



SUSSEX EAST AREA QUAKER MEETING
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020



SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

CHARITY NUMBER 1173819

Principal address

Friends Meeting House, Friars Walk, LEWES, East Sussex BN7 2LE

Trustees

John Ashcroft	
Anthony Biggin	(appointed 13.3.21)
Patricia Cockrell	
Alex Francis	(appointed 8.5.21)
Harvey Gillman	
Alan Thompson	
Susan Walton	(released 31.12.20)
Anthony Webster	(released 12.6.21)

Officers during 2020

Area Meeting Clerk:	Peter Aviss
Membership Clerk:	Peter Bolwell
Clerk of Trustees:	Patricia Cockrell
Treasurer:	John Ashcroft
Assistant Treasurers:	Philip Cooper, Alex Francis and Bill Penn

Properties’ Nominee

Friends Trust Ltd, 173-177 Euston Road, London, NW1 2BJ. (Registered Charity No. 237698)

Independent Examiner

Ashdown Hurrey Auditors Ltd
20 Havelock Road, Hastings, East Sussex, TN34 1BP

Bankers

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
Cooperative Bank, PO Box 101, 1 Balloon Street, Manchester, M60 4EP.
HSBC PLC, 94 Terminus Road, Eastbourne, East Sussex BN21 3ND
Nationwide Building Society, P.O.Box 250, Delf House, Skelmersdale, WN8 6WT
NatWest Bank, 49 High Street, Uckfield, East Sussex TN22 1AN
Santander UK PLC, 124-126 Terminus Road, Eastbourne, East Sussex BN21 3AJ
Triodos Bank NV, Brunel House, 11 The Promenade, Bristol, BS8 3NN.

Cover pictures: A blended Meeting for Worship: some Friends on Zoom and some in the Meeting House, Lewes.

**SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE
YEAR ENDED 31 DECEMBER 2020**

CONTENTS

	Page
Report of the Trustees	4 to 13
Independent Examiner’s Report	14
Receipts and Payments Account	15
Statement of Assets and Liabilities at 31 December 2020	16
Notes to the Financial Statements	17 to 23

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

REPORT - SUMMARY

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have prepared this report and financial statements in accordance with SORP 2005 on the Receipts and Payments basis using the template CC16a published by the Charities Commission and complying with the guidance on reporting issued by the Quaker Stewardship Committee of Britain Yearly Meeting.. 2019 was the first year of operation for Sussex East Area Quaker Meeting (SEAQM) as a Charitable Incorporated Organisation (CIO) replacing the previous unincorporated charity Sussex East Area Quaker Meeting (Charity Number: 1159181). Neither the governance nor the objects or activities of the charity changed. The annual reports and accounts for 2018 and previous years are available upon request from the trustees.

In summary, 2020 was dominated by the **covid-19 pandemic**. We have risen to the challenge through the institution of on-line worship and other steps to hold our Quaker communities together. In line with advice from Britain Yearly Meeting and government guidance, trustees have worked with Local Meetings on measures to be taken at our Meeting Houses to enable their continued safe and legal use, based on risk assessments covering matters such as distancing and cleaning. Each Local Meeting set up a risk group which liaises with a named trustee to consider levels of risk and actions to be taken for the safety of ourselves and others. All our Meeting Houses closed when this was required by law, and community hirings ceased. Most Local Meetings set up Zoom Meetings for Worship. We recognise that people have different attitudes to health and risk: some are willing to come to the Meeting Houses, socially distanced and masked, while others prefer to stay at home. In order to accommodate as many Friends as possible, blended meetings have been set up, so that Friends in the meeting room can be linked to those on Zoom.

We were financially affected by losing income from hiring out Meeting Houses, and some reduction in donations, mitigated by a substantial reduction in expenditure items such as hall hire, expenses and courses/events, as well as the under-pinning of substantial reserves. Other sources of income held up well as did the value of investments. Planning and fundraising for a major development at Lewes Meeting House continued, and SEAQM’s surplus reserves have been earmarked for this project.

OBJECTIVES AND ACTIVITIES

South East Area Quaker Meeting (SEAQM) is a charity established for the advancement of religion and other charitable purposes such as derive from or bear witness to the principles and practices of the Religious Society of Friends, commonly called Quakers.

The principal activity is the arrangement and holding of Meetings for Worship in the constituent meetings of Bexhill, Eastbourne, Hastings, Herstmonceux, Lewes, Polegate, Rye, Seaford and Uckfield. To enable such worship, SEAQM arranges for the maintenance and good order of the fabric of the five Meeting Houses for which it is responsible, as well as ancillary services such heating, lighting and cleaning, including the employment of cleaners. These Meeting Houses are at Bexhill, Eastbourne, Hastings, Herstmonceux and Lewes. It hires premises to enable worship at Rye, Seaford and Uckfield, and has free use of a room at the Bernhard Baron Cottage Homes (Polegate). In normal times, provision can be made for children and young people alongside appointed Meetings for Worship.

SEAQM provides financial support to Friends in the area to enable them to attend Meetings and to participate in educational and other events organised by and for Quakers. It also provides financial support to Friends to undertake other activities and to other organisations in accordance with the convictions of the Society. Financial contributions are made to Britain Yearly Meeting of the Religious Society of Friends, other Quaker bodies and other charities with purposes consonant with those of SEAQM.

Public Benefit

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Our Meetings for Worship, physical or on-line, are open to the public and we do not restrict access to our faith or communities. We make invitations to the public to participate in our silent worship tradition. When opportunities arise, we reach out into our local communities to inform members of the public about the nature of Quakerism and the opportunities that it provides. The Meeting Houses are usually made available for public hire at reasonable rates so that they may be used to benefit local community groups including those of other faiths. The Meeting House garden at Lewes is freely accessed by the community.

ACHIEVEMENT AND PERFORMANCE

Advancement of religion

During 2020 SEAM held Meetings for Worship for Business on six occasions. A study day on the climate emergency was held on 8.2.20 at Eastbourne Meeting House, led by Lesley Grahame (QPSW). One outcome was that AM decided to form a SEAQM Sustainability group to monitor and suggest ways in which SEAQM could be made more sustainable. Because of the pandemic, the programme of Area Meetings including study sessions had to take place by Zoom, with a Zoom-Pro contract bought for this purpose, also providing capacity to support a wide range other meetings across the Area, including trustees’ meetings, attenders/ enquirers meetings, Meeting for Worship for Lewes LM, and many other meetings and discussion groups. It has helped enable a continuation of Quaker life during the lockdown periods and in between. In particular, in September there was a thought-provoking, moving and erudite talk by Harvey Gillman on *The Ambiguity of Words and Silence*.

