

Religious Society of Friends (Quakers)
Worcestershire and Shropshire Area Meeting Trustees
Annual Report and Accounts 2020



Charity Number 1175399
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1. Officers during 2020

Clerking Team:

Lynda Prescott	Worcester Local Meeting
Martin Layton	Bewdley Local Meeting

Treasurer:

David Rolfe	Telford Local Meeting
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Assistant Clerk for Membership and Data Protection:

Colin Billett	Bewdley Local Meeting
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Area Meeting Trustees who served during 2020:

David Baker (Clerk)	Worcester Local Meeting
David Rolfe (Treasurer)	Telford Local Meeting
Marilyn Foxall	Bewdley Local Meeting
Christine Jones	Shrewsbury Local Meeting
Eoin McCarthy	Malvern Local Meeting

Custodian Trustee:

Friends Trusts Ltd., Registered Charity 237698
173-177 Euston Road, London, NW1 2BJ

Bankers to the Area Meeting held accounts:

TSB, Church Stretton Branch.

COIF Charity Funds, CCLA Investment Management Ltd. 80 Cheapside, London, EC2V 6DZ

In addition, each of the local constituent meetings of the Area Meeting has one or more bank accounts that they manage.

2. Information and Governance:

Worcestershire and Shropshire Area Quaker Meeting began operating as a Registered Charity from 1st January 2014 as Charity number 1155482. With effect from 26th October 2017, it re-registered as a Charitable Incorporated Organisation number 1175399.

The Charity was established for the advancement of religious and other charitable purposes that derive from, or bear witness to, the principles and practices of the Religious Society of Friends (Quakers), within Worcestershire and Shropshire.

Quaker Faith & Practice, the book of discipline of Britain Yearly Meeting, governs the Area Meeting's affairs.

The Area Meeting appoints the Trustees of the charity following nominations from the Nominations Committee. These appointments are without financial remuneration.

The Annual Report recognises the requirement of Britain Yearly Meeting and the Charity Commission to outline the Public Benefit of the charity as indicated in Charity Commission publication April 2017 *'telling your story well: public benefit reporting by charities'*.

The template offered by Quaker Faith and Practice (5th Edition), Chapter 14, is used to compile this report.

2.1 Trustees normally meet four times a year. In 2020 the following items of business were considered, and details are available in the minutes of these meetings:

Dated: 8th February 2020

- i) Area Meeting Quota to Britain Yearly Meeting.
- ii) New Arrangements for Area Meetings.
- iii) Policy of payments from Area Meeting Funds.
- iv) Employee Survey.
- v) Data Protection Officers.
- vi) Licence agreement re: Meeting Point House.
- vii) Roles for the next triennium.

Dated: 13th June 2020

- i) Document re: Expenditure from Area Meeting Funds
- ii) 2019 Annual Reports
- iii) 2019 Accounts.
- iv) Salary, Pensions and Policy Documents.

Dated: 7th July 2020

This was a special meeting convened to discuss the holding of Meetings for Worship and the Hiring of Meeting Houses during the COVID-19 Pandemic Guidance for Local Meetings.

Dated: 29th October 2020

- i) Meeting for Worship in Wem – COVID risk assessment.
- ii) Distribution of funds to schools in Midnapore (West Bengal).

3. Public Benefit Achievements and Activities within the Area Meeting in 2020

3.1 Membership information for 2020

Tabular Statement

There were four new members recorded during the year, one by conviction and three by transfers in. One transfer out was recorded, and one member became no longer attached to a local meeting. There were eight deaths during the year. The net result is that total membership decreased by six from one hundred and eighty-five members to one hundred and seventy-nine members.

Name of Local Meeting	Men	Women	Other	Children	Total
BEWDLEY					
Members	12	18	0	0	30
Attenders	1	5	0	4	10
CHURCH STRETTON					
Members	3	7	0	0	10
Attenders	1	1	0	2	4
MALVERN					
Members	18	14	0	0	32
Attenders	14	12	0	0	26
SHREWSBURY					
Members	9	26	0	0	35
Attenders	8	18	0	2	28
TELFORD					
Members	9	25	0	0	34
Attenders	5	10	0	3	18
WEM					
Members	0	1	0	0	1
Attenders	1	1	0	0	2
WORCESTER					
Members	15	21	0	0	36
Attenders	12	9	0	2	23
UNATTACHED					
Members	0	1	0	0	1

3.2 Strengthening the life and witness of Quaker Meetings

This year (2020) has been challenging for everyone. In January and February, Local Meetings conducted their Meetings for Worship and Business as normal. By March we were living with the COVID-19 pandemic, Government guidelines, lockdowns, and restrictions, which tested our ingenuity and creativity in finding alternative ways by which to worship and conduct our business.

All our Local Meetings, apart from Wem, have continued to hold Sunday morning worship at 10.30 until 11.30 am, either online using Zoom, outdoors, or in person when permitted. Bewdley, Shrewsbury, Telford, and Worcester Meetings, have also held blended meetings. Every effort has been made to maintain worshipping communities by staying in touch with those Friends who have not felt comfortable enough to join on-line meetings during the lockdowns.

Elders and Pastoral Care Friends have ensured regular readings from Advices and Queries and Quaker Faith and Practice.

Bewdley, Church Stretton and Telford meetings have continued to involve their Children's Meetings in worship, either online or outdoors when in-door meetings were not permitted. Worcester's monthly Children's Meeting stopped after February 2020.

All our Local Meetings, except for Wem, have organised a range of online events to encourage all age interaction and strengthen the life of the Meeting. For details of these events see Local Meeting reports in the appendix.

There has been a regular Area Meeting (mid-week) Meeting for Worship held online.

3.3 Spreading the message of Friends and interpreting and developing the thought and practice of the Society

We acknowledge that many of our usual activities were either postponed or reduced because of the restrictions of the pandemic. Local Meetings have nonetheless continued to organise a variety of discussions, workshops, and events, either outdoors or online. Details of these events can be seen in the Local Meeting reports in Appendix 1.

Local Meeting Friends have joined in Woodbrooke and Britain Yearly Meeting facilitated events online, which has increased awareness of Quaker thought and practice.

A Church Stretton Friend is convening a group of Friends from Wales and Southern Marches together with Meeting of Friends in Wales (Symud Ymlaen).

We piloted a website for one of our local meetings on the Quaker Meetings Network, as a step towards having an integrated family of websites, including one for Area Meeting.

3.4 Undertaking Quaker service for the relief of suffering at home and abroad

Although the restrictions of the pandemic have curtailed some activities, Friends have continued to participate in many voluntary roles within their local communities.

The following are examples of Quaker service in action. Telford Local Meeting supported the STAY housing project. Church Stretton Friends invited a speaker from Quaker Service in Belfast to Engaging Issues. Malvern Friends have continued as active Prison Visitors when the pandemic regulations allowed. Bewdley Friends continue to be a collection point for clothes for refugees in Europe. 'The Worcester Grassroots Alliance' project has now been adopted by Area Meeting as a whole.

