

BRISTOL AREA MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)

England & Wales · Charity number 1175435

Details

Other names BRISTOL AREA QUAKER MEETING

Status Registered

Legal form CIO

Registered 2017-10-30

Register [View on the Charity Commission register](#)

Contact

Address Baqm Trustees
C/o Quaker Meeting House
300 Gloucester Road
Bristol
BS7 8PD

Phone 01179245503

Email trustees.clerk@bristolquakers.org.uk

Website <http://www.bristolquakers.org.uk>

Activities

Objects: THE OBJECT OF BRISTOL AREA MEETING IS THE FURTHERANCE OF THE GENERAL RELIGIOUS AND CHARITABLE PURPOSES OF THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN IN THE AREA OF BRISTOL AREA MEETING AND BEYOND. TO THAT END, THE CIO'S INCOME AND PROPERTY ARE USED SOLELY TO FURTHER THE AREA MEETING'S OBJECT BY WORK SUCH AS: (1) STRENGTHENING THE LIFE AND WITNESS OF QUAKER MEETINGS BOTH IN THE AREA OF BRISTOL AREA MEETING AND BEYOND; (2) SPREADING THE MESSAGE OF QUAKERS AND INTERPRETING AND DEVELOPING THE THOUGHT AND PRACTICE OF THE RELIGIOUS SOCIETY; (3) UNDERTAKING QUAKER SERVICE FOR THE RELIEF OF SUFFERING AT HOME AND ABROAD; (4) FUNDING THE CONCERNS THAT QUAKER MEETINGS IN THE AREA OF BRISTOL AREA MEETING OR BEYOND HAVE ADOPTED OR AGREED TO SUPPORT; (5) PROVIDING FOR THE PASTORAL CARE OF INDIVIDUAL MEMBERS AND ATTENDERS INCLUDING ASSISTANCE TO THOSE IN NEED AND FOR EDUCATION; (6) MAINTAINING AND DEVELOPING QUAKER MEETING HOUSES AS PLACES FOR PUBLIC WORSHIP AND FROM WHICH TO CARRY OUR WITNESS INTO THE WORLD; (7) ADMINISTERING AND MAINTAINING THE ORGANISATION OF BRISTOL AREA MEETING AND CONTRIBUTING TO THE SUPPORT OF BRITAIN YEARLY MEETING.

Activities: Bristol Area Quaker Meeting undertakes activities in the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain. This CIO replaced Bristol Area Quaker Meeting and linked charities No 249725 on 1 January 2018. Trustees Annual Reports & Accounts for 2017 and earlier years can be found at <https://bristolquakers.org.uk/trustees/>

Classification

- **How:** Makes Grants To Individuals, Provides Buildings/facilities/open Space, Provides Services
- **What:** Religious Activities
- **Who:** The General Public/mankind

Geography

- Bristol City
- North Somerset
- South Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£394,509	£472,600	-	-
2023-12-31	£331,069	£488,884	-	-
2022-12-31	£457,734	£563,042	-	-
2021-12-31	£221,169	£466,517	-	-
2020-12-31	£197,709	£366,485	-	-

Trustees

Name	Role	Appointed
Barnabas Carlton Smith		2020-06-01
Catharina Petronella Pedder		2022-01-01
Christine Joan Willmore		2023-02-01
Dr Dean Smart		2023-01-01
Grahame Beaumont Richard Dixie		2023-08-01
James Brian Eddington		2024-08-01
Jonathan Jewkes		2022-01-01
Patricia Frances De'Ath		2020-09-17
Raymond Bray		2020-12-01
Susanne Maria Kruger		2021-01-01

BRISTOL AREA MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)

England & Wales - Charity number 1175435

Accounts

Charity no. 1175435

**Bristol Area Meeting of the Religious
Society of Friends (Quakers)
Report and Audited Financial Statements
31 December 2024**

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Reference and administrative details

For the year ended 31 December 2024

Charity number	1175435																												
Registered address	Quaker Meeting House 300 Gloucester Road Bristol BS7 8PD																												
Website	https://www.bristolquakers.org.uk/																												
Trustees	<p>The trustees are who served during the year and up to the date of this report were as follows:</p> <table><tr><td>Susana Askew</td><td>Resigned 31 December 2024</td></tr><tr><td>Ray Bray</td><td></td></tr><tr><td>Sam Briggs</td><td></td></tr><tr><td>Patricia De'Ath</td><td></td></tr><tr><td>Grahame Dixie</td><td></td></tr><tr><td>James Eddington</td><td>Appointed 1 August 2024</td></tr><tr><td>Jonathan Jewkes</td><td></td></tr><tr><td>Sanni Kruger</td><td></td></tr><tr><td>Catharina Pedder</td><td></td></tr><tr><td>Dean Smart</td><td></td></tr><tr><td>Barney Smith</td><td></td></tr><tr><td>Gillian Whitehead</td><td>Chair</td></tr><tr><td>Paul Whitehouse</td><td>Resigned 31 March 2024</td></tr><tr><td>Christine Joan Willmore</td><td>AM Treasurer from 1 April 2024</td></tr></table>	Susana Askew	Resigned 31 December 2024	Ray Bray		Sam Briggs		Patricia De'Ath		Grahame Dixie		James Eddington	Appointed 1 August 2024	Jonathan Jewkes		Sanni Kruger		Catharina Pedder		Dean Smart		Barney Smith		Gillian Whitehead	Chair	Paul Whitehouse	Resigned 31 March 2024	Christine Joan Willmore	AM Treasurer from 1 April 2024
Susana Askew	Resigned 31 December 2024																												
Ray Bray																													
Sam Briggs																													
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Catharina Pedder																													
Dean Smart																													
Barney Smith																													
Gillian Whitehead	Chair																												
Paul Whitehouse	Resigned 31 March 2024																												
Christine Joan Willmore	AM Treasurer from 1 April 2024																												
Nominee for Land	Friends Trust Limited 173-177 Euston Road London NW1 2BJ																												
Bankers	<table><tr><td>Triodos Bank Deanery Road Bristol BS1 5AS</td><td>The Co-operative Bank Plc P.O. Box 101 1 Balloon Street Manchester M60 4EP</td></tr><tr><td>Epworth 9 Bonhill Street London EC2A 4PE</td><td></td></tr></table>	Triodos Bank Deanery Road Bristol BS1 5AS	The Co-operative Bank Plc P.O. Box 101 1 Balloon Street Manchester M60 4EP	Epworth 9 Bonhill Street London EC2A 4PE																									
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Epworth 9 Bonhill Street London EC2A 4PE																													
Investment managers	Rathbone Investment Management Ltd 10 Queen Square Bristol BS1 4NT																												

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Reference and administrative details

For the year ended 31 December 2024

Auditors

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2024

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

1. LEGAL AND ADMINISTRATIVE DETAILS

1.1 Status and objectives

Bristol Area Quaker Meeting is one of around 70 Meetings which make up The Religious Society of Friends (Quakers) in Britain, also known as Britain Yearly Meeting (BYM). It was registered (number 1175435) as a Charitable Incorporated Organisation (CIO) on 30 October 2017.

1.2 Object

The object of Bristol Area Quaker Meeting is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Bristol Area Meeting

1.3 Trustees

Up to 15 trustees are appointed by Bristol Area Meeting (AM) in Session, on the advice of the AM Nominations Committee. They hold office for a term of three years and may be re-appointed for a second term. Area Meeting in Session also appoints the Clerk to the trustees and the Treasurer, who is ex-officio a trustee.

1.4 Activities

The principal activity of the Area Quaker Meeting is the holding of public Meetings for Worship in the constituent Local Meetings: Bedminster, Central Bristol, Frenchay, Horfield, Portishead, Redland and Thornbury. Philanthropic activity is mainly through the Weekly Committee which provides financial support to needy Quakers, and in some cases those outside the Society. Some Local Meetings conduct collections to make donations to a range of causes. All members of the Area Meeting are entitled to take part in Meetings for Church Affairs which inter alia appoint the Trustees.

1.5 Membership

Local Meeting	Members 2023	Members 2024	Attendees 2024*
Bedminster	24	24	19 (9)
Central	23	22	22 (4)
Frenchay	31	32	32 (11)
Horfield	25	24	37 (5)
Portishead	14	11	6
Redland	109	108	60 (8)
Thornbury	18	14	4
TOTAL AM	244	235	180 (37)

*Numbers in brackets are children, included in total attendees.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2024

2. TRUSTEES' REPORT

2.1 Introduction

2.1.1 This is the Annual Report for Bristol Area Quaker Meeting (number 1175435) for the period from 1 January to 31 December 2024.

2.1.2 Local meetings

The Area Meeting comprises seven Local Meetings, of which six occupy their own Meeting Houses. Thornbury Meeting meets in rented premises.

- **Bedminster Quaker Meeting House**, Wedmore Vale, Bedminster, BS3 5HX;
- **Central Quaker Meeting House**, Champion Square, BS2 9DB;
- **Frenchay Quaker Meeting House (and attached Warden's Cottage)**, Beckspool Road, Frenchay, BS16 1NT;
- **Horfield Quaker Meeting House**, 300 Gloucester Road, Horfield, BS7 8PD;
- **Portishead Quaker Meeting House**, 11 St Mary's Road, Portishead, BS20 6QP;
- **Redland Friends Meeting House**, 126 Hampton Road, Redland, BS6 6JE; and
- **Thornbury Quaker Meeting**, The Chantry, Castle Street, Thornbury, BS35 1HB.

2.1.3 Burial grounds

Two Meeting Houses, Frenchay and Portishead, have burial grounds attached. In addition, the Area Meeting owns two freestanding burial grounds:

- **Kings Weston Burial Ground**, Kings Weston Lane, Bristol, BS11 0QT; and
- **Hazel Burial Ground**, Hazel Lane, Old Down, Bristol, BS35 3QP.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2024

2.1.4 Governance

Meetings for Church Affairs, in which the Religious Society conducts its business, are meetings for worship based on silence, carrying the expectation that God's guidance can be discerned if members are truly listening together and to each other. The unity that is sought depends on the willingness of all to seek the truth in each other's utterances. There is no voting in the meetings, because the Society believes that this would emphasise the divisions between differing views and inhibit the process of seeking to know the right way forward, the will of God as expressed in the sense of the meeting.

The Clerk of the meeting bears the final responsibility for preparing the business, conducting the meeting and drafting the minutes of the meeting. Minutes are drafted and read out by the Clerk during the course of the meeting, but the final decision about whether a minute represents the sense of the meeting is the responsibility of the meeting itself, not of the Clerk.

The Area Meeting in session, open to all members of the Area Meeting, is held about 10 times each year. The day to day administration of the Area Meeting's affairs are conducted by a body of trustees, consisting of up to 15 Friends appointed by the Area Meeting.

2.2 General matters

2.2.1 Statement of public benefit

The Trustees have had regard to the Charity Commission's guidance on public benefit. The principal public benefit is that at least weekly each of our six Meeting Houses (and our meeting at Thornbury) are open to the public for Divine Worship. Our Meetings and their members and attenders are supported by the Area Meeting as they engage in a number of community activities.

Our Meeting Houses are also made available to suitable local community and interest groups and charities at a reduced rate where the purpose of the user is in line with our purposes. In 2024 the value of this benefit to those organisations was £42,398.

2.2.2 Financial review and reserves policy

During the year, the charity received income of £394,509, and incurred expenditure of £472,600, resulting in a deficit of £78,091 for the year before gains / (losses) on investments.

As at 31 December 2024 the charity had permanent endowment funds of £2,322,148 (the majority of which is represented by the Meeting Houses at Frenchay and Portishead), restricted funds of £106,299, and unrestricted funds of £4,124,962 (of which £3,516,594 relates to properties and other fixed assets). Free reserves, defined as unrestricted funds not held in designated funds or tangible fixed assets, and excluding non-liquid investments, were £152,819. The trustees' reserves policy is to hold three months general expenditure (£70,000) plus the average of five years expenditure for property maintenance (£82,000), a total of £152,000. Free reserves are currently in excess of this target, but we are aware of the need to carry out works to the Refugee House in Brislington. We will reconsider our reserves position when these costs have crystallised.

The trustees note that there is £476,139 of general funds carried forward (note 18), but that £307,813 of this figure is not immediately accessible, and relates to the value of the Pendennis Road Property investment (note 14).

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2024

2.2.3 Summary of main achievements

We have continued to use technology in our Local Meetings to provide the option for people to join in Meeting for Worship online, although the numbers attending in person have increased this year. The use of our Meeting Houses, by both Quaker and community groups throughout the week has also grown, providing valuable opportunities for outreach and mutual understanding.

In 2023 we completed the purchase of a house for use by refugees in the city by using the proceeds of the sale of Wardens' accommodation and in 2024 agreed a three year lease to a charity who provide supported housing to refugees.

2.2.4 Sustainability

A significant project commenced to decarbonise our meeting house at Bedminster, supported by a grant from Bristol City Council Community Resilience Fund. It has already resulted in cessation of all gas use at the site (replaced by an air source heat pump). In 2025 the solar PV system there will be enlarged and a battery added. At Redland, all gas use will have ceased by early 2025. Plans are in place for adding external thermal cladding at Horfield in mid-2025. Together these will make a significant contribution to our Net Carbon Zero goal.

2.2.5 Risk assessment and management

We are very aware of the need to manage the risks we face. This is not just in finance, but includes property, employment, provision for children and young people, data protection and safeguarding. Our policies on these matters and our risk register are reviewed regularly and systematically as a standing item on our Trustee Meeting Agenda, focusing on those areas where medium to high levels of residual risk have been identified.

2.2.6 Serious incidents

There were no serious incidents.

2.2.7 Safeguarding

The Area Meeting takes its responsibility for all safeguarding, especially children and adults at risk, very seriously. We have provided Training Seminars for a large number of our Members and Attenders in partnership with thirtyone:eight, an organisation specialising in Safeguarding support for religious organisations. These covered Safeguarding Children and Young People and Safeguarding Adults. We have begun to implement Safer Recruitment for all voluntary roles as well as paid staff in accordance with our new policy.

2.3 Report of trustees' committees

2.3.1 Trustees

The number of Trustees during the year varied between 11 and 12 out of a permitted maximum of 15. Trustees are responsible for the practical major committees, the Property and Health and Safety Committee, Employment and Wellbeing Committee, and the Finance Committee. Each committee is made up of at least two trustees, together with several non-trustee members. Weekly Committee is a very ancient committee which disburses funds to those in need.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2024

2.3.2 Employment and Wellbeing Committee

The Committee continued to meet online throughout 2023. The main focus has been on the implementation of our new Safeguarding Policy and Procedures.

2.3.3 Finance Committee

We purchased a property in the Brislington area of Bristol using the remaining proceeds of the sale of the Warden's House at Hampton Road. The house was already managed by our partner charity ACH, which supports refugees in Bristol, which meant there was no disruption to the lives of the three refugees already living there. We have agreed a five year lease with ACH, with a review after three.

Hiring income held up well during the year. We recommended that Local Meetings reviewed and raise their hiring charges in line with inflation and have been considering our hiring policies and discounts to deliver a simpler more transparent system.

We routinely considered the management accounts at our quarterly meetings, looked at ways of how to encourage more Friends to contribute to Quaker work locally and nationally, and reviewed the policies owned by Finance Committee.

2.3.4 Property, Health and Safety (PH&S) Committee

We purchased the property for housing refugees in the knowledge that external repairs and refurbishment would be required. Our architect has surveyed the property and provided a report specifying the works required, which will be used for inviting tenders.

We continue to monitor the subsidence of the Community Hall at Portishead.

2.3.5 Weekly Committee

Weekly Committee, which comprises two trustees and representatives from all Local Meetings, with the exception of Portishead, is responsible for providing financial support to individuals in times of difficulty through making grants and interest-free loans of varying amounts for different needs. The Committee has continued to meet regularly and to approve and administer payments of £7,451 (2023: £6,370) from our restricted funds to individuals in need.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2024

Statement of responsibilities of the trustees

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

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

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

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

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

Auditors

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

Approved by the Trustees on 12 May 2025 and signed on their behalf by



James Eddington
Clerk of Trustees

Independent auditors' report

To the trustees of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Opinion

We have audited the financial statements of Bristol Area Meeting of the Religious Society of Friends (Quakers) (the 'charity') for the year ended 31 December 2024 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2024 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 10 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

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

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Independent auditors' report

To the trustees of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

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

Responsibilities of the trustees

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

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

Our responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

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

Independent auditors' report

To the trustees of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

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

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

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

(3) We inspected the minutes of trustee meetings.

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

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

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

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

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

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

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

Independent auditors' report

To the trustees of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Godfrey Wilson Limited

Date: 15 May 2025

GODFREY WILSON LIMITED

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

Godfrey Wilson Limited is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Statement of financial activities

For the year ended 31 December 2024

	Note	Endowment £	Restricted £	Unrestricted £	2024 Total £	2023 Total £
Income from:						
Donations and legacies	3	-	74,469	70,734	145,203	112,056
Charitable activities	4	-	-	8,232	8,232	18,050
Other trading activities	5	-	-	217,811	217,811	189,234
Investments	6	-	5,416	17,847	23,263	11,729
Total income		<u>-</u>	<u>79,885</u>	<u>314,624</u>	<u>394,509</u>	<u>331,069</u>
Expenditure on:						
Raising funds		31	-	102,087	102,118	95,395
Charitable activities		52,840	46,055	271,587	370,482	393,489
Total expenditure	8	<u>52,871</u>	<u>46,055</u>	<u>373,674</u>	<u>472,600</u>	<u>488,884</u>
Net income / (expenditure) before gains / (losses)		(52,871)	33,830	(59,050)	(78,091)	(157,815)
Net gains / (losses) on investments	14	76	-	1,180	1,256	10,119
Net income / (expenditure)		(52,795)	33,830	(57,870)	(76,835)	(147,696)
Transfers between funds		-	(45,858)	45,858	-	-
Net movement in funds	10	(52,795)	(12,028)	(12,012)	(76,835)	(147,696)
Reconciliation of funds:						
Total funds brought forward		2,374,943	118,327	4,136,974	6,630,244	6,777,940
Total funds carried forward		<u>2,322,148</u>	<u>106,299</u>	<u>4,124,962</u>	<u>6,553,409</u>	<u>6,630,244</u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 18 to the accounts.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Balance sheet

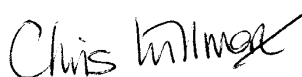
As at 31 December 2024

	Note	£	2024 £	2023 £
Fixed assets				
Tangible assets	13		5,810,354	5,915,283
Investments	14		437,361	418,734
			6,247,715	6,334,017
Current assets				
Debtors	15	113,388		134,078
Cash at bank and in hand		216,191		182,206
		329,579		316,284
Liabilities				
Creditors: amounts falling due within 1 year	16	(23,885)		(20,057)
Net current assets			305,694	296,227
Net assets	17		6,553,409	6,630,244
Funds	18			
Endowment funds			2,322,148	2,374,943
Restricted funds			106,299	118,327
Unrestricted funds				
Designated funds			3,648,823	3,697,969
General funds			476,139	439,005
Total charity funds			6,553,409	6,630,244

Approved by the trustees on 12 May 2025 and signed on their behalf by



James Eddington
Clerk of Trustees



Christine Willmore
AM Treasurer

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Statement of cash flows

For the year ended 31 December 2024

	2024	2023
	£	£
Cash used in operating activities:		
Net movement in funds	(76,835)	(147,696)
Adjustments for:		
Depreciation charges	152,596	158,986
Losses / (gains) on disposal of fixed assets	3,420	-
(Losses) / gains on investments	(1,256)	(10,119)
Dividends, interest and rents from investments	(23,263)	(11,729)
Decrease in debtors	20,690	462
Increase / (decrease) in creditors	3,828	(5,561)
Net cash provided by / (used in) operating activities	79,180	(15,657)
Cash flows from investing activities:		
Dividends, interest and rents from investments	23,263	11,729
Purchase of tangible fixed assets	(51,087)	(1,500)
Proceeds from the sale of investments	-	282,924
Purchase of investments	(17,874)	(431,251)
Investment portfolio cash movement	503	15,006
Net cash used in investing activities	(45,195)	(123,092)
Increase / (decrease) in cash and cash equivalents in the year	33,985	(138,749)
Cash and cash equivalents at the beginning of the year	182,206	320,955
Cash and cash equivalents at the end of the year	216,191	182,206

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

1. Accounting policies

a) Basis of preparation

Bristol Area Meeting of the Religious Society of Friends (Quakers) is an unincorporated charity registered in England and Wales. The registered office address is Quaker Meeting House, 300 Gloucester Road, Bristol, BS7 8PD.

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

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

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves, the current balance sheet, and the budget and forecast cash flow for the next 12 months. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

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

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

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

d) Investment income

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

Investment income generated from endowment funds is either restricted or unrestricted, depending on the terms of the endowment fund.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

1. Accounting policies (continued)

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

f) Funds accounting

Endowment funds are funds which are held on trust to be retained for the benefit of the charity as a capital fund. Where the Trustees must permanently maintain the whole of the fund it is referred to as permanent endowment and such a fund cannot normally be spent as if it were income. Where the trustees have a power of discretion to convert endowed capital into income, it is referred to as expendable endowment.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. The aim and use of each restricted fund is set out in the notes to the financial statements.

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

g) Grants payable

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

h) Expenditure and irrecoverable VAT

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

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

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes, and includes costs of all fundraising activities including direct staff time, investment management fees and any associated support costs.

Expenditure on charitable activities is incurred on directly undertaking the activities which directly further the charity's objectives, including any associated support costs.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

1. Accounting policies (continued)

i) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between the costs of raising funds and charitable activities on the following basis:

	2024	2023
Raising funds	50%	50%
Charitable activities	50%	50%

j) Tangible fixed assets

The freehold properties carried in the accounts consist of Meeting Houses and Burial Grounds and the title deeds are held in the name of Friends Trusts Limited. Historical costs were not known and the cost values were based on reinstatement values for insurance purposes, which were considered to represent deemed cost on transition to FRS102 at 1 January 2014.

Other tangible fixed assets are initially recognised at cost, which includes all costs incurred to bring the asset into its intended working condition. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Freehold land	No depreciation charged
Freehold buildings	50 years straight line
Leasehold property	Straight line over the life of the lease
Property improvements	20 years straight line
Equipment	5 years straight line

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

k) Investment property

Investment property is property (land or a building, or both) held (by the owner or by the lessee under a finance lease) to earn rentals or for capital appreciation or both.

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

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

l) Listed investments

Investments in quoted shares, traded bonds and similar investments are measured initially at cost and subsequently at fair value (their market value). The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

1. Accounting policies (continued)

m) Unlisted investments

Unlisted investments comprise investments in co-operative share capital and a green energy project, which are held at fair value. As co-operative shares do not appreciate in value, and the green energy project is still in its inception, the fair value for each approximates to historic cost less any impairment.

n) Debtors

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

o) Cash at bank and in hand

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

p) Creditors

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

q) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

r) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

1. Accounting policies (continued)

s) Accounting estimates and key judgements

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

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

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

Legacy valuations

Determining the value of legacy debtors requires an estimation of the future cash flows expected to be received from the legacy. Actual results may differ from these estimates because the value of legacy is usually dependant on the amount of cash realised from the estate in which the legacy relates, and the recognition of a debtor as per the SORP usually precedes the cash receipt.

Freehold land and buildings

As described in note 1(j) to the financial statements, the freehold properties were initially recognised at deemed cost, which was based on historic reinstatement values for insurance purposes. The split between land and buildings has been estimated on the basis of local government estimates for the value of land determined in 2014, and approximate hectarage of the land. The total deemed cost of the land at 31 December 2024 is estimated at £864,000.

Depreciation

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

Unlisted investments

As described in note 1(m), unlisted investments include an investment in an unlisted share of an energy project. The future returns on the investment are based on annual electricity consumption in future periods, and are not readily identifiable at the reporting date.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

2. Prior period comparatives: statement of financial activities

	Endowment £	Restricted £	Unrestricted £	2023 Total £
Income from:				
Donations and legacies	-	60,604	51,452	112,056
Charitable activities	-	-	18,050	18,050
Other trading activities	-	-	189,234	189,234
Investments	-	3,880	7,849	11,729
Total income	-	64,484	266,585	331,069
Expenditure on:				
Raising funds	3,306	-	92,089	95,395
Charitable activities	52,840	44,011	296,638	393,489
Total expenditure	56,146	44,011	388,727	488,884
Net income / (expenditure) before gains / (losses) on investments	(56,146)	20,473	(122,142)	(157,815)
Net gains on investments	699	-	9,420	10,119
Net income / (expenditure)	(55,447)	20,473	(112,722)	(147,696)
Transfers between funds	-	(165,000)	165,000	-
Net movement in funds	(55,447)	(144,527)	52,278	(147,696)

3. Income from donations and legacies

	Restricted £	Unrestricted £	2024 Total £
Donations	41,494	57,529	99,023
Grants	32,975	190	33,165
Legacies	-	13,015	13,015
Total income from donations and legacies	74,469	70,734	145,203

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

3. Income from donations and legacies (continued).

Prior period comparative:

	Restricted £	Unrestricted £	Restated 2023 Total £
Donations	28,104	51,452	79,556
Grants	<u>32,500</u>	<u>-</u>	<u>32,500</u>
Total income from donations and legacies	<u>60,604</u>	<u>51,452</u>	<u>112,056</u>

Prior period income from donations and legacies has been restated to split out grants received. The restatement is presentational only, and does not impact the total.

4. Income from charitable activities

	2024 £	2023 £
Events	<u>8,232</u>	<u>18,050</u>

All income from charitable activities in the current and prior year was unrestricted.

5. Income from other trading activities

	2024 £	2023 £
Lettings income	208,183	179,310
Feed-in tariff	<u>9,628</u>	<u>9,924</u>
Total income from other trading activities	<u>217,811</u>	<u>189,234</u>

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

6. Income from investments

	Restricted £	Unrestricted £	2024 Total £
Dividends and interest from investments	-	2,703	2,703
Income from property investments	-	13,800	13,800
Bank interest	5,416	1,344	6,760
Total income from investments	5,416	17,847	23,263
Prior period comparative:			
	Restricted £	Unrestricted £	2023 Total £
Dividends and interest from investments	-	3,639	3,639
Bank interest	3,880	4,210	8,090
Total income from investments	3,880	7,849	11,729

7. Government grants

The charity receives government grants, defined as funding from Bristol City Council to fund capital improvements. The total value of such grants in the period ending 31 December 2024 was £21,381 (2023: £32,500). There are no unfulfilled conditions or contingencies attaching to these grants in 2024.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

8. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2024 Total £
Staff costs (note 11)	30,534	42,303	12,497	85,334
Grants payable (note 9)	-	51,546	-	51,546
Bank charges	-	-	1,456	1,456
Cleaning	-	-	17,006	17,006
Energy	-	-	27,118	27,118
Gardening	-	11,324	-	11,324
Hospitality	-	1,257	-	1,257
Insurances	-	-	10,958	10,958
Ministry / library	-	29,222	-	29,222
Property repairs / maintenance	-	-	30,551	30,551
Staff housing costs	-	-	7,221	7,221
Waste disposal, water and sewerage	-	-	10,270	10,270
Rent	-	2,066	-	2,066
Depreciation	-	152,596	-	152,596
Event costs	-	9,086	-	9,086
Office and other costs	-	-	15,486	15,486
Investment management fees	503	-	-	503
Audit and accounting fees	-	-	9,600	9,600
Sub-total	31,037	299,400	142,163	472,600
Allocation of support and governance costs	71,081	71,082	(142,163)	-
Total expenditure	102,118	370,482	-	472,600

Total governance costs were £10,475 (2023: £9,660).

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

8. Total expenditure

Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2023 Total £
Staff costs (note 11)	28,601	39,810	12,040	80,451
Grants payable (note 9)	-	68,638	-	68,638
Bank charges	-	-	1,192	1,192
Cleaning	-	-	21,662	21,662
Energy	-	-	22,540	22,540
Gardening	-	8,483	-	8,483
Hospitality	-	637	-	637
Insurances	-	-	10,686	10,686
Ministry / library	-	31,338	-	31,338
Property repairs / maintenance	-	-	23,291	23,291
Staff housing costs	-	-	6,995	6,995
Waste disposal, water and sewerage	-	-	5,944	5,944
Rent	-	1,866	-	1,866
Depreciation	-	158,986	-	158,986
Event costs	-	18,934	-	18,934
Office and other costs	-	-	16,030	16,030
Investment management fees	1,997	-	-	1,997
Audit and accounting fees	-	-	9,214	9,214
Sub-total	30,598	328,692	129,594	488,884
Allocation of support and governance costs	<u>64,797</u>	<u>64,797</u>	<u>(129,594)</u>	<u>-</u>
Total expenditure	<u>95,395</u>	<u>393,489</u>	<u>-</u>	<u>488,884</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

9. Grants and donations payable

	2024 £	2023 £
Britain Yearly Meeting (scheduled donations)	35,867	36,578
Other institutions:		
AEOBhousepeople Limited	-	19,950
St. Luke's Project	-	2,155
Together4Bristol	-	1,000
Bristol Holocaust Memorial Day Steering Group	321	998
BS3 Community Development	-	734
QCEA British Committee	479	569
FWCC	113	185
Pickering & Hull Area Quaker Meeting	-	100
Reparations Project	2,700	-
Thirsk Friends Meeting House	100	-
Churches Together	25	-
Thornbury DCA	486	-
Peace Museum	100	-
Bridges for Communities	305	-
Come to Good fund	100	-
	<u>40,596</u>	<u>62,269</u>
Grants to institutions (11 institutions, 2023: 9)	40,596	62,269
Grants to individuals (23 individuals, 2023: 13)	<u>10,950</u>	<u>6,369</u>
	<u>51,546</u>	<u>68,638</u>

10. Net movement in funds

This is stated after charging:

	2024 £	2023 £
Depreciation	152,596	158,986
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses (2024: 5 trustees, 2023: 1)	1,425	108
Auditors' remuneration:		
▪ Statutory audit (excluding VAT)	<u>8,000</u>	<u>7,650</u>

Trustees' reimbursed expenses include reimbursement for travel and subsistence, and repayment of purchases made on behalf of their Local Meeting.

In common with other charities of our size, our auditors also assist in the preparation of the financial statements.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

11. Staff costs and numbers

Staff costs were as follows:

	2024 £	2023 £
Salaries and wages	82,202	77,526
Pension costs	<u>3,132</u>	<u>2,925</u>
	<u>85,334</u>	<u>80,451</u>

No employee earned more than £60,000 during the current or prior year. The key management personnel of the charity comprise the Trustees, who did not receive any remuneration during the current or prior year.

	2024 No.	2023 No.
Average full time equivalents	4	4
Average head count	<u>7</u>	<u>7</u>

12. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

13. Tangible fixed assets

	Freehold property £	Leasehold property £	Property improvements £	Equipment £	Total £
Cost					
At 1 January 2024	5,978,458	302,366	792,681	72,894	7,146,399
Additions in year	-	-	45,858	5,229	51,087
Disposals	<u>-</u>	<u>-</u>	<u>-</u>	<u>(4,274)</u>	<u>(4,274)</u>
At 31 December 2024	<u>5,978,458</u>	<u>302,366</u>	<u>838,539</u>	<u>73,849</u>	<u>7,193,212</u>
Depreciation					
At 1 January 2024	1,022,891	6,872	135,673	65,680	1,231,116
Charge for the year	102,289	2,748	41,927	5,632	152,596
Disposals	<u>-</u>	<u>-</u>	<u>-</u>	<u>(854)</u>	<u>(854)</u>
At 31 December 2024	<u>1,125,180</u>	<u>9,620</u>	<u>177,600</u>	<u>70,458</u>	<u>1,382,858</u>
Net book value					
At 31 December 2024	<u>4,853,278</u>	<u>292,746</u>	<u>660,939</u>	<u>3,391</u>	<u>5,810,354</u>
At 31 December 2023	<u>4,955,567</u>	<u>295,494</u>	<u>657,008</u>	<u>7,214</u>	<u>5,915,283</u>

Included in freehold property is land totalling £864,000 that is not depreciated (2023: £864,000).

