

Mothers' Union, Diocese of Leeds

Trustees' Annual Report for the year ended 31 December 2020

The trustees present their report and accounts for the year ended 31st December 2020. In presenting this report, the trustees confirm that they have had due regard to the Charity Commission's guidance on public benefit.

Effect of COVID-19 on AGM in 2020

Due to the extraordinary circumstances of the COVID-19 situation since March 2020, Trustee meetings have been held via Zoom with the electronic signature of the President added to any agreed minutes. The Constitution point 8.3 states:

8.3 A meeting of the Trustees may be held either in person or by suitable electronic means agreed by the Trustees in which all participants may communicate with all other participants.

The Trustees accepted and signed off the accounts for 2020 at the Trustee meeting on Zoom on 14th May 2021 and noted the extraordinary circumstances due to (COVID).

Risk to the Charity

The trustees are satisfied that the balance in the accounts is sufficient for the charity to continue in 2022. Due to the COVID-19 situation, it was decided to reduce the members' annual subscription for 2021 due to savings made during 2020 on expenses, particularly since the subscription to the Central Mothers' Union has increased considerably for 2021.

Structure, governance and management

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

The Board of Trustees manages the charity. They met on seven occasions during 2020 instead of the usual four. The first meeting was held in person and the other meetings on Zoom. The Trustees are elected tri-annually by the members of the charity's Council consisting of the Diocesan President, members of the Trustee Board, Team leaders, branch leaders and past Presidents of the charity living in the Diocese. The Chaplain is appointed by the Diocesan Bishop. The Council and Annual General Meeting was held on Zoom on 5th November when information was shared and matters debated with the members present. Training for Trustees was provided at the beginning of the three year period in 2019.

The Trustees were elected in 2018 and took office for the Charity on 1st January 2019 for a period of three years. The trustees who served in 2020 were:

Mrs Jean Thurman	Diocesan President
Mrs Patricia Ainsworth	Area President - Leeds Episcopal Area
Mrs Josie Birley	Area President - Ripon Episcopal Area
Mrs Eileen Warburton	Area President - Wakefield Episcopal Area
Mrs Elaine Swinhoe	Area President - Huddersfield Episcopal Area
Mrs Pam Aston	Area President - Bradford Episcopal Area
Mrs Margaret Bentley	General Trustee
Mrs Yvonne Hutson	General Trustee
Mrs Alison Boggie	General Trustee
Mrs Margaret Crawford	General Trustee

General Trustee, Mrs Marlene Bramley, sadly passed away in January 2020 leaving a vacancy for the rest of the year.

The charity does not own any property other than two caravans on the East Coast which are to provide holidays for families in need of a break

For administrative purposes the contact address used by the charity throughout 2020 was the home address of the Diocesan Secretary, Mrs Joanna Sarkar. This address is 94 Victoria Gardens, Horsforth, Leeds LS18 4PH.

Officers

The following officers acted on behalf of the charity throughout the year:

Diocesan Chaplain:	Venerable Peter Townley, Archdeacon of Pontefract
Diocesan Treasurer:	Mr Paul Leeming
Diocesan Secretary:	Mrs Joanna Sarkar

Bankers

The charity's bankers are Barclays Bank plc, Leicester, LE87 2BB

Independent examiner

This role was undertaken by Mrs Elizabeth Short FCA, of Spenser Wilson Ltd, Equitable House, 55 Pellon Lane, Halifax HX1 5SP

Membership

The charity is a membership body. Membership can be of a specific branch, linked to an Anglican church parish, or of the diocese, when members can choose to attend branch meetings but rely more heavily on written and electronic communication for contact with fellow members. A requested proportion of the membership fee has been forwarded to the central Mothers' Union.

We have 2,004 members and 93 branches. In 2019 we had 2177 members and 103 branches.

Membership in 2020 numbered 2,004. Of these, 152 members were diocesan members. The remaining members were members of one of the branches. About 45 members, who are unable to attend meetings, usually due to age or infirmity, are designated Indoor Members.

The membership in 2020 worked in the five Episcopal Areas of Leeds, Ripon, Bradford, Huddersfield and Wakefield, in accordance with the structure of the Anglican Diocese of Leeds.

The work is organised in Teams (Prayer, Outreach, Communication, Membership, Diocesan Services and Mothers' Union Enterprises (MUe) each having a team leader and covering aspects as shall from time to time be determined by the Board of Trustees.

