425,545	404,241	
Cash	9,208	7,264	
Total	<u>434,753</u>	<u>411,505</u>	
When the various properties owned by the charity were revalued in January 2017 the investment element and the programme related elements were not split.			
It is not possible estimate these values with sufficient degree of certainty and so all of the charity's properties have been included within fixed assets.			
Income in the year	2021	2020	
	£	£	
Investment properties	27,883	27,733	
Investments listed on a recognised stock exchange, funds or trusts	2,109	4,213	
Total	<u>29,992</u>	<u>31,946</u>	

Leeds Area Quaker Meeting
Notes to the accounts continued
for the year ended 31 December 2021

6 Debtors and prepayments					2021	2020
					£	£
Debtors					620	-
Prepayments					-	-
					<u>620</u>	<u>-</u>
7 Creditors and accruals					2021	2020
					£	£
Creditors					1,990	-
Accruals					1,440	1,440
					<u>3,430</u>	<u>1,440</u>
8 Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f	
	£	£	£	£	£	
Ministry and Resources fund - divided into:						
Sanctuary everywhere	17,253	-	-	-	17,253	
Enrichment fund	9,714	-	158	(998)	8,558	
	<u>26,967</u>	<u>-</u>	<u>158</u>	<u>(998)</u>	<u>25,811</u>	
Fund name	Purpose of restriction					
Sanctuary everywhere	To support the work carried out by the local meetings in relation to refugees and asylum seekers					
Enrichment fund	A fund to help support the life of local meetings and to enrich the spiritual life of the meetings. The transfer relates to the purchase of a conference camera.					
9 Related party transactions						
Trustee expenses	No trustee received any expenses during this year or the previous year.					
Trustee remuneration and benefits	No trustee received any remuneration or benefit during this or the previous year.					

Leeds Area Quaker Meeting							
Statement of Financial Activities including comparatives for all funds							
(including summary income and expenditure account)							
for the year ended 31 December 2021							
	2021	2020	2021	2020	2021	2020	
	Unrestricted	Unrestricted	Restricted	Restricted	Total	Total	
	funds	funds	funds	funds	funds	funds	
	£	£	£	£	£	£	
Income							
Donations and legacies	105,341	194,541	1,098	1,550	106,439	196,091	
Letting of Meeting House	29,694	39,478	-	-	29,694	39,478	
Activities	410	151	-	-	410	151	
Rent from investment property	27,883	27,733	-	-	27,883	27,733	
Interest and dividends	64	113	2,109	4,213	2,173	4,326	
Other receipts	1,830	2,147	-	-	1,830	2,147	
Total income	165,222	264,163	3,207	5,763	168,429	269,926	
Expenditure							
Cost of fundraising							
Investment management costs	5,382	3,675	-	-	5,382	3,675	
Maintenance of investment property	-	-	-	-	-	-	
Charitable activities							
Property maintenance	39,470	31,921	-	-	39,470	31,921	
Alterations and major repairs	-	-	-	-	-	-	
Administration and consultancy	4,401	4,444	96	60	4,497	4,504	
Utilities, services and insurance	21,711	24,828	-	-	21,711	24,828	
Warden's employment	31,492	32,359	-	-	31,492	32,359	
Library	1,225	527	-	-	1,225	527	
Outreach	-	114	-	-	-	114	
Committees and conferences	1,480	642	-	600	1,480	1,242	
Grants payable	200	35,660	4,700	5,400	4,900	41,060	
Activities	3,534	1,998	-	-	3,534	1,998	
Northern Friends Peace Board (NFF)	1,810	1,870	-	-	1,810	1,870	
Donations to Yearly Meeting	45,250	47,685	-	-	45,250	47,685	
Donations to other Quaker groups	2,115	2,621	-	-	2,115	2,621	
Non-Quaker donations	150	600	-	-	150	600	
Depreciation	4,926	4,165	-	-	4,926	4,165	
Governance costs							
Accountancy and independent exar	1,440	1,440	-	-	1,440	1,440	
Trustees expenses	-	-	-	-	-	-	
Other governance costs	-	-	-	-	-	-	
Total expenditure	164,586	194,549	4,796	6,060	169,382	200,609	
Net gains/(losses) on investments	16,915	18,143	18,816	18,864	35,731	37,007	
Net income / (expenditure)	17,551	87,757	17,227	18,567	34,778	106,324	
Transfers between funds	(2,336)	(2,088)	2,336	2,088	-	-	
Net movement in funds	15,215	85,669	19,563	20,655	34,778	106,324	
Fund balances brought forward	4,627,633	4,541,964	244,244	223,589	4,871,877	4,765,553	
Fund balances carried forward	4,642,848	4,627,633	263,807	244,244	4,906,655	4,871,877	

