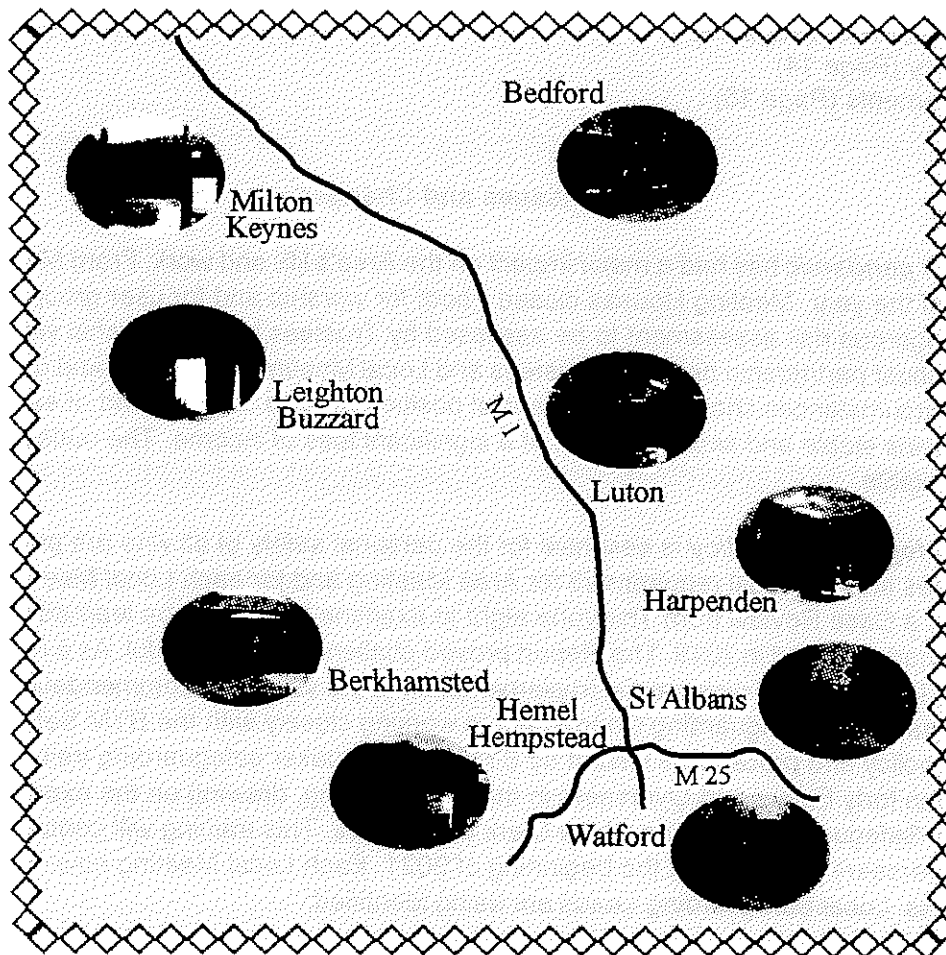




Luton and Leighton
Area Quaker Meeting
of the
Religious Society of Friends
Annual Report and Accounts
2020



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.

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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.*

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~~ 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**.

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~~ 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/

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~~ 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,

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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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~~ 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 Yarl's Wood. 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.

Luton and Leighton Area Meeting Annual Report 2020

(Charitable Incorporated Organisation Charity number 1173865)

~~ 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**

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

LUTON & LEIGHTON AREA QUAKER MEETING

Registered Charity No.: 1173865

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

Luton and Leighton Area Meeting Annual Report 2020

(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 Area Meeting £	Unrestricted Funds Local Meetings £	Restricted Funds £	Total 2020 £	Unrestricted Funds Area Meeting £	Unrestricted Funds Local Meetings £	Restricted Funds £	Total 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		<u>50,866</u>	<u>200,227</u>	<u>-</u>	<u>251,093</u>	<u>267,065</u>	<u>203,996</u>	<u>-</u>	<u>471,061</u>
EXPENDITURE									
Charitable activities	7	65,607	217,214	-	282,821	118,123	168,294	-	286,417
Total	1/2	<u>65,607</u>	<u>217,214</u>	<u>-</u>	<u>282,821</u>	<u>118,123</u>	<u>168,294</u>	<u>-</u>	<u>286,417</u>
Net gains/(losses) on investments		(712)	1,008	-	296	14,403	1,170	-	15,573
Net income/(expenditure)		<u>(15,453)</u>	<u>(15,979)</u>	<u>-</u>	<u>(31,432)</u>	<u>163,345</u>	<u>36,872</u>	<u>-</u>	<u>200,217</u>
Transfer between funds	9	9,072	(9,072)	-	-	56,626	(56,626)	-	-
Net movement in funds		<u>(6,381)</u>	<u>(25,051)</u>	<u>-</u>	<u>(31,432)</u>	<u>219,971</u>	<u>(19,754)</u>	<u>-</u>	<u>200,217</u>
Funds brought forward at 1 January		583,591	242,471	7,260,195	8,086,257	296,579	274,286	-	570,865
Total funds		<u>577,210</u>	<u>217,420</u>	<u>7,260,195</u>	<u>8,054,825</u>	<u>516,550</u>	<u>254,532</u>	<u>-</u>	<u>771,082</u>
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		<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>