Wider participation is evidenced by Local Meeting Friends being appointed to central Quaker work at Britain Yearly Meeting.

For full details of the work being carried out by Local Meetings see Appendix 1.

3.5 Funding our Concerns

All Local Meetings have provided financial support as requested by Britain Yearly Meeting.

Local Meetings and Local Friends have donated to Quaker led charities and other charities of particular interest to Friends. These donations were made through special collections, subscriptions and/or standing orders.

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

Area Meeting discerned that it was appropriate to rename our Overseers as 'Pastoral Care Friends' and this was agreed at Area Meeting for Worship for Business on 7th November 2020.

The pandemic has increased the need and responsibility for providing care and keeping a watching brief on all Friends. Other Friends actively share in this care and try to ensure that no one is left out. A variety of methods has been used to remain in contact with Friends in need, such as, in person visits when appropriate, phone calls, letters and cards.

Bewdley Local Meeting have held regular, online, 'Time to Talk' sessions.

Fellowship of Healing groups have met in person, when and where appropriate, and in Spirit, throughout the lockdowns.

Specific ongoing assistance to Local Meetings is provided by Area Meeting hardship fund.

3.7 Maintaining and developing Quaker meeting houses as places of public worship and from which to carry our witness into the world.

Church Stretton, Telford and Wem Local Meetings do not have their own Meeting House.

Church Stretton Friends rent appropriate premises. Telford Friends hold a licence to worship in Meeting Point House (an ecumenical building). Wem did meet in a Friend's home.

Bewdley, Malvern, Shrewsbury and Worcester have Meeting Houses which are currently well maintained through a regular review of their condition.

During the pandemic lockdowns, our Meeting Houses have remained closed to in person meetings for worship. Only those rentals to special support groups, exempt from the COVID-19 restrictions, have continued during this time.

Bewdley Meeting House has a newly installed audio-visual system which has enabled zoom and blended Meetings for Worship to take place.

3.8 Administering and maintaining our organisation and contributing to the support of Britain Yearly Meeting

Area Meeting met nine times during 2020. Two Meetings were held in person at Worcester and Shrewsbury Meeting houses. The remaining seven meetings were held online on Zoom.

Britain Yearly Meeting Recording Clerk joined us for our online Area Meeting in May.

All Local Meetings had regular Meetings for Worship for Business.

Local Meetings had representatives on Area Meeting and Britain Yearly Meeting committees.

3.9 Safeguarding and Health and Safety Policies

Trustees were satisfied that Area Meeting and constituent Local Meetings complied with their responsibilities to safeguard children and vulnerable adults in accordance with Area Meeting's Safeguarding Policy.

In respect of fulfilling Local Meetings' duties under health and safety legislation, and COVID-19 restrictions, an apparent lack of compliance at one Local Meeting was raised by Trustees and was immediately addressed by Area Meeting.

3.10 Sustainability Considerations

Local Meetings are encouraged to act on the growing concern for the welfare of Planet Earth and to adopt sustainable practices where possible.

4 Financial Review

Worcestershire and Shropshire Area Meeting
Statement of Financial Activities for the year ended 31 December 2020

	NOTES	1	2 3	4		
		Unrestricted AM Central Funds	Unrestricted Local Funds	Total Unrestricted Funds	Restricted Funds	Endowment Funds
Incoming Resources						
Donations, legacies, and similar	5	3,056	45,395	48,451	493	
Income from activities to generate funds			8,817	8,817		
Investment income		2461	3,399	5,860		
Quaker Activities			80	80		
Other Income			2,094	2,094		
Total incoming resources		5,517	59,785	65,302	493	
Resources expended						
Costs of Quaker activities		1,690	3,050	4,740	244	
Grants and donations		6,620	27,053	33,673		
Costs of generating funds			47,125	47,125		
Support Costs	6	996	1,560	2,556		
Governance		1,694	913	2,607		
Total resources expended		11,000	79,701	90,701	244	
Net incoming resources before transfers		(5,483)	(19,916)	(25,399)	249	
Transfers						
Transfers between funds (Quota)	7	7,440	(7,440)	0		
Other Transfers between Meetings	7	638	(638)	0		
Other transfers	7			0		
Net incoming resources before revaluations		2,595	(27,994)	(25,399)	249	
Gains (losses) on investments			6,316	6,316		
Net movement in funds		2,595	(21,678)	(19,083)	249	
Revaluation of Property	9					
Total funds brought forward, 1 January		807,987	283,591	1,091,578	643	
Prior year adjustment			(1,140)	(1,140)		
Total funds carried forward, 31 December		810,582	260,773	1,071,355	892	
These balances are held as:						
Total fixed assets		800,000	100,548	900,548		
Net current assets		10,582	160,225	170,807	892	
Net assets		810,582	260,773	1,071,355	892	
Acting as agent						
B/Fwd						
In	8		1,719	1,719		
Out	8		2,987	2,987		
C/Fwd		0	1,826	1,826	0	

Worcestershire and Shropshire Area Meeting

Balance Sheet Summary as at 31st December 2020

		Unrestricted Funds		Restricted		
		Central	Local	Special	Total 2020	Total 2019
	Notes	1	2 3	4		
Fixed assets						
Land and buildings	9	800,000			800,000	800,000
Fixtures and fittings					0	0
Investments			100,548		100,548	99,232
Total fixed assets		800,000	100,548	0	900,548	899,232
Current assets						
Debtors	10		1,650		1,650	4,233
Short term deposits			107,332		107,332	127,592
Cash at bank and in hand		10,582	56,124	892	67,598	64,841
Total current assets		10,582	165,105	892	176,579	196,666
Current liabilities						
Creditors within one year	11		4,880		4,880	3,676
Creditors after one year					0	0
Net current assets		10,582	160,225	892	171,699	192,990
Net assets		810,582	260,773	892	1,072,247	1,092,222

