

**The Trustees of the Unitarian Meeting House
Framlingham, Suffolk**

Annual Report for the year ended 30 September 2022

The Trustees submit their Annual Report on the affairs of the charity together with the financial statement for the year ended 30 September 2022.

Principal Activity

The principal activity of the Trust in the year under review was the discharge of the duties of Trustees of the trusts for which they are responsible.

The Trustees

The Managing Trustees shall consist, when complete, of a body of eight persons of the Unitarian persuasion.

Trustees serving during the year were as follows:

Mr Bruce Chilton
22 Marston Lane
Norwich
Norfolk
NR4 6LZ
Appointed 15 June 2003

Mr Ewout Van-Manen
Flat 1, 2/4 High Street
Saxmundham
Suffolk
IP17 1DD
Appointed 30 March 2020

Eddie Thompson
143 High Street
Harrold
Bedford
MK43 7ED
Resigned September 2022

Mr John McEwan
22 Double Street
Framlingham
IP13 9BN
Appointed September 2007

Mr David Owen
5 Albert Place
Framlingham
IP13 9DX
Appointed June 2011

Mr Martin Croucher
Trinity Cottage
Bridge Street
Rendham
Suffolk
IP17 2AZ
Appointed October 2013

Mrs Persephone Booth
The Timbers
Church Road
Kettleburgh
Suffolk
IP13 7LE
Appointed October 2013

Mrs Suzanne Jane Vyvyan Bartlett
3 Victoria Mill Road
Framlingham
Woodbridge
Suffolk
Appointed 30th March 2020

Dr Chris Wright
7 Lanyard Place
Woodbridge
Suffolk
IP21 1FE
Appointed March 2022

Custodial Trustee

British and Foreign Unitarian Association Inc
Essex Hall
1-6 Essex Street
London
WC2R 3HY

Charity Number 255205

Professional Advisors

Bank

Barclays Bank PLC
Princess Street
Ipswich
Suffolk

Accountant

Persephone Booth
The Timbers
Church Road
Kettleburgh
Suffolk
IP13 7LE

Solicitors

John Pulham
Pulham & Co
11 Market Place
Saxmundham
Suffolk

Liz Gifford
Charles Russell Speechlys
5 Fleet Place
London
EC4M 7RD

Resigned Nov 2022 Appointed Nov 2022

Financial Advisors

Kevin Froggott DipPFS
Lucos Feties Finonciol Plonning
3-4 Willow Form Allwood Green
Rickingholl
Diss
Norfolk
IP22 ILQ

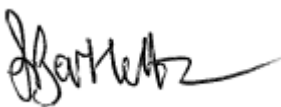
This has been a year of many changes, starting with the retirement of Angela Hatt, our long-standing Secretary and Trust Administrator. She has provided invaluable support to the Trust over the last 10 years and her commitment to the Trust during this time has been invaluable. It was decided after a three month trial to divide Angela's previous role into two. Carly Holland took over as Trust Administrator and Lizzie Kingston Harrison became Venue Manager, overseeing the lettings at the Meeting House. At the same time, Suzanne Bartlett was appointed Chair, replacing Bruce Chilton who had taken over from Martin Gienke when he retired in 2019. Christine Wright was co-opted as a trustee in March 2022 and Eddie Thomson retired as a trustee in September 2022.

Covid continued to have an impact on both services and lettings, resulting in a lack of income during this time. The combination of Zoom along with in-person services, once they resumed in February, suited community needs well at this transitional time, involving people from further afield in addition to our local community. New initiatives during the year included the launch of a monthly Tea and Readings gathering on the fourth Sunday of the month, where children have been welcome. The Inside Outside project, set up initially to make the Meeting House a more welcoming space, began with the introduction of indoor plants.

Having a dedicated venue manager has made a real difference to the Meeting House lettings. An online booking system has been introduced, making the process more efficient and professional, resulting in the venue being a sought after space for both Framlingham groups and those in the wider community. This has included providing the venue as a practice room for local musicians at minimal cost.