Leeds Area Quaker Meeting									
Income and expenditure by meeting									
for the year ended 31 December 2021									
	2021	2021	2021	2021	2021	2021	2021	2021	2021
	Central	Adel	Carlton	Gildersome	Ilkley	Rawdon	Roundhay	Building	Total
			Hill					futures	funds
	£	£	£		£	£	£	£	£
Income									
Income from:									-
Donations and legacies	1,274	14,404	48,429	3,753	13,429	14,151	10,999	-	106,439
Letting of Meeting House	-	7,729	8,000	240	7,591	1,150	4,984	-	29,694
Activities	-	-	410	-	-	-	-	-	410
Rent from investment property	-	3,923	12,631	4,560	-	6,769	-	-	27,883
Interest and dividends	2,109	2	-	-	3	-	59	-	2,173
Other receipts	1,394	154	36	-	-	130	116	-	1,830
Total income	4,777	26,212	69,506	8,553	21,023	22,200	16,158	-	168,429
Expenditure									
Cost of fundraising									
Investment management costs	5,207	-	-	-	-	175	-	-	5,382
Maintenance of investment property	-	-	-	-	-	-	-	-	-
Charitable activities									
Property maintenance	-	17,893	2,863	918	5,602	9,789	2,405	-	39,470
Alterations and major repairs	-	-	-	-	-	-	-	-	-
Administration and consultancy	1,961	1,387	857	-	167	125	-	-	4,497
Utilities, services and insurance	6,104	2,817	3,288	741	2,888	1,730	4,143	-	21,711
Warden's employment	-	-	30,049	-	-	-	1,443	-	31,492
Library	-	335	-	209	342	242	97	-	1,225
Outreach	-	-	-	-	-	-	-	-	-
Committees and conferences	380	-	-	-	1,100	-	-	-	1,480
Grants payable	4,900	-	-	-	-	-	-	-	4,900
Activities	-	134	2,054	-	1,178	168	-	-	3,534
NFPB quota	1,810	-	-	-	-	-	-	-	1,810
Donations to Yearly Meeting	45,250	-	-	-	-	-	-	-	45,250
Donations to other Quaker groups	905	-	-	20	1,000	50	140	-	2,115
Non-Quaker donations	-	150	-	-	-	-	-	-	150
Depreciation	200	1,464	967	183	561	-	1,551	-	4,926
Governance costs									
Independent examination	1,440	-	-	-	-	-	-	-	1,440
Trustees expenses	-	-	-	-	-	-	-	-	-
Other governance costs	-	-	-	-	-	-	-	-	-
Total expenditure	68,157	24,180	40,078	2,071	12,838	12,279	9,779	-	169,382
Net gains/(losses) on investments	26,188	-	463	-	9,080	-	-	-	35,731
Net income / (expenditure)	(37,192)	2,032	29,891	6,482	17,265	9,921	6,379	-	34,778
Transfers									
Quota	32,245	(6,020)	(11,285)	(995)	(4,995)	(4,510)	(4,440)	-	-
Insurance	6,104	(971)	(1,644)	(1,083)	(900)	(861)	(645)	-	-
Into Building futures	-	(900)	(1,525)	(175)	(675)	(650)	(600)	4,525	-
From Building futures	-	7,923	-	-	-	-	-	(7,923)	-
Other transfers	1,150	(900)	-	-	-	-	(250)	-	-
Net movement in funds	2,307	1,164	15,437	4,229	10,695	3,900	444	(3,398)	34,778
Fund balances brought forward	312,506	679,706	1,196,846	748,574	764,850	602,660	453,377	113,358	4,871,877
Fund balances carried forward	314,813	680,870	1,212,283	752,803	775,545	606,560	453,821	109,960	4,906,655
Fixed assets	798	660,421	1,114,364	733,487	611,654	583,045	439,351	-	4,143,120
Investments	285,843	-	25,463	-	123,447	-	-	-	434,753
Debtors and prepayments	-	-	620	-	-	-	-	-	620
Bank and cash	29,612	20,449	73,826	19,316	40,444	23,515	14,470	109,960	331,592
Less creditors and accruals	(1,440)	-	(1,990)	-	-	-	-	-	(3,430)
Total funds	314,813	680,870	1,212,283	752,803	775,545	606,560	453,821	109,960	4,906,655
Funds held as agent	-	-	269	-	30	122	390	-	811
Bank balances including agent funds	29,612	20,449	74,095	19,316	40,474	23,637	14,860	109,960	332,403
Agent funds									
Opening funds	-	3,900	951	-	367	108	-	-	5,326
Agent income	-	3,300	1,342	-	6,488	969	1,485	-	13,584
Agent payments	-	7,200	2,024	-	6,825	955	1,095	-	18,099
Closing funds	-	-	269	-	30	122	390	-	811

LEEDS AREA QUAKER MEETING

England & Wales - Charity number 1134542

Accounts

Leeds Area Quaker Meeting

Registered Charity 1134542

Annual Report and Accounts 2020

Part 1 Legal and Administrative Details

Status and Objectives

Leeds Area Quaker Meeting is a Registered Charity 1134542. The object of the Leeds 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 the Leeds Meeting and beyond.

Charity Details:

Charity number 1134542

Registered Address: Friends Meeting House, 188 Woodhouse Lane, Leeds, LS2 9DX.

Website: www.leedsquakers.org.uk

Custodian Trustees - Property Friends Trust Limited, 173-177 Euston Road, London, NW1 2BJ

Stockbrokers: Charles Stanley & Co. Limited, 7 Park Row, Leeds, LS1 5HD

Solicitors: Ramsdens Solicitors LLP, Ramsden Street, Huddersfield, HD1 2TH

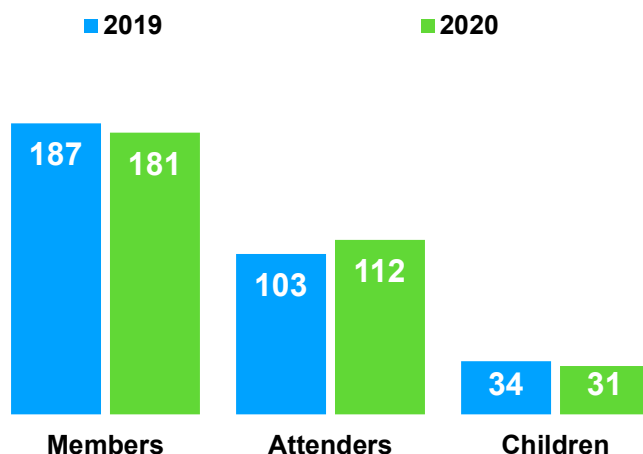
Accounts Examiner: Simon Bostrom, FCIE, West Yorkshire Community Accounting Service, Stringer House, 34 Lupton Street, Leeds, LS10 2QW.

Membership

The members of LAQM are those persons whose names are for the time being recorded in the official register maintained in accordance with the Quaker Faith and Practice Britain Yearly Meeting.

The drop in adult attenders is due to a stricter definition of attenders in the Tabular Statement Guidance Notes. The notes define attenders as people who attend a local meeting regularly and take an active part in the life of the meeting. This led to local clerks removing attenders who had been included in previous returns.