NOTES TO THE ACCOUNTS

Note 1. Unrestricted funds, the centrally managed accounts

Financial Activities for the year ended December 31 2020

	Notes	Unrestricted General	Designated Extension	Total 2020	Total 2019
Incoming Resources					
Contributions (and tax reclaimed)		3,056		3,056	0
Bank interest on deposits			5	5	10
Dividends on shares, etc.			2,456	2,456	2,685
Total Incoming Resources before transfers		3,056	2,461	5,517	2,695
Total Incoming Resources		3,056	2,461	5,517	2,695
Resources Expended					
Costs of Quaker activities					
Children and young people				0	0
Committees and conferences	1	600	992	1,592	2,150
BYM Gathering				0	562
Refund of expenses to Trustees				0	0
Refund of expenses to Officers, etc.		76		76	168
Quaker Quest				0	0
Child Protection				0	0
Other costs of Quaker activities	3	22		22	20
Total costs of Quaker activities		698	992	1,690	2,900
Grants, subscriptions, donations					
... to BYM		5,500		5,500	2,000
... to ecumenical and interfaith bodies	4			0	0
.... Woodbrooke		1,000		1,000	0
.... CCPAS (thirty one eight)	2	120		120	120
.... To Individuals	5			0	0
				0	0
Total costs of grants, etc		6,620	0	6,620	2,120
Governance and Support costs					
Insurance excess paid				0	0
Insurance - AM wide		1,694		1,694	3,124
Professional fees		788		788	2,070
Trustee meetings				0	0
General support costs		208		208	320
Total costs of support and governance		2,690	0	2,690	5,514
Total Resources Expended before transfers		10,008	992	11,000	10,534
Transfers to and from Local Meetings					
Receipt of Quotas from Local Meetings		(7,440)		(7,440)	(7,040)
Donations from LM's		(638)		(638)	(2,000)
				0	0
Total Transfers to Local Meetings		(8,078)	0	(8,078)	(9,040)
Prior Year Adjustments				0	0
Total resources expended		1,930	992	2,922	1,494
Revaluation of Property				0	(898,613)
Net movement in funds		1,126	1,469	2,595	(897,413)
Total funds brought forward 1 January		802,793	5,194	807,987	1,705,400
Total funds carried forward 31 December		803,919	6,663	810,582	807,987
These funds were held as follows:					
Fixed Assets					
Property				800,000	800,000
Current Assets					
COIF deposit account				1,380	1,380
Lloyds current account				9,202	6,608
				10,582	7,988
less Current Liabilities					
Creditor					
Net current assets				10,582	7,988
Total Assets				810,582	807,988

Annotations to Note 1

- 1.1 Costs of attending committees and conferences and training for roles in our AM are charged under this heading, together with any contributions made by AM towards courses and activities undertaken by Members and Attenders to develop theirs and the Meeting's spiritual lives.
- 1.2 The cost of annual registration with C.C.P.A.S to meet our responsibilities for the care and protection of children.
- 1.3 Other costs of Quaker Activities include the purchase of some volumes of Quaker Faith and Practise or alternative books for distribution to new members.
- 1.4 Contributions to the Ecumenical Team Ministry in Telford and to Churches Together in Worcestershire and Shropshire.
- 1.5 Assistance to individual Friends in financial difficulties during the year..

Financial Report on the Centrally Managed Accounts

The General Fund is intended to meet the normal running expenses of the Area Meeting, together with donations to Britain Yearly Meeting and other Quaker Concerns as determined by Area Meeting.

Due mainly to the Covid-19 pandemic, this year saw a great reduction in the number of Friends attending training courses. To compensate for this, we gave donations to Woodbrooke and BYM to make up for their loss of income. No increase in quota was necessary to meet our costs. We made an Area Meeting grant to Britain Yearly Meeting (BYM) early this year, as part of our regular practice of making a donation to BYM early in the year from any surplus of funds from the previous year. Friends also make contributions to BYM individually, as do some local meetings.

The centrally managed General Fund income was boosted this year by a legacy of £3000. The quota brought in £7440 (up slightly from the previous year's figure). Shrewsbury Meeting donated £638.

The General Fund includes the value of the properties owned by the Area Meeting. In 2019 we had these professionally valued and the values were determined to be much lower than we were carrying forward in our Insurance valuations. The values do not include Worcester Meeting House, which is separately owned by Worcestershire Friends Charity. There has been some concern expressed by Friends that our properties are valued too low. The trustees are considering this currently in light of a revaluation of Malvern Meeting House. Any uplift in values will be reflected in the accounts for 2021, as new figures were not available at the end of 2020. The fixed assets of the Area Meeting centrally amount to 800,000 which is all held in property and therefore not available to meet our ongoing expenditure. The net current assets, across both the General Fund and the Extension Fund, amounted to £10582 (previous year £7988). The uplift is due to the legacy of £3000. The current assets are sufficient to cover the annual level of expenditure at 2020 levels.

The greater part of the income of the Extension Fund derives from a gift by two members of the Area Meeting in 1965. In accordance with the wishes of the donors, the income is normally designated for projects or to pay for courses or conferences, which will strengthen the spiritual life of our Meeting. The expenditure from the Extension Fund was £922, which is significantly down on the previous year as fewer Friends went on Spiritual Courses due to the pandemic. The income to the Extension Fund normally amounts to just under £3,000 per year, and used to be paid early in the year, but seems to get later and later each year, and in 2020 arrived at the end of the year. We should have sufficient resources for 2021.

4 Financial Review

Note 2. Local Unrestricted Funds (designated)

Statement of Financial Activities for the Year ended 31st December 2020

									Total	Total
	Notes	Bewdley	Church Stretton	Malvern	Shrews'y	Telford	Wem	Worcester	2020	2019
Incoming Resources										
Donations, legacies, and similar		6,123	1,205	10,521	9,827	7,130	270	10,319	45,395	45,412
Income from activities to generate funds		1,200		2,931	1,990			2,696	8,817	30,962
Investment income		188		2,613	486	4		107	3,399	3,823
Quaker Activities								80	80	0
Other income		347			1,747				2,094	2,765
Total incoming resources		7,858	1,205	16,065	14,050	7,134	270	13,202	59,784	82,962
Resources expended										
Costs of Quaker activities		90	1,294	846	321	285		215	3,050	3,293
Grants and donations		1,110	300	5,050	9,293	2,409	120	8,771	27,053	23,621
Premises and paid employees		7,120	253	12,681	8,706	645		17,721	47,125	43,403
Costs of generating funds				1,560					1,560	5,793
Management and administration			173	72		338		330	913	1,240
Total resources expended		8,320	2,020	20,208	18,320	3,677	120	27,037	79,701	77,350
Net incoming resources before transfers		(461)	(815)	(4,143)	(4,269)	3,457	150	(13,835)	(19,917)	5,612
Transfers										
Transfers to AM (quota)		(1,240)	(360)	(1,360)	(1,560)	(1,400)	(80)	(1,440)	(7,440)	(7,040)
Transfers from Restricted Funds									0	0
Other transfers					(638)				(638)	(2,000)
Net incoming resources before revaluations		(1,701)	(1,175)	(5,503)	(6,467)	2,057	70	(15,275)	(27,994)	(3,428)
Gains (losses) on investments				6,550	(235)				6,316	14,019
Net movement in funds		(1,701)	(1,175)	1,047	(6,702)	2,057	70	(15,275)	(21,678)	10,591
Total funds brought forward, 1 Jan		33,276	14,090	107,103	70,289	8,673	254	49,906	283,591	275,169
Prior year adjustment				(1,140)					(1,140)	(2,169)
Total funds carried forward, 31 Dec		31,575	12,915	107,010	63,587	10,730	324	34,631	260,773	283,591
These balances are held as:										
Total fixed assets				95,260	5,288				100,548	99,232
Net current assets		31,575	12,915	11,750	58,299	10,730	324	34,631	160,225	184,359
Net assets		31,575	12,915	107,010	63,587	10,730	324	34,631	260,773	283,591

4 Financial Review

Note 3. Local Unrestricted Funds (designated)