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

14. Investments

	Rathbones funds £	Unlisted investments £	Property £	2024 £	2023 £
Market value at 1 January 2024	113,288	50	305,396	418,734	275,294
Additions	-	15,457	2,417	17,874	431,251
Disposals proceeds	-	-	-	-	(282,924)
Net gains / (losses)	1,256	-	-	1,256	10,119
Movement in cash balance	(503)	-	-	(503)	(15,006)
Market value at 31 December 2024	<u>114,041</u>	<u>15,507</u>	<u>307,813</u>	<u>437,361</u>	<u>418,734</u>
Represented by:					
Listed investments	114,041	-	-	114,041	112,106
Unlisted investments	-	15,507	-	15,507	50
Investment property	-	-	307,813	307,813	305,396
Cash	-	-	-	-	1,182
	<u>114,041</u>	<u>15,507</u>	<u>307,813</u>	<u>437,361</u>	<u>418,734</u>

Unlisted investments comprise investments in co-operative share capital and shares of a clean energy project. The investment in co-operative share capital is reviewed annually for any diminution in value and is believed to be worth £50 (2023: £50). The green energy project is still in its initial development phase, so the fair value equates to historic cost of £15,457 (2023: £nil).

15. Debtors

	2024 £	2023 £
Trade debtors	28,068	15,930
Accrued income	75,765	115,385
Prepayments	-	100
Other debtors	9,555	2,663
	<u>113,388</u>	<u>134,078</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

16. Creditors : amounts due within 1 year

	2024	2023
	£	£
Trade creditors	3,383	2,313
Accruals	14,044	13,970
Other taxation and social security	3,365	2,459
Other creditors	3,093	1,315
	<u>23,885</u>	<u>20,057</u>

17. Analysis of net assets between funds

	Endowment funds £	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	2,293,760	-	3,516,594	-	5,810,354
Investments	26,388	-	-	410,973	437,361
Current assets	2,000	106,299	132,229	89,051	329,579
Current liabilities	-	-	-	(23,885)	(23,885)
Net assets at 31 December 2024	<u>2,322,148</u>	<u>106,299</u>	<u>3,648,823</u>	<u>476,139</u>	<u>6,553,409</u>
Prior year comparative:	Endowment funds £	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	2,346,600	-	3,568,683	-	5,915,283
Investments	26,343	-	-	392,391	418,734
Current assets	2,000	118,327	129,286	66,671	316,284
Current liabilities	-	-	-	(20,057)	(20,057)
Net assets at 31 December 2023	<u>2,374,943</u>	<u>118,327</u>	<u>3,697,969</u>	<u>439,005</u>	<u>6,630,244</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

18. Movements in funds

	At 1 January 2024 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2024 £
Endowment funds						
<i>Permanent endowments:</i>						
BQ Loan Funds	2,000	-	-	-	-	2,000
Somerset Charities	26,343	-	(31)	76	-	26,388
Land and buildings	<u>2,346,600</u>	-	<u>(52,840)</u>	-	-	<u>2,293,760</u>
Total endowment funds	<u>2,374,943</u>	-	<u>(52,871)</u>	76	-	<u>2,322,148</u>
Restricted funds						
Friends Relief Fund	32,970	1,667	(900)	-	-	33,737
Women's Fund	57,027	3,749	(8,754)	-	-	52,022
Library	2,467	-	(265)	-	-	2,202
Weekly Committee	3,445	349	(269)	-	-	3,525
Appeals for Others	761	41,145	(35,867)	-	-	6,039
Community Resilience Fund	21,381	32,975	-	-	(45,858)	8,498
Other restricted funds	<u>276</u>	-	-	-	-	<u>276</u>
Total restricted funds	<u>118,327</u>	<u>79,885</u>	<u>(46,055)</u>	-	<u>(45,858)</u>	<u>106,299</u>
Unrestricted funds						
<i>Designated funds:</i>						
Bedminster LM	4,945	1,414	(801)	-	(619)	4,939
Camp	11,008	7,782	(8,575)	-	-	10,215
Central LM	9,586	1,081	(5,868)	-	(1,198)	3,601
Frenchay LM	46,525	4,306	(2,571)	-	(5,219)	43,041
Horfield LM	21,816	2,520	(1,981)	-	(2,727)	19,628
Portishead LM	3,456	491	(248)	-	(821)	2,878
Redland LM	8,902	8,566	(2,533)	-	(3,458)	11,477
Thornbury LM	23,048	2,604	(566)	-	(19,886)	5,200
The Fairgrieve Legacy	-	31,250	-	-	-	31,250
Fixed assets fund	<u>3,568,683</u>	-	<u>(99,757)</u>	-	47,668	<u>3,516,594</u>
<i>Total designated funds</i>	<u>3,697,969</u>	<u>60,014</u>	<u>(122,900)</u>	-	<u>13,740</u>	<u>3,648,823</u>
General funds	<u>439,005</u>	<u>254,610</u>	<u>(250,774)</u>	<u>1,180</u>	<u>32,118</u>	<u>476,139</u>
Total unrestricted funds	<u>4,136,974</u>	<u>314,624</u>	<u>(373,674)</u>	<u>1,180</u>	<u>45,858</u>	<u>4,124,962</u>
Total funds	<u><u>6,630,244</u></u>	<u><u>394,509</u></u>	<u><u>(472,600)</u></u>	<u><u>1,256</u></u>	<u><u>-</u></u>	<u><u>6,553,409</u></u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

18. Movements in funds (continued)

Purposes of endowment and restricted funds

Bristol Quakers (BQ) Loan Funds	To make loans to Friends in need, giving preference to loans for furthering their careers.
Somerset Charities	For the relief of poverty and other charitable purposes such as education or apprenticeship. The income generated from this fund is deemed to be unrestricted.
Land and buildings	This fund represents the freehold property held on permanent endowment for general charitable purposes. Expenditure against this fund represents depreciation charges.
Friends Relief Fund	To assist needy Friends.
Women's Fund	To assist needy women Friends.
Library	For the upkeep of old Quaker books.
Weekly Committee	To provide financial support to those Members and Attenders within Bristol Area Meeting who are struggling financially.
Appeals for Others	Funds received specifically for organisations and projects that we support that we pass on including gift aid.
Community Resilience Fund	Funding from Bristol City Council for upgrade works to the Bedminster Meeting House.
Other restricted funds	Various other restricted donations received and spent in accordance with the donor's wishes.

Purposes of designated funds

Designated funds represent amounts set aside for specific purposes, principally for repairs and maintenance of buildings. Also included in designated funds are funds for the specific Local Meetings and the value of fixed assets not held in endowment funds.

Transfers

The transfer between general funds and the fixed assets designated fund reflects equipment additions in the year.

The transfers from designated funds into general funds represent the contribution from Local Meeting houses to the Area Meeting.

The transfer from the Community Resilience Fund represents the capital expenditure on improvements to the Bedminster Meeting house.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

18. Movements in funds (continued)

Prior period comparative

	At 1 January 2023 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2023 £
Endowment funds						
<i>Permanent endowments:</i>						
BQ Loan Funds	2,000	-	-	-	-	2,000
Somerset Charities	28,950	-	(3,306)	699	-	26,343
Land and buildings	2,399,440	-	(52,840)	-	-	2,346,600
Total endowment funds	2,430,390	-	(56,146)	699	-	2,374,943
Restricted funds						
Friends Relief Fund	33,974	1,474	(2,478)	-	-	32,970
Women's Fund	56,811	2,406	(2,190)	-	-	57,027
Library	2,596	-	(129)	-	-	2,467
Weekly Committee	4,951	376	(1,882)	-	-	3,445
Appeals for Others	(754)	38,847	(37,332)	-	-	761
Parsloe legacy	165,000	-	-	-	(165,000)	-
Community Resilience Fund	-	21,381	-	-	-	21,381
Other restricted funds	276	-	-	-	-	276
Total restricted funds	262,854	64,484	(44,011)	-	(165,000)	118,327
Unrestricted funds						
<i>Designated funds:</i>						
Ammerdown	-	10,416	(14,462)	-	4,046	-
Bedminster LM	7,615	1,816	(2,456)	-	(2,030)	4,945
Camp	8,374	6,805	(4,679)	-	508	11,008
Central LM	10,394	1,871	(1,209)	-	(1,470)	9,586
Frenchay LM	45,632	3,473	(480)	-	(2,100)	46,525
Horfield LM	22,456	2,677	(1,567)	-	(1,750)	21,816
Portishead LM	5,004	475	(1,113)	-	(910)	3,456
Redland LM	14,493	8,124	(2,319)	-	(11,396)	8,902
Thornbury LM	3,802	1,520	-	-	17,726	23,048
Fixed assets fund	3,673,329	-	(106,146)	-	1,500	3,568,683
<i>Total designated funds</i>	<i>3,791,099</i>	<i>37,177</i>	<i>(134,431)</i>	<i>-</i>	<i>4,124</i>	<i>3,697,969</i>
General funds	293,597	229,408	(254,296)	9,420	160,876	439,005
Total unrestricted funds	4,084,696	266,585	(388,727)	9,420	165,000	4,136,974
Total funds	6,777,940	331,069	(488,884)	10,119	-	6,630,244

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2024

19. Financial instruments at fair value

	2024	Restated 2023
	£	£
Financial assets measured at fair value	<u>129,548</u>	<u>113,338</u>

Financial assets measured at fair value comprises listed investments and unlisted investments. Prior period financial assets measured at fair value have been restated to exclude property investments.

20. Related party transactions

During the current year, a grant of £500 was paid to 1 Trustee (2023: £640). This was approved by the Weekly Committee and was notified to the Clerk of Trustees.

Total unrestricted donations from Trustees to the charity in the year were £14,473 (2023: £12,163).

Two Trustees, Patricia De'Ath and Paul Whitehouse, were also directors of AEOB (Abolish Empty Office Buildings, House People). The charity holds shares in AEOB, valued at £50. There were 2 payments received from AEOB worth £109 (2023: £nil). In the prior year the charity donated £19,950 of their shares in AEOB back to the organisation.

The Trustees are not aware of any further related party transactions during the year.

BRISTOL AREA MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)

England & Wales - Charity number 1175435

Accounts

Charity no. 1175435

**Bristol Area Meeting of the Religious
Society of Friends (Quakers)
Report and Audited Financial Statements
31 December 2023**

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Reference and administrative details

For the year ended 31 December 2023

Charity number	1175435																												
Registered address	Quaker Meeting House 300 Gloucester Road Bristol BS7 8PD																												
Website	https://www.bristolquakers.org.uk/																												
Trustees	<p>The trustees are who served during the year and up to the date of this report were as follows:</p> <table><tr><td>Susana Askew</td><td></td></tr><tr><td>Ray Bray</td><td></td></tr><tr><td>Sam Briggs</td><td>Appointed 1 February 2023</td></tr><tr><td>Patricia De'Ath</td><td></td></tr><tr><td>Grahame Dixie</td><td>Appointed 1 August 2023</td></tr><tr><td>Jonathan Jewkes</td><td></td></tr><tr><td>Sanni Kruger</td><td></td></tr><tr><td>Marcus Millington</td><td>Resigned 31 March 2023</td></tr><tr><td>Catharina Pedder</td><td></td></tr><tr><td>Dean Smart</td><td>Appointed 1 January 2023</td></tr><tr><td>Barney Smith</td><td></td></tr><tr><td>Gillian Whitehead</td><td>Chair</td></tr><tr><td>Paul Whitehouse</td><td>AM Treasurer to 31 March 2024</td></tr><tr><td>Christine Joan Willmore</td><td>Appointed 1 February 2023, AM Treasurer from 1 April 2024</td></tr></table>	Susana Askew		Ray Bray		Sam Briggs	Appointed 1 February 2023	Patricia De'Ath		Grahame Dixie	Appointed 1 August 2023	Jonathan Jewkes		Sanni Kruger		Marcus Millington	Resigned 31 March 2023	Catharina Pedder		Dean Smart	Appointed 1 January 2023	Barney Smith		Gillian Whitehead	Chair	Paul Whitehouse	AM Treasurer to 31 March 2024	Christine Joan Willmore	Appointed 1 February 2023, AM Treasurer from 1 April 2024
Susana Askew																													
Ray Bray																													
Sam Briggs	Appointed 1 February 2023																												
Patricia De'Ath																													
Grahame Dixie	Appointed 1 August 2023																												
Jonathan Jewkes																													
Sanni Kruger																													
Marcus Millington	Resigned 31 March 2023																												
Catharina Pedder																													
Dean Smart	Appointed 1 January 2023																												
Barney Smith																													
Gillian Whitehead	Chair																												
Paul Whitehouse	AM Treasurer to 31 March 2024																												
Christine Joan Willmore	Appointed 1 February 2023, AM Treasurer from 1 April 2024																												
Nominee for Land	Friends Trust Limited 173-177 Euston Road London NW1 2BJ																												
Bankers	<table><tr><td>Triodos Bank Deanery Road Bristol BS1 5AS</td><td>The Co-operative Bank Plc P.O. Box 101 1 Balloon Street Manchester M60 4EP</td></tr><tr><td>CAF Bank Ltd 25 Kings Hill Avenue West Malling ME19 4JQ</td><td>Epworth 9 Bonhill Street London EC2A 4PE</td></tr></table>	Triodos Bank Deanery Road Bristol BS1 5AS	The Co-operative Bank Plc P.O. Box 101 1 Balloon Street Manchester M60 4EP	CAF Bank Ltd 25 Kings Hill Avenue West Malling ME19 4JQ	Epworth 9 Bonhill Street London EC2A 4PE																								
Triodos Bank Deanery Road Bristol BS1 5AS	The Co-operative Bank Plc P.O. Box 101 1 Balloon Street Manchester M60 4EP																												
CAF Bank Ltd 25 Kings Hill Avenue West Malling ME19 4JQ	Epworth 9 Bonhill Street London EC2A 4PE																												
Investment managers	Rathbone Investment Management Ltd 10 Queen Square Bristol BS1 4NT																												

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Reference and administrative details

For the year ended 31 December 2023

Auditors

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2023

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

1. LEGAL AND ADMINISTRATIVE DETAILS

1.1 Status and objectives

Bristol Area Quaker Meeting is one of around 70 Meetings which make up The Religious Society of Friends (Quakers) in Britain, also known as Britain Yearly Meeting (BYM). It was registered (number 1175435) as a Charitable Incorporated Organisation (CIO) on 30 October 2017.

1.2 Object

The object of Bristol Area Quaker Meeting is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Bristol Area Meeting and beyond.

The CIO's income and property are used solely to further the area meeting's object by work such as:

- Strengthening the life and witness of Quaker meetings both in the area of Bristol Area Meeting and beyond;
- Spreading the message of Quakers and interpreting and developing the thought and practice of the Religious Society;
- Undertaking Quaker service for the relief of suffering at home and abroad;
- Funding the concerns that Quaker meetings in the area of Bristol Area Meeting 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 and from which to carry our witness into the world; and
- Administering and maintaining the organisation of Bristol Area Meeting and contributing to the support of Britain Yearly Meeting.

1.3 Trustees

Up to 15 trustees are appointed by Bristol Area Meeting (AM) in Session, on the advice of the AM Nominations Committee. They hold office for a term of three years and may be re-appointed for a second term. Area Meeting in Session also appoints the Clerk to the trustees and the Treasurer, who is ex-officio a trustee.

1.4 Activities

The principal activity of the Area Quaker Meeting is the holding of public Meetings for Worship in the constituent Local Meetings: Bedminster, Central Bristol, Frenchay, Horfield, Portishead, Redland and Thornbury. Philanthropic activity is mainly through the Weekly Committee which provides financial support to needy Quakers and attendees. Some Local Meetings conduct collections to make donations to a range of causes. All members of the Area Meeting are entitled to take part in Meetings for Church Affairs which *inter alia* appoint the trustees.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2023

1.5 Membership

Local Meeting	Members 2022	Members 2023	Attendees 2023*
Bedminster	29	24	20 (8)
Central	21	22	16 (4)
Frenchay	30	32	26 (7)
Horfield	25	25	34 (4)
Portishead	13	14	6
Redland	105	108	70 (17)
Thornbury	21	20	4
TOTAL AM	244	245	176 (40)

*Numbers in brackets are children, included in total attendees

2. TRUSTEES' REPORT

2.1 Introduction

2.1.1 This is the Annual Report for Bristol Area Quaker Meeting (number 1175435) for the period from 1 January to 31 December 2023.

2.1.2 Local meetings

The Area Meeting comprises seven Local Meetings of which six occupy their own Meeting Houses. Thornbury Meeting meets in rented premises.

- **Bedminster Quaker Meeting House**, Wedmore Vale, Bedminster, BS3 5HX;
- **Central Quaker Meeting House**, Champion Square, BS2 9DB;
- **Frenchay Quaker Meeting House (and attached Warden's Cottage)**, Beckspool Road, Frenchay, BS16 1NT;
- **Horfield Quaker Meeting House**, 300 Gloucester Road, Horfield, BS7 8PD;
- **Portishead Quaker Meeting House**, 11 St Mary's Road, Portishead, BS20 6QP;
- **Redland Friends Meeting House**, 126 Hampton Road, Redland, BS6 6JE; and
- **Thornbury Quaker Meeting**, The Chantry, Castle Street, Thornbury, BS35 1HB.

2.1.3 Burial grounds

Two Meeting Houses, Frenchay and Portishead, have burial grounds attached. In addition, the Area Meeting owns two freestanding burial grounds:

- **Kings Weston Burial Ground**, Kings Weston Lane, Bristol, BS11 0QT; and
- **Hazel Burial Ground**, Hazel Lane, Old Down, Bristol, BS35 3QP.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2023

2.1.4 Governance

Meetings for church affairs, in which the Religious Society conducts its business, are meetings for worship based on silence, carrying the expectation that God's guidance can be discerned if members are truly listening together and to each other. The unity that is sought depends on the willingness of all to seek the truth in each other's utterances. There is no voting in the meetings, because the Society believes that this would emphasise the divisions between differing views and inhibit the process of seeking to know the right way forward, the will of God as expressed in the sense of the meeting.

The clerk of the meeting bears the final responsibility for preparing the business, conducting the meeting and drafting the minutes of the meeting. Minutes are drafted and read out by the clerk during the course of the meeting, but the final decision about whether a minute represents the sense of the meeting is the responsibility of the meeting itself, not of the clerk.

The Area Meeting in session, open to all members of the Area Meeting, is held about 10 times each year. The day to day administration of the Area Meeting's affairs are conducted by a body of trustees, consisting of up to 15 Friends appointed by the Area Meeting.

2.2 General matters

2.2.1 Statement of public benefit

The trustees have had regard to the Charity Commission's guidance on public benefit. The principal public benefit is that at least weekly each of our six Meeting Houses (and our meeting at Thornbury) are open to the public for divine Worship. Our Meetings and their members and attenders are supported by the Area Meeting as they engage in a number of community activities.

Our Meeting Houses are also made available to suitable local community and interest groups and charities at a reduced rate where the purpose of the user is in line with our purposes. In 2023 the value of this benefit to those organisations was £42,240.

2.2.2 Financial review and reserves policy

During the year, the charity received income of £331,069 and incurred expenditure of £488,884, a deficit of £147,696 for the year, after the £10,119 gain on investments. This includes depreciation of £158,986. As at 31 December 2023 the charity had permanent endowment funds of £2,374,943 (the majority of which is represented by the Meeting Houses at Frenchay and Portishead), restricted funds of £118,327, and unrestricted funds of £4,136,974 (of which £3,568,683 relates to properties and other fixed assets). Free reserves, defined as unrestricted funds not held in designated funds, tangible fixed assets, or investment properties, were £133,609.

The trustees' reserves policy is to hold three months general expenditure (£54,000) plus five years expenditure for property maintenance (£82,000), a total of £136,000. Our free reserves of £133,609 are broadly in line with this target. We are aware of the need to carry out works to the Refugee House in Brislington which may impact our reserves. We will reconsider our reserves position when these costs have crystallised.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2023

2.2.3 Summary of main achievements

We have continued to use technology in our Local Meetings to provide the option for people to join in Meeting for Worship online, although the numbers attending in person have increased this year. The use of our Meeting Houses, by both Quaker and community groups throughout the week, has also grown, providing valuable opportunities for outreach and mutual understanding.

We completed the purchase of a house for use by refugees in the city by using the proceeds of the sale of Wardens' accommodation.

2.2.4 Sustainability

Apart from changing two gas hobs to electric, there has been no further physical work this year towards our Net Carbon Zero goal, but we continue to plan towards this. During 2023 we successfully applied for a grant from the Bristol City Council Community Resilience Fund, which will be used at Bedminster Meeting House to replace the gas boiler with an air source heat pump, to enlarge the Solar PV system and to add a battery. A project group is well forward with planning the implementation, which we hope will be completed in 2024. We are also considering adding external thermal insulation at Horfield. This year it emerged that the external render has failed and needs to be replaced in 2024 to prevent further water ingress. It would be cost-effective to add insulation at the same time.

2.2.5 Risk assessment and management

We are very aware of the need to manage the risks we face. This is not just in finance, but includes property, employment, provision for children and young people, data protection and safeguarding. Our policies on these matters and our risk register are reviewed regularly and systematically as a standing item on our Trustee Meeting Agenda, focusing on those areas where medium to high levels of residual risk have been identified.

2.2.6 Serious incidents

There were no serious incidents.

2.3 Report of trustees' committees

2.3.1 Trustees

The number of Trustees during the year varied between 10 and 12 out of a permitted maximum of 15. Trustees are responsible for the practical major committees, the Property and Health and Safety Committee, Employment and Wellbeing Committee, and the Finance Committee. Each committee is made up of at least two trustees, together with several non-trustee members. Weekly Committee is a very ancient committee which disburses funds to those in need.

2.3.2 Employment and Wellbeing Committee

The Committee continued to meet online throughout 2023. The main focus has been on the implementation of our new Safeguarding Policy and Procedures.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2023

2.3.3 Finance Committee

We purchased a property in the Brislington area of Bristol using the remaining proceeds of the sale of the Warden's House at Hampton Road. The house was already managed by our partner charity ACH, which supports refugees in Bristol, which meant there was no disruption to the lives of the three refugees already living there. We have agreed a five year lease with ACH for five years, with a review after three.

Early in the year, the directors of AEOB house people Limited (AEOB) approached us, requesting that we donate our stake in the organisation in order to increase its financial stability by reducing their overall indebtedness. Bristol Area Quaker Meeting had invested £20,000 in AEOB against the advice of the then Treasurer at the time.

Trustees were advised that complying with this request would be lawful. Being mindful that failure of AEOB could give rise to reputational damage for BAQM, and possibly hurt some of the more vulnerable people who invested in it, we decided to donate the majority of our shares in the organisation but retained a £50 stake which will enable future Trustees to ensure that the original intentions of the organisation may be preserved.

Hiring income held up well during the year. Following the significant increase energy costs, we recommended that Local Meetings review and raise their hiring charges by a minimum of 10%.

We routinely considered the management accounts at our quarterly meetings, looked at ways of how to encourage more Friends to contribute to Quaker work locally and nationally, and reviewed the policies owned by Finance Committee. We revised our Investments and Reserves policies. The Banking & Cash Handling policy did not need any amendments.

2.3.4 Property, Health and Safety (PH&S) Committee

To ensure that BAQM is meeting current H&S standards, we have this year commissioned two professional surveys of all our premises. One was an assessment of legionella risks, with advice on mitigation actions. The other provided us with professional fire risk assessments, including advice on how to regularly update these ourselves, and provided advice regarding the required regular testing and the required recording thereof.

Our architect has recently surveyed the property we purchased during the year and we await his report. We anticipate repairs will be needed during 2024. Following the refurbishment of the lift at Redland in 2022, we have this year further improved accessibility installing a chair lift on the short flight of stairs leading to the Library.

We continue to monitor the subsidence of the Community Hall at Portishead. There has been a small further movement during 2023, and we are awaiting assessment by a structural engineer.

2.3.5 Weekly Committee

Weekly Committee, which comprises two trustees and representatives from all Local Meetings, with the exception of Portishead, is responsible for providing financial support to individuals in times of difficulty through making grants and interest-free loans of varying amounts for different needs. The Committee has continued to meet regularly and to approve and administer payments of £6,370 (2022: £6,520) from our restricted funds to individuals in need.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2023

Statement of responsibilities of the trustees

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

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

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

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

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

Auditors

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

Approved by the trustees on 20 May 2024 and signed on their behalf by

Gillian Whitehead

Gillian Whitehead
Clerk to trustees

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Opinion

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

In our opinion, the financial statements:

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

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

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

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

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

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

Our responsibilities for the audit of the financial statements

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

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

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

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

- (2) We reviewed the charity's policies and procedures in relation to:
- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
 - Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.
- (3) We inspected the minutes of trustee meetings.
- (4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.
- (5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.
- (6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.
- (7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:
- Testing the appropriateness of journal entries;
 - Assessing judgements and accounting estimates for potential bias;
 - Reviewing related party transactions; and
 - Testing transactions that are unusual or outside the normal course of business.

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

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

Use of our report

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

Godfrey Wilson Limited

Date: 20 May 2024

GODFREY WILSON LIMITED

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Statement of financial activities

For the year ended 31 December 2023

	Note	Endowment £	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Income from:						
Donations and legacies	3	-	60,604	51,452	112,056	283,463
Charitable activities	4	-	-	18,050	18,050	6,672
Other trading activities	5	-	-	189,234	189,234	161,133
Investments	6	-	3,880	7,849	11,729	6,466
Total income		-	64,484	266,585	331,069	457,734
Expenditure on:						
Raising funds		3,306	-	92,089	95,395	152,013
Charitable activities		52,840	44,011	296,638	393,489	411,029
Total expenditure	8	56,146	44,011	388,727	488,884	563,042
Net income / (expenditure) before gains / losses		(56,146)	20,473	(122,142)	(157,815)	(105,308)
Net gains / (losses) on investments	14	699	-	9,420	10,119	(61,646)
Net income / (expenditure)		(55,447)	20,473	(112,722)	(147,696)	(166,954)
Transfers between funds		-	(165,000)	165,000	-	-
Net movement in funds	10	(55,447)	(144,527)	52,278	(147,696)	(166,954)
Reconciliation of funds:						
Total funds brought forward		2,430,390	262,854	4,084,696	6,777,940	6,944,894
Total funds carried forward		2,374,943	118,327	4,136,974	6,630,244	6,777,940

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 18 to the accounts.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Balance sheet

As at 31 December 2023

	Note	£	2023 £	2022 £
Fixed assets				
Tangible assets	13		5,915,283	6,072,769
Investments	14		418,734	275,294
			6,334,017	6,348,063
Current assets				
Debtors	15	134,078		134,540
Cash at bank and in hand		182,206		320,955
		316,284		455,495
Liabilities				
Creditors: amounts falling due within 1 year	16	(20,057)		(25,618)
Net current assets			296,227	429,877
Net assets	17		6,630,244	6,777,940
Funds	18			
Endowment funds			2,374,943	2,430,390
Restricted funds			118,327	262,854
Unrestricted funds				
Designated funds			3,697,969	3,791,099
General funds			439,005	293,597
Total charity funds			6,630,244	6,777,940

Approved by the trustees on 20 May 2024 and signed on their behalf by

Gillian Whitehead

Gillian Whitehead
Clerk

Chris Willmore

Christine Willmore
AM Treasurer

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Statement of cash flows

For the year ended 31 December 2023

	2023 £	2022 £
Cash used in operating activities:		
Net movement in funds	(147,696)	(166,954)
Adjustments for:		
Depreciation charges	158,986	158,985
Losses / (gains) on investments	(10,119)	61,646
Dividends, interest and rents from investments	(11,729)	(6,466)
Decrease / (increase) in debtors	462	(97,944)
Decrease in creditors	(5,561)	(7,238)
Net cash used in operating activities	<u>(15,657)</u>	<u>(57,971)</u>
Cash flows from investing activities:		
Dividends, interest and rents from investments	11,729	6,466
Purchase of tangible fixed assets	(1,500)	(78,455)
Proceeds from the sale of investments	282,924	31,799
Purchase of investments	(431,251)	(23,100)
Investment portfolio cash movement	15,006	(6,038)
Net cash used in investing activities	<u>(123,092)</u>	<u>(69,328)</u>
Increase / (decrease) in cash and cash equivalents in the year	(138,749)	(127,299)
Cash and cash equivalents at the beginning of the year	<u>320,955</u>	<u>448,254</u>
Cash and cash equivalents at the end of the year	<u><u>182,206</u></u>	<u><u>320,955</u></u>

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

1. Accounting policies

a) Basis of preparation

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

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

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves, the current balance sheet, and the budget and forecast cash flow for the next 12 months. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

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

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

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

d) Investment income

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

Investment income generated from endowment funds is either restricted or unrestricted, depending on the terms of the endowment fund.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

1. Accounting policies (continued)

f) Funds accounting

Endowment funds are funds which are held on trust to be retained for the benefit of the charity as a capital fund. Where the Trustees must permanently maintain the whole of the fund it is referred to as permanent endowment and such a fund cannot normally be spent as if it were income. Where the trustees have a power of discretion to convert endowed capital into income, it is referred to as expendable endowment.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. The aim and use of each restricted fund is set out in the notes to the financial statements.

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

g) Grants payable

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

h) Expenditure and irrecoverable VAT

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

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

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes, and includes costs of all fundraising activities including direct staff time, investment management fees and any associated support costs.

Expenditure on charitable activities is incurred on directly undertaking the activities which directly further the charity's objectives, including any associated support costs.

i) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between the costs of raising funds and charitable activities on the following basis:

	2023	2022
Raising funds	50%	50%
Charitable activities	50%	50%

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

1. Accounting policies (continued)

j) Tangible fixed assets

The freehold properties carried in the accounts consist of Meeting Houses and Burial Grounds and the title deeds are held in the name of Friends Trusts Limited. Historical costs were not known and the cost values were based on reinstatement values for insurance purposes, which were considered to represent deemed cost on transition to FRS102 at 1 January 2014.

Other tangible fixed assets are initially recognised at cost, which includes all costs incurred to bring the asset into its intended working condition. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Freehold land	No depreciation charged
Freehold buildings	50 years straight line
Leasehold property	Straight line over the life of the lease
Property improvements	20 years straight line
Equipment	5 years straight line

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

k) Investment property

Investment property is property (land or a building, or both) held (by the owner or by the lessee under a finance lease) to earn rentals or for capital appreciation or both.

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

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

l) Listed investments

Investments in quoted shares, traded bonds and similar investments are measured initially at cost and subsequently at fair value (their market value). The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

m) Unlisted investments

Unlisted investments comprise investments in co-operative share capital, which are held at fair value. As co-operative shares do not appreciate in value, the fair value is deemed to be the same as historic cost less impairment.

n) Debtors

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

o) Cash at bank and in hand

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

1. Accounting policies (continued)

p) Creditors

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

q) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

r) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

s) Accounting estimates and key judgements

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

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

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

Legacy valuations

Determining the value of legacy debtors requires an estimation of the future cash flows expected to be received from the legacy. Actual results may differ from these estimates because the value of legacy is usually dependant on the amount of cash realised from the estate in which the legacy relates, and the recognition of a debtor as per the SORP usually precedes the cash receipt. The charity uses the expertise of a professional to estimate future amounts based on supporting evidence.

Freehold land and buildings

As described in note 1(j) to the financial statements, the freehold properties were initially recognised at deemed cost, which was based on historic reinstatement values for insurance purposes. The split between land and buildings has been estimated on the basis of local government estimates for the value of land determined in 2014, and approximate hectareage of the land. The total deemed cost of the land at 31 December 2023 is estimated at £864,000.