The nine Local Meetings have risen to the challenge that the pandemic has posed to advancing and sustaining Quaker worship, community and witness in a variety of ways summarised below.

Bexhill

Meeting for worship closed on 16th March 2020 due to the covid-19 pandemic. We remained in touch by email and phone but as several of our Friends are Zoom refuse-niks we worshipped separately with other meetings and denominations. There was no social contact. When we reopened on 16th August we had kept five members and had one enquirer. In January 2021 a Friend set up Zoom meeting for worship but only two Friends made use of this. After a face-to-face meeting as soon as was possible, attended by eight Friends, we decided to drop the Zoom meeting and resume Meetings in person. A blended meeting is not worth the expense of bringing Wi-Fi to the Meeting House because not enough local Friends use computer technology. All the Friends who were present have committed to attending meeting for worship as often as possible, but if the numbers drop to two or three again we may consider meeting less frequently than weekly. We have two Friends in nursing homes whom it has not been possible to visit, and who do not use computers. Keeping in touch with them has been difficult because they are hard of hearing but we sent cards and small gifts.

Eastbourne

We started having Zoom Meetings for Worship near to the beginning of the first lockdown. Gradually most of our regular members and attenders joined our meetings. It has been very rewarding to see the astonished accomplishment on the faces of various folk once they've managed to use Zoom. As the first lockdown eased, we moved into blended meetings - quite a learning curve! At first, we managed with just a laptop. Then we moved on to a projector, so that the folk on Zoom could be seen on the end wall of our Meeting Room; an improvement, but it meant that we had to worship in semi darkness to enable us to view the projected image. Also those on Zoom couldn't see us very well. The biggest improvement was the purchase of a large screen monitor, using funds from the Sussex Police Property Act Fund. Now we can worship in the proper light, see those on Zoom very well and they in turn can see us. We also bought a camera and microphone to help this, using donations from Friends).

Everything above has helped us keep meeting. Our numbers have gradually increased and we now have the most folk joining us for a long time. The technology has helped us stay strong as a meeting and it has been

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

surprising how much love and warmth comes into our lives using this equipment, truly a beacon of happy and meaningful worship.

Hastings

At Hastings, Meetings for Worship continued on Sunday mornings. There have been two options for this: those who wish can use the "zoom" platform and hold a "virtual" Meeting for Worship over the internet from the comfort of their own homes, or else those who prefer actual human contact meet either in the local park or in someone's house if a Friend is under some kind of physical disability and unable to get outdoors. We hold regular monthly Meetings for Worship for Business each month using the Zoom platform to enable essential administration, but found that attempts to use Zoom to hold social meetings among local Friends attracted declining interest, and so they were largely abandoned. Various local Friends have met socially to keep in touch and support each other, and some gathered weekly in a poetry reading group. The Local Meeting took out a Zoom subscription, and trained up several Friends to host zoom meetings. The unlimited access this provides has enabled additional mid-week Meetings for Worship on Wednesday evenings. We have also kept local Friends in touch with each other by means of a Local Meeting newsletter which is produced monthly, with contributions ranging from the practical to the spiritual to the purely literary or poetic.

Herstmonceux

Friends have been holding Meetings for Worship on Zoom since Christmas 2020 when we held a blended meeting in the meeting house with readings and music, inviting two Friends who had moved away from Sussex. Since then we have held meetings on Zoom every first and third Sunday and the two Friends who had moved away are still delighted to join us. Last summer we held our Meetings in the Meeting House garden when the weather permitted.

When Meeting Houses were able to open after the first lockdown we held them indoors, following the safety guidelines of the risk assessment. About five Friends regularly attended. There is always time to catch up with each other socially within the Zoom Meetings.

Lewes

After the first lockdown in 2020 we thought we had settled into a pattern of meeting by Zoom augmented by and blended with meetings indoor and in the garden, with modifications as the country moved in and out of tiers and lockdowns. But the Meeting House needed to close in December, so that Lewes Meeting moved entirely online, as we felt that we should not encourage Friends to leave their homes, regardless of the exemption for places of worship. Blended Meetings re-started from 11 April 2021. Throughout this, Meeting for Worship via Zoom has attracted 20-30 Friends each week. We have gained some new attenders and have been able to welcome back Friends from further afield, Scotland and the US among other places. Similarly, we have taken the opportunity for inter-visitation as Lewes Friends have joined other Meetings: Woodbrooke, Moscow and Birmingham PA for example.

We are mindful that many Friends are not comfortable using Zoom and we continue maintain informal networks of support for these Friends, the telephone may be old technology these days but a vital component of this support.

Polegate

So as to keep this community at (the assisted living facility of) Bernhard Baron Cottage Homes “safe”, the community has been divided into two quite separate “households”. One consists of residents who have a room in our Main House, and the other being those who live in the cottages in the grounds. This has the effect of dividing the Quaker Meeting into two separate parts, plus those Friends who live out in the community but are not allowed to join us in either of the two groups that exist here.

During the spring/summer the ‘cottager’ group held meeting for worship each Sunday and Wednesday in the Peace Garden, rarely prevented by weather. We also met there each Wednesday, seeking to do this at the same time as the Quaker group in the House met in the Quiet Room. Come the winter the managers allowed

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Friends to use the “winter” Marquee from 9.30 a.m. till 10.30 a.m. on a Sunday, until several positive test results in the Homes led to a strict lockdown. On Wednesdays we have kept the time of Meeting each in our own cottage. All Friends in the Meeting have of course kept in touch by telephone and email. Friends look forward in hope to the cessation of the separation into two “households” and the meeting can be united again.

Rye

Rye Local Meeting continues to meet every Sunday on Zoom. The meeting lasts from 10.30–11.30, with approximately 20 minutes for afterthoughts and notices. On average about 6-8 people attend, although some Friends find it difficult to participate on Zoom and prefer to worship in their own way. On 4 December last year we had our first Business Meeting by Zoom, where we appointed roles for the next triennium. It’s been a difficult time, obviously, with the pandemic and the lockdowns and, although it’s been nice seeing each other on Zoom every Sunday, it doesn’t make up for us being together at Tilling Green Centre. However, we won’t abandon Zoom altogether and will be using it for business meetings in the future and, maybe, the occasional blended Meetings, when Friends are prevented from attending. We hope to return to the Tilling Green Centre on the 23 May, depending on Government regulations.