Café Connect was very much missed by the regular attendees during lockdown but once open again in early 2022 it continued to flourish on a weekly basis with the sterling aid of 6 volunteers and a dedicated baker. Making use of the gazebo in front of the Meeting House during the warmer months was a big draw. It was most welcoming to have everyone sitting outside and this encouraged people in, both locals and visitors to the town. £852 was raised for the Unitarian Charity *Send a Child to Hucklow* from Café Connect during the year. Several friendships have been made from the social interaction encouraged during these sessions.

Meeting House volunteers also arranged an outdoor concert in the spring with several local acts. This again attracted passing visitors as well as regulars to the Meeting House to enjoy the music and contribute towards the collection. This amounted to £600 which was sent to DEC for the Ukrainian Appeal.



Signed

Date 16th January 2023

FRAMLINGHAM UNITARIAN TRUST

**UNITARIAN CHAPEL TRUST PROPERTY
KNOWN AS "FRAMLINGHAM UNITARIAN TRUST"**

Charity No: 262249

Treasurer:

Mrs Persephone C Booth, ATT(Fellow)
The Timbers, Church Road
Kettleburgh
Nr Woodbridge
Suffolk IP13 7LE

Secretary & Contact:

Mrs Carly Holland
4 Smiths Close
Worlingworth
Nr Woodbridge
Suffolk IP13 7JG

Accounts for year ending 30th September 2022

1. Independent Examiner's Report
2. Statement of Financial Activities
3. Balance Sheet
4. Notes to the accounts

Prepared by Persephone C Booth, ATT(Fellow)

The Timbers, Church Road, Kettleburgh, Nr Woodbridge, Suffolk IP13 7LE

Tel: 01728-724421 email: persephone.booth@gmail.com

FRAMLINGHAM UNITARIAN TRUST
Independent Examiner's Report to the Trustees of
Framlingham Unitarian Trust

I report on the accounts of the Charity for the year ended 30th September 2022 which are set out on pages 2 to 5.

Respective responsibilities of the trustees and examiner

As the charity's trustees, you are responsible for the preparation of accounts. The charity's trustees consider that an audit is not required for this year under section 43 (2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act;
- to follow the procedure laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 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, and seeking explanations from you as trustees concerning 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 41 of the 1993 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

Miss Rachel Parker
2 Park Corner
Tuddenham St Martin
Nr Ipswich
Suffolk IP6 9DE



Dated: 6/2/2023

FRAMLINGHAM UNITARIAN TRUST

STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 30th September 2022

	Notes	2022			2021		
INCOMING RESOURCES							
		Unrestricted	Restricted	Totals	Unrestricted	Restricted	Totals
Income from investments							
Finn investment dividends		38,598		38,598	32,253		32,253
COIF interest		231		231	5		5
Hire		3,418		3,418	995		995
Donations/Grants/Fees		39		39	315		315
Congregation monies	3	-1,000	1,748	748	-1,000	1,769	769
Special collection/Café Connect			1,452	1,452		212	212
Bury St Edmunds contribution		0	20,500	20,500	0	20,500	20,500
Rent - 15 Bridge St (from Bury)		3,000	(3,000)	0	3,000	(3,000)	0
TOTAL INCOMING RESOURCES		44,286	20,700	64,986	35,568	19,481	55,049
RESOURCES EXPENDED							
Insurance		1,432		1,432	1,392		1,392
Wages		5,724		5,724	4,136		4,136
Repairs and Maintenance		4,479		4,479	2,988		2,988
Organ & piano repairs		269		269	340		340
Accounting		2,362		2,362	1,858		1,858
Professional fees		1,119		1,119	0		0
Travel expenses		0		0	127		127
Utilities		1,888		1,888	1,863		1,863
Miscellaneous expenses		1,471		1,471	2,050		2,050
Ministry expenses	4		34,623	34,623		33,282	33,282
Rental Property expenses		1,372		1,372	3,803		3,803
Charitable dons/Café Connect		0	1,385	1,385	0	741	741
Congregation Expenses	3		2,644	2,644		999	999
TOTAL RESOURCES EXPENDED		20,116	38,652	58,768	18,557	35,022	53,579
NET INCOMING RESOURCES		24,170	(17,952)	6,218	17,011	(15,541)	1,470
Gains/(Loss) on investments		(134,122)	0	(134,122)	194,205	0	194,205
Change in valuation of 15 Bridge St		0		0	0		0
NET MOVEMENT IN FUNDS		(109,952)	(17,952)	(127,904)	211,216	(15,541)	195,675
Balances brought forward							
1 October 2021		1,573,091	7,849	1,580,940	1,379,375	5,890	1,385,265
Transfer Trustees ac/Min ac		(17,500)	17,500	0	(17,500)	17,500	0
Adjust p/y balances					0	0	
30 September 2022 C/f		1,445,639	7,397	1,453,036	1,573,091	7,849	1,580,940
General fund		1,445,639			1,573,091		
Congregation Funds	3	0	570		0	1,466	
Ministry Funds	4	0	6,760		0	6,383	
Special collection	5	0	67			0	
Balances carried forward							
30 September 2021 C/f		1,445,639	7,397	1,453,036	1,573,091	7,849	1,580,940

