

QUAKER HOUSING TRUST
(A Company Limited By Guarantee)

(Company No.: 924311)
(Charity No.: 254704)

REPORT & FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

MYRUS SMITH
Chartered Accountants

Norman House,
8 Burnell Road,
Sutton, Surrey.
SM1 4BW

QUAKER HOUSING TRUST
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REPORT & FINANCIAL STATEMENTS
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QUAKER HOUSING TRUST
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The trustee directors, known as Council of Management, present their annual report and the audited financial statements for the year ended 31 December 2020.

Reference and administrative details, its trustees and advisers

Charity number: 254704

Company number: 00924311

Registered office: Friends House, 173 Euston Road, London NW1 2BJ

Clerk: Mary Hammond (to November 2020)
Mark Bitel (from November 2020)

Treasurer: Malcolm Bowker (to April 2021)
David Hickok (from April 2021)

Secretary: Simon Phillips

Bankers: CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Solicitors: Bates Wells, 10 Queen Street Place, London EC4R 1BE
Holmes Mackillop, 109 Douglas Street, Blythswood Square, Glasgow G2 4HB
CMS, 78 Cannon St, London EC4N 6AF

Auditors: Myrus Smith, Norman House, 8 Burnell Road, Sutton, Surrey SM1 4B

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purposes of charity law and throughout this report are collectively referred to as the Council of Management. The trustees who served as members of the Council of Management during the year and up to the date of this report are as follows:

Martin Appleton
Bill Bewley (appointed April 2020)
Mark Bitel
Malcolm Bowker
Karima Brooke (released December 2020)
Dugan Cummings (released April 2020)
Robin Fishwick
Morayo Fagborun-Bennett (appointed April 2021)
Wendy Gerard
Oli Griffiths
Mary Hammond
David Hickok (appointed April 2020)
Barbara Potter (released April 2021)
Peter Ranken
Peter Rice (appointed April 2021)
Tim Yeomans (released April 2020)

Staff

The work of Quaker Housing Trust is serviced on a part-time basis by a member of Britain Yearly Meeting staff based in Quaker Peace & Social Witness, who acts as secretary and administrator.

QUAKER HOUSING TRUST
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REPORT OF THE COUNCIL OF MANAGEMENT

Structure, Governance and Management

Governing Document

Quaker Housing Trust is a charitable company limited by guarantee, governed by its Memorandum and Articles of Association dated 9 November 1967. It was incorporated on 7 December 1967 under company number 924311. It is registered as a charity with the Charity Commission. Its members are co-terminus with the Council of Management, each of whom agree to contribute £1 in the event of the charity winding up. New Articles of Association were adopted in December 2012: these make no change to the original Objects but bring the Articles up-to-date and formalise the use of the Quaker Business Method by Council of Management.

Appointment of Trustees

Council of Management consists of between seven and twelve members of the Religious Society of Friends (Quakers), appointed by Meeting for Sufferings of Yearly Meeting of the Religious Society of Friends (Quakers) in Britain (Religious Society of Friends).

They are appointed for terms of up to three years by Meeting for Sufferings, names having been submitted by its Central Nominations Committee, to form the Council of Management. Appointments run from the rise of the annual retirement meeting at which (i) terms of membership begin and end and (ii) the annual audited accounts are adopted. In 2020 this was held commensurate with the Council of Management meeting on Saturday 25 April.

Trustee induction and training

The induction materials for Trustees include, in addition to the Memorandum and Articles of Association, the committee and decision making processes, and recent financial performance of the charity, details of the history and purpose, priorities, and organisation of QHT and an outline of the responsibility for trustees of any charity and those specifically relating to QHT.

At least every three years one of our meetings includes a training session in the basics of charity trusteeship and elements specific to this body. In November 2020 we held a financial induction session run by our treasurer and assistant treasurer. It was aimed at increasing collective understanding of Charity Accounts. Using examples of performance metrics we considered how to prepare for the trustee in touch role of liaising with applicants to understand the finances of their organisations. In April 2020 we moved our meetings online using the video conferencing platform Zoom. We carried out training prior to our meeting in April 2020 to ensure that all trustees were familiar with the programme and able to participate fully in Council of Management meetings online.

