

Charity no. 1172087

**Manchester and Warrington Area Quaker
Meeting (Religious Society of Friends)
Report and Audited Financial Statements
31 March 2023**

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Reference and administrative details

For the year ended 31 March 2023

Charity number	1172087																										
Registered office and operational address	Friends Meeting House 6 Mount Street Manchester M2 5NS																										
Website	www.manchesterquakers.org.uk																										
Trustees	<p>Trustees who served during the year and up to the date of this report were as follows:</p> <table><tr><td>Malcolm Allum</td><td>resigned 31 December 2022</td></tr><tr><td>Linda Burgum</td><td>resigned 31 December 2022</td></tr><tr><td>Margaret Calvert</td><td></td></tr><tr><td>Christine Camacho</td><td></td></tr><tr><td>Valerie Clark</td><td>appointed 1 January 2023</td></tr><tr><td>Jeffrey Dean</td><td></td></tr><tr><td>Ged Edwards</td><td></td></tr><tr><td>Kath Haworth</td><td></td></tr><tr><td>Kath Redmond</td><td></td></tr><tr><td>Beck Solway</td><td>Clerk</td></tr><tr><td>Hilary Tucker</td><td>Treasurer</td></tr><tr><td>Ruth Turnock</td><td></td></tr><tr><td>Andrew Wood</td><td>appointed 1 January 2023</td></tr></table>	Malcolm Allum	resigned 31 December 2022	Linda Burgum	resigned 31 December 2022	Margaret Calvert		Christine Camacho		Valerie Clark	appointed 1 January 2023	Jeffrey Dean		Ged Edwards		Kath Haworth		Kath Redmond		Beck Solway	Clerk	Hilary Tucker	Treasurer	Ruth Turnock		Andrew Wood	appointed 1 January 2023
Malcolm Allum	resigned 31 December 2022																										
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Margaret Calvert																											
Christine Camacho																											
Valerie Clark	appointed 1 January 2023																										
Jeffrey Dean																											
Ged Edwards																											
Kath Haworth																											
Kath Redmond																											
Beck Solway	Clerk																										
Hilary Tucker	Treasurer																										
Ruth Turnock																											
Andrew Wood	appointed 1 January 2023																										
Key management personnel	<p>Sarah Donaldson, Executive Officer (until 19 June 2023) Liz O'Neill, Executive Officer (from 21 August 2023) Caroline Morrison, Finance Manager (until 31 May 2022) Clare McCann, Internal Facilities Manager David Slater, Operations Manager (until 31 December 2022) Steve Harrold, Business Manager (until 30 June 2022)</p>																										
Nominee for land	Friends Trusts Ltd Friends House 173 Euston Road London, NW1 2BJ																										
Nominee for investments and stockbrokers	Rathbone Greenbank Investments 10 Queen Square Bristol, BS1 4NT																										
Bankers	Co-operative Bank plc 1 Balloon Street Manchester, M60 4EP																										

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For the year ended 31 March 2023

Solicitors

Shoosmiths
The XYZ Building
2 Hardman Boulevard
Manchester, M3 3AZ

Auditors

Godfrey Wilson Limited
Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Report of the trustees

For the year ended 31 March 2023

The Trustees present their report and the audited financial statements for the year ended 31 March 2023.

Reference and administrative information set out on page 1 and 2 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

The Area Meeting consists of five Local Meetings:

- Central Manchester – 6 Mount Street, Manchester, M2 5NS;
- Eccles – 13 The Polygon, Wellington Road, Eccles, M30 0DS;
- Sale – Park Road, Sale, M33 6WX;
- South Manchester – 82 Wythenshawe Road, Northenden, Manchester, M23 0DJ; and
- Warrington – Buttermarket Street, Warrington, WA1 2NR.

The Area Meeting burial ground is at our Sale Meeting House.

Each Local Meeting maintains a bank account for its own weekly transactions. These are included within the consolidated financial statements.

The Area Meeting is legally responsible for the Friends Summer School, which has a separate bank account (included within the consolidated financial statements).

Continuing impact of COVID-19

Although COVID-19 remains a risk to health and safety, it has ceased to have a significant impact on the activities of the Area Meeting. Some meetings (especially small committee meetings) are still held online and there are still options for online attendance for meetings for worship and meetings for worship for business. However, we see these as positive developments rather than restrictions.

The trading subsidiary has seen significant recovery and was able to make a surplus this year, even after payment of rent. The loss carried over from 2020/21 means that this surplus will not be Gift Aided to the charity as profits and instead it will be used to pay back some of the £320,000 loan. Loan interest has been paid throughout the year and the significant increases in the Bank of England base rate have increased these payments.

Charitable objectives

The object of the charity, as stated in its constitution, is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Manchester and Warrington Area Meeting and beyond.

To that end, the CIO's income and property are used solely to further this object by:

- strengthening the life and witness of Quaker Meetings both in the area of Manchester and Warrington Area 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 Manchester and Warrington Area Meeting or beyond have adopted or agreed to support;

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Report of the trustees

For the year ended 31 March 2023

- 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; and
- administering and maintaining the organisation of Manchester and Warrington Area Meeting and contributing to the support of Britain Yearly Meeting.

In working to fulfil these purposes we seek the guidance of God, both for each of us as individuals and for our community corporately. Quakers are committed to a way of worship, and a way of life, which allow God to guide and transform us. We have found that the Spirit, if rightly followed, will lead us into truth, unity and love. We use principles and processes of discernment commonly referred to as the Quaker business method in order to decide all matters that affect our Local and Area Meetings.

The Religious Society of Friends in Britain has no paid clergy so all Friends must share the tasks involved in running a religious body. Across Britain Yearly Meeting there has been interest in simplifying our meetings and our practices so that we can reduce the burden on members. However, there will always be a need for certain roles, which means that we must find Friends to undertake them. In our Area Meeting we employ staff to support Friends but the key roles in each meeting must be filled by members and attenders rather than paid staff.

Area Meeting met on 6 occasions during this reporting period: in April, June, July, October, December and February. Most of these meetings were 'blended' (held in person with an option to join via Zoom instead) but the July meeting was in person only and the December and February meetings were online only. Area Meeting sessions are open to all members.

All our trustees are members of the Area Meeting. They are responsible for the administration of the property and activities of Manchester and Warrington Area Meeting, in accordance with our constitution. Trustees' meetings are also Meetings for Worship for Business. Trustees give their time freely and receive no remuneration or other financial benefits. The trustees delegate day to day management of the charity to the Executive Officer. The clerk to trustees is the line manager of the Executive Officer.

Public Benefit Statement

This report summarises what the charity has achieved and the outcomes of its work in the reporting period. All our activities are undertaken to further the charity's charitable purposes for the public benefit. The report outlines the success of each key activity and the benefits the charity and its activities have brought to the public.

When reviewing the charity's aims and objectives and in planning its future the trustees have considered the guidance contained in the Charity Commission's general guidance on public benefit. In particular, the trustees have considered how further planned activities will contribute to the achievement of the charity's object.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Report of the trustees

For the year ended 31 March 2023

Activities, achievements and performance

Meetings for Worship

Quaker Meetings are open to anyone who wishes to attend, and the holding of regular, public Meetings for Worship across our area is essential for the fulfilment of our charitable objectives and our contribution to the public benefit. As Quakers, we believe that faith and action are inextricably intertwined. By worshipping together, we gain strength and inspiration and are challenged to take the action needed to change our world for the better.

Our All-Age Community

All of our Local Meetings have children and young people associated with them and there is a thriving Children's Meeting which meets weekly at Central Manchester.

The Friends Summer School was held on 14th - 20th August 2022 at Fields Studies Council, Blencathra in the Lake District. The event provided an opportunity for young people from across the Northwest of England to spend time together in a welcoming and inclusive environment, to engage in fun activities and to get to know each other better.