Seaford

Since the Meeting’s usual venue at the Little Theatre became unavailable due to pandemic restrictions we have held Sunday morning Meetings on Zoom with from 8 to 20 Friends attending. Some Friends can attend these meeting who might have been prevented by being unable to attend otherwise because of incapacity or transport problems. Zoom has also enabled the Meeting to establish an informal and irregular mid-week afternoon Meeting for, usually with a topic introduced by a Friend. These relaxed sessions have enabled Friends to get to know each other better not least “in the things which are eternal”.

The hoped for move to face-to-face Meetings at Seaford Baptist Church had to be put on hold as the second wave struck – there is a hope to resurrect this idea until we can return to the Little Theatre. The Meeting has established a WhatsApp group and a newsletter; the latter being available in e-format and hard copy. All Friends are able to contribute to both activities. Our overseers are keeping an eye on all members and attenders as to whom is being contacted by whatever way is appropriate. Maintaining contact with those Friends who have no access to the internet is problematic but by vigorous use of a telephone tree we try to bring all Friends into the ambit of the meeting. One Friend who does not use Zoom found it rewarding to keep in touch through e-mail or phone calls with other friends who are not using Zoom. Some small groups have been getting together for socially distanced walks. In some ways the time of covid has made us focus perhaps a little more on our responsibility for each other and this will continue in the future.

Uckfield

From the 2nd August until 20th September, we met at some peaceful woodlands, owned by one of our members. This was a rather special time, and I think we all felt the same spiritual link with nature, and in turn with each other. We always had lovely weather. We have not used Zoom for our own Meetings, but a few have enjoyed Zoom Meetings at Lewes or Woodbrooke.

We returned to the Luxford Centre from 27 September until 1 November, getting into the pattern of cleaning chairs etc, having open windows and mask wearing. The latter seemed especially strange, but we persevered until the lockdown. We gained two new attenders during this time, (one when we were meeting in the woodland). Since the second lockdown, we have relied mainly on a WhatsApp group, phone calls, email, and texts for one person who doesn’t use a computer. We have missed our monthly outreach Meetings at Holy Cross Priory, but keep in touch via email and phone calls.

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020



Screenshot of Zoom Meeting for Worship (Herstmonceux Local Meeting)

Financial support to Friends and good causes

Financial support totalling around £1,900 [2019: £4,000] has been provided to many members and attenders of SEAQM to attend courses, events for spiritual development, attend Meeting for Worship or meet pastoral needs. Where Friends have been appointed (and supported) to attend events of wider interest, they have reported back at a suitable opportunity. Whilst we usually support the attendance of young people at Quaker summer events for young people, these only happened virtually during 2020. Donations of £10,245 have been made to Britain Yearly Meeting, and some smaller donations of £2,187 were made to other Quaker and non-Quaker causes of vital interest for the advancement of Quaker testimonies.

Meeting Houses and other properties

The programme of quinquennial surveys of the Meeting Houses and other properties was continued. Trustees have worked with Local Meeting Friends and premises committees to undertake works necessary for the maintenance of the fabric of the properties identified by the surveys and other means. The major area current areas of expense relate to re-roofing at Eastbourne Meeting House and electrical and fire safety works at Eastbourne and Lewes, mostly expended during 2021.

By far the largest project now in hand is a project to improve the accessibility, sustainability and usability of Lewes Friends Meeting House, including the remediation of significant structural and damp issues in this listed building. Design work has been ongoing for several years and although planning permission was received in 2019, further changes to the design resulted in its being re-submitted in 2020 with final approval in April 2021. The core of the development is intended to be a new enclosed passage-way running most of the length of the rear of the building so as to provide covered level access to all parts of the ground floor from an attractive new entrance lobby. This would involve re-siting of toilets and demolition of a small 1970's extension no longer fit for purpose. Some re-modelling of the first floor flat is also planned. Whilst it has been agreed that earmarked legacies and SEAQM reserves should be applied to cover around half the cost, as of April 2021 around £150,000 more is needed to enable the full re-development to be executed. Fundraising began in April 2020.

Sustainability

Friends attending our Local Meetings are aware of the need to improve our sustainability, and have small improvements continue to be made. A Sustainability Group was established during 2020 which is focusing on the sustainability of places of worship in SEAQM, including Meeting Houses in ownership and rented accommodation, and sustainable behaviour of local Quakers. The Group have been developing detailed audit document to help ascertain what was already in place as regards energy provision, insulation, water

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

conservation, kitchen design and use of outside spaces (bicycles, compost bin etc). This is to be sent out to Local Meetings during 2021 and should identify potential improvements. Work has started on considering Friends’ behaviour using a document developed by Loughborough Meeting. Improving sustainability is a key element within the planned development of Lewes Meeting House, for instance installing an air-sourced heat pump.

Employees

Trustees continue to monitor the situations of all employees in SEAQM to ensure that employment and taxation law is complied with. At the end of 2020 SEAQM had one employee each at Eastbourne and Hastings. To ease the burden on local meetings, trustees continue to engage Hastings Voluntary Action to assist with payroll operations including reporting to HMRC. Both employees were furloughed for a substantial part of 2020, continuing into 2021 and grants were obtained from the Government’s Coronavirus Job Retention Scheme (£1,587 received during 2020).

Volunteers

The successful operation of SEAQM depends on Friends giving freely of their time. It would be an impractical burden to formally record the time as this would require the volunteers giving even more time. However, the number of hours given in the course of a year is considerable. SEAQM and its constituent Local Meetings are run with the support of numerous unpaid officers including clerks, treasurers, assistant treasurers, collectors, elders, overseers, trustees, delegates, committee members, newsletter and website editors, hospital and prison visitors and chaplains, caterers etc. In addition, members and attenders provide support through their participation in meetings for worship for business.