Diocesan Services	leader Canon Ann Hemsworth
Prayer	leader Mrs Hilary Fielding
Membership	leader Mrs Mary Marshall
Communications	vacant
Outreach	led by General Trustee, Mrs Yvonne Hutson
MUe	leader Mrs Margaret Stears

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

Branches of the charity have the power to support the needs of their parishes, subject to the aim, purpose and objects of Mothers' Union. However, branches are not permitted to be used as a channel for charitable appeals on behalf of other organisations, nor is money permitted to be allocated to such organisations from branch funds.

Risk Management

The trustees have throughout their term of service recognised their responsibility to identify the key risks to which the charity was exposed and to ensure that measures were in place and monitored to mitigate against these risks. Adequate insurance cover has been in place to protect the charity against financial loss.

Objectives and Activities

Our Vision Statement

Mothers' Union, in the Diocese of Leeds, through the love of God and in partnership with the church, seeks to reach out creatively and actively to support stable family relationships and to promote a more just society.

Our mission

We aim to show our Christian faith by the transformation of communities worldwide. We can do this through supporting strong relationships within the family and promoting reconciliation at all levels.

Our values

1. We are firmly rooted in a voluntary ethos centered on mutual respect and collaboration.
2. Our governance, leadership, and programmes are driven by and undertaken through members within their own communities worldwide.
3. We work with people of all faiths and none.

Our aims and objectives

- To encourage parents in their role to develop the faith of their children
- To maintain a worldwide fellowship of Christians united in prayer, worship and service
- To promote conditions in society favourable to stable family life and the protection of children.
- To help those whose family life has met with adversity
- To promote and support married life

Activities during 2020

The charity has not been able to address its aims and objectives through meeting in person but some groups have met using Zoom. Fundraising for Mothers' Union's family-centred projects in the UK and overseas was very limited due to the COVID pandemic.

Services held on Zoom in the Episcopal Areas for Mary Sumner Day, Advent and during the 16 Days of Activism against Gender based Violence were appreciated and brought members together online.

Members supported the central Mothers' Union's Financial Appeal early in the year which was needed to keep the organisation viable due to lack of regular income from other regular sources.

Achievements and Performance

We have attempted to maintain active links with linked dioceses in Nigeria, the Solomon Islands, Lesotho and Rwanda. This is not always possible due to communication issues with some countries. Branches participated in the Global Wave of Prayer in January and regular mid day prayers have been said via Zoom across the Diocese. A prayer network has been established in all five Episcopal Areas through which requests for anyone experiencing ill health or other troubles is prayed for.

Regular newsletters were sent to members and a website providing or signposting resources and information continued.

OUTREACH WORK

Prison support

Outreach projects in Prisons have not taken place but regular contact by email has been maintained and, by arrangement, craft items and bags of clothing were given and at Christmas, gifts of chocolates. Christmas cards were sent to each prisoner (2500) and blank cards for them to send to a loved one. These are much appreciated.

AFIA Holidays

Due to the closure of the Caravan Park and increased restrictions, we were unable to offer family (AFIA - Away From It All) holidays to those in need during 2020 in our two caravans. These families will be given priority when holidays can safely resume.

Community support

Members reached out by keeping busy with knitting and craft projects supporting local women's refuges, hospitals and care homes and by supplying emergency toiletry packs to hospitals. When supplies were low, items of PPE were made for hospitals and care homes.

COVID Support for hospitals

Pairs of knitted and felt hearts were made and sent into local hospitals, one for the patient and one for the family. These were much appreciated.

Pairs of livers and kidneys were requested for the children's transplant unit. Brown, poorly organs were placed in a teddy bear before the operation and replaced with a healthy red organ after the operation, helping to explain their illness to the child who kept the bear afterwards.

Partner organisations supporting families

Food banks -Some members volunteered at local food banks or provided food to be distributed.

Baby banks - Members collect baby clothes and equipment in support of Baby banks. These are agencies which enable new mums to have the items they need after the birth of a baby and also support families fleeing from domestic violence.

Supporting families locally

A homeless mother with children was helped to set up a new home by members' donations of household goods, furniture and clothing.

A youth project in Leeds was supplied with games and activities purchased by the sale of protective masks made by members.

CHURCH SUPPORT - churches were supported with Easter and Mothering Sunday gifts, kitted nativity sets and Baptism cards and gifts.

Prayers were offered on a daily basis and the diocesan wide prayer network ensured those families and individuals suffering from illness, bereavement and loneliness were remembered.