Depreciation

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

2. Prior period comparatives: statement of financial activities

	Endowment £	Restricted £	Unrestricted £	2022 Total £
Income from:				
Donations and legacies	-	208,441	75,022	283,463
Charitable activities	-	-	6,672	6,672
Other trading activities	-	-	161,133	161,133
Investments	-	1,059	5,407	6,466
Total income	-	209,500	248,234	457,734
Expenditure on:				
Raising funds	2,421	-	149,592	152,013
Charitable activities	52,840	52,258	305,931	411,029
Total expenditure	55,261	52,258	455,523	563,042
Net income / (expenditure) before losses	(55,261)	157,242	(207,289)	(105,308)
Net losses on investments	(9,052)	-	(52,594)	(61,646)
Net income / (expenditure) and net movement in funds	(64,313)	157,242	(259,883)	(166,954)

3. Income from donations and legacies

	Restricted £	Unrestricted £	2023 Total £
Donations	60,604	51,452	112,056
Prior period comparative:			
	Restricted £	Unrestricted £	2022 Total £
Donations	43,441	47,430	90,871
Legacies	165,000	27,592	192,592
Total income from donations and legacies	208,441	75,022	283,463

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

4. Income from charitable activities

	2023 £	2022 £
Events	<u>18,050</u>	<u>6,672</u>

All income from charitable activities in the current and prior year was unrestricted.

5. Income from other trading activities

	2023 £	2022 £
Lettings income	179,310	152,583
Feed-in tariff	<u>9,924</u>	<u>8,550</u>
Total income from other trading activities	<u>189,234</u>	<u>161,133</u>

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

6. Income from investments

	Restricted £	Unrestricted £	2023 Total £
Dividends and interest from investments	-	3,639	3,639
Bank interest	<u>3,880</u>	<u>4,210</u>	<u>8,090</u>
Total income from investments	<u>3,880</u>	<u>7,849</u>	<u>11,729</u>

Prior period comparative:

	Restricted £	Unrestricted £	2022 Total £
Dividends and interest from investments	-	4,855	4,855
Bank interest	<u>1,059</u>	<u>552</u>	<u>1,611</u>
Total income from investments	<u>1,059</u>	<u>5,407</u>	<u>6,466</u>

7. Government grants

The charity did not receive any government grants in the current or prior year.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

8. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2023 Total £
Staff costs (note 11)	28,601	39,810	12,040	80,451
Grants payable (note 9)	-	68,638	-	68,638
Bank charges	-	-	1,192	1,192
Cleaning	-	-	21,662	21,662
Energy	-	-	22,540	22,540
Gardening	-	8,483	-	8,483
Hospitality	-	637	-	637
Insurances	-	-	10,686	10,686
Ministry / library	-	31,338	-	31,338
Property repairs / maintenance	-	-	23,291	23,291
Staff housing costs	-	-	6,995	6,995
Waste disposal, water and sewerage	-	-	5,944	5,944
Rent	-	1,866	-	1,866
Depreciation	-	158,986	-	158,986
Event costs	-	18,934	-	18,934
Office and other costs	-	-	16,030	16,030
Investment management fees	1,997	-	-	1,997
Audit and accounting fees	-	-	9,214	9,214
Sub-total	30,598	328,692	129,594	488,884
Allocation of support and governance costs	<u>64,797</u>	<u>64,797</u>	<u>(129,594)</u>	<u>-</u>
Total expenditure	<u>95,395</u>	<u>393,489</u>	<u>-</u>	<u>488,884</u>

Total governance costs were £9,660 (2022: £9,663).

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

8. Total expenditure

Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2022 Total £
Staff costs (note 11)	25,804	34,616	8,012	68,432
Grants payable (note 9)	-	43,486	-	43,486
Bank charges	-	-	1,034	1,034
Cleaning	-	-	22,586	22,586
Energy	-	-	13,130	13,130
Gardening	-	22,457	-	22,457
Hospitality	-	613	-	613
Insurances	-	-	9,228	9,228
Ministry / library	-	20,803	-	20,803
Property repairs / maintenance	-	-	158,520	158,520
Staff housing costs	-	-	6,348	6,348
Waste disposal, water and sewerage	-	-	4,287	4,287
Rent	-	1,510	-	1,510
Depreciation	-	158,985	-	158,985
Event costs	-	5,140	-	5,140
Office and other costs	-	-	14,762	14,762
Investment management fees	2,789	-	-	2,789
Audit and accounting fees	-	-	8,932	8,932
Sub-total	28,593	287,609	246,840	563,042
Allocation of support and governance costs	<u>123,420</u>	<u>123,420</u>	<u>(246,840)</u>	<u>-</u>
Total expenditure	<u>152,013</u>	<u>411,029</u>	<u>-</u>	<u>563,042</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

9. Grants and donations payable

	2023	2022
	£	£
Britain Yearly Meeting (scheduled donations)	36,578	34,072
Other institutions:		
AEOBhousepeople Limited	19,950	-
St. Luke's Project	2,155	-
Together4Bristol	1,000	-
Bristol Holocaust Memorial Day Steering Group	998	-
BS3 Community Development	734	-
QCEA British Committee	569	822
FWCC	185	440
Pickering & Hull Area Quaker Meeting	100	-
Gordano School	-	500
Bristol Dementia Action Alliance	-	391
Bristol Radical History Group	-	200
Churches Together in Portishead	-	150
Crawshawbooth LQM	-	100
Osmotherley LQM	-	100
Pity of War	-	100
Peace Pledge Union	-	68
Woodbrooke QSC	-	25
	<u>62,269</u>	36,968
Grants to institutions (9 institutions, 2022: 12)	<u>62,269</u>	36,968
Grants to individuals (13 individuals, 2022: 17)	<u>6,369</u>	6,518
	<u><u>68,638</u></u>	<u><u>43,486</u></u>

10. Net movement in funds

This is stated after charging:

	2023	2022
	£	£
Depreciation	158,986	158,985
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses (2023: 1 trustee, 2022: nil)	108	Nil
Auditors' remuneration:		
▪ Statutory audit (excluding VAT)	<u>7,650</u>	<u>7,150</u>

Trustees' reimbursed expenses include reimbursement for accommodation.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

11. Staff costs and numbers

Staff costs were as follows:

	2023 £	2022 £
Salaries and wages	77,526	66,149
Pension costs	<u>2,925</u>	<u>2,283</u>
	<u>80,451</u>	<u>68,432</u>

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

The key management personnel of the charity comprise the Trustees, who did not receive any remuneration during the current or prior year.

	2023 No.	2022 No.
Average full time equivalents	4	4
Average head count	<u>7</u>	<u>7</u>

12. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

13. Tangible fixed assets

	Freehold property £	Leasehold property £	Property improvements £	Equipment £	Total £
Cost					
At 1 January 2023	5,978,458	302,366	791,181	72,894	7,144,899
Additions in year	<u>-</u>	<u>-</u>	<u>1,500</u>	<u>-</u>	<u>1,500</u>
At 31 December 2023	<u>5,978,458</u>	<u>302,366</u>	<u>792,681</u>	<u>72,894</u>	<u>7,146,399</u>
Depreciation					
At 1 January 2023	920,602	4,123	96,039	51,366	1,072,130
Charge for the year	<u>102,289</u>	<u>2,749</u>	<u>39,634</u>	<u>14,314</u>	<u>158,986</u>
At 31 December 2023	<u>1,022,891</u>	<u>6,872</u>	<u>135,673</u>	<u>65,680</u>	<u>1,231,116</u>
Net book value					
At 31 December 2023	<u>4,955,567</u>	<u>295,494</u>	<u>657,008</u>	<u>7,214</u>	<u>5,915,283</u>
At 31 December 2022	<u>5,057,856</u>	<u>298,243</u>	<u>695,142</u>	<u>21,528</u>	<u>6,072,769</u>

Included in freehold property is land totalling £864,000 that is not depreciated (2022: £864,000).

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

14. Investments

	Rathbones funds £	Unlisted investments £	Property £	2023 £	2022 £
Market value at 1 January 2023	255,294	20,000	-	275,294	339,601
Additions	125,855	-	305,396	431,251	23,100
Disposals proceeds	(262,974)	(19,950)	-	(282,924)	(31,799)
Gains / (losses)	10,119	-	-	10,119	(61,646)
Movement in cash balance	(15,006)	-	-	(15,006)	6,038
Market value at 31 December 2023	<u>113,288</u>	<u>50</u>	<u>305,396</u>	<u>418,734</u>	<u>275,294</u>
Represented by:					
Listed investments	112,106	-	-	112,106	239,106
Unlisted investments	-	50	-	50	20,000
Investment property	-	-	305,396	305,396	-
Cash	1,182	-	-	1,182	16,188
	<u>113,288</u>	<u>50</u>	<u>305,396</u>	<u>418,734</u>	<u>275,294</u>

Unlisted investments comprise an investment co-operative share capital, which do not appreciate in value. The investment is reviewed annually for any diminution in value and is believed to be worth the amount stated in the balance sheet. During the year, shares in AEOB (Abolish Empty Office Buildings, House People) valued at £19,950 were donated back to AEOB. See note 20 for further information.

15. Debtors

	2023 £	2022 £
Trade debtors	15,930	37,682
Accrued income	115,385	94,703
Prepayments	100	1,848
Other debtors	2,663	307
	<u>134,078</u>	<u>134,540</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

16. Creditors : amounts due within 1 year

	2023	2022
	£	£
Trade creditors	2,313	11,175
Accruals	13,970	10,790
Other taxation and social security	2,459	2,091
Other creditors	1,315	1,562
	<u>20,057</u>	<u>25,618</u>

17. Analysis of net assets between funds

	Endowment funds £	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	2,346,600	-	3,568,683	-	5,915,283
Investments	26,343	-	-	392,391	418,734
Current assets	2,000	118,327	129,286	66,671	316,284
Current liabilities	-	-	-	(20,057)	(20,057)
Net assets at 31 December 2023	<u>2,374,943</u>	<u>118,327</u>	<u>3,697,969</u>	<u>439,005</u>	<u>6,630,244</u>
Prior year comparative:	Endowment funds £	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	2,399,440	-	3,673,329	-	6,072,769
Investments	28,950	-	-	246,344	275,294
Current assets	2,000	262,854	117,770	72,871	455,495
Current liabilities	-	-	-	(25,618)	(25,618)
Net assets at 31 December 2022	<u>2,430,390</u>	<u>262,854</u>	<u>3,791,099</u>	<u>293,597</u>	<u>6,777,940</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

18. Movements in funds

	At 1 January 2023 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2023 £
Endowment funds						
<i>Permanent endowments:</i>						
BQ Loan Funds	2,000	-	-	-	-	2,000
Somerset Charities	28,950	-	(3,306)	699	-	26,343
Land and buildings	<u>2,399,440</u>	-	<u>(52,840)</u>	-	-	<u>2,346,600</u>
Total endowment funds	<u>2,430,390</u>	-	<u>(56,146)</u>	699	-	<u>2,374,943</u>
Restricted funds						
Friends Relief Fund	33,974	1,474	(2,478)	-	-	32,970
Women's Fund	56,811	2,406	(2,190)	-	-	57,027
Library	2,596	-	(129)	-	-	2,467
Weekly Committee	4,951	376	(1,882)	-	-	3,445
Appeals for Others	(754)	38,847	(37,332)	-	-	761
Parsloe legacy	165,000	-	-	-	(165,000)	-
Community Resilience Fund	-	21,381	-	-	-	21,381
Other restricted funds	<u>276</u>	-	-	-	-	<u>276</u>
Total restricted funds	<u>262,854</u>	<u>64,484</u>	<u>(44,011)</u>	-	<u>(165,000)</u>	<u>118,327</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

18. Movements in funds (continued)

	At 1 January 2023 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2023 £
Unrestricted funds						
<i>Designated funds:</i>						
Ammerdown	-	10,416	(14,462)	-	4,046	-
Bedminster LM	7,615	1,816	(2,456)	-	(2,030)	4,945
Camp	8,374	6,805	(4,679)	-	508	11,008
Central LM	10,394	1,871	(1,209)	-	(1,470)	9,586
Frenchay LM	45,632	3,473	(480)	-	(2,100)	46,525
Horfield LM	22,456	2,677	(1,567)	-	(1,750)	21,816
Portishead LM	5,004	475	(1,113)	-	(910)	3,456
Redland LM	14,493	8,124	(2,319)	-	(11,396)	8,902
Thornbury LM	3,802	1,520	-	-	17,726	23,048
Fixed assets fund	<u>3,673,329</u>	<u>-</u>	<u>(106,146)</u>	<u>-</u>	<u>1,500</u>	<u>3,568,683</u>
<i>Total designated funds</i>	<u>3,791,099</u>	<u>37,177</u>	<u>(134,431)</u>	<u>-</u>	<u>4,124</u>	<u>3,697,969</u>
General funds	<u>293,597</u>	<u>229,408</u>	<u>(254,296)</u>	<u>9,420</u>	<u>160,876</u>	<u>439,005</u>
Total unrestricted funds	<u>4,084,696</u>	<u>266,585</u>	<u>(388,727)</u>	<u>9,420</u>	<u>165,000</u>	<u>4,136,974</u>
Total funds	<u><u>6,777,940</u></u>	<u><u>331,069</u></u>	<u><u>(488,884)</u></u>	<u><u>10,119</u></u>	<u><u>-</u></u>	<u><u>6,630,244</u></u>

Purposes of endowment and restricted funds

Bristol Quakers (BQ) Loan Funds	To make loans to Friends in need, giving preference to loans for furthering their careers.
Somerset Charities	For the relief of poverty and other charitable purposes such as education or apprenticeship. The income generated from this fund is deemed to be unrestricted.
Land and buildings	This fund represents the freehold property held on permanent endowment for general charitable purposes. Expenditure against this fund represents depreciation charges.
Friends Relief Fund	To assist needy Friends.
Women's Fund	To assist needy women Friends.
Library	For the upkeep of old Quaker books.
Weekly Committee	To provide financial support to those Members and Attenders within Bristol Area Meeting who are struggling financially.
Appeals for Others	Funds received specifically for organisations and projects that we support that we pass on including gift aid.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

18. Movements in funds (continued)

Purposes of endowment and restricted funds (continued)

Community Resilience Fund Funding from Bristol City Council for upgrade works to the Bedminster Meeting House.

Other restricted funds Various other restricted donations received and spent in accordance with the donor's wishes.

Purposes of designated funds

Designated funds represent amounts set aside for specific purposes, principally for repairs and maintenance of buildings. Also included in designated funds are funds for the specific Local Meetings and the value of fixed assets not held in endowment funds.

Transfers

The transfer between the fixed assets designated fund and general funds reflects equipment additions in the year.

The transfers through the designated funds represent changes in the designations.

The transfer of the Parsloe Legacy to general funds and Thornbury LM designated funds was a decision made by Thornbury LM to widen the purposes of the funds, as the legacy was disproportionate to Thornbury LM's needs, subject to designating £20,000 for Thornbury LM to consider further.

Prior period comparative

	At 1 January 2022 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2022 £
Endowment funds						
<i>Permanent endowments:</i>						
BQ Loan Funds	2,000	-	-	-	-	2,000
Somerset Charities	40,423	-	(2,421)	(9,052)	-	28,950
Land and buildings	2,452,280	-	(52,840)	-	-	2,399,440
Total endowment funds	2,494,703	-	(55,261)	(9,052)	-	2,430,390
Restricted funds						
Friends Relief Fund	36,226	413	(2,665)	-	-	33,974
Women's Fund	59,076	646	(2,911)	-	-	56,811
Horfield Memory Cafe Library	391	-	(391)	-	-	-
Weekly Committee	3,031	-	(435)	-	-	2,596
Appeals for Others	5,509	374	(932)	-	-	4,951
Lower Hazel Path	159	34,421	(35,334)	-	-	(754)
Parsloe legacy	-	8,526	(8,526)	-	-	-
Other restricted funds	-	165,000	-	-	-	165,000
	1,220	120	(1,064)	-	-	276
Total restricted funds	105,612	209,500	(52,258)	-	-	262,854

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2023

18. Movements in funds (continued) Prior period comparative (continued)

	At 1 January 2022 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2022 £
Unrestricted funds						
<i>Designated funds:</i>						
Bedminster LM	8,124	2,698	(1,287)	-	(1,920)	7,615
Camp	6,684	6,673	(5,491)	-	508	8,374
Camp Bursaries	508	-	-	-	(508)	-
Central LM	11,672	1,388	(1,322)	-	(1,344)	10,394
Frenchay LM	47,327	5,212	(4,795)	-	(2,112)	45,632
Horfield LM	23,370	2,432	(1,746)	-	(1,600)	22,456
Nash Legacy	2,000	-	(2,000)	-	-	-
Portishead LM	7,185	386	(1,735)	-	(832)	5,004
Redland LM	38,277	6,959	(23,575)	-	(7,168)	14,493
Thornbury LM	2,929	2,281	-	-	(1,408)	3,802
Fixed assets fund	3,701,019	-	(106,145)	-	78,455	3,673,329
Total designated funds	3,849,095	28,029	(148,096)	-	62,071	3,791,099
General funds	495,484	220,205	(307,427)	(52,594)	(62,071)	293,597
Total unrestricted funds	4,344,579	248,234	(455,523)	(52,594)	-	4,084,696
Total funds	6,944,894	457,734	(563,042)	(61,646)	-	6,777,940

19. Financial instruments at fair value

	2023 £	2022 £
Financial assets measured at fair value	417,552	259,106

Financial assets measured at fair value comprises listed investments, unlisted investments, and property.

20. Related party transactions

During the current year, total grants of £640 were paid to two trustees (2022: £nil). This was approved by the Weekly Committee and was notified to the Clerk of Trustees.

Total donations from trustees to the charity in the year were £12,163 (2022: £5,983).

Two trustees, Paul Whitehouse and Patricia De'Ath, are also directors of AEOB (Abolish Empty Office Buildings, House People). During the year, the charity donated £19,950 of their shares in AEOB back to the organisation (2022: £nil).

The trustees are not aware of any further related party transactions during the year.

BRISTOL AREA MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)

England & Wales - Charity number 1175435

Accounts

Charity no. 1175435

**Bristol Area Meeting of the Religious
Society of Friends (Quakers)
Report and Audited Financial Statements
31 December 2022**

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Reference and administrative details

For the year ended 31 December 2022

Charity number	1175435
Registered address	Quaker Meeting House 300 Gloucester Road Bristol BS7 8PD
Website	https://www.bristolquakers.org.uk/
Trustees	<p>The trustees are who served during the year and up to the date of this report were as follows:</p> <p>Susana Askew Ray Bray Sam Briggs Fran De'Ath Kit Fotheringham Jonathan Jewkes Sanni Kruger Geralyn Meehan Marcus Millington Catharina Pedder Barney Smith Dean Smart Gillian Whitehead Paul Whitehouse Christine Joan Willmore</p> <p>Resigned 12 May 2022 Appointed 1 January 2022 Resigned 31 May 2022 Appointed 1 January 2022 Appointed 1 January 2023 Chair AM Treasurer Appointed 1 February 2023</p>
Nominee for Land	Friends Trust Limited 173-177 Euston Road London NW1 2BJ
Bankers	<p>Triodos Bank Deanery Road Bristol BS1 5AS</p> <p>The Co-operative Bank Plc P.O. Box 101 1 Balloon Street Manchester M60 4EP</p> <p>CAF Bank Ltd 25 Kings Hill Avenue West Malling ME19 4JQ</p> <p>Epworth 9 Bonhill Street London EC2A 4PE</p>
Investment managers	Rathbone Investment Management Ltd 10 Queen Square Bristol BS1 4NT

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Reference and administrative details

For the year ended 31 December 2022

Auditors

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2022

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

1. LEGAL AND ADMINISTRATIVE DETAILS

1.1 Status and objectives

Bristol Area Quaker Meeting is one of around 70 Meetings which make up The Religious Society of Friends (Quakers) in Britain, also known as Britain Yearly Meeting (BYM). It was registered (number 1175435) as a Charitable Incorporated Organisation (CIO) on 30 October 2017.

1.2 Object

The object of Bristol Area Quaker Meeting is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Bristol Area Meeting and beyond.

The CIO's income and property are used solely to further the area meeting's object by work such as:

- Strengthening the life and witness of Quaker meetings both in the area of Bristol Area Meeting and beyond;
- Spreading the message of Quakers and interpreting and developing the thought and practice of the Religious Society;
- Undertaking Quaker service for the relief of suffering at home and abroad;
- Funding the concerns that Quaker meetings in the area of Bristol Area Meeting 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 and from which to carry our witness into the world; and
- Administering and maintaining the organisation of Bristol Area Meeting and contributing to the support of Britain Yearly Meeting.

1.3 Trustees

Up to 15 trustees are appointed by Bristol Area Meeting (AM) in Session, on the advice of the AM Nominations Committee. They hold office for a term of three years and may be re-appointed for a second term. Area Meeting in Session also appoints the Clerk to the trustees and the Treasurer, who is ex-officio a trustee.

1.4 Activities

The principal activity of the Area Quaker Meeting is the holding of public Meetings for Worship in the constituent Local Meetings: Bedminster, Central Bristol, Frenchay, Horfield, Portishead, Redland and Thornbury. Philanthropic activity is mainly through the Weekly Committee which provides financial support to needy Quakers and in some cases those outside the Society. Some Local Meetings conduct collections to make donations to a range of causes. All members of the Area Meeting are entitled to take part in Meetings for Church Affairs which *inter alia* appoint the trustees.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2022

1.5 Membership

Local Meeting	Members 2021	Members 2022	Attendees 2022
Bedminster	30	29	37 (14)*
Central	21	21	19 (4)
Frenchay	33	30	20 (7)
Horfield	25	25	33 (4)
Portishead	14	13	8 (1)
Redland	112	105	103 (35)
Thornbury	22	21	8
TOTAL AM	257	244	202 (61)

*Numbers in brackets are children, included in total attendees

2. TRUSTEES' REPORT

2.1 Introduction

2.1.1 This is the Annual Report for Bristol Area Quaker Meeting (number 1175435) for the period from 1 January to 31 December 2022.

2.1.2 Local meetings

The Area Meeting comprises seven Local Meetings of which six occupy their own Meeting Houses. Thornbury Meeting meets in rented premises.

- **Bedminster Quaker Meeting House**, Wedmore Vale, Bedminster, BS3 5HX;
- **Central Quaker Meeting House**, Champion Square, BS2 9DB;
- **Frenchay Quaker Meeting House (and attached Warden's Cottage)**, Beckspool Road, Frenchay, BS16 1NT;
- **Horfield Quaker Meeting House**, 300 Gloucester Road, Horfield, BS7 8PD;
- **Portishead Quaker Meeting House**, 11 St Mary's Road, Portishead, BS20 6QP;
- **Redland Friends Meeting House**, 126 Hampton Road, Redland, BS6 6JE; and
- **Thornbury Quaker Meeting**, The Chantry, Castle Street, Thornbury, BS35 1HB.

2.1.3 Burial grounds

Two Meeting Houses, Frenchay and Portishead, have burial grounds attached. In addition, the Area Meeting owns two freestanding burial grounds:

- **Kings Weston Burial Ground**, Kings Weston Lane, Bristol, BS11 0QT; and
- **Hazel Burial Ground**, Hazel Lane, Old Down, Bristol, BS35 3QP.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2022

2.1.4 Governance

Meetings for church affairs, in which the Religious Society conducts its business, are meetings for worship based on silence, carrying the expectation that God's guidance can be discerned if members are truly listening together and to each other. The unity that is sought depends on the willingness of all to seek the truth in each other's utterances. There is no voting in the meetings, because the Society believes that this would emphasise the divisions between differing views and inhibit the process of seeking to know the right way forward, the will of God as expressed in the sense of the meeting.

The clerk of the meeting bears the final responsibility for preparing the business, conducting the meeting and drafting the minutes of the meeting. Minutes are drafted and read out by the clerk during the course of the meeting, but the final decision about whether a minute represents the sense of the meeting is the responsibility of the meeting itself, not of the clerk.

The Area Meeting in session, open to all members of the Area Meeting, is held about 10 times each year. The day to day administration of the Area Meeting's affairs are conducted by a body of trustees, consisting of up to 15 Friends appointed by the Area Meeting.

2.2 General matters

2.2.1 Statement of public benefit

The trustees have had regard to the Charity Commission's guidance on public benefit. The principal public benefit is that at least weekly each of our six Meeting Houses (and our meeting at Thornbury) are open to the public for divine Worship. Our Meetings and their members and attenders are supported by the Area Meeting as they engage in a number of community activities.

Our Meeting Houses are also made available to suitable local community and interest groups and charities at a reduced rate where the purpose of the user is in line with our purposes. In 2022 the value of this benefit to those organisations was £9,990.

2.2.2 Financial review and reserves policy

During the year the charity received income of £457,734 and incurred expenditure of £563,042, a deficit of £166,954 for the year, after the £61,646 loss on investments. This includes depreciation of £158,985. At 31 December 2022 the charity held permanent endowment funds of £30,950, restricted reserves of £262,854 and unrestricted reserves of £411,367. These figures do not include the charity's property, shown in the accounts as £6,072,769.

The Trustees Reserves Policy is to hold three months general expenditure (£47,000) plus five years expenditure for property maintenance (£327,000), a total of £374,000. The charity holds in excess of its target reserves due to the profit on sale of a property during the previous year. The trustees intend to use the excess reserves to purchase a property in 2023.

Following the year end Trustees were informed that AEOBhousepeople Limited, a charitable housing association in which they had invested £20,000, was in severe financial difficulties. After careful discernment they donated £19,950 of their investment to the association.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2022

2.2.3 Summary of main achievements

We have continued to adapt our Meetings for Worship throughout 2022 as we return to more face to face contact and social mixing after the Covid pandemic. We have welcomed the opportunity to meet together in person but have remained conscious that the risks which Covid presents have not gone away, particularly for more vulnerable individuals. We have used the learning and the investment in equipment in our Meeting Houses to enable a blended approach to Meetings for Worship and to reduce unnecessary travel where appropriate.

Meanwhile community groups have returned to our Meeting Houses in greater numbers, increasing both our income and our outreach to our local communities.

2.2.4 Sustainability

The Property Health and Safety Committee has continued the implementation of the agreed sustainability priority works identified in the BAQM Net Carbon Zero strategy, which has been prepared to help Area Meeting adopt the most effective energy efficiency measures in its Meeting Houses and meet its stated aim to make the Meeting Houses carbon net zero by 2030. After some consideration the decision was taken to replace the gas boiler in one of our Meeting Houses, which had broken down, with a system of infra-red electric heaters. This has proved very successful, and we are working towards replacing other gas appliances with more sustainable alternatives as they reach the end of their usefulness.

2.2.5 Risk assessment and management

We are very aware of the need to manage the risks we face. This is not just in finance, but includes property, employment, provision for children and young people, data protection and safeguarding. Our policies on these matters are reviewed regularly and our risk register is reviewed regularly. We remind Friends involved in organising activities and events of the importance of carrying out risk assessments in advance.

2.2.6 Serious incidents

There were no serious incidents.

2.3 Report of trustees' committees

2.3.1 Trustees

There are 12 trustees out of a permitted maximum of 15. Trustees are responsible for the practical aspects of our Meetings such as buildings, finances, and employees. The work is done through three major committees, the Property and Health and Safety Committee, Employment and Wellbeing Committee, and the Finance Committee. Each committee is made up of at least two trustees, together with several non-trustee members. Weekly Committee is a very ancient committee which disburses funds to those in need.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2022

2.3.2 Employment and Wellbeing Committee

The appointment of a Premises Assistant in 2021 was reviewed by a working group appointed for the purpose and Trustees agreed to make this position permanent. When the Premises Assistant moved on to a new position towards the end of 2022, we were able to appoint a replacement who started in the post in December.

Some changes were made to the Staff Annual Leave Policy to recognise long service and the annual wage increase was brought forward to January 2022 because of the rapid rise in the cost of living.

The Area Meeting takes its responsibility for all safeguarding, especially children and adults at risk, very seriously. Another working group spent considerable time adapting the new Safeguarding Policy developed by Britain Yearly Meeting to meet our local needs. This was approved by Trustees in May and alongside procedures designed to meet our specific local needs will further strengthen our approach to safeguarding. We appointed a Trustee as Safeguarding Co-ordinator for the Area Meeting to support the Local Meeting Safeguarding Co-ordinators. Training and information sessions were planned to ensure a broad awareness of changes needed to our appointment procedures for a wide range of roles in our meetings.

2.3.3 Finance Committee

Several policies were reviewed. The reserves policy was updated to take account of increased running and maintenance costs and minor changes were made to the Reimbursement of Expenses Policy.

Plans to purchase a property using the remaining proceeds of the sale of the Warden's House at Hampton Road have proceeded more slowly than we hoped. This property would be let through a charity (ACH) which supports refugees in Bristol. We have viewed several properties but as yet have not found one which is suitable within our budget. We hope to make further progress on this as soon as possible.

2.3.4 Property, Health and Safety (PH&S) Committee

The Property Health and Safety Committee has continued to report to Trustees on work completed in accordance with the Schedule of all Priority Works (that includes all Net Carbon Zero sustainability measures, urgent Health and Safety and works identified in Quinquennial surveys) at all six Meeting Houses. A contractor has been appointed to undertake Quinquennial surveys at Horfield and Bedminster Meeting Houses in early 2023.

The building work at Central Meeting House was completed. Maintenance works were undertaken at several local Meeting Houses including external refurbishment at Frenchay Meeting House.

The Meeting House Working Group prepared a report for Trustees on the use of our Meeting Houses, which provided useful insights into the use of our buildings for both Quaker purposes and other groups which generate significant hiring income to offset running costs. The Area Meeting will give further consideration to the use of our buildings as part of its discernment of the spiritual direction of our Meeting.

Each Local Meeting has a Health and Safety Coordinator who is responsible for undertaking annual surveys. A Health and Safety training course was held in May 2022 with 11 people attending.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2022

2.3.5 Weekly Committee

Weekly Committee, which comprises two trustees and representatives from all Local Meetings, with the exception of Portishead, is responsible for providing financial support to individuals in times of difficulty through making grants and interest-free loans of varying amounts for different needs. Trustees approved a proposal to allow Weekly Committee to make grants of up to £500 for ongoing living costs in recognition of the difficulties many Friends will experience this winter as a result of increases in fuel bills and other day-to-day expenses.

Statement of responsibilities of the trustees

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

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

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

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

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

Auditors

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

Approved by the trustees on 22 May 2023 and signed on their behalf by

Gillian Whitehead

Gillian Whitehead
Clerk to trustees

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Opinion

We have audited the financial statements of Bristol Area Meeting of the Religious Society of Friends (Quakers) (the 'charity') for the year ended 31 December 2022 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

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

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

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

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

Our responsibilities for the audit of the financial statements

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

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

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

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

- (2) We reviewed the charity's policies and procedures in relation to:
- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
 - Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.
- (3) We inspected the minutes of trustee meetings.
- (4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.
- (5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.
- (6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.
- (7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:
- Testing the appropriateness of journal entries;
 - Assessing judgements and accounting estimates for potential bias;
 - Reviewing related party transactions; and
 - Testing transactions that are unusual or outside the normal course of business.