Friends have taken part in a number of vigils and demonstrations during the course of the year, including a vigil on the steps of Central Manchester Meeting calling for compensation for poor countries for climate damage caused by rich countries through the Loss and Damage Fund, as discussed at COP27. Friends have also joined campaigners from Greenpeace and the Campaign for Nuclear Disarmament to protest about Russian oil being transported to the UK and about nuclear weapons being based on UK soil. Many Friends have written letters to their MPs and to Government ministers, protesting about policies which impact refugees and asylum seekers, people on low incomes and challenging other economic and environmental policies.

An exhibition of over 80 textile panels, part of the Loving Earth Project, was on display at six Manchester city centre venues (including Central Manchester Meeting House) from 28 October until 26 November 2022, during the time when COP27 negotiations were taking place in Egypt (6-18 November). This exhibition was organised by members of the Area Meeting Environment Group.

Four children made their own fabric panels (Pink Trees, Rainbows, Save our Seas and Save our World) for the exhibition. The first three of these were sent back to the Loving Earth Project and are now on its Gallery webpage.

All-Age Meeting for Worship was held at Central Manchester on 18th December 2022, followed by a shared lunch. Some Friends attended the North West Quaker Regional Gathering at Central Manchester Meeting House on 4th March 2023 which focused on the theme of Anti-Racism and Change from Within.

Our Area Meeting newsletter has allowed us to share news of activities and to advertise forthcoming events throughout the year. It is an important way for Friends to keep in touch, especially those who may not be able to travel or engage in vigils and demonstrations.

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Report of the trustees

For the year ended 31 March 2023

Furtherance of Quaker Testimonies

Quakers do not have creeds or fixed sets of beliefs. Our experience tells us that the deep principles of equality, peace, truth, simplicity and sustainability should guide us both in our own individual lives and in our corporate life together. We call these deep principles 'testimonies'. In our Area Meeting Friends are particularly active in the areas of peace, social justice and the environment.

Peace: we have an Area Meeting Peace Promotion Group (PPG) and our AM is a member of the Northern Friends Peace Board.

Members of the Peace Promotion Group have circulated information and have joined various events including Conscientious Objectors Day and Armed Forces Day to understand how children and young people are encouraged to learn about and engage with these issues. Links have been made with Pendle Hill Area Meeting Peace Group to share ideas and support. The Peace Promotion Group organised a vigil at Central Manchester Meeting House in support of the Treaty on the Prohibition of Nuclear Weapons, which was well supported by Friends.

As usual Central Manchester Meeting House was advertised on the Peace Pledge Union website as a place to buy white poppies. This is valued by non-Quakers who wish to demonstrate their support. The Peace Promotion Group also arranged a vigil at Central Manchester Meeting House in February 2023 to mark the first anniversary of the invasion of Ukraine and calling for a just peace for its people. This was well supported by Area Meeting Friends and a few Friends from other Area Meetings.

Social Justice Group: The Area Meeting Social Justice Group had the following main themes in 2022/23:

Poverty and Inequality – the group planned a Special Interest Group on the theme of wealth inequality at Britain Yearly Meeting.

Asylum Seekers/Racial Justice - our Social Justice Group continues to manage the Refugee and Asylum Seekers Fund, and takes an interest in asylum seekers housed locally in hotels.

Democracy – the group contacted the new national Quaker Truth and Integrity Group. They are also keeping in touch with moves to establish Citizens Assemblies to deliberate on issues of local and national importance.

The group also worked alongside Britain Yearly Meeting in lobbying against the Police, Crime, Sentencing and Courts Bill. This involved a significant effort to involve Friends in the Area Meeting, who were asked to write to the Government through their MP and replies were collected from about 20. There was also work on the Elections Bill.

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For the year ended 31 March 2023

Environment Group: The Environment Group organised displays of textile panels from the Loving Earth Project in October/November 2022 in venues in Central Manchester including the Friends Meeting House, Methodist Central Hall and the Central Library. Some members attended a conference in August at Woodbrooke on Climate Justice. This led them to organise a survey of Area Meeting Friends to learn about their involvement in environmental issues. Some members participated in an online course on climate justice. The group supported the campaign to prevent the destruction of forests, particularly in Malaysia. The group also supports the campaign to make ecocide (calculated and knowing destruction of the environment) a crime internationally. This concern was taken to Area Meeting in session and adopted by Friends.

The Environment Group is represented on the Greater Manchester Combined Authority (GMCA) Interfaith Group on the Environment. They are involved in the campaign against Greater Manchester Pension Fund investment in fossil fuels and have also written to GMCA to ask about progress on retrofitting and training as many homes need to be retrofitted to improve energy efficiency. The group are involved with others in working to encourage faith venues to install solar panels.

Racial Justice Group: The Racial Justice Group developed from the Black Lives Matter movement and the Steering Group was established at its first meeting in April 2022. The Steering Group has been meeting regularly in order to develop ways of helping our Area Meeting and a wider constituency including East Cheshire Area Meeting to move forward in our anti-racist journey. To date the Steering Group has organised five Racial Justice Meetings for wider group participation, some of which have been entirely online while others have been blended.

The Steering Group organised the regional gathering of some fifty people held on 4 March 2023, on the theme of 'Anti-Racism and Change from Within'. They showed a film about institutional racism in the NHS and then hosted a panel which included several Black nurses who had testified in the film and were willing to speak about the effects that institutional racism has had on their lives. Four workshops included one from a member of Leeds Area Meeting, who described how their Racial Justice group has concentrated on embedding anti-racist thought and action into the life of their meeting. One practice involved a 21-day anti-racism challenge intended to equip people to champion equity and inclusion in all aspects of their meeting. The second activity comprised three listening sessions for small groups on 'Listening and learning about racial justice, are we welcoming to all?'

The Racial Justice Group have maintained a Black Lives Matter Facebook page and have shared an expanding resource list of books and other media. They have researched what other Local and Area Meetings are doing about racial justice, passed on information about anti-racist actions taking place outside of Quaker organisations and have cultivated connections with other faith communities in Manchester.

Outreach

Quaker Quest was held in March and April 2023 at Central Manchester Meeting House. This consisted of five meetings on Monday evenings, following the usual pattern of three speakers, facilitated by a host. The sessions had a specific theme each time, including 'Quakers and God' and 'Quakers and Sustainability.' Each session allowed those interested to come along and learn about Quaker Testimonies, experience Quaker Meeting for Worship and hear from individual Quakers. The numbers attending were small but some participants have since become more regular attenders at Meeting for Worship.

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Report of the trustees

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Ecumenical and Interfaith Links

Area Meeting is a member of Greater Manchester Churches Together. This year our membership enabled those who were interested to attend the Annual General Assembly in October 2022. The event enabled participants to consider ways in which churches are responding to the Cost-of-Living Crisis, and how they may continue to work together to serve their communities. Panels included presentations on homelessness, the care sector, and social/digital isolation.

Our Area Meeting has links to the Manchester Council of Christians and Jews and to local Christian Aid.

Support for Other Groups

Support through the Quaker Work Fund: Every year we allocate money to the Quaker Work Fund so that it can be made available to groups undertaking charitable work in line with our testimonies. A group of three Friends is appointed to review applications and to make recommendations to Area Meeting. The policies for deciding on applications are summarised in a later section of this report.

This year we had two applications: A grant of £2,000 was approved for the Quaker Congo Partnership towards peace work in Eastern Congo and improved electricity supply for the hospital in the area. A grant of £520 was approved for the Conflict Minerals Campaign.

Support through the Refugee & Asylum Seekers Fund: We collect money from Friends and maintain a specific fund in order to offer assistance to refugees and asylum seekers. Friends from the Area Meeting Social Justice Group make decisions about how to use this fund. Money from this fund can be used to benefit individual refugees known to Friends, as well as local refugee support organisations in which Quakers are involved.

Seven grants, totalling £1,595, were made this year: four to asylum support organisations and three to individuals.

Voluntary collections: Our Local Meetings all collect for a variety of charitable groups throughout the year. Each Meeting decides on its own list of groups, but these have included Green Leaf Aid for Kinshasa (Democratic Republic of Congo), local food banks, Global Justice Now and Christian Aid.

