

LUTON AND LEIGHTON AREA QUAKER MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN

England & Wales - Charity number 1173865

Details

Other names	SOCIETY OF FRIENDS BERKHAMSTED PREPARATIVE MEETING, BEDFORD LOCAL MEETING, Berkhamsted Quaker Meeting, HARPENDEN QUAKER MEETING, LUTON AND LEIGHTON AREA MEETING, Luton Meeting (Society of Friends - Luton Branch), MILTON KEYNES QUAKER MEETING, RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) LEIGHTON BUZZARD, SOCIETY OF FRIENDS - ST ALBANS, SOCIETY OF FRIENDS HEMEL HEMPSTEAD, WATFORD QUAKER MEETING
Status	Registered
Legal form	CIO
Registered	2017-07-19
Register	View on the Charity Commission register

Contact

Address	The Religious Society Of Friends Quaker Meeting House 12 Southdown Road Harpenden Hertfordshire AL5 1PD
Phone	07946284208
Email	clerktrustees@lquakers.org.uk
Website	http://lquakers.org.uk/area_meeting/

Activities

Objects: THE OBJECT OF LUTON AND LEIGHTON AREA MEETING IS THE FURTHERANCE OF THE GENERAL RELIGIOUS AND CHARITABLE PURPOSES OF THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN IN THE AREA OF LUTON AND LEIGHTON AREA MEETING AND BEYOND.

Activities: The furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Luton and Leighton Area Meeting and beyond by for example

strengthening the life and witness of Quaker Meetings; undertaking Quaker service for the relief of suffering at home and abroad; providing for the pastoral care of members and attenders.

Classification

- **How:** Makes Grants To Individuals, Makes Grants To Organisations, Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, Religious Activities
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- Bedford
- Buckinghamshire
- Central Bedfordshire
- Hertfordshire
- Luton
- Milton Keynes

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£523,332	£718,137	£8,786,420	4
2023-12-31	£461,427	£496,924	-	-
2022-12-31	£380,264	£374,106	-	-
2021-12-31	£248,634	£297,919	-	-
2020-12-31	£251,093	£282,821	-	-

Trustees

Name	Role	Appointed
Dr Adam Farquhar		2024-02-26
Gillian Isobel Becket		2026-04-12
John Richard Presland		2025-11-24
John Trevor Evans		2022-01-01
RICHARD CZIBORRA		2016-01-01
Sherry Marie Hooper		2025-01-01
Stephen James Clough		2025-01-01

Accounts

LUTON & LEIGHTON AREA QUAKER MEETING

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2024

LUTON & LEIGHTON AREA QUAKER MEETING

Registered Charity No.173865

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

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LUTON & LEIGHTON AREA QUAKER MEETING

ADMINISTRATIVE INFORMATION

Contact information: clerktrustees@lquakers.org.uk
Quaker Meeting House, 12 Southdown Road, Harpenden AL5 1PD
Website: http://lquakers.org.uk/area_meeting/

OFFICERS (2024) :

Co-Clerks Richard Cziborra and Robin Paton
Treasurer Martin Sale (until 31 December 2024)

AM CLERKING TEAM (2024)

Ryan Kemp
Linda Wood
Administration Support Elise van Groenland

PRINCIPAL BANKERS :

Triodos Bank Deanery Road Bristol BS1 5AS

CUSTODIAN TRUSTEE :

Friends Trusts Ltd, 173-177 Euston Road London NW1 2BJ

TRUSTEES in 2024

Richard Cziborra
Marianne Karger
Martin Robert Sale
Helen Osborn
Robin Paton
Trevor Evans
Stephen Kaim-Caudle

INDEPENDENT AUDITOR

Kevin Fisher (Senior Statutory Auditor)
Kingston Burrowes Audit Ltd
308 Ewell Road, Surbiton, Surrey KT6 7AL

1 Introduction – what we are and what we do

The Area Meeting and its Local Meetings

Luton and Leighton Area Meeting (LLAM) is part of the Religious Society of Friends (Quakers) in Britain, and part of the Britain Yearly Meeting (BYM) community.

Nine Local Meetings (LMs): Bedford, Berkhamsted, Harpenden, Hemel Hempstead, Leighton Buzzard, Luton, Milton Keynes, St Albans and Watford make up the Area Meeting. Each of these LMs have their own Meeting House and hold Meetings for Worship. Friends in each of the LMs share with the Trustees the responsibility for the day-to-day care of their property.

LLAM also owns and lets some property, notably the former Meeting House in Woburn Sands currently being used as a children's nursery. A burial ground is also maintained there – along with others in Ampthill, Cranfield, East Hemel. (Wood End) and St Albans.

Our activities – an overview

Resources are used to deepen and share spiritual experience and to support acts of witness which arise from our faith. Through local and national initiatives, we witness and work for peace and justice; a sustainable environment; the alleviation of suffering; and the upholding of victims of oppression.

Our local meetings for worship are open to all. We have no tests of belief: membership of our Society is open to anyone who is sincerely seeking truth. Our meeting houses are much valued public buildings available for a wide variety of uses including worship by other faiths, education and meetings organised by other charitable and community organisations.

We have a continuing concern for *sustainability* and for *accessibility* in our buildings. This includes helping LMs with practical and measurable steps to reduce the use of fossil fuels.

Institutional form and purpose

The Area Meeting was registered with the Charity Commission as a Charitable Incorporated Organisation (CIO) on 19 July 2017 with Registered Charity Number 1173865. This report and the accounts that follow cover the calendar year 2024.

The objective of LLAM CIO is: *'the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Luton and Leighton Area Meeting and beyond'*.

We achieve our objective by carrying out work such as:

- *Strengthening the life and witness of Quaker meetings* in the area of LLAM 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 Quakers in the LLAM or beyond have agreed to support.
- *Providing for the pastoral care* of individual members and attenders including assistance to those in need and for education.
- *Maintaining and developing Quaker meeting houses* as places for public worship, in the spirit of 'All are Welcome', and from which to carry our witness into the world.
- *Administering and maintaining* the organisation of LLAM.
- *Contributing* to the support of Britain Yearly Meeting (BYM).

2 Structure, Governance and Management

The *Governing Document* for the registration of the CIO defines the responsibilities of the Area Meeting Trustees.

Most Local Meetings have one trustee designated as their *Link Trustee* on the Trustee body. The *Clerk of Trustees* sends a copy of the minutes of each Trustees' meeting to each of the LMs. The Clerk of Trustees prepares the business and conducts the meetings following usual Quaker practice. The Clerk may prepare drafts which are developed and agreed during the course of the meeting. The Trustee group as a whole and not the Clerk alone decide whether the minute represents the sense of the meeting. Area Meeting in Session and Business Meetings in each constituent Local Meeting also use this procedure.

LUTON & LEIGHTON AREA QUAKER MEETING

Meetings for Worship for Business by which the Religious Society conducts its business are meetings for worship in which we try to discern what love requires of us concerning the matters in question. There is no voting in the meeting as Quakers believe that this would emphasise divisions between differing views and inhibit the process of seeking unity around a right way forward.

The Luton & Leighton Area Meeting Nominations Committee nominates individuals to be Trustees. Area Meeting in session appoints Trustees, normally for a period of three years. Usually, Trustees meet six times during the year. Typically, three Trustees will complete their term each year. They might be reappointed (no more than twice) or replaced by a Friend new to the role. This is in order to provide opportunities for a wider circle of Friends to experience this role and to give their service to the Society. Newly appointed Friends are encouraged to attend the training courses in Trusteeship offered by Woodbrooke Quaker Study Centre.

In line with our governing document, Trustees have been guided by the principles and practices commended in *Quaker Faith & Practice*. Trustees take care also to attend to the relevant Charity Commission guidance, to *'Right Ordering: A Handbook of Business Practice within the Area Meeting'* and to Britain Yearly Meeting documents including *'Handbook for Trustees of Quaker Meetings.'* A booklet *How We Work Together* sets out the partnership between Trustees, Area Meeting and Friends in Local Meetings.

When reviewing the charity's aims and objectives and in planning future activities, Trustees have been mindful of the guidance contained in the Charity Commission's general guidance on *public benefit* and specifically to *The Advancement Of Religion For The Public Benefit*.

3 The year in retrospect

Developments in governance

During 2024 Trustees undertook a review of our governance arrangements which led to the adoption by Area Meeting of *How We Work Together*, as a more comprehensive replacement for the 2018 Memorandum of Understanding. Trustees also prepared leaflets to explain our arrangements to new Friends and encourage involvement in the governance and management of our affairs.

We also continued our work on improving our safeguarding procedures which resulted in the establishment of a new *Safeguarding Handbook*. This is intended to make safeguarding simpler and more relevant to our Quaker contexts by addressing the issues that do (occasionally) arise in our meetings, tying it in with Pastoral Care, and preparing training materials in support of the approach, as approved the previous year.

We are aware of the need to engage appropriate professional services. We are developing a constructive business relationship for Property assistance and have extended the scope of our contract with Mindful Business Services to include bookkeeping for some of our local meetings and administrative support for document filing and (through the Quaker Meetings Network) a shared IT infrastructure.

We adopted a new Financial Strategy which is intended to encourage local meetings to put forward projects that will make their premises more attractive and sustainable.

We held a 'Renewal Day' with representatives from our local meetings to explore ways in which we can work together to renew the life of our local meetings.

Property Management

We continued to progress programmes of preventative maintenance and renovations arising from the quinquennial reviews of our Meeting Houses. We were glad to support the following works:

- Bedford – improvements to the frontage of the building
- Berkhamsted – consideration of leasing their building with a license for Quakers to use it on Sundays.
- Harpenden – major improvements to the warden's accommodation.
- Hemel Hempstead – repairs to a dividing wall
- Luton – refurbishment of the adjacent properties to be let. Investigation of options for improvements to the roof structure of the main meeting room..
- Leighton Buzzard – installation of a new toilet was completed.
- St Albans – preparations for a contract to replace the roof.
- Woburn Sands/Larchfield Nursery – renegotiation of the terms of the lease for this property.
- Wood End burial ground - negotiation of agreement for this burial ground to be incorporated into a community garden owned by Crown Estates.

LUTON & LEIGHTON AREA QUAKER MEETING

Sustainability

Trustees met with representatives from local meetings to consider options of improving the sustainability of our meeting houses and develop a sustainability policy.

Membership

At the end of 2024 (2023), the Area Meeting (AM) had 250 (258) members and 167 (179) adult non-members (attenders). There were 21 (29) children recorded in the AM. The number of members decreased by 8 and the number of attenders recorded had decreased by 12 since 2023. We were saddened by the deaths of a number of Friends. Quaker funerals and memorial meetings were arranged as requested by the families and Friends of those who had died.

Managing our church affairs

The AM held five meetings for Worship for Church Affairs (business meetings) during 2024. Two of these were held solely on line by Zoom, two meetings were 'blended' with some Friends present in the designated Meeting House and others participating via Zoom and one meeting was held at the designated Meeting house only. The meeting in November included the Annual General Meeting for the Charitable Incorporated Organisation Number 1173865.

The number attending AMs for Church Affairs has ranged from 21 to 33 Friends. Some Friends prefer not to attend online meetings while, for others, it is an opportunity to participate in AM which would not otherwise be possible, perhaps due to mobility issues, difficulties with travel, or for reasons of sustainability. During 2024 four Meetings for church Affairs were held on a Sunday and one held on a weekday evening, this included Friends who had not attended previously.

At each meeting for Church Affairs, a Friend is invited from the hosting local meeting to share a brief contribution on My Faith in Practice, expressing an aspect of their 'spiritual journey'. These contributions are an important opening for the business meeting. Three Local Meetings (Milton Keynes, Hemel Hempstead, and Watford) presented their triennial reports on the well-being of their Meetings during the year. They cover the challenges and joys of the local meeting as a whole, including numbers attending, spiritual, social and charitable activities, safeguarding processes and procedures, record keeping, and the state of a meetings finances and building.

Area Meeting received reports on four occasions from its Representatives on *Meeting for Sufferings*, the body that holds responsibility for the business and spiritual direction for Quakers in Britain nationally between Yearly Meetings. Area Meeting Friends attending Britain Yearly Meeting and Junior Yearly Meeting, held during July, also reported on their reflections of attending in Friends house, London and online.

Area Meeting and its constituent local meetings support Britain Yearly Meeting and other Quaker bodies from their funds. They also support individual Quakers and non-Quaker organisations, whose objects and activities are in accordance with Quaker values as expressed in the Quaker Testimonies of peace, truth, justice, simplicity, equality and sustainability.

Strengthening our community

Area Meeting held a Summer Gathering event attended by 42 Friends at Bedford Meeting house and online. The Theme was *Ubuntu*, and it gave an opportunity to learn, relate and grow in our Area Meeting community. Area Meeting also met at Harpenden Meeting house for a Spiritual Nurturing event using the theme of Deepening the life of the spirit: Spiritual Practice. 28 Friends explored several different forms of Spiritual Practice.

The Area Meeting appoints the Elders and Pastoral Care Friends who serve in local meetings. Elders are charged with nurturing the spiritual health of their local meetings whilst pastoral care teams seek to provide pastoral support where needed. Elders & Pastoral Care Friends serve local meetings and support Area Meetings in some business matters. The AM joint Elders and Pastoral care Friends met once to discuss matters of shared importance and to give support to one another. For our Quaker community, the nurturing of our spiritual lives is as important as our outward facing activities.

The annual AM Quaker camp, where Friends 'live a Quaker life in community', was held in a field in Chearsley, Buckinghamshire, surrounded by wildlife and overlooking the Aylesbury Vale valley. The theme was "Small is ...". The number of Friends attending in 2024 was slightly lower than past years. Camp is attended by Area Meeting adults and children and other Friends associated with LLAM including those who previously lived in our Area. Quaker camp was established in cooperation with two other neighbouring Area Meetings many years ago. Together they make up the Grand Union Quaker Camps committee who jointly own and oversee the equipment and arrangements. The committee is a separate charity with trustees appointed by each of the Area Meetings involved.

Area Meeting keeps local meetings informed of planned activities through the monthly circulation of AM Notices. The AM Clerking group met with AM role holders four times during the year. These meetings on zoom include Local Meeting clerks, Trustees, AM Elders and Pastoral Care and AM Nominations committee, together they consider strategic issues and hear news from around the Area Meeting.

LUTON & LEIGHTON AREA QUAKER MEETING

The life of our Local Meetings

The main activities of the constituent Local Meetings (LMs) are the right holding of public meetings for worship. A meeting for business is generally held once each month or once every other month in smaller Meetings. LMs consider a wide range of topics throughout the year.

Each of the Local Meetings has formal and informal programmes for developing the spiritual and social life of its members and attenders. Local Friends participate in interfaith and community cohesion activities. Outreach takes place through involvement in local organisations such as UNA, MIND, Citizens, and homelessness charities. Some support Quaker activities at AM and Britain Yearly Meeting through involvement on committees and working groups. Further and current information is available on LM websites.

Friends in Local Meetings manage and maintain their meeting houses, with the support of AM Trustees. Local Meetings make their Meeting Houses available for use by the wider community such as pre-school nurseries, well-being activities, 12-Step groups, community groups and other faith groups who do not have their own premises. The hiring of premises can be a significant source of revenue for meetings - essential for the upkeep of the property. Charges for hiring rooms can be reduced to encourage groups that find it difficult to pay the standard amounts. Meeting houses are inspected annually and report to AM Trustees. AM Trustees and Local Meeting committees cooperate with respect to any improvements or changes that are required.

4 Financial Review

Our income for 2024 was £523k an increase of 13% over 2023 (£461k). The mix of income sources was fairly constant with Donations and Legacies accounting for 34%, a slight decline from 2023 (36%), but made up for by an increase in Other Trading Activities to 49% up from 47% in 2023. Although small this trend needs to be monitored given our aging population of members and attenders who are our main donors.

Other Trading Income is our major source of income and at £256k is roughly 44% higher than donations. It comprises income from longer term tenants, which accounted for £119k, in properties such as Larchfield Nursery, and local meeting room hire which accounted for £137k. This underlines the importance of actively managing our estate and the work of wardens and volunteers in keeping our local meeting houses attractive, and in actively building relationships with existing and potential room hirers who consist of many small clients.

Our expenses rose considerably over the year to £718k, up by 45% from 2023 (£497k) giving rise to a deficit of £185k compared to a gain of £317k in 2023. The increase in expenditure was mainly due to improvements to our estate (up by £330k) and professional services related thereto (up by £31k). This was partly offset by a reduction in repairs and maintenance (down by £74k) and admin and other costs (down by 65k). The improvements have not been capitalised but written off in the year. The increase in costs meant that we reduced our contribution to Britain Yearly Meeting by £27k to £55k, down from £82k in 2023.

The improvements to the Harpenden Meeting House were partially financed by using the Erika Stapleton bequest of £162k.

Despite the deficit in the year the Area Meeting was highly solvent with net current assets totalling £571k which, although down on 2023 (£750k), still represents more than a whole year's income.

We benefit from voluntary work by Friends in many ways and we record our thanks for their generous giving.

Investment and Freehold Properties

The Meeting holds a number of quoted investments which are included at market value (see note 16), freehold investment properties let out to tenants and the meeting houses themselves used by local meetings for worship, communal activities and room hire.

The Financial Reporting Standard FRS102 permits the use of an initial "deemed cost" which can be based upon the insured value of the properties. Trustees have decided that the cost of revaluation is not justified and therefore the valuation used in 2018 has been retained.

Bankers & insurance

The Area Meeting and each of the Local Meetings manage their accounts individually and hold current and deposit accounts as required. It is our policy to hold funds in ethical banks (Co-operative, CAF & Triodos) and a number of building societies). Some historic funds are held in BMO Global Asset Management (previously F&C Stewardship) units. The buildings, contents and public etc. liability insurance is held with Congregational & General Insurance.

LUTON & LEIGHTON AREA QUAKER MEETING

Reserves Policy

The Area Meeting has a policy of holding a cash reserve, as far as it is able, to cover six months' expenditure on running costs. In addition, other funds are held to provide for unexpected property repairs and periodic major refurbishments, including provision for on-going sustainability enhancements, or other necessary work identified by quinquennial surveys.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing this Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these 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 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

Signed

Date: 2025



12 April 2020

Richard Cziborra
Clerk of Trustees

LUTON & LEIGHTON AREA QUAKER MEETING

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF LUTON & LEIGHTON AREA QUAKER MEETING (Registered Charity No. 1173865)

Opinion

We have audited the financial statements of Luton & Leighton Area Quaker Meeting for the year ended 31 December 2024 which comprise the Statement of Financial Activities, the Balance Sheet, Cash Flow Statement and 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 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 charity's affairs as at 31 December 2024, and of its incoming resources and application of resources, 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 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 charitable company'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 other information comprises the information included in the trustees' report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the 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.

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.

LUTON & LEIGHTON AREA QUAKER MEETING

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF LUTON & LEIGHTON AREA QUAKER MEETING (Registered Charity No. 1173865)

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 6, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees 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.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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.

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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Enquiry of management and those charged with governance about actual and potential litigation or claims and the identification of non-compliance with laws and regulations.
- Reviewing minutes of meetings of those charged with governance.
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Auditing the risk of management override of controls, including testing journal entries and other adjustments for appropriateness; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- Professional scepticism in course of the audit and with audit sampling in material audit areas.

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. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also

LUTON & LEIGHTON AREA QUAKER MEETING

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF LUTON & LEIGHTON AREA QUAKER MEETING (Registered Charity No. 1173865)

greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees 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 and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

308 Ewell Road
Surbiton
Surrey
KT6 7AL



KINGSTON BURROWES AUDIT LTD

Statutory Auditor

13 April 2026

Kingston Burrowes Audit Ltd is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

LUTON & LEIGHTON AREA QUAKER MEETING

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2024

Note	Unrestricted Funds		Restricted Funds		Total 2024 £	Unrestricted Funds		Restricted Funds		Total 2023 £	
	Area	Local	Area	Local		Area	Local	Area	Local		
	Meeting	Meetings	Meeting	Meetings		Meeting	Meetings	Meeting	Meetings		
	£	£	£	£		£	£	£	£		
Income											
Donations and legacies	4	0	121,440	0	57,327	178,767	0	108,078	0	62,171	170,249
Other trading activities	5	55,579	200,949	0	0	256,528	46,052	172,399	0	0	218,451
Investments	6	12,859	2,126	0	0	14,985	12,073	2,133	0	0	14,206
Charitable activities		10,983	8,900	0	2,851	22,734	14,390	0	0	0	14,390
Other income		15,000	35,318	0	0	50,318	5,000	39,131	0	0	44,131
Total income		94,421	368,733	0	60,178	523,332	77,515	321,741	0	62,171	461,427
Outgoings											
Charitable activities	7	(421,089)	(264,128)	0	(32,920)	(718,137)	(146,118)	(296,910)	0	(53,896)	(496,924)
Total outgoings		(421,089)	(264,128)	0	(32,920)	(718,137)	(146,118)	(296,910)	0	(53,896)	(496,924)
Income less expenditure from operations		(326,668)	104,605	0	27,258	(194,805)	(68,603)	24,831	0	8,275	(35,497)
Net gain / (loss) on investments	16	9,133	908	218,257	0	228,298	10,119	1,725	341,304	0	353,148
Net gain / (loss) for the year		(317,535)	105,513	218,257	27,258	33,493	(58,484)	26,556	341,304	8,275	317,651
Transfers between funds	9	87,304	(83,804)	0	(3,500)	0	17,565	(13,565)	(5,000)	1,000	0
Net movement in funds		(230,231)	21,709	218,257	23,758	33,493	(40,919)	12,991	336,304	9,275	317,651
Reconciliation											
Total funds brought forward		637,637	232,029	7,830,155	36,599	8,736,420	678,556	246,362	7,493,851	0	8,418,769
Prior year adjustment	24	16,507	0	0	0	16,507	0	(27,324)	0	27,324	0
Total funds carried forward		423,913	253,738	8,048,412	60,357	8,786,420	637,637	232,029	7,830,155	36,599	8,736,420

LUTON & LEIGHTON AREA QUAKER MEETING

BALANCE SHEET

AS AT 31 DECEMBER 2024

	Note	Unrestricted Funds		Restricted Funds		Total 2024	Unrestricted Funds		Restricted Funds		Total 2023
		Area	Local	Area	Local		Area	Local			
		Meeting	Meetings	Meeting	Meetings		Meeting	Meetings			
		£	£	£	£	£	£	£	£	£	£
Fixed assets											
Investments	16	185,268	10,987	2,037,052	0	2,233,307	176,135	10,079	1,818,795	0	2,005,009
Freehold property	17	0	0	5,981,360	0	5,981,360	0	0	5,981,360	0	5,981,360
Total Fixed assets		185,268	10,987	8,018,412	0	8,214,667	176,135	10,079	7,800,155	0	7,986,369
Current assets											
Debtors	10	0	15,964	0	0	15,964	0	15,686	0	0	15,686
Cash at bank and in hand		238,645	229,916	30,000	60,357	558,918	461,502	216,188	30,000	36,599	744,289
Total current assets		238,645	245,880	30,000	60,357	574,882	461,502	231,874	30,000	36,599	759,975
Liabilities											
Creditors due within one year	11	0	(3,129)	0	0	(3,129)	0	(9,924)	0	0	(9,924)
Net current assets		238,645	242,751	30,000	60,357	571,753	461,502	221,950	30,000	36,599	750,051
Total assets less current liabilities		423,913	253,738	8,048,412	60,357	8,786,420	637,637	232,029	7,830,155	36,599	8,736,420
Total funds	18	423,913	253,738	8,048,412	60,357	8,786,420	637,637	232,029	7,830,155	36,599	8,736,420

Approved by the Trustees of the Luton & Leighton Area Meeting on 12-4-2026 and signed on their behalf by



Richard Cziborra
Clerk of Trustees

LUTON & LEIGHTON AREA QUAKER MEETING

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2024

	Total 2024 £	Total 2023 £
Movement in funds per statement of financial activities	33,493	317,651
Add back fall in value of investments	<u>(228,298)</u>	(353,148)
Cash used in operations	(194,805)	(35,497)
(Increase) decrease in debtors	(278)	(10,661)
increase (decrease) in creditors	<u>(6,795)</u>	7,898
Net cash used to finance activities	(201,878)	(38,260)
Cash and cash equivalents brought forward	744,289	782,549
Prior year adjustment	<u>16,507</u>	0
Cash and cash equivalents carried forward	<u>558,918</u>	744,289

LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024

1. Unrestricted Funds (Area Meeting)

	General Fund £	Camp Committee £	Stapleton Fund £	Total 2024 £	Total 2023 £
Income					
Donations and legacies	0	0	0	0	0
Other trading activities	55,579	0	0	55,579	46,052
Investments	12,786	73	0	12,859	12,073
Charitable activities	0	10,983	0	10,983	14,390
Other income	15,000	0	0	15,000	5,000
Total income	83,365	11,056	0	94,421	77,515
Outgoings					
Charitable activities	(246,682)	(11,646)	(162,761)	(421,089)	(146,118)
Net gains/(losses) on investments	9,133	0	0	9,133	10,119
Total outgoings	(237,549)	(11,646)	(162,761)	(411,956)	(135,999)
Net income/(expenditure)	(154,184)	(590)	(162,761)	(317,535)	(58,484)
Transfers between funds					
From Local Meetings	88,373	0	0	88,373	36,581
To Local Meetings	(1,069)	0	0	(1,069)	(19,016)
Transfer between funds	87,304	0	0	87,304	17,565
Net movement in funds	(66,880)	(590)	(162,761)	(230,231)	(40,919)
Total funds brought forward	458,369	16,507	162,761	637,637	678,556
Prior year adjustment	16,507	0	0	16,507	0
Total funds carried forward	407,996	15,917	0	423,913	637,637
Held as investments	185,268	0	0	185,268	176,135
Held as current assets:					
Debtors	0	0	0	0	0
Cash at bank and in hand	222,728	15,917	0	238,645	461,502
Total current assets	222,728	15,917	0	238,645	461,502
Less: Creditors due within one year	0	0	0	0	0
Net current assets	222,728	15,917	0	238,645	461,502
Total assets less current liabilities	407,996	15,917	0	423,913	637,637

With the exception of the General Fund these are designated funds which have been set aside by the trustees in order to make provision for future expenditure on the purposes indicated by the title of each fund. The purposes for which these funds are used remains at the discretion of the Area Meeting.

LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024 (CONT)

2. Unrestricted Funds (Local Meetings)

	Note	Bedford	Berk'm sted	Harpenden	Hemel H'stead	Leighton Buzzard	Luton	Milton Keynes	St Albans	Watford	Total 2024	Total 2023
		£	£	£	£	£	£	£	£	£	£	£
Income												
Donations and legacies	4	11,757	3,153	11,782	23,955	4,070	3,049	40,818	4,849	18,007	121,440	108,078
Other trading activities	5	31,457	14,187	30,425	25,555	6,631	15,604	31,836	14,115	31,139	200,949	172,399
Investments	6	333	0	932	695	0	20	0	146	0	2,126	2,133
Charitable activities		2,700	0	0	0	0	0	6,200	0	0	8,900	0
Other income		0	0	30,728	85	0	0	1,870	0	2,635	35,318	39,131
Total income		46,247	17,340	73,867	50,290	10,701	18,673	80,724	19,110	51,781	368,733	321,741
Outgoings												
Charitable activities	7	(42,242)	(14,932)	(43,696)	(20,432)	(7,959)	(6,231)	(58,658)	(22,000)	(47,978)	(264,128)	(296,910)
Net gains/(losses) on investments		0	0	0	908	0	0	0	0	0	908	1,725
Total outgoings		(42,242)	(14,932)	(43,696)	(19,524)	(7,959)	(6,231)	(58,658)	(22,000)	(47,978)	(263,220)	(295,185)
Net Income/(expenditure)		4,005	2,408	30,171	30,766	2,742	12,442	22,066	(2,890)	3,803	105,513	26,556
Transfers between funds												
Contributions to Area Meeting		(7,186)	(1,000)	0	0	0	(2,300)	(11,000)	0	(8,000)	(29,486)	(36,581)
Other transfers		(5,000)	0	(45,000)	1,069	(5,480)		3,500	0	(3,407)	(54,318)	23,016
Total transfers		(12,186)	(1,000)	(45,000)	1,069	(5,480)	(2,300)	(7,500)	0	(11,407)	(83,804)	(13,565)
Total movement in funds		(8,181)	1,408	(14,829)	31,835	(2,738)	10,142	14,566	(2,890)	(7,604)	21,709	12,991
Funds brought forward		43,442	8,115	50,684	26,007	8,951	4,722	25,208	14,848	50,052	232,029	246,362
Funds carried forward		35,261	9,523	35,855	57,842	6,213	14,864	39,774	11,958	42,448	253,738	£232,029
Reconciliation of funds												
Held as investments		0	0	0	10,767	0	0	0	220	0	10,987	10,079
Held as current assets:												
Debtors		0	0	12,242	0	0	0	0	0	3,722	15,964	7,304
Cash at bank and in hand		35,261	9,523	24,778	47,075	6,213	14,864	40,158	11,738	40,306	229,916	224,570
Total current assets		35,261	9,523	37,020	47,075	6,213	14,864	40,158	11,738	44,028	245,880	231,874
Less: Creditors due within one year		0	0	(1,165)		0	0	(384)	0	(1,580)	(3,129)	(9,924)
Net current assets		35,261	9,523	35,855	47,075	6,213	14,864	39,774	11,738	42,448	242,751	221,950
Total funds		35,261	9,523	35,855	57,842	6,213	14,864	39,774	11,958	42,448	253,738	232,029

LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONT)

3. Accounting policies

(a) Basis of preparation

The Charity meets the definition of a public benefit entity under FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

There are no material uncertainties about the Charity's ability to continue its activities and therefore the financial statements are prepared on a going concern basis under the historical cost convention and are presented in sterling, which is the functional currency of the entity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied for all years presented unless otherwise stated.