Balance Sheet Summary as at 31st December 2020

									Total	
	Notes	Bewdley	Church Stretton	Malvern	Shrews'y	Telford	Wem	Worcester	2020	2019
Total fixed assets										
Land and Buildings									0	0
Fixtures and Fittings									0	0
Investments				95,260	5,288				100,548	99,232
Total Fixed Assets		0	0	95,260	5,288	0	0	0	100,548	99,232
Current Assets										
Debtors					914			736	1,650	4,233
Short term deposits		25,981		2,603	49,101	2,892		26,755	107,332	126,212
Cash at bank and in hand		5,594	12,915	11,382	8,411	8,673	324	8,824	56,124	57,590
Total Current Assets		31,575	12,915	13,984	58,426	11,565	324	36,315	165,105	188,035
Current Liabilities										
Creditors within one year				2,234	127	835		1,684	4,880	3,676
Creditors after one year									0	0
Total Current Liabilities		0	0	2,234	127	835	0	1,684	4,880	3,676
Net Current Assets		31,575	12,915	11,750	58,299	10,730	324	34,631	160,225	184,359
Net Assets		31,575	12,915	107,010	63,587	10,730	324	34,631	260,773	283,591

Note 4 Restricted Funds

We only have one restricted fund. Friends in Telford Meeting give money to provide “starter packs”, which are given to homeless young people when a home is found for them by the STAY project. The money is held in a fund by Telford meeting and only spent when starter packs are bought. This money is only available for the purpose for which it was given.

Note 5. Activities to Generate Funds

Most of this income came from the letting of premises. Due to the pandemic the Meeting Houses were empty for most of the year and so income was greatly reduced. The figures were: Bewdley £1200; Malvern £2931; Shrewsbury £1990; Worcester £2,696. This is huge decrease on the previous year.

Note 6. Support costs

These include expenditure on services such as caretaking, casual maintenance, warden and bookkeeping, as well as costs such as rent and maintenance charges for meetings without meeting houses and insurance, utility bills and sundry building maintenance for meetings with meeting houses.

Note 7. Transfers between funds

These consist of 2 elements:

- a. Transfers of Quota from Local Meetings to Area Meeting.
- b. Transfers of donations between Local Meetings and Area Meeting.

4 Financial Review

Note 8 - Acting as agent

	Central	Bewdley	Ch Stretton	Malvern	Shrewsbury	Telford	Wem	Worcester	Total 2020	2019
Received										
Held over previously				608	209	569		333	1,719	484
Collections					241	2,332		414	2,987	6,113
	0	0	0	608	450	2,901	0	747	4,706	6,597
Paid Over					323	2,066		491	2,880	4,878
Net Held	0	0	0	608	127	835	0	256	1,826	1,719

The table above shows money collected by local meetings Acting as Agents. Bewdley, Church Stretton, and Wem Meetings keep any special collections completely separate from their normal finances and do not “Act as Agents”.

Note 9. Land and Buildings

The Value of Worcester Friends Meeting House appears in the accounts of Worcestershire Friends Charity.

The values of Bewdley, Malvern and Shrewsbury Meeting Houses appear in the accounts of the Area Meeting. The Area Meeting Trustees act as Managing Trustees for these properties, with Friends Trusts Ltd. as custodian trustees. Local Meetings have been asked to update the insurance valuation with an actual valuation once every 5 years as part of their quinquennial survey, but all properties were professionally valued at the end of 2019 as follows:

Valuation of Property

Market values:	£
Bewdley FMH	150,000
Malvern FMH	350,000
Shrewsbury FMH	<u>300,000</u>
Total	<u>800,000</u>

Insurance (rebuild) values:	£
Bewdley FMH	217,000
Malvern FMH	308,000
Shrewsbury FMH	<u>350,000</u>
Total	<u>875,000</u>

Note 10. Debtors

Debtors are as follows:

Shrewsbury QM	£914
Worcester QM	<u>£736</u>
	<u>£1650</u>

Note 11. Creditors

Creditors are as follows: £

Malvern QM	2234
Shrewsbury	127
Telford QM	835
Worcester	<u>1684</u>
	<u>4880</u>

All creditors are payable within one year

ACCOUNTING POLICIES

Basis of accounting

The Statement of Recommended Practice (SORP) for accounting by Charities has been followed in so far as it is applicable to these accounts.

Income and expenditure

Accruals and prepayments have been included in the income and expenditure where the amounts are significant and their inclusion will give greater clarity to the financial statements.

Contributions and grants

Contributions and grants are treated as income in the year in which they are received.

Transfers

Movements of money between funds are shown as transfers, and consist of the Quota payable by local meetings to the area meeting, and any other voluntary transfers between meetings.

Interest, dividends, rents, and legacies

These are all taken into account when received and treated as income in the year.

Direct taxation

All the activities of the Area Meeting are charitable and therefore exempt from income tax, capital gains and inheritance tax. There are no trading profits.

Fund accounting

In order to differentiate how Funds can be used, they are categorized according to the following definitions:

Unrestricted: Funds which are freely available for any purpose of the Area Meeting. Designated Funds are a subcategory of these. They have been set aside for specific purposes, but they remain at the discretion of the Area Meeting which can change this purpose at any time.

Restricted: Funds which have been earmarked by the donor or testator for certain specific purposes.

Land and buildings

These consist of the meeting houses which are held for the furtherance of the Area Meeting's charitable objects. **See Note 9**

Investments

Investments are included at their market or estimated realizable value at 31 December.

Trustees remuneration

No Trustee received any remuneration in respect of service given during the year.

**Independent Examiner's Report to the Members of
Worcestershire and Shropshire Area Meeting**

I report on the accounts of the Worcestershire and Shropshire Area Meeting for the year ended 31st December 2020, which are set out on pages 1 to 10.

Respective responsibilities of trustees and independent examiner

The charity's trustees are responsible for the preparation of the accounts. They consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention

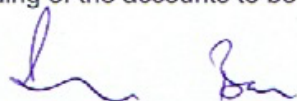
(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 41 of the Act;
- to prepare accounts which accord with the accounting records; and
- to comply with the accounting requirements of the Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Russell BALL FCA

D E BALL & CO LTD

Date:

14/05/21

5 Appendices -Local Meeting's Annual Reports

Quaker Local Meeting Annual Report 2020

Annual Report for Bewdley

(1) Strengthening the life and witness of our Meeting.

Bewdley Friends and attenders have been fortunate in that everyone has access to internet technology, which has enabled us to continue to maintain contact and to worship as a community in challenging, creative and ultimately rewarding ways. When regulations permitted Premises Committee took diligent action to enable blended meetings to take place, with friends in the meeting house able to see and worship with those projected on the screen in Bewley. Online worship has allowed our young friends to be fully involved in the life of the meeting; each week they enter a break-out room and rejoin us for the final ten minutes, sharing their ministry with us. Once Friends had become more confident in using Zoom, they began to take up the opportunities offered for Worship, by Area Meeting in mid-week Worship, and in joining Woodbrooke and BYM facilitated events.