Volunteers

All our members and attenders are potentially our volunteers. Without this participation we could not fulfil our charitable object. Our staff support us, but our charitable work is done through the action and prayerful support of Friends.

We encourage all volunteers holding specific roles (e.g. as clerks, treasurers, elders, pastoral care team, registering officers and trustees) to undertake training for roles which is provided by Woodbrooke, Britain Yearly Meeting or other external bodies like the Association of Church Accountants & Treasurers. We set aside money to pay for the courses and associated expenses.

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Report of the trustees

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Trading Subsidiary

Quaker Trading (Manchester & Warrington) Limited is the Area Meeting's wholly owned trading subsidiary. The company has a Board of Directors. The Area Meeting Treasurer is a director ex officio and the other five or six members and attenders are independent of the Area Meeting Trustees.

The charity and the company have a Hospitality and Facilities Agreement, and the company is responsible for undertaking all the trading activity and for managing the buildings and grounds on behalf of the charity. All staff are jointly employed by both the company and the charity.

All five of our Meeting Houses are available for hire. We have hosted a large number of conferences and meetings at Central Manchester Meeting House, including 12 Step Support Groups, Manchester City Council and the NHS.

Eccles Meeting continues to provide space for a day centre for young adults with learning disabilities and Sale Meeting hosts a playgroup. South Manchester provides a meeting place for a dementia support group and Warrington Meeting hosts a foster carer group. In these ways we share our space and support other organisations who share our values.

Financial review

Principal Funding Sources

Donations Income. During the financial year, Friends contributed donations and legacies of £97,599 (2022: £85,536), of which around £42,000 was unrestricted (2022: £44,326). Again, trustees and the treasurer worked very hard to communicate with members about the need to raise additional income but despite this effort, as the cost of living rises, there has been a small reduction in donations for general use by the Area Meeting in supporting our charitable purposes.

Restricted donations did increase to £55,610 (2022: £41,210) with £35,160 being sent to support the work of Britain Yearly Meeting (BYM), an increase of almost £3,000 on our donation in the previous year. This Area Meeting's donations to BYM held up well when compared with those of other UK Area Meetings.

Income from Quaker Trading. The trading subsidiary performed much better this year with an end-of-year profit of £156,383 (2022: £13,807). Turnover more than doubled at £744,985 (2022: £352,647), whilst expenses were less than 40% higher than in the previous year. This surplus of £156,383 will help to pay down some of the outstanding loan of £320,000 that the trading company received from the Charity during Covid. We anticipate that the company's expenses will increase in 23/24 as staff, maintenance, energy and related costs are rising nationally, which may impact on the profit level in 23/24.

Income from investments and interest. The majority of our investment portfolio of £602,745 is still managed for us by Rathbone Greenbank, a specialist ethical investment stockbroker. Income from our investments fell compared to the previous year (when their market value stood at £645,498), in what has been a turbulent period for the financial markets.

Financial Risks

Donations. Overall our donations increased compared with last year, though a little less was donated for Area Meeting and more for Local Meetings and BYM. We may need to look further at how Friends apportion their donations, but they are holding up generally.

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Trading. Trading has picked up very significantly as Covid restrictions have been reduced. The company has now attracted 95% of the level of business income it had in 2019. However, we cannot be complacent as costs rise and so we are focused on retaining this level of business and ensuring the company remains in profit.

We continued to receive income from our investment properties, although the schoolroom in Warrington remained vacant throughout the year. We have found new tenants who will move in and begin paying rent in 23/24. We also received income from our Central Manchester car park, where most of the available spaces are under licence.

Investments. We maintain a balanced portfolio and employ professional investment managers who are in regular contact with us. Although there has been a fall in the value of our investments this year, this did not affect our activities as the portfolio is not used to fund any of these.

Overall, the group (charity and trading subsidiary combined) made a healthy surplus of £78,258, more than replacing the government 'furlough' support no longer available and despite the losses on investments this year. This has been achieved by a strong return to profit in the trading company and careful management of the maintenance spend on our properties. As funds allow, we will return to spending on the maintenance of our properties, commensurate with requirements identified in our regular surveys.

Property

The charity owns the five Meeting Houses in the Area Meeting, together with five investment properties (a cottage or flat is attached to the Meeting Houses at Eccles, Sale and South Manchester and there is a separate cottage and schoolroom very near the Warrington Meeting House). The office space in the basement at Central Manchester is also classed as an investment property. All the residential properties are let at market rates through an independent letting agent. Towards the end of the year we were finally able to let the Warrington schoolroom after it had been vacant for a considerable period. The majority of the basement office space in Central Manchester is empty but two offices were let during the year.

The investment properties were revalued in 2022 and the trustees are confident that the values of the properties will not have materially changed since then.

We maintain our properties well, using quinquennial inspections and seeking appropriate professional advice. We want our properties to reflect our belief in the importance of sustainability and care for the environment. The quinquennial inspection in Warrington took place in summer 2022 and since then we have been trying to obtain the permissions necessary to do some essential works on the boundary wall. The building itself is structurally sound. A quinquennial inspection of South Manchester took place shortly after the end of the financial year.

Employment

The Area Meeting is a Living Wage employer. The Living Wage Foundation's recommended 'Real Living Wage' increased to £10.90 during the year. At the time of the increase we had no employees earning below that level but we have increased our new starter rates as a result.

All staff are dual employed by both the CIO and the trading subsidiary.

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Report of the trustees

For the year ended 31 March 2023

Financial Policies

Funds Held

The total value of the Area Meeting's unrestricted funds is £7,681,740 but most of this money is not actually available for use by the charity. The general fund is valued at £4,492,911 and is largely made up of the value of the Meeting Houses that we need for worship and as a base for trading activity. The revaluation reserve of £2,336,894 is wholly attributable to property values and therefore not available to use.

As noted earlier, our property portfolio includes our five Quaker Meeting Houses, classified as functional properties. The value of these properties is declared within the accounts at market value, but our insurance valuation (table below) gives a different perspective on the value of the properties to our Area Meeting. These valuations have increased significantly since last year as a result of increases in the cost of building materials.

Location	Property Type	Insurance Valuation (to nearest £100) March 2023
Central Manchester	Meeting House	£7,874,100
Eccles	Meeting House	£916,100
Sale	Meeting House	£1,325,400
South Manchester	Meeting House	£819,300
Warrington	Meeting House	£1,525,300

Designated funds

We hold the following designated funds as set out in note 22 to the financial statements:

Sinking fund for maintenance. This fund has traditionally been seen as the reserves available for significant maintenance needs over and above our planned and budgeted maintenance work.

Cost contingency reserve (previously known as 'Running costs reserve'). This fund represents the reserves required to cover the costs of staff redundancies plus any necessary expenditure that cannot be funded from current income.

Legacies. Where legacies are left without restriction, we maintain them as a designated fund to be used for specific project work, as discerned by the Area Meeting, rather than allowing them to be used for general overheads. In July 2017 Area Meeting agreed to spend around £30,000 from the legacies fund on work to improve the sustainability of our buildings, e.g. through the installation of solar panels. A small amount was spent in 2020, but no further work on sustainability improvements took place this year so these funds carry over into 2023/24.

Quaker Work Fund. Each year we allocate money from our trading surplus to be distributed to good causes. The distributions during the last period are described on page 8 of this report and our grant giving policy is described on page 12.

Local Meeting funds. Each of our Local Meetings maintains a bank account for its own use. The separate Local Meeting accounts are consolidated with the Area Meeting's finances in the financial statements.

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Summer School. Friends Summer School has its own bank account. It collects money through participant fees and donations from our own and other Area Meetings and from individual Friends. It pays its own expenses and aims to cover its costs each year. The account is consolidated with our Area Meeting's finances in the financial statements.

