

Charity Number: 1172087

CIO Number: CE010591

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends

Report and financial statements
For the year ended 31st March 2020

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends

Reference and administrative information

for the year ended 31.03.2020

Charity number 1172087

Manchester and Warrington Area Quaker Meeting is a Charitable Incorporated Organisation, registered in England under charity number 1172087.

The CIO was registered on 16 March 2017 and the assets of the previous unincorporated charity (registration number 1134527) were transferred to it to allow it begin operation on 1 May 2017.

Registered office and operational address

Friends' Meeting House
6 Mount Street
Manchester M2 5NS

Website Address

www.manchesterquakers.org.uk

Trustees

Trustees who served during the year and up to the date of this report were as follows:

Malcolm Allum	from 01.01.2020
John Banks	from 01.01.2020
John Booth	Assistant Clerk
Linda Burgum	from 01.01.2020
Margaret Calvert	
Ged Edwards	
Kath Haworth	
Roger Hensman	until 31.12.2019
Branwen McHugh	until 31.12.2019
Wendy Olsen	
Kath Redmond	
Beck Solway	
Michael Taylor	until 31.12.2019
Richard Taylor	Clerk
Hilary Tucker	Treasurer

Key Management Personnel

Executive Officer:	Sarah Donaldson
Finance Manager:	Caroline Morison
Operations Manager:	David Slater
Business Manager:	Iona Moxon (until 11 March 2020)

Nominee for Land

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

Nominee for Investments & Stockbrokers

Rathbone Greenbank Investments
10 Queen Square
Bristol BS1 4NT

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends

Trustees' Annual Report

for the year ended 31.03.2020

Main Banker

Co-operative Bank plc
1 Balloon Street
Manchester M60 4EP

Solicitors

Hill & Co
4 Market Street
Altrincham WA14 1QD

Auditors

Slade & Cooper Limited
Greenfish Resource Centre
46-50 Oldham St
Manchester M4 1LE

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends

Trustees' Annual Report

for the year ended 31.03.2020

Introduction

The Trustees present their report and the audited financial statements for the year ended 31st March 2020. Included within the Trustees' report is the directors' report as required by company law.

Reference and administrative information set out above forms part of this report. The financial statements comply with current statutory requirements, the charity's constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

The Area Meeting consists of five Local Meetings:

- Central Manchester – 6 Mount Street, Manchester, M2 5NS
- Eccles – 13 The Polygon, Wellington Road, Eccles, M30 0DS
- Sale – Park Road, Sale, M33 6WX
- South Manchester – 82 Wythenshawe Road, Northenden, Manchester, M23 0DJ
- Warrington – Buttermarket Street, Warrington, WA1 2NR

The Area Meeting burial ground is at our Sale Meeting House.

The Area Meeting is legally responsible for the Friends Summer School, which has a separate bank account (included within the consolidated financial statements).

Impact of COVID-19

Our financial year ended on 31 March, just after the start of the UK lockdown in response to the COVID-19 pandemic. All of our Meeting Houses closed their doors to the public at the end of Saturday 21 March, and no Meetings for Worship could be held on Sunday 22 March. By the following Sunday, online Meetings for Worship had begun to be organised and they have continued. Children's meetings have taken place online alongside the Central Manchester and Eccles Meetings for Worship. Friends have held online committee meetings and have kept in touch with each other by phone, email and video conference throughout this strange and difficult time.

Much of the regular work described in this report has not been possible in the first part of the new financial year and we do not know when it will be able to resume. Our financial position at the time of writing is considerably less positive than we would have hoped for, and with so many months without trading income we will need to dip into our reserves to keep paying for our meetings and our other charitable work. Fortunately we have sufficient monies to make this possible and we are confident that we will be able to come through this crisis. We continue to worship together and this gives us strength.

Charitable Objectives

The object of the charity, as stated in its constitution, is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of Manchester and Warrington Area Meeting and beyond.

To that end, the CIO's income and property are used solely to further this object by:

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends
Trustees' Annual Report
for the year ended 31.03.2020

- strengthening the life and witness of Quaker Meetings both in the area of Manchester and Warrington 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 Manchester and Warrington 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;
- administering and maintaining the organisation of Manchester and Warrington Area Meeting and contributing to the support of Britain Yearly Meeting.

In working to fulfil these purposes we seek the guidance of God in Meetings for Worship and in our lives within and beyond the Quaker community. Quakers are committed to a way of worship, and a way of life, which allow God to guide and transform us. We have found that the Spirit, if rightly followed, will lead us into truth, unity and love.

The Religious Society of Friends in Britain has no clergy. Area Meeting Friends share all the tasks involved in running a religious body. We make decisions in Meetings for Worship for Business for Church Affairs, following principles and processes of discernment commonly referred to as the Quaker business method. Area Meeting met in session on 8 occasions during the reporting period. On each occasion the Area Meeting session was preceded by local Meetings for Worship for Business. Area Meeting sessions are open to all members, and to attenders with prior permission. Minutes are circulated to everyone who has chosen to join the distribution list.

All our Trustees are members of the Area Meeting. They are responsible for the administration of the property and activities of Manchester and Warrington Area Meeting, in accordance with our constitution. Trustees' meetings are also Meetings for Worship for Business. Trustees give their time freely and receive no remuneration or other financial benefits. The Trustees delegate day to day management of the charity to the Executive Officer. The Clerk of Trustees is the line manager of the Executive Officer.

Public Benefit Statement

This report summarises what the charity has achieved and the outcomes of its work in the reporting period. All our activities are undertaken to further the charity's charitable purposes for the public benefit. The report outlines the success of each key activity and the benefits the charity and its activities have brought to the public.

When reviewing the charity's aims and objectives and in planning its future the Trustees have considered the guidance contained in the Charity Commission's general guidance on public benefit. In particular, the Trustees have considered how further planned activities will contribute to the achievement of the charity's object.

Activities, achievements and performance

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends

Trustees' Annual Report

for the year ended 31.03.2020

Meetings for Worship

Quaker Meetings are open to anyone who wishes to attend, and the right holding of regular, public Meetings for Worship across our area is essential for the fulfilment of our charitable objectives and our contribution to the public benefit. As Quakers, we believe that faith and action are inextricably intertwined. By worshipping together we gain strength and inspiration and are challenged to take the action needed to change our world for the better.

Each of our local Meetings holds a weekly Meeting for Worship on Sunday morning. Other regular opportunities for worship include a weekly half-hour Wednesday lunchtime meeting at Central Manchester and a monthly Thursday lunchtime Meeting at Manchester University. As noted at the start of this report, all these meetings ceased or were significantly disrupted at the end of March.

In April Area Meeting held a Meeting for Worship for the solemnisation of marriage.

Not only are our Meetings for Worship open to all, we believe that anyone in attendance may be given words to speak and should do so if truly moved by the spirit. When someone speaks in a Meeting for Worship we call this 'ministry'. The Area Meeting Conflict Advisory Group identified a concern that sometimes ministry in Meeting was giving rise to conflict and felt that Friends should be reminded of certain key principles that should guide us if we are moved to speak, as well as when we are listening to others. From this idea came a printed pamphlet, produced following input from Area Meeting Elders. We hope that the pamphlet will serve many purposes – as a help to newcomers, as a basis for learning and discussion, and as a source of private reflection.

Our All-Age Community

All of our local meetings have children and young people associated with them and organise specific children's meetings at least once per month. Most of our local Meetings held an all-age worship session during the period. Sale Friends have continued their practice of holding a breakfast meeting approximately once per month – this takes place before Meeting for Worship and helps include children and families in the life of the meeting.