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

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

Use of our report

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

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Godfrey Wilson Limited

Date: 24 May 2023

GODFREY WILSON LIMITED

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Statement of financial activities

For the year ended 31 December 2022

	Note	Endowment £	Restricted £	Unrestricted £	2022 Total £	2021 Total £
Income from:						
Donations and legacies	3	-	208,441	75,022	283,463	132,198
Charitable activities		-	-	6,672	6,672	-
Other trading activities	4	-	-	161,133	161,133	81,419
Investments	5	-	1,059	5,407	6,466	7,552
Profit on sale of fixed assets		-	-	-	-	367,195
Total income		-	209,500	248,234	457,734	588,364
Expenditure on:						
Raising funds		2,421	-	149,592	152,013	117,849
Charitable activities		<u>52,840</u>	<u>52,258</u>	<u>305,931</u>	411,029	<u>348,668</u>
Total expenditure	7	<u>55,261</u>	<u>52,258</u>	<u>455,523</u>	563,042	<u>466,517</u>
Net income / (expenditure) before gains / losses		(55,261)	157,242	(207,289)	(105,308)	121,847
Net gains on investments	13	<u>(9,052)</u>	-	<u>(52,594)</u>	(61,646)	<u>42,402</u>
Net income / (expenditure)		(64,313)	157,242	(259,883)	(166,954)	164,249
Transfers between funds		-	-	-	-	-
Net movement in funds	9	(64,313)	157,242	(259,883)	(166,954)	164,249
Reconciliation of funds:						
Total funds brought forward		<u>2,494,703</u>	<u>105,612</u>	<u>4,344,579</u>	6,944,894	<u>6,780,645</u>
Total funds carried forward		<u><u>2,430,390</u></u>	<u><u>262,854</u></u>	<u><u>4,084,696</u></u>	<u><u>6,777,940</u></u>	<u><u>6,944,894</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 17 to the accounts.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Balance sheet

As at 31 December 2022

	Note	£	2022 £	2021 £
Fixed assets				
Tangible assets	12		6,072,769	6,153,299
Investments	13		275,294	339,601
			6,348,063	6,492,900
Current assets				
Debtors	14	134,540		36,596
Cash at bank and in hand		320,955		448,254
		455,495		484,850
Liabilities				
Creditors: amounts falling due within 1 year	15	(25,618)		(32,856)
Net current assets			429,877	451,994
Net assets	16		6,777,940	6,944,894
Funds	17			
Endowment funds			2,430,390	2,494,703
Restricted funds			262,854	105,612
Unrestricted funds				
Designated funds			3,791,099	3,849,095
General funds			293,597	495,484
Total charity funds			6,777,940	6,944,894

Approved by the trustees on 22 May 2023 and signed on their behalf by

Gillian Whitehead

Gillian Whitehead
Clerk

Paul Whitehouse

Paul Whitehouse
AM Treasurer

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Statement of cash flows

For the year ended 31 December 2022

	2022 £	2021 £	
Cash used in operating activities:			
Net movement in funds	(166,954)	164,249	
Adjustments for:			
Depreciation charges	158,985	158,716	
Losses /(gains) on investments	61,646	(42,402)	
Dividends, interest and rents from investments	(6,466)	(7,552)	
Profit on the sale of fixed assets	-	(367,195)	
Decrease / (increase) in debtors	(97,944)	(28,269)	
Increase / (decrease) in creditors	(7,238)	3,542	
Net cash used in operating activities	(57,971)	(118,911)	
Cash flows from investing activities:			
Dividends, interest and rents from investments	6,466	7,552	
Net proceeds from the sale of property, plant and equipment	-	685,476	
Purchase of tangible fixed assets	(78,455)	(610,407)	
Proceeds from the sale of investments	31,799	419,459	
Purchase of investments	(23,100)	(146,971)	
Investment portfolio cash movement	(6,038)	5,978	
Net cash provided by investing activities	(69,328)	361,087	
Cash flows from financing activities:			
Repayment of borrowing	-	(63,000)	
Net cash used in financing activities	-	(63,000)	
Increase / (decrease) in cash and cash equivalents in the year	(127,299)	179,176	
Cash and cash equivalents at the beginning of the year	448,254	269,078	
Cash and cash equivalents at the end of the year	320,955	448,254	
Analysis of changes in net debt:			
	Brought forward £	Cash flows £	Carried forward £
Cash	448,254	(127,299)	320,955
	448,254	(127,299)	320,955

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

1. Accounting policies

a) Basis of preparation

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

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

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves, the current balance sheet, and the budget and forecast cash flow for the next 12 months. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

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

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

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

d) Investment income

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

Investment income generated from endowment funds is either restricted or unrestricted, depending on the terms of the endowment fund.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

1. Accounting policies (continued)

f) Funds accounting

Endowment funds are funds which are held on trust to be retained for the benefit of the charity as a capital fund. Where the Trustees must permanently maintain the whole of the fund it is referred to as permanent endowment and such a fund cannot normally be spent as if it were income. Where the trustees have a power of discretion to convert endowed capital into income, it is referred to as expendable endowment.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. The aim and use of each restricted fund is set out in the notes to the financial statements.

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

g) Grants payable

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

h) Expenditure and irrecoverable VAT

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

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

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes, and includes costs of all fundraising activities including direct staff time, investment management fees and any associated support costs.

Expenditure on charitable activities is incurred on directly undertaking the activities which directly further the charity's objectives, including any associated support costs.

i) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between the costs of raising funds and charitable activities on the following basis:

	2022	2021
Raising funds	50%	50%
Charitable activities	50%	50%

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

1. Accounting policies (continued)

j) Tangible fixed assets

The freehold properties carried in the accounts consist of Meeting Houses and Burial Grounds and the title deeds are held in the name of Friends Trusts Limited. Historical costs were not known and the cost values were based on reinstatement values for insurance purposes, which were considered to represent deemed cost on transition to FRS102 at 1 January 2014.

Other tangible fixed assets are initially recognised at cost, which includes all costs incurred to bring the asset into its intended working condition. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Freehold land	No depreciation charged
Freehold buildings	50 years straight line
Leasehold property	Straight line over the life of the lease
Property improvements	20 years straight line
Equipment	5 years straight line

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

k) Listed investments

Investments in quoted shares, traded bonds and similar investments are measured initially at cost and subsequently at fair value (their market value). The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

l) Unlisted investments

Unlisted investments comprise investments in co-operative share capital, which are held at fair value. As co-operative shares do not appreciate in value, the fair value is deemed to be the same as historic cost less impairment.

m) Debtors

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

n) Cash at bank and in hand

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

o) Creditors

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

1. Accounting policies (continued)

p) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

q) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

r) Accounting estimates and key judgements

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

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

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

Legacy valuations

Determining the value of legacy debtors requires an estimation of the future cash flows expected to be received from the legacy. Actual results may differ from these estimates because the value of legacy is usually dependant on the amount of cash realised from the estate in which the legacy relates, and the recognition of a debtor as per the SORP usually precedes the cash receipt. The charity uses the expertise of a professional to estimate future amounts based on supporting evidence.

Freehold land and buildings

As described in note 1(j) to the financial statements, the freehold properties were initially recognised at deemed cost, which was based on historic reinstatement values for insurance purposes. The split between land and buildings has been estimated on the basis of local government estimates for the value of land determined in 2014, and approximate hectarage of the land. The total deemed cost of the land at 31 December 2022 is estimated at £864,000.

Depreciation

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

Transfers between funds

As described in note 17 to the accounts, a transfer out of restricted endowment funds into unrestricted funds was made in 2021, representing the reclassification of five properties (Bedminster, Central Bristol, Horfield and Redland Meeting Houses). The trustees deemed that these properties had been wrongly classified as endowed by the Charity Commission in the 2012 Scheme.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

2. Prior period comparatives: statement of financial activities

	Endowment £	Restricted £	Unrestricted £	2021 Total £
Income from:				
Donations and legacies	-	38,943	93,255	132,198
Other trading activities	-	-	81,419	81,419
Investments	-	12	7,540	7,552
Profit on sale of fixed assets	367,195	-	-	367,195
Total income	367,195	38,955	182,214	588,364
Expenditure on:				
Raising funds	370	-	117,479	117,849
Charitable activities	108,692	48,748	191,228	348,668
Total expenditure	109,062	48,748	308,707	466,517
Net expenditure before gains / (losses)	258,133	(9,793)	(126,493)	121,847
Net gains on investments	4,528	-	37,874	42,402
Net expenditure	262,661	(9,793)	(88,619)	164,249
Transfers between funds	(3,391,967)	-	3,391,967	-
Net movement in funds	(3,129,306)	(9,793)	3,303,348	164,249

3. Income from donations and legacies

	Restricted £	Unrestricted £	2022 Total £
Donations	43,441	47,430	90,871
Legacies	165,000	27,592	192,592
	208,441	75,022	283,463

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

3. Income from donations and legacies (continued)

Prior period comparative:

	Restricted £	Unrestricted £	2021 Total £
Donations	38,943	52,340	91,283
Legacies	-	30,005	30,005
CJRS grant	-	10,910	10,910
	<u>38,943</u>	<u>93,255</u>	<u>132,198</u>

4. Income from other trading activities

	2022 Total £	2021 Total £
Lettings income	152,583	74,245
Feed-in tariff	8,550	7,174
	<u>161,133</u>	<u>81,419</u>

All income from other trading in the current year and prior year was unrestricted.

5. Income from investments

	Restricted £	Unrestricted £	2022 Total £
Dividends and interest from investments	-	4,855	4,855
Bank interest	1,059	552	1,611
	<u>1,059</u>	<u>5,407</u>	<u>6,466</u>

Prior period comparative:

	Restricted £	Unrestricted £	2021 Total £
Dividends and interest from investments	-	7,500	7,500
Bank interest	12	40	52
	<u>12</u>	<u>7,540</u>	<u>7,552</u>

6. Government grants

In the prior year the charity received funding from Coronavirus Job Retention Scheme, the total value of such grants was £10,910. There are no unfulfilled conditions or contingencies attaching to these grants.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

7. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2022 Total £
Staff costs (note 10)	25,804	34,616	8,012	68,432
Grants payable (note 8)	-	43,486	-	43,486
Bank charges	-	-	1,034	1,034
Cleaning	-	-	22,586	22,586
Energy	-	-	13,130	13,130
Gardening	-	22,457	-	22,457
Hospitality	-	613	-	613
Insurances	-	-	9,228	9,228
Ministry / library	-	20,803	-	20,803
Property repairs / maintenance	-	-	158,520	158,520
Staff housing costs	-	-	6,348	6,348
Waste disposal, water and sewerage	-	-	4,287	4,287
Rent	-	1,510	-	1,510
Depreciation	-	158,985	-	158,985
Event costs	-	5,140	-	5,140
Office and other costs	-	-	14,762	14,762
Investment management fees	2,789	-	-	2,789
Audit and accounting fees	-	-	8,932	8,932
Sub-total	28,593	287,609	246,840	563,042
Allocation of support and governance costs	123,420	123,420	(246,840)	-
Total expenditure	152,013	411,029	-	563,042

Total governance costs were £9,663 (2021: £11,357).

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

7. Total expenditure

Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2021 Total £
Staff costs (note 10)	23,764	23,765	3,513	51,042
Grants payable (note 8)	-	42,149	-	42,149
Bank charges	-	-	552	552
Cleaning	-	-	11,676	11,676
Energy	-	-	12,077	12,077
Gardening	-	9,325	-	9,325
Hospitality	-	6,054	-	6,054
Insurances	-	-	9,220	9,220
Ministry / library	-	17,278	-	17,278
Other professional services	-	-	18,768	18,768
Property repairs / maintenance	-	-	94,440	94,440
Staff housing costs	-	-	6,894	6,894
Waste disposal, water and sewerage	-	-	2,504	2,504
Rent	-	762	-	762
Depreciation	-	158,716	-	158,716
Office and other costs	-	-	12,270	12,270
Investment management fees	3,466	-	-	3,466
Audit and accounting fees	-	-	9,324	9,324
Sub-total	27,230	258,049	181,238	466,517
Allocation of support and governance costs	90,619	90,619	(181,238)	-
Total expenditure	117,849	348,668	-	466,517

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

8. Grants and donations payable

	2022 £	2021 £
Britain Yearly Meeting (scheduled donations)	34,072	32,555
Other institutions	<u>2,896</u>	<u>8,201</u>
Grants to institutions (23 institutions, 2021: 23)	36,968	40,756
Grants to individuals (17 individuals, 2021: 4)	<u>6,518</u>	<u>1,393</u>
	<u><u>43,486</u></u>	<u><u>42,149</u></u>

9. Net movement in funds

This is stated after charging:

	2022 £	2021 £
Depreciation	158,985	158,716
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses (2022: nil trustees, 2021: 2)	Nil	1,823
Auditors' remuneration:		
▪ Statutory audit (including VAT)	<u>8,600</u>	<u>7,800</u>

Trustees' reimbursed expenses include meeting costs and reimbursement for items purchased on behalf of the charity.

10. Staff costs and numbers

Staff costs were as follows:

	2022 £	2021 £
Salaries and wages	66,149	49,325
Pension costs	<u>2,283</u>	<u>1,717</u>
	<u><u>68,432</u></u>	<u><u>51,042</u></u>

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

10. Staff costs and numbers (continued)

The key management personnel of the charity comprise the Trustees, who did not receive any remuneration during the current or prior year.

	2022	2021
	No.	No.
Average full time equivalents	3.50	3.50
Average head count	7.00	7.00

11. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

12. Tangible fixed assets

	Freehold property £	Leasehold property £	Property improvements £	Equipment £	Total £
Cost					
At 1 January 2022	5,978,458	302,366	713,998	71,622	7,066,444
Additions in year	-	-	77,183	1,272	78,455
At 31 December 2022	5,978,458	302,366	791,181	72,894	7,144,899
Depreciation					
At 1 January 2022	818,313	1,374	56,480	36,978	913,145
Charge for the year	102,289	2,749	39,559	14,388	158,985
At 31 December 2022	920,602	4,123	96,039	51,366	1,072,130
Net book value					
At 31 December 2022	5,057,856	298,243	695,142	21,528	6,072,769
At 31 December 2021	5,160,145	300,992	657,518	34,644	6,153,299

Included in freehold property is land totalling £864,000 that is not depreciated (2021: £864,000).

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

13. Investments

	Rathbones funds £	Unlisted investments £	2022 £	2021 £
Market value at 1 January 2022	319,601	20,000	339,601	575,665
Additions	23,100	-	23,100	146,971
Disposals proceeds	(31,799)	-	(31,799)	(419,459)
Gains / (losses)	(61,646)	-	(61,646)	42,402
Movement in cash balance	6,038	-	6,038	(5,978)
Market value at 31 December 2022	<u>255,294</u>	<u>20,000</u>	<u>275,294</u>	<u>339,601</u>
Represented by:				
Listed investments	239,106	-	239,106	309,451
Unlisted investments	-	20,000	20,000	20,000
Cash	16,188	-	16,188	10,150
	<u>255,294</u>	<u>20,000</u>	<u>275,294</u>	<u>339,601</u>
Historic cost at 31 December	<u>235,293</u>	<u>20,000</u>	<u>255,293</u>	<u>255,264</u>

Unlisted investments comprise an investment co-operative share capital, which do not appreciate in value. The investment is reviewed annually for any diminution in value and is believed to be worth the amount stated in the balance sheet.

14. Debtors

	2022 £	2021 £
Trade debtors	37,682	15,707
Other debtors	95,010	20,889
Prepayments	1,848	-
	<u>134,540</u>	<u>36,596</u>

15. Creditors : amounts due within 1 year

	2022 £	2021 £
Trade creditors	11,175	19,916
Accruals	10,790	8,955
Other taxation and social security	2,091	1,895
Other creditors	1,562	2,090
	<u>25,618</u>	<u>32,856</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

16. Analysis of net assets between funds

	Endowment funds £	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	2,399,440	-	3,673,329	-	6,072,769
Investments	28,950	-	-	246,344	275,294
Current assets	2,000	262,854	117,770	72,871	455,495
Current liabilities	-	-	-	(25,618)	(25,618)
Net assets at 31 December 2022	<u>2,430,390</u>	<u>262,854</u>	<u>3,791,099</u>	<u>293,597</u>	<u>6,777,940</u>
Prior year comparative:	Endowment funds £	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	2,452,280	-	3,701,019	-	6,153,299
Investments	40,423	-	-	299,178	339,601
Current assets	2,000	105,612	148,076	229,162	484,850
Current liabilities	-	-	-	(32,856)	(32,856)
Net assets at 31 December 2021	<u>2,494,703</u>	<u>105,612</u>	<u>3,849,095</u>	<u>495,484</u>	<u>6,944,894</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

17. Movements in funds

	At 1 January 2022 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2022 £
Endowment funds						
<i>Permanent endowments:</i>						
BQ Loan Funds	2,000	-	-	-	-	2,000
Somerset Charities	40,423	-	(2,421)	(9,052)	-	28,950
Land and buildings	<u>2,452,280</u>	-	<u>(52,840)</u>	-	-	<u>2,399,440</u>
Total endowment funds	<u>2,494,703</u>	-	<u>(55,261)</u>	<u>(9,052)</u>	-	<u>2,430,390</u>
Restricted funds						
Friends Relief Fund	36,226	413	(2,665)	-	-	33,974
Women's Fund	59,076	646	(2,911)	-	-	56,811
Horfield Memory Cafe	391	-	(391)	-	-	-
Library	3,031	-	(435)	-	-	2,596
Weekly Committee	5,509	374	(932)	-	-	4,951
Appeals for Others	159	34,421	(35,334)	-	-	(754)
Lower Hazel Path	-	8,526	(8,526)	-	-	-
Parsloe legacy	-	165,000	-	-	-	165,000
Other restricted funds	<u>1,220</u>	<u>120</u>	<u>(1,064)</u>	-	-	<u>276</u>
Total restricted funds	<u>105,612</u>	<u>209,500</u>	<u>(52,258)</u>	-	-	<u>262,854</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

17. Movements in funds (continued)

	At 1 January 2022 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2022 £
Unrestricted funds						
<i>Designated funds:</i>						
Bedminster LM	8,124	2,698	(1,287)	-	(1,920)	7,615
Camp	6,684	6,673	(5,491)	-	508	8,374
Camp Bursaries	508	-	-	-	(508)	-
Central LM	11,672	1,388	(1,322)	-	(1,344)	10,394
Frenchay LM	47,327	5,212	(4,795)	-	(2,112)	45,632
Horfield LM	23,370	2,432	(1,746)	-	(1,600)	22,456
Nash Legacy	2,000	-	(2,000)	-	-	-
Portishead LM	7,185	386	(1,735)	-	(832)	5,004
Redland LM	38,277	6,959	(23,575)	-	(7,168)	14,493
Thornbury LM	2,929	2,281	-	-	(1,408)	3,802
Fixed assets fund	3,701,019	-	(106,145)	-	78,455	3,673,329
<i>Total designated funds</i>	<u>3,849,095</u>	<u>28,029</u>	<u>(148,096)</u>	<u>-</u>	<u>62,071</u>	<u>3,791,099</u>
General funds	<u>495,484</u>	<u>220,205</u>	<u>(307,427)</u>	<u>(52,594)</u>	<u>(62,071)</u>	<u>293,597</u>
Total unrestricted funds	<u>4,344,579</u>	<u>248,234</u>	<u>(455,523)</u>	<u>(52,594)</u>	<u>-</u>	<u>4,084,696</u>
Total funds	<u>6,944,894</u>	<u>457,734</u>	<u>(563,042)</u>	<u>(61,646)</u>	<u>-</u>	<u>6,777,940</u>

Purposes of endowment and restricted funds

Bristol Quakers (BQ) Loan Funds	To make loans to Friends in need, giving preference to loans for furthering their careers.
Somerset Charities	For the relief of poverty and other charitable purposes such as education or apprenticeship. The income generated from this fund is deemed to be unrestricted.
Land and buildings	This fund represents the freehold property held on permanent endowment for general charitable purposes. Expenditure against this fund represents depreciation charges.
Friends Relief Fund	To assist needy Friends.
Women's Fund	To assist needy women Friends.
Library	For the upkeep of old Quaker books.
Horfield Memory Cafe	To provide for the setting up and maintenance of a cafe where those suffering from dementia and their carers can meet regularly.
Weekly Committee	To provide financial support to those Members and Attenders within Bristol Area Meeting who are struggling financially.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

17. Movements in funds (continued)

Purposes of endowment and restricted funds (continued)

Appeals for Others	Funds received specifically for organisations and projects that we support that we pass on including gift aid.
Lower Hazel Path	To improve accessibility at the Lower Hazel Burial Ground.
Parsloe legacy	To be used by the Thornbury local meeting as the members see fit.
Other restricted funds	Various other restricted donations received and spent in accordance with the donor's wishes.

Purposes of designated funds

Designated funds represent amounts set aside for specific purposes, principally for repairs and maintenance of buildings. Also included in designated funds are funds for the specific Local Meetings and the value of fixed assets not held in endowment funds.

Transfers

The transfer between the Frenchay LM designated fund, fixed assets designated fund and general funds reflects property improvements and equipment additions in the year.

The other transfers through the designated funds represent changes in the designations.

Prior period comparative

	At 1 January 2021 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2021 £
Endowment funds						
<i>Permanent endowments:</i>						
BQ Loan Funds	2,000	-	-	-	-	2,000
Somerset Charities	36,265	-	(370)	4,528	-	40,423
Land and buildings	5,585,744	367,195	(108,692)	-	(3,391,967)	2,452,280
Total endowment funds	5,624,009	367,195	(109,062)	4,528	(3,391,967)	2,494,703
Restricted funds						
Friends Relief Fund	36,790	5	(569)	-	-	36,226
Women's Fund	59,669	7	(600)	-	-	59,076
Friends School Charity	6,087	-	(6,087)	-	-	-
Bristol Education Fund	2,144	-	(2,144)	-	-	-
Horfield Memory Cafe Library	391	-	-	-	-	391
	3,031	-	-	-	-	3,031
Weekly Committee	5,170	562	(223)	-	-	5,509
Appeals for Others	2,123	37,161	(39,125)	-	-	159
Other restricted funds	-	1,220	-	-	-	1,220
Total restricted funds	115,405	38,955	(48,748)	-	-	105,612

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2022

17. Movements in funds (continued)

Prior period comparative (continued)

	At 1 January 2021 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2021 £
Unrestricted funds						
<i>Designated funds:</i>						
Bedminster LM	6,684	2,248	(808)	-	-	8,124
Camp	6,434	-	-	-	250	6,684
Camp Bursaries	508	-	-	-	-	508
Central LM	14,075	2,528	(4,931)	-	-	11,672
Frenchay LM	70,609	6,118	(630)	-	(28,770)	47,327
Horfield LM	21,333	3,554	(1,171)	-	(346)	23,370
Nash Legacy	2,000	-	-	-	-	2,000
Portishead LM	6,668	909	(392)	-	-	7,185
Redland LM	86,983	34,567	(7,446)	-	(75,827)	38,277
Thornbury LM	816	2,211	(98)	-	-	2,929
Fixed assets fund	434,145	-	(50,024)	-	3,316,898	3,701,019
<i>Total designated funds</i>	<u>650,255</u>	<u>52,135</u>	<u>(65,500)</u>	<u>-</u>	<u>3,212,205</u>	<u>3,849,095</u>
General funds	<u>390,976</u>	<u>130,079</u>	<u>(243,207)</u>	<u>37,874</u>	<u>179,762</u>	<u>495,484</u>
Total unrestricted funds	<u>1,041,231</u>	<u>182,214</u>	<u>(308,707)</u>	<u>37,874</u>	<u>3,391,967</u>	<u>4,344,579</u>
Total funds	<u>6,780,645</u>	<u>588,364</u>	<u>(466,517)</u>	<u>42,402</u>	<u>-</u>	<u>6,944,894</u>

18. Financial instruments at fair value

	2022 £	2021 £
Financial assets measured at fair value	<u>259,106</u>	<u>329,451</u>

Financial assets measured at fair value comprise listed and unlisted investments.

19. Related party transactions

During the current year, a grant of £1,115 was paid to a trustee. This was approved by the Weekly Committee and was notified to the Clerk of Trustees. Total donations from trustees to the charity in the year were £5,923 (2021: £5,480). The trustees are not aware of any further related party transactions in the current or prior year.

BRISTOL AREA MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)

England & Wales - Charity number 1175435

Accounts

Charity no. 1175435

**Bristol Area Meeting of the Religious
Society of Friends (Quakers)
Report and Audited Financial Statements
31 December 2021**

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Reference and administrative details

For the year ended 31 December 2021

Charity number	1175435																												
Registered address	Quaker Meeting House 300 Gloucester Road Bristol BS7 8PD																												
Website	https://www.bristolquakers.org.uk/																												
Trustees	<p>The trustees are who served during the year and up to the date of this report were as follows:</p> <table><tr><td>Susana Askew</td><td></td></tr><tr><td>Ray Bray</td><td></td></tr><tr><td>Fran De'Ath</td><td></td></tr><tr><td>Kit Fotheringham</td><td></td></tr><tr><td>Jonathan Jewkes</td><td>Appointed 1 January 2022</td></tr><tr><td>Sanni Kruger</td><td>Appointed 1 January 2021</td></tr><tr><td>Geralyn Meehan</td><td></td></tr><tr><td>Marcus Millington</td><td></td></tr><tr><td>Catherine Nile</td><td>Resigned 31 December 2021</td></tr><tr><td>Catharina Pedder</td><td>Appointed 1 January 2022</td></tr><tr><td>Barney Smith</td><td></td></tr><tr><td>Tim Southall</td><td>Resigned 31 December 2021</td></tr><tr><td>Gillian Whitehead</td><td>Clerk</td></tr><tr><td>Paul Whitehouse</td><td>AM Treasurer</td></tr></table>	Susana Askew		Ray Bray		Fran De'Ath		Kit Fotheringham		Jonathan Jewkes	Appointed 1 January 2022	Sanni Kruger	Appointed 1 January 2021	Geralyn Meehan		Marcus Millington		Catherine Nile	Resigned 31 December 2021	Catharina Pedder	Appointed 1 January 2022	Barney Smith		Tim Southall	Resigned 31 December 2021	Gillian Whitehead	Clerk	Paul Whitehouse	AM Treasurer
Susana Askew																													
Ray Bray																													
Fran De'Ath																													
Kit Fotheringham																													
Jonathan Jewkes	Appointed 1 January 2022																												
Sanni Kruger	Appointed 1 January 2021																												
Geralyn Meehan																													
Marcus Millington																													
Catherine Nile	Resigned 31 December 2021																												
Catharina Pedder	Appointed 1 January 2022																												
Barney Smith																													
Tim Southall	Resigned 31 December 2021																												
Gillian Whitehead	Clerk																												
Paul Whitehouse	AM Treasurer																												
Nominee for Land	Friends Trust Limited 173-177 Euston Road London NW1 2BJ																												
Bankers	<table><tr><td>Triodos Bank Deanery Road Bristol BS1 5AS</td><td>The Co-operative Bank Plc P.O. Box 101 1 Balloon Street Manchester M60 4EP</td></tr><tr><td>CAF Bank Ltd 25 Kings Hill Avenue West Malling ME19 4JQ</td><td>Epworth 9 Bonhill Street London EC2A 4PE</td></tr></table>	Triodos Bank Deanery Road Bristol BS1 5AS	The Co-operative Bank Plc P.O. Box 101 1 Balloon Street Manchester M60 4EP	CAF Bank Ltd 25 Kings Hill Avenue West Malling ME19 4JQ	Epworth 9 Bonhill Street London EC2A 4PE																								
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CAF Bank Ltd 25 Kings Hill Avenue West Malling ME19 4JQ	Epworth 9 Bonhill Street London EC2A 4PE																												
Investment managers	Rathbone Investment Management Ltd 10 Queen Square Bristol BS1 4NT																												

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Reference and administrative details

For the year ended 31 December 2021

Auditors

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2021

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

1. LEGAL AND ADMINISTRATIVE DETAILS

1.1 Status and objectives

Bristol Area Quaker Meeting is one of around 70 Meetings which make up The Religious Society of Friends (Quakers) in Britain, also known as Britain Yearly Meeting (BYM). It was registered (number 1175435) as a Charitable Incorporated Organisation (CIO) on 30 October 2017.

1.2 Object

The object of Bristol Area Quaker Meeting is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Bristol Area Meeting and beyond.

The CIO's income and property are used solely to further the area meeting's object by work such as:

- Strengthening the life and witness of Quaker meetings both in the area of Bristol Area Meeting and beyond;
- Spreading the message of Quakers and interpreting and developing the thought and practice of the Religious Society;
- Undertaking Quaker service for the relief of suffering at home and abroad;
- Funding the concerns that Quaker meetings in the area of Bristol Area Meeting 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 and from which to carry our witness into the world; and
- Administering and maintaining the organisation of Bristol Area Meeting and contributing to the support of Britain Yearly Meeting.

1.3 Trustees

Up to 15 trustees are appointed by Bristol Area Meeting (AM) in Session, on the advice of the AM Nominations Committee. They hold office for a term of three years and may be reappointed for a second term. Area Meeting in Session also appoints the Clerk to the trustees and the Treasurer, who is ex-officio a trustee.

1.4 Activities

The principal activity of the Area Quaker Meeting is the holding of Meetings for Worship in the constituent Local Meetings: Bedminster, Central Bristol, Frenchay, Horfield, Portishead, Redland and Thornbury. Philanthropic activity is mainly through the Weekly Committee which provides financial support to needy Quakers and in some cases those outside the Society. Some Local Meetings conduct collections to make donations to a range of causes. All members of the Area Meeting are entitled to take part in Meetings for Church Affairs which *inter alia* appoint the trustees.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2021

1.5 Membership

Local Meeting	Members 2020	Members 2021	Attendees 2021
Bedminster	27	30	31 (11)*
Central	24	21	27 (5)
Frenchay	35	33	19 (7)
Horfield	30	25	22 (3)
Portishead	14	14	8 (1)
Redland	115	112	95 (34)
Thornbury	23	22	0
TOTAL AM	268	257	202 (61)

*Numbers in brackets are children, included in total attendees

2. TRUSTEES' REPORT

2.1 Introduction

2.1.1 This is the Annual Report for Bristol Area Quaker Meeting (number 1175435) for the period from 1 January to 31 December 2021.

2.1.2 Local meetings

The Area Meeting comprises seven Local Meetings of which six occupy their own Meeting Houses. Thornbury Meeting meets in rented premises.

- **Bedminster Quaker Meeting House**, Wedmore Vale, Bedminster, BS3 5HX;
- **Central Quaker Meeting House**, Champion Square, BS2 9DB;
- **Frenchay Quaker Meeting House (and attached Warden's Cottage)**, Beckspool Road, Frenchay, BS16 1NT;
- **Horfield Quaker Meeting House**, 300 Gloucester Road, Horfield, BS7 8PD;
- **Portishead Quaker Meeting House**, 11 St Mary's Road, Portishead, BS20 6QP;
- **Redland Friends Meeting House**, 126 Hampton Road, Redland, BS6 6JE; and
- **Thornbury Quaker Meeting**, The Chantry, Castle Street, Thornbury, BS35 1HB.

2.1.3 Burial grounds

Two Meeting Houses, Frenchay and Portishead, have burial grounds attached. In addition, the Area Meeting owns two freestanding burial grounds:

- **Kings Weston Burial Ground**, Kings Weston Lane, Bristol, BS11 0QT; and
- **Hazel Burial Ground**, Hazel Lane, Old Down, Bristol, BS35 3QP.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2021

2.1.4 Governance

Meetings for church affairs, in which the Religious Society conducts its business, are meetings for worship based on silence, carrying the expectation that God's guidance can be discerned if members are truly listening together and to each other. The unity that is sought depends on the willingness of all to seek the truth in each other's utterances. There is no voting in the meetings, because the Society believes that this would emphasise the divisions between differing views and inhibit the process of seeking to know the right way forward, the will of God as expressed in the sense of the meeting.

The clerk of the meeting bears the final responsibility for preparing the business, conducting the meeting and drafting the minutes of the meeting. Minutes are drafted and read out by the clerk during the course of the meeting, but the final decision about whether a minute represents the sense of the meeting is the responsibility of the meeting itself, not of the clerk.

The Area Meeting in session, open to all members of the Area Meeting, is held about 10 times each year. The day to day administration of the Area Meeting's affairs are conducted by a body of trustees, consisting of up to 15 Friends appointed by the Area Meeting.

2.2 General matters

2.2.1 Statement of public benefit

The trustees have had regard to the Charity Commission's guidance on public benefit. The principal public benefit is that at least weekly each of our six Meeting Houses (and our meeting at Thornbury) are open to the public for divine Worship. Our Meetings and their members and attenders are supported by the Area Meeting as they engage in a number of community activities.

Our Meeting Houses are also made available to suitable local community and interest groups and charities at a reduced rate where the purpose of the user is in line with our purposes. In 2021 the value of this benefit to those organisations was £17,690.

2.2.2 Financial review and reserves policy

During the year the charity received income of £588,364 and incurred expenditure of £466,517, a surplus of £164,249 for the year, after the £42,402 investment gain and the £367,195 gain from selling the Warden's House at 128 Hampton Road. This includes depreciation of £158,716. At 31 December 2021 the charity held permanent endowment funds of £42,423, restricted reserves of £105,612 and unrestricted reserves of £643,560. These figures do not include the charity's property, shown in the accounts as £6,153,299.