CAMPAIGNING

Mothers' Union campaigns at international, national and local level. Local action involved raising awareness about gender based violence through holding themed services. Mothers' Union has begun to work with the Clewer Initiative to raise awareness of Modern Slavery in the UK.

Our Bishops and local MPs were approached asking for their support for the Domestic Abuse bill going through Parliament during the year. We were able to distribute copies of a Handbook for Survivors of Domestic Abuse produced by "Restored" to women's refuges across the Diocese.

Financial review

The results are reported in the financial statements accompanying this report.

The trustees received no remuneration for their services although they were eligible to claim reimbursement of reasonable expenses incurred in the course of their trusteeship.

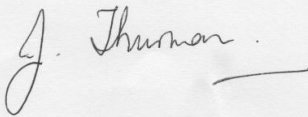
Deficit for the year

The Charity had deficits of £3,090 on unrestricted funds and £5,373 on restricted funds.

Reserves Policy

The Charity maintains unrestricted cash reserves which are approximately one year's running costs. The Trustees are of the opinion that this amount is reasonable.

Unrestricted funds are £118,549 including designated funds of £20,913 therefore the present level of free reserves available to the charity is £97,636

A handwritten signature in black ink, appearing to read 'J. Thurman', followed by a horizontal line. The signature is written on a light-colored, slightly textured background.

10th June 2021

THE MOTHERS' UNION (DIOCESE OF LEEDS)
Registered Charity 1164024

ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2020

Section A: Statement of Financial Activities

for the year ending 31 December 2020

	Note	Unrestricted	Restricted	Total 2020	Total 2019
Income					
Donations		48,592	15,110	63,702	101,956
Charitable Activities		8,870	812	9,682	17,620
Bank Interest		320	-	320	562
Gain on Disposal of Assets		-	-	-	-
Total Income	2	<u>57,782</u>	<u>15,922</u>	<u>73,704</u>	<u>120,138</u>
Expenditure					
Raising Funds		11,301	-	11,301	26,238
Charitable Activities		36,372	21,295	57,667	72,535
Diocesan Administration		13,198	-	13,198	18,930
Total Expenditure	3	<u>60,871</u>	<u>21,295</u>	<u>82,166</u>	<u>117,703</u>
Net Income		(3,090)	(5,373)	(8,462)	2,435
Opening Balance		121,638	67,944	189,583	187,148
Total Funds Carried Forward		<u>118,549</u>	<u>62,572</u>	<u>181,120</u>	<u>189,583</u>

Section B: Balance Sheet

as at 31 December 2020

	Note	Unrestricted	Restricted	Total 2020	Total 2019
Fixed Assets					
Caravans	4		34,303	34,303	38,875
		-	34,303	34,303	38,875
Current Assets					
Mue Stock	5	1,144		1,144	1,533
Prepayments	6	390	7,989	8,379	8,464
Gift Aid Tax Refund Due	7	1,426		1,426	1,920
Cash at Bank and In Hand	8	119,622	20,279	139,901	143,025
		<u>122,581</u>	<u>28,268</u>	<u>150,850</u>	<u>154,942</u>
Current Liabilities					
Accruals	9	4,032	-	4,032	4,234
Net Current Assets		<u>118,549</u>	<u>28,268</u>	<u>146,817</u>	<u>150,708</u>
Total Assets less Current Liabilities		<u>118,549</u>	<u>62,572</u>	<u>181,120</u>	<u>189,583</u>
Charity Funds		118,549	62,572	181,120	189,583
Total Funds	11	<u>118,549</u>	<u>62,572</u>	<u>181,120</u>	<u>189,583</u>

Signed Jean Thurman, Leeds Mothers' Union Diocesan President and trustee on behalf of all the trustees.



Dated ____ 10th June 2021

Section C: notes to the Accounts

for the year ending 31 December 2020

Note 1: Basis of Preparation and Policies

1) These accounts have been prepared:

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

2) Going Concern:

From the review of forecasts and projections and having considered the effects of Covid-19 the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. The Trustees have therefore continued to adopt the going concern basis in preparing the financial statements.

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

4) Fund Accounting:

- a) Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.
- b) Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.
- c) Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal.

5) Judgements and key sources of estimation uncertainty:

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

There are not considered to be any judgements or accounting estimates or assumptions that have a significant impact on the financial statements.