FRAMLINGHAM UNITARIAN TRUST

BALANCE SHEET AS AT 30TH SEPTEMBER 2022

	Notes	2022	2021
<u>Fixed Assets</u>	1		
Freehold Property		250,000	250,000
Fixtures and Fittings		12,201	12,201
Investments		<u>1,105,737</u>	<u>1,239,858</u>
		1,367,938	1,502,059
<u>Current Assets</u>			
Debtors/(Prepayment)		(6,476)	(5,380)
CBF Deposits		39,262	39,030
Barclays Cu ac		41,162	36,960
Barclays Ministry Ac		<u>14,325</u>	<u>13,104</u>
		88,273	83,714
<u>Current Liabilities</u>			
Creditors	2	<u>-3,175</u>	<u>-4,833</u>
<u>Net Current Assets</u>		85,098	78,881
<u>Total Net Assets</u>		<u>1,453,036</u>	<u>1,580,940</u>
Represented by:			
Funds			
Unrestricted		1,445,639	1,573,091
Restricted		<u>7,397</u>	<u>7,849</u>
		<u>1,453,036</u>	<u>1,580,940</u>

Approved by the Trustees on

16/1/23

Signed on their behalf

Persephone C Booth

Persephone C Booth, ATT(Fellow)
Treasurer

Suzanne Bartlett
Chairman



28.11.22

FRAMLINGHAM UNITARIAN TRUST

NOTES TO THE FINANCIAL STATEMENTS

For the year ending 30th September 2022

ACCOUNTING POLICIES

The financial statements have been prepared under the historical cost convention, except that investment assets are carried at market value, in accordance with the Charities Act Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2005).

FUNDS

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of the appeal.

INCOMING RESOURCES

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

The following specific policies are applied to particular categories of income.

Voluntary income received by way of grants, donations and gifts is included in full in the Statement of Financial Activities when receivable.

Investment income is included when receivable.

RESOURCES EXPENDED

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

NOTE 1 Fixed Assets	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	2022	Funds	Funds	2021
	£	£	£	£	£	£
Freehold Property						
Meeting House	50,000		50,000	50,000		50,000
Mill Yard Cottage (15 Bridge Street)	200,000		200,000	200,000		200,000
	250,000		250,000	250,000		250,000
Fixtures and Fittings						
Organ	11,000		11,000	11,000		11,000
Piano	981		981	981		981
Clock	220		220	220		220
	12,201		12,201	12,201		12,201
Investments						Total
J M Finn investments	1,105,737	0	1,105,737	1,239,858	0	1,239,858
	1,105,737	0	1,105,737	1,239,858	0	1,239,858

Investments held as fixed assets are revalued at market value at the balance sheet date and the gain or loss taken to the Statement of Financial Activities. All investments are now held by J M Finn Investment Managers.