On 28 April 2019 an Area Meeting All Age day for families and everyone else who wished to join in was held at South Manchester. This involved Meeting for Worship and a separate children's activity, followed by a picnic and then activities in Wythenshawe Park. These informal opportunities enable children and parents across local meetings to get to know each other. They can be particularly valuable for meetings with few children.

We know that teenagers often find it hard to stay connected to their local meetings. Area Meeting supports our teenagers to attend Teenage General Meeting and other regional and national events where they can meet like-minded young people, make friends and explore spiritual issues. Central Manchester meeting has also been holding a monthly Sunday meeting for teenagers.

The Friends Summer School runs for a week each summer and is open to 11-17 year-olds from north Wales and northwest England. Every year the young people who attend tell us how important the event is to their life as young Quakers. In 2019, adults in the Area Meeting had the opportunity to see more of the event as a video was presented to the Area Meeting. Although numbers were still low (45 participants), more than half were newcomers and the age profile was younger than usual. We hope this is a good omen for the future. The event was held at a new venue where the food was, by common

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends
Trustees' Annual Report
for the year ended 31.03.2020

consensus, 'horrible'. It is a testament to the hard work of the planning team that the event was nonetheless rated 'fabulous' overall by the young people who attended.

All our local meetings are worshipping communities in which we hope all members and attenders can play a full part. Within our community we all have responsibility for caring for one another. Recognising the particular gifts that some people have, Area Meeting specifically appoints a number of Friends as Elders, to help ensure that all Meetings for Worship are rightly held, and Overseers, to help with the pastoral care of Friends.

Shared meals, discussion groups and meetings for learning at local and area level help to build links between us. Central Manchester Overseers have organised special meetings for newer attenders to help them get to know people – this can otherwise be difficult in a large group. Warrington Friends continued to hold their monthly 'dessert and discussion' group and this year Central Manchester Elders began a series of meetings to 'Rediscover Quaker Spiritual Classics'.

Before lockdown a multi-faith group at the Universities Chaplaincy was running a weekly lunchtime series called 'Breathing Space', in which different facilitators drew on the ancient wisdom of their spiritual paths to create a space which is gentle, contemplative and mindful. Our Quaker representative on the team led 3 sessions, using early Quaker texts (Fox, Naylor, Pennington) set to music by Paulette Meier. It was a great disappointment that the series was brought to a premature close by the pandemic, just as an agreement had been reached for the University of Manchester to publicise it more widely.

Last year the Area Meeting Conflict Advisory Group suggested that a "spiritual review" process could help our Area Meeting to identify its unmet needs and bring any underlying sources of tension into the light. During the reporting period Elders and Overseers have been working on this, recognising the benefit it has for our sense of community.

In recent times we have been aware of some conflict within our Area Meeting in relation to issues of gender identity. Some of our members and attenders have told us that they don't feel that their experiences are valued or that they are fully welcomed. Throughout the reporting period the Conflict Advisory Group has been working with Friends and in February 2020 we devoted time in Area Meeting session to exploring what the problems might be. There is still much work to be done and a great willingness to move forward.

Long before the pandemic was anticipated, Overseers encouraged Friends to update their "planning for infirmity, old age and end of life" forms. At Central Manchester they have also been exploring how the meeting might become more dementia friendly and hope to suggest training for Friends in due course.

Area Meeting allocates funds to assist Friends in need, and Overseers agree on the distribution of those funds. They also try to help people access grants provided by other Quaker organisations. A total of the grants given from AM funds is included below.

Just before the start of this reporting period, we appointed a group to look at how we might 'revitalise' our Area Meeting. Attendance at our Meetings for Worship for Business is generally less than 20% of our membership, and although we undertake many activities (as described in this report) we feel that fresh ideas are needed. The group has been meeting throughout the year and gave an interim report to Area Meeting in October 2019. We expect their work to bear more fruit in the coming year.

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends
Trustees' Annual Report
for the year ended 31.03.2020

In June we once again held an Area Meeting garden party. Approximately £825 was raised and the monies were shared between Care UK (a refugee support charity) and Peace Pathways (East Cheshire Area Meeting's peace education project).

Furtherance of Quaker Testimonies

Quakers in Britain have a corporate vision for the Religious Society of Friends, articulated in the document *Our Faith in the Future*. That vision calls on us to do our part to make Quaker values active in the world. We are guided in our lives and all we do by our testimonies to equality, peace, truth, simplicity and sustainability. As a charity we work particularly on themes of equality and social justice, peace and sustainability.

Equality and Social Justice: Our Social Justice Group meets regularly and covers a wide variety of related topics. All interested Friends are welcome to attend.

Warrington Meeting has a longstanding relationship with a local homeless shelter, Room at the Inn. In December 2019 the meeting house was used for a sleep over as part of a national event to support the homeless.

Many of our members and attenders support local food banks.

Peace: Our Area Meeting is a member of the Northern Friends Peace Board. Manchester and Warrington Friends work particularly closely with those from East Cheshire Area Meeting on peace issues.

15 May is the annual International Conscientious Objectors Day. In 2019 our Area Meeting Peace Promotion Group supported the Friends of Manchester Peace Garden to organise a commemorative vigil. We made contact with 'Vibe Manchester', a group that share online film of Manchester events. Their film of the Conscientious Objectors Day vigil can be viewed here:

https://www.youtube.com/watch?v=o6_Ok7rR0s

In June the Peace Promotion Group organised a screening of the powerful and thought provoking film 'War School', followed by a question and answer session with the Director and a member of the Veterans for Peace organisation. The film draws attention to the increasing militarisation of British society; particularly our schools. The event was attended by approximately 50 people, two-thirds of whom were not Quakers, who appeared moved and engaged by the subject. Vibe Manchester again made a short film about the event, which can be viewed here:

<https://www.youtube.com/watch?v=-qYPcfIWaKQ>

In September many Friends from across Britain Yearly Meeting participated in protests at the Defence and Security Equipment International Arms Fair (DSEI) held at the Excel Centre in London. The action was co-ordinated both by Campaign Against the Arms Trade, and a new Quaker network, Roots of Resistance. Several Friends from our Area Meeting travelled to London to take part in the protest, and even more helped with the preparation of banners. Central Manchester children's meeting made a large and colourful 'Peace' banner and many individual Friends made much smaller 'mini banners' that went to make up a Quaker tapestry for peace.

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends
Trustees' Annual Report
for the year ended 31.03.2020

Later in September Friends joined with Amnesty International to hold a vigil on the Central Manchester steps to call on the government to stop selling arms to Saudi Arabia.

As usual Central Manchester Meeting House was advertised on the Peace Pledge Union website as a place to buy white poppies. The Peace Promotion Group also distributed some to the passing public as a way to raise awareness of what they represent.

In December the Peace Promotion Group supported the Quaker representative at the Universities Chaplaincy in organising an Amnesty International Christmas card signing for Prisoners of Conscience.

Sustainability: Friends continue to hold a deep and spiritual concern for the earth. During the reporting period Trustees agreed the following **Vision for Sustainability:**

Based on our long testimony and our love for the world, life on it and the proper stewardship of its resources, we recognise and respond to the grave and growing environmental crisis as a community of concern, seeking to join with others to halt the damage, to protect the beauty of creation and to help make the earth sustainable for future generations.

We commit to progress at corporate, community and individual levels.

Two of our members attended carbon literacy training and went on to facilitate a session with Friends and staff to explore the issues that are particularly relevant to our charity and our business. Overseers have also been considering how they could promote our ongoing commitment to sustainability issues within our meetings.