Governance and Governing Document.



The Leeds Area Quaker Meeting (LAQM) Governing Document was adopted in December 2008 and reviewed in February 2018. Previously an excepted charity, LAQM was registered with the Charity Commission on 26 February 2010. In addition to the Governing Document adopted in 2008 there is a Charity Scheme which brings together all the former trusts relating to previous Monthly Meetings into the current Area Meeting. This can be described as “The scheme governing the charities now known together as Leeds Area Quaker Meeting (1134542) and altering or effecting part of Brighouse, Leeds and Settle Buildings Charity (228684) dated 31st March 2015”.

Britain Yearly Meeting (BYM) is the final constitutional authority of the Religious Society of Friends in Great Britain. Its membership consists of all those who belong to the Quaker Area Meetings. LAQM is one of 70 constituent Area Meetings within Britain Yearly Meeting.

The object of LAQM is the furtherance in Leeds and beyond of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain, or Britain Yearly Meeting (BYM). There are seven clauses set out in the charity’s governing document which describe these ways more fully:

- strengthening the life and witness of Quaker meetings both in the area of Leeds Area Quaker Meeting and beyond;
- spreading the message of Quakers and interpreting and developing the thought and practice of the Religious Society;
- undertaking Quaker service for the relief of suffering at home and abroad;
- funding the concerns that Quaker meetings in the area of Leeds Area Quaker Meeting or beyond have adopted or agreed to support;
- providing for the pastoral care of individual members and attenders including assistance to those in need and for education;
- maintaining and developing Quaker meeting houses as places for public worship and from which to carry our witness into the world;
- administering and maintaining the organisation of Leeds Area Quaker Meeting and contributing to the support of Britain Yearly Meeting.

Trustees Governance

Trustees of LAQM are appointed in accordance with the charity's governing document, which states:

The Area Quaker meeting shall appoint from its membership a body of trustees not ordinarily fewer than five or more than fifteen persons.

i. The trustees shall so far as practicable include the Area Quaker meeting treasurer and representatives of each meeting contained within the Area Quaker meeting, but not the clerk of the Area Quaker meeting, nor any employee of the Area Quaker meeting.

ii. One trustee, but not the Area Quaker meeting treasurer, shall be appointed by Area Quaker meeting in session to act as clerk to the trustees.

The appointments shall be reviewed at intervals not exceeding three years. A trustee can be reappointed on no more than two occasions to give an unbroken term of service as a trustee of the Area Quaker meeting not exceeding nine years. That person cannot then be reappointed as a trustee of that Area Quaker meeting until three years have elapsed after the end of the last period of service in that capacity.

Trustees, Observers and Co-Treasurers are each required to sign Register of Interest statements annually.

The following trustees served in the reporting period 1st January - 31st December 2020:

Trustee Appointments 2020

Gavin Burnell 1st term, ends 31/12/2021 (Carlton Hill)
Iona Lyons 2nd term, ends 31/12/2020 (Carlton Hill & LAQM Clerk to Trustees)
Diana Jakeways 2nd term, ends 31/12/2022 (Ilkley and LAQM Treasurer)
Jonathan Fox 2nd term, ends 31/12/2020 (Rawdon)
Alison England 1st term, ends 31/12/2020 (Roundhay)
Martin Schweiger 2nd term ends 31/12/2022 (Roundhay) Appointed November 2019
Christine Middleton 1st term, ends 31/12/2021 (Roundhay)
Chris Staynes 1st Term ends 31/12/23 (Gildersome) Appointed June 2020

- Data Protection: Keith Mollison is serving in this role as part of his role as Assistant Clerk (Membership)

The following were Area Meeting office holders in 2020

LAQM Area Meeting Office Holders 2020

Clerk: Martin Ford

Assistant Clerk (membership): Keith Mollison

Clerk of Trustees: Iona Lyons

LAQM Treasurer: Diana Jakeways

Safeguarding Coordinators: Liz Schweiger, Fiona Pacey, Peter Holmes

Safeguarding Trustee : Iona Lyons

The following Trustees were appointed to serve in 2021

Trustee Appointments 2021

Peter Coltman 1st term, ends 31/12/2022 (Adel, Property Steward, Clerk to Trustees from 01/06/2021)

Pat Gerwat 1st Term ends 31/12/2022(Adel)

Gavin Burnell 1st term, ends 31/12/2021 (Carlton Hill, Employment Steward)

Iona Lyons 2nd term, ends 31/05/2021 (Carlton Hill, Safeguarding Steward & LAQM Clerk to Trustees)

Sophie Bevan 1st Term ends 31/12/2023 (Carlton Hill)

Chris Staynes 1st Term ends 31/12/2023 (Gildersome)

Diana Jakeways 2nd term, ends 31/12/2022 (Ilkley and LAQM Treasurer)

David Griffiths 1st term, ends 31/12/2022 (Rawdon)

Christine Middleton 1st term, ends 31/12/2021 (Roundhay)

Martin Schweiger 2nd Term ends 31/12/2022 (Roundhay)

- Data Protection: Keith Mollison is serving in this role as part of his role as Assistant Clerk (Membership)

Part 2 Trustee Report

This is the 2020 Annual Report and examined, but un-audited Accounts for Leeds Area Quaker Meeting (LAQM) of the Religious Society of Friends (Quakers) in Britain. The report covers the period from 1 January to 31 December 2020.

Quaker Meetings for Leeds Area

One of the primary ways we fulfil our charitable purpose is through the regular holding of public meetings for worship in the manner of Friends: it is the leadings in these meetings for worship that inform and nurture our spiritual development and the action that springs from it. During 2020, many meetings had to be held by Zoom, though there were some 'blended' meetings held at various times during the year. Meetings for worship were arranged by the following organisations at the days and times indicated.