Reserves Policy

In February 2021 the trustees adopted a new reserves policy. The new policy took a three-year approach and aimed to recognise the following needs:

- a) Funds to cover current expenditure if current income is insufficient – assumed to be £100,000 in year 1, £60,000 in year 2 & £30,000 in year 3 (part of the cost contingency reserve);
- b) Funds to cover the cost of making all current staff redundant – assumed to be £150,000 in each year (but only to be spent once) (part of the cost contingency reserve);
- c) Funds to cover planned significant maintenance & repairs e.g. as identified within the quinquennial process – assumed to be £200,000 in year 1 (after recent delays to planned maintenance), £150,000 in year 2 & £100,000 in year 3 (i.e. assuming that around £100,000 should be an average annual spend) (included within the sinking fund); and
- d) Funds to cover sudden or unplanned uninsured maintenance & repairs – by definition difficult to estimate but set at £485,000 in each year (but only to be spent once) (included within the sinking fund).

The target reserve for this year was therefore set at £845,000.

The reserves in our two designated funds stand at £807,588 which is unchanged from last year and remains below target. However, the likelihood of experiencing both a sudden need for a full staff redundancy programme and emergency uninsured repairs is judged to be low. The trustees are satisfied that we have sufficient reserves for current circumstances but recognise the value of bolstering our reserves if circumstances allow in the coming years.

Investment Policies

We take an ethical approach to investment, taking into account Quaker testimonies to equality, peace and sustainability, as well as our concern to avoid profiting from the sale of weapons, alcohol or tobacco. We have followed the policy of Quakers in Britain and divested from fossil fuel investments. As well as asking our investment managers to avoid those investments we find ethically dubious, we have also asked them to invest positively in ethical companies and products where possible. We have instructed them to take a “medium” risk attitude towards short term stock-market volatility. All these principles are now stated clearly within the investment policy agreed by trustees in February 2022.

Grants Policy

We predominantly make grants via our Quaker Work Fund, which may support anything which furthers Quaker testimonies such as truth and integrity; justice, equality and community; simplicity; peace; and the earth and the environment.

Any work funded must be compatible with Quaker concerns, have a Quaker connection, and preferably some direct involvement by Quakers. The highest priority is given to applications that relate to work in an area that is an explicit concern of the Area Meeting, or one of its constituent Local Meetings. In general, we prefer to support small projects with a local connection.

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The committee reviews every application and then makes a recommendation to Area Meeting in session. It is for Area Meeting to make the final decision. All grants from the Quaker Work Fund are listed above (see page 8).

We collect money from Friends to assist refugees and asylum seekers and our Social Justice Group decides how the fund should be spent. Organisations supporting refugees and asylum seekers (including failed asylum seekers) with food, accommodation and spending money can be granted money from this fund. All grants from this fund are listed above (see page 8).

In addition, our Pastoral Care Team has a budget to allow them to give grants to individuals in need and for educational purposes. They can also draw on some restricted and designated funds available to help support Friends in need. This year just over £820 was provided, including £150 towards bursaries for local young people attending summer school, around £150 to support enquirers attending an event at Rookhow and around £520 worth in hardship-type grants. These grants are not specifically listed in this report as this could identify individual circumstances.

As a rule, we do not use Area Meeting general funds to give grants to other organisations. However, we pay an annual subscription to the Northern Friends Peace Board (NFPB), and we pay a contribution to the Friends Summer School. This year we also made a small contribution to Teenage General Meeting. We treat these contributions as grants.

As noted above, the Peace Promotion Group also disbursed a total of £150 to external charities: £50 to the Campaign for Nuclear Disarmament (CND) and £100 to NFPB.

Fundraising Practices

The charity does not use any external fundraisers. We do not ask for funds from the general public, although occasionally people who use our buildings or come across us will offer unsolicited donations.

We see it as part of our Quaker discipline to make financial contributions to the running of our Quaker meetings. Each year our Treasurer, with the support of staff, puts together a letter to inform Friends about local and national Quaker work and asks them to support it financially. We are aware that not all Friends are wealthy or even comfortably off and we make it clear that we understand this and that there is no pressure on anyone to give more than they can afford. We work with our Pastoral Care Team, who usually understand an individual's circumstances, and do not ask for money from those we know cannot afford to give any.

We are confident that our fundraising efforts do not involve unreasonable intrusions on anyone's privacy and that they are not unreasonably persistent. We have received no complaints about our fundraising practices in the past year.

Plans for the future

Our main priority is to continue to hold Meetings for Worship that are open to all. It is from our experience in worship together that our other plans should flow.

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For the year ended 31 March 2023

Friends intend to take part in the following Quaker work in 2023/24:

- Continue our Meetings for Worship and our Area Meeting groups which help us to live out our Quaker testimonies.
- Continue to establish and build on links with other social action groups and religious groups both locally and nationally, to engage with campaigns and participate in social and environmental change.
- The four Witness Groups within our Area Meeting – Social Justice Group, Peace Promotion Group, Environment Group, and Racial Justice Group - share some common concerns and overlapping membership and will continue to work together on some issues.

As always, we will seek to be led by discernment through worship to be guided in the ways of truth, unity and love.

Structure, governance and management

The Area Meeting is a Charitable Incorporated Organisation (CIO), registered as a charity on 16 March 2017 in England and Wales. The unincorporated charity agreed the new CIO constitution on 8 December 2016, ready for the CIO to begin operating on 1 May 2017.

The trustees are members of the charity, but they have no beneficial interest in the charity.

Membership

Our Area Meeting membership is checked and reported at the end of each calendar year. On 31 December 2022 there were 188 members and 124 attenders not in membership (including 46 children). Changes in membership are recorded throughout the year by minute of the Area Meeting.

Recruitment and appointment of Trustees

We need new trustees most years; their service usually starts on 1 January. Our process is to ask two members of our standing nominations committee and two serving trustees to form a trustee nominations group. The group brings nominations to Area Meeting in session, which makes the decision whether or not to appoint the nominees. Trustees are normally appointed for a three-year term and may be reappointed for one further term. The maximum length of service is six years, after which the person must stand down and cannot be reappointed as a trustee until three years have elapsed.

The Area Meeting Treasurer (who is also a trustee) is nominated by the standing nominations committee and usually appointed by the Area Meeting for one year at a time. The total term of service for the Treasurer usually exceeds one year; the maximum length of service is six years.

The trustees who served during the year, together with any changes up to the date of approving this report, are shown on page 1 of this report.

Induction and training of trustees

The Area Meeting Trustee Handbook is updated annually and contains relevant policies and procedures. Every trustee is given a copy of the revised Handbook at the beginning of each year. There is an annual budget for trustee training and trustees are encouraged to undertake training. In the last financial year, we spent £55 on trustee training. As in the previous two years there were few opportunities for in-person training.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Report of the trustees

For the year ended 31 March 2023

Trustee payments

None of the trustees receive payments or other benefits in kind from their work with the charity. Trustees are entitled to claim expenses. No expenses were paid to trustees in respect of their office. Two trustees were reimbursed for trustee expenses of £27.75 in total (for certifying documents). Two trustees received reimbursements totalling £327.92 for out-of-pocket expenses incurred in relation to other Quaker work.

Related Parties and Relationships with other Organisations

Trustees complete declarations of interest forms, which are kept on file. Any connection between a trustee or senior manager of the charity with any other relevant organisation must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. At the start of each meeting trustees are again invited to declare an interest in relation to any item of business on the agenda.

The charity owns Quaker Trading (Manchester & Warrington) Limited. The Area Meeting Treasurer serves as a director of the company *ex officio* and so is both a trustee and a director. Currently no other trustees are serving as directors.

Manchester and Warrington Area Quaker Meeting is a constituent meeting of Britain Yearly Meeting and support for this wider body of Quakers in Britain is the object of the charity. We therefore co-operate with Quakers and Quaker groups across the country. We follow guidance provided by the Quaker Stewardship Committee to assist trustees of Quaker Meetings. As an Area Meeting we follow the discipline of Britain Yearly Meeting as expressed in *Quaker faith & practice*.

In addition to grants paid in accordance with our grants policy, we pay a subscription to the Northern Friends Peace Board as a contribution to its running costs. We also pay a contribution to the running costs of our Friends Summer School. This year we paid a small contribution to Teenage General Meeting. These sums are included within the grants declared in the accounts.