6) Financial instruments:

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Note 2: Income

	Unrestricted	Restricted	Total 2020	Total 2019
Donations				
Subscriptions	48,119		48,119	50,048
Collections and Donations	(953)	15,110	14,158	49,988
Gift Aid Tax Refund	1,426		1,426	1,920
	<u>48,592</u>	<u>15,110</u>	<u>63,702</u>	<u>101,956</u>
Charitable Activities				
MUe Sales	7,192		7,192	12,321
MUe Sales Commission	1,678		1,678	1,752
New Hall Prison Tea Bar Sales	-	812	812	3,547
	<u>8,870</u>	<u>812</u>	<u>9,682</u>	<u>17,620</u>
Bank Interest	<u>320</u>		<u>320</u>	<u>562</u>
Gain on Disposal of Assets	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Income	<u>57,782</u>	<u>15,922</u>	<u>73,704</u>	<u>120,138</u>

Note 3: Expenditure

	Unrestricted	Restricted	Total 2020	Total 2019
Raising Funds				
Branch Expenses	4,156		4,156	13,944
Mue Purchases	7,145		7,145	12,294
	<u>11,301</u>	<u>-</u>	<u>11,301</u>	<u>26,238</u>
Charitable Activities				
Subscriptions to MSH	29,043		29,043	30,464
Emergency Fund to MSH	5,000		5,000	-
Donations to MSH Projects	-	7,999	7,999	16,123
AFIA Expenses	-	8,501	8,501	13,126
Caravan Depreciation	-	4,572	4,572	4,572
New Hall Prison Tea Bar	-	223	223	4,930
Outreach and Prayer	701	-	701	1,909
Church Services	-		-	103
Publications	1,574		1,574	760
Training	54		54	547
Badges and Banners	-		-	-
	<u>36,372</u>	<u>21,295</u>	<u>57,667</u>	<u>72,535</u>
Diocesan Administration				
Secretarial and Accounting	9,642		9,642	12,544
Travel	502		502	1,785
Post and Stationery	1,844		1,844	1,920
Insurance	769		769	751
Room Rent and Meeting Costs	485		485	1,212
Bank Charges	(120)		(120)	528
Sundry	77		77	191
	<u>13,198</u>	<u>-</u>	<u>13,198</u>	<u>18,930</u>
Total Expenditure	<u>60,871</u>	<u>21,295</u>	<u>82,166</u>	<u>117,703</u>

Note 4: Fixed Assets - Caravans

	Cost	Depreciation	Net Book Value
At Start of Year	45,717	6,842	38,875
2020 Additions	-	-	-
2020 Disposals	-	-	-
2020 Depreciation		4,572	(4,572)
At End of Year	45,717	11,414	34,303

At the end of 2018 a new caravan was purchased for £23,013.

At the end of 2017 a new caravan was purchased for £22,704.

Caravans are depreciated on a straight line basis. It is anticipated that both caravans have a 10 year life.

Note 5: Stock

Stock is measured at the lower of cost and net realisable value.

Note 6: Prepayments

Prepayments of £7,769 are site rents for the two caravans relating to 2021 but transacted in 2020.

Prepayments of £390 are bank commission fees charged in 2020 and credited in February 2021.

Prepayments of £220 are caravan non domestic rates, paid, later credited and held on account for 2021.

Note 7: Gift Aid Tax Refund Due

2020 Gift Aid Tax Refund of value £1,426 (2019 £1,920) was due at year end.

Note 8: Cash at Bank and In Hand

Cash at Bank and In Hand includes £18,755 (2019 £27,804) held by branches.

Note 9: Accruals

Accruals are for known expenditures relating to 2020 but transacted in 2021.

Note 10: Statements

1) The success of the Mothers' Union is dependent on the many dedicated unpaid volunteers.

2) Trustees receive no payments except for expenses incurred.

3) Ten trustees incurred total expenses of £439 (2019 £1,581) for travel and £496 (2019 £346) for office expenses.

4) There are no employees.

5) The Independent Examiner's fees are £435 + £87 vat (2019 £435 + £87 vat). The independent examiner received no other fees.

Note 11: 2020 Funds

Details of funds held and movements in 2020 are shown below.