(b) Incoming recognition policies

Income is recognised and included in the financial statements when all the following criteria are met:

- a) The Charity has entitlement to the funds;
- b) There is sufficient certainty that the income will be received;
- c) The amount can be measured reliably.

(c) Expenditure recognition

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. Expenditure is classified under the following activity headings:

- a) Raising funds;
- b) Charitable activities - the cost undertaken to further the purposes of the Charity and their associated support costs.

(d) Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the Charity's activities.

(e) Land and building

Details of the functional properties owned by the Area Meeting are given in note 17 to the financial statements. These comprise meeting houses and wardens accommodation which is held for the furtherance of the Charity's charitable objects. The land and buildings of the meeting houses are included at cost subject to depreciation. The insured value of the properties has been adopted as the deemed cost, exercising the option available on the adoption of FRS 102. In the opinion of the trustees, the greater part of the value lies in the freehold land rather than the buildings.

Given the value of the land element in the carrying value and the programme of maintenance of the buildings, any depreciation in relation to the meeting houses is considered immaterial. Major additions to those meeting houses will be included at their cost and depreciated over their expected life.

(f) Investment assets

Investments are initially recognised at their transaction value and subsequently measured at their market value at the Balance Sheet date using the quoted market price. The Statement of Financial Activities includes the net gains and losses on revaluations and disposals.

Investment properties are stated at fair value and any change is recognised as part of the net income.

LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024 (CONT)

(g) Furniture and equipment

The cost of furniture and equipment is included as expenditure of the year in which it is incurred and not depreciated over the anticipated useful life of those items.

(h) Financial instruments

Debtors and creditors with no stated interest rate and which are receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(i) Taxation

All the activities of the area meeting are charitable and therefore exempt from Income Tax, Capital Gains Tax and Inheritance Tax. There are no trading profits on which Corporation Tax is payable.

(j) Fund accounting

Funds are categorised according to the following definitions:

- a) Unrestricted: general funds which are freely available for any purpose of the Area Meeting and designated funds which have been set aside by the Meeting for specific purposes but which remain at the discretion of the Meeting;
- b) Restricted: funds subject to restrictions on their expenditure as earmarked by the donor or testator.
- c) Endowment: funds that the Meeting must keep and only the income may be used for general or specific purposes as stipulated by the donor or testator.

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.

4. Donations and legacies

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	£	£
Donations and contributions	107,319	57,327	164,646	170,249
Legacies	14,121	0	14,121	0
	<u>£121,440</u>	<u>£57,327</u>	<u>£178,767</u>	<u>£170,249</u>
Year ended 31 December 2023	£108,078	£62,171		

5. Income from other trading activities

	Total 2024	Total 2023
	£	£
Lettings	<u>£256,528</u>	<u>£218,451</u>

All amounts received relate to unrestricted funds

6. Investment income

	Total 2024	Total 2023
	£	£
Bank interest and dividends received	<u>£14,985</u>	<u>£14,206</u>

All amounts received relate to unrestricted funds

LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2024 (CONT)

7. Expenditure on charitable activities

	Direct	Grants	Support	Total	Total
	£	£	£	2024	2023
	£	£	£	£	£
Events and conferences	19,815			19,815	14,715
Children and young people	268			268	90
Outreach, library, literature etc	1,574			1,574	7,402
Catering and hospitality	464			464	1,100
Elders and overseas	2,974			2,974	62
Governance (note 13)			318	318	5,044
Professional services			31,353	31,353	0
Contribution to yearly meeting		55,350		55,350	81,919
Other charitable contributions		37,070		37,070	10,098
Grants to individuals				0	479
Contributions and subscriptions			4,525	4,525	4,272
Premises repair and maintenance			78,913	78,913	153,082
Premises improvements			377,106	377,106	45,780
Insurance			12,441	12,441	9,523
Wardens, caretaking and cleaning			51,459	51,459	56,425
Heat, light and services			29,938	29,938	30,900
Furniture and equipment			9,911	9,911	6,160
Admin and other			4,658	4,658	69,873
	<u>25,095</u>	<u>92,420</u>	<u>595,964</u>	<u>718,137</u>	<u>496,924</u>

The 2024 amounts include £162,761 (2023 £4,016) from the Stapleton fund spent by Harpenden Quaker Meeting. Other contributions includes Peace Works Zimbabwe, Friends of Hlekweni and Zim Resources expenditure totalling £31,977 (2023 £53,896). During the year grants and donations received for this work totalled £11,388. In addition the Milton Keynes Local Meeting gave £0 (2023 £1,000) to these concerns.

8. Trustee remuneration and expenses

No trustees or persons connected with them received any remuneration in respect of service given during the year. Trustees are entitled to reimbursement of expenses in the performance of their duties. Any claim for expenses is subject to the Charity's normal internal control procedures.

9. Transfer between funds

In order to provide the Area Meeting with funds to meet the costs of administration and for the upkeep and development of property Local Meeting contributions were transferred to the General Fund from the Local Meetings in proportion to their membership.

LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024 (CONT)

10. Debtors

	Total	Total
	2024	2023
	£	£
Lettings	2,719	1,665
Gift Aid refund	5,745	5,114
Sundry debtors	7,500	8,907
	15,964	15,686

11. Creditors

	Total	Total
	2024	2023
	£	£
Sundry creditors	3,129	9,924
	3,129	9,924

12. Contributions and grants

	Area Meeting	Local Meetings	Restricted Funds	Total 2024	Total 2023
	£	£	£	£	£
To Britain Yearly Meeting	0	55,350	0	55,350	81,919
To other charitable causes	0	37,070	0	37,070	10,098
To individuals	0	0	0	0	479
Total	0	92,420	0	92,420	92,496

13. Governance

	Total	Total
	2024	2023
	£	£
Auditor's remuneration	0	1,020
Other costs	318	4,024
Total	318	5,044

14. Acting as agent

	Total	Total
	2024	2023
	£	£
In	5,115	4,168
Out	(5,115)	(4,168)
Total	0	0

LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024 (CONT)

15. Staff costs

	Total 2024 £	Total 2023 £
Salaries including social security and pensions	40,629	37,466
Total	40,629	37,466

No employee received total employee benefits (excluding employer's pension costs) over £60,000 in either year. The average number of employees during the year was 4 (2023: 3)

The total employee benefits received by key management personnel was £nil (2023: £nil)

16. Investments

	Total 2024 £	Total 2023 £
Quoted investments (see below)	196,255	186,214
Investment properties	2,037,052	1,818,795
Total	2,233,307	2,005,009

Quoted investments

Market value brought forward or on acquisition	186,214	174,371
Net unrealised gain/(loss)	10,041	11,843
Market value at 31 December	196,255	186,214

Quoted investments

	General Fund £	Hemel H'stead £	St Albans £	Total 2024 £	Total 2023 £
The market value of investments held at 31 December was:					
Responsible Funds	92,634	0	0	92,634	87,781
Epworth Climate Stewardship Fund	50,273	0	0	50,273	47,881
Rathbones Funds	42,361	0	0	42,361	40,473
Aberdeen Ethical World Unit Trust	0	10,767	0	10,767	9,859
Traidcraft (unquoted)	0	0	220	220	220
Total	185,268	10,767	220	196,255	186,214

LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024 (CONT)

16. Investments (cont)

Investment properties	Total	Total
	2024	2023
	£	£
Woburn Sands (see 1 below)	1,561,739	1,394,409
Luton Cottage (see 2 below)	475,313	424,386
Total	2,037,052	1,818,795

- (1) The former meeting house at Hardwick Road, Woburn Sands let to Larchfield Nursery LLP on a full repairing lease for 10 years from 6 July 2015 at an annual rental of £25,000 (insured value £1,561,739).
- (2) The flat at 30a Crawley Green Road, Luton let to a private tenant on a shorthold lease at a rent of £740 per month and the former Caretakers Cottage at 30 Crawley Green Road, let to a private tenant at £1,100 per month (Insured Value £475,313)

In addition to the properties above, the following investment properties are held for which no separate valuation is available:

- (3) The top-floor flat at 5A Landsdowne Road, Bedford let to a private tenant on a shorthold lease at a rent of £600 per month.
- (4) The flat at St Mary's Road, Hemel Hempstead let to a private tenant on a shorthold lease at a rent of £850 per month.
- (5) Cottages adjacent to Leighton Buzzard meeting house leased to Hightown Praetorian Housing Association for 99 years from 1987 at an annual rent of £30.
- (6) The disused burial ground at Bourne End, Cranfield leased to a private tenant at an annual rental of 50 pence.
- (7) The disused burial ground at Victoria Street, St Albans on a 125 year lease to St Albans District Council from November 2020 to be kept as a Quaker Garden at an annual rental of £1,000, doubling every 25 years.
- (8) The disused burial ground at Wood End, Cross Lanes, Hemel Hempstead leased to a private tenant for 21 years from 2015 at an annual rental of £10.
- (9) The active burial ground at Baker Street, Ampthill (not leased).
- (10) The active burial ground at Hogsty End, Hardwick Road, Woburn Sands (not leased)

LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024 (CONT)

17. Tangible fixed assets – Freehold properties

The freehold properties (Meeting Houses) have been introduced at a deemed cost based upon their insured values. The insured property values by McNeill, Lowe and Palmer, Chartered Surveyors on 15 August 2015.

	Original cost	Date of acquisition	Additions	Date of addition	Deemed Cost 2024
	£		£		£
The Area Meeting is the beneficial owner of the following functional properties:					
Bedford meeting house, 5 Lansdowne Road, Bedford MK40 2BY	3,000	1955	157,097	1999	1,230,000
Berkhamsted meeting house and burial ground, 289 High Street, Berkhamsted HP4 1AJ	469	1818			395,000
Harpenden meeting house, 12 Southdown Road, Harpenden AL5 1PD	1,500	1931			525,000
Hemel Hempstead meeting house and burial ground, 22 St Mary's Road, Hemel Hempstead HP2 5HL	132	1718	37,741		940,000
Leighton Buzzard meeting house and burial ground, 25 North Street, Leighton Buzzard LU71EQ	Gift	1744			365,325
Luton meeting house and cottage, 28 Crawley Green Road, Luton LU2 0QX	11,029	1963			236,035
Luton burial ground	200	1864			
Milton Keynes meeting house, 1 Oakley Gardens, Downhead Park, Milton Keynes MK15 9BH	232,000	1986			885,000
St Albans meeting house, 7 Upper Lattimore Road, St Albans AL1 3UD	490	1912	209,475	1996	505,000
Watford meeting house, 150 Church Road, Watford WD1 3QB	1,200	1953	253,231	2007	900,000
Total					<u>5,981,360</u>

18. Unrestricted funds

	Area Meeting	Local Meetings	Total 2024	Total 2023
	£	£	£	£
Balance brought forward at 1 January	637,637	232,029	869,666	924,918
Net (outgoing)/incoming resources	(326,668)	104,605	(222,063)	(38,772)
Gains/(losses) on investments	9,133	908	10,041	11,844
Transfer between funds	87,304	(83,804)	3,500	(1,000)
Prior year adjustment	16,507	0	16,507	(27,324)
Balance carried forward at 31 December	423,913	253,738	677,651	869,666

Restricted funds

	Area Meeting	Local Meetings	Total 2024	Total 2023
	£	£	£	£
Balance brought forward at 1 January	7,830,155	36,599	7,866,754	7,493,851
Net (outgoing)/incoming resources	0	27,258	27,258	3,275
Gains/(losses) on investments	218,257	0	218,257	341,304
Transfer between funds	0	(3,500)	(3,500)	1,000
Balance carried forward at 31 December	8,048,412	60,357	8,108,769	7,866,754
Total funds	8,472,325	268,628	8,786,420	8,736,420

LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2024 (CONT)

19. Analysis of net assets between funds at 31 December 2024

	Unrestricted		Restricted		Total funds
	Area Meeting	Local Meetings	Area Meeting	Local Meetings	
	£	£	£	£	£
Investments	185,268	10,987	0	0	196,255
Investment properties	0	0	2,037,052	0	2,037,052
Freehold properties	0	0	5,981,360	0	5,981,360
Current assets	238,645	245,880	30,000	60,357	574,882
Current liabilities	0	(3,129)	0	0	(3,129)
	<u>423,913</u>	<u>253,738</u>	<u>8,048,412</u>	<u>60,357</u>	<u>8,786,420</u>

Restricted Area Meeting Funds include £30,000 in the Hemel Hempstead 1718 Fund which is restricted to expenses of keeping the building and property fit for the future, but not ordinary repairs. Restricted Local Meeting Funds includes £50,076 relating to Peace Work Zimbabwe, a fund raising committee set up by Milton Keynes Local Meeting.

20. Other income

Includes a £15,000 grant from BYM to help fund improvements to the Harpenden warden accommodation, and £15,000 grant from BYM to help fund improvements to Bedford frontage.

21. Related party transaction

Trustees make donations to Local Meetings in the same way as other individuals and participate and benefit from the activities in the same way as other individuals.

22. Stocks

Other than a small incidental stock of cleaning materials, catering supplies and stationery which are not valued, the Charity holds no stocks (2023: Nil).

23. Pension commitments

The Charity operates an auto enrolment money purchase pension scheme with NEST Pensions.

24. Prior Year Adjustment

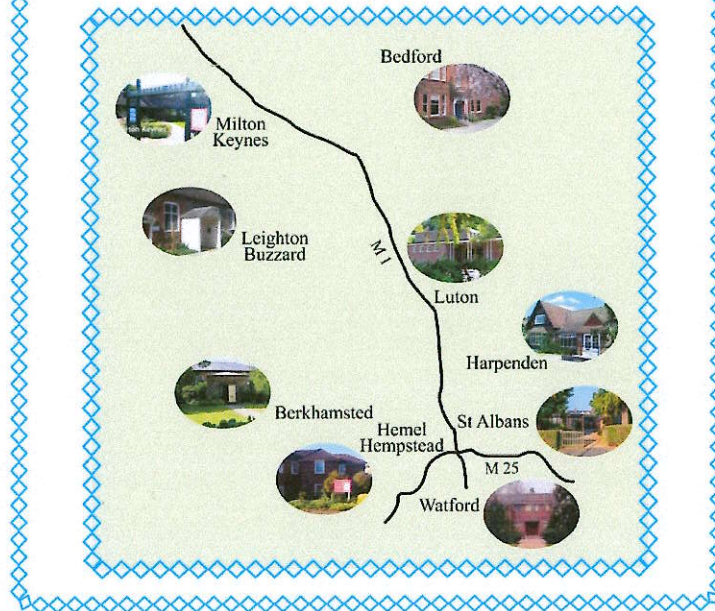
The cash balance held by Camp was not included correctly in the prior year accounts.

Accounts



Luton and Leighton
Area Quaker Meeting of the
Religious Society of Friends

Annual Report and
Financial Statements
2023



Registered Charity No.: 1173865

ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

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ADMINISTRATIVE INFORMATION

Contact information: clerktotrustees@lquakers.org.uk
Quaker Meeting House, 12 Southdown Road, Harpenden AL5 1PD
Website: http://lquakers.org.uk/area_meeting/

OFFICERS :

Co-Clerks Richard Cziborra and Rob Paton
Treasurer Martin Sale

AM CLERKING TEAM (2023)

Gloria Dobbin
Ryan Kemp
Linda Wood
Assistant Clerk (Membership) Anne Crofts
Administration Support Valerie Coast

PRINCIPAL BANKERS :

Triodos Bank Deanery Road Bristol BS1 5AS

CUSTODIAN TRUSTEE :

Friends Trusts Ltd, 173-177 Euston Road London NW1 2BJ

TRUSTEES in 2023

Richard Cziborra
Marianne Karger
Martin Robert Sale
Helen Osborn
Robin Paton
Trevor Evans
Stephen Kaim-Caudle
Stuart Prince (to 30th June 2023)

ACCOUNTANTS

David Stephens FCCA.
13 Newlands Road. Tunbridge Wells, Kent. TN4 9AS

INDEPENDENT EXAMINER:

Kevin Fisher
Myrus Smith Chartered Accountants
Norman House, 8 Burnell Road, Sutton, Surrey SM1 4BW

1 Introduction – what we are and what we do

The Area Meeting and its Local Meetings

Luton and Leighton Area Meeting (LLAM) is part of the Religious Society of Friends (Quakers) in Britain, and part of the Britain Yearly Meeting (BYM) community.

Nine Local Meetings (LMs): Bedford, Berkhamsted, Harpenden, Hemel Hempstead, Leighton Buzzard, Luton, Milton Keynes, St Albans and Watford make up the Area Meeting. Each of these LMs have their own Meeting House and hold Meetings for Worship. Friends in each of the LMs share with the Trustees the responsibility for the day-to-day care of their property.

LLAM also owns and lets some property, notably the former Meeting House in Woburn Sands currently being used as a children's nursery. A burial ground is also maintained there – along with others in Amphill, in Cranfield, and East-Hemel.

Our activities – an overview

Resources are used to deepen and share spiritual experience and to support acts of witness which arise from our faith. Through local and national initiatives, we witness and work for peace and justice; a sustainable environment; the alleviation of suffering; and the upholding of victims of oppression.

Our local meetings for worship are open to all. We have no tests of belief: membership of our Society is open to anyone who is sincerely seeking truth. Our meeting houses are much valued public buildings available for a wide variety of uses including worship by other faiths, education and meetings organised by other charitable and community organisations.

We have a continuing concern for *sustainability* and for *accessibility* in our buildings. This includes helping LMs with practical and measurable steps to reduce the use of fossil fuels.

Institutional form and purpose

The Area Meeting was registered with the Charity Commission as a Charitable Incorporated Organisation (CIO) on 19 July 2017 with Registered Charity Number 1173865. This report and the accounts that follow cover the calendar year 2023.

The objective of LLAM CIO is: *'the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Luton and Leighton Area Meeting and beyond'*.

We achieve our objective by carrying out work such as:

- *Strengthening the life and witness of Quaker meetings* in the area of LLAM 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 Quakers in the LLAM or beyond have agreed to support.
- *Providing for the pastoral care* of individual members and attenders including assistance to those in need and for education.
- *Maintaining and developing Quaker meeting houses* as places for public

worship, in the spirit of 'All are Welcome', and from which to carry our witness into the world.

- *Administering and maintaining* the organisation of LLAM.
- *Contributing* to the support of Britain Yearly Meeting (BYM).

2 Structure, Governance and Management

The *Governing Document* for the registration of the CIO defines the responsibilities of the Area Meeting Trustees.

Local Meetings have one trustee designated as their *Link Trustee* on the Trustee body. The *Clerk of Trustees* sends a copy of the minutes of each Trustees' meeting to each of the LMs. The Clerk of Trustees prepares the business, and conducts the meetings following usual Quaker practice. The Clerk may prepare drafts which are developed and agreed during the course of the meeting. The Trustee group as a whole and not the Clerk alone decide whether the minute represents the sense of the meeting. Area Meeting in Session and Business Meetings in each constituent Local Meeting also use this procedure.

Meetings for Worship for Business by which the Religious Society conducts its business are meetings for worship in which we try to discern what love requires of us concerning the matters in question. There is no voting in the meeting as Quakers believe that this would emphasise divisions between differing views and inhibit the process of seeking unity around a right way forward.

The Luton & Leighton *Area Meeting Nominations Committee* nominates individuals to be Trustees. Area Meeting in session appoints Trustees. Usually Trustees meet six times during the year. Three Trustees will complete their term each year. They might be reappointed (no more than twice) or replaced by a Friend new to the role. This is in order to provide opportunities for a wider circle of Friends to experience this role and to give their service to the Society. Friends newly appointed are encouraged to attend the training courses in Trusteeship offered by Woodbrooke Quaker Study Centre, Birmingham.

In line with our governing document, Trustees have been guided by the principles and practices commended in *Quaker Faith & Practice*. Trustees take care also to attend to the relevant Charity Commission guidance, to '*Right Ordering: A Handbook of Business Practice within the Area Meeting*' and to Britain Yearly Meeting documents including '*Handbook for Trustees of Quaker Meetings*.' A *Memorandum of Understanding* sets out the partnership between Trustees and Friends in Local Meetings.

When reviewing the charity's aims and objectives and in planning future activities, Trustees have been mindful of the guidance contained in the Charity Commission's general guidance on *public benefit* and specifically to *The Advancement Of Religion For The Public Benefit*.

3 The year in retrospect

Developments in governance

During 2023 Trustees led a full review and revision of our Safeguarding Policy and documentation. This work involved extensive discussion within the Area and externally with many Friends in local Meetings contributing through face-to-face discussions and

written comments. The new approach and practices aim to be simpler, more suitable to the circumstances of small meetings, and to better address the safeguarding-related questions that do, occasionally, arise.

We continued to progress programmes of preventative maintenance and renovations arising from the quinquennial reviews of our Meeting Houses. We were glad to support work in Watford and Milton Keynes, in Luton on the Meeting House and its adjacent properties, and to encourage proposals being prepared in other Meetings for renovations and sustainability enhancements.

We are aware of the need to engage appropriate professional services. We are developing a constructive business relationship for Property assistance, and have extended the scope of our contract with Mindful Business Services for administrative support and (through the Quaker Meetings Network) a shared IT infrastructure.

We ended the year preparing a consultation on a revised approach to our Financial Planning and a new Governance Document (to supersede and update the Memorandum of Understanding between Local meetings and Trustees).

Membership

At the end of 2023 (2022), the Area Meeting (AM) had 258 (270) members and 179 (212) adult non-members (attenders). There were 29 (39) children recorded in the AM. The number of members decreased by 12 and the number of attenders recorded had decreased by 33 since 2022. We were saddened by the deaths of a number of Friends. Quaker funerals and memorial meetings were arranged as requested by the families and friends of those who had died.

Managing our church affairs

The AM held five meetings for Worship for Church Affairs (business meetings) during 2023. one of these was held solely on Zoom and four were 'blended' with some Friends present in the designated Meeting House and others participating via Zoom. The meeting in November included the Annual General Meeting for the Charitable Incorporated Organisation Number 1173865.

The number attending AMs for Church Affairs has ranged from 25 to 33 Friends. Some Friends prefer not to attend online meetings while, for others, it is an opportunity to participate in AM which would not otherwise be possible, perhaps due to mobility issues, difficulties with travel, or for reasons of sustainability.

At each meeting for Church Affairs, a Friend is invited from the hosting local meeting to share a brief contribution on My Faith in Practice, expressing an aspect of their 'spiritual journey'. These contributions are an important opening for the business meeting. Three Local Meetings (Bedford, Luton and Harpenden) presented their triennial reports on the well-being of their Meetings during the year. They cover the challenges and joys of the local meeting as a whole, including numbers attending, spiritual, social and charitable activities, safeguarding processes and procedures, record keeping, and the state of a meetings finances and building.

AM received reports on four occasions from its Representatives on *Meeting for Sufferings*, the body that holds responsibility for the spiritual direction for Quakers in Britain nationally between Yearly Meetings. Area Meeting submitted comments to

Meeting for Sufferings on the drafts of two sections, being considered for what will become a revised edition of *Quaker Faith & Practice* – the Society's Book of Discipline.

AM and its constituent local meetings support Britain Yearly Meeting and other Quaker bodies with a substantial part of their funds. They also support individuals and non-Quaker organisations, whose objects and activities are in accordance with Quaker values as expressed in the Quaker Testimonies of peace, truth, justice, simplicity, equality and sustainability.

Strengthening our community

Area Meeting also held a Summer Gathering event. The *Journeyman Theatre* came to an all day session at Milton Keynes Quaker Centre. This was an opportunity to learn, relate and grow in our Area Meeting community. Area Meeting also met once in person and once on zoom to consider the future of Area Meetings for business. We explored what do we enjoy and how do we create a sense of an Area Meeting community at the same time ensuring that we maintain proper governance at Area Meeting.

The AM appoints the Elders and Pastoral Care Friends (previously known as Overseers) who serve in local meetings. Elders are charged with nurturing the spiritual health of their local meetings whilst pastoral care teams seek to provide pastoral care where needed. Elders & Pastoral Care Friends serve local meetings and support Area Meetings in some business matters. The AM joint Elders and Pastoral care Friends met once in person to discuss matters of shared importance and to give support to one another. A further training session was arranged with Woodbrooke Study centre via zoom to consider the role of Elders & Pastoral care in Business Meetings. For our Quaker community, the nurturing of our spiritual lives is as important as our outward facing activities.

It was with some sadness that Area Meeting agreed to lay down the Link group committee which has for many years arranged event for our young people.

The annual AM Quaker camp, where Friends 'live a Quaker life in community', was held in a field in Talgarth, Wales for twelve days in the summer. The theme was 'mountains and valleys'. More than 100 Quakers associated with LLAM were present. Quaker camp was established in cooperation with two other Area Meetings many years ago, together they make up Grand Union Quaker Camps committee. It oversees the equipment and arrangements. The committee is a separate charity with trustees appointed by each of the Area Meetings involved.

Area Meeting keeps local meetings informed of planned activities through the monthly circulation of AM Notices. The Clerks of AM, of Trustees, of Elders and of Pastoral Care and of AM Nominations committee have met regularly online throughout the year to consider strategic issues. The AM clerks group has also met quarterly online with the clerks of each of the local meetings so that issues and successes could be shared.

2023 was a year in which our local meetings gradually returned to face-to-face Meetings for Worship, as did some of our committees, study groups, and gatherings of the Quaker community. Online and blended meetings are continuing to take place, offering opportunities to some which were not there prior to the Covid pandemic. We have felt a renewed energy for involvement in spiritual, community and outward facing activities.

The life of our Local Meetings

The main activities of the constituent Local Meetings are the right holding of public meetings for worship. A meeting for business is generally held once each month or once every other month in smaller Meetings. LMs consider a wide range of topics throughout the year.

Each of the Local Meetings has formal and informal programmes for developing the spiritual and social life of its members and attenders. Local Friends participate in interfaith and community cohesion activities. Outreach takes place through involvement in local organisations such as UNA, MIND, Citizens, and homelessness charities. Some support Quaker activities at AM and Britain Yearly Meeting through involvement on committees and working groups. Further and current information is available on LM websites.

Friends in Local Meetings manage and maintain their meeting houses, with the support of AM Trustees. Local Meetings make their Meeting Houses available for use by the wider community such as the governments Warm Spaces initiative, pre-school nurseries, community groups and other faith groups who do not have their own premises. The hiring of premises can be a significant source of revenue for meetings - essential for the upkeep of the property. Charges for hiring rooms can be reduced to encourage groups that find it difficult to pay the standard amounts. Meeting houses are inspected annually and report to AM Trustees. AM Trustees and Local Meeting committees cooperate with respect to any improvements or changes that are required.

4 Financial Review

As shown in the financial statements given below, the finances of the Charity remain healthy, with reserves in excess of the amount required by our reserves policy.

Overall in 2023, expenditure and income were reasonably well balanced. In summary, compared to 2022, our income rose considerably, partly as a result of increased donations & legacies but mainly due to a substantial recovery in our lettings income, post-lockdown. The increased income was offset by increased expenditure - mainly on maintenance and improvements to Meeting Houses. These costs had mostly been anticipated and some reflected delays in expenditure in the previous year. For obvious reasons, heating costs also rose.

Since the audit of our statements, though underway, has not yet been completed, we report that the delays arose from multiple role-holder changes and illness occurring during a time when we were also contracting increased administrative support with the need to bed down new procedures. At no point have those involved, including our own accountant, brought to our attention matters that have caused us concern.

We benefit from voluntary work by Friends in many ways and we record our thanks for their generous giving.

Investment and Freehold Properties

The Financial Reporting Standard FRS102 permits the use of an initial "deemed cost" which can be based upon the insured value of the properties. Trustees have decided that the cost of revaluation is not justified. Therefore, the valuation used in 2018 has been retained (£7,260,195).

Bankers & insurance

The Area Meeting and each of the Local Meetings manage their accounts individually and hold current and deposit accounts as required. It is our policy to hold funds in ethical banks (Co-operative, CAF & Triodos) and a number of building societies (Ecology, Harpenden and Yorkshire). Some historic funds are held in BMO Global Asset Management (previously F&C Stewardship) units. The buildings, contents and public etc. liability insurance is held with Congregational & General Insurance.

Reserves Policy

The Area Meeting has a policy of holding a cash reserve, as far as it is able, to cover six months' expenditure on running costs. In addition, other funds are held to provide for unexpected property repairs and periodic major refurbishments, including provision for on-going sustainability enhancements, or other necessary work identified by quinquennial surveys.