<p>Adel Friends Meeting House New Adel Lane, Leeds, LS16 6AZ</p> <p>tel: 0113 289 9626</p> <p>Meeting for Worship: Sundays, 10.45 am</p> <p>Otley Quaker Meeting The Courthouse, Courthouse St, Otley, LS21 3AN. For details, telephone: 0113 318 8084</p> <p>Meeting for Worship: 10:45 am on first and third Sundays</p>	<p>Carlton Hill Friends Meeting House 188 Woodhouse Lane, Leeds, LS2 9DX</p> <p>tel: 0113 242 2208</p> <p>Meeting for Worship: Sundays, 10.45 am first Thursday of the month, 6.00 pm fourth Sunday of the month, 9.30 am</p>	<p>Gildersome Friends Meeting House 75 Street Lane, Gildersome, Leeds, LS27 7HX</p> <p>tel: 0113 285 2466</p> <p>Meeting for Worship: Sundays, 10.45 am</p>	<p>Roundhay Friends Meeting House 136 Street Lane, Leeds, LS8 2BW</p> <p>tel: 0113 293 3684</p> <p>Meeting for Worship: Sundays, 10.45 am</p>
<p>Ilkley Friends Meeting House Queens Road, Ilkley, LS29 9QJ</p> <p>tel: 01943 600806 or 01943 601181</p> <p>Meeting for Worship: Sundays, 10.30 am</p>	<p>Rawdon Friends Meeting House Quakers Lane, Rawdon, Leeds, LS19 6HU</p> <p>tel: 0113 250 4904</p> <p>Meeting for Worship: Sundays, 10.45 am</p>	<p>Leeds University, Leeds LS2 9JT Claire Chapel, The Emmanuel Centre. Staff and students from the University of Leeds and Leeds Beckett University are welcome.</p> <p>Meeting for Worship: Tuesdays, 1.05pm</p>	<p>Bedford Court Extra Care Housing and Residential Home Olive Lodge, Broadgate Lane, Horsforth, Leeds LS18 4SE</p> <p>Meeting for Worship: first and third Wednesdays, 10.30am</p>

Area and Local Meeting Activities

Quakers in Leeds began 2020 with their usual activities. Meeting for Worship is central, but there were also shared lunches, social events, discussion groups and meetings with other denominations, for example, an afternoon service on the World Day of Prayer and a Christian Aid Soup Lunch. There were plenty of plans for the coming year. These included preparations to welcome staff from Britain Yearly Meeting following confirmation that Carlton Hill Meeting House was selected as the first 'Regional Hub'. The new offices will also be used as a base for a Local Development Worker for Yorkshire.

Before the end of March, the Trustees had to instruct all Local Meetings to close. Once we could no longer meet physically, we discovered new ways of worshipping and new ways of relating to each other. Meetings for Worship on Zoom were started with great enthusiasm and indeed provided new benefits: the possibility of engaging in a business meeting from the comfort of one's own home. However, others found that Zoom did not 'speak to their condition' and so did not participate. These Friends worshipped in their own way, sitting in their own homes or gardens on a Sunday morning, perhaps reading Quaker Faith and Practice, the Bible, or just spending the time in quiet contemplation. Over the summer, blended meetings took place, before the imposition of a further lockdown.

Those who embraced Zoom enjoyed a variety of activities conducted remotely but with zest: coffee mornings, poetry group, sustainability talks, study groups, discussion groups which covered many topics including our response to the Black Lives Matter movement, 'Philosophy' talks by Ben Wood, mid-week worship, the Light Group, The Bible Book Club and Breathe – the Quaker style worship hosted by Robin Fishwick, the Leeds Universities Quaker Chaplain. Business meetings, committee meetings, Elders and Overseers meetings - all flourished on the Zoom platform.

Those who could not deal with Zoom were not excluded. They were upheld and supported with more familiar technologies: email, texting and the telephone. Elders and Overseers took great care to ensure that all Friends were contacted regularly.

Sadly we lost nine Friends during the year, further depleting our diminishing membership. As we were unable to hold proper funerals, many were held via Zoom or were live streamed from crematoria. We remember them all with gratefulness, and we also rejoice to have received one new Quaker into membership. Many Friends celebrated a Quaker wedding - also held on Zoom - in September.

The pandemic caused the cancellation of a range of activities. We have missed visits to Glenthorne, Easter Settlement at Cober Hill near Scarborough, and Yearly Meeting Gathering at Bath. Roundhay was unable to carry out its Christian Aid Collection; Rawdon Meeting cancelled its cherished Amnesty Concert Series; Gildersome could not celebrate the Scarecrow Festival; and meetings at Bedford Court ceased. Heritage Open Days was held virtually in September and no Meeting Houses were open to welcome visitors. However, a Friend at Adel recorded a talk on the history of Adel meeting house and burial ground which was available on the Leeds Civic Trust website.

Although we could not use our buildings for much of the year, they still needed maintenance. Partial use for blended meetings required adaptations and changes to comply with Government regulations, involving a great deal of time and cooperative work. Friends tended to the gardens and checked the properties during our absence. Rawdon Meeting commissioned a local blacksmith to redesign and replace the Victorian lantern over their stone entrance; the flat at Roundhay Meeting was redecorated and a large bush was

removed from the front garden allowing the Meeting House to be seen clearly from the road. The accessible toilet at Roundhay Meeting became a valued community resource for delivery drivers, postmen and older members of the community out for a walk. Several meetings had work done by tree surgeons. All this cost money at a time when income from lettings dried up. We are fortunate that both the Area and Local Meetings have sufficient reserves to cope with the financial shortfall over the year.

We are grateful to the many Friends who serve our meetings and have enabled them to flourish during a difficult and challenging year. Covid has changed the patterns of how we live our lives; sometimes it has seemed all encompassing, impacting on our thoughts and our ministry. It is hard to let the inner light lift our gaze to the mountains from the fog that surrounds us, but contrary to our worst fears, our Spiritual Health as an Area Meeting, remains good. Sharing of the Eldership and Oversight of our community by everyone is a testament to our spiritual strength. We continue to pursue our Quaker concerns: the challenge of climate change, the needs of refugees and asylum seekers; our response to 'Black Lives Matter' and our responsibility to work for racial justice. We have been surprised and delighted to find that new technology allows the Spirit to connect us in ways that we had not before imagined.