Organisation

The Council of Management administers the charity. All decisions about loans and grants to applicant projects, and about policy matters are made by the full Council of Management which meets five times a year.

The Council of Management appoints a clerk, assistant clerk and trustee treasurer from amongst their number, using the Quaker method of nominations.

The secretary/administrator, who is an employee of Britain Yearly Meeting, manages the day-to-day operations of the charity. The cost of this secretarial support has been paid by Britain Yearly Meeting in the year as a reflection of the Yearly Meeting's concern for housing issues in its corporate work.

The Council of Management appoints a free-lance consultant as non-trustee assistant treasurer to produce the financial records and financial management information, and to prepare the draft annual accounts.

Risk management

Risk assessment is properly a continual process which we bear in mind throughout the year, as well as reviewing the risks and controls annually. We are satisfied that the major risks to which the work of QHT is exposed, in particular those related to the operations and finances of the Trust, have been identified and that systems are in place to mitigate QHT's exposure to such risks.

QUAKER HOUSING TRUST
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REPORT OF THE COUNCIL OF MANAGEMENT

/continued

We continue to be a conduit through which Friends' money and activity can be turned into practical help for social housing projects. These in turn can transform vulnerable peoples' lives by providing them with a safe place to live.

It is part of the ethos of Quaker Housing Trust that to achieve our objectives we disburse whatever funds are currently available to us at our application meetings. Our pattern of expenditure on loans and grants has continued to be in excess of annual income through donations, but this simply reflects the success at putting Quaker money actively to work.

The activity of the Trust has always been thus, and we have in place a strategy to ensure continuation of the charity.

Council of Management have a risk management strategy which comprises:

- an annual review of the risks the charity may face; and
- the establishment of systems and procedures to mitigate those risks identified in the plan; and
- implementation of procedures designed to minimise any potential effect upon the charity should those risks materialise.

Our application pack reflects advice from our solicitors on clarifying the terms and conditions attached to our funding, and improving our loan procedures. Following a review in 2016, at the end of 2017 we updated the application pack for use from 2018 onwards, including a section which addresses our compliance with the Money Laundering Regulations 2017.

We are aware of possible risks to our charitable funds at a time when the projects we help are still facing increasing difficulties in obtaining revenue and capital funds.

Objectives and Activities

Quaker Housing Trust was formed in 1967 in response to Friends' concern about the provision of adequate and appropriate housing. Our work is a practical expression of Friends' concern about the needs of badly housed, homeless and vulnerable people in Britain. Independent of the Britain Yearly Meeting funds, Quaker Housing Trust is a channel whereby Friends may give (and in the past also lend) money for such provision.

The Trust makes grants and interest free loans to charitable organisations meeting a real housing need. We require them to be providing good quality, appropriate accommodation at a rent which low income occupants can genuinely afford.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on Public Benefit when reviewing the Trust's aims and objectives, and in planning future activities and setting grant and loan making policy for the future year.

Achievements and Performance

Throughout 2020 we have supported projects providing safe accommodation for people dealing with a range of difficulties in their lives. This not only helps them to find a home but also to contribute to their communities. We have continued to support innovative projects. By being the first to fund a new project we can give confidence to others and help unlock the bigger funds required. Through our trustee-in-touch approach we build ongoing relationships with projects, helping them to grow.

We have reviewed and updated the sections in our application pack relating to our four funding preferences: energy efficient properties; benefit to the local community; meeting relevant space standards for accommodation; and supporting charities that work with people who are vulnerable at points of transition in their lives. Following extensive work on how to meet the requirements of both the Money Laundering Regulations 2017 and General Data Protection Regulations 2018, we adopted the financial policy and privacy notice in 2020.

In spring 2020 the restrictions imposed as a result of the Covid 19 pandemic meant that we were not able to meet in person. Council of Management meetings moved online and we have successfully been able to carry out our objectives with little or no disruption for the remainder of the year.

QUAKER HOUSING TRUST
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REPORT OF THE COUNCIL OF MANAGEMENT
/continued

It has been a positive year in grant making for the Trust. Part of the ethos of Quaker Housing Trust is that we disburse whatever funds are currently available to us at our application meetings. For only the second time in our history the Trust was in the position of having disbursed all the immediately available non-operational and unrestricted funds through our interest free loans and grants. As a result, we took the decision not to invite or accept any further applications until our meeting in September 2021. This will allow for an accrual of the expected loan repayments from projects.