Remuneration policy for key management personnel

Staff salaries are set with reference to the NHS Agenda for Change pay scale. Members of the management team are paid within Band 5 and the Executive Officer has been paid within Band 6. Total remuneration of the senior management team was £95,661. No members of staff received remuneration in excess of £60,000.

Records

We have a small committee that advises on the keeping of documents and manuscripts and ensures that historic records are transferred to the appropriate place.

Risk management

The risk register was reviewed by trustees during the year. In 2023 trustees aim to revamp the presentation of the risk register.

Reporting of Serious Incidents

We have not reported any Serious Incidents to the Charity Commission in this period and are not aware of any unreported Serious Incidents.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Report of the trustees

For the year ended 31 March 2023

Safeguarding

We have not been notified of any safeguarding incidents during this period. We have a lead trustee for safeguarding and safeguarding is now a standing agenda item for trustee meetings. Our lead trustee for safeguarding has worked with our Area Meeting safeguarding coordinators to adapt a model policy and toolkit for our purposes using a format developed by Britain Yearly Meeting. They met with key groups in the Area Meeting including Nominations Committee and offered every Local Meeting a chance to hear more about the details and contribute to the drafting. The draft Area Meeting policy, toolkit and safer recruitment process were accepted by Trustees in September 2022. The policy was circulated to all in the Area Meeting and formally adopted by the Area Meeting in December 2022.

The safeguarding policy brings together our approach to children and young people and adults at risk in one place. The safeguarding policy sets out the overarching commitments of the Area Meeting, including the commitment to promoting a safer environment and culture as well as the commitment to follow our policy and processes. We recognise that the policy helps manage risks but will not eliminate them.

An important feature of the new policy is a commitment to follow a safer recruitment process for specific roles in the Area Meeting. Those roles include those who work with children and young people but have now been extended to include the Pastoral Care Team, Trustees and Safeguarding Coordinators. This process means that Nominations Committee need to obtain a reference and a Disclosure and Barring Service (DBS) check before names can come to Area Meeting. The policy includes a provision that staff will hold a record of DBS checks and references completed to support Nominations Committee and Area Meeting clerks.

Under the new policy, every Local Meeting needs a DBS verifier (who may or may not be the Local Meeting Clerk) but Local Meetings no longer need individual safeguarding officers. Each Local Meeting must display a poster detailing ways to contact the Area Meeting safeguarding coordinators and ThirtyOne:Eight who provide emergency specialist safeguarding advice for Quakers.

We also have an Area Meeting Receiving Group whose role is to liaise with professionals acting on behalf of offenders or ex-offenders who wish to attend a Quaker Meeting. The aim is to protect children and adults at risk as well as supporting those who are seeking to become part of our Quaker community to do so in a way which promotes rehabilitation and recognises there is 'that of God in everyone.'

Data Protection

We are aware of the importance of compliance with the General Data Protection Regulation. We are confident that our process is robust and fit for purpose and recognise that compliance with data protection law requires ongoing effort and can never be deemed to have been completed.

Health and Safety

We have external consultants who advise us in relation to health and safety and undertake inspections of our meeting houses to help us ensure we meet current requirements. Health and safety are aspects of our work that can never be ticked off as completed, but again we are confident that we address these requirements in an appropriate way.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Report of the trustees

For the year ended 31 March 2023

Going Concern

Manchester and Warrington Area Quaker Meeting is a 'going concern'. This means that its accounts and financial statements are prepared on a 'going concern' basis, which tells us under this 'going concern' assumption that the Area Meeting is currently viewed financially by our auditors as continuing in business for the foreseeable future.

Statement of responsibilities of the trustees

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and the group and the incoming resources and application of resources, including the net income or expenditure, of the charity and the group for the year. In preparing those financial statements the trustees are required to:

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and the group and which enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charity's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity have no liability to contribute to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Report of the trustees

For the year ended 31 March 2023

Auditors

Godfrey Wilson Limited were re-appointed as auditors to the charity during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 26 October 2023 and signed on their behalf by

Rebecca Solway

Beck Solway - Clerk of Trustees

Ben Lukey

Ben Lukey - Clerk of Area Meeting

Independent auditors' report

To the members of

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Opinion

We have audited the financial statements of Manchester and Warrington Area Quaker Meeting (Religious Society of Friends) (the 'parent charity') and its subsidiaries (the 'group') for the year ended 31 March 2023 which comprise the consolidated statement of financial activities, consolidated and parent charity balance sheets, consolidated statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and the Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group and parent charity's affairs as at 31 March 2023 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the group and parent charity financial statements and our auditor's report thereon. Our opinion on the group and parent charity financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Independent auditors' report

To the members of

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept by the parent charity, or returns adequate for our audit have not been received from branches not visited by us;
- the parent charity financial statements are not in agreement with the accounting records and
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Independent auditors' report

To the members of

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

(1) We obtained an understanding of the legal and regulatory framework that the charity operates in, and assessed the risk of non-compliance with applicable laws and regulations. Throughout the audit, we remained alert to possible indications of non-compliance.

(2) We reviewed the charity's policies and procedures in relation to:

- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
- Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.

(3) We inspected the minutes of trustee meetings.

(4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.

(5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.

(6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.

(7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:

- Testing the appropriateness of journal entries;
- Assessing judgements and accounting estimates for potential bias;
- Reviewing related party transactions; and
- Testing transactions that are unusual or outside the normal course of business.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. Irregularities that arise due to fraud can be even harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Independent auditors' report

To the members of

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Use of our report

This report is made solely to the charity's members, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Godfrey Wilson Limited

Date: 26 October 2023

GODFREY WILSON LIMITED

Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Consolidated statement of financial activities

For the year ended 31 March 2023

	Note	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Income from:					
Donations and legacies	3	58,339	55,435	113,774	178,680
Charitable activities	4	14,583	7,177	21,760	19,677
Other trading activities	5	-	666,242	666,242	310,248
Investments	6	-	91,624	91,624	54,788
Total income		72,922	820,478	893,400	563,393
Expenditure on:					
Raising funds		-	546,908	546,908	420,831
Charitable activities		78,786	135,767	214,553	173,478
Total expenditure	8	78,786	682,675	761,461	594,309
Net income / (expenditure) before losses on investments		(5,864)	137,803	131,939	(30,916)
Net losses on investments	14	-	(53,686)	(53,686)	(61,144)
Net income / (expenditure)		(5,864)	84,117	78,253	(92,060)
Transfers between funds		520	(520)	-	-
Net movement in funds	9	(5,344)	83,597	78,253	(92,060)
Reconciliation of funds:					
Total funds brought forward		13,608	7,598,143	7,611,751	7,703,811
Total funds carried forward		8,264	7,681,740	7,690,004	7,611,751

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 22 to the accounts.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Consolidated balance sheets

As at 31 March 2023

	Note	The group 2023 £	The group 2022 £	The charity 2023 £	The charity 2022 £
Fixed assets					
Tangible assets	13	5,901,210	5,946,084	5,901,210	5,942,155
Investments	14	<u>1,187,745</u>	<u>1,230,498</u>	<u>1,507,745</u>	<u>1,515,498</u>
		<u>7,088,955</u>	<u>7,176,582</u>	<u>7,408,955</u>	<u>7,457,653</u>
Current assets					
Debtors	17	132,838	101,451	34,218	20,496
Investments	18	149,330	153,448	149,330	153,448
Cash at bank and in hand		<u>426,772</u>	<u>276,059</u>	<u>152,964</u>	<u>179,310</u>
		708,940	530,958	336,512	353,254
Liabilities					
Creditors: amounts falling due within 1 year	19	<u>(107,891)</u>	<u>(95,789)</u>	<u>(36,848)</u>	<u>(24,158)</u>
Net current assets		<u>601,049</u>	<u>435,169</u>	<u>299,664</u>	<u>329,096</u>
Net assets	21	<u>7,690,004</u>	<u>7,611,751</u>	<u>7,708,619</u>	<u>7,786,749</u>
Funds	22				
Restricted funds		8,264	13,608	8,264	13,608
Unrestricted funds:					
Designated funds		851,935	856,491	851,935	856,491
Revaluation reserve		2,336,894	2,466,859	2,336,894	2,466,859
General funds		<u>4,492,911</u>	<u>4,274,793</u>	<u>4,511,526</u>	<u>4,449,791</u>
Total charity funds		<u>7,690,004</u>	<u>7,611,751</u>	<u>7,708,619</u>	<u>7,786,749</u>