Outreach

From our governing document LAQM fulfils some of its charitable concerns by:

- spreading the message of Quakers and interpreting and developing the thought and practice of the Religious Society;
- undertaking Quaker service for the relief of suffering at home and abroad;

Practical outreach was severely limited by the pandemic. The cancellation of a number of outreach events has been noted above. However, we have continued to support Quaker work and service both at home and abroad financially, notably by our contribution to Britain Yearly Meeting. We are glad that we have been able to maintain our contribution at the same level as the previous year, despite our diminished income.

Sustainability

Leeds Area Quaker Meeting has a Sustainability Group which leads our thinking and practice in this important area. In 2020, their activities were restricted by the pandemic, but they have continued to meet regularly and have considered such diverse topics as the proposed expansion of the Leeds/Bradford Airport, low carbon heating (Zero Carbon Headingley) and the Hollybush Conservation Centre. Friends have been encouraged to make their views on sustainability issues known to MPs and to prepare themselves spiritually for COP 26 - the coming UN Climate change Conference.

Trustee Business in 2020

2020 was an unprecedented year and trustee meetings followed suit.

From January to March Trustees were involved with the 2030 planning meeting which was to enable the area meeting to consider our resources and diminishing membership and how to fill the roles required to run local meetings.

We planned to have a trustee away day in March, which potential new trustees could attend. This was scheduled for 21st March two days before lockdown was announced. We were making preparations for Yearly Meeting Gathering due to take place in August 2020.

Our usual meetings took place in January, March, May, July, October and November.

We had additional meetings in February (to consider the tenancy for Carlton Hill Meeting as Christian Aid had given notice) April, June, July and September to consider COVID related risk assessments, responding to changes in government guidelines and ensuring staff and meeting houses were protected. We made the decision not to use Government money to furlough employees and instead continued paying them throughout the lockdown period as we considered that we had sufficient funds to do this.

The running and organisation of Gildersome meeting was considered later on in the year: this was delayed due to Covid. No clear decision has yet been made as there are now meetings planned for LAQM to consider our buildings as a whole in 2021 and it was thought best to include Gildersome within this context.

Safeguarding

Safeguarding matters are dealt with through the area wide Safeguarding Group. There were no safeguarding incidences in 2020.

Reserves policy

Our reserves policy was formally adopted on 16th May 2018 and amended on 20th November 2018.

The policy is to hold at Local Meeting level:

- *a current reserve of 50% of normal expenditure plus a reserve equal to 50% of rents from investments properties (to account for void rental periods);*
- *plus*
- *a capital reserve of 100% of the planned capital expenditure for the next 12 months plus any anticipated capital expenditure in excess of £10,000 in the next 5 years.*

At Area Meeting level, the following Central reserves will be maintained, subject to annual review:

- *50% of the anticipated external expenditure for the coming year of the Central Fund*
- *100% of the annual small grants budget*

- Such other amount as the trustees may from time to time deem appropriate having regards to the currently perceived risks.

The Area Meeting reserves will be the sum of the local meeting reserves and the Central reserves. The acceptable range of reserves shall lie between a £20,000 deficit and a £50,000 surplus on the calculated figure.

The reserves will be maintained by an annual review by the treasurers and reported to the trustees, and by the discipline of setting aside a proportion of the rebuilding costs of our various buildings into the Building Futures Fund each year.

During 2020 we completed the implementation of the decision of Area Meeting to distribute excess reserves to reflect our Quaker concerns of Peace and Refugees and Asylum Seekers (LAQM Minute 2018/83) by paying the second tranches of two major grants to local charities. In addition, from our Sanctuary Everywhere fund we deployed just over £1K for our own work with refugees and asylum seekers at Carlton Hill meeting. We continued to use the Enrichment Fund to provide archiving materials for the Quaker archive held at the Brotherton Library of the University of Leeds and in addition appointed a paid Burial Grounds Administrator to take over work previously done by volunteers within LAQM

PROJECT	Grant
Local Charities	
Manuel Bravo Advocacy Worker	£25,560
Peace Museum	£10,000
Ring-Fenced Retained Fund	
Sanctuary Everywhere	£1,099
Enrichment Fund	£186

We have continued to set aside 0.5% of the reinstatement valuation of each of the buildings into our Building Futures Fund. We were expecting to deploy some of this fund for alterations to Carlton Hill Meeting House during 2020, but these plans were put on hold because of the uncertainty created by the COVID-19 pandemic. Consequently nothing was spent from the fund this year.

The value of the Building Futures Fund at the year-end was £113,358. This fund is held in a Leeds City Credit Union account from which we do not take interest so that it can be used to good effect while not required by LAQM.

Investment

Grants

Income from our investments feeds into our Small Grants Fund: this income was considerably reduced during 2020. Collections by meetings and donations from individuals finance the Friends Action on Poverty Fund. The Small Grants sub-committee of the Trustees continued to meet on Zoom as necessary to consider applications to these two funds from organisations and individuals in need throughout the year. Surprisingly, there was no call on the Friends Action on Poverty Fund during 2020 and few applications for Small Grants.

For non-Quaker organisations trustees accept Minutes from the Grants Subcommittee giving reasons for the donations. These Minutes were accepted by trustees in 2020.

Trustees agreed the following grants in 2020:

Grants to non-Quaker organisations	
Swarthmore Education Centre	£1,200
Solace	£1,000

In addition to the Grants made at Area Meeting level, some Local Meetings hold collections for, or pass on funds on behalf of individuals to, various charities throughout the year. In 2020 these amounted to £3099 for Quaker organisations and £2880 for non-Quaker organisations, giving a total of £5979.