The Trustees Reserves Policy is to hold three months general expenditure (£44,000) plus five years expenditure for property maintenance (£270,000), a total of £314,000. The charity holds in excess of its target reserves due to the profit on sale of a property during the year. The trustees intend to use the excess reserves to purchase a property in 2022.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2021

2.2.3 Summary of main achievements

We have continued to adapt our Meetings for Worship throughout 2021 in line with the changing situation as the Covid pandemic developed. Although the vaccination programme gave hope and confidence to many about returning to face to face meetings, others remained cautious. Mandatory restrictions varied as numbers of cases in different parts of the country went up and down and we had to adapt to these. We moved towards regular blended Meetings for Worship with suitable precautions in place and most Members and Attenders have been able to participate. The purchase of new technology in several Meeting Houses has facilitated this. Business meetings have continued to take place, mainly online. We are encouraged by the return of several community organisations which hire our premises which provides us with income and also allows us to serve our local communities.

2.2.4 Sustainability

Information on sustainability can be found in each of the local meeting reports. The Property Health and Safety Committee has monitored the implementation of the agreed sustainability priority works identified in the BAQM Net Carbon Zero strategy, which has been prepared to help Area Meeting adopt the most effective energy efficiency measures in its Meeting Houses and meet its stated aim to make the Meeting Houses carbon net zero by 2030.

2.2.5 Risk assessment and management

We are very aware of the need to manage the risks we face. This is not just in finance, but includes property, employment, provision for children and young people, data protection and safeguarding. Our policies on these matters are reviewed regularly and our risk register is reviewed regularly. We remind Friends involved in organising activities and events of the importance of carrying out risk assessments in advance.

2.2.6 Serious incidents

There were no serious incidents.

2.3 Report of trustees' committees

2.3.1 Trustees

There are 12 trustees out of a permitted maximum of 15. Trustees are responsible for the practical aspects of our Meetings such as buildings, finances, and employees. The work is done through three major committees, the Property and Health and Safety Committee, Employment and Wellbeing Committee, and the Finance Committee. Each committee is made up of at least two trustees, together with several non-trustee members. Weekly Committee is a very ancient committee which disburses funds to those in need.

2.3.2 Employment and Wellbeing Committee

The Committee continued to meet regularly throughout 2021, including meeting with Managing Friends and Wardens; meetings were held over Zoom owing to the pandemic. Another consequence of Covid was that the majority of our employees remained furloughed or partially-furloughed for most of the year, returning to work their full hours from September 2021.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2021

In August we appointed a Premises Assistant to support Redland LM; and have been pleased to learn how successful this new arrangement is proving to be.

The Committee continued to support our Safeguarding Coordinators during the year, and began considering how we should address implementing the new Safeguarding Policy developed by Britain Yearly Meeting, which will further strengthen our approach to safeguarding.

During the year, two new employment policies (Recruitment and Redundancy) were developed and approved by trustees.

2.3.3 Finance Committee

Building upon the consolidation of our banking and accounting arrangements put in place during 2019 and 2020, much of the work of the Finance Committee during 2021 has continued to focus on simplifying our finances. Examples of such work include agreeing a uniform policy on room hire rates as well as digitising the annual collections process, enabling us to offer direct debit as a method of payment for the first time. The rationalisation of our financial governance has enabled our Treasurer to produce timely and accurate management reports covering the activities of the Area Meeting and all of its constituent Local Meetings. We are grateful for the increased transparency and value the opportunity to scrutinise the detail of our finances more regularly.

2020 was the first year working with our new auditors, Godfrey Wilson Limited. Their review of our depreciation policy and internal controls have already led to an improved understanding of our financial position. There is a good working relationship between our auditors and key management personnel, including our Treasurer and the Clerk to Finance Committee. During 2021, Bristol Area Quaker Meeting disposed of one property in Redland, which had previously been used as accommodation for Wardens serving Redland Local Meeting. This property was no longer required following the retirement of those Wardens. Using part of the proceeds of this sale, another property, in St Pauls, was acquired for the use of Wardens serving Central Bristol Meeting House. The remainder of the funds raised from the sale of the former Redland Wardens' accommodation is currently being retained for the purchase of an additional property which will further our charitable purposes.

The burden of operational expenditure is now borne centrally, whereas previously there was shared responsibility between area-wide and locally devolved budgets. As a result of this shift, we have agreed changes to the methodology for calculating the amount of in-year transfers between Local Meetings (which appear as designated funds in the accounts) and the general fund of Bristol Area Quaker Meeting (the charity).

Bristol Area Quaker Meeting and neighbouring Area Meetings in the West of England region were one of the pilot areas that were allocated a Youth Worker, who is employed by Britain Yearly Meeting, the national charity for Quakers in Britain. Following a successful pilot, external funding for this post came to an end during 2021 and Bristol Area Quaker Meeting became responsible for a major proportion of the costs associated with the Youth Worker. We agreed to wind down two small expendable endowments and used the proceeds to meet some of our liabilities in respect of the Youth Worker post.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2021

Amid uncertainty during the Covid pandemic, we have continued to meet our regular financial commitments through a broadly stable donor base, supported by careful deployment of our reserves. Hiring income has increased in comparison to 2020 because public health restrictions and government guidance were relaxed during the year. We are also aware of the challenge to meet our net zero carbon target by 2030 and the additional pressure this will have on our finances resulting from anticipated capital expenditures over the coming years. We will continue to monitor the financial health of the charity in light of increased costs arising from inflation against reduced overall income which has not yet returned to 2019 levels.

2.3.4 Property, Health and Safety (PH&S) Committee

The Property Health and Safety Committee has prepared a Schedule of all Priority Works (that includes all Net Carbon Zero sustainability measures, urgent Health and Safety and works identified in Quinquennial surveys) to enable trustees to monitor the progress on the delivery of these works at all six Meeting Houses. We have updated the Approved Contractor and Small Maintenance Contractors schedules and have encouraged their use in all our Meeting Houses. A Quinquennial survey has been completed at Bedminster and the urgent works identified to repair a roof purlin have now been undertaken.

With the lifting of the Covid pandemic restrictions, there has been significant increase in activity in 2021. At Frenchay, all the windows in the main Meeting Room have had secondary glazing installed to improve insulation, the main roof has been refurbished with solar panels installed and work has started to refurbish the wardens flat. At Redland, following the installation of triple glazed windows in late 2021 the main roof has now been fully insulated and a new protected fire escape route created. At Bristol Central CCTV and new fire alarm system have been installed. The Kingsweston and Lower Hazel burial ground are being well maintained and at Lower Hazel the eastern stone wall, following its collapse, has been fully rebuilt.

Following a review, all Local Meetings have confirmed that they have appointed a Health and Safety Coordinator who will be responsible for undertaking annual surveys. A Health and Safety training course was held in June 2021 and a further course is planned for 2022.

2.3.5 Weekly Committee

Weekly Committee, which comprises two trustees and representatives from all Local Meetings, with the exception of Portishead, is responsible for providing financial support to individuals in times of difficulty; through making grants and interest-free loans of varying amounts for different needs. In 2021 it made seven grants to individuals amounting to £1,393.

3. Safeguarding

The Area Meeting takes its responsibility for all safeguarding, especially children and adults at risk, very seriously. Our Safeguarding Co-ordinator is now a trustee and there are two deputies. Safeguarding matters are discussed at Employment and Wellbeing Committee, and trustees review the safeguarding policy and the safeguarding policy summary annually.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2021

Statement of responsibilities of the trustees

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

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

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

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

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

Auditors

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

Approved by the trustees on 13 May 2022 and signed on their behalf by

Gillian Whitehead

Gillian Whitehead
Clerk to trustees

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Opinion

We have audited the financial statements of Bristol Area Meeting of the Religious Society of Friends (Quakers) (the 'charity') for the year ended 31 December 2021 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

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

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

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

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

Our responsibilities for the audit of the financial statements

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

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

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

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

- (2) We reviewed the charity's policies and procedures in relation to:
- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
 - Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
 - Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.
- (3) We inspected the minutes of trustee meetings.
- (4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.
- (5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.
- (6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.
- (7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:
- Testing the appropriateness of journal entries;
 - Assessing judgements and accounting estimates for potential bias;
 - Reviewing related party transactions; and
 - Testing transactions that are unusual or outside the normal course of business.

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

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

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Use of our report

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

Godfrey Wilson Limited

Date: 16 May 2022

GODFREY WILSON LIMITED

Chartered accountants and statutory auditors

5th Floor Mariner House

62 Prince Street

Bristol

BS1 4QD

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Statement of financial activities

For the year ended 31 December 2021

	Note	Endowment £	Restricted £	Unrestricted £	2021 Total £	2020 Total £
Income from:						
Donations and legacies	3	-	38,943	93,255	132,198	123,052
Charitable activities		-	-	-	-	3,384
Other trading activities	4	-	-	81,419	81,419	58,444
Investments	5	-	12	7,540	7,552	12,829
Profit on sale of fixed assets		<u>367,195</u>	<u>-</u>	<u>-</u>	<u>367,195</u>	<u>-</u>
Total income		<u>367,195</u>	<u>38,955</u>	<u>182,214</u>	<u>588,364</u>	<u>197,709</u>
Expenditure on:						
Raising funds		370	-	117,479	117,849	78,666
Charitable activities		<u>108,692</u>	<u>48,748</u>	<u>191,228</u>	<u>348,668</u>	<u>287,819</u>
Total expenditure	7	<u>109,062</u>	<u>48,748</u>	<u>308,707</u>	<u>466,517</u>	<u>366,485</u>
Net income / (expenditure) before gains / losses		258,133	(9,793)	(126,493)	121,847	(168,776)
Net gains on investments	13	<u>4,528</u>	<u>-</u>	<u>37,874</u>	<u>42,402</u>	<u>43,551</u>
Net income / (expenditure)		262,661	(9,793)	(88,619)	164,249	(125,225)
Transfers between funds		<u>(3,391,967)</u>	<u>-</u>	<u>3,391,967</u>	<u>-</u>	<u>-</u>
Net movement in funds	9	<u>(3,129,306)</u>	<u>(9,793)</u>	<u>3,303,348</u>	<u>164,249</u>	<u>(125,225)</u>
Reconciliation of funds:						
Total funds brought forward		<u>5,624,009</u>	<u>115,405</u>	<u>1,041,231</u>	<u>6,780,645</u>	<u>6,905,870</u>
Total funds carried forward		<u><u>2,494,703</u></u>	<u><u>105,612</u></u>	<u><u>4,344,579</u></u>	<u><u>6,944,894</u></u>	<u><u>6,780,645</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 17 to the accounts.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Balance sheet

As at 31 December 2021

	Note	£	2021 £	2020 £
Fixed assets				
Tangible assets	12		6,153,299	6,019,889
Investments	13		339,601	575,665
			6,492,900	6,595,554
Current assets				
Debtors	14	36,596		8,327
Cash at bank and in hand		448,254		269,078
		484,850		277,405
Liabilities				
Creditors: amounts falling due within 1 year	15	(32,856)		(92,314)
Net current assets			451,994	185,091
Net assets	16		6,944,894	6,780,645
Funds	17			
Endowment funds			2,494,703	5,624,009
Restricted funds			105,612	115,405
Unrestricted funds				
Designated funds			3,849,095	650,255
General funds			495,484	390,976
Total charity funds			6,944,894	6,780,645

Approved by the trustees on 13 May 2022 and signed on their behalf by

Gillian Whitehead

Gillian Whitehead
Clerk

Paul Whitehouse

Paul Whitehouse
AM Treasurer

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Statement of cash flows

For the year ended 31 December 2021

	2021	2020	
	£	£	
Cash used in operating activities:			
Net movement in funds	164,249	(125,225)	
Adjustments for:			
Depreciation charges	158,716	142,170	
Gains on investments	(42,402)	(43,551)	
Dividends, interest and rents from investments	(7,552)	(12,829)	
Profit on the sale of fixed assets	(367,195)	-	
Decrease / (increase) in debtors	(28,269)	2,219	
Increase / (decrease) in creditors	3,542	(27,001)	
Net cash used in operating activities	<u>(118,911)</u>	<u>(64,217)</u>	
Cash flows from investing activities:			
Dividends, interest and rents from investments	7,552	12,829	
Net proceeds from the sale of property, plant and equipment	685,476	-	
Purchase of tangible fixed assets	(610,407)	(127,435)	
Proceeds from the sale of investments	419,459	194,204	
Purchase of investments	(146,971)	(49,759)	
Investment portfolio cash movement	5,978	9,038	
Net cash provided by investing activities	<u>361,087</u>	<u>38,877</u>	
Cash flows from financing activities:			
Repayment of borrowing	(63,000)	-	
Net cash used in financing activities	<u>(63,000)</u>	<u>-</u>	
Increase / (decrease) in cash and cash equivalents in the year	179,176	(25,340)	
Cash and cash equivalents at the beginning of the year	<u>269,078</u>	<u>294,418</u>	
Cash and cash equivalents at the end of the year	<u><u>448,254</u></u>	<u><u>269,078</u></u>	
Analysis of changes in net debt:			
	Brought forward	Cash flows	Carried forward
	£	£	£
Cash	269,078	179,176	448,254
Loans due within 1 year	<u>(63,000)</u>	<u>63,000</u>	<u>-</u>
	<u><u>206,078</u></u>	<u><u>242,176</u></u>	<u><u>448,254</u></u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

1. Accounting policies

a) Basis of preparation

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

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

b) Going concern basis of accounting

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

c) Income

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

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

d) Investment income

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

Investment income generated from endowment funds is either restricted or unrestricted, depending on the terms of the endowment fund.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

f) Funds accounting

Endowment funds are funds which are held on trust to be retained for the benefit of the charity as a capital fund. Where the Trustees must permanently maintain the whole of the fund it is referred to as permanent endowment and such a fund cannot normally be spent as if it were income. Where the trustees have a power of discretion to convert endowed capital into income, it is referred to as expendable endowment.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

1. Accounting policies (continued)

f) Funds accounting (continued)

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. The aim and use of each restricted fund is set out in the notes to the financial statements.

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

g) Grants payable

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

h) Expenditure and irrecoverable VAT

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

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

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes, and includes costs of all fundraising activities including direct staff time, investment management fees and any associated support costs.

Expenditure on charitable activities is incurred on directly undertaking the activities which directly further the charity's objectives, including any associated support costs.

i) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between the costs of raising funds and charitable activities on the following basis:

	2021	2020
Raising funds	50%	50%
Charitable activities	50%	50%

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

1. Accounting policies (continued)

j) Tangible fixed assets

The freehold properties carried in the accounts consist of Meeting Houses and Burial Grounds and the title deeds are held in the name of Friends Trusts Limited. Historical costs were not known and the cost values were based on reinstatement values for insurance purposes, which were considered to represent deemed cost on transition to FRS102 at 1 January 2014.

Other tangible fixed assets are initially recognised at cost, which includes all costs incurred to bring the asset into its intended working condition. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Freehold land	No depreciation charged
Freehold buildings	50 years straight line
Leasehold property	Straight line over the life of the lease
Property improvements	20 years straight line
Equipment	5 years straight line

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

k) Listed investments

Investments in quoted shares, traded bonds and similar investments are measured initially at cost and subsequently at fair value (their market value). The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

l) Unlisted investments

Unlisted investments comprise investments in co-operative share capital, which are held at fair value. As co-operative shares do not appreciate in value, the fair value is deemed to be the same as historic cost less impairment.

m) Debtors

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

n) Cash at bank and in hand

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

o) Creditors

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

1. Accounting policies (continued)

p) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

q) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

r) Accounting estimates and key judgements

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

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

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

Freehold land and buildings

As described in note 1(j) to the financial statements, the freehold properties were initially recognised at deemed cost, which was based on historic reinstatement values for insurance purposes. The split between land and buildings has been estimated on the basis of local government estimates for the value of land determined in 2014, and approximate hectareage of the land. The total deemed cost of the land at 31 December 2021 is estimated at £864,000.

Depreciation

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

Transfers between funds

As described in note 17 to the accounts, a transfer out of restricted endowment funds into unrestricted funds has been made in 2021, representing the reclassification of five properties (Bedminster, Central Bristol, Horfield and Redland Meeting Houses). The trustees deem that these properties had been wrongly classified as endowed by the Charity Commission in the 2012 Scheme.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

2. Prior period comparatives: statement of financial activities

	Endowment £	Restricted £	Unrestricted £	2020 Total £
Income from:				
Donations and legacies	-	48,841	74,211	123,052
Charitable activities	-	-	3,384	3,384
Other trading activities	-	-	58,444	58,444
Investments	-	2,180	10,649	12,829
Total income	-	51,021	146,688	197,709
Expenditure on:				
Raising funds	3,198	-	75,468	78,666
Charitable activities	108,994	56,936	121,889	287,819
Total expenditure	112,192	56,936	197,357	366,485
Net expenditure before gains / (losses)	(112,192)	(5,915)	(50,669)	(168,776)
Net gains on investments	38,763	-	4,788	43,551
Net expenditure	(73,429)	(5,915)	(45,881)	(125,225)
Transfers between funds	(621,611)	(172,868)	794,479	-
Net movement in funds	(695,040)	(178,783)	748,598	(125,225)

3. Income from donations and legacies

	Restricted £	Unrestricted £	2021 Total £
Donations	38,943	52,340	91,283
Legacies	-	30,005	30,005
CJRS grant	-	10,910	10,910
	38,943	93,255	132,198

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

3. Income from donations and legacies (continued)

Prior period comparative:

	Restricted £	Unrestricted £	2020 Total £
Donations	48,841	52,042	100,883
CJRS grant	-	22,169	22,169
	<u>48,841</u>	<u>74,211</u>	<u>123,052</u>

4. Income from other trading activities

	Restricted £	Unrestricted £	2021 Total £	2020 Total £
Lettings income	-	74,245	74,245	47,595
Feed-in tariff	-	7,174	7,174	10,039
Misc income	-	-	-	810
	<u>-</u>	<u>81,419</u>	<u>81,419</u>	<u>58,444</u>

All income from other trading in the prior year was unrestricted.

5. Income from investments

	Restricted £	Unrestricted £	2021 Total £
Dividends and interest from investments	-	7,500	7,500
Bank interest	12	40	52
Total income from investments	<u>12</u>	<u>7,540</u>	<u>7,552</u>

Prior period comparative:

	Restricted £	Unrestricted £	2020 Total £
Dividends and interest from investments	2,180	8,889	11,069
Bank interest	-	1,760	1,760
Total income from investments	<u>2,180</u>	<u>10,649</u>	<u>12,829</u>

6. Government grants

The charity received government grants, defined as funding from Coronavirus Job Retention Scheme during the year. The total value of such grants in the period ending 31 December 2021 was £10,910 (2020: £22,169). There are no unfulfilled conditions or contingencies attaching to these grants.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

7. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2021 Total £
Staff costs (note 10)	23,764	23,765	3,513	51,042
Grants payable (note 8)	-	42,149	-	42,149
Bank charges	-	-	552	552
Cleaning	-	-	11,676	11,676
Energy	-	-	12,077	12,077
Gardening	-	9,325	-	9,325
Hospitality	-	6,054	-	6,054
Insurances	-	-	9,220	9,220
Ministry / library	-	17,278	-	17,278
Other professional services	-	-	18,768	18,768
Property repairs / maintenance	-	-	94,440	94,440
Staff housing costs	-	-	6,894	6,894
Waste disposal, water and sewerage	-	-	2,504	2,504
Rent	-	762	-	762
Depreciation	-	158,716	-	158,716
Office and other costs	-	-	12,270	12,270
Investment management fees	3,466	-	-	3,466
Audit and accounting fees	-	-	9,324	9,324
Sub-total	27,230	258,049	181,238	466,517
Allocation of support and governance costs	90,619	90,619	(181,238)	-
Total expenditure	117,849	348,668	-	466,517

Total governance costs were £11,357 (2020: £13,924).

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

7. Total expenditure

Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	2020 Total £
Staff costs (note 10)	32,021	32,021	2,483	66,525
Grants payable (note 8)	-	57,519	-	57,519
Other meetings donations	-	1,110	-	1,110
Bank charges	-	-	279	279
Cleaning	-	-	732	732
Energy	-	-	12,286	12,286
Gardening	-	2,475	-	2,475
Hospitality	-	5,397	-	5,397
Insurances	-	-	8,741	8,741
Ministry / library	-	3,694	-	3,694
Other professional services	-	-	3,150	3,150
Property repairs / maintenance	-	-	36,510	36,510
Staff housing costs	-	-	4,902	4,902
Waste disposal, water and sewerage	-	-	2,792	2,792
Rent	-	381	-	381
Depreciation	-	142,170	-	142,170
Office and other costs	-	-	1,340	1,340
Investment management fees	3,593	-	-	3,593
Audit and accounting fees	-	-	12,889	12,889
Sub-total	35,614	244,767	86,104	366,485
Allocation of support and governance costs	43,052	43,052	(86,104)	-
Total expenditure	78,666	287,819	-	366,485

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

8. Grants and donations payable

	2021 £	2020 £
Britain Yearly Meeting	32,555	34,605
Other institutions	8,201	20,181
Grants to institutions (23 institutions, 2020: 32)	40,756	54,786
Grants to individuals (4 individuals, 2020: 15)	1,393	2,733
	<u>42,149</u>	<u>57,519</u>

9. Net movement in funds

This is stated after charging:

	2021 £	2020 £
Depreciation	158,716	142,170
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses (2 trustees, 2020: 2)	1,823	286
Auditors' remuneration:		
▪ Statutory audit (including VAT)	7,800	8,000
▪ Other services	-	599
	<u>7,800</u>	<u>8,599</u>

Trustees' reimbursed expenses include meeting costs and reimbursement for items purchased on behalf of the charity.

10. Staff costs and numbers

Staff costs were as follows:

	2021 £	2020 £
Salaries and wages	49,325	64,371
Pension costs	1,717	2,154
	<u>51,042</u>	<u>66,525</u>

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

The key management personnel of the charity comprise the Trustees, who did not receive any remuneration during the current or prior year.

	2021 No.	2020 No.
Average full time equivalents	3.50	2.00
Average head count	<u>7.00</u>	<u>7.00</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

11. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

12. Tangible fixed assets

	Freehold property £	Leasehold property £	Property improvements £	Equipment £	Total £
Cost					
At 1 January 2021	6,348,702	-	415,601	61,978	6,826,281
Additions in year	-	302,366	298,397	9,644	610,407
Disposals	<u>(370,244)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(370,244)</u>
At 31 December 2021	<u>5,978,458</u>	<u>302,366</u>	<u>713,998</u>	<u>71,622</u>	<u>7,066,444</u>
Depreciation					
At 1 January 2021	762,958	-	20,780	22,654	806,392
Charge for the year	107,318	1,374	35,700	14,324	158,716
Disposals	<u>(51,963)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(51,963)</u>
At 31 December 2021	<u>818,313</u>	<u>1,374</u>	<u>56,480</u>	<u>36,978</u>	<u>913,145</u>
Net book value					
At 31 December 2021	<u>5,160,145</u>	<u>300,992</u>	<u>657,518</u>	<u>34,644</u>	<u>6,153,299</u>
At 31 December 2020	<u>5,585,744</u>	<u>-</u>	<u>394,821</u>	<u>39,324</u>	<u>6,019,889</u>

Included in freehold property is land totalling £864,000 that is not depreciated (2020: £899,000).

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

13. Investments

	Rathbones funds £	Unlisted investments £	2021 £	2020 £
Market value at 1 January 2021	555,665	20,000	575,665	685,597
Additions	146,971	-	146,971	49,759
Disposals proceeds	(419,459)	-	(419,459)	(194,204)
Gains / (losses)	42,402	-	42,402	43,551
Movement in cash balance	(5,978)	-	(5,978)	(9,038)
Market value at 31 December 2021	<u>319,601</u>	<u>20,000</u>	<u>339,601</u>	<u>575,665</u>
Represented by:				
Listed investments	309,451	-	309,451	539,537
Unlisted investments	-	20,000	20,000	20,000
Cash	<u>10,150</u>	<u>-</u>	<u>10,150</u>	<u>16,128</u>
	<u>319,601</u>	<u>20,000</u>	<u>339,601</u>	<u>575,665</u>
Historic cost at 31 December	<u>235,264</u>	<u>20,000</u>	<u>255,264</u>	<u>356,812</u>

Unlisted investments comprise an investment co-operative share capital, which do not appreciate in value. The investment is reviewed annually for any diminution in value and is believed to be worth the amount stated in the balance sheet.

14. Debtors

	2021 £	2020 £
Trade debtors	15,707	5,977
Other debtors	<u>20,889</u>	<u>2,350</u>
	<u>36,596</u>	<u>8,327</u>

15. Creditors : amounts due within 1 year

	2021 £	2020 £
Loans	-	63,000
Trade creditors	19,916	19,980
Accruals	8,955	7,784
Other taxation and social security	1,895	1,470
Other creditors	<u>2,090</u>	<u>80</u>
	<u>32,856</u>	<u>92,314</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

16. Analysis of net assets between funds

	Endowment funds £	Restricted funds £	Designated funds £	Unrestricted funds £	Total funds £
Tangible fixed assets	2,452,280	-	3,701,019	-	6,153,299
Investments	40,423	-	-	299,178	339,601
Current assets	2,000	105,612	148,076	229,162	484,850
Current liabilities	-	-	-	(32,856)	(32,856)
Net assets at 31 December 2021	<u>2,494,703</u>	<u>105,612</u>	<u>3,849,095</u>	<u>495,484</u>	<u>6,944,894</u>
Prior year comparative:	Endowment funds £	Restricted funds £	Designated funds £	Unrestricted funds £	Total funds £
Tangible fixed assets	5,585,744	-	434,145	-	6,019,889
Investments	36,265	96,459	-	442,941	575,665
Current assets	2,000	18,946	216,110	40,349	277,405
Current liabilities	-	-	-	(92,314)	(92,314)
Net assets at 31 December 2020	<u>5,624,009</u>	<u>115,405</u>	<u>650,255</u>	<u>390,976</u>	<u>6,780,645</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

17. Movements in funds

	At 1 January 2021 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2021 £
Endowment funds						
<i>Permanent endowments:</i>						
BQ Loan Funds	2,000	-	-	-	-	2,000
Somerset Charities	36,265	-	(370)	4,528	-	40,423
Land and buildings	<u>5,585,744</u>	<u>367,195</u>	<u>(108,692)</u>	<u>-</u>	<u>(3,391,967)</u>	<u>2,452,280</u>
Total endowment funds	<u>5,624,009</u>	<u>367,195</u>	<u>(109,062)</u>	<u>4,528</u>	<u>(3,391,967)</u>	<u>2,494,703</u>
Restricted funds						
Friends Relief Fund	36,790	5	(569)	-	-	36,226
Women's Fund	59,669	7	(600)	-	-	59,076
Friends School Charity	6,087	-	(6,087)	-	-	-
Bristol Education Fund	2,144	-	(2,144)	-	-	-
Horfield Memory Cafe	391	-	-	-	-	391
Library	3,031	-	-	-	-	3,031
Weekly Committee	5,170	562	(223)	-	-	5,509
Appeals for Others	2,123	37,161	(39,125)	-	-	159
Other restricted funds	<u>-</u>	<u>1,220</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,220</u>
Total restricted funds	<u>115,405</u>	<u>38,955</u>	<u>(48,748)</u>	<u>-</u>	<u>-</u>	<u>105,612</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

17. Movements in funds (continued)

	At 1 January 2021 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2021 £
Unrestricted funds						
<i>Designated funds:</i>						
Bedminster LM	6,684	2,248	(808)	-	-	8,124
Camp	6,434	-	-	-	250	6,684
Camp Bursaries	508	-	-	-	-	508
Central LM	14,075	2,528	(4,931)	-	-	11,672
Frenchay LM	70,609	6,118	(630)	-	(28,770)	47,327
Horfield LM	21,333	3,554	(1,171)	-	(346)	23,370
Nash Legacy	2,000	-	-	-	-	2,000
Portishead LM	6,668	909	(392)	-	-	7,185
Redland LM	86,983	34,567	(7,446)	-	(75,827)	38,277
Thornbury LM	816	2,211	(98)	-	-	2,929
Fixed assets fund	434,145	-	(50,024)	-	3,316,898	3,701,019
<i>Total designated funds</i>	<u>650,255</u>	<u>52,135</u>	<u>(65,500)</u>	<u>-</u>	<u>3,212,205</u>	<u>3,849,095</u>
General funds	<u>390,976</u>	<u>130,079</u>	<u>(243,207)</u>	<u>37,874</u>	<u>179,762</u>	<u>495,484</u>
Total unrestricted funds	<u>1,041,231</u>	<u>182,214</u>	<u>(308,707)</u>	<u>37,874</u>	<u>3,391,967</u>	<u>4,344,579</u>
Total funds	<u><u>6,780,645</u></u>	<u><u>588,364</u></u>	<u><u>(466,517)</u></u>	<u><u>42,402</u></u>	<u><u>-</u></u>	<u><u>6,944,894</u></u>

Purposes of endowment and restricted funds

Bristol Quakers (BQ) Loan Funds	To make loans to Friends in need, giving preference to loans for furthering their careers.
Somerset Charities	For the relief of poverty and other charitable purposes such as education or apprenticeship. Upon review, the income generated from this fund is deemed to be unrestricted. Brought forward balances in restricted and designated funds were therefore transferred to general funds in 2020.
Land and buildings	This fund represents the freehold property held on permanent endowment for general charitable purposes. Expenditure against this fund represents depreciation charges.
Friends Relief Fund	To assist needy Friends.
Women's Fund	To assist needy women Friends.
Friends School Charity	For the education of Friends' children.
Bristol Education Fund	For the education of needy Friends or those connected with the Society and their children.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

17. Movements in funds (continued)

Purposes of endowment and restricted funds (continued)

Horfield Memory Cafe	To provide for the setting up and maintenance of a cafe where those suffering from dementia and their carers can meet regularly.
Library	For the upkeep of old Quaker books.
Weekly Committee	To provide financial support to those Members and Attenders within Bristol Area Meeting who are struggling financially.
Appeals for Others	Funds received specifically for organisations and projects that we support that we pass on including gift aid.
Other restricted funds	Various other restricted donations received and spent in accordance with the donor's wishes.

Purposes of designated funds

Designated funds represent amounts set aside for specific purposes, principally for repairs and maintenance of buildings. Also included in designated funds are funds for the specific Local Meetings and the value of fixed assets not held in endowment funds.

Transfers

The transfer out of restricted endowment funds into unrestricted funds represents the reclassification of five properties (Bedminster, Central Bristol, Horfield and Redland Meeting Houses). The trustees deem that they had been wrongly classified as endowed by the Charity Commission in the 2012 Scheme.