FINANCIAL REVIEW

Financial out-turn and going concern

The Area Meeting Treasurer has managed the accounts prudently and kept the trustees updated with the state of SEAQM’s finances. In 2020 the main sources of income were donations from Friends and rental income from residential properties, supplemented by some income from investments and grants and much reduced income from hiring out Meeting Houses due to the pandemic. Overall income was similar to 2019, with the reduced hirings income (by 63%) counter-balanced by over £9,000 restricted donations to the Lewes project and a 12% increase in rental income. (Excluding Lewes project receipts in both years income was down about 10% on 2019.) Expenditure required to maintain the meeting houses and meet other needs identified by the Area Meeting fell by nearly 30%. Indeed the figure would have been some 34% had SEAQM not paid for two year’s insurance during 2020. Taking that double-payment into account, expenditure was significantly reduced under all headings reflecting reduced activities of all nearly all kinds during the pandemic. Hence a substantial shortfall of receipts compared with payments in 2019 was reversed in 2020 and augmented by a second consecutive good year for financial investments.

The headline results for the year 2020 can be presented as follows

	2019	2020
Surplus/(deficit) of receipts over payments excluding asset sales and purchases	(£18,705)	£16,433
Gains/(losses) on investment revaluations and sales	£37,859	£32,609
Total increase / (decrease) in funds	£19,154	£49,042
Total funds at 31 December (excluding value of properties, debtors and creditors)	£794,240	£843,282
Insured value of properties	£4,005,967	£4,212,276

With the loosening of covid-related restrictions and increased property maintenance works, spending is expected to rebound in 2021, lagged by increasing receipts. The anticipated deficit of income against

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

running costs, which may continue at a lower level into 2022, can be comfortably financed from reserves – see next

section. The intention is that the Lewes development project will be financed from funds set aside or pledged specifically for the project and hence should not jeopardise the overall financial position of SEAQM. Nonetheless, a reserve is provided against unfunded cost over-runs. Taking all these matters into consideration the trustees have concluded that they can be confident that SEAQM is a going concern.

Reserves Policy

The assets of SEAQM constitute:

- Four Friends Meeting Houses held to enable Quaker worship and other activities of Friends and the local community, two of which, at Hastings and Lewes, are permanent endowments.
- A Friends Meeting House, and three residential properties in Herstmonceux, which along with accumulated income from renting out these properties constitute a permanent endowment,
- A restricted fund, representing a bequest from Maurice Burge for the benefit of children and young people at Lewes Meeting.
- Current assets (financial investments and cash) held as unrestricted reserves to support the future delivery of the purposes of SEAQM.

The reserves policy covers the last of these which comprised investments, bank deposits and cash totalling £843,282 at the year-end (2019, £745,250). The reserves policy of the trustees, along with the fund structure, was implemented during 2018 so as better to reflect the identified needs of SEAQM, and modified further during 2020 and 2021. Within the SEAQM funds, reserves are held for six purposes:

- A reserve of at least £12,000 is held within the General Fund to provide sufficient liquidity to meet expenditures as they arise during the following year especially because of unpredictability in the income stream, for instance in view of covid 19.
- Local Quaker Meetings retain reserves to provide sufficient liquidity to meet expenditures as they arise during the following year, bearing in mind the unpredictability in their income streams and ‘lumpiness’ of spending, which has proved important given the effect that the pandemic has had on many of their income streams. Excluding specifically earmarked or restricted funds of Local Meetings, up to £75,000 is held for this purpose. Some amounts in excess of this that are held by some Local Meetings that could be called upon to support needs elsewhere in the Area Meeting or for purposes as specified below, and indeed an annual transfer is made from the better-funded Local Meetings funds to help meet the needs of the Area Meeting as a whole. (At the end of 2020 around £81,100 is held in these local funds).
- Specific designated funds have been held to enable any significant educational or hardship needs of members and attenders in the meeting to be met in line with the charitable objects, and during 2018 a fund has been separately established for these purposes as a ‘Pastoral and Educational Support Fund’ that at the end of 2020 was some £30,000.
- A Property Fund is maintained to smooth building maintenance and restoration expenditures and ensure that sufficient funds are provided against future risks relating to building deterioration. The current policy is that reserves should be equivalent to 5% of the insured value of all properties, (other than those in the Herstmonceux Estate) except for Lewes Friends Meeting House for which a figure of 10% of insured value is used because of its grade 2 listing. Hence a reserve of £214,000 is held.
- The Property Fund also holds a reserve of £136,000 (end 2020) to provide against medium to long term risks to SEAQM finances, identified and managed through the trustees’ risk register in a prudent manner – in particular substantial reserves are held against a fall in financial investments and over-spend on the Lewes Development Project as well as a year’s loss of rental or hirings income.
- The Lewes development project fund earmarked to support the improvements at Lewes Friends Meeting House already referred to, which has been increased during 2020 to a figure of over £300,000 – more may be available depending upon further assessment of the impact of the covid-19 pandemic upon our finances and reserves.

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

In addition, the non-property assets of the Herstmonceux Estate (permanent endowment) are held to support the upkeep and renovation of properties forming part of this Estate. The current policy is that reserve should be equivalent to 5% of the insured value of the Estate’s properties. A figure of at least £53,000 needs to be held by the Estate - at the end of 2020 the figure was some £57,000.

Investments

During 2018 and 2019 the financial investment portfolio was re-ordered so as to comply with the revised statement of investment policy approved by SEAQM which seeks to avoid investment in companies involved in fossil fuel extraction or distribution, alongside other longer established ethical criteria and the need for a prudent income flow to support the objects of the charity. During 2020 these investments appreciated in value by some 11%.

Investment income is also obtained from letting four residential properties which continue to generate a reasonably healthy income (subject to continuing maintenance needs and gaps between tenancies) as well as contributing to the availability of relatively affordable housing in the local community, in one case to a refugee family (in line with Quaker social testimony).

Plans for future periods

It is intended that SEAQM and its constituent Local Meetings will continue to provide opportunities to participate in worship in accordance with the Quaker tradition and undertake activities to develop and promote the witness of its members and attenders. Hence considerable emphasis is placed on enabling them and their children to participate in appropriate educational and training events and conferences across the country and beyond, even if this results in increased expenditure.

This report has already referred to the exciting new development for enhancing the sustainability, community value and accessibility of Lewes Meeting House, in a way that is consistent with its grade 2 listed status, and which will incorporate some of the work recently identified as being necessary to address structural issues. In March 2020 Area Meeting agreed to help fund the proposals (by at least £300,000) which, in their revised form, have been costed at around £480,000. Expenditure of around £20,000 is expected during 2021 on the re-roofing of Eastbourne Meeting House.