Public Benefit Statement

In summary, the Trustees have demonstrated above how LAQM complies with the duty in Section 17 of the Charities Act 2011 to have due regard to public benefit, through

- Regular holding of public Meetings for Worship - though mostly by Zoom;
- Maintaining Meeting Houses which are used by many different groups and are of value to the local community; and
- Promoting and enabling donations in cash and kind to organisations in the UK and overseas working to support causes whose values accord with the aims and objectives of the Charity.

Financial Review of 2020

The financial position of LAQM is shown in Section 3 of this report. Most activities within the Area Meeting are undertaken on a delegated basis by Local Meetings. Each Local Meeting has its own treasurer. Local Meeting accounts are consolidated to produce the Leeds Area Quaker Meeting financial statements. The 2020 accounts consolidation activity has been undertaken again by West Yorkshire Community Accounting Service (WYCAS), Stringer House, 34 Lupton Street, Leeds, LS10 2QW.

During 2020, Trustees encouraged Local Meetings to seek to achieve fund-raising targets to raise money in support of the centrally-managed work of the Religious Society of Friends (Quakers) in Britain; the work of the Northern Friends Peace Board; Quaker collective activity in Leeds; and in support of Quakers in Yorkshire which emphasizes opportunities for Children and Young People and wider outreach. In relation to support of the centrally-managed work the sum of £250 per member was again advised and attained. This represents an excellent achievement to enable the central charitable work in the UK and overseas to be conducted on behalf of all Quakers in Britain.

The net movement of funds for the year was £106,324 comprising £20,655 on restricted funds and £85,669 on unrestricted funds after transfers. The major increase in unrestricted income in 2020 compared to the previous year was almost entirely due to the receipt of a single generous legacy to Ilkley Meeting of £124,268. Our income from letting of local meeting house premises was severely constrained by the pandemic and reduced to about one third of its usual total. In addition, Carlton Hill office premises were vacant for part of the year reducing the investment property income stream by about £10K. Consequently local meetings have been eating into their reserves to survive.

According to our reserves policy we should hold around £281,500 at the year end. On paper our unrestricted net current assets (our free reserves) were £281,677 on 31.12.2020. Although this falls within the range of £261,500 to £331,500 specified in the policy, it includes the legacy given to Ilkley Meeting. Excluding this our true unrestricted reserves would have been reduced to £157,409. During 2021 Trustees have decided to fund half of our annual support for Britain Yearly Meeting from central unrestricted funds, and to ask local meetings to contribute only 25% of their usual amount to the Building Futures Fund. This will allow local meetings to begin to rebuild their reserves, always provided that hiring of premises can resume for more normal sized groups in the autumn. Carlton Hill also now has a new office tenant.

The trustees have concluded that, whilst we have been adversely affected financially by COVID-19 during 2020, there are no material uncertainties so significant as to cast doubt over the ability of the charity to continue as a going concern.

Approval and Submission

This report and accounts were approved by Trustees on 07/07/2021 on and signed on their behalf by:

Peter Coltman

Trustee and Clerk of Trustees

Diana Jakeways

Trustee and Treasurer

Leeds Area Quaker Meeting

Independent examiner's report to the trustees of Leeds Area Quaker Meeting

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2019, which are set out on pages 14 to 21.

Responsibilities and basis of report

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

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

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

Signed:Simon Bostrom.....

Relevant professional qualification or body: FCIE

Date:14/07/2021.....

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Leeds Area Quaker Meeting						
Statement of Financial Activities						
for the year ended 31 December 2020						
	Notes	2020	2020	2020	2019	
		Unrestricted	Restricted	Total	Total	
		funds	funds	funds	funds	
		£	£	£	£	
Income from:						
Donations and legacies		194,541	1,550	196,091	86,290	
Letting of Meeting House		39,478	-	39,478	113,390	
Activities		151	-	151	1,303	
Rent from investment property		27,733	-	27,733	37,954	
Interest and dividends		113	4,213	4,326	6,081	
Other receipts		10	-	10	30	
Total income		262,026	5,763	267,789	245,048	
Expenditure on:						
Cost of fundraising						
Investment management costs		3,675	-	3,675	2,900	
Maintenance of investment property		-	-	-	7,459	
Charitable activities						
Property maintenance		31,921	-	31,921	36,953	
Administration and consultancy		4,444	60	4,504	3,681	
Utilities, services and insurance		22,691	-	22,691	24,334	
Warden's employment	(2)	32,359	-	32,359	33,900	
Library		527	-	527	763	
Outreach		114	-	114	1,468	
Committees and conferences		642	600	1,242	3,184	
Grants payable		35,660	5,400	41,060	103,357	
Activities		1,998	-	1,998	6,848	
Northern Friends Peace Board (NFPB) quota		1,870	-	1,870	1,840	
Donations to Yearly Meeting		47,685	-	47,685	46,445	
Donations to other Quaker groups		2,621	-	2,621	4,657	
Non-Quaker donations		600	-	600	2,482	
Depreciation		4,165	-	4,165	4,165	
Governance costs						
Accountancy and independent examination		1,440	-	1,440	1,440	
Other governance costs		-	-	-	-	
Total expenditure		192,412	6,060	198,472	285,876	
Net gains/(losses) on investments		18,143	18,864	37,007	39,491	
Net income / (expenditure)		87,757	18,567	106,324	(1,337)	
Transfers between funds		(2,088)	2,088	-	-	
Net movement in funds		85,669	20,655	106,324	(1,337)	
Fund balances brought forward		4,541,964	223,589	4,765,553	4,766,890	
Fund balances carried forward	(3)	4,627,633	244,244	4,871,877	4,765,553	
All incoming resources and resources expended derive from continuing activities.						