Elders and Pastoral Care Friends have ensured regular contact with those Friends who were unable to join in either on-line or in person meetings during this period of uncertainty.

Living adventurously and bringing Friends together in as many ways as possible, has continued to strengthen the Spiritual Life of Bewdley Meeting. Our seasonal gathering in December took place on Zoom, and was much enjoyed by all.

(2) Spreading the message of Friends and interpreting and developing the thought and practice of the Society.

In February we showed a film, 'The Accidental Anarchist', which drew an appreciative and interested audience, and hoped this would be the start of many such gatherings, but sadly not. Our meeting house, often a place for visitors to share the experience of stillness, has been closed for much of the year, but we have found ways, often outdoors, to meet when possible and also join the wider circle of Friends through the internet. Our online presence includes a website, but most activity is seen through Facebook. A small group continue to share Quaker experiences and messages from now and across our history, with 160+ followers.

(3) Undertaking Quaker service for the relief of suffering at home and abroad.

Bewdley Friends continue to be a storage centre for donations of clothing for refugees that are collected and distributed to camps throughout Europe. We were able to continue collecting for the Kidderminster Food Bank for the first three months of the year, and Friends made direct contributions after lockdown.

(4) Funding our concerns.

The inability to meet in person seems to have much curtailed our giving, but we did make one significant donation during the year towards supporting a Kenyan Friend to continue to study at Woodbrooke Quaker Study Centre.

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

Friends have continued to meet in new ways in our smaller groups. Friends Fellowship of Healing meet in spirit, and find it quite refreshing to be still and quiet knowing a number of us are gathered to uphold friends. Groups nationwide and abroad hold the needs of their Meeting and individual members in the loving, recreative power of God; to be a channel for healing and so deepen the spiritual life of the Meeting. 'Time to Talk' has met regularly to support each other, and meet monthly. 'Over the time we have each listened to each other, valued the space to meet and share a multiple of things that have perhaps troubled us. We have shared hints and tips on possible ways that have helped some of us overcome problems from our experience, without being a 'fix it' group. This is all done in a safe confidential manner of friends.' Each time we meet we continue to develop our faith and practice.

(6a) Maintaining and developing Quaker Meeting Houses as places of public worship and from which to carry our witness into the world.

The new audio-visual system has been most usefully employed in providing zoom-only and combined meetings.

As parts of the building are listed we require further authorisation for works to be carried out. We have replaced the guttering in sympathy with the age of the building. The main door (from the garden) and casement were showing signs of deterioration and have been sympathetically replaced. The committee have been very active in ensuring the building complies with Covid-19 regulations in order for in-person worship to take place based on government guidelines. Our maintenance schedule showed a need for two new lights, one internal and one external. These have been duly replaced. The maintenance schedule for other appliances & systems is up to date. The oven in the kitchen has also been replaced as the existing one was unsafe. Disabled access into the garden has been improved by way of a ramp, together with hi-vis edging for the paving stones to delineate the pathway.

(6b) How are we acting sustainably?

An experiment to re-wild the garden is in progress. As individual friends we continue to monitor our own lifestyles and how they impact on the world.

(7) Administering and maintaining our organisation and contributing to the support of Britain Yearly Meeting.

Our treasurer's report will feed in to the AM treasurers report, but we do note that the inability to let the meeting house has led to a serious drop in income during 2020, as is the case with all meeting houses.

We are fortunate that all posts were filled in 2020, but do not go forward with this confidence.

In addition, trustees need to be satisfied that we are complying with our responsibilities to safeguard children and vulnerable adults in accordance with Area Meeting's Safeguarding Policy and fulfilling our duties under health and safety legislation. Could you answer the following questions.

8. Are all those working with children appointed in accordance with our policy by:

Procedure	Yes or No + comments
Asking them to complete a helper's form	Yes
Obtaining references where appropriate	Yes
completing a criminal records disclosure	Yes
Providing induction into health and safety and their role	Yes

9. Are there any arrangements in place for supporting and training those working with children?

Not formally, but quick action was taken as events developed. Early on in lockdown, a group of families and other Friends got together on Zoom to explore what we might do to support the children and young people during this strange and difficult time. We were away from our schools and our friends and we were looking for ways to connect and be together. The move to the internet has done much to give a greater voice to the children themselves: 'Yes, these past months have had lots of challenges and difficulties, and we all miss seeing people face to face and being with Friends in meeting. But in lots of ways, we have also felt closer and more connected with our Quaker community and with each other than ever have before. It has been much easier to join things, to meet up and to have time together.'

10. For those with a building: Worcester, Malvern, Shrewsbury, and Bewdley

Have you got the following in place?

	Yes or no	Comments
Accident book	Yes	
Fire Safety signs Fire Evacuation procedure Fire extinguisher/s maintained and up to date.	Yes	
Portable electrical appliance testing	Yes	

Health and safety policy reviewed.	Yes	Area Meeting trustees have provided this.
Warning signs in place.	Yes	
Conditions of use for hirers	Yes	

Quaker Local Meeting Annual Report 2020

Annual Report for Church Stretton Local Meeting

(1) Strengthening the life and witness of our Meeting

As our contribution to the local churches together Lent offering, we arranged a series of half hour meetings for worship at the library. These were attended by a small but faithful group. Ten days before lockdown in March, the non-Quaker members of the group said they were beginning to feel uncomfortable meeting physically and would it be possible to meet online. John Dennison and Lesley Richards worked together to learn about Zoom and the next week we met online. The group continued to meet beyond the original commitment to do so through Lent and it forms the basis of the Area Meeting Wednesday evening meeting for worship.

We have met each week for worship, online during the lock downs, in a Friend's garden when we could not meet indoors or in the Sylvester Horne Institute (SHI) when we were able to do so.

When we were in the SHI in September and October we met in the large hall where we were able to have chairs well-spaced. However not all Friends have been comfortable with these arrangements and individual Friends have found their own preferred pattern of belonging.

At the start of the year, we were holding monthly children's meetings. When we have met on Zoom the children have often joined us for the last few minutes of worship and stayed to have a drink with us and show us the pictures they have drawn. When we have met physically they have also joined us quite regularly and there has been a lot of space for them to run around without getting close to the rest of us. They have also participated in events organised for children across the whole of AM and wider. We are very conscious that the meeting has not been able to play as full a part as it would like in the spiritual nurture of our children.

(2) Spreading the message of Friends and interpreting and developing the thought and practice of the Society.

Lesley Richards is convening a group of Friends from the four Area Meetings that cover Wales and the Marches together with Meeting of Friends in Wales (Symud Ymlaen), working towards setting up a single charity while maintaining the five existing bodies.

(3) Undertaking Quaker service for the relief of suffering at home and abroad

A speaker from Quaker Service in Belfast was invited to 'Engaging Issues', the next morning a coffee morning for this charity was organised by Church in Together in the Stretton. As a result of this £644.15 was raised.

(4) Funding our concerns.

