

**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**

	<b>Page</b>
<b>Reference and Administrative Details</b>	<b>1</b>
<b>Report of the Trustees</b>	<b>2 to 8</b>
<b>Independent Examiner's Report</b>	<b>9</b>
<b>Statement of Financial Activities</b>	<b>10</b>
<b>Balance Sheet</b>	<b>11</b>
<b>Notes to the Financial Statements</b>	<b>12 to 20</b>
<b>Detailed Statement of Financial Activities</b>	<b>21 to 22</b>

## **LEEDS AREA QUAKER MEETING**

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

<b>TRUSTEES</b>	C Middleton D Griffiths C Staynes P Gerwat R S Bevan T Griffin T Bland K Forest P C Ellis S Horsfall
<b>PRINCIPAL ADDRESS</b>	Quaker Meeting House 188 Woodhouse Lane Lcads LS2 9DX
<b>REGISTERED CHARITY NUMBER</b>	1134542
<b>INDEPENDENT EXAMINER</b>	Flint & Thompson 2 Manor Square Solihull West Midlands B91 3PX
<b>SOLICITORS</b>	Ramsdens Solicitors LLP Ramsden Street Huddersfield HD1 2TH
<b>STOCKBROKERS</b>	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](http://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 23<sup>rd</sup> 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 £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies		64,700	16,106	80,806	95,289
<b>Charitable activities</b>					
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>
<b>Total</b>		<u>262,717</u>	<u>22,660</u>	<u>285,377</u>	<u>205,800</u>
<b>EXPENDITURE ON</b>					
Raising funds	3	14,303	2,909	17,212	16,675
<b>Charitable activities</b>					
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>
<b>Total</b>		<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>
<b>NET INCOME/(EXPENDITURE)</b>		76,282	8,438	84,720	(64,354)
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		4,610,974	231,327	4,842,301	4,906,655
Transfers between funds		(281)	281	-	-
<b>TOTAL FUNDS CARRIED FORWARD</b>		<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 £
<b>FIXED ASSETS</b>					
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
<b>CURRENT ASSETS</b>					
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
<b>CREDITORS</b>					
Amounts falling due within one year	13	<u>(1,745)</u>	<u>-</u>	<u>(1,745)</u>	<u>(1,440)</u>
<b>NET CURRENT ASSETS</b>		<u>386,455</u>	<u>11,133</u>	<u>397,588</u>	<u>327,442</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>4,686,975</u>	<u>240,046</u>	<u>4,927,021</u>	<u>4,842,301</u>
<b>NET ASSETS</b>		<u>4,686,975</u>	<u>240,046</u>	<u>4,927,021</u>	<u>4,842,301</u>
<b>FUNDS</b>	14				
Unrestricted funds				4,686,975	4,610,974
Restricted funds				<u>240,046</u>	<u>231,327</u>
<b>TOTAL FUNDS</b>				<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 23<sup>rd</sup> October 2024 and were signed on its behalf by:

TBM.

T Bland - Trustee

P C Ellis.

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

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

### 6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
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>
<b>Total</b>	<u>186,216</u>	<u>19,584</u>	<u>205,800</u>
<b>EXPENDITURE ON</b>			
Raising funds	13,617	3,058	16,675
<b>Charitable activities</b>			
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
<b>Total</b>	<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>
<b>NET INCOME/(EXPENDITURE)</b>	<u>(35,374)</u>	<u>(28,980)</u>	<u>(64,354)</u>
<b>Transfers between funds</b>	<u>3,500</u>	<u>(3,500)</u>	<u>-</u>
<b>Net movement in funds</b>	<u>(31,874)</u>	<u>(32,480)</u>	<u>(64,354)</u>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	<u>4,642,848</u>	<u>263,807</u>	<u>4,906,655</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<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 LCC Ukraine Support Fund	2,980 350	4,397 5,500	2,809 -	(3,998) (5,850)	569 -
<b>TOTAL FUNDS</b>	<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
<b>TOTAL FUNDS</b>	<b>25,550</b>	<b>-</b>	<b>2,609</b>	<b>(1,177)</b>	<b>21,764</b>

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 £
<b>COST</b>			
At 1 January 2023 and 31 December 2023	<u>4,131,749</u>	<u>24,627</u>	<u>4,156,376</u>
<b>DEPRECIATION</b>			
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>
<b>NET BOOK VALUE</b>			
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 £
<b>MARKET VALUE</b>	
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>
<b>NET BOOK VALUE</b>	
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>-</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>

### 13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Accrued expenses	<u>1,745</u>	<u>1,440</u>

### 14. MOVEMENT IN FUNDS

	At 1.1.23	Net movement in funds	At 31.12.23
	£	£	£
<b>Unrestricted funds</b>			
General fund	4,610,974	76,001	4,686,975
<b>Restricted funds</b>			
Restricted funds	231,327	8,719	240,046
	<u>4,842,301</u>	<u>84,720</u>	<u>4,927,021</u>
<b>TOTAL FUNDS</b>	<u>4,842,301</u>	<u>84,720</u>	<u>4,927,021</u>

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

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	262,717	(195,057)	8,341	76,001
<b>Restricted funds</b>				
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>
<b>TOTAL FUNDS</b>	<u>285,658</u>	<u>(218,733)</u>	<u>17,795</u>	<u>84,720</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 £
<b>Unrestricted funds</b>				
General fund	4,642,848	(35,374)	3,500	4,610,974
<b>Restricted funds</b>				
Restricted funds	263,807	(28,980)	(3,500)	231,327
<b>TOTAL FUNDS</b>	<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 £
<b>Unrestricted funds</b>				
General fund	186,216	(198,259)	(23,331)	(35,374)
<b>Restricted funds</b>				
Restricted funds	19,584	(17,318)	(31,246)	(28,980)
<b>TOTAL FUNDS</b>	<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 £
<b>Unrestricted funds</b>				
General fund	4,642,848	40,908	3,219	4,686,975
<b>Restricted funds</b>				
Restricted funds	263,807	(20,542)	(3,781)	240,046
<b>TOTAL FUNDS</b>	<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 £
<b>Unrestricted funds</b>				
General fund	448,933	(393,316)	(14,990)	40,908
<b>Restricted funds</b>				
Restricted funds	42,525	(40,994)	(21,792)	(20,542)
	<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<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 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
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
<b>Investment income</b>		
Rent from investment property	38,274	30,272
Interest and dividends	<u>7,679</u>	<u>3,110</u>
	45,953	33,382
<b>Charitable activities</b>		
Insurance claim	83,679	-
<b>Other income</b>		
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>
<b>Total incoming resources</b>	285,377	205,800
<b>EXPENDITURE</b>		
<b>Investment management costs</b>		
Investment management costs	5,029	5,404
Maintenance of investment property	<u>12,183</u>	<u>5,686</u>
	17,212	11,090
<b>Charitable activities</b>		
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 £
<b>Charitable activities</b>		
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>
 <b>Net income/(expenditure) before gains and losses</b>	 66,925	 (9,777)
 <b>Realised recognised gains and losses</b>		
Realised gains/(losses) on fixed asset investments	<u>17,795</u>	<u>(54,577)</u>
 <b>Net income/(expenditure)</b>	 <u><u>84,720</u></u>	 <u><u>(64,354)</u></u>

This page does not form part of the statutory financial statements