However, the year was not so successful in bringing new funds to the Trust. A change in secretary and the stepping down of our media consultant in 2019, led to a fall in income during 2020. We have started to address these issues. From 2020 September, one of our Trustees, Oli Griffiths, has taken on the role of media consultant on a voluntary basis. We have redesigned our website and put in place a communications strategy and plan. It is hoped these changes will better publicise the good work we put our funds to and bring in new income from Friends.

Our clerk Mary Hammond stepped down in November 2020. Mark Bitel is now clerk with Robin Fishwick taking over as assistant clerk. We appointed David Hickok to become treasurer from April 2021 replacing Malcolm Bowker.

One of our strengths is being able to respond to the wide variety of projects that apply to us: a variety amply illustrated in the list below.

The projects offered and given loans and/or grants in 2020 were:

South Ayrshire Women's Aid

Grant of £50,000 towards the costs of converting a property from a shared space into self-contained flats for survivors of domestic abuse.

SAHWR, Hertfordshire

Grant of £10,000 and interest-free loan of £10,000 to help SAHWR buy and refurbish a flat as move-on accommodation for clients leaving its domestic abuse refuge.

Rural Urban Synthesis Society (RUSS)

Feasibility Study Grant of £4,100 offered to undertake a viability study into the proportion of social housing units they can realistically provide in future accommodation schemes.

Street Connect, Glasgow

Grant of £15,000 and an interest-free loan of £15,000 to help with the costs of purchasing a one-bedroom flat for individuals affected by drug and alcohol addictions who are moving to independent living.

Handcrafted Projects

Grant of £5,000 and an interest-free loan of £30,000 offered to buy and renovate a property for supported accommodation for people with multiple and complex needs.

Arisaig Community Trust

Grant of £20,000 offered to contribute to infrastructure and construction costs of six new houses for affordable rent to local families and individuals in need.

Swarthmoor Area Quaker Meeting

Grant of £9,200 to cover the costs of meeting work required following recommendations from a fire report on accommodation for adults with learning difficulties.

Strathglass and Affric Community Company

Grant of £10,000 and an interest-free loan of up to £20,000 offered to help with the construction costs of two new affordable secure rent homes for local families.

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REPORT OF THE COUNCIL OF MANAGEMENT
/continued

Staffin Community Trust

Grant of £20,000 and an interest-free loan of up to £25,000 offered to help pay for the cost of the timber frames, roofs and windows of two properties, which will provide affordable accommodation to families.

StopGap Supported Housing

Interest-free loan of £21,000 offered to help with the cost of furnishing and equipping accommodation for single homeless adults.

Assist Sheffield

Environmental Assessment grant of up to £6,000 offered to carry out a detailed environmental impact audit of nine properties that will provide accommodation for asylum seekers.

Ella's Home

Grant of up to £8,000 to fund fire safety improvements to two safe homes and to expand accommodation capacity for women exiting trafficking and exploitation.

Financial Review

Review of grants and loans made

All decisions about loans and grants are made by the full Council of Management which met five times in 2019. Applications are actively encouraged from suitable charities, and during the year we approved grants and/or loans totalling £229,300 to social housing projects as detailed above.

Finances

The main financial transactions during the year consisted of loans and grants.

The major sources of income were gifts and donations £68,400 investment income & bank interest £1,623.

Quaker Housing Trust's financial position at the balance sheet date is sound. The assets of each of the funds are more than adequate to cover loans and grants already authorised, and further loans and grants will be paid in the following year within the level of available resources.

Investment powers and policy

The company has powers to invest monies not immediately required for its purposes in such investments, securities or property as may be thought fit. We currently have only the Endowment Fund investments, which continue to be held in a Fidelity Fund Network account in the name of Quaker Housing Trust.

Reserves Policy

The spirit and ethos of the founding purposes of Quaker Housing Trust is to make available the maximum funds for the work of the charity. To that end Trustees set aside only sufficient funds for one year's running costs.

Trustees also hold in the cash reserves sufficient funds for one year's running costs.