It is hoped that as the restrictions arising from the covid-19 pandemic are relaxed during 2021, we shall be able to regain full use of our Meeting Houses and hired venues as well as re-starting the hiring of Meeting Houses out for community uses and as outreach, although various building works may affect this.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

From the start of 2019 SEAQM became a Charitable Incorporated Organisation (number 1173819), with a governing document dated 15 January 2017. Previously, SEAQM was constituted by a governing document adopted on 12 January 2008 and amended on 10 July 2010 registered as an unincorporated charity by the Charity Commission (number 1159181) on 12 November 2014. The constitution had been further amended and clarified by a Charity Commission scheme dated 13 October 2016. The main effect of the switch to CIO status was to limit the liability of the trustees and enable the charity to hold assets in its own name.

SEAQM is administered and managed in accordance with the governing document. The members of SEAQM are all those persons whose names are, for the time being, recorded in the official register maintained in accordance with Quaker Faith and Practice. In addition to the members, attenders participate in Meetings for Worship and other activities.

Decision making ultimately lies with SEAQM in properly constituted Meetings for Worship for Business which are currently held at least six times a year in accordance with the Quaker business method. All members of

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

SEAQM may attend and participate in these meetings - attenders may be permitted to observe. SEAQM appoints trustees who, under charity law, have the primary of ensuring that finances and assets are properly used and safeguarded and that risks are managed. Other committees of SEAQM, to which some authority is delegated, comprise committees for eldership and oversight (looking after the spiritual and pastoral needs of members and attenders at our Meetings) and Nominations Committee (representatives of constituent Meetings who discern and suggest Friends for appointment within Area Meeting).

Trustees are appointed by SEAQM following nomination by the Nominations Committee. Newly appointed trustees are inducted by reference to the trustees’ terms of reference, provision of past minutes, and support by experienced trustees. Training opportunities, reference materials and on-line resources are made available nationally by the Religious Society of Friends. Trustees met seven times during 2020.

The constituent Local Meetings of Bexhill, Eastbourne, Hastings, Herstmonceux, Lewes, Polegate, Rye, Seaford and Uckfield have a certain amount of autonomy including the day to day care of meeting houses and management of their financial affairs. Their activities are supported and supervised by the trustees, other officers of the area meeting, and by the area meeting itself. Memoranda of understanding, last revised in 2019, specify how Local Meetings and their role-holders exercise their delegated authority.

SEAQM sends a representative to Meetings for Sufferings, the standing governing body of Britain Yearly Meeting between (the annual) Britain Yearly Meeting (BYM). BYM in session is open to all Friends in the country and has ultimate authority for church affairs for Quakers in Great Britain, therefore its decisions have significance for SEAQM. It provides support and resources to SEAQM to assist with its administration and management. The affairs of SEAQM are governed by its publication ***Quaker Faith and Practice***. Friends Trusts Limited continues to act as nominee for the properties belonging to SEAQM.

The SEAQM treasuring team helps Local Meetings to comply with their obligations, not least by running a central accounting system (Paxton) which centralises the book-keeping and in turn reduces burdens on Local Meetings and facilitates preparation of SEAQM statutory accounts within statutory time-scales. The Team also seeks to ensure that there are secure and effective financial procedures throughout SEAQM.

Risk Management

The trustees reviewed the risks relevant to SEAQM on a regular basis following the Statement of Recommended Practice issued by the Charity Commission. They have established a risk register to facilitate the management of the risks. Insurance has been maintained to mitigate the possible consequences of risks and the cover provided has been kept under review to ensure its adequacy. The nine most serious risks identified and overseen by trustees are currently seen as being:

- **Health and safety and covid-19:** Safety, including fire safety, checks are routinely undertaken at all our Meeting Houses. Special measures to mitigate covid risk have been described on page 4.
- **Safeguarding:** All meetings are expected to observe the SEAQM Safeguarding Policy and to provide an annual report to trustees providing information about the presence or absence of children and vulnerable adults at meetings, and reporting on conformity to the policy and procedures.
- **Data protection:** Trustees have encouraged actions to secure compliance with the General Data Protection Regulation requirements, with which the trustees, and the appointed data officer of SEAQM have seek to ensure compliance.
- **Filling key positions:** This is a perennial challenge, given a membership that has been slowly declining. SEAQM nominations committee mitigate this risk through planning well in advance of need. Trustees are involved in longer term thinking as to how the demands of running a charity can be met more

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

efficiently. ,

- **Employment:** This is centrally managed to avoid legal or reputational risks materialising – page 9.
- **Property damage or deterioration:** In addition to insuring the buildings, these risks are managed through quinquennial surveys and other vigilance with substantial reserves provided against the potentially high costs of renovating our buildings some of which are historic.
- **Control of expenditures, notably the Lewes development project:** Procedures are in place to ensure that payments are made only when justified and authorised, at fair value, and these have been adapted to provide additional control over the propriety and cashflow of the development project. There is also a reserve against cost over-runs.
- **Investments:** There is always a risk that market movements cause substantial loss of value that cannot be recovered before investments need to be sold to support the work of the charity, which we mitigate, by wide diversification of asset allocation, cashflow planning and reserving against a significant loss.
- **Loss of major income source:** SEAQM finances depend largely on donations, room-hire and property rental income, the last two of which are particularly vulnerable to external interruption as the pandemic has shown, requiring the retention of a significant reserve.

STATEMENT OF TRUSTEES’ RESPONSIBILITIES

The Charities Act requires the trustees to prepare, for each financial year, accounts which give a true and fair view of the state of affairs of the charity at the end of the year and of the surplus or deficiency for the year then ended. In preparing those accounts the trustees are required to select suitable accounting policies and then apply them consistently, make judgements and estimates that are reasonable and prudent, and prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 31 August 2021 and signed on its behalf by:

Patricia Cockrell (Clerk of Trustees)
John Ashcroft (Area Meeting Treasurer)

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE
YEAR ENDED 31 DECEMBER 2020



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

*Independent examiner's report
on the accounts*

Independent Examiner's Report

Charity Name

SUSSEX EAST AREA QUAKER MEETING

**Charity
no**

1173819

I report to the trustees on my examination of the accounts of the above charity (“the Trust”) for the year ended **31/12/2020**.