Church Stretton LM sent £300 to BYM.

(5) Providing for the pastoral care of individual members and attenders including assistance for those in need and for education

Together with Area Meeting we funded Lucy Aphramor to take the Equipping for Ministry course at Woodbrooke. Unfortunately, because of the pandemic, the course didn't run and the money was returned.

A difficult situation occurred during the year. We recognise we did not meet the needs of one of our members and a great deal of hurt was caused. Area Meeting (Elders and Overseers?) held a listening meeting to support our Friend, Attempts were made to set up a meeting to help Local Friends understand the issues. It was felt that these conversations would be better held in person, rather than on Zoom. This meant they were delayed because we could not meet physically because of the pandemic.

Friends who were not comfortable worshipping online sometimes joined us for the chat over coffee. We have maintained contact by phone with those Friends who did not want to use zoom at all.

(6a) Maintaining and developing Quaker Meeting Houses as places of public worship and from which to carry our witness into the world.

n/a

(6b) How are we acting sustainably?

(7) Administering and maintaining our organisation and contributing to the support of Britain Yearly Meeting

We have held regular Local business meetings, physically when possible and online when this is not. These have been well attended, in fact attended by all except the one couple who are not comfortable at all on zoom. We have had a good representation at the on-line AMs. Lesley Richards was appointed to the group reviewing the holding of Yearly Meeting.

In addition, trustees need to be satisfied that we are complying with our responsibilities to safeguard children and vulnerable adults in accordance with Area Meeting's Safeguarding Policy and fulfilling our duties under health and safety legislation. Could you answer the following questions:

8. Are all those working with children appointed in accordance with our policy by:

(There are no formal requirements in the AM policy for anything other than the criminal records disclosure.) The children's committee feel it is important for the children to get to know all the members of the meeting so working in pairs, everyone has at some time taken responsibility for children's meeting.

Procedure	Yes or No + comments
Asking them to complete a helper's form	No

Obtaining references where appropriate	No
completing a criminal records disclosure	Yes
Providing induction into health and safety and their role	No

9. Are there any arrangements in place for supporting and training those working with children?

When it has been possible to hold our monthly children's meetings, there was always one more confident and experienced Friend supporting and working with a less confident Friend. We have sometimes used ideas and materials in Journeys in the Spirit supplied by Friends House.

Quaker Local Meeting Annual Report 2020

Annual Report for Malvern

(1) Strengthening the life and witness of our Meeting:

This has been a challenge, as it has for all Meetings, during the various lockdowns caused by the Covid pandemic. However, our Co-Clerk and her husband swiftly made Zoom Meetings for Worship available, starting on 5th April as a 30 minute Meeting for Worship. This has continued every week and was extending to the full hour in October. These Meetings have been well attended and often been deeply gathered.

When they could others worshipped outdoors, following regulations; then for a number of weeks in the Meeting House, duly protected. Our witness for Peace in November was necessarily very low key, as the usual services were cancelled; however, white poppies were again on sale and a white poppy wreath was still placed at the town memorial.

(2) Spreading the message of Friends and interpreting and developing the thought and practice of the Society.

Discussion groups that the Elders had planned had to be postponed for obvious reasons; but various local Friends have taken the opportunity for on-line Woodbrooke courses, increasing their awareness of Quaker thought and practice.

(3) Undertaking Quaker service for the relief of suffering at home and abroad

Friends in our meeting continue as active Prison Visitors, when regulations allow. Service opportunities have been limited, but we continue to support the relief of suffering through our Special Collections for various charities, for example the Farmers' Overseas Action Group (FOAG) in Uganda.

(4) Funding our concerns.

Our Collector sent out an appeal letter early in the year, inviting Friends to re-consider their giving to Quaker work locally and nationally and reminding them of the convenience of standing orders direct to our meeting account.

(5) Providing for the pastoral care of individual members and attenders including assistance for those in need and for education

Pastoral care was carried out by phone calls and occasionally emails when it was not possible to meet. We continue to arrange groups of about six in each so that friends are encouraged to keep an eye on, and a listening ear for, others in their group. Zoom Meeting for Worship helped in this also, with some lapsed Friends returning via that route, and new ones 'finding' us.

(6a) Maintaining and developing Quaker Meeting Houses as places of public worship and from which to carry our witness into the world.

After much thought we decided that, as well as re-surfacing the wheelchair route to access at the rear of the building, we should ask the same contractors to renew the entire surface surrounding the Meeting House, since it had begun to break down.
Our Listed Building status now imposes certain restrictions.

(6b) How are we acting sustainably?

We have for many years used entirely 'green' electricity. In addition, we are now getting quotes for a more efficient heating system to replace very old heaters.

(7) Administering and maintaining our organisation and contributing to the support of Britain Yearly Meeting

For the past triennium, our meeting has had two Co-Clerks to deal with administration at local level. This teamwork appeared to work well, with complementary skills from each.
We make an annual commitment to send a large donation to BYM, which we have been able to increase in recent years.

In addition, trustees need to be satisfied that we are complying with our responsibilities to safeguard children and vulnerable adults in accordance with Area Meeting's Safeguarding Policy and fulfilling our duties under health and safety legislation. Could you answer the following questions.

8. Are all those working with children appointed in accordance with our policy by:

Procedure	Yes or No + comments
Asking them to complete a helper's form	Yes.
Obtaining references where appropriate	This has not been applicable recently.
completing a criminal records disclosure	Yes
Providing induction into health and safety and their role	This has not been applicable recently

9. Are there any arrangements in place for supporting and training those working with children?

Yes.

10. For those with a building: Worcester, Malvern, Shrewsbury, and Bewdley

Have you got the following in place?

	Yes or no	Comments
Accident book	Yes	
Fire Safety signs Fire Evacuation procedure Fire extinguisher/s maintained and up to date.	Yes to 1 and 3 in this box	
Portable electrical appliance testing	Yes	Not in use since first lockdown began.
Health and safety policy reviewed.	Yes	
Warning signs in place.	Yes	
Conditions of use for hirers	Yes	

Quaker Local Meeting Annual Report 2020

Annual Report forShrewsbury.....

(1) Strengthening the life and witness of our Meeting

- We have maintained a weekly worship throughout the year. This has been in person where possible, via zoom when prevented during lockdown and also outside when permitted by government rules.
- We have held a number of blended meetings for worship, combining Friends worshipping in the Meeting House with those worshipping on line via zoom.
- We have installed wifi into our Meeting so that we can continue to hold blended meetings even after the difficulties associated with the pandemic are over.
- We have strengthened out ties with churches together and area meeting through regular contact.

(2) Spreading the message of Friends and interpreting and developing the thought and practice of the Society.

- Our Light Group has continued to meet where possible. This has been in person in the Meeting House and some have also joined an international Light Group via zoom from time to time.
- Our website presence has been considerably modernised and now links effectively with other appropriate sites including BYM
- We have used zoom to offer a range of discussions for enquirers and attenders after Meeting for Worship.