**Richard Cziborra,
Trevor Evans, Steve Kaim-Caudle, Marianne Karger,
Helen Osborne, Rob Paton.**
Luton & Leighton Area Meeting Trustees, 2023

Signed

Date: 20th October 2024



Richard Cziborra
Co-clerk of Trustees

Rob Paton
Co-clerk of Trustees

RELIGIOUS SOCIETY OF FRIENDS

LUTON & LEIGHTON AREA MEETING
(Registered Charity number: 1173865)

CONSOLIDATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2023

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LUTON & LEIGHTON AREA MEETING

I report to the charity trustees on my examination of the annexed accounts of the charity for the year ended 31 December 2023.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants for England and Wales, which is one of the listed bodies.

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

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

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



K C Fisher FCA
c/o Kingston Burrowes Audit Ltd
308 Ewell Road,
Surbiton, Surrey. KT6 7AL

Dated: 10th March 2025

LUTON & LEIGHTON AREA QUAKER MEETING

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	Unrestricted Funds		Restricted Funds		Total 2023	Unrestricted Funds		Restricted Funds	Total 2022
		Area	Local	Area	Local		Area	Local		
		Meeting	Meetings	Meeting	Meetings		Meeting	Meetings		
		£	£	£	£	£	£	£	£	£
Income										
Donations and legacies	4	0	108,078	0	62,171	170,249	500	101,284	35,000	136,784
Other trading activities	5	46,052	172,399	0	0	218,451	48,926	138,251	0	187,177
Investments	6	12,073	2,133	0	0	14,206	6,634	547	0	7,181
Charitable activities	1	14,390	0	0	0	14,390	11,258	2,702	0	13,960
Other income		5,000	39,131	0	0	44,131	1,000	34,182	0	35,162
Total income		77,515	321,741	0	62,171	461,427	68,318	276,946	35,000	380,264
Expenditure										
Charitable activities	7	146,118	296,910	0	53,896	496,924	120,346	253,760	0	374,106
Total expenditure		146,118	296,910	0	53,896	496,924	120,346	253,760	0	374,106
Net gains/(losses) on investments/property	16	10,119	1,725	341,304	0	353,148	(33,329)	(1,502)	198,656	163,825
Net income/(expenditure)		58,484	26,556	341,304	8,275	317,651	(85,357)	(21,684)	233,656	169,983
Transfers between funds	9	17,565	(13,565)	(5,000)	1,000	0	1,019	(1,019)	0	0
Net movement in funds		40,919	12,991	336,304	9,275	317,651	(84,338)	20,665	233,656	169,983
Reconciliation of funds										
Total funds brought forward		678,556	246,362	7,493,851	0	8,418,769	762,894	225,697	7,260,195	8,248,786
Prior year adjustment	24	0	(27,324)	0	27,324	0	0	0	0	0
Total funds carried forward		£637,637	£232,029	£7,830,155	£36,599	£8,736,420	£678,556	£246,362	£7,493,851	£8,418,769

LUTON & LEIGHTON AREA QUAKER MEETING

BALANCE SHEET

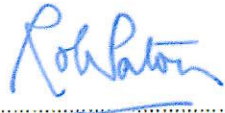
AS AT 31 DECEMBER 2023

Note	Unrestricted Funds		Restricted Funds		Total 2023	Unrestricted Funds		Restricted Funds	Total 2022	
	Area	Local	Area	Local		Area	Local			
	Meeting	Meetings	Meeting	Meetings		Meeting	Meetings			
	£	£	£	£	£	£	£	£	£	
Fixed assets										
Investments	16	176,135	10,079	1,818,795	0	2,005,009	166,016	8,355	1,343,526	1,517,897
Freehold property	17	0	0	5,981,360	0	5,981,360	0	0	6,115,325	6,115,325
Current assets										
Debtors		0	15,686	0	0	15,686	1,000	4,024	0	5,024
Short term deposits		174,273	31,074	0	0	205,347	205,274	20,556	0	225,830
Cash at bank and in hand		287,229	185,114	30,000	36,599	538,942	307,250	214,469	35,000	556,719
Total current assets		461,502	231,874	30,000	36,599	759,975	513,524	239,049	35,000	787,573
Liabilities										
Creditors due within one year	11	0	9,924	0	0	9,924	984	1,042	0	2,026
Net current assets		461,502	221,950	30,000	36,599	750,051	512,540	238,007	35,000	785,547
Total assets less current liabilities		637,637	232,029	7,830,155	36,599	8,736,420	678,556	246,362	7,493,851	8,418,769
Total funds	18	£637,637	£232,029	£7,830,155	£36,599	£8,736,420	£678,556	£246,362	£7,493,851	£8,418,769

Approved by the trustees of Luton & Leighton Area Meeting on 08 March 2025 and signed on their behalf by:



Richard Cziborra
Co-Clerk to the Trustees



Rob Paton
Co-Clerk to the Trustees

The notes form part of these financial statements.

LUTON & LEIGHTON AREA QUAKER MEETING

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2023

	2023	2022
	£	£
Cash flows from operating activities:		
Net movement in funds per statement of financial activities	317,651	169,983
Adjustments for:		
Increase in debtors	(10,662)	(1,711)
Increase/(Decrease) in creditors	7,898	(10,890)
Net cash provided by /(used in) operating activities	314,887	157,382
Cash flows from operating activities		
Rise in value of investments	353,148	163,825
Net cash provided by/(used in) investing activities	(40,428)	(6,443)
Change in cash and cash equivalents in the year	(38,261)	(6,443)
Cash and cash equivalents brought forward	744,288	788,992
Cash and cash equivalents carried forward	744,288	782,549
Analysis of cash and cash equivalents		
Cash at bank	744,288	782,549
Total	£744,288	£782,549

**LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

1. Unrestricted funds (Area Meeting)

	General Fund £	Camp Committee £	Stapleton Fund £	Total 2023 £	Total 2022 £
Income					
Donations and legacies	0	0	0	0	500
Other trading activities	46,052	0	0	46,052	48,926
Investments	12,018	55	0	12,073	6,634
Charitable activities	0	14,390	0	14,390	11,258
Other income	5,000	0	0	5,000	1,000
Total income	63,070	14,445	0	77,515	68,318
Expenditure					
Charitable activities	133,060	13,058	0	133,060	120,346
Total expenditure	133,060	13,058	0	133,060	120,346
Net gains/(losses) on investments	10,119	0	0	10,119	(33,329)
Net income/(expenditure)	59,871	1,387	0	58,484	(85,357)
Transfers between funds					
From Local Meetings	36,581	0	0	36,581	22,930
To Local Meetings	(15,000)	0	(4,016)	(19,016)	(21,911)
Transfer between funds	21,581	0	(4,016)	17,565	1,019
Net movement in funds	(38,290)	1,387	(4,016)	(40,919)	(84,338)
Reconciliation of funds					
Total funds brought forward	496,659	15,120	166,777	678,556	762,894
Total funds carried forward	458,369	16,507	162,761	637,637	678,556
Held as investments	174,273	0	0	176,135	166,016
Total fixed assets	176,135	0	0	176,135	166,016
Debtors	0	0	0	0	1,000
Short term deposits	174,273	0	0	174,273	205,274
Cash at bank and in hand	107,961	16,507	162,761	287,229	307,250
Total current assets	282,234	16,507	162,761	461,502	513,524
Less: Creditors due within one year	0	0	0	0	(984)
Net current assets	282,234	16,507	162,761	461,502	512,540
Total assets less current liabilities	£458,369	£16,507	£162,761	£637,637	£678,556

With the exception of the General Fund these are designated funds which have been set aside by the trustees in order to make provision for future expenditure on the purposes indicated by the title of each fund.

The purposes for which these funds are used remains at the discretion of the Area Meeting.

**LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023 (cont)**

2. Unrestricted funds (Local Meetings)

	Note	Bedford £	Berk'm sted £	Harpenden £	Hemel Hempstead £	Leighton Buzzard £	Luton £	Milton Keynes £	St Albans £	Watford £	Total 2023 £	Total 2022 £
Income												
Donations and legacies	4	15,897	1,175	12,685	7,258	2,437	3,261	36,148	6,976	22,241	108,078	101,284
Other trading activities	5	35,844	8,402	33,828	12,671	5,573	0	27,208	18,264	30,609	172,399	138,251
Investments	6	128	0	824	375	0	10	0	105	691	2,133	547
Charitable activities		0	0	0	0	0	0	0	0	0	0	2,702
Other income		0	0	0	0	7,520	2,362	1,222	21,698	6,329	39,131	34,162
Total income		51,869	9,577	47,337	20,304	15,530	5,633	64,578	47,043	59,870	321,741	276,946
Expenditure												
Charitable activities	7	34,730	8,458	51,778	22,884	32,141	5,599	55,076	36,806	49,438	296,910	253,760
Total expenditure		34,730	8,458	51,778	22,884	32,141	5,599	55,076	36,806	49,438	296,910	253,760
Net gains/(losses) on investments		0	0	0	1,725	0	0	0	0	0	1,725	(1,502)
Net income/(expenditure)		17,139	1,119	(4,441)	(855)	(16,611)	34	9,502	10,237	10,432	26,556	21,684
Transfers between funds												
Contributions to Area Meetings		(6,533)	0	(3,593)	(3,266)	0	0	(8,820)	(6,369)	(8,000)	(36,581)	(22,930)
Other transfers		0	0	4,016	5,000	15,000	0	(1,000)	0	0	23,016	21,911
Transfers		(6,533)	0	423	1,734	15,000	0	(9,820)	(6,369)	(8,000)	(13,565)	(1,019)
Net movement in funds		10,606	1,119	(4,018)	879	(1,611)	34	(318)	3,868	2,432	(14,333)	20,665
Reconciliation of funds												
Funds brought forward		32,836	6,996	54,702	25,128	10,562	4,688	52,850	10,980	47,620	246,362	225,697
Prior Year adjustment		0	0	0	0	0	0	(27,324)	0	0	(27,324)	0
Funds carried forward		£43,442.00	£8,115.00	£50,684.00	£26,007.00	£8,951.00	£4,722.00	£25,208.00	£14,848.00	£50,052.00	£232,029.00	£246,362.00
Held as investments												
		0	0	0	9,859	0	0	0	220	0	10,079	8,355
Total fixed assets		0	0	0	9,859	0	0	0	220	0	10,079	8,355
Current assets												
Debtors		0	0	4,004	0	0	0	0	0	3,300	7,304	4,024
Short term deposits		20,406	0	0	0	0	0	0	0	10,668	31,074	20,556
Cash at bank and in hand		23,036	8,115	56,354	16,148	8,951	4,722	25,208	14,878	36,084	193,496	214,469
Total current assets		43,442	8,115	60,358	16,148	8,951	4,722	25,208	14,878	50,052	231,874	239,049
Less: Creditors due within one year		0	0	(9,674)	0	0	0	0	(250)	0	(9,924)	(1,042)
Net current assets		43,442	8,115	50,684	16,148	8,951	4,722	25,208	14,628	50,052	221,950	238,007
Total assets less current liabilities		£43,442	£8,115	£50,684	£26,007	£8,951	£4,722	£25,208	£14,848	£50,052	£232,029	£246,362

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023 (cont)

3. Accounting policies

(a) Basis of preparation

The Charity meets the definition of a public benefit entity under FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

There are no material uncertainties about the Charity's ability to continue its activities and therefore the financial statements are prepared on a going concern basis under the historical cost convention and are presented in sterling, which is the functional currency of the entity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied for all years presented unless otherwise stated.

(b) Incoming recognition policies

Income is recognised and included in the financial statements when all the following criteria are met:

The Charity has entitlement to the funds;

any performance conditions attached to the income have been met or are fully within the control of the Charity;

there is sufficient certainty that receipt of the income is considered probable;

the amount can be measured reliably.

(c) Expenditure recognition

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. Expenditure is classified under the following activity headings:

Raising funds;

Charitable activities includes the cost undertaken to further the purposes of the Charity and their associated support costs.

(d) Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the Charity's activities.

(e) Land and buildings

Details of the functional properties owned by the Area Meeting are given in note 17 to the financial statements. These comprise meeting houses and wardens accommodation which is held for the furtherance of the Charity's charitable objects. The land and buildings of the meeting houses are included at cost subject to depreciation. The insured value value of the properties has been adopted as the deemed cost, exercising the option available on the adoption of FRS 102. In the opinion of the trustees, the greater part of the value lies in the freehold land rather than the buildings.

Given the value of the land element in the carrying value and the programme of maintenance of the buildings, any depreciation in relation to the meeting houses is considered immaterial. Major additions to those meeting houses will be included at their cost and depreciated over their expected life.

(f) Investment assets

Investments are initially recognised at their transaction value and subsequently measured at their market value at the Balance Sheet date using the quoted market price. The Statement of Financial Activities includes the net gains and losses on revaluations and disposals.

**LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023 (cont)**

(f) Investment assets (cont)

Investment properties are stated at fair value and any change is recognised as part of the net income.

(g) Furniture and equipment

The cost of furniture and equipment is included as expenditure of the year in which it is incurred and not

(h) Financial instruments

Debtors and creditors with no stated interest rate and which are receivable or payable within one year are

(i) Taxation

All the activities of the area meeting are charitable and therefore exempt from Income Tax, Capital Gains Tax and

(j) Fund accounting

Funds are categorised according to the following definitions:

Unrestricted: general funds which are freely available for any purpose of the Area Meeting and designated funds which have been set aside by the Meeting for specific purposes but which remain at the discretion of the Meeting.

Restricted: funds subject to restrictions on their expenditure as earmarked by the donor or testator.

Endowment: funds that the Meeting must keep and only the income may be used for general or specific purposes

Trade and other debtors are recognised at the settlement amount due after any trade discount offered.

4. Donations and legacies

	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Donations and contributions		62,171	170,249	134,463
Legacies		0	0	2,321
	£108,078	£62,171	£170,249	£136,784
Year ended 31 December 2022	£101,784	£35,000		

5. Income from other trading activities

	Total 2023 £	Total 2022 £
Lettings	£218,451	£187,177

All amounts received relate to unrestricted funds

6. Investment income

	Total 2023 £	Total 2022 £
Bank interest and dividends received	14206	£7,181

All amounts received relate to unrestricted funds

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023 (cont)

7. Expenditure on charitable activities

	Direct	Grants	Support	Total 2023	Total 2022
	£	£	£	£	£
Events and conferences	14,715	0	0	14,715	14,650
Children and young people	90	0	0	90	103
Outreach, library, literature etc	7,402	0	0	7,402	5,285
Catering and hospitality	1,100	0	0	1,100	450
Elders and overseas	62	0	0	62	179
Governance (note 13)	0	0	5,044	5,044	5,609
Contribution to yearly meeting	0	81,919	0	81,919	60,300
Other contributions	0	10,098	0	10,098	5,621
Grants to individuals	0	479	0	479	500
Contributions and subscriptions	0	0	4,272	4,272	5,358
Other	0	0	69,873	69,873	23,286
Premises repair and maintenance	0	0	153,082	153,082	144,964
Premises improvements	0	0	45,780	45,780	1,088
Insurance and other	0	0	9,523	9,523	16,218
Wardens, caretaking and cleaning	0	0	56,425	56,425	55,279
Heat, light and services	0	0	30,900	30,900	28,430
Furniture and equipment and other	0	0	6,160	6,160	6,786
	<u>£23,369</u>	<u>£92,496</u>	<u>£381,059</u>	<u>£496,924</u>	<u>£374,106</u>

The 2023 amounts include £4,016 (2022 £7,479) from the Stapleton fund spent by Harpenden Quaker Meeting. Other includes Peace Works Zimbabwe, Friends of Hlekweni and Zim Resources expenditure totalling £53,896 (2022 £13,381). During the year grants and donations received for this work totalled £62,171. In addition the Milton Keynes Local Meeting gave £1,000 to these concerns.

8. Trustee remuneration and expenses

No trustees or persons connected with them received any remuneration in respect of service given during the year (2002: £nil). Trustees are entitled to reimbursement of expenses in the performance of their duties. Any claim for expenses is subject to the Charity's normal internal control procedures.

9. Transfer between funds

In order to provide the Area Meeting with funds to meet the costs of administration and for the upkeep and development of property Local Meeting contributions were transferred to the General Fund from the Local Meetings in proportion to their membership.

10. Debtors

	General Fund	Berk'mstead LM	Harpenden LM	Leighton Buzzard LM	Milton Keynes LM	Watford LM	Total 2023	Total 2022
	£	£	£	£	£	£	£	£
Lettings	0	0	1,665	0	0	0	1,665	1,736
Gift Aid refund	0	0	1,814	0	0	3,300	5,114	1,789
Sundry debtors	0	0	525	0	8,382	0	8,907	1,499
	<u>£0</u>	<u>£0</u>	<u>£4,004</u>	<u>£0</u>	<u>£8,382</u>	<u>£3,300</u>	<u>£15,686</u>	<u>£5,024</u>

11. Creditors

	General Fund	Berk'mstead LM	Harpenden LM	Leighton Buzzard LM	Milton Keynes LM	St Albans LM	Total 2023	Total 2022
	£	£	£	£	£	£	£	£
Sundry creditors	£0	£0	£9,674	£0	£0	£250	£9,924	£2,026

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023 (cont)

12. Contributions and grants

	Area Meeting £	Local Meetings £	Restricted Funds £	Total 2023 £	Total 2022 £
To Britain Yearly Meeting	0	81,919	0	81,919	60,300
To other charitable causes	0	10,098	0	10,098	5,621
To individuals	0	479	0	479	500
Total	£0	£92,496	£0	£92,496	£66,421

13. Governance

	2023 £	2022 £
Auditor's remuneration	1,020	984
Other costs	4,024	4,625
Total	£5,044	£5,609

14. Acting as agent

	2023 £	2022 £
In	4,168	4,740
Out	(4,168)	(4,740)
Total	£0	£0

15. Staff costs

	2023 £	2022 £
Salaries	37,466	55,279
Social Security costs and pension costs	0	0
Total	£37,466	£55,279

No employee received total employee benefits (excluding employer's pension costs) over £60,000 in either year.

The average number of employees during the year was 3 (2022:6)

The total employee benefits received by key management personnel was £nil (2022:£nil)

16. Investments

	2023 £	2022 £
Quoted investments	186,214	174,371
Investment properties	1,818,795	1,343,526
Total	£2,005,009	£1,517,897

	2023 £	2022 £
Quoted investments		
Market value at 1 January	174,371	209,202
On acquisition		
Net unrealised gain/(loss)	11,843	(34,831)
Market value at 31 December	£186,214	£174,371

**LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023 (cont)**

16. Investments (cont)

Quoted investments

	General Fund	Hemel Hempstead	St Albans	Total 2023	Total 2022
The market value of investments held at 31 December was:					
Responsible Funds	£ 87,781	£ 0	£ 0	£ 87,781	£ 82,669
Epworth Climate Stewardship Fund	47,881	0	0	47,881	46,211
Rathbones Funds	40,473	0	0	40,473	37,136
Aberdeen Ethical World Unit Trust	0	9,859	0	9,859	8,135
Traidcraft (unquoted)	0	0	220	220	220
Total	£176,135	£9,859	£220	£186,214	£174,421

Investment properties

	2023 £	2022 £
Woburn Sands (see 1 below)	1,394,409	1,245,008
Luton Cottage (see 2 below)	424,386	98,518
Total	£1,818,795	£1,343,526

(1) The former meeting house at Hardwick Road, Woburn Sands let to Larchfield Nursery LLP on a full repairing lease for 10 years from 6 July 2015 at an annual rental of £25,000 (insured value £1,394,409).

(2) The flat at 30a Crawley Green Road, Luton let to a private tenant on a shorthold lease at a rent of £710 per month.

In 2023 the former Caretakers cottage at 30 Crawley Green Road was let to a private tenant at **£900**

per month (Insured Value £424,386)

In addition to the properties above, the following investment properties are held for which no separate valuation is available

3) The top-floor flat at 5A landsdowne Road, Bedford let to a private tenant on a shorthold lease at a rent of £600 per month (Not Separately valued)

(4) The flat at St Mary's Road, Hemel Hempstead let to a private tenant on a shorthold lease at a rent of £850 per month (not separately valued).

(5) Cottages adjacent to Leighton Buzzard meeting house leased to Hightown Praetorian Housing Association for 99 years from 1987 at an annual rent of £30.

(6) The disused burial ground at Bourne End, Cranfield leased to a private tenant at an annual rental of 50 pence.

(7) The disused burial ground at Victoria Street, St Albans on a 125 year lease to St Albans District Council from November 2020 to be kept as a Quaker Garden at an annual rental of £1,000, doubling every 25 years.

(8) The disused burial ground at Wood End, Cross lanes, Hemel Hempstead leased to a private tenant for 21

(9) The active burial ground at Baker Street, Ampthill (not leased).

(10) The active burial ground at Hogsty End, Hardwick Road, Woburn Sands (not leased)

**LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023 (cont)**

17. Tangible fixed assets – Freehold properties

The freehold properties (Meeting Houses) have been introduced at a deemed cost based upon their insured values. The insured property values were based upon a valuation by McNeill, Lowe and Palmer, Chartered Surveyors on 15 August 2015.

	Original cost £	Date of acquisition	Additions £	Date of addition	Deemed Cost 2023 £
The Area Meeting is the beneficial owner of the following functional					
Bedford meeting house:5 Lansdowne Road, Bedford MK40 2BY	3,000	1955	157,097	1999	1,230,000
Berkhamsted meeting house and burial ground:289 High Street, Berkhams	469	1818			395,000
Harpenden meeting house:12 Southdown Road, Harpenden AL5 1PD	1,500	1931			525,000
Hemel Hempstead meeting house and burial ground:22 St Mary's Road, He	132	1718	37,741		940,000
Leighton Buzzard meeting house and burial ground25 North Street, Leight	Gift	1744			365,325
Luton meeting house and cottage:28 Crawley Green Road, Luton LU2 0QX	11,029	1963			236,035
Luton burial ground	200	1864			
Milton Keynes meeting house: 1 Oakley GardensDownhead Park, Milton Ki	232,000	1986			885,000
St Albans meeting house:7 Upper Lattimore Road, St Albans AL1 3UD	490	1912	209,475	1996	505,000
Watford meeting house:150 Church Road, Watford WD1 3QB	1,200	1953	253,231	2007	900,000
Total					<u>£5,981,360</u>

18. Unrestricted funds

	Area Meeting £	Local Meetings £	Total 2023 £	Total 2022 £
Balance brought forward at 1 January	678,556	246,362	924,918	988,591
Net (outgoing)/incoming resources	(63,603)	24,831	(38,772)	(28,842)
Gains/(losses) on investments	10,119	1,725	11,844	(34,831)
Transfer between funds	12,565	(13,565)	(1,000)	0
Prior year adjustment	0	(27,324)	(27,324)	0
Balance carried forward at 31 December	<u>£637,637</u>	<u>£232,029</u>	<u>£869,666</u>	<u>£924,918</u>

Restricted funds

	Area Meeting £	Local Meetings £	Total 2023 £	Total 2022 £
Balance brought forward at 1 January	7,493,851	0	7,493,851	7,260,195
Net (outgoing)/incoming resources	(5,000)	8,275	3,275	0
Gains/(losses) on investments	0	0	0	35,000
Transfer between funds	0	1,000	1,000	
Prior year adjustment	0	27,324	27,324	
Gains/(losses) on investments	341,304	0	341,304	198,656
Balance carried forward at 31 December	<u>£7,830,155</u>	<u>£36,599</u>	<u>£7,866,754</u>	<u>£7,493,851</u>
Total funds	<u>£8,467,792</u>	<u>£268,628</u>	<u>£8,736,420</u>	<u>£8,418,769</u>

**LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2023 (cont)**

19. Analysis of net assets between funds at 31 December 2023

	Unrestricted		Restricted		Total funds
	Area Meeting	Local Meetings	Area Meeting	Local Meetings	
	£	£	£	£	£
Investments	176,135	10,079	0	0	186,214
Investment properties	0	0	1,818,795	0	1,818,795
Freehold properties	0	0	5,981,360	0	5,981,360
Current assets	461,502	231,874	30,000	36,599	759,975
Current liabilities	0	(9,924)	0	0	(9,924)
	<u>£637,637</u>	<u>£232,029</u>	<u>£7,830,155</u>	<u>£36,599</u>	<u>£8,736,420</u>

20. Other income

Includes Covid insurance claim £21,698.

21. Related party transaction

In 2022 a donation totalling £35,000 was received from a trustee restricted in use for maintenance of Hemel Hempstead Meeting House. In the year to 31 December 2023 £5,000 was transferred to the Hemel Hampstead Local Meeting for the maintenance of the Meeting House.

22. Stocks

Other than a small incidental stock of cleaning materials, catering supplies and stationary which are not valued, the Charity holds no stocks (2022: Nil).

23. Pension commitments

The Charity operates an auto enrolment money purchase pension scheme with NEST Pensions.

24. Prior Year Adjustment

Cash funds held by Milton Keynes Area Meeting for restricted purposes were reported in previous years as unrestricted general funds.

Accounts

LUTON & LEIGHTON AREA QUAKER MEETING

Registered Charity No.: 1173865

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

Financial Statements
LUTON & LEIGHTON AREA QUAKER MEETING

Administrative Information

ADDRESS :

Joint Clerks to Trustees
Richard Cziborra – vcziorra@yahoo.co.uk
Rob Paton – rob.paton@phonecoop.coop

OFFICERS :

Clerks Richard Cziborra and Rob Paton
Treasurer Martin Sale

PRINCIPAL BANKERS :

Triodos Bank
Deanery Road
Bristol
BS1 5AS

CUSTODIAN TRUSTEE :

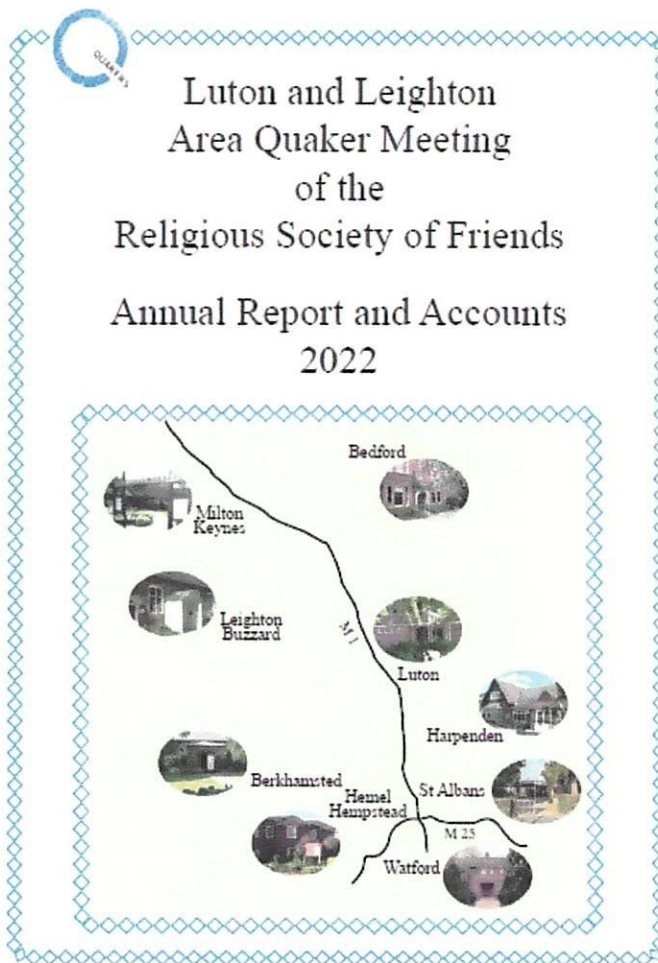
Friends Trusts Ltd
173-177 Euston Road
London
NW1 2BJ

TRUSTEES in 2022

Richard Cziborra
Marianne Karger
Jonathan Carrmichael (term ended 31 December 2022)
Martin Robert Sale (term ended 31 December 2022)
Helen Osborn
Robin Paton
Trevor Evans
Stephen Kaim-Caudle

INDEPENDENT EXAMINER:

Kevin Fisher
Myrus Smith Chartered Accountants
Norman House
8 Burnell Road
Sutton
Surrey SM1 4BW



Introduction: the Area Meeting and its Local Meetings

Luton and Leighton Area Meeting (LLAM) is part of the Religious Society of Friends (Quakers) in Britain, and part of the Britain Yearly Meeting (BYM) community. Nine Local Meetings (LMs): Bedford, Berkhamsted, Harpenden, Hemel Hempstead, Leighton Buzzard, Luton, Milton Keynes, St Albans and Watford make up the Area Meeting. Each of these LMs have their own Meeting House and hold Meetings for Worship. Friends in each of the LMs share with the Trustees the responsibility for the day-to-day care of their property.

LLAM also owns and lets some property, notably the former Meeting House in Woburn Sands currently being used as a children's nursery. A burial ground is also maintained there – along with others in Ampthill, in Leighton Buzzard, in Cranfield, and East-Hemel.

What we do – an overview

Resources are used to deepen and share spiritual experience and to support acts of witness which arise from our faith. Through local and national initiatives, **we witness and work** for peace and justice; a sustainable environment; the alleviation of suffering; and the upholding of victims of oppression.

Our local meetings for worship are open to all. We have no tests of belief: membership of our Society is open to anyone who is sincerely seeking truth. Our meeting houses are much valued public buildings available for a wide variety of uses including worship by other faiths, education and meetings organised by other charitable and community organisations.