Investments continued	2022	2021
Market value at 1 October 2021	1,239,858	1,045,654
Increase in value	0	194,204
Cash investments in year	0	0
Decrease in value	-134,121	0
Value at 30 September 2022	<u>1,105,737</u>	<u>1,239,858</u>

NOTE 2 Liabilities	2022	2021
Amounts falling due in one year		
Accounting FUT	812	250
Accounting Min ac	238	221
Miscellaneous	1798	4362
Ministry expense	327	0
	<u>3175</u>	<u>4833</u>

NOTE 3 Congregation Monies

Opening balance	1.10.21	1,466	696
Add			
Collections & donations		391	517
membership fees		357	252
donation from MH Trustees		1,000	1,000
		<u>3,214</u>	<u>2,465</u>
Less Congregation expenses			
Admin costs	544		89
Sundry expenses	0		0
GA Quota	350		350
Ministers service fees	50		0
Organ playing	1,700		560
		<u>(2,644)</u>	<u>(999)</u>
Closing Balance of Congregation funds 30.9.22		<u>570</u>	<u>1,466</u>

NOTE 4 Ministry Account

A new minister was appointed, and started work on 1st October 2014. The annual costs are to be paid for 50% by Framlingham and 50% by Bury St Edmunds.

Opening balance of Ministry funds 1.10.21	6383	4665
Fram contribution	20500	20500
BSE contribution	17500	17500
BSE contri to rent	3000	3000
Less Ministry expenses for year	(34,623)	(33,282)
Less rent	(6,000)	(6,000)
Balance of fund at 30.9.22	<u>6760</u>	<u>6383</u>

The fund balance as shown above differs from the bank balance due to timing issues of transfers between Min ac and Trustees ac.

NOTE 5 Special collection

Bal b/f	0	529
Income - Café Connect	852	85
Income - Ukraine fund raiser	600	
Paid out	(1,385)	(614)
Balance	<u>67</u>	<u>0</u>
Total restricted funds	<u>7397</u>	<u>7849</u>

FRAMLINGHAM UNITARIAN TRUST

UNITARIAN CHAPEL TRUST PROPERTY KNOWN AS "FRAMLINGHAM UNITARIAN TRUST"

Charity No: 262249

Treasurer:

Mrs Persephone C Booth, ATT(Fellow)
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Secretary & Contact:

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Accounts for year ending 30th September 2022

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The Timbers, Church Road, Kettleburgh, Nr Woodbridge, Suffolk IP13 7LE

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Miss Rachel Parker
2 Park Corner
Tuddenham St Martin
Nr Ipswich
Suffolk IP6 9DE



Dated: 6/2/2023

FRAMLINGHAM UNITARIAN TRUST

STATEMENT OF FINANCIAL ACTIVITIES

For the year ending 30th September 2022

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INCOMING RESOURCES							
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COIF interest		231		231	5		5
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Donations/Grants/Fees		39		39	315		315
Congregation monies	3	-1,000	1,748	748	-1,000	1,769	769
Special collection/Café Connect			1,452	1,452		212	212
Bury St Edmunds contribution		0	20,500	20,500	0	20,500	20,500
Rent - 15 Bridge St (from Bury)		3,000	(3,000)	0	3,000	(3,000)	0
TOTAL INCOMING RESOURCES		44,286	20,700	64,986	35,568	19,481	55,049
RESOURCES EXPENDED							
Insurance		1,432		1,432	1,392		1,392
Wages		5,724		5,724	4,136		4,136
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Travel expenses		0		0	127		127
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Miscellaneous expenses		1,471		1,471	2,050		2,050
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Gains/(Loss) on investments		(134,122)	0	(134,122)	194,205	0	194,205
Change in valuation of 15 Bridge St		0		0	0		0
NET MOVEMENT IN FUNDS		(109,952)	(17,952)	(127,904)	211,216	(15,541)	195,675
Balances brought forward							
1 October 2021		1,573,091	7,849	1,580,940	1,379,375	5,890	1,385,265
Transfer Trustees ac/Min ac		(17,500)	17,500	0	(17,500)	17,500	0
Adjust p/y balances					0	0	
30 September 2022 C/f		1,445,639	7,397	1,453,036	1,573,091	7,849	1,580,940
General fund		1,445,639			1,573,091		
Congregation Funds	3	0	570		0	1,466	
Ministry Funds	4	0	6,760		0	6,383	
Special collection	5	0	67			0	
Balances carried forward							
30 September 2021 C/f		1,445,639	7,397	1,453,036	1,573,091	7,849	1,580,940