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

I report in respect of my examination of the Trust’s accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Date: 29 October 2021

S R Sampson BFP FCA FCIE DChA

Ashdown Hurrey Auditors Limited
Statutory Auditors
20 Havelock Road
Hastings
East Sussex
TN34 1BP

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Section A Receipts and payments

	Unrestricted funds £	Restricted funds £	Endowment fund £	Total funds £	2019 £
	Notes 10-13	Note 14	Note 14		
A1 Receipts					
Voluntary donations	28,770	9,152	-	37,922	30,791
Gift Aid reclaimed	3,637	-	-	3,637	4,897
Bequests	3,500	-	-	3,500	-
Hirings of Meeting Houses	8,615	-	-	8,615	23,279
Property rental	10,740	-	23,659	34,399	30,702
Other investment income	3,988	10	69	4,067	4,713
Grants received	-	5,000	-	5,000	5,000
Government COVID Support	1,587	-	-	1,587	-
AAA collections in-year not paid over	46	-	-	46	359
Miscellaneous	721	-	-	721	17
Sub total (Gross income)	61,604	14,162	23,728	99,494	99,758
A2 Asset and investment sales, (see Note 9).					
Financial investments	-	-	-	-	367,237
Sub total	-	-	-	-	367,237
Total receipts	61,604	14,162	23,728	99,494	466,995
A3 Payments					
Expenses, courses, events, etc	2,605	-	-	2,605	3,906
Children & young people	88	-	-	88	1,200
Contributions to BYM (Note 3)	10,245	-	-	10,245	12,544
Grants made (Note 3)	2,187	-	-	2,187	3,899
Utilities and insurance	15,097	-	916	16,013	12,901
Hire of premises	1,553	-	-	1,553	4,870
Materials, equipment & comm's	4,196	-	-	4,196	9,139
Employees and contractors	8,555	-	366	8,921	9,380
Repairs and maintenance	14,454	-	-	14,454	29,516
Property improvement	7,896	-	-	7,896	8,655
Costs of generating funds	1,996	-	8,005	10,001	13,721
2019 collections AAA paid over in 2020	359	-	-	359	105
Miscellaneous	102	-	-	102	-
Governance (Note 4)	4,441	-	-	4,441	8,627
Sub total	73,774	-	9,287	83,061	118,463
A4 Asset and investment purchases, (see Note 9)					
Financial investments	-	-	-	-	270,000
Total payments	73,774	-	9,287	83,061	388,463
Net of receipts/(payments)	- 12,170	14,162	14,441	16,433	78,532
A5 Transfers between funds	850	-	- 850	-	-
A6 Cash funds at last year end	458,213	6,602	44,037	508,852	430,320
Cash funds this year end	446,893	20,764	57,628	525,285	508,852

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Section B Statement of assets and liabilities at 31 December 2020

Categories Details	Unrestricted funds £	Restricted funds £	Endowment fund £	Total £	2019 total £
B1 Cash funds			-	-	-
Bank accounts	446,762	20,764	57,628	525,154	508,691
Cash in hand	131			131	161
Total cash funds	446,893	20,764	57,628	525,285	508,852

	Unrestricted funds £	Restricted funds £	Endowment funds £
B2 Other monetary assets (Note 6)			
Debtors and prepayments			
Debtors	1,863	-	-
Pre-payments	4,234		467
Total 2020	6,097	-	467
<i>Total 2019</i>	<i>-</i>	<i>-</i>	<i>-</i>

B3 Investment assets (Note 9)	Fund to which assets belong	Value at 31.12.20 £	Value at 31.12.19 £
Equity funds	Property Fund	188,267	170,843
Bond funds	Property Fund	28,159	27,183
Multi-asset funds	Property Fund	101,571	87,362
Total		317,997	285,388

**B4 Assets retained for
charity's own use (Note8)**

Details	Fund to which asset belongs	Insured value £
2 Meeting Houses (unrestricted)	Property Fund	1,491,206
Meeting House (endowment)	Herstmonceux Estate	293,555
Meeting House (endowment)	Hastings Meeting House Estate	539,322
Meeting House (endowments)	Lewes Meeting House & Burial Ground Estate	1,120,707
3 Rental properties (endowment)	Herstmonceux Estate	767,486
Total		4,212,276

**B5 Liabilities (under 12
months) - Note 7**

Fund type	Amount due at 31.12.20	Amount due at 31.12.19
Unrestricted	4,164	4,679
Total	4164	4,679

Signed by the Clerk of Trustees
and the Treasurer on behalf of
all the trustees

Signature	Name	Date of approval
	Patricia Cockrell	31.08.2021
	John Ashcroft	

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Section C: General notes to the accounts

Note 1: Matters pertaining to the charity as a Charitable Incorporated Organisation

The Trustees can confirm that:

- (1) The CIO has not given any financial guarantees to another organisation
- (2) There are no debts outstanding at the year-end that represent a charge on the assets of the charity

Note 2: Fund structure

The charity includes three endowment funds arising from the bequests made in the 18th and 19th centuries to finance Friends Meeting Houses in Hastings, Herstmonceux and Lewes, the last of which also includes a burial ground. During 2020 only the Herstmonceux Estate had any income, expenditure or non-property assets, and hence only endowment is referred to in these financial statements.

The other restricted funds derive from a legacy from Maurice Burge for the benefit of the children and young people of Lewes Meeting, and donations and grants made to support the Lewes Meeting House development project. The other (unrestricted) funds in these financial statements have been earmarked by decision of the Area Meeting in session or Trustees, or relate to the finances of constituent Local Meetings in the Area.

**Note 3:
Analysis of grants made during 2019**

	2020	2019
	£	£
Individuals		1,286
Britain Yearly Meeting	10,245	12,544
Other Quaker charities	641	1,057
Non-Quaker charities	1,546	1,556
Total	12,432	16,443

Amounts to non-Quaker charities over £250:

Name	Reason	£	Minutes
Tilling Green Community Centre	Community support	476	See below
Quicken Trust	Alleviation of poverty	780	See below

Minute 3.21 from Rye Meeting reads: We confirm the verbal agreement, made in March 2020, to pay the weekly rent of £14, to Tilling Green Community Centre, to cover the rental of our Meeting room, until further notice, including the lockdown period.

Minute 20/32 from Herstmonceux Meeting reads: 'The Meeting wishes to continue supporting a child's education in Kabubbu at an annual cost of £360.00 and general support of an elderly lady at a cost of £240.00. We ask SEAM Treasurer to arrange the transfer of funds from the Herstmonceux Estate to Herstmonceux Quaker Meeting by 31 December when the standing order becomes due. We also wish to send £25.00 each to Halima and Fatuma for Christmas gifts to be arranged by the Quicken Trust. This amount of £50.00 will be donated from the Herstmonceux Meeting fund.