We have a continuing concern for **sustainability** and for **accessibility** in our buildings. This includes helping LMs with practical and measurable steps to reduce the use of fossil fuels.

LUTON AND LEIGHTON AREA QUAKER MEETING

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Principal Officers 2022

Clerk of Area Meeting	Gloria Dobbin
Assistant Clerks (Administration)	Freda Colyer, Debbie Kirkham, Gill Becket
Assistant Clerk (at the Table)	Denise Rowe
Assistant Clerk (Membership)	Anne Crofts
Treasurer:	Martin Robert Sale

Area Meeting Trustees (1.1.22 to 31.12.22):

Jonathan Carmichael
Richard Cziborra
Steve Kaim-Caudle
Trevor Evans
Marianne (Mermie) Karger
Helen Osborn
Rob Paton
Stuart Prince

Co-Clerks of Trustees:	Richard Cziborra and Rob Paton
Treasurer:	Martin Robert Sale

Co-Clerks of Trustees:

Richard Cziborra and Rob Paton

Quaker Meeting House, 12 Southdown Road, Harpenden AL5 1PD

Custodian Trustees for the Area Meeting:

Friends Trusts Limited, 173 Euston Road, London NW1 2BJ

Website

Luton and Leighton Area Meeting: http://llquakers.org.uk/area_meeting/

Institutional Form and Purposes

The Area Meeting was registered with the Charity Commission as a Charitable Incorporated Organisation (CIO) on 19 July 2017 with Registered Charity Number 1173865. This report and the accounts that follow cover the calendar year 2022.

The overall **objective of LLAM Charity** is: *'the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Luton and Leighton Area Meeting and beyond'*.

We achieve our objective by carrying out work such as:

Strengthening the life and witness of Quaker meetings in the area of LLAM 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 Quakers in the LLAM or beyond have agreed to support.

Providing for the pastoral care of individual members and attenders including assistance to those in need and for education.

LUTON AND LEIGHTON AREA QUAKER MEETING

ANNUAL REPORT 2022 / cont

Maintaining and developing Quaker meeting houses as places for public worship, in the spirit of 'All are Welcome', and from which to carry our witness into the world.

Administering and maintaining the organisation of LLAM.

Contributing to the support of Britain Yearly Meeting (BYM).

Structure, Governance and Management

The **Governing Document** adopted in 2006 and subsequently the Governing Document for the registration of the CIO on 19 July 2017 define the responsibilities of the Area Meeting Trustees.

Local Meetings have one trustee designated as their **Link Trustee** on the Trustee body. The **Clerk of Trustees** sends a copy of the minutes of each Trustees' meeting to each of the LMs. The Clerk of Trustees prepares the business, and conducts the meetings following usual Quaker practice. The Clerk may prepare drafts which are developed and agreed during the course of the meeting. The Trustee group as a whole and not the Clerk alone decide whether the minute represents the sense of the meeting. Area Meeting in Session and Business Meetings in each constituent Local Meeting also use this procedure.

Meetings for Worship for Business by which the Religious Society conducts its business are meetings for worship based on silence. There is no voting in the meeting as Quakers believe that this would emphasise divisions between differing views and inhibit the process of seeking unity around the right way forward/the sense of the meeting/the will of God as expressed in the Meeting.

The Luton & Leighton **Area Meeting Nominations Committee** nominates individuals to be Trustees. Area Meeting in session appoints Trustees. Usually Trustees meet six times during the year. Three Trustees will complete their term each year. They might be reappointed (no more than twice) or replaced by a Friend new to the role. This is in order to provide opportunities for a wider circle of Friends to experience this role and to give their service to the Society. Friends newly appointed are encouraged to attend the training courses in Trusteeship offered by Woodbrooke Quaker Study Centre, Birmingham.

In line with our governing document, **Trustees have been guided** by the principles and practices commended in *Quaker Faith & Practice*. Trustees take care also to attend to the relevant Charity Commission guidance, to '*Right Ordering: A Handbook of Business Practice within the Area Meeting*' and to Britain Yearly Meeting documents including '*Handbook for Trustees of Quaker Meetings*.' A **Memorandum of Understanding** sets out the partnership between Trustees and Friends in Local Meetings.

Stewardship, accountability and good practice

When reviewing the charity's aims and objectives and in planning future activities, Trustees have been mindful of the guidance contained in the Charity Commission's general guidance on **public benefit** and specifically to *The Advancement Of Religion For The Public Benefit*.

During 2022 we continued to work on revisions to the Memorandum of Understanding between Trustees, Local Meetings and Area Meeting. Work on a Legacy and Windfall Income policy was concluded when these were prepared for approval by Area Meeting in Session. We are also revising and strengthening our policy to ensure the long-term sustainability of our meeting Houses, given that fuel prices rose sharply and the era of low cost fossil fuels seems to be over.

We embarked on a review of our Safeguarding Policy and documentation; this will be based on the experience of using the new framework and document templates provided by Britain Yearly Meeting. Safeguarding training, offered face-to-face and online, was provided for Friends and evaluated.

We continued to progress programmes of preventative maintenance and renovations arising from the quinquennial reviews of our Meeting Houses.

LUTON AND LEIGHTON AREQ QUAKER MEETING

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Towards the end of the year we contracted with Mindful Business Services and the Quaker Meetings Network to provide us with administrative support and a shared IT infrastructure.

Area Meeting – the year in retrospect

At the end of 2022, the Area Meeting (AM) had 270 members and 212 adult non-members (attenders). There were 39 children recorded in the AM, an increase of 4. The number of members had decreased by 7 and the number of attenders had increased by 54 since 2021. We are heartened to see this significant increase in the number of attenders. We were saddened by the deaths of a number of Friends. Quaker funerals and memorial meetings were arranged as requested by the families and friends of those who had died.

The AM held six meetings for Church Affairs (business meetings) during 2022. Five of these were held solely on Zoom, one was 'blended' with some Friends meeting at Harpenden Meeting House and others participating via Zoom. The AM in July included the Annual General Meeting for the Charitable Incorporated Organisation Number 1173865.

The number of Friends attending AMs for Church Affairs has ranged from 27 to 34 Friends. Some Friends prefer not to attend online meetings while, for others, it is an opportunity to participate in AM which would not otherwise be possible, perhaps due to mobility issues, difficulties with travel, or for reasons of sustainability.

At each AM for Church Affairs, a Friend is invited from the hosting local meeting to share a brief contribution expressing an aspect of their 'spiritual journey'. These contributions are an important opening for the business meeting. Three Local Meetings (St Albans, Berkhamsted and Leighton Buzzard) presented their triennial reports on the wellbeing of their Meetings during the year. They cover the challenges and joys of the local meeting as a whole, including numbers attending, spiritual, social and charitable activities, safeguarding processes and procedures, record keeping, and the state of a meetings finances and building.

AM received reports on five occasions from its Representatives on Meeting for Sufferings the body that holds responsibility for the spiritual direction of the Society nationally between yearly meetings. The topics considered in 2022 included: 'Making reparation for Slavery, Colonisation and Economic Exploitation' and Membership. Area Meetings are also being asked to comment on drafts of sections of what will become a revised edition of *Quaker Faith & Practice* – the Society's Book of Discipline.

The AM appoints the Elders and Pastoral Care Friends (previously known as Overseers) who serve in local meetings. Elders are charged with nurturing the spiritual health of their local meetings whilst pastoral care teams seek to provide pastoral care where needed. Elders & Pastoral Care Friends serve local meetings and support Area Meetings in some business matters. They meet to discuss matters of shared importance and to give support to one another. For our Quaker community, the nurturing of our spiritual lives is as important as our outward facing activities.

The annual AM Quaker camp, where Friends 'live a Quaker life in community', was held in a field in Malvern for twelve days in the summer. The theme was 'building our strength'. More than 100 Quakers were present. Quaker camp was established in cooperation with two other Area Meetings many years ago. Camp is a separate charity (Grand Union Quaker Camps) with trustees and camp committees appointed by each of the Area Meetings involved.

In addition to three blended, and well-attended, Area-wide Meetings for Worship we held a Quiet Day in December at Whipsnade Tree Cathedral. We also convened two Meetings for learning and a Summer Gathering weekend event. One Meeting for Learning focused on 'Having conversations about giving'; another on Climate Change and what is needed to avoid catastrophe. The Summer Gathering explored the theme of 'Emerging Sexual and Gender Identities'. This was an opportunity to learn, relate and grow in our community.

LUTON AND LEIGHTON AREQ QUAKER MEETING

ANNUAL REPORT 2022 / cont

AM and its constituent local meetings support Britain Yearly Meeting and other Quaker bodies with a substantial part of their funds. They also support individuals and non-Quaker organisations, objects and activities which are in accordance with Quaker values as expressed in the Quaker Testimonies of peace, truth, justice, simplicity, equality and sustainability.

Area Meeting keeps local meetings informed of planned activities through the monthly circulation of AM Notices. The clerks of AM, of Trustees, of Elders and of Pastoral Care and of AM Nominations committee have met regularly online throughout the year to consider strategic issues. This group has also met quarterly online with the clerks of each of the local meetings so that issues and successes could be shared.

2022 was a year in which our local meetings gradually returned to face-to-face Meetings for Worship, as did our committees, study groups, and gatherings of the Quaker community. Online and blended meetings are continuing to take place, offering opportunities to some which were not there prior to the pandemic. We have felt a renewed energy for involvement in spiritual, community and outward facing activities.

The life of our Local Meetings

The main activities of the constituent Local Meetings are the **right holding of public meetings for worship**. A meeting for business is generally held once each month or once every other month in smaller Meetings. LMs consider a wide range of topics throughout the year.

Each of the Local Meetings has formal and informal programmes for **developing the spiritual and social life of its members and attenders**. Local Friends participate in interfaith and community cohesion activities. **Outreach** takes place through involvement in local organisations such as UNA, MIND, Citizens, and homelessness charities. Some **support Quaker activities** at AM and Britain Yearly Meeting through involvement on committees and working groups. Further and current information is available on LM websites.

Friends in Local Meetings **manage and maintain their meeting houses**, with the support of AM Trustees. Local Meetings make their Meeting Houses available for use by the wider community such as pre-school nurseries, community groups and other faith groups who do not have their own premises. The hiring of premises can be a significant source of revenue for meetings - essential for the upkeep of the property. Charges for hiring rooms can be reduced to encourage groups that find it difficult to pay the standard amounts. Meeting houses are inspected annually and report to AM Trustees. AM Trustees and Local Meeting committees cooperate with respect to any improvements or changes that are required.

Financial Review

The finances of the Charity remain healthy, with reserves in excess of the amount required by our reserves policy.

Overall in 2022, expenditure and income were reasonably well balanced. In summary, compared to 2021, our income rose considerably, partly as a result of increased donations & legacies but mainly due to a substantial recovery in our lettings income, post-lockdown. The increased income was offset by increased expenditure - mainly on maintenance and improvements to Meeting Houses. These costs had mostly been anticipated and some reflected delays in expenditure in the previous year. For obvious reasons, heating costs also rose.

Unrestricted reserves held at 31 December 2022 by the CIO were £924,918 (2021 £ 988,591). Of this amount Area Meeting held £678,556 and Local Meetings held £246,362. The amount held by Area Meeting includes the sum of £166,777 held as a Designated Fund in respect of the Erika Stapleton Bequest.

We benefit from voluntary work by Friends in many ways and we record our thanks for their generous giving.

LUTON AND LEIGHTON AREQ QUAKER MEETING

ANNUAL REPORT 2022 / cont

Investment and Freehold Properties

The Financial Reporting Standard FRS102 now permits the use of an initial "deemed cost" which can be based upon the insured value of the properties. Trustees have decided that the cost of revaluation is not justified. Therefore, the valuation used in 2018 has been retained (£7,260,195).

Bankers & insurance

The Area Meeting and each of the Local Meetings manage their accounts individually and hold current and deposit accounts as required. It is our policy to hold **funds in ethical banks** (Co-operative, CAF & Triodos) and a number of building societies (Ecology, Harpenden and Yorkshire). Some historic funds are held in BMO Global Asset Management (previously F&C Stewardship) units. The buildings, contents and public etc. liability insurance is held with Congregational & General Insurance.

Accountants

David Stephens FCCA. 13 Newlands Road. Tunbridge Wells, Kent. TN4 9AS.

Auditors

Myrus Smith, Chartered Accountants, Norman House, 8 Burnell Road Sutton Surrey SM1 4BW

Reserves Policy

The Area Meeting has a policy of holding a cash reserve, as far as it is able, to cover **six months' expenditure** on running costs. In addition, other funds are held to provide for unexpected property repairs and periodic major refurbishments, including provision for on-going sustainability enhancements, or other necessary work identified by quinquennial surveys.

**Richard Cziborra,
Trevor Evans, Steve Kaim-Caudle, Marianne Karger,
Helen Osborne, Rob Paton.**
Luton & Leighton Area Meeting Trustees, 2023

Signed



Richard Cziborra
Co-clerk of Trustees

Date:

14/10/23



Rob Paton
Co-clerk of Trustees

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
LUTON & LEIGHTON AREA QUAKER MEETING**

Opinion

We have audited the financial statements of The Institute of Refrigeration for the year ended 31 December 2022 which comprise the Statement of Financial Activities, the Balance Sheet, Cash Flow Statement and 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 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 charity's affairs as at 31 March 2023, and of its incoming resources and application of resources, 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 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 charitable company'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 other information comprises the information included in the trustees' report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the 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.

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.

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF
LUTON & LEIGHTON AREA QUAKER MEETING / cont**

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 7, the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees 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.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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.

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 specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- Enquiry of management and those charged with governance about actual and potential litigation or claims and the identification of non-compliance with laws and regulations.
- Reviewing minutes of meetings of those charged with governance.
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Auditing the risk of management override of controls, including testing journal entries and other adjustments for appropriateness; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF

LUTON & LEIGHTON AREA QUAKER MEETING / cont

- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- Professional scepticism in course of the audit and with audit sampling in material audit areas.

Auditor's responsibilities for the audit of the financial statements .../Cont'd

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. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees 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 and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Norman House
8 Burnell Road
Sutton
Surrey
SM1 4BW



MYRUS SMITH
Chartered Accountants
and Statutory Auditor

20 October 2023

Myrus Smith is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

LUTON & LEIGHTON AREA QUAKER MEETING

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted Funds		Restricted Funds	Total	Unrestricted Funds		Restricted Funds	Total
		Area Meeting	Local Meetings	£	2022	Area Meeting	Local Meetings	£	2021
		£	£	£	£	£	£	£	£
INCOME									
Donations and legacies	4	500	101,284	35,000	136,784	-	105,908	-	105,908
Other trading activities	5	48,926	138,251	-	187,177	49,051	70,757	-	119,808
Investments	6	6,634	547	-	7,181	3,382	22	-	3,404
Charitable activities		11,258	2,702	-	13,960	8,694	-	-	8,694
Other	20	1,000	34,162	-	35,162	8,485	2,335	-	10,820
Total		68,318	276,946	35,000	380,264	69,612	179,022	-	248,634
EXPENDITURE									
Charitable activities	7	120,346	253,760	-	374,106	107,040	190,879	-	297,919
Total		120,346	253,760	-	374,106	107,040	190,879	-	297,919
Net gains/(losses) on investments/property		(33,329)	(1,502)	198,656	163,825	18,612	1,488	-	20,100
Net income/(expenditure)		(85,357)	21,684	233,656	169,983	(18,816)	(10,369)	-	(29,185)
Transfer between funds	9	1,019	(1,019)	-	-	(5,500)	5,500	-	-
Net movement in funds		(84,338)	20,665	233,656	169,983	(24,316)	(4,869)	-	(29,185)
Funds brought forward at 1 January		762,894	225,697	7,260,195	8,248,786	577,210	230,566	7,260,195	8,067,971
Total funds		678,556	246,362	7,493,851	8,418,769	552,894	225,697	7,260,195	8,038,786
Exceptional item		-	-	-	-	210,000	-	-	210,000
Funds carried forward at 31 December		£678,556	£246,362	£7,493,851	£8,418,769	£762,894	£225,697	£7,260,195	£8,248,786

The Statement of Financial Activities includes all gains and losses recognised during the year.

The notes form part of these financial statements.

LUTON & LEIGHTON AREA QUAKER MEETING

BALANCE SHEET AS AT 31 DECEMBER 2022

	Notes	Unrestricted Funds		Restricted Funds	Total 2022	Unrestricted Funds		Restricted Funds	Total 2021
		Area Meeting £	Local Meetings £	£	£	Area Meeting £	Local Meetings £	£	£
Fixed assets									
Investments	16	166,016	8,355	1,343,526	1,517,897	199,345	9,857	1,144,870	1,354,072
Freehold property	17			6,115,325	6,115,325			6,115,325	6,115,325
Current assets									
Debtors	10	1,000	4,024	-	5,024	219	3,094	-	3,313
Short term deposits		205,274	20,556	-	225,830	206,104	28,424	-	234,528
Cash at bank and in hand		307,250	214,469	35,000	556,719	361,137	193,327	-	554,464
Total current assets		<u>513,524</u>	<u>239,049</u>	<u>35,000</u>	<u>787,573</u>	<u>567,460</u>	<u>224,845</u>	<u>-</u>	<u>792,305</u>
Liabilities									
Creditors due within one year	11	984	1,042	-	2,026	3,911	9,005	-	12,916
Net current assets		<u>512,540</u>	<u>238,007</u>	<u>35,000</u>	<u>785,547</u>	<u>563,549</u>	<u>215,840</u>	<u>-</u>	<u>779,389</u>
Total assets less current liabilities		<u>678,556</u>	<u>246,362</u>	<u>7,493,851</u>	<u>8,418,769</u>	<u>762,894</u>	<u>225,697</u>	<u>7,260,195</u>	<u>8,248,786</u>
Total funds	18	<u>£678,556</u>	<u>£246,362</u>	<u>£7,493,851</u>	<u>£8,418,769</u>	<u>£762,894</u>	<u>£225,697</u>	<u>£7,260,195</u>	<u>£8,248,786</u>

Approved by the trustees of Luton & Leighton Area Meeting on behalf by:

14/10/23

and signed on their



Richard Cziborra
Co-Clerk to the Trustees



Rob Paton
Co-Clerk to the Trustees

The notes form part of these financial statements.

LUTON & LEIGHTON AREA QUAKER MEETING

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2022

	2022	2021
	£	£
Cash flows from operating activities:		
Net movement in funds per statement of financial activities	169,983	180,815
Adjustments for:		
Increase in debtors	(1,711)	(420)
Decrease in creditors	(10,890)	12,191
Net cash provided by operating activities	<u>157,382</u>	<u>192,586</u>
Cash flows from investing activities:		
Rise in value of investments	(163,825)	(120,100)
Net cash provided by/ (used in) investing activities	<u>£(6,443)</u>	<u>£72,486</u>
Change in cash and cash equivalents in the year	(6,443)	72,486
Cash and cash equivalents brought forward	788,992	716,506
Cash and cash equivalents carried forward	<u>£782,549</u>	<u>£788,992</u>
Analysis of cash and cash equivalents	2022	2021
Cash at bank	<u>£782,549</u>	<u>£788,992</u>

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022

1 Unrestricted funds (area meeting)

	General Fund £	Camp Committee £	Stapleton Fund £	Total 2022 £	Total 2021 £
Income					
Donations and legacies	-	500	-	500	-
Other trading activities	48,926	-	-	48,926	49,051
Investments	6,628	6	-	6,634	3,382
Charitable activities	-	11,258	-	11,258	8,694
Other	1,000	-	-	1,000	8,485
Total	<u>56,554</u>	<u>11,764</u>	<u>-</u>	<u>68,318</u>	<u>69,612</u>
Expenditure					
Charitable activities	102,263	10,604	7,479	120,346	107,040
Total	<u>102,263</u>	<u>10,604</u>	<u>7,479</u>	<u>120,346</u>	<u>107,040</u>
Net gains/(losses on investments)	(33,329)	-	-	(33,329)	18,612
Net income/(expenditure)	(79,038)	1,160	(7,479)	(85,357)	(18,816)
Transfer between funds					
From Local Meetings	22,930	-	-	22,930	10,500
Other Local Meetings	(21,911)	-	-	(21,911)	(16,000)
Transfer between funds	1,019	-	-	1,019	(5,500)
Net movement in funds	(78,019)	1,160	(7,479)	(84,338)	(24,316)
Funds brought forward at 1 January	574,678	13,960	174,256	762,894	577,210
Total funds	496,659	15,120	166,777	678,556	552,894
Exceptional item	-	-	-	-	210,000
Funds carried forward	<u>£496,659</u>	<u>£15,120</u>	<u>£166,777</u>	<u>£678,556</u>	<u>£762,894</u>
Total funds held as					
Investments	166,016	-	-	166,016	199,345
Total fixed assets	<u>£166,016</u>	<u>£Nil</u>	<u>£Nil</u>	<u>£166,016</u>	<u>£199,345</u>
Short term deposits	205,274	-	-	205,274	206,104
Debtors	1,000	-	-	1,000	219
Cash at bank and in hand	125,353	15,120	166,777	307,250	361,137
Total current assets	331,627	15,120	166,777	513,524	567,460
Less creditors due within one year	(984)	-	-	(984)	(3,911)
Net current assets	<u>330,643</u>	<u>15,120</u>	<u>166,777</u>	<u>512,540</u>	<u>563,549</u>
Total assets less current liabilities	<u>£496,659</u>	<u>£15,120</u>	<u>£166,777</u>	<u>£678,556</u>	<u>£762,894</u>

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022 /cont

With the exception of the General Fund these are designated funds which have been set aside by the trustees in order to make provision for future expenditure on the purposes indicated by the title of each fund.

The purposes for which these funds are used remains at the discretion of the Area Meeting.

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022 /cont

2 Unrestricted funds (local meetings)

	Notes	Bedford £	Berk'msted £	Harpenden £	Hemel Hempstead £	Leighton Buzzard £	Luton £	Milton Keynes £	St. Albans £	Watford £	Total 2022 £	Total 2021 £
INCOME												
Donations and legacies	4	11,858	1,245	11,875	7,235	4,838	3,302	33,661	6,596	20,674	101,284	105,908
Other trading activities	5	24,632	7,040	30,140	8,385	4,873	1,882	20,781	8,655	31,863	138,251	70,757
Investments	6	8	-	187	70	-	58	66	22	136	547	22
Charitable activities		-	-	-	-	-	-	2,702	-	-	2,702	-
Other		-	-	-	2,058	1,300	-	30,804	-	-	34,162	2,335
Total		36,498	8,285	42,202	17,748	11,011	5,242	88,014	15,273	52,673	276,946	179,022
EXPENDITURE												
Charitable activities	7	23,103	7,637	59,989	26,149	5,939	12,114	65,549	10,855	42,425	253,760	190,879
Total		23,103	7,637	59,989	26,149	5,939	12,114	65,549	10,855	42,425	253,760	190,879
Net gains/(losses) on Investments		-	-	-	(1,502)	-	-	-	-	-	(1,502)	1,488
Net income/(expenditure)		13,395	648	(17,787)	(9,903)	5,072	(6,872)	22,465	4,418	10,248	21,684	(10,369)
Transfer between funds												
Contributions to Area Meetings		(3,095)	(875)	(3,242)	(1,718)	(1,000)	-	(9,000)	-	(4,000)	(22,930)	(10,500)
Other transfers		-	-	16,231	4,840	-	840	-	-	-	21,911	16,000
Transfer to/from old charity		-	-	-	-	-	-	-	-	-	-	-
Transfers		(3,095)	(875)	12,989	3,122	(1,000)	840	(9,000)	-	(4,000)	(1,019)	5,500
Net movement in funds		10,300	(227)	(4,798)	(6,781)	4,072	(6,032)	13,465	4,418	6,248	20,665	(4,869)
Funds brought forward at 1 January		22,536	7,223	59,500	31,909	6,490	10,720	39,385	6,562	41,372	225,697	230,566
Funds carried forward at 31 December		£ 32,836	£6,996	£54,702	£25,128	£10,562	£4,688	£52,850	£10,980	£47,620	£246,362	£225,697
Held as												
Investments		-	-	-	8,135	-	-	-	220	-	8,355	9,857
Total fixed assets		-	-	-	8,135	-	-	-	220	-	8,355	9,857
Debtors												
Short term deposits		6,278	-	4,024	-	-	-	-	-	-	4,024	3,094
Cash at bank and in hand		26,558	6,996	51,720	16,993	10,562	4,688	52,850	6,936	37,166	214,469	193,327
Total current assets		32,836	6,996	55,744	16,993	10,562	4,688	52,850	10,760	47,620	239,049	224,845
Less: Creditors due within one year		-	-	(1,042)	-	-	-	-	-	-	(1,042)	(9,005)
Net current assets		32,836	6,996	54,702	16,993	10,562	4,688	52,850	10,760	47,620	238,007	215,840
Total assets less current liabilities		£32,836	£6,996	£54,702	£25,128	£10,562	£4,688	£52,850	£10,980	£47,620	£246,362	£225,697

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022 / cont

3 Accounting policies

a) Basis of preparation

The charity constitutes a public benefit as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) Incoming recognition policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity.
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

c) Expenditure recognition

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. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs undertaken to further the purposes of the Charity and their associated support costs.

d) Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the Charity's activities.

e) Land and buildings

Details of the functional properties owned by the Area Meeting are given in note 17 to the accounts. These comprise meeting houses and wardens accommodation which are held for the furtherance of the Meeting's charitable objects. The land and buildings of the meeting houses are included at cost subject to depreciation. The insured value of the properties has been adopted as the deemed cost, exercising the option available on the adoption of FRS 102. In the opinion of Trustees, the greater part of the value lies in the freehold land rather than the buildings.

Given the value of the land element in the carrying value and the programme of maintenance of the buildings, any depreciation in relation to the meeting houses is considered immaterial. Major additions to those meeting houses will be included at their cost and depreciated over their expected life.

f) Investment Assets

Investments are initially recognised at their transaction value and subsequently measured at their market value at the Balance Sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses on revaluations and disposals throughout the year.

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022 / cont

Investment properties are stated at fair value and any change is recognised as part of the net income.

g) Furniture and equipment

The cost of furniture and equipment is included as expenditure of the year in which it is incurred and not depreciated over the anticipated life of those items.

h) Financial instruments

Debtors and creditors with no stated interest rate and which are receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

i) Taxation

All the activities of the Area Meeting are charitable and therefore exempt from Income Tax, Capital Gains Tax and Inheritance Tax. There are no trading profits on which Corporation Tax is payable.

j) Fund accounting

In order to differentiate the availability of funds they are categorised according to the following definitions:

Unrestricted: general funds which are freely available for any purpose of the Area Meeting and designated funds which have been set aside for specific purposes but which remain at the discretion of the Meeting.

Restricted: earmarked by the donor or testator for certain specific purposes.

Endowment: funds in which the capital must be preserved and only the income may be used for general or specific purposes as stipulated by the testator or donor.

4 Donations and legacies

	Unrestricted £	Restricted £	2022 £	2021 £
Donations and contributions	81,742	35,000	116,742	88,880
Tax reclaimed	17,721	-	17,721	15,960
Legacies	2,321	-	2,321	1,068
	<u>£101,784</u>	<u>£35,000</u>	<u>£136,784</u>	<u>£105,908</u>

All amounts received relate to unrestricted funds.

5 Income from other trading activities

	2022	2021
Lettings	<u>£187,177</u>	<u>£119,808</u>

All amounts received relate to unrestricted funds.

6 Investment income

	2022	2021
Bank interest and dividends received	<u>£7,181</u>	<u>£3,404</u>

All amounts received relate to unrestricted funds.

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022 / cont

7 Expenditure on charitable activities

	Direct £	Grants £	Support £	Total 2022 £	Total 2021 £
Events and conferences	14,650	-	-	14,650	6,273
Children and young people	103	-	-	103	7,983
Outreach, library, literature, etc.	5,285	-	-	5,285	2,663
Catering and hospitality	450	-	-	450	93
Elders and overseas,	179	-	-	179	396
Governance (Note 13)	-	-	5,609	5,609	9,958
Contribution to yearly meeting	-	60,300	-	60,300	47,300
Other contributions	-	5,621	-	5,621	4,927
Grants to individuals	-	500	-	500	-
Contributions and subscriptions	-	-	5,358	5,358	5,390
Other	-	-	23,286	23,286	7,021
Premises repair and maintenance	-	-	144,964	144,964	74,620
Premises improvements	-	-	1,088	1,088	9,658
Insurance and other	-	-	16,218	16,218	14,621
Wardens, caretaking and cleaning	-	-	55,279	55,279	54,391
Heat, light and services	-	-	28,430	28,430	15,608
Furniture and equipment and other	-	-	6,786	6,786	37,017
	<u>£20,667</u>	<u>£66,421</u>	<u>£287,018</u>	<u>£374,106</u>	<u>£297,919</u>

The 2022 amounts include £7,479 (2021 £16,000) from the Stapleton designated fund spent by Harpenden Quaker Meeting. Other includes Peace Works Zimbabwe expenditure of £13,381.