Plans for future periods

Quaker Housing Trust is a practical expression of the long-standing Quaker concern about housing need in Britain. The concern is not just about houses: it is about people and lives, and having a safe, secure and appropriate place to live. It recognises that housing – a home – is a vital element of an inclusive and compassionate society.

Quaker Housing Trust was created in 1967 as Yearly Meeting in Britain's own housing charity. It is a national channel through which Quakers (Friends) can put money directly into projects creating homes. We turn this Quaker vision, energy and money into help for charitable social housing projects which can transform the lives of people who would otherwise be badly housed or homeless.

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REPORT OF THE COUNCIL OF MANAGEMENT
/continued

Our success at putting Quaker money actively to work means that income from the annual repayment of loans and the donations from Friends cannot always keep pace with the applications we receive. This can mean that funds available at any meeting for new loans and grants are sometimes low.

We continue to work with Triodos Bank about ways in which the monies held in its Quaker Social Housing Saver accounts could be used more effectively to help social housing projects.

We will be hosting a special interest group at Yearly Meeting gathering in August 2021. In the second half of the year we hope to be able to resume in person meetings.

Trustees' responsibilities statement

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

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 2015 (FRS 102)
- make judgements and 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 charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Approved by the Council of Management on 10th July 2021 and signed on their behalf by:

.....*Mark D. Bitel*.....

Mark Bitel, clerk
Friends House
173 Euston Road
London NW1 2BJ

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF

QUAKER HOUSING TRUST (A Company Limited By Guarantee)

Opinion

We have audited the financial statements of Quaker Housing Trust (the 'charitable company') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company'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 Companies Act 2006.

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 charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

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

Other information

The trustees are responsible for the other information. The other information comprises the information included in the trustees' 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.

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

We have nothing to report in this regard.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF

QUAKER HOUSING TRUST (A Company Limited By Guarantee)

Continued....

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) 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 the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company'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 charitable company or to cease operations, or have no realistic alternative but to do so.

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

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF

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Continued/....

- Enquiry of management and those charged with governance about actual and potential litigation or claims and the identification of non-compliance with laws and regulations.
- Reviewing minutes of meetings of those charged with governance.
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Auditing the risk of management override of controls, including testing journal entries and other adjustments for appropriateness.
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud.
- Professional scepticism in course of the audit and with audit sampling in material audit areas.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



K.C. Fisher (Senior Statutory Auditor)
For and on behalf of Myrus Smith,
Statutory Auditor

Date: 23 July 2021

Norman House
8 Burnell Road
Sutton, Surrey,
SM1 4BW

QUAKER HOUSING TRUST
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**STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2020**

		UNRESTRICTED FUNDS				TOTAL	TOTAL
	Notes	General Fund £	Designated Funds £	Restricted Funds £	Endowment Funds £	2020 £	2019 £
Income and endowments from:							
Donations and legacies	3a	68,400	-	-	-	68,400	81,060
Charitable activities	3b	48,258	-	-	-	48,258	14,000
Investment income	3c	1,623	-	-	-	1,623	1,690
Total income		<u>118,281</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>118,281</u>	<u>96,750</u>
Expenditure on:							
Raising funds	4	375	-	-	-	375	7,440
Charitable activities	5	70,869	101,932	-	62	172,863	177,302
Total expenditure		<u>71,244</u>	<u>101,932</u>	<u>-</u>	<u>62</u>	<u>173,238</u>	<u>184,742</u>
Net gains/(losses) on Investments		-	-	-	(4,205)	(4,205)	551
Net income/expenditure and net movements in funds		<u>47,037</u>	<u>(101,932)</u>	<u>-</u>	<u>(4,267)</u>	<u>(59,162)</u>	<u>(87,441)</u>
Transfer between funds	13	(38,013)	38,013	-	-	-	-
Net movement in funds		<u>9,024</u>	<u>(63,919)</u>	<u>-</u>	<u>(4,267)</u>	<u>(59,162)</u>	<u>(87,441)</u>
Reconciliation of funds							
Total funds brought forward	14,15,16	13,508	732,568	89,500	23,934	859,510	946,951
Total funds carried forward	14,15,16	<u>£22,532</u>	<u>£668,649</u>	<u>£89,500</u>	<u>£19,667</u>	<u>£800,348</u>	<u>£859,510</u>

All income and expenditure derives from continuing activities. The Statement of Financial activities include all gains and losses recognised during the year.