The Area Meeting tree planting day in April was hard work but remains an important part of our calendar. We have been unable to hold a spring session in 2020 and will need to decide whether to try an autumn date, as we have done in the past.

In May, Area Meeting agreed formally to endorse the Better Buses Campaign, in the hope that bus services across Greater Manchester can be regulated to become more equitable and consistent.

During the Conservative Party Conference in Manchester in autumn 2019, Central Manchester Friends organised three silent vigils to remind politicians of the urgency of the climate crisis. Friends from many nearby local meetings joined in. Two extended 'drop-in' Meetings for Worship were also held to uphold the political process.

Warrington local meeting has chosen to support a local Extinction Rebellion (XR) group by covering some of the cost of a meeting room at the meeting house.

Central Manchester Friends raised their concerns about continuing to profit from the car park behind the building. Area Meeting agreed to explore the issue further and asked Trustees to begin working towards the closure of the car park to paying customers. Unfortunately, a complication relating to business rates as well as the financial problems caused by the lockdown have delayed this exploration. We will return to it during the year.

Once again we have found it difficult to spend the money earmarked for sustainability improvements to our buildings. Some of our specific plans (e.g. installation of a mechanical ventilation heat recovery system at Warrington) were put on hold as we realised we needed to be sure that the scheme was fully

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends
Trustees' Annual Report
for the year ended 31.03.2020

suitable for the building. We completed the planned work to install LED lighting throughout Eccles meeting house.

We are aware of Quaker Stewardship Committee guidance that we should choose at least one measure of energy consumption or greenhouse gas emission that our local Meetings would then track for several years to monitor and motivate progress. Once again we have not been able to do this. We had intended to commission a carbon footprint survey immediately after the close of this reporting period but the lockdown has prevented this from going ahead. As soon as it becomes feasible we intend to commission this work.

Work with Refugees and Asylum Seekers

The care of refugees and asylum seekers remains a specific concern of the Area Meeting. Friends across the Area Meeting continue to support the reception service for the Boaz Trust night shelter for destitute asylum seekers. A number of Friends are volunteers, and collectively we offer a space for the guests to gather and to have a hot drink every night from 6pm to about 8pm. The service usually runs from October to April but it was closed prematurely at the end of March as alternative arrangements had to be made in the face of the pandemic.

We collect money from Friends to assist refugees and asylum seekers and our Social Justice Group decides how the fund should be spent. This year £200 was given to support the work of the charity Freedom from Torture, which has a centre in Manchester and offers therapy and support to survivors of torture.

Outreach

Our Faith in the Future (see above) envisages a world where Quakers are well known and widely understood. We don't evangelise or seek converts, but we believe that our faith and way of life are relevant to modern society and we want people to know who we are and what we do so that they can join us if they choose. This year, the 200th anniversary of the Peterloo massacre (on 16 August 1819) and the biennial Manchester International Festival offered very good opportunities to engage with the community around us.

The Peterloo anniversary is always commemorated in Manchester, but the 200th anniversary made it national headline news. The themes of equality and speaking truth to power are close to our hearts as Quakers, and we were able to make our message heard by talking to and working with colleagues working on peace and social justice issues in other organisations. One Friend organised a poetry evening featuring published poets and an 'open mic' section and BBC Radio 4 used the main hall at Central Manchester to record a Peterloo-themed programme. Many walking tours passed by our front doors and many people came inside to ask about local Quaker history. One of our members was featured in another BBC Radio 4 programme about the events on the day.

The Meeting House currently sited at 6 Mount Street post-dates the massacre, but there was a Quaker Meeting House there at that time and parts of the boundary wall of the site date back to before 1819. On Sunday 18 August 2019, we created a human chain around the Meeting House wall and held a silent vigil to commemorate all those killed while exercising their right to protest – at Peterloo and in the modern era. We were joined by Friends from across the Area Meeting and beyond, as well as by personal friends and even passers by on the day. Later in the day we were able to hear a talk by one of our members who has done extensive research on the role Quakers did and didn't play in the events

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends
Trustees' Annual Report
for the year ended 31.03.2020

surrounding Peterloo. The demand for seats outstripped the supply and we had to ask our own members to give up their places to visitors and wait for a second showing later in the year.

During the Manchester International Festival in July 2019 our Central Manchester Meeting House was used as one of the venues for *Utopolis*, an interactive work that asked the audience what a utopian Manchester would look like for them. Two of our members provided interviews that formed part of the work and both took the opportunity to explain Quaker values, especially in relation to peace and disarmament.

We decided to take a break from Quaker Quest this year and experimented with holding alternative events during the year. In June Friends organised a short series of arts workshops based on Quaker testimonies. Feedback from those attending was positive, but numbers were disappointing, probably because of a lack of publicity.

Once again Quaker Week took place in late September/early October. As well as an open day at Central Manchester we organised a board games night and an equality-themed event.

Ecumenical and Interfaith Links

Area Meeting is a member of Greater Manchester Churches Together. We have links to the Manchester Council of Christians and Jews and to local Christian Aid.

Support for Other Groups

Support through the Quaker Work Fund: Every year we allocate money to the Quaker Work Fund so that it can be made available to groups undertaking charitable work in line with our testimonies. A group of three Friends is appointed to review applications and to make recommendations to Area Meeting. The policies for deciding on applications are summarised in a later section of this report.

Following record distributions last year we carried forward only £41 into this financial year and allocated a further £12,500 from the budget. This year we disbursed a total of £8,427 as follows:

£500 to Salford Lunen Partnership

May 2019, Minute 2019/38 - the Salford Lunen Partnership links the Protestant Church in Lunen, Germany with an ecumenical group of churches in Salford. Friends from Eccles meeting supported the application, which was specifically for money to help pay for the visit of 13 people from Lunen to Salford to explore themes of nationality and identity in the context of populist nationalism in Europe and its threat to peace.

£250 to Friends of the Earth (Manchester)

June 2019, Minute 2019/50 - this money was provided to help pay for the production of education leaflets and a newsletter on the theme of clean air, to be distributed in local libraries and council buildings. The application was supported by a member from Eccles.

£300 to Orphans in Kinshasa

June 2019 Minute 2019/50 - this project is supported by some Friends at Eccles, who regularly send boxes of food, toiletries and clothing to help the orphans. £300 will pay for about 2 such boxes.

£1,195 to Bridge to Aid

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends
Trustees' Annual Report
for the year ended 31.03.2020

June 2019 Minute 2019/50 – Bridge to Aid is a dental charity working in Tanzania. Volunteer dentists and dental nurses from the UK train rural health workers in Tanzania and provide them with a kit of dental instruments. The application was supported by South Manchester Friends.

£1,170 to Upping It in Moss Side

June 2019 Minute 2019/50 – Upping it is a resident-led initiative to help green local alley ways. The project provides planters, compost, water butts and plants and helps with the initial cleaning of the spaces but the aim is for neighbours to come together to keep the work going. The request was supported by a Central Manchester attender.

£1,012 to Waterhead U14s Rugby League team

September 2019 Minute 2019/73 – three generations of one of our families are involved with this local rugby team that brings together young people from diverse areas of Oldham. All players must train and play in appropriate clothing (NW Counties rule) and much of the kit is unaffordable for many of the families. Transport is another major difficulty as few of the families involved have cars. The grant was to help with the cost of kit and transport for the team.

£2,000 to Tatton Community Resource Centre

October 2019 Minute 2019/82 – the Tatton is a community resource in Ordsall, Salford. It provides meeting rooms and a community café, with opportunities for training in life skills. The grant was provided to allow the Tatton to keep its core facilities open while it looks for larger grants. The application was supported by a member of Central Manchester meeting.