Other transfers relate to funds transferred between individual area bank accounts, funds transferred to the fixed asset fund for property improvements and to align records from prior periods.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

17. Movements in funds (continued)

Prior period comparative

	At 1 January 2020 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2020 £
Endowment funds						
<i>Permanent endowments:</i>						
BQ Loan Funds	2,000	-	-	-	-	2,000
Somerset Charities	30,902	-	(162)	1,963	3,562	36,265
Land and buildings	5,694,738	-	(108,994)	-	-	5,585,744
<i>Expendable endowments:</i>						
Friends Relief Fund	36,445	-	(191)	2,315	(38,569)	-
Women's Fund	57,380	-	(301)	3,645	(60,724)	-
Not Necessarily Friends	583	-	-	-	(583)	-
General Repairs Fund	11,501	-	-	-	(11,501)	-
Friends School Charity	232	-	(2)	15	(245)	-
Bristol Education Fund	3,338	-	(17)	212	(3,533)	-
Long term investments	481,930	-	(2,525)	30,613	(510,018)	-
Total endowment funds	6,319,049	-	(112,192)	38,763	(621,611)	5,624,009
Restricted funds						
Somerset Charities Income	1,623	-	-	-	(1,623)	-
Friends Relief Fund	1,373	648	(3,800)	-	38,569	36,790
Women's Fund	2,588	1,021	(4,664)	-	60,724	59,669
Not Necessarily Friends	335	-	(918)	-	583	-
Friends School Charity	5,695	147	-	-	245	6,087
Bristol Education Fund	-	49	(1,438)	-	3,533	2,144
Horfield Memory Cafe	453	109	(171)	-	-	391
Library	3,189	-	(158)	-	-	3,031
Central Refurbishment Fund	20,000	-	-	-	(20,000)	-
Weekly Committee	5,255	846	(931)	-	-	5,170
Young Friends' Fund	503	-	(503)	-	-	-
Holocaust Memorial Day	400	206	(606)	-	-	-
NS365 (fixed asset)	252,774	2,125	-	-	(254,899)	-
Appeals for Others	-	45,870	(43,747)	-	-	2,123
Total restricted funds	294,188	51,021	(56,936)	-	(172,868)	115,405

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2021

17. Movements in funds (continued)

Prior period comparative (continued)

	At 1 January 2020 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2020 £
Unrestricted funds						
<i>Designated funds:</i>						
Bedminster LM	5,104	3,281	(1,293)	-	(408)	6,684
Camp	6,434	-	-	-	-	6,434
Camp Bursaries	508	-	-	-	-	508
Central LM	11,752	3,446	(1,123)	-	-	14,075
Frenchay LM	77,083	6,443	(1,164)	-	(11,753)	70,609
Horfield LM	38,875	4,315	(1,954)	-	(19,903)	21,333
Nash Legacy	2,000	-	-	-	-	2,000
Portishead LM	8,256	2,158	(1,746)	-	(2,000)	6,668
Redland LM	106,573	15,480	(2,744)	-	(32,326)	86,983
Repairs Fund	249	-	-	-	(249)	-
Thornbury LM	1,855	1,740	(2,779)	-	-	816
Somerset charities	14,942	-	-	-	(14,942)	-
NS365 (fixed asset)	37,880	-	-	-	(37,880)	-
Fixed assets fund	-	-	-	-	434,145	434,145
<i>Total designated funds</i>	<u>311,511</u>	<u>36,863</u>	<u>(12,803)</u>	<u>-</u>	<u>314,684</u>	<u>650,255</u>
General funds	<u>(18,878)</u>	<u>109,825</u>	<u>(184,554)</u>	<u>4,788</u>	<u>479,795</u>	<u>390,976</u>
Total unrestricted funds	<u>292,633</u>	<u>146,688</u>	<u>(197,357)</u>	<u>4,788</u>	<u>794,479</u>	<u>1,041,231</u>
Total funds	<u>6,905,870</u>	<u>197,709</u>	<u>(366,485)</u>	<u>43,551</u>	<u>-</u>	<u>6,780,645</u>

18. Financial instruments at fair value

	2021 £	2020 £
Financial assets measured at fair value	<u>329,451</u>	<u>559,537</u>

Financial assets measured at fair value comprise listed and unlisted investments.

19. Related party transactions

The trustees are not aware of any related party transactions in the current or prior period.

BRISTOL AREA MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)

England & Wales - Charity number 1175435

Accounts

Charity no. 1175435

**Bristol Area Meeting of the Religious
Society of Friends (Quakers)
Report and Audited Financial Statements
31 December 2020**

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Reference and administrative details

For the year ended 31 December 2020

Charity number	1175435																												
Registered address	Quaker Meeting House 300 Gloucester Road Bristol BS7 8PD																												
Website	https://www.bristolquakers.org.uk/																												
Trustees	<p>The trustees are who served during the year and up to the date of this report were as follows:</p> <table><tr><td>Susana Askew</td><td></td></tr><tr><td>Ray Bray</td><td>Appointed 1 December 2020</td></tr><tr><td>Fran De'Ath</td><td>Appointed 17 September 2020</td></tr><tr><td>Kit Fotheringham</td><td></td></tr><tr><td>Sanni Kruger</td><td>Appointed 1 January 2021</td></tr><tr><td>Geralyn Meehan</td><td></td></tr><tr><td>Marcus Millington</td><td></td></tr><tr><td>Colin Milsom</td><td>Resigned 30 June 2020</td></tr><tr><td>Catherine Nile</td><td>Clerk</td></tr><tr><td>Barney Smith</td><td>Appointed 1 June 2020</td></tr><tr><td>Jeffery Smith</td><td>Resigned 30 June 2020</td></tr><tr><td>Tim Southall</td><td></td></tr><tr><td>Gillian Whitehead</td><td></td></tr><tr><td>Paul Whitehouse</td><td>AM Treasurer</td></tr></table>	Susana Askew		Ray Bray	Appointed 1 December 2020	Fran De'Ath	Appointed 17 September 2020	Kit Fotheringham		Sanni Kruger	Appointed 1 January 2021	Geralyn Meehan		Marcus Millington		Colin Milsom	Resigned 30 June 2020	Catherine Nile	Clerk	Barney Smith	Appointed 1 June 2020	Jeffery Smith	Resigned 30 June 2020	Tim Southall		Gillian Whitehead		Paul Whitehouse	AM Treasurer
Susana Askew																													
Ray Bray	Appointed 1 December 2020																												
Fran De'Ath	Appointed 17 September 2020																												
Kit Fotheringham																													
Sanni Kruger	Appointed 1 January 2021																												
Geralyn Meehan																													
Marcus Millington																													
Colin Milsom	Resigned 30 June 2020																												
Catherine Nile	Clerk																												
Barney Smith	Appointed 1 June 2020																												
Jeffery Smith	Resigned 30 June 2020																												
Tim Southall																													
Gillian Whitehead																													
Paul Whitehouse	AM Treasurer																												
Clerk to Area Meeting	Richard Drake																												
Nominee for Land	Friends Trust Limited 173-177 Euston Road London NW1 2BJ																												
Bankers	<table><tr><td>Triodos Bank Deanery Road Bristol BS1 5AS</td><td>The Co-operative Bank Plc P.O. Box 101 1 Balloon Street Manchester M60 4EP</td></tr><tr><td>CAF Bank Ltd 25 Kings Hill Avenue West Malling ME19 4JQ</td><td>Epworth 9 Bonhill Street London EC2A 4PE</td></tr></table>	Triodos Bank Deanery Road Bristol BS1 5AS	The Co-operative Bank Plc P.O. Box 101 1 Balloon Street Manchester M60 4EP	CAF Bank Ltd 25 Kings Hill Avenue West Malling ME19 4JQ	Epworth 9 Bonhill Street London EC2A 4PE																								
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CAF Bank Ltd 25 Kings Hill Avenue West Malling ME19 4JQ	Epworth 9 Bonhill Street London EC2A 4PE																												
Investment managers	Rathbone Investment Management Ltd 10 Queen Square Bristol BS1 4NT																												

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Reference and administrative details

For the year ended 31 December 2020

Auditors

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2020

The trustees present their report along with the financial statements of the charity for the year ended 31 December 2020. Reference and administrative information set out on page 1 and 2 forms part of this report. The financial statements comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities (effective from January 2019).

1. LEGAL AND ADMINISTRATIVE DETAILS

1.1 Status and Objectives

Bristol Area Quaker Meeting is one of around 70 Meetings which make up The Religious Society of Friends (Quakers) in Britain, also known as Britain Yearly Meeting (BYM). It was registered (number 1175435) as a Charitable Incorporated Organisation (CIO) on 30 October 2017.

1.2 Object

The object of Bristol Area Quaker Meeting is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Bristol Area Meeting and beyond.

1.3 Trustees

Up to 15 trustees are appointed by Bristol Area Meeting (AM) in Session, on the advice of the AM Nominations Committee. They hold office for a term of three years and may be reappointed for a second term. Area Meeting in Session also appoints the Clerk to the Trustees and the Treasurer, who is ex-officio a trustee.

1.4 Activities

The principal activity of the Area Quaker Meeting is the holding of Meetings for Worship in the constituent Local Meetings: Bedminster, Central Bristol, Frenchay, Horfield, Portishead, Redland and Thornbury. Philanthropic activity is mainly through the Weekly Committee which provides financial support to needy Quakers and in some cases those outside the Society. Some Local Meetings conduct collections to make donations to a range of causes. All members of the Area Meeting are entitled to take part in Meetings for Church Affairs which *inter alia* appoint the Trustees.

1.5 Membership

Local Meeting	Members 2019	Members 2020	Attenders 2020
Bedminster	29	28	31
Central	24	25	23
Frenchay	34	36	16
Horfield	36	35	23
Portishead	14	14	8
Redland	103	109	96
Thornbury	27	22	8
TOTAL AM	267	269	205

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For the year ended 31 December 2020

2. TRUSTEES' REPORT

2.1 INTRODUCTION

2.1.1. This is the Annual Report for Bristol Area Quaker Meeting (number 1175435) for the period from 1 January to 31 December 2020.

2.1.2. Local Meetings

The Area Meeting comprises seven Local Meetings of which six occupy their own Meeting Houses. Thornbury Meeting meets in rented premises.

- **Bedminster Quaker Meeting House**, Wedmore Vale, Bedminster, BS3 5HX.
- **Central Quaker Meeting House**, Champion Square, BS2 9DB
- **Frenchay Quaker Meeting House** (and attached Warden's Cottage), Beckspool Road, Frenchay, BS16 1NT
- **Horfield Quaker Meeting House** 300 Gloucester Road, Horfield, BS7 8PD
- **Portishead Quaker Meeting House** 11 St Mary's Road, Portishead, BS20 6QP
- **Redland Friends Meeting House** 126 Hampton Road, Redland, BS6 6JE
- **Thornbury Quaker Meeting** The Chantry, Castle Street, Thornbury, BS35 1HB

2.1.3. Burial Grounds

Two Meeting Houses, Frenchay and Portishead have burial grounds attached. In addition the Area Meeting owns two freestanding burial grounds:

- **Kings Weston Burial Ground**, Kings Weston Lane, Bristol, BS11 0QT
- **Hazel Burial Ground**, Hazel Lane, Old Down, Bristol, BS35 3QP

2.1.4. Governance

Meetings for church affairs, in which the Religious Society conducts its business, are meetings for worship based on silence, carrying the expectation that God's guidance can be discerned if members are truly listening together and to each other. The unity that is sought depends on the willingness of all to seek the truth in each other's utterances. There is no voting in the meetings, because the Society believes that this would emphasise the divisions between differing views and inhibit the process of seeking to know the right way forward, the will of God as expressed in the sense of the meeting.

The clerk of the meeting bears the final responsibility for preparing the business, conducting the meeting and drafting the minutes of the meeting. Minutes are drafted and read out by the clerk during the course of the meeting, but the final decision about whether a minute represents the sense of the meeting is the responsibility of the meeting itself, not of the clerk.

The Area Meeting in session, open to all members of the Area Meeting is held about 10 times each year. The day to day administration of the Area Meeting's affairs are conducted by a body of Trustees, consisting of up to 15 Friends appointed by the Area Meeting.

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2.2. General Matters

2.2.1. Statement of Public Benefit

The Trustees have had regard to the Charity Commission's guidance on public benefit. The principal public benefit is that at least weekly each of our six Meeting Houses (and our meeting at Thornbury) are open to the public for divine Worship. Our Meeting Houses are also made available to suitable local community and interest groups and charities at a reduced rate where the purpose of the user is in line with our purposes. Our Meetings and their members and attenders are supported by the Area Meeting as they engage in a number of community activities.

2.2.2. Financial Review and Reserves Policy

During the year the charity received income of £197,709 and incurred expenditure of £366,485, a deficit of £125,225 for the year, after the £43,551 investment gain. This includes depreciation on freehold property for the first time of £108,994. At 31 December 2020 the charity held restricted reserves of £115,405 and unrestricted reserves of £607,086. These figures do not include the charity's property, shown in the accounts as £6,019,889 (£434,145 of which is held in unrestricted funds).

The Trustees Reserves Policy is to hold three months general expenditure (£25,000) plus five years expenditure for property maintenance (£251,000), a total of £276,000. Of the current unrestricted reserves £45,000 is budgeted to cover the likely deficit in 2021 as a result of the pandemic. Area Meeting is discussing how best the balance of the surplus reserves may be used and it is expected this will be discerned by the end of 2021.

2.2.3. Summary of main achievements

Our main achievement in 2020 has been to maintain our spiritual community throughout the Covid-19 pandemic. All of our Local Meetings have met online on Zoom each week, and when restrictions have allowed, most of our meetings have met in person, albeit with restricted numbers. Although some Friends have been unable to attend in this way, others especially those from far away have been more able to participate. We have made progress in the technology required for blended meetings, whereby Friends can participate fully either by Zoom or by attending in person. Our business meetings and committee meetings have all taken place by Zoom on line, and although it has drawbacks, this method has been found to have benefits of flexibility.

2.2.4. Sustainability

Information on sustainability can be found in each of the local meeting reports. A sustainability group has produced and circulated a document "Sustainability Advices and Queries". The Property Health and Safety Committee commissioned Anthesis, to undertake five property audits (excluding Frenchay, completed in 2019) and to prepare a strategy that will help Area Meeting identify the best sustainability options and most effective energy efficiency measures to meet its stated aim to make the Meeting Houses carbon net zero by 2030.

2.2.5. Risk Assessment and Management

We are very aware of the need to manage the risks we face. This is not just in finance, but includes property, employment, provision for children and young people, data protection and safeguarding. Our policies on these matters are reviewed regularly and our risk register is reviewed regularly. We remind Friends involved in organising activities and events of the importance of carrying out risk assessments in advance.

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2.2.6. Serious incidents

There was one serious incident, an allegation of historic child abuse, which was not capable of being investigated. This matter was reported to the Charity Commission which considers it closed.

2.2.7. Trustees Responsibilities Statement

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

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the net income or expenditure, of the charity for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

2.3. Reports of Trustees' Committees

2.3.1. Trustees

There are 12 Trustees out of a permitted maximum of 15. Trustees are responsible for the practical aspects of our Meetings such as buildings, finances, and employees. The work is done through three major committees, the Property and Health and Safety Committee, Employment and Wellbeing Committee, and the Finance Committee. Each committee is made up of at least two trustees, together with several non-trustee members. Weekly Committee is a very ancient committee which has funds for those in need.

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2.3.2. Employment and Wellbeing Committee

At the beginning of the year the Committee agreed an annual work-plan; one aspect of this was to rotate the venue for our meetings, so that they would be held at different Meeting Houses. Whilst the pandemic restricted this ambition, with all meetings moving to Zoom from the spring, the Committee was able to achieve its substantive work.

For a considerable period of the year most of our employees were furloughed or part furloughed, under the Government's job retention scheme. The Committee has made sure that there has been regular contact to ensure that employees are supported, and annual reviews have been conducted virtually.

Last Spring saw the retirement of long-standing Wardens for Redland Local Meeting. They made a very considerable contribution to Redland Local Meeting, and to the Wardens meetings which form part of the regular meeting cycle of the Employment and Wellbeing Committee.

Much later in the year, a new role was created of Area Safeguarding Administrator, to support our Safeguarding processes, and to remove from Local Meeting Clerks and others some of the work involved in administering our safeguarding.

Three meetings were held with our Safeguarding Administrators during the year, so that they were supported. The Coordinators have not reported any increase in safeguarding incidents during the year, despite the pandemic.

During the year the Committee drafted a Lone Working Policy, which was adopted by Trustees and contributed to the Area Meetings Health and Safety Policy.

2.3.3. Finance Committee

Finance Committee has overseen a number of changes to our financial governance during 2020. Building on work commenced in 2019 to consolidate our bank accounts, all Local Meetings have now merged their funds into bank accounts managed by the Area Meeting Treasurer. This has reduced costs for Local Meetings and improved financial controls. In the meantime, Finance Committee has been searching for banking partners who share our values more closely and can offer Bristol Area Quaker Meeting a wider range of services. We hope that this work will allow us to offer donors and hirers ways to pay that are convenient for them.

In line with best practice, Finance Committee sought tenders for audit and independent examination services. Trustees accepted our recommendation that Godfrey Wilson LLP be appointed as our auditors. This change in our audit arrangements has also given us the opportunity to update our financial records systems. During the year we migrated from the Sage and Quickbooks bookkeeping software packages to the Xero system and began using Fund Filer to automate our Gift Aid returns.

During 2020, the pooling scheme was put into effect. Income and expenditure relating to the Meeting Houses and burial grounds will now be met out of a pooled fund. This means that no Local Meeting will need to bear an unfair burden of running its Meeting House, which is especially crucial at a time when much hiring income has been lost due to the ongoing Covid-19 outbreak. Whilst some of our regular operating expenses have reduced during periods where buildings were closed, we have needed to meet some of our financial commitments through deployment of our reserves. We have also continued to pay our employees in full throughout the pandemic, with the assistance of the Government's furlough scheme.

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2.3.4. Property, Health and Safety (PH&S) Committee

Trustees approved new terms of reference for this Committee. Trustees have also adopted a new Meeting House Policy seeking to achieve a consistent approach to property matters, compliance with shared protocols and improve communications between PH&S and Local Meetings.

As result of the Covid 19 pandemic the Annual Property Surveys have been delayed to 2021; however, the Frenchay Quinquennial survey has been completed. It has been confirmed that all six Meeting Houses are maintaining Incident books. The planned Health & Safety training courses have been delayed to 2021.

Work has continued fitting new solar panel arrays to our Meeting Houses. Central Bristol has had 42 PV panels with a Tesla battery installed, Portishead has had panels fitted to their Hall and Frenchay have secured planning permission for 14 panels and inverter to be installed in 2021. Bedminster have sought to optimise their existing electricity generation by having a new inverter installed.

As a result of the sale of 128 Hampton Road, Redland are creating a new fire escape route and have secured planning permission for the installation of new triple glazed windows in 2021. Horfield have installed a new electricity switchboard, completed the refurbishment of the cleaning store area and installed a new shower room.

2.3.5. Weekly Committee

Weekly Committee is a very old committee established many years ago, so called because it was established to give financial help to those who did not have a weekly wage. It comprises a representative from each local meeting and also three trustees. Some funds are long standing restricted funds, given many years ago for specific purposes, and there is also some money given more recently. Requests for funds are channelled through overseers, who pass the request on to Weekly Committee for their discernment.

3. Reports of Area Meeting Committees, Groups, Representatives and Appointees

3.1. Area Meeting in Session

Area Meeting met seven times during 2020 with an average attendance of thirty eight. These were all held online except in January and February. The March Day Conference had to be cancelled due to the pandemic, but an online conference took place in October entitled *Listening for Peace: Voices for Peace and Justice in Israel and Palestine*. As well as the regular items of business regarding membership matters and appointments, two significant minutes were recorded in February: 20.25 - Declaration of Commitment to a Response to the Climate & Ecological Crisis, and 20.26 – Stop Ecocide Campaign. These minutes were both shared across BYM and with Meeting for Sufferings and have led to continuing work.

3.2. Camp

Camp did not take place this year because of Covid 19 restrictions.

3.3. Children and Young Persons' (CYP) Advocate

The coronavirus pandemic impacted heavily on the work of the CYP work advocate in 2020. At the start of the pandemic all CYP convenors in Bristol were contacted and support was offered for a Zoom children's meeting. Local Meetings rapidly set up their own weekly Zoom worship sessions and children's provision. As the

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advocate's home meeting is Redland, the Redland children's meeting was open to all Area Meeting children and has been regularly attended by a young Friend from Horfield.

Information and support from Friends House during the pandemic was circulated to convenors. The advocate role continues to be closely tied into the West Quaker Youth Development Project. Advocacy work for young people (11-18yrs) during the pandemic, and cross-generational work, has been superbly and widely held by the regional youth worker, who has a Local Support Group for the project of which the advocate is a member.

3.4 Conflict Resolution Group

The Group met once in person and twice virtually during 2020. The group said goodbye to some members and welcomed new ones. Our concern is that our community has fertile ground for peace to flourish. We have continued to monitor one conflict and to support those who have been involved locally. 2020 has been an unusual year and in general living with COVID has brought beneficial space. We have been concerned that divisions between those who have embraced meeting through technology and those who do not warm to it does not deepen as we emerge from COVID restrictions. We need to uphold each other with a tender hand.

3.5 Custodian of Burial Grounds

There are four burial grounds within Bristol Area Quaker Meeting, namely Lower Hazell, Frenchay and Portishead, and Kings Weston which is currently closed for burials. The Burial Ground Custodian is responsible for liaising and supporting right ordering in relation to interments and scattering of ashes, and maintaining burial ground records. Maintenance of burial grounds is dealt with by Local Meetings and/or the Property, Health and Safety Committee of Trustees as further clarified in the Memorandum of Understanding between Area Meeting and Local Meetings.

There have been two burials during the year, both at the Hazel Burial Ground, with one Scattering of Ashes at Portishead Burial Ground. All of these matters have been reported to the Area Meeting, with the necessary notification being made in the Register of Deaths and Burials.

3.6 Custodian of Records

Whilst most of the year has been controlled by Covid 19, the work of the Custodian of Records has continued albeit in fits and starts. The year started on a high note with a visit of six interested Friends to see a little of the Quaker records belonging to the Area Meeting which are held in the Bristol Archives. Following a brief introductory talk by one of the Archivists on the work of the Archive Office and their duty of care, the group were taken behind the scenes and introduced to Bristol Quaker Records of which there are a vast number.

The custodian has had many enquiries about records. These include someone who had been involved in the exhumation of the burial ground in Quakers Friars in Broadmead in the 1950s and 1960s and now wanted to make sense of the experience, people wanting to investigate their family history or write a book, and also in finding information about deceased Friends for entry in a Book of Remembrance. The work of the Custodian of Records is far ranging, complex and at times touching.

3.7. Elders

Their first concern is with the spiritual life of our worshipping community and duties are further laid out in Quaker Faith and Practice, the Society's book of Christian discipline, (QF&P) section 12.12. The Covid 19

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pandemic dominated life of friends and Area Meeting elders and overseers during the year. Four meetings were held, the last one combined with Overseers.

The March conference on *Assisted Dying* was cancelled due to lockdown and most worship and all meetings went online where possible. Friends were reminded of and discussed various elements of their task including safeguarding, liaison with funeral advisors, the pastoral care role, involvement of children and young people in worship and links and worship with Avenue House residents.

An AM wide Black Lives Matter group met six times to consider issues of white privilege and racism in the wake of the movement following George Floyd's death. Hospital visits to some specialised units were initially made possible but more stringent government restrictions prevented further visiting.

Meetings found ways to continue with worship online and in the Meeting Houses as blended worship. Two weddings of Friends were held within socially distanced restrictions during the summer. The final Elders meeting of the year combined with Overseers online proved to be helpful and it was agreed that for the time being meeting together in 2021 would be beneficial.

3.8 Funeral Advisors

Each Local Meeting appoints Funeral Advisors, who take on the responsibility for funerals as prescribed in Quaker Faith and Practice. During 2020 the 12 Funeral Advisors gained support from meeting together on Zoom and communication via phone and email to exchange information and to discuss the different situations we might need to help with during the pandemic. Fortunately, our fear of a high number of deaths among Friends did not happen and we had a fairly typical number of funerals per meeting over the year.

There were two large funerals early in the year until restrictions were brought in in March. After that families were helped to hold small funerals with permitted numbers attending in person and some provided with video streaming or blended worship where this was requested. Some Memorials have been postponed until pandemic restrictions subside. Two advisors produced a Brief Guide to Funerals in Bristol, for use within the Area Meeting. There is a working group currently looking at the potential for Portishead Quaker Burial Ground to be used for burials again.

3.9 Horfield Friends Memory Café

Horfield Friends Memory Café was established, with the support of a grant from the Retreat York Benevolent Fund (now Quaker Mental Health Fund), in late 2018 as a social café open on Friday afternoons in response to the growing problem of social isolation and loneliness. The café met at Horfield Quaker Meeting House on alternate weeks in January and February but in mid-March the decision was made to suspend the café in the face of the growing pandemic. The café's volunteers have made efforts to keep in touch with the core group of local people who attended the café regularly and a decision on the future of this project will be made once the pandemic has subsided.

3.10. Library and Archives Committee

The year 2020 started well. On 18th January a working party catalogued books, chose six books to go to a Friend for repair and packed two boxes of unwanted books to be delivered to the Amnesty Bookshop. These six books have since been repaired and returned to the AM Librarian. Covid restrictions prevented their return to the Library and the delivery the two boxes of unwanted books to the Amnesty Bookshop before the end of the year. Four books were donated to the Library.

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On 22nd January six Friends had an interesting morning on a guided tour of the stacks of the Bristol Records Office, looking at early Bristol records and early Bristol Quaker records. The Area Meeting Library and Archives Committee met once in 2020, on 29th February, but has not been able to meet since then. Since lockdown in March, three books were bought (including the 2020 Swarthmore lecture) and catalogued but had not been placed into the Library by the end of the year.

3.11 Newsletter

At the beginning of 2020 the editor expressed the hope that the Area Meeting newsletter, published every month with a new format and renewed sense of purpose, would reach every Friend and Attender in Bristol Area Meeting. The purpose was to help enable everyone to feel part of the Area Meeting and the wider body of Quakers, as well as of their Local Meeting.

Throughout 2020 the newsletter gave information in advance of the agenda for Area Meeting, together with informative reports on Friends' participation in conferences, projects, protests and other events. It was hoped that the newsletter might supply everything Friends need to prepare for full participation in Area Meeting, even if they were unable to attend the Meeting in session.

Friends were also encouraged to send news of future Quaker events and opportunities both in Bristol and beyond. Publishing regulations mean that anyone can unsubscribe from this newsletter at any time, but engagement has remained high. Mailchimp enables most Friends to receive the newsletter by email and it can thus be linked more effectively to relevant websites. Paper copies are still available from Local Meeting clerks.

3.12. Nominations Committee

Nominations Committee is responsible for discerning the names of people suitable and willing to undertake the various responsibilities and tasks needed to enable our charity to worship and witness in the community. In the past year the committee has been blessed with a strong and stable membership. We have met online since COVID commenced.

It can sometimes be difficult to find appropriate people to serve in some roles, and we have worked with trustees to redefine the roles to suit them to the changing legal and social frameworks of society. In past years we have been taking the opportunity to implement changes in response to changes in society and the way we operate. This has enabled us to use new skills and release people for the service. COVID has led to further changes in both the work we need to do and the capacity of our members to serve.

We have taken joy in the way that for some the changes have provided new opportunities to serve and participate, but have felt keenly the need to support those for whom it has added extra pressures or limitations. We maintain a task description book describing all the volunteer roles at Area Meeting level.

As a society we rely on volunteers for much of our work, to provide service and to offer opportunities for personal and spiritual growth. We are pleased that we are sending more young friends and attenders to events nationally. Our task is to continue to increase the diversity of those who are willing to serve in such roles, so that all groups are more diverse and more representative of the society.

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3.13. Overseers

Overseers from each local meeting have been appointed. They have met altogether as Area Meeting overseers, but most of their work in carrying out their duties as laid down in Quaker Faith and Practice is done at local meeting level.

3.14. Registering Officer

All regular activities, in terms of responding to enquiries, and if appropriate taking couples through the reflection and preparation processes for a Quaker wedding, have continued. Quarterly reports were sent to the civil authorities and annual returns to Britain Yearly Meeting as usual. During the Covid 19 pandemic the holding of marriages was for a while prevented, then very restricted as to numbers allowed to attend.

Meetings for Clearness were held for the two couples first enquiring in 2019. Two more couples also came forward, wishing to marry in 2020. One pair chose to marry in their family's Area Meeting, and the second locally, but at a time when their own Meeting House was closed. Their wedding took place on September 19th at Bedminster Meeting House, under strict social distancing regulations. Flexibility and care was needed to carry out the usual preparations this year, but the spiritual as well as practical value of online meetings via Zoom was established. The Assistant Registering Officer's support was much appreciated, together with that of Elders and Overseers who joined online or in-house Meetings for Clearness.

3.15. Representation and appointment to non-Quaker bodies

3.15.1. Chaplaincy at Bristol University

In the first few months of the year, silent worship was held weekly; joining with others in ecumenical prayer once a month. For much of 2020, the Chaplaincy was closed to students, staff and visitors because of the pandemic. Regular worshippers in the Chaplaincy group kept in touch via a shared email group, which was a valuable means of maintaining fellowship during periods of lockdown and social distancing.

3.15.2. Chaplaincy at the University of the West of England

The multi-faith Chaplaincy at the University of the West of England (UWE Bristol) offers students and staff places for prayer and worship, space for private reflection, opportunities to meet others, and advice on spiritual and ethical concerns. Under usual circumstances our representative on the Chaplaincy team visits the University every week during term time, where he leads a small group in silent worship, He also takes part in meetings of the University's Faith Advisory Board.

Due to the pandemic, it has not been possible to hold face-to-face meetings at the Chaplaincy this since first lockdown began in March 2020. However, during lockdown the Coordinating Chaplain at UWE Bristol has initiated a review of the relationship between the chaplaincy team and faith groups in the city. Her aim is to establish formal partnerships that will so that UWE Students are informed about worship, study and social events that might interest them and so that the Chaplaincy has a clear picture of faith groups' pastoral and spiritual care arrangements. Bristol Area Meeting is in the process of negotiating such a partnership with the aim that it will be in place once COVID-19 restrictions are lifted.

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3.15.3. Churches Together for a Greater Bristol (CTGB)

Support for CTGB was maintained, which also calls itself Together 4 Bristol. This support includes an annual financial contribution and regular attendance at meetings of its Enabling Group (executive committee). Our representative found the evangelical language and attitudes difficult but was helped to cope with this by a support group. He wrote two articles in the AM Newsletter in which he remarked on the great variety and effectiveness of CTGB's social work, particularly for homeless people and in serving hundreds of free meals to schoolchildren. CTGB and Churches Together in England (CTE) greatly appreciate Quakers' involvement even though some local church people doubt whether Quakers are truly Christian. Our representative ensured CTGB was fully aware of CTE's position on this.

3.15.4. Thought for the Day on BBC Radio Bristol Breakfast

BBC Radio Bristol's weekday Breakfast Show includes a daily two minute (280 word) *Thought for the Day* in which individuals from a variety of faith backgrounds reflect on spiritual aspects of news items included in that morning's broadcast. A Friend from Horfield Meeting has been offering his thoughts occasionally since 2005. Lockdown has meant that contributors to the have phoned in their items from home rather than travelling in to the studio. Topics covered this year have included how lockdown has brought neighbours closer together, the work of local charity *The Marmalade Trust* whose volunteers made regular phone calls to isolated older people over the Christmas period, and encouraging listeners to be vaccinated against the virus.

3.16. Representation on Quaker bodies

3.16.1. Claverham Meeting House Management Committee

There were three meetings of this Committee during 2020, and AM has been represented at each meeting. The first meeting was held in January and the April meeting was cancelled. While the June meeting was held by Zoom the September meeting was held in person observing all the Covid restrictions.

Meetings for Worship are normally held on a monthly basis at Claverham. There were only 74 hirings in 2020 (2018: 140) which had a significant financial effect. The good news was that the Meeting House and its grounds have been cared for by the Resident Friend together with a great deal of attention from the Clerk of the Claverham Meeting House Trust.

3.16.2. Meeting for Sufferings

Meeting for Sufferings decides the priorities and sets the direction of Yearly Meeting in between the yearly gatherings. It seeks to foster communication, and tests concerns referred to it by Area Meetings. It may give guidance on policy issues. Meeting for Sufferings met in London, face-to-face, in February 2020, when plans were going forward for the Yearly Gathering in Bath! Since then, there have been three Zoom meetings, which have generally worked well, even with 100 or so Friends present.

Amongst the topics dealt with last year were Sustainability, the revision of our Book of Discipline, and Diversity and Inclusion. Bristol Quakers' concern regarding Ecocide was considered. The Black Lives Matter movement added urgency to the Meeting's consideration of inequality and racism. December's meeting was also the Young People's Participation Day, and a powerful presentation on diversity and inclusion was given. Young people (three of them from Bristol) made striking contributions through words, pictures and song. Our representative has reported back regularly to Bristol Quakers through the Area Meeting newsletter, and is most grateful to the alternate representative for her friendly support.

