

Appendix One

THAXTED AREA MEETING OF THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN

Registered as a Charitable Incorporated Organisation (CIO) in June 2021
Charity number: 1194893

Trustees' Report for the year ending 31 December 2024

Address: Quaker Meeting House, High Street, Saffron Walden, Essex CB10 1AA

Friends who served as trustees in 2024: John Capper, Karl Gibbs, Timothy Regan (Treasurer), Heather Kent, Mark Pivac, Jonathan Morrell (Clerk)

Holding Trustees from June 2021: Friends Trusts Ltd, Friends House, 173 Euston Road, London NW1 2BJ

Bankers: The Co-operative Bank Ltd, PO Box 260, Delf House, Skelmersdale WN8 6WT; and Barclays Bank PLC, 23 High Street, Royston SG8 9AB

Independent Examiners: Bentens, Abbey House, High Street, Saffron Walden CB10 1AF

Solicitors: Tees Law, 68 High Street, Saffron Walden, CB11 1AD

Structure, Governance and Management

Thaxted Area Meeting is the main local meeting for church affairs and comprises four Local Quaker Meetings:

Saffron Walden (membership 48, average attendance 22)

Stansted (membership 7, average attendance 7)

Bardfield (membership 9, average attendance 7)

Dunmow (membership 3, average attendance 3)

Total membership at the end of 2024 was 67, with 37 listed attenders. One death and one application for membership were recorded during the year.

The Area Meeting set up a working group to examine the viability of Dunmow Local Meeting.

Each Local Meeting manages its own Meeting House, reporting to and seeking advice from trustees as appropriate. Financial contributions to Area Meeting funds are agreed annually in a session of Area Meeting.

A Constitution as a Charitable Incorporated Organisation (CIO) was adopted in April 2021 by Minute 08.04.21.3(a), replacing the previous governing document. The object of the Constitution is the furtherance of the general and religious purposes of the Religious Society of Friends (Quakers) in Britain, within the geographical boundaries of Thaxted Area Meeting and beyond.

Appointment of Trustees

Trustees are appointed by Area Meeting in session, following nomination by the Area Meeting Nominations Committee, for an initial period of three years. Friends may agree to renomination for a further three years, after which they normally step down.

New trustees are provided with a copy of the governing document, minutes and supporting papers from the previous year, and are directed to the Britain Yearly Meeting website for the trustees' manual and other relevant resources. Trustees are asked to undertake safeguarding training and are encouraged to attend BYM or Woodbrooke training on trusteeship.

Finance

Trustees set fiscal reserves annually and submit a proposed budget to Area Meeting in session. Accounts are examined and approved each year by the independent examiner and submitted by the Treasurer to Britain Yearly Meeting and the Charity Commission. The 2024 accounts have been approved and uploaded to the Commission's website.

Margaret Stubbs Memorial Fund (MSMF)

The Margaret Stubbs Memorial Fund was established for the property at 2 Springhill Road, Saffron Walden (a house with garden and an allotment to the rear), a bequest from Friend Jean Stubbs, and to support the bursary fund at Friends School, Saffron Walden (later Walden School).

Thaxted Friends also give financial support to the central work of Britain Yearly Meeting. In addition, generous contributions are made to other Quaker and - through designated appeals- non-Quaker charities that align with our Quaker witness.

Property Owned by the Area Meeting

Non-Meeting House properties

2 Springhill Road, Saffron Walden: a residential property let to tenants and managed by Arkwrights Ltd, Saffron Walden

Rear allotment at 2 Springhill Road: managed by a local committee for public benefit. The group reports annually to Saffron Walden Local Meeting, which in turn reports to trustees

69 High Street, Saffron Walden: a commercial property with two tenants, managed by Arkwrights Ltd

69a High Street, Saffron Walden: the warden's residence

Meeting Houses

Bardfield Friends Meeting House

Dunmow Friends Meeting House

Saffron Walden Friends Meeting House

Stansted Friends Meeting House

Employment

The Area Meeting employs a part-time warden, who lives in the house next to the Saffron Walden Meeting House. The warden is overseen by a line manager who reports to the Saffron Walden Resources Committee. The warden is paid the National Living Wage, pro rata, for 25 hours per week.

Public Benefit – General Statement

Our Meeting Houses offer public worship each Sunday morning, with provision for children where appropriate. Saffron Walden and Stansted Meetings also offer blended Meetings for Worship via Zoom, and some midweek meetings are available. Contact details for our meetings are published on the Area Meeting website.

All Meeting Houses are available for hire by the public for a range of activities, providing opportunities for people to learn about Quakers and helping raise funds for maintenance, improvement, and other Quaker causes.

Sustainability

The continued use of the Zoom platform for worship and business meetings has helped reduce the Area Meeting's carbon footprint.