£2,000 to Women Asylum Seekers Together

December 2019 Minute 2019/105 – several of our members are closely involved with the work of WAST, which is a Greater Manchester based self-support group for women caught up in the asylum system. It offers mutual support, information and campaigning opportunities for women to fight for their rights and raise awareness among the wider British public of the injustice and cruelty of the situation they and their children live in. The grant was sufficient to support around 25 destitute women a week for about 16 weeks.

Quaker Congo Partnership: We have longstanding and special links with this independent charity which is now also registered as a Quaker Recognised Body. Manchester and Warrington Area Meeting continues to support Quaker Congo Partnership UK in different ways. Several of our members and attenders are involved as trustees and ensure we are kept informed of the important work being done with partners in the Eastern Congo. Individual Friends are encouraged to give money – directly, through their schedule donations, or via regular collections at local Meetings.

Voluntary collections: our local Meetings all collect for a variety of charitable groups throughout the year. Each Meeting decides on its own list of groups.

Volunteers

Quakers have no paid clergy and all our members and attenders are potentially our volunteers. Without this participation we could not fulfil our charitable object. Our staff support us, but our charitable work requires the action and prayerful support of Friends.

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends

Trustees' Annual Report

for the year ended 31.03.2020

We encourage all volunteers holding specific roles (e.g. as clerks, elders and overseers, registering officers and trustees) to undertake roles training which is provided by Woodbrooke and/or BYM. We set aside money to pay for the courses and associated expenses.

Trading Subsidiary

Quaker Trading (Manchester & Warrington) Limited is the Area Meeting's wholly owned trading subsidiary. The company has a Board of Directors. The Area Meeting Treasurer is a Director *ex officio* and the other six Friends and attenders are independent of the Area Meeting Trustees. This is the second year that we have had this structure and the trading subsidiary has benefited greatly from having more Quakers involved in its direction.

The charity and the company have a Hospitality and Facilities Agreement, and the company is responsible for undertaking all the trading activity and for managing the buildings and grounds on behalf of the charity. All staff are jointly employed by both the company and the charity. The trustees and the directors will continue to work together to make decisions about the commercial use of our Area Meeting buildings. Towards the end of the year we began to think seriously about whether and how to revise the Agreement and this work will continue in 2020/2021.

All of our five Meeting Houses are available for hire. Our smaller Meeting Houses are used primarily by local community and support groups, as well as by other spiritual and religious groups who do not have their own premises. Our Central Manchester Meeting House is large and well-located and during the week we run it as a meetings and conference venue. In the evenings and on Saturdays, when prices are lower, it is also well used by smaller organisations. In this reporting period our business activities once again generated a substantial surplus. Without our income from trading we would struggle to fund the amount of charitable work that we currently undertake.

Quaker groups, whether from our own Area Meeting or beyond, may use our buildings free of charge in order to worship and to plan and do any of the work outlined above.

We did not manage to make much progress with our long-term plan of making improvements to the empty part of the basement at Central Manchester Meeting House. We have received preliminary advice from an architect, but we need to compare the likely cost of a refurbishment with the expected rental yield.

Financial review

Principal Funding Sources

Our major sources of income are summarised as follows:

	2019/2020	2018/2019
	£	£
Donations & legacies from Friends	74,583	71,688
Donation subsidiary company	234,607	0
Investments & bank interest	12,731	10,755

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends
Trustees' Annual Report
for the year ended 31.03.2020

Donations Income: As shown above, during the financial year Friends contributed donations & legacies including gift aid tax refunds of c£74,600 (2018/19 c£71,700), of which c£36,500 (c£37,490) was unrestricted. Of the c£38,100 of restricted donations, over 75% (c£29,700) was money collected for and sent on to support the work of Britain Yearly Meeting. The vast majority of the remainder was collected for and sent to other Quaker organisations. A small sum of money was specifically collected to support peace witness at the DSEI arms fair.

Although the total figure for donations is slightly higher this year than last, this is entirely accounted for by an increase in restricted income. In particular the amount collected for other Quaker organisations was higher than usual because of a small number of one-off large donations. Once again the amount of unrestricted giving fell. Looked at as a monthly average, this translates as only about £3,042. The figure for last year was £3,124 and the year before that was £3,460. Immediately following the close of this reporting period we drew this to the attention of members and hope that they will act to increase the financial support they provide.

Once again we received no legacies.

Value of donations collected by Area Meeting acting as agent:

Collections for:	Amount
BYM	£29,683
Quaker Charities	£ 8,064
Non Quaker Charities	-

Income from trading subsidiary: The apparent surge in income from our trading subsidiary is an artefact of a change in accounting policy. The sum of £234,607 was the trading profit earned in the year ending 31.03.2019 and paid over to the CIO during this financial reporting period. It could not be included in last year's accounts because the CIO was not permitted to recognise the income in advance of receipt (hence why the comparable figure for the previous year is 0). Having said that, the figure of £234,607 was unprecedented in the history of the trading company and represents an excellent result. The CIO was able to fund its in year expenditure and add to its reserves.

The trading profit made in the year ending 31.03.2020 (c£125,500) will be paid before the end of 2020 and will be shown as income to the CIO in next year's accounts. These recent good years have left us in a fairly decent place from which to weather the storms that began blowing in March 2020.

Income from investments & interest: The majority of our investment portfolio of around £494,000 is managed for us by Rathbone Greenbank, a specialist ethical investment stockbroker. Despite another turbulent year, the income held up well and at c£10,590 it was more than the amount received last year (c.£9,480). Bank interest was also higher than last year (c£2,140 in comparison to c£1,275) because of the cash provided by the trading subsidiary.

Financial Risks

All our income streams are vulnerable to the risk of general economic downturn. Once again the UK did not leave the European Union during this reporting period but a 'no deal Brexit' now seems inevitable within the next period. However, the most significant financial risk we face is that of COVID-19 and the associated restrictions on social and economic life that are required in order to control the rate of infection and the risks to individuals. The trading subsidiary will be especially hard hit by the lockdown

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends
Trustees' Annual Report
for the year ended 31.03.2020

and the lengthy period of lesser restrictions that we expect to follow from that. Our trading subsidiary makes its money from people using our buildings as places to meet. Even once those activities become lawful again we can anticipate that customers will be wary. We expect that the trading subsidiary will make a loss in the coming financial year, meaning that we will not receive any profits in 2021.

The Trustees still believe that the model of the trading subsidiary is a good one and are engaged in negotiations concerning the possibility of loaning it money to use as operating capital.

Donations: As above, we have opened the new financial year with a clear message and hope that we will see benefits from this. Although some Friends will be losing income as a result of COVID-19, some will find they have less opportunity to spend out of their fixed incomes. We hope that those who can give more will do so.

Trading: The lockdown and associated restrictions brought our trading to a shuddering halt in the second half of March 2020. We will continue to collect income from our investment properties and from our Central Manchester car park, provided that our tenants and licensees are able to afford to pay us. We do not anticipate being able to trade in room hire and associated services until September 2020, and we expect trading to remain slow until the end of 2020. We do not think our trading subsidiary will necessarily make a profit in the coming year, and this will mean the CIO will need to spend from its reserves to fund its necessary expenditure.

Investments: We maintain a balanced portfolio and employ professional investment managers. As above, income was not negatively impacted in 2019/2020 but this may well happen in 2020/2021. We saw a very significant fall in the overall value of our portfolio in the final quarter of the period, but the blow was somewhat cushioned by having benefited from increases earlier in the period. It is extremely difficult to predict what may happen in the coming year. We see our investments as part of our reserves rather than a way to fund our regular expenditure and over the long term we expect they will continue to deliver a positive return.