FRAMLINGHAM UNITARIAN TRUST

BALANCE SHEET AS AT 30TH SEPTEMBER 2022

	Notes	2022	2021
<u>Fixed Assets</u>	1		
Freehold Property		250,000	250,000
Fixtures and Fittings		12,201	12,201
Investments		1,105,737	1,239,858
		<u>1,367,938</u>	<u>1,502,059</u>
<u>Current Assets</u>			
Debtors/(Prepayment)		(6,476)	(5,380)
CBF Deposits		39,262	39,030
Barclays Cu ac		41,162	36,960
Barclays Ministry Ac		14,325	13,104
		<u>88,273</u>	<u>83,714</u>
<u>Current Liabilities</u>			
Creditors	2	<u>-3,175</u>	<u>-4,833</u>
<u>Net Current Assets</u>		85,098	78,881
<u>Total Net Assets</u>		<u>1,453,036</u>	<u>1,580,940</u>
Represented by:			
Funds			
Unrestricted		1,445,639	1,573,091
Restricted		7,397	7,849
		<u>1,453,036</u>	<u>1,580,940</u>

Approved by the Trustees on

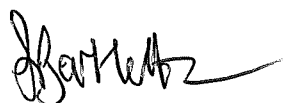
16/1/23

Signed on their behalf

Persephone C Booth

Persephone C Booth, ATT(Fellow)
Treasurer

Suzanne Bartlett
Chairman



28.11.22

FRAMLINGHAM UNITARIAN TRUST

NOTES TO THE FINANCIAL STATEMENTS

For the year ending 30th September 2022

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RESOURCES EXPENDED

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

NOTE 1 Fixed Assets

	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Unrestricted Funds £	Restricted Funds £	Total 2021 £
Freehold Property						
Meeting House	50,000		50,000	50,000		50,000
Mill Yard Cottage (15 Bridge Street)	200,000		200,000	200,000		200,000
	250,000		250,000	250,000		250,000
Fixtures and Fittings						
Organ	11,000		11,000	11,000		11,000
Piano	981		981	981		981
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Increase in value	0	194,204
Cash investments in year	0	0
Decrease in value	-134,121	0
Value at 30 September 2022	<u>1,105,737</u>	<u>1,239,858</u>

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Accounting Min ac	238	221
Miscellaneous	1798	4362
Ministry expense	327	0
	<u>3175</u>	<u>4833</u>

NOTE 3 Congregation Monies

Opening balance	1.10.21	1,466	696
Add			
Collections & donations		391	517
membership fees		357	252
donation from MH Trustees		1,000	1,000
		<u>3,214</u>	<u>2,465</u>
Less Congregation expenses			
Admin costs	544		89
Sundry expenses	0		0
GA Quota	350		350
Ministers service fees	50		0
Organ playing	1,700		560
		<u>(2,644)</u>	<u>(999)</u>
Closing Balance of Congregation funds 30.9.22		<u>570</u>	<u>1,466</u>

NOTE 4 Ministry Account

A new minister was appointed, and started work on 1st October 2014. The annual costs are to be paid for 50% by Framlingham and 50% by Bury St Edmunds.

Opening balance of Ministry funds 1.10.21	6383	4665
Fram contribution	20500	20500
BSE contribution	17500	17500
BSE contri to rent	3000	3000
Less Ministry expenses for year	(34,623)	(33,282)
Less rent	(6,000)	(6,000)
Balance of fund at 30.9.22	<u>6760</u>	<u>6383</u>

The fund balance as shown above differs from the bank balance due to timing issues of transfers between Min ac and Trustees ac.

NOTE 5 Special collection

Bal b/f	0	529
Income - Café Connect	852	85
Income - Ukraine fund raiser	600	
Paid out	(1,385)	(614)
Balance	<u>67</u>	<u>0</u>
Total restricted funds	<u>7397</u>	<u>7849</u>