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)

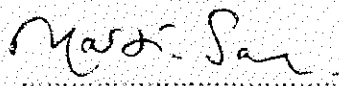
LUTON & LEIGHTON AREA QUAKER MEETING

BALANCE SHEET AS AT 31 DECEMBER 2020

	Notes	Unrestricted Funds Area Meeting £	Local Meetings £	Restricted Funds £	Total 2020 £	Unrestricted Funds Area Meeting £	Local Meetings £	Restricted Funds £	Total 2019 £
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> =====

Luton and Leighton Area Meeting Annual Report 2020

(Charitable Incorporated Organisation Charity number 1173865)

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	50,838	28	-	50,866	267,065
Expenditure					
Charitable activities	64,493	1,114	-	65,607	118,123
Total	64,493	1,114	-	65,607	118,123
Net gains/(losses on investments)	(712)	-	-	(712)	14,403
Net income/(expenditure)	(14,367)	(1,086)	-	(15,453)	163,345
Transfer between funds					
From Local Meetings	12,950	-	-	12,950	34,051
Other Local Meetings	-	-	(3,878)	(3,878)	22,575
Transfer between funds	12,950	-	(3,878)	9,072	56,626
Net movement in funds	(1,417)	(1,086)	(3,878)	(6,381)	219,971
Funds brought forward at 1 January	375,079	14,378	194,134	583,591	296,579
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	£ 80,733	£ Nil	£ Nil	£ 80,733	£ 81,444
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	292,929	13,292	190,256	496,477	502,147
Less creditors due within one year	-	-	-	-	-
Net current assets	292,929	13,292	190,256	496,477	502,147
Total assets less current liabilities	£ 373,662	£ 13,292	£ 190,256	£ 577,210	£ 583,591

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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(Charitable Incorporated Organisation Charity number 1173865)

LUTON & LEIGHTON AREA QUAKER MEETING

NOTES TO THE ACCOUNTS

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

2 Unrestricted Funds (Local Meetings)													
	Notes	£	Bedford	Berkmsted	Harpenden	Hemel Hempstead	Leighton Buzzard	Luton	Milton Keynes	St Albans	Watford	Total 2020	Total 2019
INCOME													
Donations and legacies	4	-	17,716	1,390	10,541	6,022	2,949	1,895	48,380	5,609	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	14,858	78,985	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	4,980	4,971	66,673	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)	(4,186)	246	(6,129)	22,269	(20,140)	4,066	(15,264)	36,872
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)	(12,185)	(7,189)	246	(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
Held as investments													
	-	-	-	-	-	8,149	-	-	-	220	-	8,369	7,362
Total fixed assets													
	-	-	-	-	-	8,149	-	-	-	220	-	8,369	7,362
Debtors													
Short term deposits	-	-	-	-	2,168	-	-	-	-	-	-	2,168	1,891
Cash at bank and in hand	-	-	6,288	-	70,177	-	-	8,927	-	3,809	10,396	98,577	121,639
	-	-	14,033	8,633	3,107	26,536	4,432	1,826	36,415	2,886	25,310	121,177	111,666
Total current assets	-	-	20,301	8,633	75,462	26,536	4,432	10,752	36,415	6,686	36,706	222,922	236,386
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	6,686	36,706	222,922	236,109
Total assets less current liabilities	-	-	£ 20,301	£8,633	£74,727	£33,686	£4,432	£10,752	£36,415	£6,915	£36,706	£231,291	£242,471

Luton and Leighton Area Meeting
Annual Report 2020
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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 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.

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.

Luton and Leighton Area Meeting **Annual Report 2020**

(Charitable Incorporated Organization Charity number 1173865)

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

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
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2020

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 £	2019 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

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

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:		
Market value at 1 January 2019	88,806	-
On transfer	-	73,233
Net unrealised gain/(loss)	296	15,573
Market value at 31 December 2019	£89,102	£88,806

	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.

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

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