(3) Undertaking Quaker service for the relief of suffering at home and abroad

- We have had limited use of our Meeting House since March because of the pandemic legislation. Prior to that we provided free rental for our Syrian refugees and Sapphire groups as well as providing low cost rental for a number of local community groups.
-

(4) Funding our concerns.

- We give annually to a number of local and Quaker charities and have increased our contribution to the food hub to £25 a month
- We have given a grant of £500 to YFGM from the Gawen Harvey legacy fund.

(5) Providing for the pastoral care of individual members and attenders including assistance for those in need and for education

- Our Pastoral Care Friends have maintained regular contact with Friends and attenders, despite the difficulties incurred during the recent pandemic.

(6a) Maintaining and developing Quaker Meeting Houses as places of public worship and from which to carry our witness into the world.

- We have maintained our premises despite the Meeting House being closed for much of the year. Our caretaker has inspected it weekly and our cleaner has continued to ensure that the fabric of the building is looked after
- We conducted a full risk assessment prior to opening in August and have continued to abide by the rules and regulations that have been in place throughout the pandemic
- The quinquennial inspection was carried out in July and any recommendations have been implemented

(6b) How are we acting sustainably?

- We have solar panels on the roof of the meeting house which generate a significant amount of energy over the year
- We have ensured that our energy provider is ethical and provides green energy

(7) Administering and maintaining our organisation and contributing to the support of Britain Yearly Meeting

- We have been able to absorb a drop in income of over £7000 from rentals due to the nonavailability of the Meeting House because of pandemic regulations. As a result, we are able to report that our finances remain strong.

In addition, trustees need to be satisfied that we are complying with our responsibilities to safeguard children and vulnerable adults in accordance with Area Meeting's Safeguarding Policy and fulfilling our duties under health and safety legislation. Could you answer the following questions.

8. Are all those working with children appointed in accordance with our policy by:

Procedure	Yes or No + comments
Asking them to complete a helper's form	n/a
Obtaining references where appropriate	n/a
completing a criminal records disclosure	n/a
Providing induction into health and safety and their role	n/a

9. Are there any arrangements in place for supporting and training those working with children?

We currently have no children attending our meeting

10. For those with a building: Worcester, Malvern, Shrewsbury, and Bewdley

Have you got the following in place?

	Yes or no	Comments
Accident book	Yes	
Fire Safety signs Fire Evacuation procedure Fire extinguisher/s maintained and up to date.	Yes yes	
Portable electrical appliance testing	Yes	
Health and safety policy reviewed.	Yes	
Warning signs in place.	Yes	
Conditions of use for hirers	Yes	

Annual Report for Telford Meeting

(1) Strengthening the life and witness of our Meeting

The effects of the pandemic created challenges in 2020, some of which may be viewed in a positive light. For example:

We were sorry that being unable to meet in person for much of the year excluded a few members and attenders who cannot or choose not to join Meeting for Worship (MfW) online on Sundays. However, some Friends joined us online who have been unable to get to MfW in person for a long time. We maintained contact with everyone by phone, email, card and letters. Our elders offered a suggested reading from *Quaker faith and practice* for each MfW on Sundays, Thursdays and monthly on Fridays (Bridgnorth). Those who wish can read the same passage at home at the start of each MfW as a way of keeping us together as one worshipping community. A few of our Meetings were blended: online and in person.

It was difficult to find times when our children and young people could meet together in person. The priority in 2020 was to keep in touch as an all-age community. A private cinema trip (Covid-safe) was a highlight but other plans were cancelled by lockdown. The committee met occasionally with the youngsters online and between them they organised a very successful quiz event which raised a substantial sum for the ShelterBox charity. We submitted pictures of ourselves when very young and then had to guess who we all were!

Our various regular groups continued as follows: discussion group (online), Experiment with Light (virtual) and Friends Fellowship of Healing group (online and virtual).

We actively sought ways to strengthen our community during the restrictions on meeting in person. A Friend held a garden meeting twice during the summer for the allowed 6 people. There were a few walks and occasional online events including a quiz, afternoon tea and, on Christmas Day, a coffee morning.

(2) Spreading the message of Friends and interpreting and developing the thought and practice of the Society.

We were not allowed to organise a public peace vigil on Remembrance Sunday but two Friends stood quietly at Wellington Peace garden.

(3) Undertaking Quaker service for the relief of suffering at home and abroad

We continued to support the STAY housing project by donating packs of essential household items for new residents which they can take with them when they move on. Friends donated money for this and one Friend purchased items and assembled the packs. Friends in Broseley have continued to help run the food bank there but we were unable to collect donation items on Sundays. Many Friends gave to their local food banks. Other Friends were active in a refugee group, Wellington Peace Garden, Telford Interfaith Council and arranging Food for Thought talks (as members of Broseley Churches Together).

(4) Funding our concerns.

In 2020, our special collections were for Quaker Social Action, Tree Aid, Friends Housing Bursary Trust and ShelterBox. While we were unable to collect cash, we provided Friends with the information needed so that they could donate direct to these charities. As a Meeting, we subscribed to Telford Christians Together and Broseley Churches Together.

(5) Providing for the pastoral care of individual members and attenders including assistance for those in need and for education

Pastoral care Friends (formerly overseers) and elders joined together near the start of the pandemic in their common aim of supporting the Meeting and Friends. Towards the end of 2020, with the new Area Meeting appointments in place, it was agreed to function as two separate groups again. Following the encouragement of Area Meeting, plans were underway to involve more people in pastoral care – more of that to come in the 2021 report!

During 2020, we were saddened to lose four of our members. Two funerals were held in the manner of Friends and we held one memorial meeting. It is hoped to hold a further memorial meeting in 2021 for the fourth Friend.

(6a) Maintaining and developing Quaker Meeting Houses as places of public worship and from which to carry our witness into the world.

Throughout 2020, we were in contact with Area Meeting trustees and the manager of Meeting Point House, working with them to arrange Meetings for Worship while it was still possible and to comply with the requirements of the pandemic. A small group of Friends was appointed to carry out the practical aspects of this.

Our appointed representative is active on the board of Meeting Point Trustees.

Our notice boards, leaflet racks and sail banner are not currently visible or available for outreach (in common with all Quaker Meetings). There were no events where we might have had 'a Quaker presence'. We look forward to the development of the new Area Meeting website which will include information about our meeting.

We do not have a Meeting House so would not normally be able to offer a space for other groups to meet. An unexpected benefit of the pandemic has been that we have been able to offer the use of our Zoom account to other groups who need somewhere to meet online.

(6b) How are we acting sustainably?

Unfortunately, the pandemic has increased the use of plastic and disposable products generally but holding meetings online will have had a beneficial impact on the environment, with the reduction in travel, heating and lighting etc. When we were able to meet in person at Meeting Point House, we had started to use the former chapel, which has an external door. This helped to reduce the risk of infection for those attending and the staff member looking after us. It also meant that the manager did not have to open up and heat the first floor of the building just for us.