Overall: We are in risky times but consider that we are acting prudently. Our expenditure will undoubtedly be reduced during the lockdown as Friends cannot attend conferences and courses and our activities move more online. We will be using our reserves and we are confident that we will be able to meet our obligations in the coming year.

Property

The charity owns the five Meeting Houses in the Area Meeting, together with five investment properties (a cottage or flat is attached to the Meeting Houses at Eccles, Sale and South Manchester and there is a separate cottage and schoolroom very near the Warrington Meeting House). All the residential properties are let at market rates through an independent letting agent. The lease on the schoolroom will come to an end in June 2020 and we will explore whether we could manage this property ourselves in the future so as to save costs. We already manage three tenanted units in the basement at Central Manchester ourselves. Income from lettings makes a significant contribution to our funds.

All our properties were last valued in 2016. The Trustees reviewed the valuation policy this year and concluded that it was not necessary to revalue every three years as had previously been thought. They are aware of their duty to ensure that the declared value of the properties does not differ materially from the market value and are confident that this is so. The Trustees will arrange for a new valuation during 2021, with the new values being included in the accounts for the year ending 31.03.2022.

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends

Trustees' Annual Report

for the year ended 31.03.2020

We maintain our properties well, using quinquennial inspections and seeking appropriate professional advice. We want our properties to reflect our belief in the importance of sustainability and care for the environment.

Employment

The Area Meeting is a Living Wage employer. The increased Living Wage of £9.30 per hour was announced in November 2019. All accredited employers had to commit to introducing it by 01.05.2020. Only our very newest employees were affected and they began receiving the new rate before the end of 2019.

Financial Policies

Funds Held

The total value of the Area Meeting's unrestricted funds is £7,674,724 (group: £7,800,737), but most of this money is not actually available for use by the charity. The general fund is valued at £4,260,215 and is largely made up of the value of the Meeting Houses that we need for worship and as a base for trading activity. The revaluation reserve of £2,473,025 is wholly attributable to property values and therefore not available to use.

As noted earlier, our property portfolio includes our five Quaker Meeting Houses, classified as functional properties. The value of these properties is declared within the accounts at market value, but our insurance valuation (table below) includes the cost of rebuilding and reinstating, and gives a different perspective on the value of the properties to our Area Meeting.

Location	Property Type	Insurance Valuation (to nearest £100)
Central Manchester	Meeting House	£5,843,900
Eccles	Meeting House	£813,600
Sale	Meeting House	£1,060,400
South Manchester	Meeting House	£727,600
Warrington	Meeting House	£1,220,400

Designated funds

We hold a number of designated funds as set out in note 24 to the financial statements.

Sinking fund for maintenance: This fund represents the reserves available for significant maintenance needs over and above our planned and budgeted maintenance work.

Running costs: The value of this reserve fund is set at approximately three months' running costs.

Legacies: Where legacies are left without restriction, we maintain them as a designated fund to be used for specific project work, as discerned by the Area Meeting, rather than allowing them to be used for

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends

Trustees' Annual Report

for the year ended 31.03.2020

general overheads. In July 2017 Area Meeting agreed to spend around £30,000 from the legacy fund on work to improve the sustainability of our buildings, e.g. through the installation of solar panels. Only a small amount of the money has been spent up to now.

Quaker Work Fund: Each year we allocate money from our trading surplus to be distributed to good causes. The distributions during the last period are described on pages 10-11 of this report and our grant giving policy is described on page 17.

Local Meeting funds: Each of our local Meetings maintains a bank account for its own use. Those funds should generally not exceed £2,000, although they may do at times (for example if payments are being held in readiness for a weekend residential). The separate local Meeting accounts are consolidated with the Area Meeting's finances in the financial statements.

Summer School: Friends Summer School has its own bank account. It collects money through participant fees and donations from this and other Area Meetings. It pays its own expenses and aims to cover its costs each year. The account is consolidated with our Area Meeting's finances in the financial statements.

Reserves Policy

Our target reserve is set at £849,000. This figure is based on the need for funds to meet running expenses for three months (estimated at £191,000), together with the need for funds for significant maintenance over and above our usual planned works (calculated at £658,000, based on 1.5% of insured values over 5 years). The running expenses reserve has been at the planned value for some time but our sinking fund had been somewhat less than the target figure, meaning that our current total reserves were only £663,588 at the start of the period (£185,412 below our target). As described above, the CIO received just over £234,000 from the trading subsidiary this year. From this we were able to add £144,000 to the sinking fund, bringing it to £616,588 at the end of the period. This brought our reserves to £807,588 – only around £41,000 short of our target.

Trustees were due to review the reserves policy in February 2020 but the agenda at that meeting was too full to allow for this. In any event, it will now be helpful to reconsider the policy in light of more recent events that have demonstrated that a sudden economic shock really can happen at any time.

Investment Policies

We take an ethical approach to investment, taking into account Quaker testimonies to equality, peace and sustainability, as well as our concern to avoid profiting from the sale of alcohol or tobacco. We have followed the policy of Quakers in Britain and divested from fossil fuel investments. As well as asking our investment managers to avoid those investments we find ethically dubious, we have also asked them to invest positively in ethical companies and products where possible. By instructing them to take a "medium" risk attitude towards short term stock-market volatility (as opposed to a "low" risk) we have been able to move towards a position where up to 5% of our holdings are held with "social enterprise investments".

The value of our investments fell this year. As noted above, financial markets are very unstable at present and likely to remain so for the foreseeable future. There is some evidence to suggest that 31 March 2020 was a particularly low point and early indications suggest a recovery in value in the new year is likely.

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends
Trustees' Annual Report
for the year ended 31.03.2020

A group of Trustees held a conference call with our investment managers on the first day of the new financial year. We hope to consider with them how we could use our investment activity to further our testimony to sustainability more effectively.

Grants Policy

We predominantly make grants via our Quaker Work Fund, which may support anything which furthers Quaker testimonies such as truth and integrity; justice, equality and community; simplicity; peace; and the earth and the environment.

Any work funded must be compatible with Quaker concerns, have a Quaker connection, and preferably some direct involvement by Quakers. The highest priority is given to applications that relate to work in an area that is an explicit concern of the Area Meeting, or one of its constituent local Meetings. In general, we prefer to support small projects with a local connection.

The committee reviews every application and then makes a recommendation to Area Meeting in session. It is for Area Meeting to make the final decision.

In addition, our Overseers have a budget to allow them to give grants to individuals in need and for educational purposes. Once again there were a number of requests for assistance during 2019/20. Some expenditure was accrued for in the previous year and the figures reported below represent money actually spent this year. Some of our restricted funds are specifically intended to be used to support Friends in need and Overseers can access those as well as their annual budget.

The Peace Promotion Group oversaw the distribution of funds collected for the specific purpose of supporting Friends with travel and accommodation expenses in attending the DSEI arms fair protest.

Summary of grants given from Area Meeting funds (i.e. not including monies collected via the Schedule and intended to be handed over to external groups):

Recipient	Approx. Total Amount
Individuals (approved by Overseers or in relation to DSEI)	£2,553
BYM	-
Quaker Charities (via QWF)	-
Non Quaker Charities (via QWF)	£8,427

Fundraising Practices

The charity does not use any external fundraisers. We do not ask for funds from the general public, although occasionally people who use our buildings or come across us will offer unsolicited donations.