Approved by the trustees on 26 October 2023 and signed on their behalf by

Rebecca Solway

Beck Solway - Clerk of Trustees

H.C. Tucker

Hilary Tucker - Treasurer

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Consolidated statement of cash flows

For the year ended 31 March 2023

	2023	2022
	£	£
Cash used in operating activities:		
Net movement in funds	78,253	(92,060)
Adjustments for:		
Depreciation charges	44,874	47,228
Losses on investments	53,686	61,144
Dividends, interest and rents from investments	(91,624)	(54,788)
Increase in debtors	(31,387)	(38,599)
Increase in creditors	12,102	19,961
	<u>65,904</u>	<u>(57,114)</u>
Net cash provided by / (used in) operating activities		
Cash flows from investing activities:		
Dividends, interest and rents from investments	91,624	54,788
Transfer of opening cash in investments	-	7,572
Proceeds from the sale of investments	91,292	61,947
Purchase of investments	(102,225)	(53,552)
	<u>80,691</u>	<u>70,755</u>
Net cash provided by investing activities		
Increase in cash and cash equivalents in the year	146,595	13,641
Cash and cash equivalents at the beginning of the year	<u>429,507</u>	415,866
Cash and cash equivalents at the end of the year	<u>576,102</u>	<u>429,507</u>
Cash and cash equivalents comprises:		
Cash at bank and in hand	426,772	276,059
Cash held in current asset investments	<u>149,330</u>	153,448
Cash and cash equivalents at the end of the year	<u>576,102</u>	<u>429,507</u>

The group has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b) Group accounts

These financial statements consolidate the results of the charity and its wholly-owned (controlled) subsidiary on a line by line basis. Transactions and balances between the charity and its subsidiary have been eliminated from the consolidated financial statements. Balances between the two entities are disclosed in the notes of the charity's balance sheet. A separate Statement of Financial Activities for the charity is not presented as the charity has taken advantage of the provisions of section 24 of the SORP.

c) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of provision of services is deferred until criteria for income recognition are met.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies (continued)

e) Investment income

Interest on funds held on deposit, dividends and other investment income are included when receivable and the amount can be measured reliably by the charity. This is normally upon notification of the amounts paid or payable by the bank or investment managers.

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particularly areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated in full to charitable activities in the current and prior year on the basis that most fundraising activity is carried out by the trading subsidiary and allocated directly.

i) Grants payable

Grants payable are charged in the year in which the offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attached have been fulfilled. Grants offered subject to conditions at the year end are noted as commitment but are not accrued as expenditure.

j) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Buildings	100 years
Fixtures and fittings	4 years
Plant and machinery	10 years

Items of equipment are capitalised where the purchase price exceeds £1,000.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies (continued)

k) Investment property

Investment property is property (land or a building, or both) held to earn rentals or for capital appreciation or both.

Investment property is initially measured at cost, including transaction costs. Investment property is subsequently measured at fair value at the reporting date. This method of valuation applies to all the charity's investment properties.

Gains or losses arising from changes in the fair value of investment property are included in net profit or loss on the face of the Statement of Financial Activities for the period in which they arise.

l) Listed investments

Listed investments traded on a recognised stock exchange are stated at fair value at the reporting date, which is deemed to be their market value. Any gain or loss, whether realised or unrealised, is taken to the Statement of Financial Activities.

m) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

n) Current asset investments

Current asset investments consists of cash equivalents held on deposit for investment purposes with a maturity date of less than one year and more than three months from the date of acquisition or opening of the deposit or similar account.

o) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

p) Creditors

Creditors and provisions are recognised where there is a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

q) Financial instruments

The charity 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 recognised at amortised cost using the effective interest method.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

1. Accounting policies (continued)

r) Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are described below.

Depreciation

As described in note 1j to the financial statements, depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life.

Investment properties

The valuation of investment property is deemed to be the market value of the land, as determined by a RICS registered surveyor.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

2. Prior period comparatives: statement of financial activities

	Restricted £	Unrestricted £	2022 Total £
Income from:			
Donations and legacies	41,210	137,470	178,680
Charitable activities	17,460	2,217	19,677
Other trading activities		310,248	310,248
Investments	-	54,788	54,788
Total income	58,670	504,723	563,393
Expenditure on:			
Raising funds	-	420,831	420,831
Charitable activities	54,414	119,064	173,478
Total expenditure	54,414	539,895	594,309
Net income / (expenditure) before losses on investments	4,256	(35,172)	(30,916)
Net losses on investments	-	(61,144)	(61,144)
Net income / (expenditure)	4,256	(96,316)	(92,060)
Transfers between funds	2,267	(2,267)	-
Net movement in funds	6,523	(98,583)	(92,060)

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

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For the year ended 31 March 2023

3. Income from donations and legacies

	Restricted £	Unrestricted £	2023 Total £
Collections and other donations	55,610	41,989	97,599
Donations to local meetings and summer school	<u>2,729</u>	<u>13,446</u>	<u>16,175</u>
Total income from donations and legacies	<u>58,339</u>	<u>55,435</u>	<u>113,774</u>

Prior period comparative:

	Restricted £	Unrestricted £	2022 Total £
Collections and other donations	41,210	44,326	85,536
Donations to local meetings and summer school	-	12,377	12,377
Covid support grants	<u>-</u>	<u>80,767</u>	<u>80,767</u>
Total income from donations and legacies	<u>41,210</u>	<u>137,470</u>	<u>178,680</u>

4. Income from charitable activities

	Restricted £	Unrestricted £	2023 Total £
Listed Places of Worship grants	-	4,036	4,036
Residential income	<u>14,583</u>	<u>3,141</u>	<u>17,724</u>
Total income from charitable activities	<u>14,583</u>	<u>7,177</u>	<u>21,760</u>

Prior period comparative:

	Restricted £	Unrestricted £	2022 Total £
Listed Places of Worship grants	-	1,657	1,657
Residential income	<u>17,460</u>	<u>560</u>	<u>18,020</u>
Total income from charitable activities	<u>17,460</u>	<u>2,217</u>	<u>19,677</u>

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

5. Income from other trading activities

	2023 Total £	2022 Total £
Lettings and other subsidiary trading income	<u>666,242</u>	<u>310,248</u>

All income from trading activities was unrestricted in the current and prior years.

6. Income from investments

	2023 Total £	2022 Total £
Dividends and interest	12,839	12,166
Income from investment properties	<u>78,785</u>	<u>42,622</u>
Total income from investments	<u>91,624</u>	<u>54,788</u>

All income from investments was unrestricted in the current and prior years.