Leeds Area Quaker Meeting					
Balance sheet					
as at 31 December 2020					
		2020	2020	2020	2019
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(4)	4,144,242	-	4,144,242	4,148,407
Investments	(5)	201,714	209,791	411,505	278,077
Total fixed assets		4,345,956	209,791	4,555,747	4,426,484
Current assets					
Debtors and prepayments		-	-	-	-
Cash at bank and in hand		283,117	34,453	317,570	340,649
Total current assets		283,117	34,453	317,570	340,649
Current liabilities:					
amounts falling due within one year					
Accruals		1,440	-	1,440	1,580
Total current liabilities		1,440	-	1,440	1,580
Net current assets / (liabilities)		281,677	34,453	316,130	339,069
Net assets		4,627,633	244,244	4,871,877	4,765,553
Funds					
Unrestricted funds		4,627,633	-	4,627,633	4,541,964
Restricted funds		-	244,244	244,244	223,589
Total funds		4,627,633	244,244	4,871,877	4,765,553
The financial statements were approved by the board of trustees on 07/07/2021 and signed on their behalf by:					
Peter Coltman (Trustee and Clerk of Trustees).					

Leeds Area Quaker Meeting

Notes to the accounts

for the year ended 31 December 2020

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Grants payable with performance conditions

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

Grants payable without performance conditions

Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

	Leeds Area Quaker Meeting
	Notes to the accounts
	for the year ended 31 December 2020
	1 Accounting policies
	Tangible fixed assets
	Tangible fixed assets costing more than £1000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.
	Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:
	Freehold land: nil
	Freehold buildings: 5 yearly revaluation.
	Equipment: over 5 years
	Pensions
	The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.
	Fund accounting
	Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
	Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.
	Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leeds Area Quaker Meeting
Notes to the accounts continued
for the year ended 31 December 2020

2 Staff costs and numbers	2020	2019
	£	£
Gross salaries	30,323	32,102
Pensions	2,036	1,798
	32,359	33,900

Residential wardens were employed at Carlton Hill and Roundhay. In addition to the above, residential wardens receive subsidised accommodation.

Defined contribution pension scheme	2020	2019
	£	£
Costs of the scheme to the charity for the year	2,036	1,798

3a Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Friends Action on Poverty	2,702	1,508	-	252	4,462
LAQM Trust fund	213,014	23,119	3,660	(2,377)	230,096
Small grants fund	7,873	-	2,400	4,213	9,686
	223,589	24,627	6,060	2,088	244,244

Fund name	Purpose of restriction
Friends Action on Poverty	To provide grants to individuals or organisations in the Leeds area to relieve poverty
LAQM Trust fund	This fund was formerly managed as a separate charity but was merged with LAQM on 30 December 2012. The object of the fund is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the vicinity of Leeds and Ilkley and beyond. Interest income from the fund is transferred to the Small grants fund each year (£4,213 this year). Most of the fund balance is in investments and the income is the growth on that investment. In addition, £1,836 being income earned from solar panels has been transferred into the fund.
Small grants fund	To assist voluntary and charitable organisations running projects in line with Quaker values of Truth, Simplicity, Sustainability, Peace and Equality.

3b Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Ministry and Resources fund - divided into:					
Large grants	35,560	-	35,560	-	-
Sanctuary everywhere	18,352	-	1,099	-	17,253
Enrichment fund	9,900	-	186	-	9,714
	63,812	-	36,845	-	26,967

Fund name	Purpose of designation
Large grants	A fund created in order to award grants to groups agreed on by LAQM with a focus on refugees, housing and peace
Sanctuary everywhere	To support the work carried out by the local meetings in relation to refugees and asylum seekers
Enrichment fund	A fund to help support the life of local meetings and to enrich the spiritual life of the meetings

Leeds Area Quaker Meeting
Notes to the accounts continued
for the year ended 31 December 2020

4 Tangible assets

	Equipment	Land and buildings	Total
<u>Cost</u>	£	£	£
At 1 January 2020	20,823	4,131,749	4,152,572
Additions	-	-	-
At 31 December 2020	20,823	4,131,749	4,152,572
<u>Depreciation</u>			
At 1 January 2020	4,165	-	4,165
Charge for year	4,165	-	4,165
At 31 December 2020	8,330	-	8,330
<u>Net book value</u>			
At 31 December 2020	12,493	4,131,749	4,144,242
At 31 December 2019	16,658	4,131,749	4,148,407

5 Fixed assets investments

	2020	2019
	£	£
Carrying (market) value at beginning of year	278,077	242,941
Add: additions to investments at cost	100,000	-
Less: disposals at carrying value	-	(1,455)
Add / (deduct): net gain / (loss) on revaluation	37,007	39,491
Less fund manager's fees	(3,579)	(2,900)
Carrying (market) value at end of year	411,505	278,077

Breakdown of investments agreeing with SOFA and Balance sheet

Analysis of investments	Market value at year end	Income in the year
	£	£
Investment properties	see below	4,213
Investments listed on a recognised stock exchange, funds or trusts	411,505	-
Total	411,505	4,213

When the various properties owned by the charity were revalued in January 2017 the investment element and the programme related elements were not split.

It is not possible estimate these values with sufficient degree of certainty and so all of the charity's properties have been included within fixed assets.

6 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefits during this year or the previous year.

There were no other related party transactions.