	Opening Balance	Income	Expenditure	Transfers	Total Funds Closing Balance	Cash Closing Balance
Restricted Funds						
AFIA Replacement	5,162	873	-	-	6,035	6,035
AFIA Running	60,628	6,238	13,072	-	53,794	11,502
Newhall Prison Tea Bar	569	812	223	-	1,157	1,157
Kitty Cooper Bursary	1,586	-	-	-	1,586	1,586
Overseas	-	4,350	4,350	-	-	-
Relief	-	2,989	2,989	-	-	-
Big Summer Appeal	-	420	420	-	-	-
Britain & Ireland Development	-	-	-	-	-	-
Literacy	-	100	100	-	-	-
Make a Mother's Day	-	140	140	-	-	-
Total Restricted Funds	67,944	15,922	21,295	-	62,572	20,279
Unrestricted Funds						
Prayer	4,154	75	224	-	4,004	4,004
Outreach	7,640	1,012	477	-	8,176	8,176
Training	8,787	-	54	-	8,733	8,733
Unallocated Funds	101,057	56,695	60,116	-	97,636	98,709
Total Unrestricted Funds	121,638	57,782	60,871	-	118,549	119,622
Total Funds per Balance Sheet	189,583	73,704	82,166	-	181,120	139,901

Fund Descriptions

'AFIA Replacement' is a fund for replacing the two caravans.

'AFIA' provides holidays to disadvantaged families 'Away from it all'.

The 'Newhall Prison Tea Bar' is a low priced café helping families of those held at the prison.

The 'Kitty Cooper Bursary' is to help members afford to attend events.

'Overseas' relates to charitable work carried on outside the UK.

'Relief' provides funding to support families overseas when emergencies occur.

The 'Big Summer Appeal' supports a number of Mary Sumner House projects.

'Britain & Ireland Development' is a fund to help in the home countries.

'Literacy' is a fund to improve reading and writing.

'Make a Mother's Day' is a fund to help disadvantaged mothers.

'Prayer' provides funding for prayer resources including for 'Indoor Members'.

'Outreach' includes other projects to support families in the Diocese.

'Training' is to provide training for members.

'Unallocated Funds' includes £18,755 (2019 £27,804) held by branches in bank accounts and cash in hand.

Note 12: 2019 Funds

Details of funds held and movements in 2019 are shown below.

	Opening Balance	Income	Expenditure	Transfers	Total Funds Closing Balance	Cash Closing Balance
Restricted Funds						
AFIA Replacement	2,474	2,688	-	-	5,162	5,162
AFIA Running	61,739	16,587	17,698	-	60,628	13,294
Newhall Prison Tea Bar	1,951	3,547	4,930	-	569	569
Kitty Cooper Bursary	1,732	-	146	-	1,586	1,586
Overseas	-	8,317	8,317	-	-	(5)
Relief	-	3,951	3,951	-	-	-
Big Summer Appeal	-	3,553	3,553	-	-	-
Britain & Ireland Development	-	64	64	-	-	-
Literacy	-	53	53	-	-	-
Make a Mother's Day	-	187	187	-	-	-
Total Restricted Funds	67,896	38,945	38,897	-	67,944	20,605
Unrestricted Funds						
Prayer	4,386	255	487	-	4,154	4,154
Outreach	7,511	1,405	1,276	-	7,640	7,640
Training	9,334	-	547	-	8,787	8,787
Unallocated Funds	98,020	79,532	76,495	-	101,057	101,839
Total Unrestricted Funds	119,252	81,193	78,806	-	121,638	122,420
Total Funds per Balance Sheet	187,148	120,138	117,703	-	189,583	143,025

Fund Descriptions

'AFIA Replacement' is a fund for replacing the two caravans.

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'Britain & Ireland Development' is a fund to help in the home countries.

'Literacy' is a fund to improve reading and writing.

'Make a Mother's Day' is a fund to help disadvantaged mothers.

'Prayer' provides funding for prayer resources including for 'Indoor Members'.

'Outreach' includes other projects to support families in the Diocese.

'Training' is to provide training for members.

'Unallocated Funds' includes £27,804 (2018 £31,964) held by branches in bank accounts and cash in hand.

THE MOTHERS' UNION (DIOCESE OF LEEDS)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MOTHERS' UNION (DIOCESE OF LEEDS)

YEAR ENDED 31 DECEMBER 2020

I report to the trustees on my examination of the financial statements of The Mothers' Union (Diocese of Leeds) ('the charity') for the year ended 31 December 2020.

RESPONSIBILITIES AND BASIS OF REPORT

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

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

INDEPENDENT EXAMINER'S STATEMENT

I have completed my examination. I confirm that no 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 financial statements do not accord with those records; or
3. the financial statements 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.



Mrs E A Short BFP FCA
Independent Examiner

Equitable House
55 Pellon Lane
Halifax
West Yorkshire
HX1 5SP

14 May 2021