**Note 4:
Analysis of governance costs**

There were no trustees' remuneration or other benefits for the year ended 31 December 2020. Payments made (from unrestricted funds) under this heading comprised:

	2020	2019
	£	£
Trustees' expenses	13	35
Accounting and audit	4,368	5,232
Costs of investment advice		3,300
Bank charges	60	60
Total	4,441	8627

Note 5: Acting as agent

During 2020 the following amounts were collected on behalf of other organisations.

	2020	2019
	£	£
Britain Yearly Meeting	0	0
Other Quaker Bodies	369	2,734
Other Bodies	1,763	6,181
Total	2132	8,915

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Note 6: The following amounts were owed to or prepaid by SEAQM as at 31.12.20:

Debtors & pre-payments	Fund	Amount £
Hirings charge owed	Hastings	388.00
Gift aid receivable	Eight Local Meetings	608.00
Gift aid receivable	Lewes Development Fund (R)	867.25
Insurance prepaid	General	4,234.00
Insurance prepaid	Herstmonceux Estate	467.00
Total		6,564.25

Note 7: The following amounts were owed by SEAQM as at 31.12.20:

Liabilities	Fund	£
Electricity bill unpaid	Hastings	36
Acting as agent owed to Homelink	Seaford	46
Acting as agent owed to QHA	Rye	359
Ashdown Hurrey for examination	General	3,600
Reimbursing cost of membership books	General	27
Outstanding invoices Paxton	General	96
Total		4,164

Note 8: During 2020 Eastbourne Meeting House was independently valued for insurance purposes (cost of re-building) in 2020 and the other properties have been revalued by our insurers. As independent valuation of most of them has been undertaken during 2021. . The total valuation of £4,212,276, at end 2020, informs the reserves held for property upkeep.

Note 9: Financial assets (held in the Property Fund)

Description	Fund Type	Purchase price	Value at 31.12.19	Value at 31.12.20
Kames Ethical Equity	E	18,900	22,038	21,523
BMO Responsible Global Equity	E	16,200	17,180	20,664
BMO Responsible UK income	E	21,600	23,621	20,566
Eden Tree Amity Sterling Bond	B	5,400	5,456	5,581
Eden Tree Amity UK	E	18,900	21,388	19,762
FP WHEB Sustainability	E	13,500	14,314	17,032
Janus Henderson Global Sustainable Equity	E	16,200	16,991	22,503
Janus Henderson Institutional Global Responsible Managed accumulation	M	18,900	19,791	23,084
Jupiter Ecology Global Equities Growth	E	18,900	20,233	24,505
Liontrust Sustainable Future Corporate Bond	B	5,400	5,469	5,662
Liontrust Sustainable Managed Fund	M	18,900	19,957	24,031
Pictet Water	E	8,100	8,397	9,256
Rathbone Ethical Bond	B	5,400	5,472	5,748
Royal London Sustainable Diversified Trust	M	27,000	27,930	30,938
Royal London Sustainable World Trust	M	18,900	19,684	23,518
Royal London Ethical Bond Fund	B	5,400	5,396	5,640
Stewart Investors Asia Pacific	E	27,000	26,681	32,456
Threadneedle UK Social Bond	B	5,400	5,390	5,528
Total		270,000	285,388	317,997

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES' REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Note 10: Receipts and payments (unrestricted) earmarked for the benefit of the Area Meeting as a whole

	General		Property		Pastoral & Education		Lewes Development	
	2020	2019	2020	2019	2020	2019	2020	2019
	£	£	£	£	£	£	£	£
Receipts								
Voluntary donations	530	180	-		-	-	-	-
Gift Aid reclaimed	45	43	-		-	-	-	-
Grants received								5,000
Other investment income	27	893	3,595	3,575	66	-	290	-
Sub total	602	1,116	3,595	3,575	66	-	290	5,000
Asset and investment sales				346,093		20,937		
Total receipts	602	1,116	3,595	349,668	66	20,937	290	5,000
Payments								
Courses, events and training	725	2,254						
Expenses of Friends and Attenders	337	222						
Children & young people		600						
Contributions to BYM (Note 3)	245	294	-		-		-	
Grants made (Note 3)	-		-	-	-	321	-	
Utilities and insurance	8,778	4,021	-	-	-	-	-	
Materials and equipment	1,453		-		-		-	
Employees and contractors	129	278						
Repairs and maintenance	-	-	3,946	17,780	-	-	-	
Property improvement		-	-	-	-	-	7,896	5,405
Miscellaneous	2							
Costs of generating funds							820	
Governance (Note 4)	4,381	8,567	-	-	-	-	-	
Sub total	16,050	16,236	3,946	17,780	-	321	8,716	5,405
Asset and investment purchases				270,000				
Total payments	16,050	16,236	3,946	287,780	-	321	8,716	5,405
Net of receipts/(payments)	- 15,448	- 15,120	- 351	61,888	66	20,616	- 8,426	- 405
Transfers between funds:								
Transfers into the fund from other funds	11,051	19,450	23,399			118	162,450	
Transfers out of the fund to other funds	- 10,000		- 125,257		- 37,193			
Cash funds at last year end	26,331	22,001	135,054	73,166	67,193	46,459	137,550	137,955
Cash funds this year end	11,934	26,331	32,845	135,054	30,066	67,193	291,574	137,550

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES' REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Note 11: Receipts and payments earmarked for Bexhill, Eastbourne and Hastings Meetings