Leeds Area Quaker Meeting						
Statement of Financial Activities including comparatives for all funds						
(including summary income and expenditure account)						
for the year ended 31 December 2020						
	2020	2019	2020	2019	2020	2019
	Unrestricted	Unrestricted	Restricted	Restricted	Total	Total
	funds	funds	funds	funds	funds	funds
	£	£	£	£	£	£
Income						
Donations and legacies	194,541	84,299	1,550	1,991	196,091	86,290
Letting of Meeting House	39,478	113,390	-	-	39,478	113,390
Activities	151	1,303	-	-	151	1,303
Rent from investment property	27,733	37,954	-	-	27,733	37,954
Interest and dividends	113	132	4,213	5,949	4,326	6,081
Other receipts	10	30	-	-	10	30
Total income	262,026	237,108	5,763	7,940	267,789	245,048
Expenditure						
Cost of fundraising						
Investment management costs	3,675	2,900	-	-	3,675	2,900
Maintenance of investment property	-	7,459	-	-	-	7,459
Charitable activities						
Property maintenance	31,921	36,953	-	-	31,921	36,953
Administration and consultancy	4,444	3,621	60	60	4,504	3,681
Utilities, services and insurance	22,691	24,334	-	-	22,691	24,334
Warden's employment	32,359	33,900	-	-	32,359	33,900
Library	527	763	-	-	527	763
Outreach	114	1,325	-	143	114	1,468
Committees and conferences	642	3,184	600	-	1,242	3,184
Grants payable	35,660	93,521	5,400	9,836	41,060	103,357
Activities	1,998	6,548	-	300	1,998	6,848
NFPB quota	1,870	1,840	-	-	1,870	1,840
Donations to Yearly Meeting	47,685	46,445	-	-	47,685	46,445
Donations to other Quaker groups	2,621	4,657	-	-	2,621	4,657
Non-Quaker donations	600	2,482	-	-	600	2,482
Depreciation	4,165	4,165	-	-	4,165	4,165
Governance costs						
Independent examination	1,440	1,440	-	-	1,440	1,440
Other governance costs	-	-	-	-	-	-
Total expenditure	192,412	275,537	6,060	10,339	198,472	285,876
Net gains/(losses) on investments	18,143	16,570	18,864	22,921	37,007	39,491
Net income / (expenditure)	87,757	(21,859)	18,567	20,522	106,324	(1,337)
Transfers between funds	(2,088)	(2,009)	2,088	2,009	-	-
Net movement in funds	85,669	(23,868)	20,655	22,531	106,324	(1,337)
Fund balances brought forward	4,541,964	4,565,832	223,589	201,058	4,765,553	4,766,890
Fund balances carried forward	4,627,633	4,541,964	244,244	223,589	4,871,877	4,765,553

Leeds Area Quaker Meeting									
Income and expenditure by meeting									
for the year ended 31 December 2020									
	2020	2020	2020	2020	2020	2020	2020	2020	2020
	Central	Adel	Carlton Hill	Gildersome	Ilkley	Rawdon	Roundhay	Building futures	Total funds
	£	£	£		£	£	£	£	£
Income									
Donations and legacies	1,126	13,210	21,209	3,521	136,103	12,696	8,226	-	196,091
Letting of Meeting House	-	7,122	18,445	140	6,714	1,140	5,917	-	39,478
Activities	1	-	150	-	-	-	-	-	151
Rent from investment property	-	7,029	9,625	4,380	-	6,699	-	-	27,733
Interest and dividends	4,212	23	-	-	11	-	80	-	4,326
Other receipts	-	-	10	-	-	-	-	-	10
Total income	5,339	27,384	49,439	8,041	142,828	20,535	14,223	-	267,789
Expenditure									
Cost of fundraising									
Investment management costs	3,579	-	-	-	-	96	-	-	3,675
Maintenance of investment property	-	-	-	-	-	-	-	-	-
Charitable activities									
Property maintenance	-	14,173	2,182	1,400	3,877	7,639	2,650	-	31,921
Administration and consultancy	1,081	1,707	996	260	303	152	5	-	4,504
Utilities, services and insurance	4,507	2,903	5,174	829	2,664	2,264	4,350	-	22,691
Warden's employment	-	480	28,929	-	-	-	2,950	-	32,359
Library	-	111	90	-	115	92	119	-	527
Outreach	-	-	-	-	-	114	-	-	114
Committees and conferences	1,113	-	129	-	-	-	-	-	1,242
Grants payable	41,060	-	-	-	-	-	-	-	41,060
Activities	-	807	1,036	20	10	95	30	-	1,998
NFPB quota	1,870	-	-	-	-	-	-	-	1,870
Donations to Yearly Meeting	47,685	-	-	-	-	-	-	-	47,685
Donations to other Quaker groups	-	785	150	-	1,546	-	140	-	2,621
Non-Quaker donations	-	-	300	-	-	300	-	-	600
Depreciation	-	1,464	967	183	-	-	1,551	-	4,165
Governance costs									
Independent examination	1,440	-	-	-	-	-	-	-	1,440
Trustees expenses	-	-	-	-	-	-	-	-	-
Other governance costs	-	-	-	-	-	-	-	-	-
Total expenditure	102,335	22,430	39,953	2,692	8,515	10,752	11,795	-	198,472
Net gains/(losses) on investments	30,287	-	-	-	6,720	-	-	-	37,007
Net income / (expenditure)	(66,709)	4,954	9,486	5,349	141,033	9,783	2,428	-	106,324
Transfers									
Quota	52,430	(11,760)	(18,910)	(1,870)	(7,130)	(7,760)	(5,000)	-	-
Insurance	5,972	(986)	(2,069)	(237)	(780)	(882)	(1,018)	-	-
Into building futures	-	(4,000)	(6,100)	(700)	(2,300)	(2,600)	(3,000)	18,700	-
Other transfers	252	-	(350)	-	350	-	(252)	-	-
Net movement in funds	(8,055)	(11,792)	(17,943)	2,542	131,173	(1,459)	(6,842)	18,700	106,324
Fund balances brought forward	320,561	691,498	1,214,789	746,032	633,677	604,119	460,219	94,658	4,765,553
Fund balances carried forward	312,506	679,706	1,196,846	748,574	764,850	602,660	453,377	113,358	4,871,877
Fixed assets	-	661,885	1,115,331	733,670	609,409	583,045	440,902	-	4,144,242
Investments	297,138	-	-	-	114,367	-	-	-	411,505
Bank and cash	16,808	17,821	81,515	14,904	41,074	19,615	12,475	113,358	317,570
Less creditors and accruals	(1,440)	-	-	-	-	-	-	-	(1,440)
Total funds	312,506	679,706	1,196,846	748,574	764,850	602,660	453,377	113,358	4,871,877
Funds held as agent	-	3,900	951	-	367	108	-	-	5,326
Bank balances including agent funds	16,808	21,721	82,466	14,904	41,441	19,723	12,475	113,358	322,896