8 Trustees remuneration

No trustee received any remuneration in respect of service given during the year (2021: £nil). Trustees are entitled to reimbursement of expenses in the performance of their duties.

Travel and other costs of £144 were reimbursed to trustees (2021: £200).

9 Transfers between funds

In order to provide the Area Meeting with funds to meet the costs of administration and for the upkeep and development of property LM contributions were transferred to the General Fund from the Local Meetings in proportion to their membership.

10 Debtors

	General Fund	Berk'msted LM	Harpenden LM	Leighton Buzzard LM	Milton Keynes LM	St Albans LM	2022 Total	2021 Total
	£	£	£	£	£	£	£	£
Lettings	-	-	1,736	-	-	-	1,736	1,195
Gift Aid refund	-	-	1,789	-	-	-	1,789	1,899
Sundry debtors	1,000	-	499	-	-	-	1,499	219
Total	<u>£1,000</u>	<u>£Nil</u>	<u>£4,024</u>	<u>£Nil</u>	<u>£Nil</u>	<u>£Nil</u>	<u>£5,024</u>	<u>£3,313</u>

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022 / cont

11 Creditors	General Fund	Berk'msted LM	Harpenden LM	Leighton Buzzard LM	Milton Keynes LM	St Albans LM	2022 Total	2021 Total
	£	£	£	£	£	£	£	£
Sundry Creditors	£984	£Nil	£1,042	£Nil	£Nil	£Nil	£2,026	£12,916
	<u>£984</u>	<u>£Nil</u>	<u>£1,042</u>	<u>£Nil</u>	<u>£Nil</u>	<u>£Nil</u>	<u>£2,026</u>	<u>£12,916</u>

12 Contributions and grants

	Area Meeting £	Local Meetings £	Restricted Funds £	2022 Total £	2021 Total £
To Britain Yearly Meeting	-	60,300	-	60,300	47,300
To other charitable causes	-	5,621	-	5,621	4,927
To individuals	-	500	-	500	-
Total	<u>£Nil</u>	<u>£66,421</u>	<u>£Nil</u>	<u>£66,421</u>	<u>£52,227</u>

13 Governance

	2022 Total £	2021 Total £
Independent examination costs	984	960
Other costs	4,625	8,998
Total	<u>£5,609</u>	<u>£9,958</u>

14 Acting as Agent

	2022 Total £	2021 Total £
In	4,740	4,193
Out	4,740	4,193
Total	<u>£Nil</u>	<u>£Nil</u>

15 Staff costs

	2022 Total £	2021 Total £
Salaries	55,279	54,190
Social Security Costs & Pension costs	-	517
Total	<u>£55,279</u>	<u>£54,707</u>

No employee received total employee benefits (excluding employer's pension costs) over £60,000 in either year.

The average number of employees during the year was 6 (2021: 6).

The total employee benefits received by key management personnel was £Nil (2021: £Nil)

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022 / cont

16 Investments

	2022 Total £	2021 Total £
Quoted investments	174,371	209,202
Investment properties	1,343,526	1,144,870
	£1,517,897	£1,354,072
	2022 Total £	2021 Total £
Fixed Asset investments:		
Market value at 1 January	209,202	89,102
On acquisition	-	100,000
Net unrealised gain/(loss)	(34,831)	20,100
Market value at 31 December	£174,371	£209,202

	General Fund £	Hemel Hempstead £	St Albans £	2022 Total £	2021 Total £
The market valuation of investments held at 31 December was:					
Responsible Funds	82,669	-	-	82,669	96,381
Epworth Climate Stewardship Fund	46,211	-	-	46,211	53,569
Rathbone Funds	37,136	-	-	37,136	49,395
Aberdeen Ethical World Unit Trust	-	8,135	-	8,135	9,637
Traidcraft (unquoted)	-	-	220	220	220
Total	£166,016	£8,135	£220	£174,371	£209,202

Investment properties

	2022 £	2021 £
Woburn Sands (see 1 below)	1,245,008	877,680
Luton cottage (see 2 below)	98,518	267,190
	£1,343,526	£1,144,870

1] The former meeting house at Hardwick Road, Woburn Sands let to Larchfield Nursery LLP on a full repairing lease for 10 years from 6 July 2015 at an annual rental of £25,000. [insured value £1,245,008].

2] The flat at 30a Crawley Green Road, Luton let to a private tenant on a shorthold lease at a monthly rent of £375 per month [insured value £98,518].

In addition to the properties above, the following investment properties are held for which no separate valuation is available.

3] The top-floor flat at 5a Lansdowne Road, Bedford let to a private tenant on a shorthold lease at a monthly rent of £600 per month [not separately valued].

4] The flat at 22 St Mary's Road, Hemel Hempstead let to a private tenant on a shorthold lease at a monthly rent of £850 per month [not separately valued].

5] Cottages adjacent to Leighton Buzzard meeting house leased to the Hightown Praetorian Housing Association for 99 years from 1987 at an annual rental of £30.

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022 / cont

- 6] The disused burial ground at Bourne End, Cranfield leased to a private tenant at an annual rental of 50 pence.
- 7] The disused burial ground at Victoria Street, St Albans on a 125 year lease to St Albans District Council from November 2020 to be kept as a Quaker Garden at an annual rental of £1,000, doubling every 25 years.
- 8] The disused burial ground at Wood End, Cross Lanes, Hemel Hempstead leased to a private tenant for 21 years from 2015 at an annual rental of £10.
- 9] The active burial ground at Baker Street, Amphil [not leased].
- 10] The active burial ground at Hogsty End, Hardwick Road, Woburn Sands [not leased].

17 Tangible fixed assets - Freehold properties

The freehold properties (Meeting Houses) have been introduced at a deemed cost based upon their insured values. The insured property values were based upon a valuation by McNeill, Lowe and Palmer, Chartered Surveyors on 15 August 2015.

The Area Meeting is the beneficial owner of the following functional properties:	Original cost £	Date of acquisition	Additions £	Date of Addition	Deemed Cost 2022
Bedford meeting house: 5 Lansdowne Road, Bedford MK40 2BY	3,000	1955	157,097	1999	1,230,000
Berkhamsted meeting house and burial ground 289 High Street, Berkhamsted HP4 1AJ	469	1818			395,000
Harpenden meeting house: 12 Southdown Road, Harpenden AL5 1PD	1,500	1931			525,000
Hemel Hempstead meeting house and burial ground: 22 St Marys Road, Hemel Hempstead HP2 5HL	132	1718	37,741		940,000
Leighton Buzzard meeting house and burial ground: 25 North Street, Leighton Buzzard	Gift	1744			365,325
Luton meeting house and cottage: 28 Crawley Green Road, Luton LU2 0QX	11,029	1963			370,000
Luton burial ground	200	1864			
Milton Keynes meeting house: 1 Oakley Gardens, Downhead Park, Milton Keynes MK15 9AEP	232,000	1986			885,000
St Albans meeting house: 7 Upper Lattimore Road, St Albans AL1 3UD	490	1912	209,475	1996	505,000
Watford meeting house: 150 Church Road, Watford WD1 3QB	1,200	1953	253,231	2007	900,000
					£6,115,325

LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2022 / cont

18 Unrestricted funds	Area Meeting	Local Meeting	2022 Total	2021 Total
	£	£	£	£
Balance brought forward at 1 January	762,894	225,697	988,591	807,776
Net (outgoing)/incoming resources	(52,028)	23,186	(28,842)	(49,285)
Gains/(losses) on investments	(33,329)	(1,502)	(34,831)	20,100
Transfers between funds	1,019-	(1,019)	-	-
Exceptional item	-	-	-	210,000
Balance carried forward at 31 December	£678,556	£246,362	£924,918	£988,591
Restricted funds				
Balance brought forward at 1 January	7,260,195	-	7,260,195	7,260,195
Net (outgoing)/incoming resources	35,000	-	35,000	-
Gains/(losses) on investments	198,656	-	198,656	-
Balance carried forward at 31 December	£7,493,851	£Nil	£7,493,851	£7,260,195
Total funds	£8,172,407	£246,362	£8,418,769	£8,248,786

19 Analysis of net assets between funds at 31 December 2022	Unrestricted		Restricted	Total funds
	Area Meeting	Local Meeting	£	£
	£	£		
Investments	166,016	8,355	-	174,371
Investment properties	-	-	1,343,526	1,343,526
Freehold properties	-	-	6,115,325	6,115,325
Current assets	513,524	239,049	35,000	787,573
Current liabilities	(984)	(1,042)	-	(2,026)
	£678,556	£246,362	£7,493,851	£8,418,769

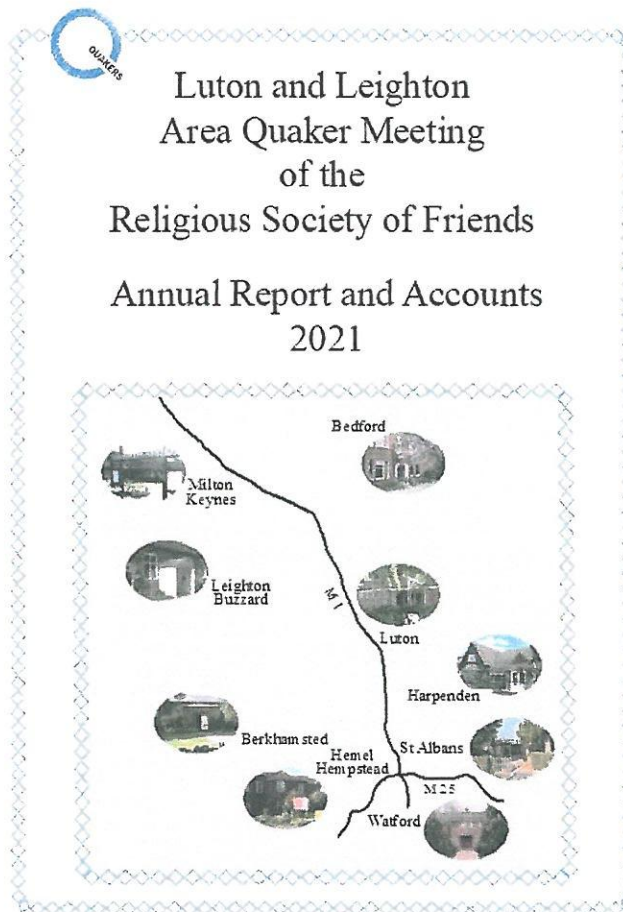
20 Other income

Includes Peace Works Zimbabwe income of £20,304.

21 Related party transaction

A donation totalling £35,000 (2021: £Nil) was received from a trustee during the year restricted in use for maintenance of Hemel Hempstead Meeting House.

Accounts



Introduction: the Area Meeting and its Local Meetings

Luton and Leighton Area Meeting (LLAM) is part of the Religious Society of Friends (Quakers) in Britain, which is governed by Britain Yearly Meeting (BYM). Nine Local Meetings (LMs): Bedford, Berkhamsted, Harpenden, Hemel Hempstead, Leighton Buzzard, Luton, Milton Keynes, St Albans and Watford make up the Area Meeting. Each of these LMs have their own Meeting House and hold Meetings for Worship. Friends in each of the LMs share with the Trustees the responsibility for the day-to-day care of their property.

LLAM also owns and lets some property, notably the former Meeting House in Woburn Sands currently being used as a children's nursery. A burial ground is also maintained there – along with others in Ampthill, in Leighton Buzzard, in Cranfield, and East-Hemel.

What we do – an overview

Resources are used to deepen and share spiritual experience and to support acts of witness which arise from our faith. Through local and national initiatives, *we witness and work* for peace and justice; a sustainable environment; the alleviation of suffering; and the upholding of victims of oppression.

Our local meetings for worship are open to all. We have no tests of belief: membership of our Society is open to anyone who is sincerely seeking truth. Our meeting houses are much valued public buildings available for a wide variety of uses including worship by other faiths, education and meetings organised by other charitable and community organisations.

We have a continuing concern for *sustainability* and for *accessibility* in our buildings. This includes helping LMs with practical and measurable steps to reduce the use of fossil fuels.

Principal Officers

Area Meeting Officers 2021

Clerk of Area Meeting: Gloria Dobbin
Assistant Clerk (Administration): Judith Slaymaker
Assistant Clerk (at the Table): Denise Rowe
Assistant Clerk (Membership): Anne Crofts
Treasurer: Martin Robert Sale

Area Meeting Trustees (1.1.21 to 1.12.21) Jonathan Carmichael; Richard Cziborra; Alison Ruth Fraser; Steve Kaim-Caudle; Marianne (Mermie) Karger; Helen Osborn; Stuart Prince; Naomi Bronwen Randles
Clerk: Terence Oakley (Terry)
Treasurer: Martin Robert Sale
Deputy Clerk: Susan Lee Taylor (Lee)

Co-Clerks of Trustees (from 1.1.22:
Richard Cziborra and Rob Paton
Quaker Meeting House, 12 Southdown Road, Harpenden AL5 1PD

Custodian Trustees for the Area Meeting
Friends Trusts Limited 173 Euston Road, London NW1 2BJ

Website

Luton and Leighton Area Meeting: http://llquakers.org.uk/area_meeting/

Institutional Form and Purposes

The Area Meeting was registered with the Charity Commission as a Charitable Incorporated Organisation (CIO) on 19 July 2017 with Registered Charity Number 1173865. This report and the accounts that follow cover the calendar year 2021.

The overall **objective of LLAM Charity** is: *'the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Luton and Leighton Area Meeting and beyond'*.

We achieve our objective by carrying out work such as:

Strengthening the life and witness of Quaker meetings in the area of LLAM 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 Quakers in the LLAM or beyond have agreed to support.

Providing for the pastoral care of individual members and attenders including assistance to those in need and for education.

Maintaining and developing Quaker meeting houses as places for public worship, in the spirit of 'All are Welcome', and from which to carry our witness into the world.

Administering and maintaining the organisation of LLAM

Contributing to the support of Britain Yearly Meeting (BYM)

Structure, Governance and Management

The *Governing Document* adopted in 2006 and subsequently the Governing Document for the registration of the CIO on 19 July 2017 define the responsibilities of the Area Meeting Trustees.

Each of the LMs has a *link Trustee* on the Trustees' Meeting. The *Clerk of Trustees* sends a copy of the minutes of each Trustees' meeting to each of the LMs. The Clerk of Trustees prepares the business, and conducts the meetings following usual Quaker practice. The Clerk may prepare drafts which are developed and agreed during the course of the meeting. The Trustee group as a whole and not the Clerk alone decide whether the minute represents the sense of the meeting. Area Meeting in Session and Business Meetings in each constituent Local Meeting also use this procedure.

Meetings for Worship for Business by which the Religious Society conducts its business are meetings for worship based on silence. There is no voting in the meeting as Quakers believe that this would emphasise divisions between differing views and inhibit the process of seeking unity around the right way forward/the sense of the meeting/the will of God as expressed in the Meeting.

The Luton & Leighton *Area Meeting Nominations Committee* nominates individuals to be Trustees. Area Meeting in session appoints Trustees. Usually Trustees meet six times during the year. Three Trustees will complete their term each year. They might be reappointed (no more than twice) or replaced by a Friend new to the role. This is in order to provide opportunities for a wider circle of Friends to experience this role and to give their service to the Society. Friends newly appointed are encouraged to attend the training courses in Trusteeship offered by Woodbrooke Quaker Study Centre, Birmingham.

In line with our governing document, *Trustees have been guided* by the principles and practices commended in *Quaker Faith & Practice*. Trustees take care also to attend to the relevant Charity Commission guidance, to 'Right Ordering: A Handbook of Business Practice within the Area Meeting' and to Britain Yearly Meeting documents including 'Handbook for Trustees of Quaker Meetings.'

A review of the *Memorandum of Understanding* agreed in 2018 began in 2021 in order to improve its expression of the partnership of Trustees working with Friends in LMs to fulfil

their charitable objectives.

Stewardship, accountability and good practice

When reviewing the charity's aims and objectives and in planning future activities, Trustees have been mindful of the guidance contained in the Charity Commission's general guidance on *public benefit* and specifically to *The Advancement Of Religion For The Public Benefit*.

AM has agreed a number of new and updated policies this year. It is the intention to have all policies accessible through the Trustees' page on the Area Meeting website. (<http://lquakers.org.uk>) They include: Safeguarding, Privacy (GDPR), Health & Safety, Burial Grounds, and Reserves, Investment.

Work continues on a Legacy policy and more comprehensive Risks Policy and matrix which will identify categories of risk and the means to mitigate or otherwise manage them, with those responsible for such action.

Area Meeting – the year in retrospect

At the end of 2021, the Area Meeting (AM) had 277 members and 158 adult non-members (attenders). There were 34 children recorded in the AM. The number of members is down by 8 and the numbers of attenders is down by 25 since 2020. The recorded number of children has increased by 7.

The AM held six meetings for Church Affairs (business meetings) during 2021. These meetings were all held on Zoom. One of these was a blended AM with some Friends meeting at Watford Meeting House and others participating via Zoom. The AM in July included the Annual General Meeting for the Charitable Incorporated Organisation Number 1173865. In addition, the AM held three Meetings for Learning.

The number of Friends attending AMs has ranged from 27 to 38 Friends an average of 32 at each meeting. Some Friends prefer not to engage with online meetings while for others, it is an opportunity to attend not otherwise possible due to mobility issues, difficulties with travel, sustainability or for other reasons.

At each AM for Church Affairs, a Friend is invited from the hosting local meeting to share a brief contribution expressing an aspect of their 'spiritual journey'. These contributions are an important opening for the business matters which are then addressed.

Three Local Meetings (Hemel Hempstead, Milton Keynes and Watford) presented their triennial reports on the state of their Meetings. These reports provide an account of the health of the Local Meeting, including numbers attending, spiritual, social and charitable activities, safeguarding processes and procedures, record keeping, et cetera. They cover the challenges and joys of the local meeting as a whole.

AM received reports on five occasions from its Representative or Alternate (Deputy) who are members of Meeting for Sufferings. Meeting for Sufferings holds responsibility for the

spiritual direction of the Society nationally. Our Representative and the Alternate assist a two-way flow of information between the Area Meeting and Meeting for Sufferings.

The AM appoints AM Elders and Overseers. These Friends are appointed to serve in particular local meetings. Elders are charged with nurturing the spiritual health of their Local Meetings whilst Overseers (now called Pastoral Care) seek to provide pastoral care where needed. The group supports the life of the AM both through their service in Local Meetings and their support in AM business matters. The nurturing of the spiritual and temporal life of the Area Meeting involved considerable additional attention from Elders and Pastoral Care in 2021, as it did in 2020, due to the implications of the pandemic on its predominantly older members. The AM Elders and Pastoral Care met online to discuss matters of shared importance and to give support to one another. A Luton and Leighton Area Meeting Safeguarding Policy was accepted in November, and it was agreed that Safeguarding would be an agenda item within our pastoral care teams.

The annual AM Quaker camp was cancelled in 2020 due to Covid but did take place in August 2021 with fewer participants (approximately 100 rather than the 130 of previous years). Carefully worked out Covid precautions were in place. Quaker Camp was established in cooperation with two other Area Meetings many years ago, the camp is a separate charity (Grand Union Quaker Camps) with trustees and camp committees appointed by each of the Area Meetings involved.

AM held 'meetings for learning' in addition to the regular business meetings. One of these was in the form of a workshop entitled 'What should Quaker Meetings share on Social Media?'. This event was well attended. Another meeting for learning in two parts was entitled: 'What would bring you joy and excite you in a Quaker future?' this gave ideas on what might be taken forward.

AM and its constituent Local Meetings support Britain Yearly Meeting and other Quaker Bodies with a substantial part of their funds. They also support individuals and non-Quaker organisations, the objects and activities of which are in accordance with Quaker values as expressed in the Quaker Testimonies on peace, truth, justice, simplicity, equality and sustainability.

2021 has been a year of challenges, nurturing, of learning new skills and of finding new ways and patterns of connecting with one another. In addition to the circulation of its minutes, Area Meeting keeps local meetings informed of planned activities through the monthly circulation of AM Notices. The clerks of AM, of Trustees and of Elders and of Pastoral Care have met regularly online throughout the year to consider strategic issues. This group has also met quarterly online with the clerks of each of the local meetings so that problems issues and success stories, could be shared.

The life of our Local Meetings

The main activities of the constituent Local Meetings are the **right holding of public meetings for worship**. A meeting for business is generally held once each month or once

every other month in smaller Meetings. LMs consider a wide range of topics throughout the year.

Each of the Local Meetings has an informal and formal programme for *developing the spiritual and social life of its members and attenders*. Local Friends participate in interfaith and community cohesion activities. *Outreach* means involvement in local organisations such as UNA, MIND and homelessness charities. Some *support Quaker activities* at AM and Britain Yearly Meeting through involvement on committees and working groups. Further and current information is available on their websites.

Friends in Local Meetings *manage and maintain their meeting houses*, with the support of AM Trustees. Local Meetings make their Meeting Houses available for use by the wider community such as pre-school nurseries, community groups and other faith groups who do not have their own premises. The hiring of premises can be a significant source of revenue for meetings - essential for the upkeep of the property. Charges for hiring rooms can be reduced to encourage groups that find it difficult to pay the standard amounts. Meeting houses are inspected annually and report to AM Trustees. AM Trustees and Local Meeting committees cooperate with respect to any improvements or changes that are required.

Financial Review

The finances of the Charity remain healthy, with reserves in excess of the amount required by our reserves policy. Less was spent on maintenance and improvements to Meeting Houses to increase accessibility and sustainability than had been budgeted. Contributions from Local meetings were reduced. Overall in 2021, expenditure and income were reasonably well balanced, if the effects of the Erika Stapleton Bequest and the transfer of funds from the unincorporated Charity are taken into account.

Unrestricted reserves held at 31 December 2021 by the CIO were £ 988,591 (2020 £ 807,776). Of this amount Area Meeting held £762,894 and Local Meetings held £225,697. The amount held by Area Meeting includes the sum of £174,256 held as a Designated Fund in respect of the Erika Stapleton Bequest.

The sale of part of the Ampthill site was completed which increased our accessible resources. A new lease has also been negotiated for the Burial Ground in St Albans which provides more annual income, an amount that will increase over the term of the lease. The receipt of the Erika Stapleton Bequest has prompted us to spread our resources to ensure they are covered by the banking assurance scheme in case of default. We benefit from voluntary work by Friends in many ways and we record our thanks for their generous giving.

Investment and Freehold Properties

The Financial Reporting Standard FRS102 now permits the use of an initial "deemed cost" which can be based upon the insured value of the properties. Trustees have decided that the cost of revaluation is not justified. Therefore, the valuation used in 2018 has been retained (£7,260,195).

Bankers & insurance

The Area Meeting and each of the Local Meetings manage their accounts individually and hold current and deposit accounts as required. It is our policy to hold *funds in ethical banks* (Co-operative, CAF & Triodos) and a number of building societies (Ecology, Harpenden and Yorkshire). Some historic funds are held in BMO Global Asset Management (previously F&C Stewardship) units. The buildings, contents and public etc. liability insurance is held with Congregational & General Insurance.

Accountants

David Stephens *FCCA*. 13 Newlands Road. *Tunbridge Wells, Kent*. TN4 9AS.

Auditors

Myrus Smith, Chartered Accountants, Norman House, 8 Burnell Road Sutton Surrey SM1 4BW

Reserves Policy

The Area Meeting has a policy of holding in reserve, as far as it is able, *six months' expenditure*. Other funds are held to provide adequate reserves for regular repairs and periodic major renovation of assets, including provision for the costs of repairs to buildings arising from annual planned inspections.

**Jonathan Carmichael, Richard Cziborra,
Trevor Evans, Steve Kaim-Caudle, Marianne Karger,
Helen Osborne, Rob Paton, Stuart Prince, Martin Sale.**
Luton & Leighton Area Meeting Trustees, 2022

Signed



Co-clerk of Trustees

FINANCIAL STATEMENTS – *subject to audit* FOR THE YEAR ENDED 31 DECEMBER 2021

Administrative Information

ADDRESS :

The Clerk to Trustees
Quaker Meeting House, 12 Southdown Road,
HARPENDEN AL5 1PD

OFFICERS :

Co-Clerks	Richard Cziborra & Rob Paton
Treasurer	Martin Sale

PRINCIPAL BANKERS :

Triodos Bank
Deanery Road
Bristol
BS1 5AS

CUSTODIAN TRUSTEE :

Friends Trusts Ltd
173-177 Euston Road
London
NW1 2BJ

TRUSTEES in 2021

Richard Cziborra
Marianne Karger
Jonathan Carmichael
Alison Ruth Fraser (term ended 31 December 2021)
Terence Oakley (Clerk) (term ended 31 December 2021)
Naomi Bronwen Randles (term ended 31 December 2021)
Martin Robert Sale (Treasurer)
Susan Lee Taylor (term ended 31 December 2021)
Helen Osborn (appointed 1 January 2021)
Stuart Prince (appointed 1 January 2021)
Rob Paton (appointed 1 January 2022)
Trevor Evans (appointed 1 January 2022)

INDEPENDENT EXAMINER:

Kevin Fisher,
Myrus Smith Chartered Accountants
Norman House
8 Burnell Road
Sutton
Surrey SM1 4BW

ACCOUNTANT:

David Stephens FCCA, Tunbridge Wells.

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021**

	Note	Unrestricted Funds		Restricted Funds	Total 2021	Unrestricted Funds		Restricted Funds	Total 2020
		Area Meeting £	Local Meetings £	£	£	Area Meeting £	Local Meetings £	£	£
INCOME									
Donations and legacies	4	-	105,908	-	105,908	-	118,859	-	118,859
Other trading activities	5	49,051	70,757	-	119,808	40,737	78,995	-	119,732
Investments	6	3,382	22	-	3,404	2,946	504	-	3,450
Charitable activities		8,694	-	-	8,694	1,996	-	-	1,996
Other		8,485	2,335	-	10,820	5,187	1,869	-	7,056
Total		<u>69,612</u>	<u>179,022</u>	<u>-</u>	<u>248,634</u>	<u>50,866</u>	<u>200,227</u>	<u>-</u>	<u>251,093</u>
EXPENDITURE									
Charitable activities	7	107,040	190,879	-	297,919	65,607	217,214	-	282,821
Total	½	<u>107,040</u>	<u>190,879</u>	<u>-</u>	<u>297,919</u>	<u>65,607</u>	<u>217,214</u>	<u>-</u>	<u>282,821</u>
Net gains/(losses) on investments/property		18,612	1,488	-	20,100	(712)	1,008	-	296
Net income/(expenditure)		<u>(18,816)</u>	<u>(10,369)</u>	<u>-</u>	<u>(29,185)</u>	<u>(15,453)</u>	<u>(15,979)</u>	<u>-</u>	<u>(31,432)</u>
Transfer between funds	9	(5,500)	5,500	-	-	9,072	(9,072)	-	-
Net movement in funds		<u>(24,316)</u>	<u>(4,869)</u>	<u>-</u>	<u>(29,185)</u>	<u>(6,381)</u>	<u>(25,051)</u>	<u>-</u>	<u>(31,432)</u>
Funds brought forward at 1 January		577,210	230,566	7,260,195	8,067,971	583,591	242,471	7,260,195	8,086,257
Total funds		<u>552,894</u>	<u>225,697</u>	<u>7,260,195</u>	<u>8,038,786</u>	<u>577,210</u>	<u>217,420</u>	<u>7,260,195</u>	<u>8,054,825</u>
Exceptional item	20	210,000	-	-	210,000	-	13,146	-	13,146
Funds carried forward at 31 December		<u>£762,894</u>	<u>£225,697</u>	<u>£7,260,195</u>	<u>£8,248,786</u>	<u>£577,210</u>	<u>£230,566</u>	<u>£7,260,195</u>	<u>£8,067,971</u>

The Statement of Financial Activities includes all gains and losses recognised during the year.

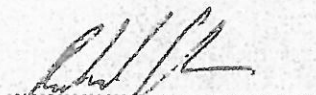
The notes form part of these financial statements.

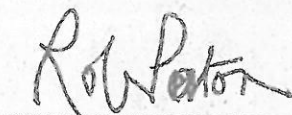
LUTON & LEIGHTON AREA QUAKER MEETING

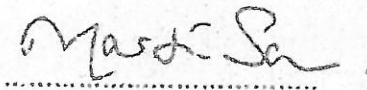
BALANCE SHEET
AS AT 31 DECEMBER 2021

	Notes	Unrestricted Funds		Restricted Funds	Total 2021	Unrestricted Funds		Restricted Funds	Total 2020
		Area Meeting	Local Meetings	£	£	Area Meeting	Local Meetings	£	£
		£	£	£	£	£	£	£	£
Fixed assets									
Investments	16	199,346	9,857	1,144,870	1,354,072	80,733	8,369	1,144,870	1,233,676
Freehold property	17			6,115,325	6,115,325			6,115,325	6,115,325
Current assets									
Debtors	10	219	3,094	-	3,313	725	2,168	-	2,893
Short term deposits		208,104	28,424	-	234,528	202,560	99,577	-	302,127
Cash at bank and in hand		361,137	193,327	-	554,464	293,202	121,177	-	414,379
Total current assets		567,460	224,845	-	792,305	496,477	222,922	-	719,399
Liabilities									
Creditors due within one year	11	3,911	9,005	-	12,916	-	725	-	725
Net current assets		563,549	215,840	-	779,389	496,477	222,197	-	718,674
Total assets less current liabilities		762,894	225,897	7,260,195	8,248,785	577,210	230,586	7,260,195	8,067,971
Total funds	18	£ 762,894	£ 225,897	£ 7,260,195	£ 8,248,785	£ 577,210	£ 230,586	£ 7,260,195	£ 8,067,971

Approved by the trustees of Luton & Leighton Area Meeting on 20/6/22 and signed on their behalf by:


Richard Oziborra
Co Clerk to the Trustees


Rob Paton
Co Clerk to the Trustees


Martin Sale
Treasurer

The notes form part of these financial statements.