	Bexhill		Eastbourne		Wish Cottage		Hastings	
	2020	2019	2020	2019	2020	2019	2020	2019
	£	£	£	£	£	£	£	£
Receipts								
Voluntary donations	1,835	2,391	962	1,491			2,818	3,113
Gift Aid reclaimed	344	465	175	368		-	225	447
Bequests	-		500	-		-		
Hirings of Meeting Houses	1,505	4,510	1,752	4,170		-	3,070	6,958
Property rental	-	-	-	-	10,740	9,222		
Other investment income	-	237	-	-		-		
Furlough grants received (HMRC)			1,067				520	
Other income							20	
Total receipts	3,684	7,603	4,456	6,029	10,740	9,222	6,653	10,518
Payments								
Courses, events and training	-	245	-	245			1,180	292
Expenses of Friends and Attenders	61	95	65	55		-	22	22
Contributions to BYM (Note 3)		600					3,000	4,000
Grants made (Note 3)	420	629	-	50			381	690
Utilities	1,514	1,780	1,003	2,175		-	987	1,252
Library & periodicals	108	179	92	88			298	133
Communications & outreach		51					30	295
Materials and equipment	107	2,749	242	283		-	458	754
Employees and contractors (cleaning)	1,170	1,957	2,649	2,348		-	2,146	1,757
Repairs and maintenance	217	694	6,923	1,604			1,313	2,316
Property improvement	-	3,250	-	-		-		
Costs of rental properties					1,176	10,334		
Governance (Note 4)	-	-	-	-		-	60	60
Miscellaneous	100							
Total payments	3,697	12,229	10,974	6,848	1,176	10,334	9,875	11,571
Net of receipts/(payments)	- 13	- 4,626	- 6,518	- 819	9,564	- 1,112	- 3,222	- 1,053
Transfers between funds:								
Transfers into the fund from other funds								
Transfers out of the fund to other funds	-	- 118	-		- 13,399	- 5,600	- 2,200	- 4,000
Cash funds at last year end	5,502	10,246	17,501	18,320	3,835	10,547	14,116	19,169
Cash funds this year end	5,489	5,502	10,983	17,501	-	3,835	8,694	14,116

Amount held in an AM central bank account 128

56

88

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES' REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Note 12: Receipts and payments earmarked for Herstmonceux, Lewes and Rye Meetings

	Herstmonceux		Lewes		Rye general		Rye Ella Roff	
	2020	2019	2020	2019	2020	2019	2020	2019
Receipts	£	£	£	£	£	£	£	£
Voluntary donations	1,065	969	15,549	16,796	1,202	1,319		
Gift Aid reclaimed	219	200	1,972	2,337	85	269		
Bequests	-		1,000			-		
Hirings of Meeting Houses	-		2,288	7,641				
AAA collections in-year not paid over	-		-			359		
Other investment income	-	-	-			-		
Other income			669					
Total receipts	1,284	1,169	21,478	26,774	1,287	1,947	-	-
Payments								
Courses, events and training	-		-	289		10		
Expenses of Friends and Attenders			215	158				
Children & young people			88					
Contributions to BYM (Note 3)			7,000	7,000				
Other grants made (Note 3)	780	715	130	1,074	476	30		
Utilities	340	336	2,475	2,905		-		
Hire of premises				722	260	840		
Library & periodicals			260	360	92	88		
Communications & outreach			187			79		
Materials and equipment	210	96	228	3,606	212	12		
Employees and contractors (cleaning)	124		2,337	2,526				
Repairs and maintenance	185	368	1,870	5,392		-		
Property improvement	-		-					
2019 collections AAA paid over in 2020	-		-		359	105		
Total payments	1,639	1,515	14,790	24,032	1,399	1,164	-	-
Net of receipts/(payments)	- 355	- 346	6,688	2,742	- 112	783	-	-
Transfers between funds								
Transfers into the fund from other funds	600	600						
Transfers out of the fund to other funds	- 251	- 100	- 5,300	- 6,800	- 500	- 500		
Cash funds at last year end	483	329	21,294	25,352	1,179	896	11,041	11,041
Cash funds this year end	477	483	22,682	21,294	567	1,179	11,041	11,041

Amount held in an AM central bank account

105

582

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Note 13: Receipts and payments earmarked for Polegate, Seaford and Uckfield Meetings

	Polegate		Seaford general		Seaford development		Uckfield	
	2020	2019	2020	2019	2020	2019	2020	2019
	£	£	£	£	£	£	£	£
Receipts								
Voluntary donations	130	308	2,819	2,665	-	-	1,860	1,559
Gift Aid reclaimed	35	68	299	429	-	-	238	271
Bequests	-	-	2,000		-	-		
Other investment income	-	-	10	8	-	-		
AAA collections in-year not paid over			46					
Miscellaneous	32	-	-	17	-	-		
Total receipts	197	376	5,174	3,119	-	-	2,098	1,830
Payments								
Courses, events and training	-	-	-		-	-		
Expenses of Friends and Attenders	-		-	19	-	-		
Contributions to BYM (Note 3)	-	150	-	500	-	-		
Other grants made (Note 3)	-	120	-	270	-	-		
Hire of premises			435	1,665			858	1,643
Library & periodicals	-	17	92	149	-	-		
Communications & outreach	-	11	25	77	-	-	102	92
Materials and equipment	-	-	-	20	-	-		
Employees and contractors		-						
Total payments	-	298	552	2,700	-	-	960	1,735
Net of receipts/(payments)	197	78	4,622	419	-	-	1,138	95
Transfers between funds								
Transfers into the fund from other funds			3,596					
Transfers out of the fund to other funds	- 50	- 50			- 5,596	- 2,400	- 500	
Cash funds at last year end	358	330	7,646	7,227	5,596	7,996	3,534	3,439
Cash funds this year end	505	358	15,864	7,646	-	5,596	4,172	3,534
Amount held in an AM central bank account	8		3,596				60	

SUSSEX EAST AREA QUAKER MEETING – TRUSTEES’ REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

Note 14: Receipts and payments for restricted and endowment funds

	Lewes Development Restricted		Maurice Burge restricted		Herstmonceux Estate	
	2020	2019	2020	2019	2020	2019
	£	£	£	£	£	£
Receipts						
Voluntary donations	9,152	-	-		-	-
Gift Aid reclaimed	-	-	-		-	-
Bequests	-	-	-		-	-
Grants received	5,000					
Property rental					23,659	21,480
Other investment income	10	-	-		69	-
Miscellaneous	-	-	-		-	-
Sub total	14,162	-	-	-	23,728	21,480
Asset and investment sales						
Financial investments						207
Total receipts	14,162	-	-	-	23,728	21,687
Payments						
Expenses of Friends and Attenders	-	-	-	-	-	-
Children & young people	-	-	-	600	-	-
Grants made (Note 3)	-	-	-		-	-
Utilities & insurance					916	432
Materials and equipment	-	-	-	-	-	-
Employees and contractors	-	-	-		366	514
Repairs & maintenance				62		1,300
Costs of rental properties					8,005	3,387
Total payments	-	-	-	662	9,287	5,633
Net of receipts/(payments)	14,162	-	-	- 662	14,441	16,054
Transfers between funds						
Transfers into the fund from other funds	-		-			
Transfers out of the fund to other funds	-		-		- 850	- 600
Cash funds at last year end	-	-	6,602	7,264	44,037	28,583
Cash funds this year end	14,162	-	6,602	6,602	57,628	44,037