Risks

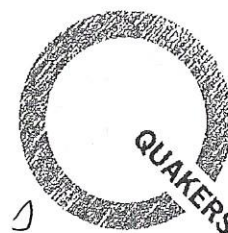
Trustees regularly review risks in the areas of finance, property, safeguarding, and governance. Major risks identified include the cost of maintaining our Meeting Houses, the financial sustainability of lettings, and ensuring continued compliance with safeguarding and health and safety requirements.

Trustees manage these risks by maintaining adequate reserves, appointing responsible officers, keeping policies under regular review, and seeking professional advice where needed. In 2024, a quinquennial survey of all properties was commissioned to inform future repairs and improvements.

Trustees' Aims for 2025

Trustees are grateful to all who serve the Area Meeting and the wider Quaker community in Britain and beyond. We look forward to the year ahead, upholding Quaker practice and sustained by faith, community, and shared witness. Trustees will continue to fulfil their responsibilities as a Charitable Incorporated Organisation.

RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)



THAXTED AREA MEETING

Annual Accounts for the year ending 31 December 2024

The report and accompanying accounts cover the financial affairs of Thaxted Area Meeting consolidated with those of its four constituent meetings, namely Bardfield, Dunmow, Saffron Walden and Stansted Local Meetings.

As a charity the full title is "Thaxted Area Quaker Meeting of the Religious society of Friends (Quakers) in Britain", Thaxted Area Meeting in short, Registered number 1194893.

Although the Area Meeting, through its trustees, is ultimately responsible in practice the care and maintenance of the Meeting Houses and other properties is undertaken by the Local Meetings and this is reflected in their accounts.

The Trustees have an agreed reserves policy and review the reserves each year.

All the accounts have been examined by a qualified person not connected with any of the meetings.

John Capper, Treasurer
18 Landscape View, Saffron Walden, CB11 4AU

Legal and Administrative Information

Constitution and Purpose

The Area Meeting is a Charitable Incorporated Organisation, charity number 1194893. Its objects are defined in its constitution, in particular the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain.

The principal activity is the holding of Meetings for Worship in the constituent local meetings of Bardfield, Dunmow, Saffron Walden and Stansted.

The affairs of the Area Meeting are governed by "Quaker Faith and Practice", the Book of Discipline of Britain Yearly Meeting. There are Memoranda of Understanding with the Local Meetings.

The members of the Area Meeting are all those persons whose names are recorded in its official register. The Managing Trustees are appointed by a Meeting for worship for Business of the Area Meeting which also appoints a representative and an alternate to serve on Meeting for Sufferings, the representative body which advises the Trustee body for the centrally managed work of Britain Yearly Meeting.

Address for Correspondence

Margaret Somerville, 54 Glebe Avenue, Braintree, Essex, CM7 4SR

Meeting House Addresses

Bardfield Friends Meeting House, Brook Street, Great Bardfield, Essex, CM7 4SR

Dunmow Friends Meeting House, New Street, Great Dunmow, Essex, CM6 1BH

Saffron Walden Friends Meeting House, High Street, Saffron Walden, Essex, CB10 1AA

Stansted Friends Meeting House, 87 Chapel Hill, Stansted, Essex, CM24 8AE

Managing Trustees.

The following Friends served in 2024:

Mark Pivac, Clerk, 72 Old Mill Road, Saffron Walden, Essex, CB11 3ER

John Capper, 18 Landscape View, Saffron Walden, Essex, CB11 4AU

Jonathan Morrell, 4 Priory Court, Apton Road, Bishops Stortford, Herts, CM23 3SF

Karl Gibbs, 69a High Street, Saffron Walden, Essex, CB10 1AA

Heather Kent, 13, The Spike, Radwinter Road, Saffron Walden, CB11 3GA

Tim Regan, Treasurer, Devon Cottage, Dunmow Road, Great Bardfield, Essex, CM7 4SE

Bankers

Co-operative Bank, P.O. Box 260, Delf House, Southway, Skelmersdale, WN8 6WT

Barclays Bank PLC, 23 High Street, Royston, SG8 9AB

Custodian Trustee

Friends Trusts Ltd, Friends House, 173 Euston Road, London, NW1 2BJ

Accounting Policies

Basis of accounting.

These accounts have been prepared in accordance with the Charity Commission Statement of Recommended Practice SORP 2015 (Statement of Financial Activities).

Income and expenditure.

Contributions, grants, legacies, interest, dividends, and rents are all treated as income in the year in which they are received. Gift Aid recovered is treated as income for the year in which the donations are made.

Land and buildings.

The properties owned by the Area Meeting comprising the Meeting Houses and Wardens' accommodation are held for the furtherance of the Area Meeting's charitable objects.

There are two investment properties, 69 High Street, Saffron Walden and 2, Springhill Road, Saffron Walden.