LUTON & LEIGHTON AREA QUAKER MEETING

BALANCE SHEET AS AT 31 DECEMBER 2021

	Notes	Unrestricted Funds		Restricted Funds	Total 2021	Unrestricted Funds		Restricted Funds	Total 2020
		Area Meeting £	Local Meetings £	£	£	Area Meeting £	Local Meetings £	£	£
Fixed assets									
Investments	16	199,345	9,857	1,144,870	1,354,072	80,733	8,369	1,144,870	1,233,676
Freehold property	17			6,115,325	6,115,325			6,115,325	6,115,325
Current assets									
Debtors	10	219	3,094	-	3,313	725	2,168	-	2,893
Short term deposits		206,104	28,424	-	234,528	202,550	99,577	-	302,127
Cash at bank and in hand		361,137	193,327	-	554,464	293,202	121,177	-	414,379
Total current assets		<u>567,460</u>	<u>224,845</u>	<u>-</u>	<u>792,305</u>	<u>496,477</u>	<u>222,922</u>	<u>-</u>	<u>719,399</u>
Liabilities									
Creditors due within one year	11	3,911	9,005	-	12,916	-	725	-	725
Net current assets		<u>563,549</u>	<u>215,840</u>	<u>-</u>	<u>779,389</u>	<u>496,477</u>	<u>222,197</u>	<u>-</u>	<u>718,674</u>
Total assets less current liabilities									
		<u>762,894</u>	<u>225,697</u>	<u>7,260,195</u>	<u>8,248,786</u>	<u>577,210</u>	<u>230,566</u>	<u>7,260,195</u>	<u>8,067,971</u>
Total funds	18	<u>£ 762,894</u>	<u>£ 225,697</u>	<u>7,260,195</u>	<u>£ 8,248,786</u>	<u>577,210</u>	<u>£ 230,566</u>	<u>£ 7,260,195</u>	<u>£ 8,067,971</u>

Approved by the trustees of Luton & Leighton Area Meeting on

and signed on their behalf by:

.....
Co-Clerks to the Trustees

.....
Martin Sale
Treasurer

The notes form part of these financial statements.

LUTON & LEIGHTON AREA QUAKER MEETING

STATEMENT OF CASH FLOWS - YEAR ENDING 31 DECEMBER 2021

	2021 £	2020 £
Cash flows from operating activities:		
Net movement in funds per statement of financial activities	180,815	(18,286)
Adjustments for:		
Increase in debtors	(420)	5,200
Increase in creditors	12,191	438
Net cash provided by operating activities	192,586	(12,648)
Cash flows from investing activities:		
Purchase of tangible fixed assets	(120,100)	(296)
Net cash provided by/ (used in) investing activities	£ 72,486	£ (12,944)
Change in cash and cash equivalents in the year	72,486	(12,944)
Cash and cash equivalents brought forward	716,506	729,450
Cash and cash equivalents carried forward	£ 788,992	£ 716,506
Analysis of cash and cash equivalents	2021	2020
Cash at bank	£ 788,992	£ 716,506

NOTES TO THE ACCOUNTS - YEAR ENDING 31 DECEMBER 2021

1 Unrestricted Funds (Area Meeting)

	General Fund £	Camp Committee £	Stapleton Fund £	Total 2021 £	Total 2020 £
Income					
Donations and legacies	-	-	-	-	-
Other trading activities	40,401	8,650	-	49,051	40,737
Investments	3,381	1	-	3,382	2,946
Charitable activities	8,694	-	-	8,694	1,996
Other – Furlough grants	8,485	-	-	8,485	5,187
Total	<u>60,961</u>	<u>8,651</u>	<u>-</u>	<u>69,612</u>	<u>50,866</u>
Expenditure					
Charitable activities	99,057	7,983	-	107,040	65,607
Total	<u>99,057</u>	<u>7,983</u>	<u>-</u>	<u>107,040</u>	<u>65,607</u>
Net gains/(losses on investments)	18,612	-	-	18,612	(712)
Net income/(expenditure)	<u>(19,484)</u>	<u>668</u>	<u>-</u>	<u>(18,816)</u>	<u>(15,453)</u>
Transfer between funds					
From Local Meetings	10,500	-	-	10,500	12,950
Other Local Meetings	-	-	(16,000)	(16,000)	(3,878)
Transfer between funds	<u>10,500</u>	<u>-</u>	<u>(16,000)</u>	<u>(5,500)</u>	<u>9,072</u>
Net movement in funds	(8,984)	668	(16,000)	(24,316)	(6,381)
Funds brought forward at 1 January	373,662	13,292	190,256	577,210	583,591
Total funds	364,678	13,960	174,256	552,894	577,210
Exceptional item	210,000	-	-	210,000	-
Funds carried forward	<u>£ 574,678</u>	<u>£ 13,960</u>	<u>£ 174,256</u>	<u>£762,894</u>	<u>£577,210</u>
Total funds held as					
Investments	199,345	-	-	199,345	80,733
Total fixed assets	<u>£199,345</u>	<u>£ Nil</u>	<u>£ Nil</u>	<u>£ 196,381</u>	<u>£ 80,733</u>
Short term deposits	206,104	-	-	206,104	202,550
Debtors	219	-	-	219	725
Cash at bank and in hand	172,921	13,960	174,256	361,137	293,202
Total current assets	379,244	13,960	174,256	567,460	496,477
Less creditors due within one year	(3,911)	-	-	(3,911)	-
Net current assets	<u>375,333</u>	<u>13,960</u>	<u>174,256</u>	<u>563,549</u>	<u>496,477</u>
Total assets less current liabilities	<u>£ 574,678</u>	<u>£ 13,960</u>	<u>£ 174,256</u>	<u>£762,894</u>	<u>£577,210</u>

With the exception of the General Fund these are designated funds which have been set aside by the trustees in order to make provision for future expenditure on the purposes indicated by the title of each fund. The purposes for which these funds are used remains at the discretion of the Area Meeting.

Luton and Leighton Area Meeting Annual Report 2021
(Charitable Incorporated Organisation Charity number 1173865)

NOTES TO THE ACCOUNTS - YEAR ENDING 31 DECEMBER 2021/cont...

2 Unrestricted Funds (Local Meetings)

Notes	£	Bedford £	Berk'msted £	Harpenden £	Hemel Hempstead £	Leighton Buzzard £	Luton £	Milton Keynes £	St. Albans £	Watford £	Total 2021 £	Total 2020 £
INCOME												
Donations and legacies	4	15,312	1,020	10,414	6,274	3,150	4,433	36,598	7,731	20,976	105,908	118,859
Other trading activities	5	7,309	4,507	16,783	7,277	2,503	745	14,107	932	16,594	70,757	78,995
Investments	6	2	-	7	3	-	-	-	-	10	22	504
Charitable activities		-	-	-	-	-	-	-	-	-	-	-
Other		-	-	-	-	-	-	2,335	-	-	2,335	1,869
Total		22,623	5,527	27,204	13,544	5,653	5,178	53,040	8,663	37,580	179,022	200,227
EXPENDITURE												
Charitable activities	7	20,388	6,937	58,431	15,818	3,095	5,210	40,070	9,016	31,914	190,879	217,214
Total		20,388	6,937	58,431	15,818	3,095	5,210	40,070	9,016	31,914	190,879	217,214
Net gains/(losses) on Investments												
Net income/(expenditure)		2,235	(1,410)	(31,227)	(776)	2,558	(32)	12,970	(353)	5,666	(10,369)	1,008
Transfer between funds												
Contributions to Area Meetings		-	-	16,000	(1,000)	(500)	-	(9,000)	-	-	(10,500)	(12,950)
Other transfers		-	-	-	-	-	-	-	-	-	16,000	3,878
Transfer to/from old charity		-	-	-	-	-	-	-	-	-	-	13,146
Transfers		-	-	16,000	(1,000)	(500)	-	(9,000)	-	-	5,500	4,074
Net movement in funds		2,235	(1,410)	(15,227)	(1,776)	2,058	(32)	3,970	(353)	5,666	(4,869)	(11,905)
Funds brought forward at 1 January		20,301	8,633	74,727	33,685	4,432	10,752	35,415	6,915	35,706	230,566	242,471
Funds carried forward at 31 December		£ 22,536	£ 7,223	£ 59,500	£ 31,909	£ 6,490	£ 10,720	£ 39,385	£ 6,562	£ 41,372	£ 225,697	£ 230,566
Held as Investments												
Investments		-	-	-	9,637	-	-	-	220	-	9,857	8,369
Total fixed assets												
Debtors		-	-	-	-	-	-	-	-	-	-	-
Short term deposits		6,270	-	3,094	-	-	7,939	-	3,810	10,405	3,094	2,168
Cash at bank and in hand		16,266	7,223	65,411	22,272	6,490	2,781	39,385	2,532	30,967	28,424	99,577
Total current assets		22,536	7,223	68,505	22,272	6,490	10,720	39,385	6,342	41,372	224,845	222,922
Less: Creditors due within one year		-	-	(9,005)	-	-	-	-	-	-	(9,005)	(725)
Net current assets		22,536	7,223	59,500	22,272	6,490	10,720	39,385	6,342	41,372	215,840	222,197
Total assets less current liabilities		£ 22,536	£ 7,223	£ 59,500	£ 31,909	£ 6,490	£ 10,720	£ 39,385	£ 6,562	£ 41,372	£ 225,697	£ 230,566

NOTES TO THE ACCOUNTS -- YEAR ENDING 31 DECEMBER 2021/cont.

3 Accounting policies

a) Basis of preparation

The charity constitutes a public benefit as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) Incoming recognition policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity.
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

c) Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probably that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs undertaken to further the purposes of the Charity and their associated support costs.

d) Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the Charity's activities.

e) Land and buildings

Details of the functional properties owned by the Area Meeting are given in note 17 to the accounts. These comprise meeting houses and wardens accommodation which are held for the furtherance of the Meeting's charitable objects. The land and buildings of the meeting houses are included at cost subject to depreciation. The insured value of the properties has been adopted as the deemed cost, exercising the option available on the adoption of FRS 102. In the opinion of Trustees, the greater part of the value lies in the freehold land rather than the buildings.

Given the value of the land element in the carrying value and the programme of maintenance of the buildings, any depreciation in relation to the meeting houses is considered immaterial. Major additions to those meeting houses will be included at their cost and depreciated over their expected life.

f) Investment Assets

Investments are initially recognised at their transaction value and subsequently measured at their market value at the Balance Sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses on revaluations and disposals throughout the year.

Investment properties are stated at fair value and any change is recognised as part of the net income.

g) Furniture and equipment

The cost of furniture and equipment is included as expenditure of the year in which it is incurred and not depreciated over the anticipated life of those items.

h) Financial instruments

Debtors and creditors with no stated interest rate and which are receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

i) Taxation

All the activities of the Area Meeting are charitable and therefore exempt from Income Tax, Capital Gains Tax and Inheritance Tax. There are no trading profits on which Corporation Tax is payable.

J) Fund accounting

In order to differentiate the availability of funds they are categorised according to the following definitions:

Unrestricted: general funds which are freely available for any purpose of the Area Meeting and designated funds which have been set aside for specific purposes but which remain at the discretion of the Meeting.

Restricted: earmarked by the donor or testator for certain specific purposes.

Endowment: funds in which the capital must be preserved and only the income may be used for general or specific purposes as stipulated by the testator or donor.

NOTES TO THE ACCOUNTS - YEAR ENDING 31 DECEMBER 2021/cont.

4 Donations and legacies

	2021	2020
Donations and contributions	88,880	88,192
Tax reclaimed	15,960	16,368
Legacies	1,068	14,299
	<u>£105,908</u>	<u>£118,859</u>

All amounts received in 2021 relate to unrestricted funds. The legacy of £198,668 received in 2019 is the Stapleton designated fund "for the benefit of Harpenden Quaker Meeting".

5 Income from other trading activities

	2021	2020
Lettings	£119,808	£119,732
	<u>£119,808</u>	<u>£119,732</u>

All amounts received in 2021 and 2020 relate to unrestricted funds.

6. Investment income

	2021	2020
Bank interest and dividends received	£3,404	£3,450
	<u>£3,404</u>	<u>£3,450</u>

All amounts received in 2021 and 2020 relate to unrestricted funds.

7 Expenditure on charitable activities

	Direct £	Grants £	Support £	Total 2021 £	Total 2020 £
Events and conferences	6,273	-	-	6,273	2,376
Children and young people	7,983	-	-	7,983	792
Outreach, library, literature, etc.	2,663	-	-	2,663	1,648
Catering and hospitality	93	-	-	93	229
Elders and overseas,	396	-	-	396	1,142
Governance (Note 13)	-	-	9,958	9,958	13,666
Contribution to yearly meeting	-	47,300	-	47,300	53,800
Other contributions	-	4,927	-	4,927	24,509
Grants to individuals	-	-	-	-	1,091
Contributions and subscriptions	-	-	5,390	5,390	1,396
Other (incl. utilities)	-	-	7,021	7,021	7,113
Premises repair and maintenance	-	-	74,620	74,620	76,305
Premises improvements	-	-	9,658	9,658	3,406
Insurance and other	-	-	14,621	14,621	14,314
Wardens, caretaking and cleaning	-	-	54,391	54,391	52,853
Heat, light and services	-	-	15,608	15,608	21,699
Furniture and equipment and other	-	-	37,017	37,017	6,482
	<u>£17,408</u>	<u>£52,227</u>	<u>£228,284</u>	<u>£297,919</u>	<u>£282,821</u>

The 2021 amounts include £16,000 (2020 £3,878) from the Stapleton designated fund spent by Harpenden Quaker Meeting.

NOTES TO THE ACCOUNTS - YEAR ENDING 31 DECEMBER 2021/cont.

8 Trustees remuneration

No trustee received any remuneration in respect of service given during the year (2020: £nil). Trustees are entitled to reimbursement of expenses in the performance of their duties. Travel and other costs of £200 were reimbursed to trustees (2020: £nil).

9 Transfers between funds

In order to provide the Area Meeting with funds to meet the costs of administration and for the upkeep and development of property LM contributions were transferred to the General Fund from the Local Meetings in proportion to their membership.

10 Debtors

	General Fund £	Berkhamsted LM £	Harpenden LM £	Leighton Buzzard LM £	Milton Keynes LM £	St Albans LM £	2021 Total £	2020 Total £
Lettings	-	-	1,195	-	-	-	1,195	-
Gift Aid refund	-	-	1,899	-	-	-	1,899	1,281
Sundry debtors	219	-	-	-	-	-	219	1,612
Total	£219	£Nil	£3,094	£Nil	£Nil	£Nil	£3,313	£2,893

11 Creditors

	General fund £	Berk'msted LM £	Harpenden LM £	Leighton Buzzard LM £	Milton Keynes LM £	St Albans LM £	2021 Total £	2020 Total £
Sundry Creditors	£3,911	£Nil	£9,005	£Nil	£Nil	£Nil	£12,916	£725

12 Contributions and grants

	Area Meeting £	Local Meetings £	Restricted Funds £	2021 Total £	2020 Total £
To Britain Yearly Meeting	-	47,300	-	47,300	53,800
To other charitable causes	-	4,927	-	4,927	24,509
To individuals	-	-	-	-	1,091
Total	£-	£52,227	£Nil	£52,227	£79,400

13 Governance

	2021 Total £	2020 Total £
Independent examination costs	960	1,320
Other costs	8,998	12,346
Total	£9,958	£12,666

14 Acting as Agent

	2021 Total £	2020 Total £
In	4,193	6,535
Out	4,193	6,535
Total	£nil	£nil

15 Staff costs

	2021 Total £	2020 Total £
Salaries	54,190	52,534
Social Security Costs & Pension costs	517	319
Total	£54,707	£52,853

NOTES TO THE ACCOUNTS - YEAR ENDING 31 DECEMBER 2021/cont.

16 Investments

	2021 Total £	2020 Total £
Quoted investments	209,202	89,102
Investment properties	1,144,870	1,144,870
	<u>£1,354,072</u>	<u>£1,233,972</u>
Fixed Asset investments:	2021 Total £	2020 Total £
Market value at 1 January 2021	89,102	88,806
On acquisition	100,000	-
Net unrealised gain/(loss)	20,100	296
Market value at 31 December 2021	<u>£209,202</u>	<u>£89,102</u>

	General Fund £	Hemel Hempstead £	St Albans £	2021 Total £	2020 Total £
The market valuation of investments held at 31 December was:					
Responsible Funds	96,381	-	-	96,381	80,733
Epworth Climate Stewardship Fund	53,569	-	-	53,569	-
Rathbone Funds	49,395	-	-	49,395	-
Aberdeen Ethical World Unit Trust	-	9,637	-	9,637	8,149
Traidcraft (unquoted)	-	-	220	220	220
Total	<u>£199,345</u>	<u>£9,637</u>	<u>£220</u>	<u>£209,202</u>	<u>£89,102</u>

The acquisitions in the year comprise Epworth Climate Stewardship Fund £50,000 and Rathbone portfolio £50,000.

Investment properties

	2021 £	2020 £
Woburn Sands (see 1 below)	877,680	877,680
Luton cottage (see 2 below)	<u>267,190</u>	<u>267,190</u>
	<u>£1,144,870</u>	<u>1,144,870</u>

- 1] The former meeting house at Hardwick Road, Woburn Sands let to Larchfield Nursery LLP on a full repairing lease for 10 years from 6 July 2015 at an annual rental of £20,000. [insured value £877,680].
- 2] The flat at 30a Crawley Green Road, Luton let to a private tenant on a shorthold lease at a monthly rent of £375 per month [insured value £267,190].

In addition to the properties above, the following investment properties are held for which no separate valuation is available.

- 3] The top-floor flat at 5a Lansdowne Road, Bedford let to a private tenant on a shorthold lease at a monthly rent of £600 per month [not separately valued].
- 4] The flat at 22 St Mary's Road, Hemel Hempstead let to a private tenant on a shorthold lease at a monthly rent of £850 per month [not separately valued].
- 5] Cottages adjacent to Leighton Buzzard meeting house leased to the Hightown Praetorian Housing Association for 99 years from 1987 at an annual rental of £30.
- 6] The disused burial ground at Bourne End, Cranfield leased to a private tenant at an annual rental of 50 pence.
- 7] The disused burial ground at Victoria Street, St Albans on a 125 year lease to St Albans District Council from November 2020 to be kept as a Quaker Garden at an annual rental of £1,000, doubling every 25 years.
- 8] The disused burial ground at Wood End, Cross Lanes, Hemel Hempstead leased to a private tenant for 21 years from 2015 at an annual rental of £10.
- 9] The active burial ground at Baker Street, Ampthill [not leased].
- 10] The active burial ground at Hogsty End, Hardwick Road, Woburn Sands [not leased].

NOTES TO THE ACCOUNTS - YEAR ENDING 31 DECEMBER 2021/cont.

17 Tangible fixed assets - Freehold properties

The freehold properties (Meeting Houses) have been introduced at a deemed cost based upon their insured values. The insured property values were based upon a valuation by McNeill, Lowe and Palmer, Chartered Surveyors on 15 August 2015.

The Area Meeting is the beneficial owner of the following functional properties:	Original cost £	Date of acquisition	Additions £	Date of Addition	Deemed Cost 2021
Bedford meeting house 5 Lansdowne Road, Bedford MK40 2BY	3,000	1955	157,097	1999	1,230,000
Berkhamsted meeting house and burial ground 289 High Street, Berkhamsted HP4 1AJ	469	1818			395,000
Harpenden meeting house 12 Southdown Road, Harpenden AL5 1PD	1,500	1931			525,000
Hemel Hempstead meeting house and burial ground 22 St Marys Road, Hemel Hempstead HP2 5HL	132	1718	37,741		940,000
Leighton Buzzard meeting house and burial ground 25 North Street, Leighton Buzzard	Gift	1744			365,325
Luton meeting house and cottage 28 Crawley Green Road, Luton LU2 0QX	11,029	1963			370,000
Luton burial ground	200	1864			
Milton Keynes meeting house 1 Oakley Gardens, Downhead Park, Milton Keynes MK15 9AEP	232,000	1986			885,000
St Albans meeting house 7 Upper Lattimore Road, St Albans AL1 3UD	490	1912	209,475	1996	505,000
Watford meeting house 150 Church Road, Watford WD1 3QB	1,200	1953	253,231	2007	900,000
					£6,115,325

18 Unrestricted funds

	Area Meeting	Local Meeting	2021 Total	2020 Total
Balance brought forward at 1 January 2021	577,210	230,566	807,776	826,062
Net (outgoing)/incoming resources	(37,428)	(11,857)	(49,285)	(31,728)
Gains/(losses) on investments	18,612	1,488	20,100	296
Transfers between funds	(5,500)	5,500	-	-
Exceptional item	210,000		210,000	13,146
Balance carried forward at 31 December 2021	£762,894	£225,697	£988,591	£807,776
Restricted funds				
Balance brought forward at 1 January 2021	7,260,195	-----	7,260,195	7,260,195
Balance carried forward at 31 December 2021	£7,260,195	=====	£7,260,195	7,260,195
Total funds	£8,023,089	£225,697	£8,248,786	£8,067,971

19 Analysis of net assets between funds at 31 December 2021

	Unrestricted		Restricted	Total funds
	Area Meeting £	Local Meeting £		
Investments	199,345	9,857	-	209,202
Investment properties	-	-	1,144,870	1,144,870
Freehold properties	-	-	6,115,325	6,115,325
Current assets	567,460	224,845	-	792,305
Current liabilities	(3,911)	(9,005)	-	(12,916)
	£762,894	£225,697	£7,260,195	£8,248,786

20 Exceptional item

Sale of Ampthill Meeting House £210,000 (2020: Assets transferred from old charity Luton and Leighton Area Meeting £13,146).

ADDITIONAL REPORTING TO LLAM AND TO QUAKER LIFE/BYM

The *COVID-19 pandemic* has continued to have a major impact on the Area's life and work. Most Trustee meetings and Area Meetings have been held online or as blended meetings (combining meeting in person with those joining remotely). Local Meetings have also slowly and cautiously moved out of lockdown mode to holding Meetings for Worship in person or blended. Most Meeting Houses had limited use by community groups or other hirers. Risk assessments were regularly reviewed and adapted as regulations changed. Funds were made available for Local Meetings to purchase equipment to enable blended meetings. The financial position of Area Meeting and of each of the Local Meetings remains stable and secure in spite of a significant loss of income. The outlook for this current year looks more hopeful.

The extra work involved during the pandemic has been one of the elements which have led to another *review of the life of the Area Meeting*. This, in combination with difficulty in finding volunteers to serve in key roles, and a concern about handover when current Clerks complete their service has prompted a process of exploration using the theme of finding joy and excitement in our Quaker future. This is continuing.

Trustees recognise that there are significant issues ahead of LLAM, and many other AMs in BYM. We need to address our ageing demography and lessen the load carried by those offering service, our need for and use of premises and employees/contractors, ways to simplify and update our ways of working, and crucially address climate emergency.

Trustees have commissioned *quinquennial surveys* of all Meeting Houses, as the last such surveys were carried out more than a decade ago. These have been completed. They have produced a great deal of work and identified some major items of expenditure. The pressure of work has limited progress on other strategic aims of sustainability and accessibility.

Significant work has been done on *policies* this year. The Area's new Safeguarding Coordinator is working closely with the BYM Safeguarding Officer on the model policy and procedures issued by BYM. This is proving to be a slow but steady process, with the aim of having everything in place by the end of 2022. In regard to *employment matters*, all of the necessary policies in relation to the six wardens and caretakers who are our employees have been drafted and agreed. Our *reserves and investment policies* have also been reviewed and as a result £100,000 has been invested in low to medium risk funds.

We are grateful for the dedicated work of our employees and contractors during the challenging year.

Review of progress on agreed priorities

Our governing body agreed in 2020 to set priorities for 2020-2022, rather than for only one year. These were framed in the context of BYM's way forward for Quakers in Britain.

Cont./

Learning what love requires of us - The COVID-19 pandemic has made us reflect on the ways our traditional patterns of meeting might have unintentionally excluded some. Use of technology to facilitate blended meetings also excludes but in different ways. We have learned that for most of us it is more important for to be able to hear one another than to see each other. There is still a great desire to meet in person in our Meeting Houses. We reflected on the language we use to express our care for each other and have agreed to move away from the term 'overseer' and adopt the phrase 'pastoral care'. We held meetings for learning on: 'Responding to the Climate Emergency - what is our part in this great work? Inspiration, guidance and examples for practical involvement'; and 'Caring for the Earth' - an all-age meeting, later described as "A very moving, well-paced, spiritual event". More than forty Friends participated online in each event.

Sustainability - Concern about the climate crisis has prompted us to begin exploring how to move away from the use fossil fuels for heating our properties. A pilot project based on one of our Local Meetings may point the way forward. We are trying to find solutions which will be reasonable and appropriate. The results of the quinquennial surveys provide a baseline for efforts to make our Meeting Houses more sustainable.

The exploration of *privilege and equality* took some unexpected directions. Who is included or excluded by the use of on-line meetings ('Zoom') has been one dimension. Concern for refugees resulting in specific actions by Local Meetings has been one way in which our commitment has been expressed. Another has been through conversations about gender and sexuality. We are wrestling with the costs of accessibility options for some of our Meeting Houses.

The upgrading of our *safeguarding* policies and practice has been the focus of considerable effort - preparing an appropriate policy and the tool kit which will accompany it. Progress may seem slow to some but there are aspects that need to be worked through in relation the varied circumstances of our local meetings.

One approach to *easing burdens* has been to engage a specialist company to help with property maintenance. In some of our Meetings, the exigencies of the pandemic helped bring about some simplification of processes.

In relation to the *wider Quaker family*, an important conversation has begun between Trustees of BYM and Trustees of Area Meeting on the right relationship between them. A collaboration with neighbouring Area Meetings to appoint a Local Development Worker and to explore other means of working together is getting underway. In addition to on-going engagement individual links with Quakers worldwide, through FWCC.

Richard Cziborra and Rob Paton,
Interim Co-clerks, LLAM Trustees

RELIGIOUS SOCIETY OF FRIENDS

LUTON & LEIGHTON AREA MEETING
(Registered Charity number: 1173865)

CONSOLIDATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LUTON & LEIGHTON AREA MEETING

I report to the charity trustees on my examination of the annexed accounts of the charity for the year ended 31 December 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants for England and Wales, which is one of the listed bodies.

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

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

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



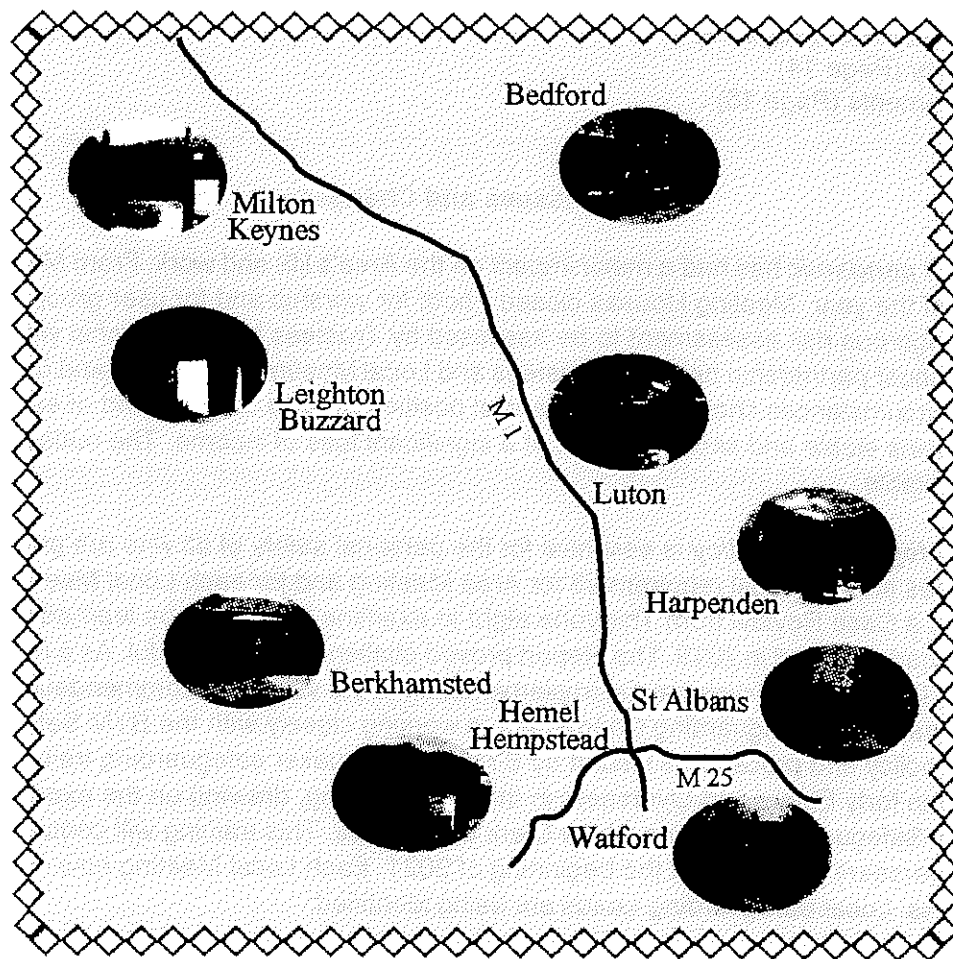
K C Fisher FCA
c/o Myrus Smith
Chartered Accountants
Norman House, 8 Burnell Road,
Sutton, Surrey. SM1 4BW

Dated: 26th October 2022

Accounts



Luton and Leighton
Area Quaker Meeting
of the
Religious Society of Friends
Annual Report and Accounts
2020



Luton and Leighton Area Meeting Annual Report 2020

(Charitable Incorporated Organisation Charity number 1173865)

Each year, the Trustees of Luton and Leighton Area Meeting (LLAM), like all Trustees in Britain Yearly Meeting (BYM), prepare a report on the whole of that year's work of Friends throughout the Area Meeting. Trustees send the report to the Quaker Stewardship Committee of BYM which oversees all of the Area Meetings and to the Charity Commission to report on compliance with the legal requirements of the structure, activities and accounts of our Area Meeting.