We see it as part of our Quaker discipline to make financial contributions to the running of our Quaker meetings. Each year our Treasurer, with the support of staff, puts together a letter and enclosures to inform Friends about local and national Quaker work and ask them to support it financially. We are aware that not all Friends are wealthy or even comfortably off and we make it clear that we understand this and that there is no pressure on anyone to give more than they can afford. We work with our

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends

Trustees' Annual Report

for the year ended 31.03.2020

Overseers, who usually understand an individual's circumstances, and do not ask for money from those we know cannot afford to give any.

We are confident that our fundraising efforts do not involve unreasonable intrusions on anyone's privacy and that they are not unreasonably persistent. We did not receive any complaints about our fundraising in the past year.

Plans for the future

Our main aim in 2020/2021 will be to assist Friends to attend Quaker worship in a way that is accessible for them, given the constraints that are in the place at the time. We expect to re-open our Meeting Houses in the summer, but we do not know if they will be able to remain open throughout the year, and if they do whether all Friends will feel safe and comfortable returning. We expect that 'blended worship' (a mix of in-person and online) will need to be a reality for some or all of our Meetings for Worship.

We will probably also need to think of new ways to make our Quaker voice heard. Socially distanced silent vigils will no doubt be able to take place, but our usual methods of handing fliers to passers by may be met with hostility in the post-COVID world. We will need to think of other ways to explain why we are doing what we are doing.

At the time of writing we already know that the Friends Summer School will not take place in 2020. This will be a huge loss for our young people, who have already been separated from one another for much longer than usual. We will need to see if there is anything we can do to help plug the gap, either by ourselves or by helping them to access online events provided by other Quaker groups.

We know we will need to keep a tight rein on expenditure in 2020/2021, but we will not compromise our ethical principles because of financial worries. We will continue to manage our buildings and our commercial activity (once it resumes) in a sustainable and environmentally friendly way.

If the Boaz Trust provides its service in the usual way then we will work with them. If it has to make changes to its operations then we will do our best to support them in some other way.

As above, the possibility of refurbishing the basement at Central Manchester Meeting House remains on our to do list. With so much financial uncertainty it may be that we agree to postpone this even longer. Trustees and Directors will in any case need to discuss whether the Hospitality and Facilities Agreement needs significant revision. The outcome of that discussion could have a bearing on which group should take the lead when considering major building developments.

Whatever the developments in the world, we will seek to be led by discernment through worship to be guided in the way of truth, unity and love.

Structure, governance and management

The Area Meeting is a Charitable Incorporated Organisation, registered as a charity on 16 March 2017 in England and Wales. The unincorporated charity agreed the new CIO constitution on 8 December 2016, ready for the CIO to begin operating on 1 May 2017

The Trustees are members of the charity but they have no beneficial interest in the charity.

Membership

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends
Trustees' Annual Report
for the year ended 31.03.2020

Our Area Meeting membership is checked and reported at the end of each calendar year. On 31 December 2019 there were 187 members and 170 attenders not in membership (including 58 children). Changes in membership are recorded throughout the year by minute of the Area Meeting.

Recruitment and appointment of Trustees

We need new Trustees most years; their service usually starts on 1 January. Our process is to ask two members of our standing nominations committee and two serving Trustees to form a Trustee nominations group. The group brings nominations to Area Meeting in session, which makes the decision whether or not to appoint the nominees. Trustees are normally appointed for a three-year term and may be reappointed for one further term. The maximum length of service is six years, after which the person must stand down and cannot be reappointed as a Trustee until three years have elapsed.

The Area Meeting Treasurer (who is also a Trustee) is nominated by the standing nominations committee and usually appointed by the Area Meeting for one year at a time. The total term of service for the Treasurer usually exceeds one year; the maximum length of service is six years.

The Trustees who served during the year, together with any changes up to the date of approving this report, are shown on page 1 of this report.

Induction and training of Trustees

The Area Meeting Trustee Handbook is updated annually and contains relevant policies and procedures. Every Trustee is given a copy of the revised Handbook at the beginning of each year. There is an annual budget for Trustee training and Trustees are encouraged to undertake training, including at Woodbrooke. In the last financial year we spent £545.50 on Trustee training and associated expenses.

Trustee payments

None of the Trustees receive payments or other benefits in kind from their work with the charity. Trustees are entitled to claim expenses. £55.50 was paid for travel expenses in the last financial year.

Related Parties and Relationships with other Organisations

Trustees complete declarations of interest forms, which are kept on file. Any connection between a Trustee or senior manager of the charity with any other relevant organisation must be disclosed to the full board of Trustees in the same way as any other contractual relationship with a related party. At the start of each meeting Trustees are again invited to declare an interest in relation to any item of business on the agenda.

The charity owns Quaker Trading (Manchester & Warrington) Limited. The Area Meeting Treasurer serves as a Director of the company *ex officio* and so is both a Trustee and a Director. Currently no other Trustees are serving as Directors.

Manchester and Warrington Area Quaker Meeting is a constituent meeting of Britain Yearly Meeting and support for this wider body of Quakers in Britain is the object of the charity. We therefore co-operate with Quakers and Quaker groups across the country. We follow guidance provided by the Quaker Stewardship Committee to assist trustees of Quaker Meetings. As an Area Meeting we follow the discipline of Britain Yearly Meeting as expressed in *Quaker faith & practice*.

In addition to grants paid in accordance to our grants policy, we pay a subscription to the Northern Friends Peace Board as a contribution to its running costs. We also pay a contribution to the running

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends
Trustees' Annual Report
for the year ended 31.03.2020

costs of our Friends Summer School. These sums are included within the grants declared in note 10 of our accounts.

Remuneration policy for key management personnel

Staff salaries are set with reference to the NHS Agenda for Change pay scale. Members of the management team are paid within Band 5 and the Executive Officer is paid within Band 6. Total employee benefits for the senior management team were £102,733. No members of staff received remuneration in excess of £60,000.

Records

We have a small committee that advises on the keeping of documents and manuscripts and ensures that historic records are transferred to the appropriate place.

Risk management

The risk register was reviewed by Trustees in November 2019. Since our charity and trading subsidiary face slightly different risks we have two different risk registers. We have adopted the Charity Commission weighted formula for scoring risks, i.e. (likelihood x impact) + impact.

We consider that the most significant strategic risks we face as a charity are the risk of a safeguarding incident (which although not likely, would have a really serious impact if it were to happen) and the risk of continued decline in the number of worshippers. This latter risk is also recognised by Britain Yearly Meeting as among its most serious strategic risks. Operationally, we see inadequate health and safety measures as the most significant risk (again, we believe that we have reduced the likelihood through our actions but recognise the seriousness of the impact). Financially, we recognise the risk of donations failing to keep pace with costs (indeed our figures indicate that this is already happening) and we are also alert to the risk of fraud. Risks that would result in a fall in the income of the trading subsidiary would also have a detrimental impact on the charity. Failure of compliance is another significant risk where we have worked hard to reduce the likelihood.

As above, the trading subsidiary is virtually certain to make a loss in 2020/21 as it will have significantly reduced income and only slightly reduced costs. The charity will still receive money from the trading subsidiary for the 2019/20 period, but will not get any in the following year. Unless donations rise or costs fall, the charity will therefore need to spend from its reserves to meet its obligations in 2021/22.

Reporting of Serious Incidents

We have not reported any Serious Incidents to the Charity Commission in this period and are not aware of any unreported Serious Incidents.

Safeguarding

We have not been notified of any safeguarding incidents during this period. We have a lead trustee for safeguarding and our Area Meeting Safeguarding Co-ordinator reports at least annually to trustees.

Data Protection

We are aware of the importance of compliance with the General Data Protection Regulation. We are confident that our process is robust and fit for purpose and recognise that compliance with data protection law requires ongoing effort and can never be deemed to have been completed.