The notes on pages 12 to 20 form part of these Financial Statements.

QUAKER HOUSING TRUST
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BALANCE SHEET AS AT 31 DECEMBER 2020

	Notes	£	2020	£	£	2019	£
Fixed Assets							
Investments	9			19,667			23,934
Current Assets							
Debtors	10	548,002			599,500		
Cash at bank and on deposit		237,949			241,082		
		<u>785,951</u>			<u>840,582</u>		
Creditors: Amounts falling due within one year	12	<u>5,270</u>			<u>5,006</u>		
Net current assets				<u>780,681</u>			<u>835,576</u>
Net assets	17			<u>£800,348</u>			<u>£859,510</u>
Unrestricted funds							
General	14	22,532			13,508		
Designated	14	<u>668,649</u>			<u>732,568</u>		
				691,181			746,076
Restricted funds							
Audrey Deacon Legacy	16			89,500			89,500
Endowment funds	15			<u>19,667</u>			<u>23,934</u>
TOTAL FUNDS				<u>£800,348</u>			<u>£859,510</u>

Approved by the Council on 10/7/21 2021 and signed on its behalf by:

M. D. Bate
Mark Bate - Clerk
Member of Council of Management

The notes on pages 12 to 20 form part of these Financial Statements

QUAKER HOUSING TRUST
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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

a) Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice.

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

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

b) Incoming recognition policies

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

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

c) Expenditure recognition

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

- Costs of raising funds comprise the costs associated with advertising and marketing to further the charity's purpose.
- Expenditure on charitable activities includes the costs undertaken to further the purposes of the Charity and their associated support costs.

d) Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel and governance costs. These costs have been allocated between cost of raising funds and the expenditure on charitable activities.

e) Investment assets

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

QUAKER HOUSING TRUST
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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

/contd...

1. ACCOUNTING POLICIES /contd...

f) Fund accounting

Unrestricted funds are available to spend on activities that further the objectives of the charity.

Designated funds are unrestricted funds set aside by the trustees for particular purposes.

Restricted funds are those funds which can only be used in accordance with the wishes of the donor or which have been raised for a particular purpose.

Endowment funds are those funds for which the charity is required to hold the capital on a permanent basis.

g) Debtors and creditors

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

Concessionary loans are recognised at the amount received or paid, with the carrying amount adjusted to reflect subsequent repayments. Interest free loans are not discounted to net present value.

h) Taxation

The charitable company is exempt from corporation tax on its charitable activities.

2. LEGAL STATUS OF THE CHARITY

The Charity is a private company (no. 924311) limited by guarantee, has no share capital and is registered in England and Wales. The registered office is given in the reference and administrative details on page 1.

Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up.

3. INCOME AND ENDOWMENTS

	General Fund £	Designated Funds £	Restricted Fund £	TOTAL 2020 £	TOTAL 2019 £
a) Donations and legacies					
Donation and gifts	17,663	-	-	17,663	41,230
Donated services (note 8)	50,737	-	-	50,737	34,322
Legacies	-	-	-	-	5,508
	<u>£68,400</u>	<u>£NIL</u>	<u>£NIL</u>	<u>£68,400</u>	<u>£81,060</u>

All of the £81,060 recognised in 2019 related to the unrestricted general fund.

QUAKER HOUSING TRUST
(A Company Limited By Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

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3. INCOME AND ENDOWMENTS /contd...

	General Fund £	Designated Funds £	Restricted Fund £	TOTAL 2020 £	TOTAL 2019 £
b) Charitable activities					
Grants returned	44,658	-	-	44,658	10,000
Administration charge on loans	3,600	-	-	3,600	4,000
	<u>£48,258</u>	<u>£NIL</u>	<u>£NIL</u>	<u>£48,258</u>	<u>£14,000</u>

All of the £14,000 recognised in 2019 related to the unrestricted general fund.

c) Investment income	£	£	£	£	£
Dividends	905	-	-	905	971
Bank interest	718	-	-	718	719
	<u>£1,623</u>	<u>£NIL</u>	<u>£NIL</u>	<u>£1,623</u>	<u>£1,690</u>

All of the £1,690 recognised in 2019 related to the unrestricted general fund.