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3.16.3. Quaker Committee on Christian and Interfaith Relations (QCCIR)

The QCCIR representative was appointed in May 2020. She has two basic tasks, to circulate within AM any consultation documents, statements etc from QCCIR, and to represent AM in the Bristol Inter-Faith Group (BIFG). While there has been less communication with the QCCIR at BYM this year there has been more activity at a local level.

The representative has been involved with BIFG, Bristol Multi Faith Forum, the Voice and Influence Partnership, the Interfaith Network for the UK; and Churches Together for a Greater Bristol. Many planned events were cancelled due to lockdown and other meetings have only been on Zoom, so networking with other faith communities has been necessarily limited.

3.16.4. Quaker Life Representative Council (QLRC)

QLRC provides a two-way channel of communication between Quaker Life staff in London and Friends in their meetings. The main purposes are educational, inspirational and consultative. Every Area Meeting in Britain sends a Representative to twice-annual meetings, where they are able to engage with the latest developments amongst Friends across the nation.

Our Representative was appointed to the Planning Group for the two 2020 events. In January this group met at Friends House in London and decided that the theme for the year would be *The Heart of Being Quakers*. Under normal circumstances Representative Councils are held as residential weekends at Woodbrooke Quaker Study Centre in Birmingham. The pandemic made this impossible in 2020 so instead two online extended Zoom conferences were held on 25th April and 10th October.

At the April event delegates identified two priorities. These were to build back better by holding on to the positive things learned from lockdown, such as the new opportunities opened by our experiences of meeting online and to focus on how Quaker Meetings can get better at resolving conflicts within our own meetings. At the October event delegates were invited to reimagine our future by exploring the work of Britain Yearly Meeting's Simpler Meetings project and reflections on how Quaker Meetings could learn and grow from lockdown. A common theme was that the demands of lockdown have encouraged Meetings to become accessible in new ways which should continue after the pandemic.

3.16.5. Quaker Peace and Social Witness (QPSW)

The remit of the AM QPSW group is to organise the annual public peace lecture, organise other meetings within the AM, recommend representative(s) for the annual QPSW conference, and to be aware of QPSW-related projects within AM and support them if necessary. The group comprises representatives from each Local Meeting and is open to other Friends. In 2020, the group met four times with additional working groups as needed.

The peace lecture was given in mid-March (in person and before Covid restrictions) by Diana Francis on *Human Security – is it possible?* hosted as before by the University of Bristol. In October, an afternoon conference for AM Friends was organised around listening to voices from Israel and Palestine. The spring QPSW conference was cancelled so the appointed Friends did not attend.

At their meetings, the group has shared news of the variety of peace and sustainability activities in our Local Meetings and in the wider Bristol community. In February, individuals supported the Mayors for Peace art

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exhibition at the City Hall, and in November a white poppy wreath was laid at the Bristol Cenotaph with a message from the whole Area Meeting.

3.16.6. West of England Friends Housing Society (WEFHS)

The pandemic dominated the life of Friends and residents at WEFHS throughout the year. Avenue House (AH) is a 30 bedded care home and there are 18 self-contained flats in Kirwin and Lansdowne houses. Government guidance and Public Health England (PHE) soon set the parameters for dealing with the pandemic.

Social distancing, deep and regular cleaning, and the wearing of PPE by staff in AH served the community well for most of the year; however by the autumn a number of residents caught the virus and PHE declared an outbreak. National lockdowns prevented visits to residents even in the newly provided garden house in an effort to restrict the disease. Sadly two residents died of Covid related illness, while others recovered.

All four Board meetings and the AGM moved online, and the chair instituted weekly catch-up meetings for the Board. Good regular communication was crucial in keeping families informed through a weekly online meeting. Much activity with residents was curtailed. Vaccination of staff and residents in January 2021 has allowed some of the restrictions to be lifted but the virus looks to be around for some time to come.

3.16.7. Young Friends General Meeting (YFGM)

This has been a quiet year for our representation on YFGM it was agreed to reorganise the YFGM committees in future. Our representative provides a valued connection between AM and YFGM.

3.17. Safeguarding

The Area Meeting takes its responsibility for all safeguarding, especially children and vulnerable adults, very seriously. Safeguarding coordinators are appointed who are available for advice and assistance should occasion arise. The co-ordinators report to the Employment & Wellbeing Committee, and Trustees review the safeguarding policy and the safeguarding policy summary annually. This year has seen the retirement of one co-ordinator and the appointment of a new part-time administrator to oversee DBS checking. The safeguarding workshops at Local Meetings were suspended during lockdown, but will resume in due course.

3.18. Youth Work Development Pilot Programme

The West Region Youth Pilot Project was nimble and flexible in response to the huge changes imposed by the pandemic. Monthly *Young Friends Friday* meetings at Meeting Houses across Bristol allowing young people to get together to share food, play games and discuss pertinent themes, had to be abandoned. They were quickly replaced by weekly Friday Zoom sessions of games and discussions, and fortnightly virtual gatherings with our partner pilot project in Sheffield and Yorkshire.

Our youth worker was supported by two young adult Friends and another adult to provide weekly virtual lunch time sessions during the first lockdown, as well as Sunday evening Epilogues. The project has also been a conduit for young Friends to join national events including BYM Participation Day and Woodbrooke's Facilitation and Leadership course.

Project time has been given to building links across ages and to build relationships between young people, the youth project and the wider Quaker community. Our Youth Worker co-hosted two successful all age socials, *Meetings for Games* in two Local Meetings, and weekly informal self-directed crafting sessions for the whole

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AM. Young people identified they would like to think more about Black Lives Matter, and an all age group was established; co facilitated by Kirsty and a young adult Friend.

Young People's concern for Climate Justice has combined with the wider AM concern about Sustainability, and a Sustainability Champions group was set up, convened by our Youth Worker. The pilot project concludes at the end of May 2021. NCVO made a national evaluation and provided a very positive report which was well received by AM and Quaker Life Central Committee. The youth project is in an exciting place, developing and building on existing collaborations.

3.19. Website Editor and Administrator

The website Editor was a newly-created post in June, with the remit of working with the website Designer / Administrator to ensure that that the website pages are accurate, appropriate and up-to-date. The first task completed in 2020 was to define the purpose of the website, the responsibilities of the Editor, Administrator and AM Clerk, and produce some basic guidelines. This was completed in July, in consultation with key AM Friends, and subsequently circulated to all LM Clerks.

In liaison with Area and Local Meeting clerks, major updating has been achieved, to ensure that all Area and Local Meeting pages are up-to-date and provide a first point of contact for enquirers. This has been particularly important during the pandemic, when Meeting Houses were largely closed and most Meetings held online. Information for Members and Attenders on current and future events, and points of contact, was continuously updated. Information about Bristol's Area and Local Meetings was updated on the national Quaker website *Find a Meeting* pages. AM pages have been refreshed with new text, photos and a link to explain Quaker terms.

4. Reports of Local Meetings

4.1 General

The provision of public worship is the principal purpose of a Quaker Meeting. For much of the year, Covid restrictions have prevented Meetings for Worship to take place in our Meeting Houses, but all local meetings have met regularly online by Zoom, some have tried blended meetings whereby Friends may attend either on line or in person, and some Local Meetings have at some times of the year when regulations permitted been able to meet in the Meeting House with restricted numbers in a Covid secure way.

Each of our local meetings reports annually to Area Meeting and the reports are also printed in our AM Newsletter. They are all worthy of a further read, and so at the risk of making this report too long, all seven reports are set out in full, as witness to the full and varied life of our local meetings, which are the beating heart of Bristol Area Quaker Meeting.

4.2. Bedminster Quaker Local Meeting

For the first ten weeks of 2020, Bedminster Meeting continued activities at our meeting house as usual, with weekly meetings for worship on Sundays, regular meetings for children and young people, and shared lunches and discussion groups. However, for the rest of the year, our activities were affected by the coronavirus pandemic and the restrictions imposed by our government and by common sense. Our Elders, Overseers, Clerks team and others continually reviewed what was feasible and what we were comfortable with.

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Since the end of March, we have made considerable use of Zoom online video software for activities previously held at the meeting house. We were conscious that the greater use of technology is enabling for some Friends yet is less accessible for others, and we tried to provide support and alternatives such as mailing out printouts of key documents.

As the pandemic unfolded, we put Covid-secure measures in place at the Meeting House aimed at reducing the risk of virus transmission in accordance with government rules, professional advice and the guidance of the AM Covid group. For three months later in the year, we were thus able to hold worship at the Meeting House again for those who wished and were able. With effort and some investment in equipment, we achieved a reasonably successful blending of the concurrent worship online and in the meeting house. During the year, we have also experimented with the duration and start time of our Sunday worship.

In 2020, nearly all our meetings for worship included a reading from Quaker Faith & Practice. We held ten business meetings. Separate meetings for children and young people were held regularly, organised by a small hard-working team with appropriate safety measures in place. In particular, all helpers, whether in person or online, have been DBS-checked. A number of Bedminster Friends have served at Area Meeting and national level.

In February, we were sad to record the death of a member, and later in the year we welcomed a new baby to our community. In September, we were pleased to host the wedding of two Redland Friends at our meeting house, and in October we celebrated from afar the Quaker wedding of two Bedminster Friends at Watford. Overall, our numbers have grown slightly over the year with several newcomers joining us.

Our Overseers strived to make sure there was support in place where needed, most recently initiating the formation of "pods" as a way for Friends to keep in touch in small groups. We had the opportunity to join many discussion groups, including a series around the book *White Fragility* organised by our Elders. We were grateful for the enthusiastic activities organised by the Quaker Youth Worker which included an all-age online games evening in November. We circulated our subscriber hardcopies of *The Friend*, *Positive News* and QCEA's *Around Europe*. To help keep in touch, we started a weekly email Bedminster Bulletin which rapidly became a wide-ranging sharing of news, photos, artwork and articles as well as notices. Later, we reverted to a weekly email for notices and an occasional newsletter for longer items.

To maintain our outreach into the wider community, we tried to keep the information on our external notice board and webpages up to date. In January we had an article published in the local free newspaper, *the South Bristol Voice*.

Bedminster Meeting's 2020 finances were healthy with income exceeding expenditure for activities relating both to the property and to the life of the meeting. This is despite reductions in income from hirers, including a special agreement with Soundwell to waive their office rent for six months. Some hiring of the premises resumed in the autumn. We are unable to record the value of donations given to our monthly Good Causes in 2020, as Friends gave individually rather than through the collecting box for much of the year.

Throughout 2020 we have had an item on sustainability at all our business meetings, and have worked through the suggested topics from the Area Meeting champions. We have installed two more bicycle racks, had our existing solar PV panels optimised, and addressed many of the heat losses identified by the thermal survey at the end of 2019. Our garden has provided a welcome space for worship, fresh air and outdoor activity for families and individuals who would otherwise be restricted to their homes.

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4.3. Central Bristol Local Quaker Meeting

We share the anguish over the heavy worldwide impact of Covid-19, and whilst we were mostly fortunate to avoid infection, the crisis dominated our lives throughout 2020 and there have been personal tragedies and losses for some of us, and pressures for many of us.

The Life of the Meeting: Our Meeting in the centre of Bristol generally has a worshipping group of around 16-18 in person, and towards this level combined when small worship meetings have been permitted alongside online worship. Since March 2020 we have held online weekly Sunday and Wednesday Meetings for Worship and monthly Business Meetings. We have welcomed several visitors online throughout the year, some of whom are now regular attenders and hope their worship with us has been deeply satisfying.

Sadly, three of our community died this year due to non-Covid natural causes and we have been saddened and reduced by their passing. Our funeral advisors have helped relatives with arrangements, and we hope to hold memorial meetings when circumstances allow.

Before lockdown Elders and Overseers were able to arrange Meetings for Worship in the homes or hospitals of long-standing members who were unable to get to Meeting. We have found the roles of Elders and Overseers complement each other and have held regular joint online meetings as we have endeavoured to give those in need spiritual and social support. We welcomed an additional Overseer and additional Elder to our team during the Autumn and have found their service and discernment helpful.

A circle of support was set up in the Spring to enable Friends to offer personal support to others, and a growing series of online discussion, sharing and themed meetings have proved popular and helpful in maintaining outside contact for some and stimulation for those involved. Out of the crisis has come increased companionship and mutual support.

Living our testimonies: Despite long periods of closure or restricted use of the Meeting House and our Wardens on extended furlough, we have had periods of restricted use for worship and allowed educational use. We regret the way that this closure has impacted on the 12-step groups Fellowship Groups, refugee and asylum seeker support and many others. We have seen the donations and income that support our charitable activities and sustainability plummet but regret more deeply the social-justice work that is impeded by the essential restrictions.

At an early stage of the pandemic we identified the pressures that would be placed on support for the homeless and arranged to give control of the Meeting House to our charitable partners to prioritise the running of the Night Shelter and catering. When government public health rules suspended shared dormitory sleeping our partners switched their energies to supporting feeding the homeless taken into budget hotels using our House and commercial standard Servery kitchens. Hundreds of hot and cold meals were made on site and distributed daily. During the last third of December and into the first week of January we closed the building to allow socially distanced sequences of 'at table' service of hot meals and rotas of take-away meals. We are touched by the spirit of love shown by the volunteers with these charities and their tremendous efforts.

Following extension of and alterations to our Meeting House in 2019, building work to add a new room in our garden to create counselling and small group space was slowed by the pandemic, but is nearing completion with the reconfiguration of courtyard garden and frontage space yet to begin. We look forward to returning to actively pursuing social justice and supporting others in sympathy with our faith-led values and testimonies and to welcoming people and our own community to our Meeting House.

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For most of this year we lost the opportunity to interact as a community and missed our shared lunches and Quaker events. Any fleeting meetings have been socially distanced and be-masked. Our Meeting House has been a beacon of our values, acting as the focal point for the work of Feed the Homeless and other groups throughout. Guided and strengthened by the Spirit we have been able to love and care for one another in these most stressful of times. We would like to have done more, but have done much to uphold our values and live our beliefs.

4.4 Frenchay Local Quaker Meeting

Before the late March national lockdown due to the Coronavirus pandemic, we had our usual activities. We held meeting for Worship weekly in the meeting house, twice monthly Children's Meetings with up to 7 children, and monthly Meetings for Business. We held our New Year Party on 11th January, attended by 25 Friends aged 2 to 95. There was a women's sharing supper at the meeting house. We continued to collect clothes, food and toiletries for *Bristol Refugee Rights* as long as they were able to take things.

With lockdown this all changed. We held our first Zoom Meeting for Worship on 5th April, after some of us had joined the Area Meeting ones, soon getting used to Zoom for Meeting for Worship, Area Meetings and, from May, Local Meetings for Business, as well as for various committees. We sent representatives to all Area Meetings and they reported back. We reopened the meeting house for Worship on July 19th after a professional risk assessment and making it 'Covid Secure'. We decided to alternate in-person and online Meetings for Worship as several Friends were still shielding. The meeting house had to close again in November for the second lockdown and we decided to stay online only in December. The attendance has been 15-23 online and 10-18 in person. Average attendance at Business meetings increased online from 8 to 10.

We have been concerned about our lack of provision for the children. The eldest, 13, has attended the regional youth group, and children have been able to dip in and out of online meetings, but not use the children's room and materials. In the autumn we organised a popular garden leaf sweeping afternoon and then, in December, we began a monthly children's Zoom meeting, with them joining the rest of us after meeting to show what they had been doing.

We had several new enquirers. We set up a system of telephoning them to explore what they knew and explain Meeting for Worship with Covid restrictions. Three have joined us occasionally on Zoom and one or two in the meeting house. Ministry includes readings from Quaker Faith and Practice about twice a month. Some of us have joined Woodbrooke online courses.

Pastoral care: Communication has become more important this year, with people isolated at home, and socialising after Meeting very limited. We have used email more, including for notices, agendas, and our monthly newsletter, with paper copies available on request to post or hand deliver. Our entry on the Bristol Quakers website was updated. We have also kept in touch more by telephone.

Elders and Overseers have met online separately and together and endeavoured to keep in touch with everyone, and we share news of Friends after Meeting, particularly if some are ill. We've been delighted to welcome a new baby on Zoom. Since March we have held an informal online social meeting once or twice a week, attended by 3 to 8 people.

Sustainability: We set up a talking wall in the meeting house for ideas from Friends, and held a monthly discussion group, which continued online, on a variety of aspects from food to activism. We progressed plans for making the meeting house more sustainable with a thorough survey and various options from Anthesis, another from the CHEESE project – thermal imaging for heat loss from the building, and assessment for solar

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panels. We applied for and received planning permission for secondary double glazing and the solar panels and remedial work, which we hope to begin in 2021. The quinquennial survey was also carried out with long-term sustainability in mind, and several associated surveys. English Heritage re-evaluated its Listing and the meeting house retained its Grade 2. The Churches Conservation Trust surveyed it and offered to do routine maintenance checks but we decided we already covered these in an economical way.

We had been trying to car-share more and several members cycle or walk. With online meetings traffic emissions are nil.

Finance: Our Treasurer reports that the transition from Frenchay having its own bank account to the Area Meeting Treasurer managing accounts has been smooth. She has scrutinised the quarterly accounts and we have discussed them at business meetings. We began to consider use of our reserves.

Staffing: Our warden was furloughed in full from March, later part furloughed, and our cleaner was completely furloughed, with the warden doing the limited amount of cleaning required. Friend volunteers have not been able to help much with the garden this year. A Gingko tree was planted in a bare space in the garden in memory of a partner of one of our members.

Hirings have been limited for most of the year by Covid restrictions to at best only 20 in the main Meeting Room, 6 or 10 upstairs and 2 in the garden cottage. Only a very few small groups could use it, and one AA support group.

In this difficult year, the meeting has been an important community for many Friends despite the complexities of meeting. We hope to go forward stronger.

4.5. Horfield Local Quaker Meeting

Regular provision of Meeting for Worship: Horfield Friends have worshipped on Sunday from 10.30am throughout the year, despite pandemic. In March, responding to the increasing infection rate in Bristol, Area Meeting Trustees commissioned a professional risk assessment of our Meeting House. This showed that social distancing requirements limited us to a maximum of 16 worshippers in our main meeting room. As the crisis grew, national Lockdown restrictions meant that the Meeting House was not available for worship between 22 March and 30 August. On 22 March, however, we held our first online Meeting for Worship using the Zoom platform.

Elders have read from Advices and Queries during a number of our Meetings for Worship, and this has included passages from Bristol Area Meeting's *Sustainability Advices and Queries*.

Horfield's experience of online Worship: Initially, online Worship was held for 45 minutes followed by notices, collection and a virtual coffee session hosted by the Duty Elder. In general, we have been pleased with the extent to which Friends have been able to make use of the technology and surprised by the sense of presence and spiritual unity possible during online worship. Some Friends have not been able to worship online but the technology has meant that others who have difficulty getting to the Meeting House have been able to join in – including some Friends in other parts of the country and who live abroad. As we became more confident in the value of online worship, Elders progressively extended the length of worship to a full hour.

In July we set up a COVID-19 Working Group to prepare for the re-opening of the Meeting House for worship, which we anticipated might be possible in September. Informed of developments at other Meetings across the country through our Warden's involvement in Yearly Meeting's Talking Group and by support and guidance

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offered through Yearly Meeting, the group were keen to explore the emerging possibilities of Blended Worship through which Friends in the Meeting House could be joined by others worshipping online in their own homes.

Our Working Group ran a series of tests and trials which established the technical and health and safety practicality of Blended Worship. The group also produced role descriptions for Friends responsible for ensuring safe and meaningful worship. Protocols were also developed for safe distance marking in and outside the Meeting House, signage within the Meeting House, the use of face masks and hand sanitiser and a record sheet to be compiled by the Welcomer. Financial support from Area Meeting paid for the installation of a large video screen in the main Meeting Room so that online Friends could be seen by those at the Meeting House. With all of this in place, our first Blended Meeting for Worship was held on 30th August. Attendance at blended meetings has been comparable with that prior to the pandemic.

We have also run two Memorial Meetings for recently deceased Friends using the blended approach. Again, these have been enriched by the online involvement of Friends and relatives from other parts of the UK and indeed across the world – specifically Australia and Canada.

Meetings for Church Affairs: As is our normal practice, Meetings for Church Affairs have been held on the first Sunday of every month except April, August and December. In addition, an emergency Meeting for Church Affairs, which made the decision to move Meeting for Worship online, was held on 15th March. All subsequent Meetings for Church Affairs have been held online. An unanticipated advantage of this has been that the Clerk has been able to share and edit draft Minutes on screen.

We have been represented whenever Area Meeting has met in Session throughout the year, until March in person and since then online.

Children's Meeting: At the start of the year, we offered Children's' Meetings on the fourth Sundays of each month with limited attendance. Our COVID risk assessment precluded this from the end of March but since April, thanks to Yearly Meeting's Quaker Youth Project, there have been opportunities for our children and young people to take part in online activities with others in the AM.

The Portal Youth theatre, involving young people from our meeting together with other young people, performed their alternative nativity play, which this year was shared online, on the second Sunday of December. We have not held All Age Worship during 2020 but the baby son of two of our members, born in May, was introduced to Horfield Friends at the end of an online Meeting for Worship during the summer.

Pastoral Care: Our overseers have been stretched this year. At the start of 2020, we had only one overseer but another was appointed in July. Our three elders have met with overseers regularly throughout the year to share responsibility of oversight in our meeting.

Social Activities: A number of evening Epilogues were held online during the summer. We have continued our monthly sharing of our individual Spiritual Journeys, moving online from April onwards. Despite restrictions, a small group of Friends were able to meet in Ashton Court during the Christmas holidays for a much-needed walk.

Sustainability actions: Our AM Sustainability Champion has been joined in our Local Meeting by other Friends to look at how we can deepen our witness to sustainability. At the start of the year we introduced a talking wall and invited one another to share any changes we are making in our individual lives to live more sustainably or things we are thinking of doing but which require more effort from us. Beginning in December Elders have also organised a monthly Sustainability Hour to give Horfield Friends the opportunity to discuss

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sustainability issues. We have appreciated that holding Meetings for Worship online is more sustainable than Friends travelling to the Meeting House by car or public transport although previously a number of Friends would always walk to Meeting and one Friend cycled across Bristol.

Members and attenders: Sadly, three members of our Meeting died towards the end of 2020. One died in October and was buried at Lower Hazel burial ground in November followed by a Meeting for Worship to give thanks for her life at the Meeting House and online. Another died with COVID in December and had a private funeral. The third died in December and a Blended Meeting for Worship following her cremation was held on 1 December.

Representation on Quaker bodies: Horfield Friends have been appointed to the following roles within AM: BBC Radio Bristol Thought for the Day Broadcaster; Funeral Advisor; Membership Secretary and List of Members & Attenders Editor; Record Keeper (Nominations); Registering Officer; Safeguarding Coordinator; UWE Faith Representative. They have also served on the following national and international bodies: Friends World Committee for Consultation Staff Advisory Committee; QPSW International Peacebuilding Subcommittee and Quaker Life Representative Council.

Safeguarding: At Horfield DBS checks are required for Friends involved in our Children and Young People' Group and for regular volunteers at Horfield Friends Café who work with vulnerable adults.

4.6. Portishead Local Quaker Meeting

Regular provision of Worship: We held Meetings for Worship every Sunday at the Meeting House from January to the first Sunday in March 2020. Thereafter, the Coronavirus pandemic and subsequent Government guidelines meant that we could not hold Meetings for Worship at the Meeting House. Other Local Quaker Meetings provided an opportunity for Portishead Friends to join their zoom Meetings for Worship. This was most welcome until we were in a position to offer our own zoom Meetings for Worship.

Not everyone is comfortable with using Zoom and so we offered Friends and attenders a weekly *At Home* Meeting for Worship. This entailed emailing out a suggested reading, piece of music and a poem. Friends and Attenders were invited to share their suggestions for reflection. When restrictions were relaxed we opened the Meeting House for two Sundays in August. However, we returned to Zoom meetings thereafter due to ongoing government restrictions. We held one evening Meeting for Worship via Zoom in September.

We continue to use Advices and Queries on an ad hoc basis and have regular readings from Quaker Faith and Practice. Readings from QF&P are included in our meeting for Worship *At Home*. *Afterword* is invited at each Zoom Meeting for Worship. We advertised our Meetings for Worship on the Bristol Quakers Facebook page, Quakers at Portishead Facebook page and, along with other local churches, in Gordano Living Magazine.

We held bi-monthly Meetings for Worship for Church Affairs this year in person in January and March. The pandemic delayed our next MfWfCA until June, at which time we were in a position to offer meetings via Zoom. For the rest of the year we held monthly MfWfCA via Zoom.

In March 2020 Elders in our Meeting took the decision that further development of the Caring Circle within our Meeting would be beneficial to each member and attender. This meant we could all share the responsibility of oversight within our meeting. A new Caring Circle has been prepared ready for use from January 2021. We faced many challenges in 2020, but 'helping one another up with a tender hand' has strengthened our faith

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and given us hope for the future. Friends were kept informed of local and national Quaker news and events through weekly notices sent via email.

Members and attenders: we were pleased to welcome visitors to our Meeting, one of whom has returned and may continue to attend after lockdown. We welcomed one new attender. At the end of 2020 we have 11 members and 8 Attenders.

The interment of the ashes was recorded at Portishead Burial Ground on 27th October of a Friend who was an attender at Portishead Meeting for many years.

Regular activities of the Meeting: following a break, our QF&P study group moved online in November. Our initial discussion group sessions focused on the Quaker Testimonies. We hope, in 2021 to invite friends from the local community, to join us.

Our *Knit for Peace* group had to discontinue meeting due to Covid-19 restrictions but we continued to knit and crochet items at home. Our Meeting co-hosts *Crafting Together* with our Youth Development Worker. These varied age sessions were conducted via zoom and we had four sessions during November and December.

Four male Friends meet together over coffee when restrictions permit, as an informal men's support group.

Friends have had opportunities offered via Zoom to take part in Quaker webinars locally and nationally. These include Black Lives Matter, Quaker Voices on Mental Health, BYM Annual Lecture and many more.

We have two Elders with Oversight and gratefully acknowledge the hard work they do on our behalf. They supported Friends in managing the impact of Coronavirus on the life of our Meeting at Portishead.

Representation on Quaker and other bodies: our Clerk represents us at Churches Together Portishead (CTP) weekly zoom meetings. We played our part in a pre-recorded Christmas Assembly for Gordano School led by CTP. Our meeting supported and was represented at the CTP Drive-in Carols Event! The event raised funds for two local charities.

At the invitation of the RE teacher at Gordano School, we took part in a Q&A about Quakerism with their Year 10 pupils in November. We supported Holocaust Memorial Day (HMD) North Somerset in planning two events (in Portishead and Pill) to mark HMD in January. We have two Local Meeting representatives on the Fairtrade Portishead steering group who organised a launch event during Fairtrade Fortnight. We moved to using Fairtrade tea and coffee for refreshments at the Meeting House. At an individual level many local Friends are involved in a range of Community and voluntary activities, activism and support groups.

Sustainability actions: part of the burial ground was set aside last year for rewilding as per the *Blue Heart Campaign* to increase wildlife and biodiversity. AM engaged a contract gardener to maintain Portishead Burial Ground. He has planted wild flowers and plants and will continue to manage this area. We welcome the Bristol Sustainability Advice and Queries booklet which has been distributed to our members and Attenders. Our discussion group plans to discuss Sustainability in January 2021 based on the booklet.

Safeguarding: With regard to Safeguarding there were no concerns raised with the Safeguarding Coordinators. We are not in a position to provide a children's programme therefore parents are expected to supervise their children at all times. We are mindful that we could have vulnerable adults. We received a new safeguarding poster from the Area meeting Treasurer which has been displayed in the Meeting House.

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Hirers: At the beginning of the year the Hall was used by two regular hirers and for some one off bookings. However, the pandemic has closed our Hall to hirers since March 2020. During the year we agreed to join with other local meetings in pooling our resources. Under the guidance of our Treasurer and the AM Treasurer we were enabled to donate our surplus to the Quaker Mental Health Fund and to Central Bristol Meeting for its Night Shelter 365 project.

Improvements to our meeting room: We have authorised the following improvements to our Meeting Room, lighting, space heating, seating and notice boards which we hope will make the building a little more cosy and welcoming to visitors and our regular attenders. We look to the completion of these additions as soon as the current restrictions are lifted. We hope our meeting House will be considered for the installation of equipment and WiFi that will allow for the provision of blended worship as needed.

4.7. Redland Local Quaker Meeting

Regular provision of public worship: Meetings for worship have been held every Sunday at 11am and on the first and third Sunday of each month at 8.30am. Since 22 March all our meetings have been held online via Zoom, due to the pandemic. Worship is introduced and concluded by Elders with Oversight and *Advices and Queries* has been regularly read in ministry. Our experience of online worship has been largely positive, though we miss the warmth of face-to-face personal contact and the friendly informal talk which normally precedes and follows worship. Attendance has equalled, and often exceeded, the levels recorded last year.

Our early Zoom meetings welcomed in Friends from across Bristol. A minority of Redland Friends have opted out of online worship, but other Friends find online meetings easier to access. This includes Friends with health and mobility issues and a few who regularly join us from abroad. Some who dislike Zoom video have chosen to join by phone and have felt fully included. We hope to prolong the benefits of online worship by introducing blended worship when our Meeting House reopens (combining physical presence with Zoom access). We been regretfully unable to support meetings for worship at Avenue House and at Bristol University during the pandemic.

Children and young people: Children's Meetings are an integral part of Redland Meeting and have therefore also been organised online. The youngest children enjoy half an hour of singing, stories and games, before rejoining the adult meeting at 12 noon. Children aged 5-11 years take part in a range of activities linked to a broad theme which may also provide the basis for monthly all-age worship. Teenagers have their own monthly discussion meeting, organised through the regional Youth Project.

Our regional your worker has led an exciting range of activities throughout the year, drawing together younger and older Friends and encouraging young people to feel part of a national and international Quaker community. Young Friends from Redland Meeting have contributed to a Bristol Quaker Question Time, attended a BYM Participation Day, and contributed to writing and implementing Bristol Quakers' environmental strategy.

Other regular activities of the Meeting: Members and attenders at Redland Meeting are invited to join one of seven Sharing Circles which provide pastoral care and help Friends to know each other better. The Sharing Circles have been particularly important during the pandemic, offering personal contact to individuals and some shared social activities. Elders with Oversight meet monthly and develop plans which have strengthened the spiritual and communal life of our worshipping community.

Monthly Meetings for Learning have flourished during the pandemic, with particularly strong attendance for a series of reflective sessions about aspects of Quaker faith and practice. We have also organised virtual shared lunches on the second Sunday of each month, providing a forum for relaxed discussions and mutual support.

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Report of the trustees

For the year ended 31 December 2020

Whilst it has been impossible to sustain some activities during the pandemic, including Quaker Film Club and Singing before Worship, other groups have made a successful transition to Zoom. We continued a poetry-reading group, ran an anti-racist reading group and launched a Black Lives Matter discussion group which continues to meet weekly six months later. Redland Quakers continue to play an active role in environmental and peace work.

Redland Meeting is part of the BYM network of Sanctuary Everywhere meetings and our commitment to supporting people seeking sanctuary has found new expression in the development of a Sanctuary Housing Project proposal which will be brought to Local and Area Meetings for Business during 2021.

Redland Meeting for Business has met online since April 2020. Quaker business has also been carried forward through online meetings of many groups with specific functions within our Meeting. Attendance at Business Meetings remained quite low, apart from the September 2020 meeting which discerned our support for the sale of 128 Hampton Road (formerly Redland wardens' house). This meeting was preceded by a well-attended Threshing Meeting. During the year an important transition towards more centralised AM financial management was successfully completed.

The role of Redland Meeting's weekly notices has expanded during the pandemic. Notices now keep Friends in touch with the Meeting's business as well as with other Quaker activities and include weekly links for donations to the charities we support through Sunday Appeals. We continue to email out the monthly *Redland Newsletter*, offering space for more reflective pieces as well as for local news.

Members and attenders: At the end of 2020 Redland meeting had 108 members. We are sad to record the deaths of five Friends. We are happy to have welcomed nine Friends into membership, attached to Redland LM, and were also joined by two Friends transferring from Sussex East and Cambridgeshire Area Meetings respectively.