7. Government grants

The group received government grants, defined as funding from the UK Government to fund charitable activities during the Covid-19 pandemic. The total value of such grants in the period ending 31 March 2023 was £nil (2022: £80,767). There are no unfulfilled conditions or contingencies attaching to these grants in 2022/23.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

8. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2023 Total £
Salary costs (including subsidiary) (note 10)	252,085	-	57,841	309,926
Investment management costs	5,528	-	-	5,528
Subsidiary trading costs	285,368	-	-	285,368
Grants payable (note 11)	-	44,004	-	44,004
Local meetings and summer school expenditure	-	39,590	-	39,590
Other direct costs	-	15	-	15
Property costs	-	-	18,615	18,615
Depreciation	3,927	-	40,947	44,874
Office and admin costs	-	-	1,229	1,229
Staff travel, training and recruitment	-	-	2,868	2,868
Governance costs	-	-	9,444	9,444

Sub-total	546,908	83,609	130,944	761,461
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Allocation of support and governance costs	-	130,944	(130,944)	-
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Total expenditure	546,908	214,553	-	761,461
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Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2022 Total £
Salary costs (including subsidiary) (note 10)	248,036	-	41,446	289,482
Investment management costs	6,075	-	-	6,075
Subsidiary trading costs	162,436	-	-	162,436
Grants payable (note 11)	-	40,351	-	40,351
Local meetings and summer school expenditure	-	27,865	-	27,865
Other direct costs	-	10	-	10
Property costs	-	-	10,355	10,355
Depreciation	4,284	-	42,944	47,228
Office and admin costs	-	-	1,166	1,166
Staff travel, training and recruitment	-	-	470	470
Governance costs	-	-	8,871	8,871

Sub-total	420,831	68,226	105,252	594,309
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Allocation of support and governance costs	-	105,252	(105,252)	-
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Total expenditure	420,831	173,478	-	594,309
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Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

9. Net movement in funds

This is stated after charging:

	2023 £	2022 £
Depreciation	44,874	47,228
Operating lease payments	657	657
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	28	40
Auditors' remuneration (excluding VAT):		
▪ Statutory audit and accounts preparation	10,300	8,200
▪ Other services	300	300
	<u>10,600</u>	<u>8,500</u>

In the current year, two trustees were reimbursed for expenses related to fees for ID certification, which totalled £28. In the prior year, one trustee received a total of £40 to reimburse them for training course fees.

10. Staff costs and numbers

Staff costs were as follows:

	2023 £	2022 £
Salaries and wages	274,886	256,528
Social security costs	16,344	14,124
Pension costs	18,696	18,830
	<u>309,926</u>	<u>289,482</u>

No employee earned more than £60,000 during the current or prior year.

The key management personnel of the charity comprise the Trustees, Executive Officer, and Senior Management Team. The total employee benefits of the key management personnel were £95,661 (2022: £110,685).

	2023 No.	2023 FTE	2022 No.	2022 FTE
Average number of employees	<u>15</u>	<u>11</u>	<u>18</u>	<u>13</u>

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

11. Grants making activities

Total grants committed to during the year were as follows:

	2023 £	2022 £
Britain Yearly Meeting	35,160	32,218
Northern Friends Peace Board	1,800	1,929
Grants via Quaker Work Fund	2,534	1,500
Refugee and asylum seekers	1,595	-
Small Grants and Donations	2,915	4,704
	<u>44,004</u>	<u>40,351</u>
Total grants payable to institutions	<u>44,004</u>	<u>40,351</u>

Included in grants to refugee and asylum seekers were 3 grants made to individuals. All other grants were made to institutions, and no support costs were allocated to grant-making activities.

Grants and donations are made to support Quaker work or to other organisations whose work advances Quaker concerns.

The charity does not actively invite applications, but responds as it is able in ways which support the concerns of Friends.

12. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes. The charity's trading subsidiary, Quaker Trading (Manchester and Warrington) Limited donates available profits to the parent charity under the gift aid scheme.

13. Tangible fixed assets

Group	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 April 2022 and 31 March 2023	<u>6,260,000</u>	<u>221,433</u>	<u>6,481,433</u>
Depreciation			
At 1 April 2022	322,125	213,224	535,349
Charge for the year	<u>38,500</u>	<u>6,374</u>	<u>44,874</u>
At 31 March 2023	<u>360,625</u>	<u>219,598</u>	<u>580,223</u>
Net book value			
At 31 March 2023	<u>5,899,375</u>	<u>1,835</u>	<u>5,901,210</u>
At 31 March 2022	<u>5,937,875</u>	<u>8,209</u>	<u>5,946,084</u>

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

13. Tangible fixed assets (continued)

Charity	Land and buildings £	Furniture and equipment £	Total £
Cost			
At 1 April 2022 and 31 March 2023	<u>6,260,000</u>	<u>165,750</u>	<u>6,425,750</u>
Depreciation			
At 1 April 2022	322,125	161,470	483,595
Charge for the year	<u>38,500</u>	<u>2,445</u>	<u>40,945</u>
At 31 March 2023	<u>360,625</u>	<u>163,915</u>	<u>524,540</u>
Net book value			
At 31 March 2023	<u>5,899,375</u>	<u>1,835</u>	<u>5,901,210</u>
At 31 March 2022	<u>5,937,875</u>	<u>4,280</u>	<u>5,942,155</u>

Included in land and buildings is land valued at £2,410,000, which is not subject to depreciation.

Following the introduction of FRS102 and adoption of the Charity SORP based on it, freehold land and buildings were restated at their deemed cost at 1 January 2014 based on a professional valuation.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

14. Investments

	Listed investments £	Investment properties £	Group Total 2023 £	Loans to group undertakings £	Charity Total 2023 £	Group Total 2022 £	Charity Total 2022 £
Market value at 1 April 2022	645,498	585,000	1,230,498	285,000	1,515,498	1,119,609	1,359,609
Additions	102,225	-	102,225	35,000	137,225	53,552	98,552
Transfer from fixed assets	-	-	-	-	-	188,000	188,000
Disposals proceeds	(91,292)	-	(91,292)	-	(91,292)	(61,947)	(61,947)
Losses	(53,686)	-	(53,686)	-	(53,686)	(61,144)	(61,144)
Transfer to current investments cash	-	-	-	-	-	(7,572)	(7,572)
Market value at 31 March 2023	602,745	585,000	1,187,745	320,000	1,507,745	1,230,498	1,515,498

Investment properties include income generating portions of 5 meeting houses owned by the charity. All properties were valued at the year end by Fifield Glyn Chartered Surveyors, with the valuation of four of the five investment properties being based on market value. The valuation for the fifth property, being a portion of the basement at 6 Mount Street, was based on the investment method, thereby basing the value on existing income streams at the property.

See note 25 for a description of the inter-company loan terms.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

15. Subsidiary undertaking

The Charitable Incorporated Organisation is the owner and sole member of Quaker Trading (Manchester & Warrington) Limited, a company limited by guarantee and registered in England. The company registration number is 03094920 and the registered office is Friends' Meeting House, 6 Mount Street, Manchester, M2 5NS. The subsidiary is used for non-primary purpose trading activities.

Available profits are gift aided to the charitable incorporated organisation. A summary of the results of the results of the subsidiary are shown below:

	2023 £	2022 £
Turnover	<u>744,985</u>	<u>352,647</u>
Gross profit	744,985	352,647
Administrative expenses	(576,381)	(414,754)
Other operating income	<u>44</u>	<u>80,984</u>
Operating profit	168,648	18,877
Interest receivable	-	6
Interest payable	<u>(12,265)</u>	<u>(5,796)</u>
Profit for financial year	<u>156,383</u>	<u>13,087</u>

The aggregate of the assets, liabilities and funds was:

	2023 £	2022 £
Assets	372,429	181,635
Liabilities	<u>(391,044)</u>	<u>(356,633)</u>
Funds	<u>(18,615)</u>	<u>(174,998)</u>

16. Parent charity

The parent charity's gross income and the results for the year are disclosed as follows:

	2023 £	2022 £
Gross income	215,638	135,552
Results for the year	<u>(78,129)</u>	<u>(105,147)</u>

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

17. Debtors

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
Accrued income	28,559	23,393	25,335	20,186
Trade debtors	86,273	70,025	176	-
Prepayments	18,006	8,033	8,707	310
	<u>132,838</u>	<u>101,451</u>	<u>34,218</u>	<u>20,496</u>

18. Current asset investments

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
Cash held in deposit accounts	134,254	132,692	134,254	132,692
Cash held in investment portfolio	15,076	20,756	15,076	20,756
	<u>149,330</u>	<u>153,448</u>	<u>149,330</u>	<u>153,448</u>

19. Creditors: amounts due within 1 year

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
Trade creditors	16,130	21,452	9,016	2,975
Accruals	51,253	46,507	27,832	20,873
VAT liability	10,228	5,484	-	-
Deferred income (note 20)	28,192	22,346	-	310
Other creditors	2,088	-	-	-
	<u>107,891</u>	<u>95,789</u>	<u>36,848</u>	<u>24,158</u>