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~~ Key Issues and Changes ~~

The **COVID-19 pandemic** has had a major impact on the Area's life and work. From March onwards, and for most of the year, Meeting Houses closed - both for worship and for user groups. Each meeting carried out a rigorous risk assessment to be assessed by Trustees before Worship was resumed. Thanks to a robust partnership between Trustees and Local Meetings, revisions and updates continued as lockdown circumstances changed. The financial position of Area Meeting and of each of the Local Meetings remains stable and secure in spite of a significant loss of income. The outlook for this current year remains stable.

A thorough **Safeguarding Policy** is essential for the personal safety of all who are present in our Meeting Houses and is a legal requirement for Area Meeting and for each Local Meeting. Trustees commissioned a Case Review from Thirtyone:eight to examine lessons to be learned from the three incidents that had occurred in 2019. The Report proved challenging and helpful. As a result, Trustees established a Task Group to oversee the implementation of the various recommendations, now in place. The Area's new Safeguarding Coordinator is working closely with the BYM Safeguarding Officer on the model policy and procedures issued by BYM. Basic Quaker safeguarding training was designed and delivered to forty Elders and Overseers in the Area Meeting, drawing on the expertise of the previous BYM Safeguarding Officer and the Clerk to Trustees. This training will continue for new Elders and Overseers appointed at the beginning of 2021. Each Local Meeting now displays posters to raise awareness. Local Safeguarding Leads are being identified.

In 2017, after approval at an Area Meeting for Business, Trustees began the **Dissolution of our then Unincorporated Charity** in favour of becoming a Charitable Incorporated Organisation (CIO). During 2020, the process of transferring all assets from the Unincorporated Charity to the CIO was completed. The old charity was dissolved and removed from the Charity register.

Luton and Leighton Area Meeting Annual Report 2020

(Charitable Incorporated Organisation Charity number 1173865)

Trustees completed two other long-term projects. The replacement of the lease on the **Victoria Street Quaker Burial Ground** in St Albans was completed satisfactorily after several years of negotiation with St Albans District Council. The new 99 year lease includes an annual payment starting at £1,000 per annum and doubling every 25 years. The burial ground is to be re-landscaped as a significant feature as part of a large commercial development. Trustees also completed the **sale of part of the Quaker site in Ampthill** for a residential dwelling for which Trustees had obtained planning permission. The burial ground area is retained for Quaker use, with rights of way mutually agreed. Most of the £205,000 net income to Area Meeting funds will be used to increase accessibility of Meeting Houses and to improve their fitness for purpose in the twenty-first century.

~~ Description of the Area Meeting and its Local Meetings ~~

Luton and Leighton Area Meeting is part of the Religious Society of Friends (Quakers) in Britain, which is governed by Britain Yearly Meeting (BYM). Nine Local Meetings (LMs): Bedford, Berkhamsted, Harpenden, Hemel Hempstead, Leighton Buzzard, Luton, Milton Keynes, St Albans and Watford make up the Area Meeting. Each of these LMs have their own Meeting House and hold Meetings for Worship. Friends in each of the LMs share with the Trustees the responsibility for the day-to-day care of their property.

The Hogsty End Meeting House in Woburn Sands is currently being used as a children's nursery on a long-term lease. Part of the burial ground not used by the nursery is subject to plans to improve its access and usability for scattering of ashes.

There are open other burial Grounds in Ampthill and Leighton Buzzard; a small, closed burial ground in Cranfield is on a long-term lease. Wood End Burial Ground lies in East Hemel (within St Albans District), a major development planned by the Crown Estate.

~~ Priorities ~~

Trustees and Area Meeting agreed in 2020 to set priorities for 2020-2022, rather than for only one year.

Learning what love requires of us in the 21st century – our ministry/testimony: *Elders and Overseers to enable us to pay attention to, and set aside time for, the nurture of our individual and communal spiritual lives.*

Identifying and encouraging significant carbon reducing practices as individuals and meetings – *Area Learning Meetings to stimulate and encourage individual practice. Trustees to identify steps to be taken and advise on a five-year plan.*

Raising awareness of privilege and working for greater equality. *Elders and Overseers to encourage Local Meeting activities and participation in BYM Gathering.*

Creating safer communities by increasing awareness and improving procedures of safeguarding. *Trustees to arrange training opportunities and revise safeguarding policy.*

Easing burdens and simplifying practices and structures. *Trustees to outsource as appropriate property maintenance and coordinate support between Local Meetings. Area Meeting Clerks to enable a review of local and Area Meeting practices and structures.*

Fostering a better connection with the wider Quaker family. *Area Meeting to enable better communication and develop relationships with Friends beyond Area Meeting.*

Luton and Leighton Area Meeting Annual Report 2020

(Charitable Incorporated Organisation Charity number 1173865)

~~ Achievements and Performance ~~

Generally, Trustees have referred to the guidance contained in the Charity Commission's general guidance on **public benefit** when reviewing the charity's aims and objectives, in the day-to-day operation of the Charity and in planning future activities. **Resources** are used to deepen and share spiritual experience and to support acts of witness which arise from our faith. Through local and national initiatives, **we work for peace and justice**; a sustainable environment; the alleviation of suffering; and the upholding of victims of oppression. **Our local meetings for worship are open to all.** We have no tests of belief: membership of our Society is open to anyone who is sincerely seeking truth. Our meeting houses are much valued public buildings available for a wide variety of uses including worship by other faiths, education and meetings organised by other charitable and community organisations. Trustees have a continuing concern for **sustainability** and for **accessibility** in our buildings. This longer-term project is currently assessing possible plans including burial grounds as green spaces, planting trees, and helping LMs with practical and measurable steps to reduce the use of fossil fuels.

~~ Review of progress on agreed priorities ~~

Learning what love requires of us - The COVID-19 pandemic has greatly impacted on our planned activities. But one unexpected outcome has been the way we have reflected on the importance and format of our Meetings for Worship. Meeting whilst wearing masks and socially distant in Meeting Houses, or meeting via Zoom has given us experiences which have been quite different. These changes has allowed some to be included who would not otherwise have been able to participate. On the other hand some have found the experience unhelpful or have not participated at all. It became clear that the future will probable be different whatever happens. This process of reflection and experimentation continues.

Little progress is apparent on **sustainability**, though the quinquennial survey of three Meeting Houses have proved very helpful in making them a better fit for purpose. The exploration of **privilege and equality** likewise has taken unexpected directions. Who is included or excluded by technology has been one dimension. Assessing priorities amongst groups that use our Meeting Houses has been another, with some self-help groups being able to continue to meet when most other activities were cancelled.

Safeguarding has been one very positive area of work. Forty Elders and Overseers participated in a safeguarding training session designed specifically for them in their Quaker role. This is planned to be repeated for those new to the role in months to come. A new Safeguarding Coordinator has also been appointed and they also serve on the Trustee body.

One approach to **easing burdens** has been to engage a specialist company to help with property maintenance. This has firstly been through conducting three quinquennial surveys and helping with follow-up work that was identified. This will continue into the next couple of years. Work on **Simplifying structures** has really just gained momentum in 2021, but it is already generating exciting possibilities.

One of the consequences of changes to wider society has been the pressure on Quakers in Britain to be more aware of our effects on each other in different Area Meetings and how one section can have an impact on another. Several conversations are taking place about how our Area Meeting should relate to the **wider Quaker family**.

Luton and Leighton Area Meeting Annual Report 2020

(Charitable Incorporated Organisation Charity number 1173865)

~~ Specific details for the Charity Commission ~~

The Area Meeting was registered with the Charity Commission as a Charitable Incorporated Organisation (CIO) on 19 July 2017 Registered Charity Number 1173865. This report covers the calendar year 2020. The accounts are for the period 1.1.20 to 31.12.20.

The Charity Commission expects each charity to conduct its activities according to that charity's objectives. The accounts must also reflect those objectives.

The overall **objective of LLAM Charity** is: *'the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Luton and Leighton Area Meeting and beyond'*. We achieve our objective by carrying out work such as:

Strengthening the life and witness of Quaker meetings both in the area of LLAM 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 LLAM or beyond have adopted or agreed to support

Providing for the pastoral care of individual members and attenders including assistance to those in need and for education.

Maintaining and developing Quaker meeting houses as places for public worship, in the spirit of 'All are Welcome', and from which to carry out witness into the world

Administering and maintaining the organisation of LLAM

Contributing to the support of Britain Yearly Meeting

When reviewing the charity's aims and objectives and in planning future activities, Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit.

Key Officers of Luton and Leighton Area Meeting and Website

Area Meeting Officers 2020

Clerk of Area Meeting: Gloria Dobbin

Assistant Clerk (Administration): Judith Slaymaker

Assistant Clerk (at the Table): Denise Rowe

Assistant Clerk (Membership): Anne Crofts

Treasurer: Martin Robert Sale

Area Meeting Trustees (1.1.20 to 1.12.20)

Jonathan Carmichael; Richard Cziborra; Alison Ruth Fraser; Juliet Gayford

Marianne Karger (Mermie); Naomi Bronwen Randles

Clerk: Terence Oakley (Terry)

Treasurer: Martin Robert Sale

Deputy Clerk: Susan Lee Taylor (Lee)

Current Clerk of Trustees: Name and Address

Terence (Terry) Oakley 29, The Maltings, Leighton Buzzard LU7 4BS

Custodian Trustees for the Area Meeting

Friends Trusts Limited 173 Euston Road, London NW1 2BJ

Website

Luton and Leighton Area Meeting: http://llquakers.org.uk/area_meeting/

Luton and Leighton Area Meeting Annual Report 2020

(Charitable Incorporated Organisation Charity number 1173865)

~~ Structure, Governance and Management ~~

The **Governing Document** adopted in 2006 and subsequently the Governing Document for the registration of the CIO on 19 July 2017 define the responsibilities of the Area Meeting Trustees.

Each of the LMs has a **link Trustee** on the Trustees' Meeting. The **Clerk of Trustees** sends a copy of the minutes of each Trustees' meeting to each of the LMs. The Clerk of Trustees prepares the business, and conducts the meetings following usual Quaker practice. The Clerk drafts the Minutes during the course of the meeting. The Trustee group as a whole and not the Clerk alone decide whether the minute represents the sense of the meeting. Area Meeting in Session and Business Meetings in each constituent Local Meeting also use this procedure.

Meetings for Worship for Business by which the Religious Society conducts its business are meetings for worship based on silence. There is no voting in the meeting as Quakers believe that this would emphasise divisions between differing views and inhibit the process of seeking to know the right way forward/the sense of the meeting/the will of God as expressed in the Meeting.

The Luton and Leighton **Area Meeting Nominations Committee** nominates individuals to be Trustees. Area Meeting appoints Trustees in session. Trustees usually meet six times during the year. Three Trustees will complete their term each year. They might be reappointed (no more than twice) or replaced by a Friend new to the role. This is in order to provide opportunities for a wider circle of Friends to experience this role and to give their service to the Society. Friends newly appointed are encouraged to attend the training courses in Trusteeship offered by Woodbrooke Quaker Study Centre, Birmingham.

Trustees have been guided by the principles and practices commended by the Charity Commission, by *Quaker faith & practice*, by *'Right Ordering: A Handbook of Business Practice within the Area Meeting'* and by Quaker Stewardship Committee documents including *'Handbook for Trustees of Quaker Meetings.'*

Meetings of Trustees have been joint meetings of both Charities, as the Trustees are the same for both. A **Memorandum of Understanding** agreed in 2018 expresses the partnership of Trustees working with Friends in LMs to fulfil their charitable objectives.

~~ Area Meeting ~~

At the end of 2020, the AM had **285 members** (including 7 new applications for membership) and 183 adult non-members (attenders). There were 27 children recorded in the AM. Numbers of attenders are down by 11 since 2019, recorded members down by 4 and children down by 9 from 2019.

The AM held **six meetings for Church Affairs** (business meetings) during 2020. The meetings in January and February 2020 took place in meeting houses. The remaining four AMs of 2020 were held via zoom. The AM in July included the Annual General Meeting for the Charitable Incorporated Organisation Number 1173865. The AM held an additional two Meetings for Learning and an in-person Meeting for Worship for the solemnisation of a marriage under the Covid-19 restrictions in operation at the time.

The number of Friends attending AMs in person is on average similar to the **numbers who attend online meetings**. Some Friends prefer not to engage with online meetings while for others, it is an opportunity to attend not otherwise possible due to mobility issues, difficulties with travel, sustainability or other reasons.

At each AM for Church Affairs, a Friend is invited from the hosting local meeting to share a brief contribution expressing **an aspect of their 'spiritual journey'**. These contributions are an important opening for the business matters which are addressed.

Three Local Meetings (Bedford, Luton and Harpenden) presented their **triennial reports on the state of their Meetings**. These reports provide an account of the health of the Local Meeting,

Luton and Leighton Area Meeting Annual Report 2020

(Charitable Incorporated Organisation Charity number 1173865)

including numbers attending, spiritual, social and charitable activities, safeguarding processes and procedures, record keeping, et cetera. They cover the challenges and joys of the local meeting as a whole.

AM received reports on four occasions from its Representative or Alternate (Deputy) who are members of **Meeting for Sufferings**. Meeting for Sufferings (BYM) holds responsibility for the spiritual direction of the Society nationally. Our Representative and the Alternate assist a two-way flow of information between the Area Meeting and Meeting for Sufferings. Following consideration of the issue of **Assisted Dying** within each Local Meeting and AM over some years, the AM sent a minute to Meeting for Sufferings. In order to better inform the AM and others in Britain Yearly Meeting, the AM funded and hosted a webinar on the subject of '*Compassion in Dying*'.

During the year AM received **reports from AM officers and from representatives** attending conferences, central committees and special interest groups on the AM's behalf. The reports included hearing from the AM representative on Quaker Life Representative Council, one of the central committees of Britain Yearly Meeting and from two Friends who attended the National Gathering on Diversity and Inclusion. We received an account of Quaker Prison Chaplaincy at HMP The Mount and later from the Quaker Prison Chaplain at HMP Bedford. We heard about Young Friends General Meeting and received a triennial report from the Children and Young Person's advocate. One of our members who was 'Travelling in the Ministry' to support a project in Zimbabwe and in South Africa also reported.

The AM appoints both AM and LM **Elders and Overseers**. Elders are charged with nurturing the spiritual health of their Local Meetings whilst Overseers seek to provide pastoral care where needed. The group supports the life of the AM both through their service in Local Meetings and their support in AM business matters.

The nurturing of the **spiritual and temporal life** of the Area Meeting involved considerable additional attention from Elders and Overseers in 2020 due to the implications of the pandemic on its predominantly older members. The AM Elders and Overseers Group met online to discuss matters of shared importance and to give support to one another. One of those meetings in 2020 included **Safeguarding training**.

The annual **summer AM camp** was cancelled in 2020 due to the pandemic. Established in cooperation with two other Area Meetings many years ago, the camp is a separate charity (Grand Union Quaker Camps) with trustees and camp committees appointed by each of the Area Meetings involved.

AM held two '**meetings for learning**' in addition to the regular business meetings. The first asked: 'Responding to the Climate Emergency - what is our part in this great work? Inspiration, guidance and examples for practical involvement'. The session was held on zoom and facilitated by two members of staff from Quaker Peace and Social Witness. The second, 'Caring for the Earth' was an all-age meeting for learning, later described as "A very moving, well-paced, spiritual event". More than forty Friends participated online in each event.

AM and its constituent Local Meetings **support Britain Yearly Meeting** and other Quaker Bodies with a substantial part of their funds. They also support individuals and non-Quaker organisations, the objects and activities of which are in accordance with Quaker values as expressed in the Quaker Testimonies on peace, truth, justice, simplicity, equality and sustainability.

2020 has been a year of challenges, nurturing, of learning new skills and of finding new ways and patterns of connecting with one another. In addition to the circulation of its minutes, **Area Meeting** keeps local meetings informed of planned activities through the monthly circulation of AM Notices. The **clerks of AM, of Trustees and of Elders and Overseers** have met regularly online throughout the year to consider strategic issues. This group has also met quarterly online with the clerks of each of the local meetings so that problems issues and success stories, can be shared.

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(Charitable Incorporated Organisation Charity number 1173865)

~~ Local Meetings ~

The main activities of the constituent Local Meetings are the **right holding of public meetings for worship**. A meeting for business is generally held once each month or once every other month in smaller Meetings. LMs consider a wide range of topics throughout the year.

Each of the Local Meetings has an informal and formal programme for **developing the spiritual and social life of its members and attenders**. Local Friends participate in interfaith and community cohesion activities. **Outreach** means involvement in local organisations such as UNA, MIND and homelessness charities. Some **support Quaker activities** at AM and Britain Yearly Meeting through involvement on committees and working groups.

Friends in Local Meetings take on the responsibility to **manage and maintain their meeting houses**, with the support of AM Trustees. Local Meetings make their Meeting Houses available for use by the wider community such as pre-school nurseries, community groups and other faith groups who do not have their own premises. The hiring of premises can be a significant source of revenue for meetings - essential for the upkeep of the property. Charges for hiring rooms can be reduced to encourage groups that find it difficult to pay the standard amounts. Meeting houses are inspected annually and reported to AM Trustees. AM Trustees and Local Meeting committees cooperate with respect to any improvements or changes that are required. Area Meeting owns the Local Meeting properties.

Click on a Meeting's photo to go to its website

Please return to read more



≈ Bedford Meeting 2020 ≈

2020 has been a very challenging year. All the familiar things that we do and enjoy have been out of our reach. We have lived adventurously adapting and modifying where we can. Committees have met in parks while the weather and restrictions allowed. Friends with zoom accounts stepped forward offering to host zoom Meetings for Worship on Sundays. The support for the Sunday zoom Meetings for worship lead to an anonymous donation that allowed Bedford Meeting to install a video conferencing facility. The installation includes ethically sourced broadband, a Zoom account, an ethernet and WiFi network, a new laptop, wall mounted TV and associated equipment. The Meeting has a team of eight Technical Elders who can operate the equipment either in a blended format or as a remote meeting. Meeting for Worship has continued via Zoom throughout the lockdowns and as a blended COVID safe environment when the Meeting House was able to be open.

Friends have continued to support a variety of charities, organisations, and groups. Bedford Friends with other faith groups supported a call on the Home Office to reconsider using temporary buildings for housing asylum seekers at Yarlwood. Days after signing the letter, the Home Office decided to rethink its strategy on housing of asylum seekers.

Friends are keeping in touch with each other by letters, email and telephone. The Pastoral Care team continue to reach out to everyone.

This year has brought us sorrow as well. In spring 2020 Avis Jenkins died. Her body was donated to science. Due to restrictions we have been unable to hold a Memorial Meeting. During the first lockdown in early summer 2020, Pat Coveney passed away. Due to restrictions only family were able to be present at her funeral. In January 2021 Margaret Gardner died. Twelve Bedford Quakers attending her burial at the Woodland burial site in Keysoe. Over 50 people including Margaret's family, Bedford and Area Friends, as well those across the country held a Memorial Meeting via zoom. The burial and memorial meeting were moving experiences.

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≈ Berkhamsted Meeting 2020 ≈

At Berkhamsted, we have focused on the importance of maintaining online contact. Our core meeting of 10 is 70% vulnerable/shielding; thankfully, Friends embraced the technology quickly and have been able to attend regular bi-monthly meetings for worship. A weekly online 'virtual tea' gathering has also proved popular and has helped us stay in touch on a personal level. Friends have chosen to 'bubble' where there is a particular need for support. We were able to use the meeting house during lockdown 1 for sorting scrubs and medical equipment. We have also formed an alliance with AgeUK who will be using the meeting house regularly for community needs when lockdown is lifted. One or two hirers were able to use our meeting house for periods during the year; nearly all have said they hope to rebook when lockdown is lifted. We have a significant improvements programme for our buildings – both internal and external – in order to provide a community space that meets the needs of all abilities in the town. Progress has been made on the planning and we hope to start work shortly.



≈ Harpenden Meeting 2020 ≈

Our principal activity, the right holding of meetings for worship open to all, has continued regularly but in a very different manner through most of this year. From March to August and again from November the meeting house was closed and all meetings, including our monthly children's meeting, were held 'virtually' with some Friends using their computers at home. In September we returned to the meeting house for a few weeks and learned to hold 'blended' worship to connect with those who continued worshipping from home. During the year we increased our evening meetings to twice a month and also held all age worship on two occasions.

The restrictions imposed by the Covid pandemic meant that some older Friends were required to isolate and overseers made arrangements to support them with shopping and other errands. The 'circles of oversight' system was maintained through telephone and email contact with all in the Meeting and has led to more social interaction than usual. Whilst 'in person' contact has been severely restricted novel ways have been found for our usual family outing to the theatre and our annual supper party.

Closure of the meeting house has meant that the income from lettings has been significantly depleted but fortunately the reserves were sufficient to enable us to meet all our commitments including the contribution to Britain Yearly Meeting. It has been necessary to delay expenditure on major projects but work on the car park soak-away was completed and, with the building closed it was practical to carry out some routine maintenance and painting.

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≈ Hemel Hempstead Meeting 2020 ≈

2020 began with our annual exuberant talent and hat party. Our regular hirers continued. A new hiring showed our main hall to be suitable for group instruction and conferences. Regular contributions from members continued throughout the year. We sent our usual gifts to BYM and to six Quaker Charities.

Our concern for Climate Justice led to plans with Quaker Peace and Social Witness for an event including local environmental groups in a training session on speaking to major decision makers. A Climate Justice in-person meeting led by QPSW's Rebecca Woo, scheduled for July in our Meeting House, happened in September on Zoom. We learned to prepare for talking with decision makers. Hope for the Future, a charity that helps people communicate with MPs, made contact with a participant. By December, 'Woodlands for All' made specific plans for a Zoom meeting in 2021 with Hemel Hempstead's MP and other officials.

Covid 19 brought unfamiliar and difficult challenges. We suspended Meeting for Worship and encouraged blended individual silences at our usual Meeting time. Many went for walks. Some attended other Meetings on Zoom. We kept in touch by phone and email. Worship sharing via Zoom on Sunday evenings meant quiet, reflective time together.

After a thorough risk assessment, we re-opened on 9 August with a blended Meeting for Worship. Not everyone felt comfortable attending in person. Not everyone could use Zoom.

After 13 December, we closed the Meeting House again and continued with Zoom. We began Quakers Chatting on Thursday evenings. One hirer continued to hold counselling sessions. Covid-19's forced isolation has made it difficult to mourn two members who died or to comfort those closest to them. The same isolation also made it difficult to visit ill or shut-in Friends.

With an ageing membership that is declining in numbers, it is challenging to cover all the roles for the smooth running of the meeting. We feel encouraged when visitors appreciate the quiet space of our Meeting House and garden.



≈ Leighton Buzzard Meeting 2020 ≈

Meetings for Worship ceased at the end of March due to the Coronavirus pandemic and all lettings and other use of the Meeting House also ceased. Meetings for Worship resumed on Sundays in July when places of worship were able to reopen. However all our Meetings were held outside in our garden/burial ground throughout July, August and September. Our Wednesday Meetings for Worship resumed in September but were also held outside. Indoor meetings were held during October but from November all meetings have been held by Zoom for 30 minutes duration every Wednesday and Sunday and this has continued to the present, with all contact between Friends being on Zoom.

Plans for our new toilet block and patio were agreed and the architect submitted the plans to the council for formal planning and listed building consent. Planning permission was eventually granted. The Meeting has been considering and investigating the possibility of installing Wi Fi in the

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Meeting House for the benefit of hirers and for the possibility of holding blended meetings. Work on the Meeting House garden has continued for part of the year and before the pandemic a number of trees which had been purchased from the Woodland Trust have been planted. A temporary spiral walk has been created on the lawn.

One of our members was able to take an active role in an Eco Church Conference by Zoom which was organised by All Saints Church in Leighton Buzzard.



≈ Luton Meeting 2020 ≈

The pandemic has limited the life of our meeting in many ways.

Our meetings for worship have varied from meeting in person at the Meeting House, meeting separately in our own spaces in spirit, some of us meeting on Zoom while others met in the Meeting House, and meeting entirely on Zoom. Much effort, and business time, has gone to ensuring that the Meeting House is safe to return to, then closing and re-opening it, then closing it again. We have all missed the direct social contact with each other. On a positive note, we have been pleased to welcome two new regular attenders at our Zoom meetings.

Lettings ended with the first lockdown, were beginning in a limited way when it eased, then ceased again with further restrictions. This has resulted in considerable loss of income. We have remained aware of the effect of the pandemic on our caretaker and have taken care to mitigate it. Activity has, for most of the year, been online. Contact has been maintained with other Quaker groups, including QUNO, local interfaith groups, environmental pressure groups, and the local council.

We have appreciated that Woodbrooke has provided other forums for worship, as well as other activities.

Realising that all Quaker bodies were experiencing financial loss, we have increased our giving, as a meeting and as individuals, to BYM. For the same reason, individually, we have also increased our financial support for groups, local, national and international, promoting social justice, environmental causes, animal welfare, and other groups in sympathy with Quaker values.



≈ Milton Keynes Meeting 2020 ≈

This year has, of course, been badly disrupted by the pandemic. However, during lockdown and those periods when some of us have been able to meet together in our Meeting House, we have tried hard to continue to support members of our community in their spiritual lives and social witness. We have found new ways to bring the community together socially using new technologies. Many members of our meeting have been pleasantly surprised to find that there are certain benefits accruing from our increasing use of digital media, including the opportunity to cut down on travel, thus benefitting the environment.

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Financially, over the year, despite a significant loss of income from lettings, we have been able to manage our resources optimally, with support from the Area Meeting which waived our annual contribution this year. This has enabled the meeting to continue to support some charities, whose values are in line with ours as Quakers. These have included local charities supporting the homeless, those in food poverty and Milton Keynes Bereavement Service. We also supported an educational social justice charity and a charity promoting peace and education in Zimbabwe which was established by members of this meeting in 2008. A 'miss-a-meal and give' activity raised £500 for the local food bank. Many members of the meeting continued supporting their own adopted charities as part of their Quaker witness. Corporately, we continued our membership of and support for CitizensMK, a social justice and equality initiative which strives particularly to give a voice to the needs of marginalised groups in the city.

Whenever possible during the year, the Meeting House has been available for community use, in strict accordance with government guidelines. We provided lettings to charitable groups at reduced cost and are pleased to have the Centre used for counselling as well as supporting a number of groups helping those struggling with various forms of addiction. We continued to offer free use of the Meeting House to a new charity, seeking to support refugees struggling to adapt to life in new and frequently hostile surroundings.



≈ St Albans Meeting 2020 ≈

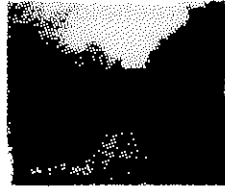
Until March 22nd we provided a quiet, public space for worship every week, and other activities to support spiritual well-being and social concerns. Our meeting house was let to a variety of local organisations. Since then our meetings for worship have moved online. As and when conditions allow we also hold meetings in person. Social distancing limits that to 14 people. These separate meetings are linked so that each can hear and see the other. All other activities are held online including a discussion group, book group, committee meetings and a daily social get-together.

Of concern to us this year has been the matter of the Right to Compassionate Assistance to Die in which a member of our meeting has taken the lead. Many of us took part in a webinar on this topic when a Canadian doctor with relevant experience explained the working of this in Canada where this right is legal. There were many useful questions and answers and the event was recorded for future use.

Our children's class is temporarily suspended but we often see the children when they join their parents after meeting for worship. We continue to support various charities that would previously have been collections by providing web links where donations can be made.