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends

Trustees' Annual Report

for the year ended 31.03.2020

Health and Safety

We have external consultants who advise us in relation to health and safety and undertake inspections to help us ensure we meet current requirements. Health and safety is another job that can never be ticked off as completed, but again we are confident that we address it in an appropriate way.

Going Concern

The Trustees take the view that Manchester and Warrington Area Quaker Meeting is a going concern. It will receive a payment of approximately £125,500 from the trading subsidiary this year but expects nothing in the following year. This reduction in future income means that care must be taken now to avoid new long-term liabilities and to control costs wherever that will not interfere with the achievement of our charitable purposes.

The trading subsidiary is facing very difficult times as its income has been cut almost to zero. The Trustees expect to authorise a loan to ensure it has sufficient operating capital. When market conditions recover, the Trustees expect the trading subsidiary will once again provide an income stream that will benefit the charity in the longer term. The charity has sufficient reserves to provide this loan without needing to sell shares and without compromising the charity's ability to meet its own short-term obligations.

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends

Trustees' Annual Report

for the year ended 31.03.2020

Statement of responsibilities of the Trustees

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 charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice 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 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. 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.

Auditors

Slade & Cooper Ltd were re-appointed as the charity's auditors during the year and have expressed their willingness to continue in that capacity.

Approval

This Annual Report has been approved by the Trustees at a meeting and signed on their behalf.

Approved by Trustees: 24.09.2020

Signature of Clerk of Trustees (Richard Taylor) on behalf of Trustees:

Adopted by Area Meeting: 29.09.2020

Signature of Clerk (Lesley Thomson)

To be submitted to Recording Clerk's Office & Quaker Stewardship Committee by 31.10.2020

To be submitted to Charity Commission before 31 January 2021

Independent auditors' report

to the members of

Manchester and Warrington Area Quaker Meeting of the Religious Society of Friends

Opinion

We have audited the financial statements of Manchester and Warrington Area Quaker Meeting (the 'parent charitable incorporated organisation') and its subsidiary for the period ended 31 March 2020 which comprise the Consolidated Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. 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).

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.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2020, 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 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

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

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

Independent Auditors' Report (continued)

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.

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 financial statements is inconsistent in any material respect with the trustees' report; 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 trustees

As explained more fully in the trustees' responsibilities statement set out on page 22, the trustees are responsible for the preparation of financial statements which 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 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.

Auditor's 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 regulations made under section 154 of that Act.

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.

[continued ...]

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.

Slade & Cooper Limited
Statutory Auditors
Green Fish Resource Centre
46-50 Oldham Street
Manchester
M4 1LE

Date: 17th November 2020

Slade & Cooper Limited is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

Manchester & Warrington Area Quaker Meeting
Consolidated Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2020

	Note	Unrestricted funds £	Restricted funds £	Total funds 2020 £	Total funds 2019 £
Income from:					
Donations and legacies	3	36,485	38,098	74,583	76,688
Charitable activities	4	3,349	-	3,349	7,936
Other trading activities	5	789,112	-	789,112	902,075
Investments	6	12,731	-	12,731	10,755
Total income		841,677	38,098	879,775	997,454
Expenditure on:					
Raising funds	7	668,430	-	668,430	671,858
Charitable activities	8	116,815	39,230	156,045	174,509
Total expenditure		785,245	39,230	824,475	846,367
Net income/(expenditure) before net gains/(losses) on investments		56,432	(1,132)	55,300	151,087
Net gains/(losses) on investments		(20,223)	-	(20,223)	27,843
Net income/(expenditure) for the year	11	36,209	(1,132)	35,077	178,930
Transfer between funds		3,158	(3,158)	-	-
Net movement in funds for the year		39,367	(4,290)	35,077	178,930
Reconciliation of funds					
Total funds brought forward		7,761,370	12,463	7,773,833	7,594,903
Total funds carried forward		7,800,737	8,173	7,808,910	7,773,833

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

Manchester & Warrington Area Quaker Meeting

Balance Sheets
as at 31 March 2020

		The group		The Charity	
	Note	2020 £	2019 £	2020 £	2019 £
Fixed assets					
Tangible assets	15	6,232,449	6,272,110	6,216,045	6,261,789
Investments	16	984,397	998,929	984,397	998,929
Total fixed assets		7,216,846	7,271,039	7,200,442	7,260,718
Current assets					
Investments	17	130,318	129,028	130,318	129,028
Debtors	20	128,682	132,207	17,277	19,000
Cash at bank and in hand	21	445,902	337,664	353,277	148,858
Total current assets		704,902	598,899	500,872	296,886
Liabilities					
Creditors: amounts falling due in less than one year	22	(112,838)	(96,105)	(18,417)	(18,809)
Net current assets		592,064	502,794	482,455	278,077
Net assets		7,808,910	7,773,833	7,682,897	7,538,795
Funds of the charity:					
Restricted income funds	23	8,173	12,463	8,173	12,463
Unrestricted income funds	24	7,800,737	7,761,370	7,674,724	7,526,332
Total charity funds		7,808,910	7,773,833	7,682,897	7,538,795

The notes on pages 29 to 45 form part of these accounts.

Approved by the trustees on 17/11/2020 and signed on their behalf by:

RH Taylor

H Tucker

Manchester & Warrington Area Quaker Meeting
Consolidated Statement of Cash Flows
for the year ending 31 March 2020

	Note	2020 £	2019 £
Cash provided by/(used in) operating activities	26	118,201	204,432
<i>Cash flows from investing activities:</i>			
Dividends, interest, and rents from investments		12,731	10,755
Purchase of tangible fixed assets		(15,713)	-
Proceeds from sale of investments		55,261	7,368
Purchase of investments		(60,952)	(12,463)
Cash provided by/(used in) investing activities		(8,673)	5,660
Increase/(decrease) in cash and cash equivalents in the year		109,528	210,092
Cash and cash equivalents brought forward			
Cash at bank and in hand		273,309	104,489
Current asset investments		193,383	152,111
Total cash equivalents at the end of the year		576,220	466,692
Total cash equivalent at the end of the year			
Cash at bank and in hand		445,902	337,664
Current asset investments		130,318	129,028

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020

1 Accounting policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

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 preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The accounts (financial statements) have been prepared to give a 'true and fair view' and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following 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), second edition - October 2019, rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

Manchester & Warrington Area Quaker Meeting meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b Group financial statements

These financial statements consolidate the results of the charitable incorporated organisation and its wholly-owned subsidiary Quaker Trading (Manchester & Warrington) Limited on a line by line basis.

c Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgments which the trustees have made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

d Income

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

Income from 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 charity 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.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

e Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteering is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f 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.

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

g Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of 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.

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.

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. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of commercial trading through the trading subsidiary and investment management costs.
- Expenditure on charitable activities includes the costs undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

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

i 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, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 9.

j Tangible fixed assets

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Freehold building	1%
Office fixtures and equipment	25%
Boiler control system	10%

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

k Fixed asset investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Charity does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

l 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.

m 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.

n Creditors and provisions

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.

o 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

2 Legal status of the charity

The charity is a charitable incorporated organisation, registered as a charity in England and Wales. The registered office address is disclosed on page 1.