(7) Administering and maintaining our organisation and contributing to the support of Britain Yearly Meeting

Our Meeting made a donation to BYM funds in addition to individual donations. We continue to contribute to appeals for other Meeting Houses' repairs and building costs.

In addition, trustees need to be satisfied that we are complying with our responsibilities to safeguard children and vulnerable adults in accordance with Area Meeting's Safeguarding Policy and fulfilling our duties under health and safety legislation. Could you answer the following questions.

8. Are all those working with children appointed in accordance with our policy by: Each member of our Children and Young Peoples Committee has clearance from the DBS scheme. These Friends are appointed through the usual Quaker nomination process so application forms and references are not felt to be needed or appropriate. Health and Safety regulations are the responsibility of Meeting Point House.

Procedure	Yes or No + comments
Asking them to complete a helper's form	No. Only appointed members of our Children and Young People's Committee do this work.
Obtaining references where appropriate	No. Only appointed members of our Children and Young People's Committee do this work.
completing a criminal records disclosure	Yes
Providing induction into health and safety and their role	No

9. Are there any arrangements in place for supporting and training those working with children?

We do not provide training but we encourage and support members of our CYP Committee to make use of materials provided by Britain Yearly Meeting and to attend relevant support meetings, courses and conferences.

Our overall programme is decided by the CYP Committee. It is modified as needed to be appropriate for whichever young people attend on any particular Sunday. Each session is planned by the pair of workers who will run the session. If a new worker joins the group, s/he will work initially with a more experienced person.

10. For those with a building: Worcester, Malvern, Shrewsbury, and Bewdley

Have you got the following in place?

	Yes or no	Comments
Accident book		
Fire Safety signs Fire Evacuation procedure Fire extinguisher/s maintained and up to date.		
Portable electrical appliance testing		
Health and safety policy reviewed.		
Warning signs in place.		
Conditions of use for hirers		

Quaker Local Meeting Annual Report 2020

Annual Report for Worcester Meeting for the year 2020

(1) Strengthening the life and witness of our Meeting

Meeting for Worship has been held via Zoom for much of the year following the lockdown due to the Corona Virus Pandemic. Whilst the Meeting House was open in the early part of the year, Meeting for Worship was held on Sunday and Wednesday. Once the Meeting House was closed on 23 March, Meetings were held via Zoom. Initially, Sunday MfW was held for 30 minutes, but from 19 April it reverted to the normal 1 hour and has remained at that ever since. After a while, the Wednesday Meeting for worship was cancelled owing to very low attendance. The Meeting house reopened on 13 September, following an extensive risk assessment. At that time our Meetings became blended with members attending both at the Meeting House and via Zoom. Attendance at both Zoom and blended meetings has been fairly consistent with around 20 people present. The Meeting House was closed again, in line with Government Guidelines, from 5 November.

Owing to the complications caused by the various lockdowns, it has been difficult to maintain any formal study groups. We have, however managed to hold a number of social events via Zoom.

The Zero Carbon Future Project continued to develop during 2020, even though the funding for the project through Friends House did not materialise. It developed as a local project, involving a number of local organisations and is now 'The Worcester Grassroots Alliance', which is now supported by Area Meeting as a whole, rather than just Worcester Meeting.

Again, owing to the pandemic, there have been no children attending Meeting since 2020. Small numbers of children attended MFW on one Sunday during January and February.

We discussed Simpler Meetings at our Meetings for Worship for Business and action will be discussed during our first MfWfB in 2021.

We have had one shared lunch in February which was followed by an impromptu concert.

We have had one 'Craftivism' session in February to create bookmarks to given away at the World Day of Prayer evening session which was held at the Meeting House in March. A small number of Friends have continued to support Café Mix, by meeting for lunch each month, until it was prevented by the pandemic.

(2) Spreading the message of Friends and interpreting and developing the thought and practice of the Society.

We were delighted to hold the evening World Day of Prayer event in early 2020 where over 50 people attended.

We continue to produce a Newsletter three times a year. It is being distributed within the Meeting as well as copies being available for visitors to take away.

Notices are emailed to all those who are on our list as and when they are given to the Clerks. Paper copies are provided for those not on email. We continue to make available the minutes for both Local and Area Meeting for Worship for Business, and keep copies in the Clerks Information File held in the Meeting House.

Our participation in inter-church activities has continued over the last year with our attendance at the Worcestershire Interfaith Forum (WIFF) via Zoom.

Extinction Rebellion continued to use a room at the Meeting House until it was not possible due to Covid 19 Government restrictions.

(3) Undertaking Quaker service for the relief of suffering at home and abroad

We regularly support Maggs Day Centre in Worcester and the local Worcester Street Café

At home we have supported diverse charities for the vulnerable and the sick. We have also collected and given items of food to the local food bank when that was possible.

The Meeting has continued to support two Uganda based charities with funds, skills and practical input into events.

(4) Funding our concerns

As we have been unable to hold a normal charity collection for much of the year, the meeting has donated £150 to each of the charities nominated for this year, from its own funds.

(5) Providing for the pastoral care of individual members and attenders including assistance for those in need and for education

Elders and Overseers have met regularly and keep a loving watch on the Meeting. Also, in accordance with Advices and Queries 1.05 'Duty of Reading' a paragraph from Advices and Queries is read out and recorded each month at Sunday Meeting for Worship (MfW).

Elders and Overseers have encouraged friends to complete a Funeral Wishes form.

(6) Maintaining and developing Quaker Meeting Houses as places of public worship and from which to carry our witness into the world.

Our Resident Friend has continued to extend a friendly welcome to users of our Meeting House when it has been possible. Unfortunately due to Government restrictions use of the Meeting House has been greatly restricted

The Meeting House and garden are well maintained and we are thankful for the work of our cleaner and contract gardener. Those using the Meeting house very often spend time in the quiet of our garden.

(7) Sustainability

We have changed to a 'Green' energy supplier during the year..

(8) Administering and maintaining our organisation and contributing to the support of Britain Yearly Meeting

In addition trustees need to be satisfied that we are complying with our responsibilities to safeguard children and vulnerable adults in accordance with Area Meeting's Safeguarding Policy and fulfilling our duties under health and safety legislation. Could you answer the following questions?

(9) Are all those working with children appointed in accordance with our policy by?

Procedure	Yes or No + comments
Asking them to complete a helpers form	Yes
Obtaining references where appropriate	No
Completing a DBS disclosure	Yes
Providing induction into health and safety and their role	Yes

(10) Are there any arrangements in place for supporting and training those working with children?

We have a convener of Children's Meeting who provides guidance.

(11) For those with a building: Worcester, Malvern, Shrewsbury, and Bewdley

Have you got the following in place?

	Yes or No	Comments
Accident book	Yes	
Fire Safety signs Fire Evacuation procedure Fire extinguisher/s maintained and up to date.	Yes	
Portable electrical appliance testing	Yes	
Health and safety policy reviewed.	Yes	
Warning signs in place.	Yes	
Conditions of use for hirers	Yes	