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≈ Watford Meeting 2020 ≈

Since March, when the pandemic prevented our use of the Meeting House, we have used Zoom video conferencing for our Meetings for Worship, committee meetings and social gatherings. Although some friends preferred not to use this technology, we have been joined by a number of newcomers and visitors from various parts of the country and some international visitors. Since August, following the installation of suitable computer equipment and screen, we have also opened the Meeting House (when permitted) for 'Blended Meetings', with between 6 and 15 friends joining those at home using Zoom. This has helped the cohesion of the Meeting and our Overseers have ensured that no friend has been overlooked during the pandemic. We have made extensive use of video conferencing for 'Coffee Mornings', the Upholding Group, Midweek Worship and 'Shared Lunches'. We have also facilitated weekly Zoom meetings of the Dacorum Extinction Rebellion group and have hosted a Blended Area Meeting for Learning and a national Webinar on assisted dying. For much of the year our premises have continued to be used by a Gamblers Anonymous group

~~ Policies ~~

The Trustees have agreed a number of **new policies** this year. It is the intention to have all policies are accessible through the Trustees' page on the Area Meeting website. (<http://liquakers.org.uk>) They include: Safeguarding, Privacy (GDPR), Health & Safety, Burial Grounds, and Reserves, Investment. Work continues on a more comprehensive Risks Policy and matrix which will identify categories of risk and the means to mitigate or otherwise manage them, with those responsible for such action.

~~ Financial Review ~~

The finances of the Charity remain healthy, with reserves in excess of the amount required by our reserves policy. Less was spent on maintenance and improvements to Meeting Houses to increase accessibility and sustainability than had been budgeted. Contributions from Local meetings held up well. Overall in 2020, expenditure and income were reasonably well balanced, if the effects of the Erika Stapleton Bequest and the transfer of funds from the unincorporated Charity are taken into account.

During 2020 the (old) unincorporated Charity was dissolved, with the last remaining funds and assets transferred to the (new) Charity, the CIO. Unrestricted reserves held at 31 December 2020 by the CIO were £807,776 (2019 £826,062). Of this amount Area Meeting held £577,210 and Local Meetings held £230,566 The amount held by Area Meeting includes the sum of £190,256 held as a Designated Fund in respect of the Erika Stapleton Bequest.

The sale of part of the Ampthill site was completed which increased our accessible resources. A new lease has also been negotiated for the Burial Ground in St Albans which provides more annual income, an amount that will increase over the term of the lease. The receipt of the Erika Stapleton Bequest has prompted us to spread our resources to ensure they are covered by the banking assurance scheme in case of default. We benefit from voluntary work by Friends in many ways and we record our thanks for their generous giving.

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~~ Investment and Freehold Properties ~~

The Financial Reporting Standard FRS102 now permits the use of an initial "deemed cost" which can be based upon the insured value of the properties. The insured value of the investment and freehold properties is not estimated annually as Trustees have decided that the cost of revaluation is not considered to be practicable. Therefore, the valuation used in 2018 has been retained (£7,260,195).

~~ Bankers & insurance ~~

The Area Meeting and each of the Local Meetings manage their accounts individually and hold current and deposit accounts as required. It is our policy to hold *funds in ethical banks* (Co-operative, CAF & Triodos) and a number of building societies (Ecology, Harpenden and Yorkshire). Some historic funds are held in BMO Global Asset Management (previously F&C Stewardship) units. The buildings, contents and public etc. liability insurance is held with Congregational & General Insurance.

Independent Examiner

Kevin Fisher FCA, Myrus Smith, Chartered Accountants, Norman House, 8 Burnell Road Sutton Surrey SM1 4BW

~~ Reserves Policy ~~

The Area Meeting has a policy of holding in reserve, as far as it is able, *six months' expenditure*. Other funds are held to provide adequate reserves for regular repairs and periodic major renovation of assets, including provision for the costs of repairs to buildings arising from annual planned inspections.

Terence Oakley

Clerk: Luton and Leighton Area Meeting Trustees
Religious Society of Friends (Quakers) in Britain

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LUTON & LEIGHTON AREA QUAKER MEETING

Registered Charity No.: 1173865

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

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(Charitable Incorporated Organisation Charity number 1173865)

Financial Statements

LUTON & LEIGHTON AREA QUAKER MEETING

Administrative Information

ADDRESS:

The Clerk to Trustees
Terence Oakley
29, The Maltings
Leighton Buzzard
LU7 4BS

OFFICERS:

Clerk	Terence Oakley
Treasurer	Martin Robert Sale

PRINCIPAL BANKERS:

Triodos Bank
Deanery Road
Bristol
BS1 5AS

CUSTODIAN TRUSTEE :

Friends Trusts Ltd
173-177 Euston Road
London
NW1 2BJ

TRUSTEES in 2020

Richard Cziborra
Marianne Karger
Jonathan Carmichael
Alison Ruth Fraser
Terence Oakley (Clerk)
Naomi Bronwen Randles
Martin Robert Sale (Treasurer)
Juliet Gayford
Susan Lee Taylor

Independent Examiner

Kevin Fisher FCA
Myrus Smith Chartered Accountants
Norman House
8 Bumell Road
Sutton
Surrey SM1 4BW

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LUTON & LEIGHTON AREA QUAKER MEETING

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted Funds		Restricted Funds	Total	Unrestricted Funds		Restricted Funds	Total
		Area Meeting	Local Meetings	£	2020	Area Meeting	Local Meetings	£	2019
		£	£	£	£	£	£	£	£
INCOME									
Donations and legacies	4	-	118,859	-	118,859	198,668	56,169	-	254,837
Other trading activities	5	40,737	78,995	-	119,732	44,090	146,447	-	190,537
Investments	6	2,946	504	-	3,450	2,639	696	-	3,335
Charitable activities		1,996	-	-	1,996	13,507	10	-	13,517
Other		5,187	1,869	-	7,056	8,161	674	-	8,835
Total		50,866	200,227	-	251,093	267,065	203,996	-	471,061
EXPENDITURE									
Charitable activities	7	65,607	217,214	-	282,821	118,123	168,294	-	286,417
Total	1/2	65,607	217,214	-	282,821	118,123	168,294	-	286,417
Net gains/(losses) on investments		(712)	1,008	-	296	14,403	1,170	-	15,573
Net income/(expenditure)		(15,453)	(15,979)	-	(31,432)	163,345	36,872	-	200,217
Transfer between funds	9	9,072	(9,072)	-	-	56,626	(56,626)	-	-
Net movement in funds		(6,381)	(25,051)	-	(31,432)	219,971	(19,754)	-	200,217
Funds brought forward at 1 January		583,591	242,471	7,260,195	8,086,257	296,579	274,286	-	570,865
Total funds		577,210	217,420	7,260,195	8,054,825	516,550	254,532	-	771,082
Transfer from old charity	20	-	13,146	-	13,146	67,041	(12,061)	7,260,195	7,315,175
Funds carried forward at 31 December		£577,210	£230,566	£7,260,195	£8,067,971	£583,591	£242,471	£7,260,195	£8,086,257

The Statement of Financial Activities includes all gains and losses recognised during the year.

The notes form part of these financial statements.


Luton and Leighton Area Meeting Annual Report 2020
(Charitable Incorporated Organisation Charity number 1173865)

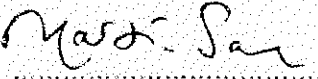
LUTON & LEIGHTON AREA QUAKER MEETING

**BALANCE SHEET
AS AT 31 DECEMBER 2020**

	Notes	Unrestricted Funds		Restricted Funds	Total 2020	Unrestricted Funds		Restricted Funds	Total 2019
		Area Meeting	Local Meetings			Area Meeting	Local Meetings		
		£	£	£	£	£	£	£	£
Fixed assets									
Investments	16	80,733	8,369	1,144,870	1,233,972	81,444	7,362	1,144,870	1,233,676
Freehold property	17			6,115,325	6,115,325			6,115,325	6,115,325
Current assets									
Debtors	10	725	2,168	-	2,893	6,202	1,891	-	8,093
Short term deposits		202,550	99,577	-	302,127	150,529	121,639	-	272,168
Cash at bank and in hand		293,202	121,177	-	414,379	345,416	111,866	-	457,282
Total current assets		<u>496,477</u>	<u>222,922</u>	<u>-</u>	<u>719,399</u>	<u>502,147</u>	<u>235,396</u>	<u>-</u>	<u>737,543</u>
Liabilities									
Creditors due within one year	11	-	725	-	725	-	287	-	287
Net current assets		<u>496,477</u>	<u>222,197</u>	<u>-</u>	<u>718,674</u>	<u>502,147</u>	<u>235,109</u>	<u>-</u>	<u>737,256</u>
Total assets less current liabilities		<u>577,210</u>	<u>230,566</u>	<u>7,260,195</u>	<u>8,086,257</u>	<u>583,591</u>	<u>242,471</u>	<u>7,260,195</u>	<u>8,086,257</u>
Total funds	18	<u>£ 577,210</u>	<u>£ 230,566</u>	<u>£7,260,195</u>	<u>£ 8,067,971</u>	<u>583,591</u>	<u>£ 242,471</u>	<u>£7,260,195</u>	<u>£ 8,086,257</u>

Approved by the trustees of Luton & Leighton Area Meeting on 11th July 2021 and signed on their behalf by:


Terence Oakley
Clerk to the Trustees


Martin Sale
Treasurer

The notes form part of these financial statements.

Luton and Leighton Area Meeting Annual Report 2020

(Charitable Incorporated Organisation Charity number 1173865)

LUTON & LEIGHTON AREA QUAKER MEETING

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2020

	2020 £	2019 £
Cash flows from operating activities:		
Net movement in funds per statement of financial activities	(18,286)	7,515,392
Adjustments for:		
Decrease in debtors	5,200	(5,573)
Decrease in creditors	438	
Net cash provided by operating activities	<u>(12,648)</u>	<u>7,507,332</u>
Cash flows from investing activities:		
Purchase of tangible fixed assets	<u>(296)</u>	<u>(7,349,001)</u>
Net cash provided by/ (used in) investing activities	<u>£ (12,944)</u>	<u>£ 158,331</u>
Change in cash and cash equivalents in the year	(12,944)	158,331
Cash and cash equivalents brought forward	<u>729,450</u>	<u>571,119</u>
Cash and cash equivalents carried forward	<u>£ 716,506</u> =====	<u>£ 729,450</u> =====
Analysis of cash and cash equivalents	2020	2019
Cash at bank	<u>£ 716,506</u> =====	<u>£ 729,450</u> =====

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LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 Unrestricted Funds (Area Meeting)

	General Fund £	Camp Committee £	Stapleton Fund £	Total 2020 £	Total 2019 £
Income					
Donations and legacies	-	-	-	-	198,668
Other trading activities	40,737	-	-	40,737	44,090
Investments	2,918	28	-	2,946	2,639
Charitable activities	1,996	-	-	1,996	13,507
Other – Furlough grants (2020)	5,187	-	-	5,187	8,161
Total	<u>50,838</u>	<u>28</u>	<u>-</u>	<u>50,866</u>	<u>267,065</u>
Expenditure					
Charitable activities	64,493	1,114	-	65,607	118,123
Total	<u>64,493</u>	<u>1,114</u>	<u>-</u>	<u>65,607</u>	<u>118,123</u>
Net gains/(losses on investments)	(712)	-	-	(712)	14,403
Net income/(expenditure)	<u>(14,367)</u>	<u>(1,086)</u>	<u>-</u>	<u>(15,453)</u>	<u>163,345</u>
Transfer between funds					
From Local Meetings	12,950	-	-	12,950	34,051
Other Local Meetings	-	-	(3,878)	(3,878)	22,575
Transfer between funds	<u>12,950</u>	<u>-</u>	<u>(3,878)</u>	<u>9,072</u>	<u>56,626</u>
Net movement in funds	(1,417)	(1,086)	(3,878)	(6,381)	219,971
Funds brought forward at 1 January	<u>375,079</u>	<u>14,378</u>	<u>194,134</u>	<u>583,591</u>	<u>296,579</u>
Total funds	373,662	13,292	190,256	577,210	516,550
Transfer from old charity	-	-	-	-	67,041
Funds carried forward	<u>£ 373,662</u>	<u>£ 13,292</u>	<u>£ 190,256</u>	<u>£ 577,210</u>	<u>£ 583,591</u>
Total funds held as					
Investments	80,733	-	-	80,733	81,444
Total fixed assets	<u>£ 80,733</u>	<u>£ Nil</u>	<u>£ Nil</u>	<u>£ 80,733</u>	<u>£ 81,444</u>
Short term deposits	202,550	-	-	202,550	150,529
Debtors	725	-	-	-	6,202
Cash at bank and in hand	89,654	13,292	190,256	293,202	345,416
Total current assets	<u>292,929</u>	<u>13,292</u>	<u>190,256</u>	<u>496,477</u>	<u>502,147</u>
Less creditors due within one year	-	-	-	-	-
Net current assets	<u>292,929</u>	<u>13,292</u>	<u>190,256</u>	<u>496,477</u>	<u>502,147</u>
Total assets less current liabilities	<u>£ 373,662</u>	<u>£ 13,292</u>	<u>£ 190,256</u>	<u>£ 577,210</u>	<u>£ 583,591</u>

With the exception of the General Fund these are designated funds which have been set aside by the

Luton and Leighton Area Meeting Annual Report 2020

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trustees in order to make provision for future expenditure on the purposes indicated by the title of each fund. The purposes for which these funds are used remains at the discretion of the Area Meeting.

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LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020 /contd...

	Notes	£	Bedford	Berkmsted	Harpenden	Hemel Hempstead	Leighton Buzzard	Luton	Milton Keynes	St Albans	Watford	Total 2020	Total 2019
2 Unrestricted Funds (Local Meetings)													
INCOME													
Donations and legacies	4	-	17,716	1,390	10,541	6,022	2,949	1,895	48,380	5,809	24,347	118,659	59,189
Other trading activities	5	-	8,318	4,822	13,810	7,729	2,041	3,015	16,427	7,876	14,958	78,995	146,447
Investments	6	-	37	-	58	143	-	61	180	6	41	504	696
Charitable activities		-	-	-	-	-	-	-	-	-	-	-	10
Other		-	-	-	-	173	-	-	1,696	-	-	1,869	674
Total		-	26,071	6,212	24,407	14,067	4,990	4,971	66,873	13,480	39,346	200,227	203,996
EXPENDITURE													
Charitable activities	7	-	21,538	9,275	37,960	19,263	4,744	11,100	44,404	33,630	35,280	216,489	168,284
Total		-	21,538	9,275	37,960	19,263	4,744	11,100	44,404	33,630	35,280	216,489	168,284
Net gains/(losses) on investments		-	-	-	-	1,008	-	-	-	-	-	1,008	1,170
Net income/(expenditure)		-	4,533	(3,063)	(13,573)	(4,188)	246	(6,129)	22,269	(20,140)	4,066	(15,254)	38,872
Transfer between funds													
Contributors to Area Meetings		-	(7,000)	-	(2,500)	(3,000)	-	(450)	-	-	-	(12,950)	(34,051)
Other transfers		-	-	-	3,878	-	-	-	-	-	-	3,878	(22,575)
Transfer to/from old charity		-	-	-	-	-	-	-	13,146	-	-	13,146	(12,061)
Transfers		-	(7,000)	-	1,378	(3,000)	-	(450)	13,146	-	-	4,074	(68,687)
Net movement in funds		-	(2,467)	(3,063)	(12,195)	(7,189)	248	(6,579)	35,415	(20,140)	4,066	(11,180)	(31,815)
Funds brought forward at 1 January		-	22,768	11,696	86,922	40,873	4,186	17,331	-	27,056	31,640	242,471	274,286
Funds carried forward at 31 December		£	£20,301	£8,633	£74,727	£33,685	£4,432	£10,752	£36,415	£6,915	£36,706	£231,291	£242,471
Assets													
Investments		-	-	-	-	8,149	-	-	-	220	-	8,369	7,362
Total fixed assets		-	-	-	-	8,149	-	-	-	220	-	8,369	7,362
Debtors		-	-	-	-	-	-	-	-	-	-	-	-
Short term deposits		-	6,288	-	2,168	-	-	8,927	-	3,809	-	2,188	1,891
Cash at bank and in hand		-	14,033	8,633	70,177	25,536	4,432	1,825	36,415	2,886	10,396	98,577	121,639
Total current assets		-	20,301	8,633	75,462	25,536	4,432	10,752	36,415	6,695	35,706	222,922	235,986
Less: Creditors due within one year		-	-	-	(725)	-	-	-	-	-	-	-	(287)
Net current assets		-	20,301	8,633	74,727	25,536	4,432	10,752	36,415	6,695	35,706	222,922	235,109
Total assets less current liabilities		£	£20,301	£8,633	£74,727	£33,685	£4,432	£10,752	£36,415	£6,915	£36,706	£231,291	£242,471

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LUTON & LEIGHTON AREA QUAKER MEETING
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020

3 Accounting policies

a) Basis of preparation

The charity constitutes a public benefit as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) Incoming recognition policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity.
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

c) Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probably that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs undertaken to further the purposes of the Charity and their associated support costs.

d) Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the Charity's activities.

e) Land and buildings

Details of the functional properties owned by the Area Meeting are given in note 17 to the accounts. These comprise meeting houses and wardens accommodation which are held for the furtherance of the Meeting's charitable objects. The land and buildings of the meeting houses are included at cost subject to depreciation. The insured value of the properties has been adopted as the deemed cost, exercising the option available on the adoption of FRS 102. In the opinion of Trustees, the greater part of the value lies in the freehold land rather than the buildings.

Given the value of the land element in the carrying value and the programme of maintenance of the buildings, any depreciation in relation to the meeting houses is considered immaterial. Major additions to those meeting houses will be included at their cost and depreciated over their expected life.

f) Investment Assets

Investments are initially recognised at their transaction value and subsequently measured at their market value at the Balance Sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses on revaluations and disposals throughout the year.

Investment properties are stated at fair value and any change is recognised as part of the net income.

g) Furniture and equipment

The cost of furniture and equipment is included as expenditure of the year in which it is incurred and not depreciated over the anticipated life of those items.

h) Financial instruments

Debtors and creditors with no stated interest rate and which are receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

i) Taxation

All the activities of the Area Meeting are charitable and therefore exempt from Income Tax, Capital Gains Tax and Inheritance Tax. There are no trading profits on which Corporation Tax is payable.

j) Fund accounting

In order to differentiate the availability of funds they are categorised according to the following definitions:

Unrestricted: general funds which are freely available for any purpose of the Area Meeting and designated funds which have been set aside for specific purposes but which remain at the discretion of the Meeting.

Restricted: earmarked by the donor or testator for certain specific purposes.

Endowment: funds in which the capital must be preserved and only the income may be used for general or specific purposes as stipulated by the testator or donor.

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LUTON & LEIGHTON AREA QUAKER MEETING
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4 Donations and legacies

	2020 £	2019 £
Donations and contributions	88,192	48,240
Tax reclaimed	16,368	7,929
Legacies	14,299	198,668
	<u>£118,859</u>	<u>£254,837</u>

All amounts received in 2020 relate to unrestricted funds. The legacy of £198,668 received in 2019 is the Stapleton designated fund "for the benefit of Harpenden Quaker Meeting".

5 Income from other trading activities

	2020	2019
Lettings	<u>£119,732</u>	<u>£190,537</u>

All amounts received in 2019 and 2020 relate to unrestricted funds.

6. Investment income

	2020	2019
Bank interest and dividends received	<u>£3,450</u>	<u>£3,335</u>

All amounts received in 2019 and 2020 relate to unrestricted funds.

7 Expenditure on charitable activities

	Direct £	Grants £	Support £	Total 2020 £	Total 2019 £
Events and conferences	2,376	-	-	2,376	5,960
Children and young people	792	-	-	792	153
Outreach, library, literature, etc.	1,648	-	-	1,648	1,967
Catering and hospitality	229	-	-	229	226
Elders and overseas,	1,142	-	-	1,142	513
Governance (Note 13)	-	-	13,666	13,666	6,248
Contribution to yearly meeting	-	53,800	-	53,800	43,800
Other contributions	-	24,509	-	24,509	3,061
Grants to individuals	-	1,091	-	1,091	1,693
Contributions and subscriptions	-	-	1,396	1,396	1,215
Other (incl. utilities)	-	-	7,113	7,113	10,710
Premises repair and maintenance	-	-	76,305	76,305	126,884
Premises improvements	-	-	3,406	3,406	1,370
Insurance and other	-	-	14,314	14,314	14,221
Wardens, caretaking and cleaning	-	-	52,853	52,853	48,077
Heat, light and services	-	-	21,699	21,699	17,056
Furniture and equipment and other	-	-	6,482	6,482	3,263
	<u>£6,187</u>	<u>£79,400</u>	<u>£197,234</u>	<u>£282,821</u>	<u>£286,417</u>

The 2020 amounts include £3,878 (2019 £4,534) from the Stapleton designated fund spent by Harpenden Quaker Meeting.

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LUTON & LEIGHTON AREA QUAKER MEETING
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8 Trustees remuneration

No trustee received any remuneration in respect of service given during the year (2019: £Nil). Trustees are entitled to reimbursement of expenses in the performance of their duties.

Travel and subsistence costs of £nil were reimbursed to trustees (2019: £26).

9 Transfers between funds

In order to provide the Area Meeting with funds to meet the costs of administration and for the upkeep and development of property LM contributions were transferred to the General Fund from the Local Meetings in proportion to their membership.

10 Debtors

	General Fund £	Camp Committee £	Harpenden LM £	Leighton Buzzard LM £	Milton Keynes LM £	St Albans LM £	2020 Total £	2019 Total £
Lettings	-	-	-	-	-	-	-	-
Gift Aid refund	-	-	1,281	-	-	-	1,281	1,104
Sundry debtors	-	-	887	-	-	-	887	6,989
Total	£Nil	£Nil	£2,168	£Nil	£Nil	£Nil	£2,168	£8,093

11 Creditors

	General fund £	Harpenden LM £	Hemel Hempstead LM £	Leighton Buzzard LM £	Milton Keynes LM £	St Albans LM £	2020 Total £
Sundry Creditors	£Nil	£725	£Nil	£Nil	£Nil	£Nil	£725

12 Contributions and grants

	Area Meeting £	Local Meetings £	Restricted Funds £	2020 Total £	2019 Total £
To Britain Yearly Meeting	-	53,800	-	53,800	43,800
To other charitable causes	4,000	20,509	-	24,509	3,061
To individuals	-	1,091	-	1,091	1,693
Total	£4,000	£75,400	£Nil	£79,400	£48,554

13 Governance

	2020 Total £	2019 Total £
Independent examination costs	1,320	1,176
Other costs	12,346	5,072
Total	£13,666	£6,248

14 Acting as Agent

	2020 Total £	2019 Total £
In	6,535	6,098
Out	6,535	6,098
Total	£nil	£nil

15 Staff costs

	2020 Total £	2019 Total £
Salaries	52,534	47,768
Social Security Costs & Pension costs	319	309
Total	£52,853	£48,077

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LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020

16 Investments

	2020 Total £	2019 Total £
Quoted investments	89,102	88,806
Investment properties	1,144,870	1,144,870
	£1,233,972	£1,233,676
	2020 Total £	2019 Total £
Fixed Asset Investments:	88,806	-
Market value at 1 January 2019	-	73,233
On transfer	296	15,573
Net unrealised gain/(loss)	£89,102	£88,806
Market value at 31 December 2019		

	General Fund £	Hemel Hempstead £	St Albans £	2020 Total £	2019 Total £
The market valuation of investments held at 31 December was:					
Responsible UK Equity Growth Fund	47,681	-	-	47,681	50,879
Responsible UK Income Fund	9,381	-	-	9,381	10,837
Responsible Global Equity Fund	23,671	-	-	23,671	19,728
Aberdeen Ethical World Unit Trust	-	8,149	-	8,149	7,142
Traidcraft (unquoted)	-	-	220	220	220
Total	£80,733	£8,149	£220	£89,102	£88,806

There were no additions or disposals during the year and the unrealised losses incurred are shown in Notes [1] and [2].

Investment properties

	£	£
Woburn Sands (see 1 below)	877,680	-
Luton cottage (see 2 below)	267,190	-
	£ 1,144,870	-

- 1] The former meeting house at Hardwick Road, Woburn Sands let to Larchfield Nursery LLP on a full repairing lease for 10 years from 6 July 2015 at an annual rental of £20,000. [insured value £877,680].
- 2] The flat at 30a Crawley Green Road, Luton let to a private tenant on a shorthold lease at a monthly rent of £375 per month [insured value £267,190].

In addition to the properties above, the following investment properties are held for which no separate valuation is available.

- 3] The top-floor flat at 5a Lansdowne Road, Bedford let to a private tenant on a shorthold lease at a monthly rent of £600 per month [not separately valued].
- 4] The flat at 22 St Mary's Road, Hemel Hempstead let to a private tenant on a shorthold lease at a monthly rent of £850 per month [not separately valued].
- 5] Cottages adjacent to Leighton Buzzard meeting house leased to the Hightown Praetorian Housing Association for 99 years from 1987 at an annual rental of £30.
- 6] The disused burial ground at Bourne End, Cranfield leased to a private tenant at an annual rental of 50 pence.
- 7] The disused burial ground at Victoria Street, St Albans on a 125 year lease to St Albans District Council to be kept as a Quaker Garden at an annual rental of £1,000 doubling every 25 years.
- 8] The disused burial ground at Wood End, Cross Lanes, Hemel Hempstead leased to a private tenant for 21 years from 2015 at an annual rental of £10.
- 9] The active burial ground at Baker Street, Ampthill (not leased)
- 10] The active burial ground at Hogsty End, Hardwick Road, Woburn Sands [not leased].

17 Tangible fixed assets
Freehold properties

The freehold properties (Meeting Houses) have been introduced at a deemed cost based upon their insured values. The insured property values were based upon a valuation by McNeill, Lowe and Palmer, Chartered Surveyors on 15 August 2015.

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LUTON & LEIGHTON AREA QUAKER MEETING NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

The Area Meeting is the beneficial owner of the following functional properties:

	<i>Original cost £</i>	<i>Date of acquisition</i>	<i>Additions £</i>	<i>Date of Addition</i>	<i>Deemed Cost 2020</i>
Bedford meeting house 5 Lansdowne Road, Bedford MK40 2BY	3,000	1955	157,097	1999	1,230,000
Berkhamsted meeting house and burial ground 289 High Street, Berkhamsted HP4 1AJ	469	1818			395,000
Harpenden meeting house 12 Southdown Road, Harpenden AL5 1PD	1,500	1931			525,000
Hemel Hempstead meeting house and burial ground 22 St Marys Road, Hemel Hempstead HP2 5HL	132	1718	37,741		940,000
Leighton Buzzard meeting house and burial ground rear of 27-29 North Street, Leighton Buzzard	Gift	1744			365,325
Luton meeting house and cottage 28 Crawley Green Road, Luton LU2 0QX	11,029	1963			370,000
Luton burial ground	200	1864			
Milton Keynes meeting house 1 Oakley Gardens, Downhead Park, Milton Keynes MK15 9AEP	232,000	1986			885,000
St Albans meeting house 7 Upper Lattimore Road, St Albans AL1 3UD	490	1912	209,475	1996	505,000
Watford meeting house 150 Church Road, Watford WD1 3QB	1,200	1953	253,231	2007	900,000
					£6,115,325

18 Unrestricted funds

	Area Meeting £	Local Meeting £	2020 Total £	2019 Total £
Balance brought forward at 1 January 2020	583,591	242,471	826,062	570,865
Net (outgoing)/incoming resources	(14,741)	(16,987)	(31,728)	184,644
Gains/(losses) on investments	(712)	1,008	296	15,573
Transfers between funds	9,072	(9,072)	-	-
Transfer to/from old charity	-	13,146	13,146	54,980
Balance carried forward at 31 December 2020	£ 577,210	£230,566	£807,776	£826,062
Restricted funds				
Transfer from old charity	-	-	-	7,260,195
Balance brought forward at 1 January 2020	7,260,195	-	7,260,195	-
Balance carried forward at 31 December 2020	£7,260,195	£-	£7,260,195	7,260,195
Total funds	£7,836,680	£230,566	£8,067,971	£8,086,257

19 Analysis of net assets between funds at 31 December 2020

	Unrestricted Area Meeting £	Local Meeting £	Restricted £	Total funds £
Investments	80,733	8,369	-	89,102
Investment properties	-	-	1,144,870	1,144,870
Freehold properties	-	-	6,115,325	6,115,325
Current assets	496,477	222,197	-	718,674
Current liabilities	-	-	-	-
	£577,210	£230,566	£7,260,195	£8,067,971

20 Transfer from old charity

The Milton Keynes bank was transferred from the old charity Luton and Leighton Area Meeting registration number 1134541 (now deregistered).

RELIGIOUS SOCIETY OF FRIENDS

LUTON & LEIGHTON AREA MEETING
(Registered Charity number: 1173865)

CONSOLIDATED ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF LUTON & LEIGHTON AREA MEETING

I report to the charity trustees on my examination of the annexed accounts of the charity for the year ended 31 December 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants for England and Wales, which is one of the listed bodies.

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

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

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



K C Fisher FCA
c/o Myrus Smith
Chartered Accountants
Norman House, 8 Burnell Road,
Sutton, Surrey. SM1 4BW

Dated: 13th August 2021