20. Deferred income

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
At 1 April 2022	22,346	9,503	310	-
Deferred during the year	28,192	22,346	-	310
Released during the year	<u>(22,346)</u>	<u>(9,503)</u>	<u>(310)</u>	-
At 31 March 2023	<u>28,192</u>	<u>22,346</u>	<u>-</u>	<u>310</u>

Deferred income relates mainly to advance bookings and rental fees in advance.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

21. Analysis of net assets between funds

	Restricted funds £	Designated funds £	Revaluation reserve £	General funds £	Total funds £
Tangible fixed assets	-	-	2,126,067	3,775,143	5,901,210
Investments	-	851,935	210,827	124,983	1,187,745
Net current assets	8,264	-	-	592,785	601,049
Net assets at 31 March 2023	8,264	851,935	2,336,894	4,492,911	7,690,004
Prior year comparative					
	Restricted funds £	Designated funds £	Revaluation reserve £	General funds £	Total funds £
Tangible fixed assets	-	-	2,227,502	3,718,582	5,946,084
Investments	-	856,491	239,357	134,650	1,230,498
Net current assets	13,608	-	-	421,561	435,169
Net assets at 31 March 2022	13,608	856,491	2,466,859	4,274,793	7,611,751

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

22. Movements in funds

	At 1 April 2022 £	Income £	Expenditure £	Losses £	Transfers between funds £	At 31 March 2023 £
Restricted funds						
Contributions small groups	-	5,536	(5,392)	-	-	144
Contributions BYM	-	35,299	(35,299)	-	-	-
Winifred Locke legacy	473	-	(288)	-	-	185
Ditton Trust	5,622	-	-	-	-	5,622
Refugees and asylum seekers	995	918	(1,595)	-	-	318
Bursary fund	172	-	(172)	-	-	-
Summer School fund	6,346	14,583	(21,449)	-	520	-
Restricted Local Meeting accounts	-	16,586	(14,591)	-	-	1,995
Total restricted funds	13,608	72,922	(78,786)	-	520	8,264
Unrestricted funds						
<i>Designated funds:</i>						
Sinking funds for maintenance	616,588	-	-	-	-	616,588
Cost contingency	191,000	-	-	-	-	191,000
Legacies funds	25,369	1,000	(2,202)	-	-	24,167
Quaker work fund	11,864	-	(2,534)	-	-	9,330
Local meeting accounts	11,670	2,729	(3,549)	-	-	10,850
<i>Total designated funds</i>	<i>856,491</i>	<i>3,729</i>	<i>(8,285)</i>	<i>-</i>	<i>-</i>	<i>851,935</i>
General funds	4,274,793	816,749	(660,515)	(53,686)	115,570	4,492,911
Revaluation reserve	2,466,859	-	(13,875)	-	(116,090)	2,336,894
Total unrestricted funds	7,598,143	820,478	(682,675)	(53,686)	(520)	7,681,740
Total funds	7,611,751	893,400	(761,461)	(53,686)	-	7,690,004

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

22. Movements in funds (continued)

Purposes of restricted funds

Contributions small groups	For contributions to other Quaker connected charities.
Contributions BYM	For contributions to the Britain Yearly Meeting.
Winifred Locke legacy	For assistance to attend conferences aimed at spiritual development, particularly for young people, including a residential Yearly Meeting.
Ditton Trust	For the Warrington Meeting, for the relief of the necessitous poor, the assistance of Friends in need and the education of children of Friends.
Refugees and asylum seekers	To support work with refugees and asylum seekers.
Bursary fund	To provide bursaries for education.
Summer school fund	Monies for the running costs of Friends' Summer School.
Restricted Local Meeting accounts	Monies for the running costs of local meeting houses.

Purposes of designated funds

Sinking funds for maintenance	Reserves set aside for payment of substantial or unplanned maintenance expenses.
Cost contingency	Reserves set aside to cover short-term excess of expenditure over income and to cover all potential redundancy costs.
Legacies funds	Monies donated in the form of legacies.
Quaker work fund	For the giving of grants to worthy causes.
Local meeting accounts	Monies held for local use.

Purposes of transfers between funds

The transfer of £520 from general funds to the Summer School fund relates to an overspend on the Summer School fund in the year. The transfer of £115,570 from the revaluation reserve to general funds relates to the reallocation of depreciation relating the revalued proportion of the freehold land and buildings.

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

22. Movements in funds (continued)

Prior year comparative

	At 1 April 2021 £	Income £	Expenditure £	Losses £	Transfers between funds £	At 31 March 2022 £
Restricted funds						
Contributions small groups	-	8,434	(8,434)	-	-	-
Contributions BYM	-	32,218	(32,218)	-	-	-
Winifred Locke legacy	473	-	-	-	-	473
Ditton Trust	5,990	-	(368)	-	-	5,622
Refugees and asylum seekers	450	545	-	-	-	995
DSEI funds	-	13	(172)	-	159	-
Bursary fund	172	-	-	-	-	172
Summer School fund	-	17,460	(13,222)	-	2,108	6,346
Total restricted funds	7,085	58,670	(54,414)	-	2,267	13,608
Unrestricted funds						
<i>Designated funds:</i>						
Sinking fund for maintenance	616,588	-	-	-	-	616,588
Cost contingency	191,000	-	-	-	-	191,000
Legacies funds	24,369	1,000	-	-	-	25,369
Quaker work fund	8,864	-	(1,500)	-	4,500	11,864
Local Meeting accounts	13,922	12,937	(14,977)	-	(212)	11,670
Summer school	2,108	-	-	-	(2,108)	-
<i>Total designated funds</i>	<i>856,851</i>	<i>13,937</i>	<i>(16,477)</i>	<i>-</i>	<i>2,180</i>	<i>856,491</i>
General funds	4,366,850	490,786	(523,418)	(54,978)	(4,447)	4,274,793
Revaluation reserve	2,473,025	-	-	(6,166)	-	2,466,859
	6,839,875	490,786	(523,418)	(61,144)	(4,447)	6,741,652
Total unrestricted funds	7,696,726	504,723	(539,895)	(61,144)	(2,267)	7,598,143
Total funds	7,703,811	563,393	(594,309)	(61,144)	-	7,611,751

Manchester and Warrington Area Quaker Meeting (Religious Society of Friends)

Notes to the financial statements

For the year ended 31 March 2023

23. Financial instruments at fair value

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
Financial assets measured at fair value	602,745	645,498	602,745	629,609

Financial assets measured at fair value comprise listed investments.

24. Operating lease commitments

The group and charity had operating leases at the year end with total future minimum lease payments as follows:

	The group		The charity	
	2023	2022	2023	2022
	£	£	£	£
Amount falling due:				
Within 1 year	657	657	-	-
Within 1 - 5 years	1,369	1,971	-	-
	2,026	2,628	-	-

25. Related party transactions

Since 1 May 2017 Quaker Trading (Manchester & Warrington) Limited and Manchester and Warrington Area Quaker Meeting have been working with one another under a Hospitality and Facility Agreement. Quaker Trading is responsible for undertaking all the trading activity (primarily room hire and the provision of catering and audio-visual equipment) and for managing the buildings and grounds on behalf of the charity.

The charity previously formally agreed a loan facility of up to £300,000 available to Quaker Trading (Manchester & Warrington) Limited. During the year, the trustees agreed to extend this facility further and, at the year end, the subsidiary had drawn down £320,000 of this facility (2022: £285,000).

The intercompany loan is repayable upon 24 months' notice and the annual rate of interest payable on the loan is 2% above the base rate then prevailing of the Bank of England. Total interest paid by the subsidiary to the charity in the year was £12,265 (2022: £5,796).

In addition, during the year, the charity received £55,000 (2022: £nil) rental income from the trading subsidiary, and paid cost contributions to the trading subsidiary of £20,000 (2022: £nil).