On the recommendation of the Quaker Stewardship Committee of Britain Yearly Meeting, the capital value of the properties is included in the accounts. The value of the properties is based on the insurance value, which is reviewed every year by the Methodist Insurance Company. The contents of the Meeting Houses are written off at purchase.

Reserves.

The Reserves are a little less, primarily due to some withdrawals. They are in line with the reserves policy and are reviewed each year.

Local Meetings.

In accordance with guidance from the Charity Commission and the Quaker Stewardship Committee the unrestricted funds of Local Meetings are shown as designated funds.

Presentation of the Accounts

The accounts have been prepared using Data Developments "Finance Co-ordinator", the software package recommended by ACAT (The Association of Church Accounts and Treasurers). This does not support a spreadsheet showing in one table a breakdown of income and expenditure for the Area Meeting and all its constituent Local Meetings, so these have been printed separately.

Report of the Independent Examiner

I report on the consolidated accounts of Thaxted Area Quaker Meeting for the year ended 31 December 2024, which are set out below.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts.

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, seeking explanations from trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements: to keep accounting records in accordance with section 130 of the 2011 Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or

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



Name: Amanda Prentice

Address: Bentens, Abbey House, 51 High Street, Saffron Walden, Essex, CB10 1AF

**THAXTED AREA MEETING
STATEMENT OF FINANCIAL ACTIVITIES
PERIOD 1 JANUARY - 31 DECEMBER 2024**

	TOTAL UN- RESTRICTED FUNDS	PRIOR YEAR TOTAL FUNDS
	£	£
Income and endowments from		
Donations and legacies	39089	35548
Income from charitable activities	66811	66249
Investments	3122	2153
Other	2212	-
	<u>111234</u>	<u>103950</u>
Expenditure		
Raising funds	752	375
Expenditure on charitable activities	69419	43635
Other expenditure	58060	53654
	<u>128231</u>	<u>97664</u>
Total expenditure		
	(16997)	6286
Excess income over expenditure		
	<u>5283</u>	<u>1386</u>
Gains/losses on investments		
	(11713)	7672
Net income/expenditure		
Other recognised gains/losses		
Gains/(losses) on revaluations	<u>80735</u>	<u>615377</u>
Net movement in funds	<u><u>69022</u></u>	<u><u>623049</u></u>

THAXTED AREA MEETING
BALANCE SHEET - DETAILED
PERIOD 1 JANUARY - 31 DECEMBER 2024

	As at 31/12/2024	As at 31/12/2023
Fixed Assets		
	£	£
Saffron Walden Meeting House	2801103	2730141
Stansted Meeting House	398155	398155
Bardfield Meeting House	647893	647893
Dunmow Meeting House	580404	580404
69A High Street (Warden's House)	342668	334006
69 High Street	505675	505675
2 Springhill Road (MSM)	292606	285193
Total Fixed Assets	<u>5568504</u>	<u>5481467</u>
Current Assets		
Designated		
Co-op Account Saffron Walden	5074	9705
COIF Deposit account Saffron Walden	7326	11742
COIF Inveestment Fund Accumulation Units	31189	29510
MSM Account Springhill Road Barclays	34	33
MSM COIF Deposit Account	13999	13203
Smith & Nephew MSM Shares	23838	30140
Co-op Account Thaxted Area Meeting	2488	2932
AM COIF Deposit Account	7229	6818
M&G Charibond Units AM	959	971
BMO Units AM	12744	12744
AM COIF Accumulation Units	25109	23757
Dunmow Friends Provident/BSO Investment	16190	19924
Dunmow Petty Cash	29	39
Dunmow Co-op Account	3859	5662
Bardfield Co-op Bank	1356	4601
Bardfield Triodos Bank	3021	2952
Stansted Barclays Account	60256	57982
Stansted Green Pastures	15000	15000
Total Current Assets	229700	247715
Net Asset surplus (Deficit)	<u>5798204</u>	<u>5729182</u>

RESERVES

Starting balance	5729182	5106133
Excess/deficit in period	(16997)	6286
Other gains/(losses) in the period	5283.17	1386
Gains/(losses) on revaluation of fixed assets	80735	615377
	<u>5798204</u>	<u>5729182</u>

Notes to the Accounts

Trustee Remuneration

Trustees were not remunerated.

Trustee Expenses

There were no expenses claimed by the Trustees in 2024.

Related Party Transactions

There were no related party transactions.

Ex Gratia Payments

There were no ex gratia payments.

Contributions to BYM and other charities.

Local Meetings agree any grants to Britain Yearly Meeting.

Saffron Walden has weekly collections. The charity to be collected for on a particular week is agreed at a local meeting for business and individual Friends make contributions if they wish to support the charity concerned; the last collection each month is for central funds. Occasionally a local meeting for business will agree to support a particular appeal, often for Local Meeting Building Appeals, from Local Meeting funds; these are shown separately in the accounts under "Grants agreed by Local Meeting".

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28/7/25