We are pleased to record two marriages of Redland members during 2020, one marriage taking place in Northumbria Area Meeting, and one taking place in Bedminster Meeting House.

Redland Meeting has welcomed fewer visitors and new attenders than usual during 2020, due to the pandemic. A small number of new attenders and enquirers have joined us through personal contacts and website publicity for our Meeting.

Representation on Quaker and other bodies: Redland Meeting contributes strongly to the worshipping life and business of Bristol Area Meeting. A gradual strengthening of this connection has been welcomed by many Friends. One member of our Meeting has recently been appointed to Quaker Life Central Committee, after many years of service with children and young people. Redland Meeting assists the work of Avenue House. We are represented at Churches Together in Clifton, Cotham and Redland, as well as within Cotham and Redland Welcome (community sponsorship of a Syrian refugee family).

Significant events during the year: The pandemic has brought grief and anxiety for many Friends, and economic hardship for some. Redland Meeting's biennial residential weekend at Ammerdown was sadly cancelled, due to the pandemic. All Meeting House room hiring came to an abrupt halt in March 2020. Probably the most significant event of 2020, apart from the pandemic itself, was the retirement of our wardens on 30 April 2020. We warmly thanked them both for their 18 years of service before turning our attention to future arrangements for wardenship and care of our Meeting House.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2020

During the spring and summer a listening journey led us to conclude that the former wardens' house should be sold. We decided to trial non-resident wardenship arrangements, and to divide the three key functions of wardenship between existing Area Meeting staff (the wardens at Horfield and Central Bristol Meetings), assisted by a commercial cleaning company and a strengthened Redland premises group.

These arrangements have been endorsed by AM and will be reviewed at an appropriate point in 2021. Meanwhile substantial building work is being carried out at our Meeting House during its closure. A new fire exit has been created, triple-glazed windows are being installed and an area of roofing is being replaced and fully insulated. Redland Meeting decided to meet most of this expense from its own surplus funds, rather than drawing on Area Meeting resources. The Meeting House has been equipped throughout with covid-proofing signage, in preparation for its eventual reopening in 2021.

Sustainability actions: Despite the pressures of the pandemic, Redland Meeting has sustained its commitment to supporting strong environmental policies and actions. We have contributed to initiatives led by Area Meeting, including the appointment of sustainability champions and the publication of a Declaration of Climate and Environmental Emergency. This declaration was sent to Britain Yearly Meeting, together with a minute of support for the Stop Ecocide movement which originated from discernment at Redland Meeting for Business (February 2020).

Sustainability remains an overriding concern for many members of Redland Meeting and some Friends have continued to engage in environmental activism, though several intended actions were curbed or prevented by the pandemic. Sustainability remains a guiding principle for the ongoing Meeting House improvements.

Safeguarding

DBS certificates are up-to-date within Redland Meeting.

4.8. Thornbury Local Quaker Meeting

Since March 2020, following the Government's measures to contain the spread of the corona virus, we have not met at The Chantry. Instead meeting for worship has been held each Sunday on Zoom from 10.00 - 11.00 am, followed by 30 minutes of discussion time. Friends have welcomed this and give thanks for the faithfulness of Friends who Sunday by Sunday have enabled it to happen. Attendance has been high, with one Friend able to join us from Italy.

Once the initial lockdown on meeting was relaxed we held small outdoor meetings for worship, at the same time of the Zoom meeting, for those Friends who were not in a position to join us fully on Zoom. This culminated in a blended meeting for worship with those on Zoom, which was a great joy. But then lockdown was re-imposed.

Meeting for worship for business has been held regularly on Zoom since September. We have now resumed our monthly appeals to support the Foodbank and other charities. £500 has been donated to Woodbrooke.

Extensive use has been made of our email link. Each Sunday a summary of the ministry in meeting and the after meeting discussion is given, together with news of Friends.

We have not been able to hold our midweek meetings nor our monthly shared lunches. However spiritual learning groups, held on Zoom, have been started. Individual Friends have been keeping in close contact with one another by email and telephone.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Report of the trustees

For the year ended 31 December 2020

Elders and Overseers have worked closely together for many years, holding meetings every six weeks to consider spiritual matters concerning the Meeting as well as the needs of individual Friends. Since the lockdown this co-operation has become even more close with Elders sharing in the oversight and Overseers taking responsibility for the right holding of meetings for worship. Friends have encouraged them in this and agree that in 2021 they should work and be known as the Elders and Overseers Team.

Two of our attenders have been accepted into membership. We were not able to undertake any outreach event to mark Quaker Week, but we have advertised our Zoom meetings for worship in the local press and magazines.

As regards our environmental concerns, we are pleased to report that because of the restrictions on meeting together our carbon footprint as a Meeting has been virtually nil.

We long for the opportunity to come together again face to face in meeting for worship. However, in the meantime we feel strongly supported by each other both materially and spiritually.

This report was approved by the Trustees on 14 May 2021 and signed on their behalf by

Catherine M Nile

Catherine Nile
Clerk to Trustees

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Opinion

We have audited the financial statements of Bristol Area Meeting of the Religious Society of Friends (Quakers) (the 'charity') for the year ended 31 December 2020 which comprise the statement of financial activities, balance sheet and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

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

Conclusions relating to going concern

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

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

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

Other information

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

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

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

We have nothing to report in this regard.

Matters on which we are required to report by exception

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

- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

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

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

Our responsibilities for the audit of the financial statements

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

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

Independent auditors' report

To the members of

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Use of our report

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

Godfrey Wilson Limited

Date: 17 May 2021

GODFREY WILSON LIMITED

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Statement of financial activities

For the year ended 31 December 2020

	Note	Endowment £	Restricted £	Unrestricted £	2020 Total £	Restated 2019 Total £
Income from:						
Donations and legacies	4	-	48,841	74,211	123,052	168,136
Charitable activities		-	-	3,384	3,384	10,025
Other trading activities	5	-	-	58,444	58,444	127,068
Investments	6	-	2,180	10,649	12,829	17,974
Total income		-	51,021	146,688	197,709	323,203
Expenditure on:						
Raising funds		3,198	-	75,468	78,666	130,594
Charitable activities		108,994	56,936	121,889	287,819	302,667
Total expenditure	8	112,192	56,936	197,357	366,485	433,261
Net income / (expenditure) before gains / losses		(112,192)	(5,915)	(50,669)	(168,776)	(110,058)
Net gains on investments		38,763	-	4,788	43,551	102,061
Net expenditure		(73,429)	(5,915)	(45,881)	(125,225)	(7,997)
Transfers between funds		(621,611)	(172,868)	794,479	-	-
Net movement in funds	10	(695,040)	(178,783)	748,598	(125,225)	(7,997)
Reconciliation of funds:						
Total funds brought forward		6,319,049	294,188	292,633	6,905,870	6,913,867
Total funds carried forward		5,624,009	115,405	1,041,231	6,780,645	6,905,870

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 18 to the accounts.

The 2019 comparatives have been restated for additional depreciation charges, as described in note 2 to the accounts, and for reanalysis of expenditure between activities as shown in note 8.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Balance sheet

As at 31 December 2020

	Note	£	2020 £	Restated 2019 £
Fixed assets				
Tangible assets	13		6,019,889	6,034,624
Investments	14		575,665	685,597
			6,595,554	6,720,221
Current assets				
Debtors	15	8,327		10,546
Cash at bank and in hand		269,078		294,418
		277,405		304,964
Liabilities				
Creditors: amounts falling due within 1 year	16	(92,314)		(119,315)
Net current assets			185,091	185,649
Net assets	17		6,780,645	6,905,870
Funds	18			
Endowment funds			5,624,009	6,319,049
Restricted funds			115,405	294,188
Unrestricted funds				
Designated funds			650,255	311,511
General funds			390,976	(18,878)
Total charity funds			6,780,645	6,905,870

Approved by the trustees on 14 May 2021 and signed on their behalf by

Catherine M Nile

Cathy Nile
Clerk

Paul Whitehouse

Paul Whitehouse
AM Treasurer

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

1. Accounting policies

a) Basis of preparation

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

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

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of reserves. The trustees continue to monitor the impact that Covid-19 is having on operations and are taking actions to minimise their effect on the long term reserves of the charity. Under all of the scenarios reviewed, the charity has sufficient reserves to continue as a going concern for the foreseeable future. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

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

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

d) Investment income

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

Investment income generated from endowment funds is either restricted or unrestricted, depending on the terms of the endowment fund.

e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

f) Funds accounting

Endowment funds are funds which are held on trust to be retained for the benefit of the charity as a capital fund. Where the Trustees must permanently maintain the whole of the fund it is referred to as permanent endowment and such a fund cannot normally be spent as if it were income. Where the trustees have a power of discretion to convert endowed capital into income, it is referred to as expendable endowment.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity. The aim and use of each restricted fund is set out in the notes to the financial statements.

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

g) Grants payable

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

h) Expenditure and irrecoverable VAT

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

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

Expenditure on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes, and includes costs of all fundraising activities including direct staff time, investment management fees and any associated support costs.

Expenditure on charitable activities is incurred on directly undertaking the activities which directly further the charity's objectives, including any associated support costs.

i) Allocation of support and governance costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between the costs of raising funds and charitable activities on the following basis:

	2020	2019
Raising funds	50%	50%
Charitable activities	50%	50%

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

j) Tangible fixed assets

The freehold properties carried in the accounts consist of Meeting Houses and Burial Grounds and the title deeds are held in the name of Friends Trusts Limited. Historical costs were not known and the cost values were based on reinstatement values for insurance purposes, which were considered to represent deemed cost on transition to FRS102 at 1 January 2014.

Other tangible fixed assets are initially recognised at cost, which includes all costs incurred to bring the asset into its intended working condition. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Freehold land	No depreciation charged
Freehold buildings	50 years straight line
Property improvements	20 years straight line
Equipment	5 years straight line

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

k) Listed investments

Investments in quoted shares, traded bonds and similar investments are measured initially at cost and subsequently at fair value (their market value). The statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

l) Unlisted investments

Unlisted investments comprise investments in co-operative share capital, which are held at fair value. As co-operative shares do not appreciate in value, the fair value is deemed to be the same as historic cost less impairment.

m) Debtors

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

n) Cash at bank and in hand

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

o) Creditors

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

p) Concessionary loans

The charity has received social investments made exclusively to further its charitable aims in the form of concessionary loans. Concessionary loans are recognised when the commitment is entered into and the relevant loan documentation has been completed. The loans are initially recognised and measured at the amount received, with the carrying amount adjusted in subsequent years to reflect repayments.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

q) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

r) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

s) Accounting estimates and key judgements

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

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

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

Freehold land and buildings

As described in note 1j to the financial statements, the freehold properties were initially recognised at deemed cost, which was based on historic reinstatement values for insurance purposes. The split between land and buildings has been estimated on the basis of local government estimates for the value of land determined in 2014, and approximate hectarage of the land. The total deemed cost of the land is estimated at £899,000.

Depreciation

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

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

2. Change in accounting policies

Depreciation of freehold properties

The opening funds and prior period have been restated for depreciation charged on freehold properties since transition to FRS102 at 1 January 2014. This has affected the following balances:

Balances brought forward at 1 January 2019

	Fixed assets: Freehold property £	Endowment funds £	Total funds £
As originally stated	6,348,702	6,921,973	7,458,837
Additional depreciation	<u>(544,970)</u>	<u>(544,970)</u>	<u>(544,970)</u>
Restated at 1 January 2019	<u>5,803,732</u>	<u>6,377,003</u>	<u>6,913,867</u>

Balances carried forward at 31 December 2019

	Fixed assets: Freehold property £	Endowment funds £	Total funds £
As originally stated	6,348,702	6,973,013	7,559,834
Additional depreciation	<u>(653,964)</u>	<u>(653,964)</u>	<u>(653,964)</u>
Restated at 31 December 2019	<u>5,694,738</u>	<u>6,319,049</u>	<u>6,905,870</u>

Expenditure

Total expenditure recognised in 2019 has been affected as follows:

	2019 £
As originally stated	324,267
Additional depreciation	<u>108,994</u>
Restated for the year ended 31 December 2019	<u>433,261</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

3. Prior period comparatives: statement of financial activities

	Endowment £	Restricted £	Unrestricted £	Restated 2019 Total £
Income from:				
Donations and legacies	-	113,695	54,441	168,136
Charitable activities	-	-	10,025	10,025
Other trading activities	-	-	127,068	127,068
Investments	-	5,450	12,524	17,974
Total income	-	119,145	204,058	323,203
Expenditure on:				
Raising funds	3,658	-	126,936	130,594
Charitable activities	108,994	17,158	176,515	302,667
Total expenditure	112,652	17,158	303,451	433,261
Net income / (expenditure) before gains / losses	(112,652)	101,987	(99,393)	(110,058)
Net gains on investments	94,937	-	7,124	102,061
Net income / (expenditure)	(17,715)	101,987	(92,269)	(7,997)
Transfers between funds	(40,239)	75,239	(35,000)	-
Net movement in funds	(57,954)	177,226	(127,269)	(7,997)

4. Income from donations and legacies

	Restricted £	Unrestricted £	2020 Total £
Donations	48,841	52,042	100,883
CJRS grant	-	22,169	22,169
	48,841	74,211	123,052
Prior period comparative:			2019 Total £
Donations	113,695	54,441	168,136

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

5. Income from other trading activities

	Restricted £	Unrestricted £	2020 Total £	2019 Total £
Lettings income	-	47,595	47,595	118,782
Feed-in tariff	-	10,039	10,039	8,286
Misc income	-	810	810	-
	<u>-</u>	<u>58,444</u>	<u>58,444</u>	<u>127,068</u>

All income from other trading in the prior year was unrestricted.

6. Income from investments

	Restricted £	Unrestricted £	2020 Total £
Dividends and interest from investments	2,180	8,889	11,069
Bank interest	-	1,760	1,760
Total income from investments	<u>2,180</u>	<u>10,649</u>	<u>12,829</u>
Prior period comparative:			
	Restricted £	Unrestricted £	2019 Total £
Dividends and interest from investments	4,953	11,249	16,202
Bank interest	497	1,275	1,772
Total income from investments	<u>5,450</u>	<u>12,524</u>	<u>17,974</u>

7. Government grants

The charity received government grants, defined as funding from Coronavirus Job Retention Scheme during the year. The total value of such grants in the period ending 31 December 2020 was £22,169. There are no unfulfilled conditions or contingencies attaching to these grants.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

8. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2020 Total £
Staff costs (note 11)	32,021	32,021	2,483	66,525
Grants payable (note 9)	-	57,519	-	57,519
Other meetings donations	-	1,110	-	1,110
Bank charges	-	-	279	279
Cleaning	-	-	732	732
Energy	-	-	12,286	12,286
Gardening	-	2,475	-	2,475
Hospitality	-	5,397	-	5,397
Insurances	-	-	8,741	8,741
Ministry/library	-	3,694	-	3,694
Other professional services	-	-	3,150	3,150
Property repairs / maintenance	-	-	36,510	36,510
Staff housing costs	-	-	4,902	4,902
Waste disposal, water and sewerage	-	-	2,792	2,792
Rent	-	381	-	381
Depreciation	-	142,170	-	142,170
Office and other costs	-	-	1,340	1,340
Investment management fees	3,593	-	-	3,593
Audit and accounting fees	-	-	12,889	12,889
Sub-total	35,614	244,767	86,104	366,485
Allocation of support and governance costs	43,052	43,052	(86,104)	-
Total expenditure	78,666	287,819	-	366,485

Total governance costs were £13,924.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

8. Total expenditure

Prior period comparative

	Raising funds £	Charitable activities £	Support and governance costs £	Restated 2019 Total £
Staff costs (note 11)	39,397	39,397	3,056	81,850
Grants payable (note 9)	-	9,851	-	9,851
Other meetings donations	-	13,050	-	13,050
Advertising/promotional	-	1,445	-	1,445
Bank charges	-	-	310	310
Cleaning	-	-	424	424
Construction costs	-	-	1,230	1,230
Energy	-	-	13,394	13,394
Gardening	-	3,068	-	3,068
Hospitality	-	11,859	-	11,859
Insurances	-	-	7,758	7,758
Ministry/library	-	8,568	-	8,568
Other professional services	-	-	7,971	7,971
Property repairs / maintenance	-	-	102,145	102,145
Staff housing costs	-	-	5,834	5,834
Waste disposal, water and sewerage	-	-	3,781	3,781
Youth worker	-	7,171	-	7,171
Rent	-	2,070	-	2,070
Depreciation	-	118,987	-	118,987
Office and other costs	-	-	19,498	19,498
Investment management fees	3,997	-	-	3,997
Audit and accounting fees	-	-	9,000	9,000
Sub-total	43,394	215,466	174,401	433,261
Allocation of support and governance costs	87,200	87,201	(174,401)	-
Total expenditure	130,594	302,667	-	433,261

Total governance costs were £10,274. The prior period has been restated for additional depreciation charges (see note 2) and for reanalysis of costs between activities.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

9. Grants and donations payable

	2020 £	2019 £
Grants to institutions (32 institutions, 2019: 5)	54,786	8,924
Grants to individuals (15 individuals, 2019: 10)	2,733	927
	<u>57,519</u>	<u>9,851</u>

10. Net movement in funds

This is stated after charging:

	2020 £	Restated 2019 £
Depreciation	142,170	118,987
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses (2 trustees, 2019: 6)	286	3,159
Auditors' remuneration:		
▪ Statutory audit (including VAT)	8,000	9,000
▪ Other services	599	-
	<u>8,000</u>	<u>9,000</u>
	<u>599</u>	<u>-</u>

11. Staff costs and numbers

Staff costs were as follows:

	2020 £	2019 £
Salaries and wages	64,371	78,929
Pension costs	2,154	2,921
	<u>66,525</u>	<u>81,850</u>

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

The key management personnel of the charitable company comprise the Trustees, who did not receive any remuneration during the current or prior year.

	2020 No.	2019 No.
Average full time equivalents	2.00	3.00
Average head count	<u>7.00</u>	<u>9.00</u>

12. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

13. Tangible fixed assets

	Freehold property (restated) £	Property improvements £	Equipment £	Total £
Cost				
At 1 January 2020	6,348,702	300,180	49,964	6,698,846
Additions in year	-	115,421	12,014	127,435
At 31 December 2020	6,348,702	415,601	61,978	6,826,281
Depreciation				
Restated at 1 January 2020	653,964	-	10,258	664,222
Charge for the year	108,994	20,780	12,396	142,170
At 31 December 2020	762,958	20,780	22,654	806,392
Net book value				
At 31 December 2020	5,585,744	394,821	39,324	6,019,889
Restated at 31 December 2019	5,694,738	300,180	39,706	6,034,624

14. Investments

	Rathbones funds £	Unlisted investments £	2020 £	2019 £
Market value at 1 January 2020	665,597	20,000	685,597	637,065
Additions	49,759	-	49,759	42,501
Disposals proceeds	(194,204)	-	(194,204)	(83,576)
Gains / (losses)	43,551	-	43,551	102,061
Movement in cash balance	(9,038)	-	(9,038)	(12,454)
Market value at 31 December 2020	555,665	20,000	575,665	685,597
Represented by:				
Listed investments	539,537	-	539,537	640,431
Unlisted investments	-	20,000	20,000	20,000
Cash	16,128	-	16,128	25,166
	555,665	20,000	575,665	685,597
Historic cost at 31 December	336,812	20,000	356,812	453,478

Unlisted investments comprise an investment co-operative share capital, which do not appreciate in value. The investment is reviewed annually for any diminution in value and is believed to be worth the amount stated in the balance sheet.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

15. Debtors

	2020 £	2019 £
Other debtors	<u>8,327</u>	<u>10,546</u>

16. Creditors : amounts due within 1 year

	2020 £	2019 £
Loans	63,000	63,000
Trade creditors	19,980	44,935
Accruals	7,784	9,000
Other taxation and social security	1,470	1,886
Pension costs	<u>80</u>	<u>494</u>
	<u>92,314</u>	<u>119,315</u>

Loans comprises a short term loan from the Triodos Foundation, which commenced in August 2019 and is repayable in June 2021, following an extension of the term. No interest is charged.

17. Analysis of net assets between funds

	Endowment funds £	Restricted funds £	Unrestricted funds £	Total funds £
Tangible fixed assets	5,585,744	-	434,145	6,019,889
Investments	36,265	96,459	442,941	575,665
Current assets	2,000	18,946	256,459	277,405
Current liabilities	<u>-</u>	<u>-</u>	<u>(92,314)</u>	<u>(92,314)</u>
Net assets at 31 December 2020	<u>5,624,009</u>	<u>115,405</u>	<u>1,041,231</u>	<u>6,780,645</u>
Prior year comparative:	Endowment funds £	Restricted funds £	Unrestricted funds £	Restated total funds £
Tangible fixed assets	5,694,738	252,774	87,112	6,034,624
Investments	582,117	-	103,480	685,597
Current assets	42,194	41,414	221,356	304,964
Current liabilities	<u>-</u>	<u>-</u>	<u>(119,315)</u>	<u>(119,315)</u>
Restated net assets at 31 December 2019	<u>6,319,049</u>	<u>294,188</u>	<u>292,633</u>	<u>6,905,870</u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

18. Movements in funds

	At 1 January 2020 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2020 £
Endowment funds						
<i>Permanent endowments:</i>						
BQ Loan Funds	2,000	-	-	-	-	2,000
Somerset Charities	30,902	-	(162)	1,963	3,562	36,265
Land and buildings	5,694,738	-	(108,994)	-	-	5,585,744
<i>Expendable endowments:</i>						
Friends Relief Fund	36,445	-	(191)	2,315	(38,569)	-
Women's Fund	57,380	-	(301)	3,645	(60,724)	-
Not Necessarily Friends	583	-	-	-	(583)	-
General Repairs Fund	11,501	-	-	-	(11,501)	-
Friends School Charity	232	-	(2)	15	(245)	-
Bristol Education Fund	3,338	-	(17)	212	(3,533)	-
Long term investments	481,930	-	(2,525)	30,613	(510,018)	-
Total endowment funds	6,319,049	-	(112,192)	38,763	(621,611)	5,624,009
Restricted funds						
Somerset Charities Income	1,623	-	-	-	(1,623)	-
Friends Relief Fund	1,373	648	(3,800)	-	38,569	36,790
Women's Fund	2,588	1,021	(4,664)	-	60,724	59,669
Not Necessarily Friends	335	-	(918)	-	583	-
Friends School Charity	5,695	147	-	-	245	6,087
Bristol Education Fund	-	49	(1,438)	-	3,533	2,144
Horfield Memory Cafe	453	109	(171)	-	-	391
Library	3,189	-	(158)	-	-	3,031
Central Refurbishment Fund	20,000	-	-	-	(20,000)	-
Weekly Committee	5,255	846	(931)	-	-	5,170
Young Friends' Fund	503	-	(503)	-	-	-
Holocaust Memorial Day	400	206	(606)	-	-	-
NS365 (fixed asset)	252,774	2,125	-	-	(254,899)	-
Appeals for Others	-	45,870	(43,747)	-	-	2,123
Total restricted funds	294,188	51,021	(56,936)	-	(172,868)	115,405

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

18. Movements in funds (continued)

	At 1 January 2020 £	Income £	Expenditure £	Gains/ (losses) £	Transfers between funds £	At 31 December 2020 £
Unrestricted funds						
<i>Designated funds:</i>						
Bedminster LM	5,104	3,281	(1,293)	-	(408)	6,684
Camp	6,434	-	-	-	-	6,434
Camp Bursaries	508	-	-	-	-	508
Central LM	11,752	3,446	(1,123)	-	-	14,075
Frenchay LM	77,083	6,443	(1,164)	-	(11,753)	70,609
Horfield LM	38,875	4,315	(1,954)	-	(19,903)	21,333
Nash Legacy	2,000	-	-	-	-	2,000
Portishead LM	8,256	2,158	(1,746)	-	(2,000)	6,668
Redland LM	106,573	15,480	(2,744)	-	(32,326)	86,983
Repairs Fund	249	-	-	-	(249)	-
Thornbury LM	1,855	1,740	(2,779)	-	-	816
Somerset charities	14,942	-	-	-	(14,942)	-
NS365 (fixed asset)	37,880	-	-	-	(37,880)	-
Fixed assets fund	-	-	-	-	434,145	434,145
<i>Total designated funds</i>	<u>311,511</u>	<u>36,863</u>	<u>(12,803)</u>	<u>-</u>	<u>314,684</u>	650,255
General funds	<u>(18,878)</u>	<u>109,825</u>	<u>(184,554)</u>	<u>4,788</u>	<u>479,795</u>	390,976
Total unrestricted funds	<u>292,633</u>	<u>146,688</u>	<u>(197,357)</u>	<u>4,788</u>	<u>794,479</u>	1,041,231
Total funds	<u>6,905,870</u>	<u>197,709</u>	<u>(366,485)</u>	<u>43,551</u>	<u>-</u>	6,780,645

Purposes of endowment and restricted funds

Bristol Quakers (BQ) Loan Funds To make loans to Friends in need, giving preference to loans for furthering their careers.

Somerset Charities For the relief of poverty and other charitable purposes such as education or apprenticeship. Upon review, the income generated from this fund is deemed to be unrestricted. Brought forward balances in restricted and designated funds have therefore been transferred to general funds this

Land and buildings All freehold property is shown as held on permanent endowment for general charitable purposes, although Bedminster, Central Bristol, Horfield and Redland Meeting Houses are in fact unrestricted freehold property. They appear to have been wrongly classified by the Charity Commission in the 2012 Scheme. The Commission has been approached to rectify this before the end of 2021. Expenditure against this fund represents depreciation charges.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

18. Movements in funds (continued)

Purposes of endowment and restricted funds (continued)

Friends Relief Fund	To assist needy Friends.
Women's Fund	To assist needy women Friends.
Not Necessarily Friends	To assist needy persons, not necessarily Friends. The balance remaining of this fund was used for the improvements at Central Bristol Meeting House.
General Repairs Fund	For the upkeep and maintenance of the properties, including burial grounds. The balance has been transferred to the fixed asset designated fund, for property improvements capitalised during the year.
Friends School Charity	For the education of Friends' children.
Bristol Education Fund	For the education of needy Friends or those connected with the Society and their children.
Long term investments	These have been transferred to general funds in the current year.
Horfield Memory Cafe	To provide for the setting up and maintenance of a cafe where those suffering from dementia and their carers can meet regularly.
Library	For the upkeep of old Quaker books.
Central Refurbishment Fund	Donations received towards planned refurbishment of the Central Meeting House. The balance has been transferred to the fixed asset designated fund, for property improvements capitalised during the year.
Weekly Committee	To provide financial support to those Members and Attenders within Bristol Area Meeting who are struggling financially.
Young Friends' Fund	To assist the children of Friends (who are below 25 years of age) at the start of their careers.
Holocaust Memorial Day	To use for memorial day activities.
NS365 (fixed asset)	An extension to Central Bristol Meeting House in order to provide better facilities for users of Caring in Bristol's Shelter 365 project. Improvements carried out during the year were added to this and the balance transferred to the fixed asset designated fund.
Appeals for Others	Funds received specifically for organisations and projects that we support that we pass on including gift aid.

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

18. Movements in funds (continued)

Purposes of designated funds

Designated funds represent amounts set aside for specific purposes, principally for repairs and maintenance of buildings. Also included in designated funds are funds for the specific Local Meetings.

Transfers relate to funds transferred between individual area bank accounts, funds transferred to the fixed asset fund for property improvements and to align records from prior periods.

Prior period comparative

	Restated at 1 January 2019 £	Income £	Expenditure (restated) £	Gains/ (losses) £	Transfers between funds £	At 31 December 2019 £
Endowment funds						
<i>Permanent endowments:</i>						
BQ Loan Funds	2,000	-	-	-	-	2,000
Somerset Charities	28,249	-	(133)	2,786	-	30,902
Land and buildings	5,803,732	-	(108,994)	-	-	5,694,738
<i>Expendable endowments:</i>						
Friends Relief Fund	31,331	-	(203)	5,317	-	36,445
Women's Fund	49,329	-	(320)	8,371	-	57,380
Not Necessarily Friends	25,622	-	(166)	4,348	(29,221)	583
General Repairs Fund	9,887	-	(64)	1,678	-	11,501
Friends School Charity	9,454	-	(61)	1,604	(10,765)	232
Bristol Education Fund	3,087	-	(20)	524	(253)	3,338
Long term investments	414,312	-	(2,691)	70,309	-	481,930
Total endowment funds	6,377,003	-	(112,652)	94,937	(40,239)	6,319,049
Restricted funds						
Somerset Charities Income	-	2,133	(510)	-	-	1,623
Friends Relief Fund	584	789	-	-	-	1,373
Women's Fund	1,345	1,243	-	-	-	2,588
Not Necessarily Friends	793	519	-	-	(977)	335
Friends School Charity	4,739	191	(10,000)	-	10,765	5,695
Bristol Education Fund	(331)	78	-	-	253	-
Horfield Memory Cafe	2,505	681	(2,733)	-	-	453
Library	3,290	30	(131)	-	-	3,189
Central Refurbishment Fund	97,412	-	(934)	-	(76,478)	20,000
Weekly Committee	6,122	1,983	(2,850)	-	-	5,255
Young Friend's Fund	503	-	-	-	-	503
Holocaust PD	-	400	-	-	-	400
NS365 (fixed asset)	-	111,098	-	-	141,676	252,774
Total restricted funds	116,962	119,145	(17,158)	-	75,239	294,188

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

18. Movements in funds (continued)

Prior period comparative (continued)

	Restated at 1 January 2019 £	Income £	Expenditure (restated) £	Gains/ (losses) £	Transfers between funds £	At 31 December 2019 £
Unrestricted funds						
<i>Designated funds:</i>						
Bedminster LM	15,433	13,844	(9,427)	-	(14,746)	5,104
Camp	6,062	5,389	(5,017)	-	-	6,434
Camp Bursaries	490	18	-	-	-	508
Central LM	15,263	43,192	(31,819)	-	(14,884)	11,752
Frenchay LM	107,199	24,032	(30,656)	-	(23,492)	77,083
Horfield LM	50,639	35,098	(25,422)	-	(21,440)	38,875
Nash Legacy	2,000	-	-	-	-	2,000
Portishead LM	9,262	4,475	(2,710)	-	(2,771)	8,256
Redland LM	136,686	48,454	(53,086)	-	(25,481)	106,573
Repairs Fund	-	249	-	-	-	249
Thornbury LM	2,268	1,887	(1,820)	-	(480)	1,855
Somerset charities	13,724	-	(61)	1,279	-	14,942
NS365 (fixed asset)	-	-	-	-	37,880	37,880
<i>Total designated funds</i>	<u>359,026</u>	<u>176,638</u>	<u>(160,018)</u>	<u>1,279</u>	<u>(65,414)</u>	<u>311,511</u>
General funds	<u>60,876</u>	<u>27,420</u>	<u>(143,433)</u>	<u>5,845</u>	<u>30,414</u>	<u>(18,878)</u>
Total unrestricted funds	<u>419,902</u>	<u>204,058</u>	<u>(303,451)</u>	<u>7,124</u>	<u>(35,000)</u>	<u>292,633</u>
Total funds	<u><u>6,913,867</u></u>	<u><u>323,203</u></u>	<u><u>(433,261)</u></u>	<u><u>102,061</u></u>	<u><u>-</u></u>	<u><u>6,905,870</u></u>

Bristol Area Meeting of the Religious Society of Friends (Quakers)

Notes to the financial statements

For the year ended 31 December 2020

19. Financial instruments at fair value

	2020	2019
	£	£
Financial assets measured at fair value	<u>559,537</u>	<u>660,431</u>

Financial assets measured at fair value comprise listed and unlisted investments.

20. Related party transactions

The trustees are not aware of any related party transactions in the current or prior period.

21. Capital commitments

At 31 December 2020, the charity had entered into an agreement for purchase and installation of new windows for the Redland Meeting House for a price of £35,000, which had not been invoiced at year end.