4. RAISING FUNDS

	Activities undertaken directly £	Grant funding of activities £	Support costs £	TOTAL 2020 £	TOTAL 2019 £
Publicity costs	<u>£375</u>	<u>£NIL</u>	<u>£NIL</u>	<u>£375</u>	<u>£7,440</u>

All of the £7,440 recognised in 2019 related to unrestricted fund.

QUAKER HOUSING TRUST
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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

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5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	Activities undertaken directly £	Grant funding of activities £	Support costs £	TOTAL 2020 £	TOTAL 2019 £
Capital grants	-	101,932	-	101,932	120,800
Working groups	181	-	-	181	963
BYM support (note 8)	-	-	50,737	50,737	34,322
Legal fees	-	-	12,791	12,791	8,647
Bookkeeping	-	-	1,440	1,440	1,428
Trustee travel	-	-	-	-	283
Secretarial expenses	-	-	404	404	434
Subscriptions / fees	-	-	1,464	1,464	892
Council of Management	1,003	-	-	1,003	7,208
Governance costs (Note 6)	-	-	2,220	2,220	2,192
Sundry expenses	-	-	691	691	133
Total charitable expenditure	£1,184	£101,932	£69,747	£172,863	£177,302

Of the £172,863 (2019: £177,302) expenditure in 2020 £70,869 (2019: £56,438) was charged to unrestricted general funds, £101,932 (2019: £77,122) to designated funds, £NIL (2019: £43,678) to restricted funds and £62 (2019: £64) to endowment funds.

The above expenditure was all incurred in respect of the sole activity of the charity, which is that of assisting the needs of badly housed, homeless and vulnerable people of Britain by way of grants (to institutions) or loans.

Analysis of capital grants	Designated fund £	Restricted fund £	Support costs £	TOTAL 2020 £	TOTAL 2019 £
South Ayrshire Women's Aid	50,000	-	-	50,000	-
City of Exeter YMCA	17,732	-	-	17,732	-
SAHWR	10,000	-	-	10,000	-
Swarthmoor Area Quaker Meeting	9,200	-	-	9,200	-
Street Connect	15,000	-	-	15,000	-
Total 2019	-	-	-	-	120,800
	£101,932	£NIL	£NIL	£101,932	£120,800

QUAKER HOUSING TRUST
(A Company Limited By Guarantee)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

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6. GOVERNANCE COSTS

	2020	2019
	£	£
Audit fees	£2,220	£2,192

7. TRUSTEES' REMUNERATION AND EXPENSES

The payment of emoluments to members of the Council of Management is not permitted by the Company Articles of Association.

Trustees are entitled to recover the costs of travel in carrying out the work of the Trust and these are considered to be part of the charitable expenditure of the Trust.

The costs of the Council of Management includes trustees travel expenses of £780 (2019: £3,875) and the room hire and accommodation to hold the meetings of £223 (2019: £3,332). The number of trustees whose expenses were reimbursed or paid on their behalf was 9 (2019 : 11).

8. DONATED SERVICES

The cost of secretarial support provided by Britain Yearly Meeting to the Quaker Housing Trust has been paid by Britain Yearly Meeting in the year as a reflection of the Yearly Meeting's concern for housing issues in its corporate work. The sum of £50,737 (2019: £34,322) has been included in the Statement of Financial Activities as donated services and as support costs.

9. FIXED ASSET INVESTMENTS

	2020	2019
	£	£
Market Value brought forward	23,934	23,447
Disposal in year (proceeds)	(62)	(64)
Net unrealised (loss) / gain	(4,194)	551
Net realised (loss)	(11)	-
Market Value carried forward	£19,667	£23,934
Investments at market value comprised:		
UK Unit Trusts	£19,667	£23,934
Historical Cost	£10,908	£10,937

10. DEBTORS

	2020	2019
	£	£
Due within one year:		
Loans to housing charities (Note 11)	74,987	86,616
Other Debtors	2,667	1,133
	77,654	87,749
Due after one year:		
Loans to housing charities (Note 11)	470,348	511,751
	£548,002	£599,500

QUAKER HOUSING TRUST
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020
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11. LOANS TO HOUSING CHARITIES

Loans for housing activities in 2020 were to the following charities:

	Note	Balance 1 Jan 2020 £	Advanced In Year £	Repaid In Year £	Balance 31 Dec 2020 £	Repayable By
Designated Funds						
General Loan Fund						
AEOB House People		14,000	-	2,000	12,000	2026
Big Help Project		-	25,000	-	25,000	2030
Bridgenorth Housing Trust		14,000	-	-	14,000	2026
Calder Valley Community Land Trust		4,000	-	200	3,800	2039
Canopy Housing Project		4,900	-	2,450	2,450	2021
Canopy Housing Project		10,000	-	1,000	9,000	2029
Central England AQM		18,667	-	2,333	16,334	2027
Cirencester Housing for Young People		12,000	-	12,000	-	2025
Coatham House		1,550	-	1,550	-	2020
Coatham House		38,250	-	3,450	34,800	2032
East Cleveland Youth Housing Trust		15,000	-	1,500	13,500	2029
Emmaus Hastings & Rother		12,000	-	1,333	10,667	2033
Gilead Foundations Charity		12,000	-	3,000	9,000	2023
Giroscope		15,005	-	1,666	13,339	2028
Handcrafted Projects		32,500	-	2,750	29,750	2038
Harrogate FHA		10,000	-	5,000	5,000	2021
Harrogate FHA		4,000	-	2,000	2,000	2021
Helmsdale & District Development Trust		14,000	-	1,000	13,000	2033
Hope into Action: Black Country		8,333	-	1,000	7,333	2027
Hope Into Action: East Anglia		64,000	-	4,000	60,000	2035
Jericho Foundation		16,000	-	2,000	14,000	2027
L.A.T.C.H.		42,250	-	3,250	39,000	2032
Manchester Settlement		20,000	-	4,000	16,000	2024
Mull and Iona Community Trust		14,700	-	2,100	12,600	2026
Norman Almshouses Charity		22,500	-	2,500	20,000	2029
Norfolk and Waveney AM		7,500	-	2,500	5,000	2022
Redditch FHA		4,000	-	4,000	-	2021
Redditch FHA		8,700	-	8,700	-	2020
SAHWR		-	10,000	-	10,000	2031
St Hilda's Almshouses Trust		18,000	-	4,000	14,000	2027
St Vincent's & St George's Assoc		4,800	-	3,200	1,600	2021
Street Connect		18,000	-	2,000	16,000	2029
Street Connect 2		-	15,000	-	15,000	2030
Sussex Emmaus		3,212	-	-	3,212	2021
Wensleydale & Swaledale Q Trust		4,000	-	2,000	2,000	2021
Westdale QHA		3,000	-	3,000	-	2021
Whitby Area Development Trust		12,000	-	3,000	9,000	2021
YMCA Glenrothes		12,000	-	1,500	10,500	2027
Restricted Fund						
Audrey Deacon Legacy						
Calder Valley Community Land Trust		21,000	-	1,050	19,950	2039
Glendale Gateway Trust		52,500	-	3,500	49,000	2024
Powell and Welch Almshouse Charity		10,000	-	2,500	7,500	2023
Total Loans		£598,367	£50,000	£103,032	£545,335	
Loans due to be repaid within one year	11	86,616			74,987	
Loans due to repaid after one year	11	511,751			470,348	
		£598,367			£545,335	

QUAKER HOUSING TRUST
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

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11. LOANS TO HOUSING CHARITIES (Continued)

Notes:

1. The Triodos Bank runs the Quaker Social Housing Saver (formerly Quaker Social Account) in partnership with QHT. Partnership loans were a form of joint loan arrangement between QHT and Triodos during the early years of the account created to maximise the benefit to projects of funds from both sources. The QHT loan is independently secured against assets held by the project and repaid directly by the project to QHT.

12. CREDITORS – Amounts falling due within one year

	2020 £	2019 £
Loans from Friends – interest free	2,810	2,810
Accruals	2,460	2,196
	<u>£5,270</u>	<u>£5,006</u>

13. TRANSFERS BETWEEN FUNDS

The Trustees have reviewed the balances in the General Fund in line with their policy of only holding sufficient funds for one year's running costs. Balances above that are transferred to Designated Funds to make available the maximum funds for the work of the charity.

14. UNRESTRICTED FUNDS

	General Fund £	Designated Grant and Loan Fund £	Total 2020 £
Balance at 1 January 2020	13,508	732,568	746,076
Net income/(expenditure)	47,037	(101,932)	(54,895)
Transfer between funds	(38,013)	38,013	-
	<u>£22,532</u>	<u>£668,649</u>	<u>£691,181</u>

Comparative information for the analysis of unrestricted funds in the previous year is as follows:

	General Fund £	Designated Grant and Loan Fund £	Total 2019 £
Balance at 1 January 2019	19,060	771,266	790,326
Net income/(expenditure)	32,872	(77,122)	(44,250)
Transfer between funds	(38,424)	38,424	-
	<u>£13,508</u>	<u>£732,568</u>	<u>£746,076</u>

Designated funds are funds set aside for making grants and loans to housing charities.

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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

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15. ENDOWMENT FUNDS

	Revaluation £	Endowment £	Total 2020 £
Balance at 1 January 2020	12,997	10,937	23,934
Disposal	(33)	(29)	(62)
Revaluation during the year	(4,205)	-	(4,205)
Balance at 31 December 2020	<u>£8,759</u>	<u>£10,908</u>	<u>£19,667</u>

Comparative information for the analysis of endowment funds in the previous year is as follows:

	Revaluation £	Endowment £	Total 2019 £
Balance at 1 January 2019	12,400	11,047	23,447
Disposal	(46)	(110)	(64)
Revaluation during the year	551	-	551
Balance at 31 December 2019	<u>£12,997</u>	<u>£10,937</u>	<u>£23,934</u>

The endowment fund represents those assets which must be held permanently by the charity.

The revaluation fund represents the amount by which investments exceed their historical cost.

16. RESTRICTED FUNDS

	Total 2020 £	Total 2019 £
Balance at 1 January 2020	89,500	133,178
Expenditure	-	(43,678)
Balance at 31 December 2020	<u>£89,500</u>	<u>£89,500</u>

The Audrey Deacon Legacy Fund is restricted to organisations that provide accommodation to elderly people, particularly those who are physically or mentally infirm.

17. ANALYSIS OF NET ASSETS BY FUNDS

2020	Investments £	Loans £	Other Net Assets £	Total £
Unrestricted Funds:				
General Fund	-	-	22,532	22,532
Designated Funds	-	468,885	199,764	668,649
Restricted Funds				
Audrey Deacon Legacy	-	76,450	13,050	89,500
Endowment Funds	<u>19,667</u>	<u>-</u>	<u>-</u>	<u>19,667</u>
At 31 December 2020	<u>£19,667</u>	<u>£545,335</u>	<u>£235,346</u>	<u>£800,348</u>

QUAKER HOUSING TRUST
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NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

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17. ANALYSIS OF NET ASSETS BY FUNDS (Continued)

Comparative information for the analysis of net assets by funds in the previous year is as follows:

2019	Investments £	Loans £	Other Net Assets £	Total £
Unrestricted Funds:				
General Fund	-	-	13,508	13,508
Designated Funds	-	514,467	218,101	732,568
Restricted Funds				
Audrey Deacon Legacy	-	83,500	6,000	89,500
Endowment Funds	23,934	-	-	23,934
At 31 December 2019	<u>£23,934</u>	<u>£597,967</u>	<u>£237,609</u>	<u>£859,510</u>

18. COMMITMENTS

The following loans and grants have been authorised from the combined Grants and Loans Fund by the Council of Management but have not been paid or accrued for in the Financial Statements.

	Loans £	Grants £	2020 £	2019 £
Arisaig Community Trust	-	20,000	20,000	-
Assist Sheffield	-	6,000	6,000	-
Big Help Project	-	-	-	35,000
City of Exeter YMCA	-	-	-	20,000
Ella's Home	-	8,000	8,000	-
Handcrafted Projects	-	5,000	5,000	-
Rural Urban Synthesis Society	-	4,100	4,100	-
South Ayrshire Woman's Aid	-	-	-	50,000
Staffin Community Trust	-	20,000	20,000	-
Strathglass and Affric Community Group	-	10,000	10,000	-
	<u>£NIL</u>	<u>£73,100</u>	<u>£73,100</u>	<u>£105,000</u>