3 Income from donations and legacies

Charity

	Unrestricted £	Restricted £	Total 2020 £
Collections and other donations	36,485	38,098	74,583
Donation from subsidiary	234,607	-	234,607
	271,092	38,098	309,190
Total charity			
Donation from subsidiary	(234,607)	-	(234,607)
	36,485	38,098	74,583
Total group	36,485	38,098	74,583
Previous reporting period	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>Total 2019</i> £
<i>Collections and other donations</i>	<i>37,490</i>	<i>34,198</i>	<i>71,688</i>
<i>Gfit in kind</i>	<i>5,000</i>	<i>-</i>	<i>5,000</i>
	<i>42,490</i>	<i>34,198</i>	<i>76,688</i>
Total	<i>42,490</i>	<i>34,198</i>	<i>76,688</i>

4 Income from charitable activities

	Total 2020 £	Total 2019 £
Other charitable income (LPOW)	3,349	7,936
	3,349	7,936
Total	3,349	7,936

All income from other charitable activities is unrestricted.

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

5 Income from other trading activities

	2020 £	2019 £
Subsidiary trading income	789,112	902,075
	<hr/>	<hr/>
	789,112	902,075
	<hr/> <hr/>	<hr/> <hr/>

All income from other trading activities is unrestricted.

6 Investment income

	Total 2020 £	Total 2019 £
Interest from bank deposits	2,138	1,272
Dividends received	10,593	9,483
	<hr/>	<hr/>
	12,731	10,755
	<hr/> <hr/>	<hr/> <hr/>

All income from other investment activities is unrestricted.

7 Cost of raising funds

	2020 £	2019 £
Investment management costs	4,900	4,391
Subsidiary trading expenditure	663,530	667,467
	<hr/>	<hr/>
	668,430	671,858
	<hr/> <hr/>	<hr/> <hr/>

All expenditure on cost of raising funds is unrestricted.

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

8 Analysis of expenditure on charitable activities

	Unrestricted £	Restricted £	Total 2020 £	Total 2019 £
Charitable activities	6,055	-	6,055	6,717
Conference Expenses	1,847	-	1,847	2,316
Grants payable (see note 10)	10,227	38,069	48,296	58,652
Other direct costs	5,957	1,161	7,118	2,692
Governance costs (see note 9)	4,460	-	4,460	5,977
Support costs (see note 9)	88,269	-	88,269	98,155
	116,815	39,230	156,045	174,509
			2020 £	2019 £
Restricted expenditure			39,230	41,674
Unrestricted expenditure			116,815	132,835
			156,045	174,509

9 Analysis of governance and support costs

	Activity Basis	Fund Raising £	Other Charitable £	Total 2020 £	Total 2019 £
Salary Costs	Staff Time	-	35,521	35,521	33,631
Property Costs	Property Use	-	4,565	4,565	2,267
Property repairs & refurbishment	Property Use	-	-	-	-
Depreciation	Resource Use	-	45,744	45,744	49,973
Office & administration costs	Resource Use	-	1,041	1,041	9,769
Staff travel, training & recruitment	Staff Time	-	320	320	341
Volunteer costs		-	1,078	1,078	2,174
Governance Costs	Governance	-	4,460	4,460	5,977
		-	92,729	92,729	104,132

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

10 Grant making activities

Name of institution	Unrestricted £	Restricted £	2020 £	2019 £
Britain Yearly Meeting	-	29,698	29,698	36,041
Northern Friends Peace Board	1,800	139	1,939	2,284
Quaker Work Fund	8,427	-	8,427	16,250
Small Grants and Donations	-	8,232	8,232	3,977
	<hr/>	<hr/>	<hr/>	<hr/>
	10,227	38,069	48,296	58,552
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Grants and donations are made to support Quaker work or to other organisations whose work advances Quaker concerns.

The Charity does not actively invite applications, but responds as it is able in ways which support the concerns of the friends.

11 Net income/(expenditure) for the year

The group

This is stated after charging/(crediting):	2020 £	2019 £
Depreciation	55,374	54,927
Auditor's remuneration - audit fees	3,600	3,360
Auditor's remuneration - accountancy fees	2,184	2,040
	<hr/> <hr/>	<hr/> <hr/>

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

12 Staff costs

Staff costs during the year were as follows:

	2020 £	2019 £
Wages and salaries	325,163	321,047
Social security costs	19,194	23,235
Pension costs	21,815	20,536
	366,172	364,818
	330,651	331,187

	Average number 2020 £	Average FTE 2020 £	Average number 2019 £	Average FTE 2019 £
Charitable	1	1	1	1
Fundraising	18	13	19	13
	19	14	20	14
	19	14	20	14

No employees has employee benefits in excess of £60,000 (2019: Nil).

The key management personnel of the charity comprise the trustees, the Executive Officer, Finance Manager, Operations Manger and Business and Events Manager. The total employee benefits of the key management personnel of the charity were £102,733 (2019: £118,445).

13 Trustee remuneration and expenses, and related party transactions

Neither the Trustees nor any persons connected with them received any remuneration or reimbursed expenses during the year (2019: Nil).

One trustee received travel and subsistence expenses during the year of £55.50 (2019:£32.65).

Along with other friends, the Trustees and persons connected with them make donations to the charity during the year.

The aggregate value of donations made by Trustees was £6,408 during the year (2019: £7,734).

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2019: nil).

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

14 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity. The charity's trading subsidiary Quaker Trading (Manchester & Warrington) Limited gift aids available profits to the parent charity. Its charge to corporation tax in the year was:

	2020 £	2019 £
UK corporation tax at 19% (2019: 20%)	-	-
	-	-

15 Fixed assets: tangible assets

The group	Freehold Land and Buildings £	Furniture & Equipment £	Total £
Cost			
At 1 April 2019	6,460,000	205,720	6,665,720
Additions	-	15,713	15,713
Disposals	-	-	-
	6,460,000	221,433	6,681,433
	6,460,000	221,433	6,681,433
Depreciation			
At 1 April 2019	212,625	180,985	393,610
Charge for the year	40,500	14,874	55,374
Disposals	-	-	-
	253,125	195,859	448,984
	253,125	195,859	448,984
Net book value			
At 31 March 2020	6,206,875	25,574	6,232,449
	6,206,875	25,574	6,232,449
<i>At 31 March 2019</i>	<i>6,247,375</i>	<i>24,735</i>	<i>6,272,110</i>
	<i>6,247,375</i>	<i>24,735</i>	<i>6,272,110</i>

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

Fixed assets: tangible assets (continued)

The charity	Freehold Land and Buildings £	Furniture & Equipment £	Total £
Cost			
At 1 April 2019	6,460,000	165,750	6,625,750
Additions	-	-	-
Disposals	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 March 2020	6,460,000	165,750	6,625,750
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Depreciation			
At 1 April 2019	212,625	151,336	363,961
Charge for the year	40,500	5,244	45,744
Disposals	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 March 2020	253,125	156,580	409,705
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Net book value			
At 31 March 2020	6,206,875	9,170	6,216,045
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<i>At 31 March 2019</i>	<i>6,247,375</i>	<i>14,414</i>	<i>6,261,789</i>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Included in freehold land and buildings is land valued at £2,410,000, which is not subject to depreciation

Following the introduction of FRS102 and the adoption of the Charity SORP based on it, freehold land and buildings have been restated at their deemed value at January 1 2014 based on a professional valuation.

In the opinion of the trustees, the market value of the investment properties as at 31st March 2020 is unchanged from that at the end of the previous accounting period.

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

16 Fixed asset investments

	The group		The charity	
	2020 £	2019 £	2020 £	2019 £
Market value at the start of the year	998,929	965,991	998,929	965,991
Additions to investments at cost	60,952	12,463	60,952	12,463
Disposals at carrying value	(55,261)	(7,368)	(55,261)	(7,368)
Add net gain/(loss) on revaluation	(20,223)	27,843	(20,223)	27,843
	<hr/>	<hr/>	<hr/>	<hr/>
Market value at the end of the year	984,397	998,929	984,397	998,929
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Investments comprised:				
Equities	345,639	378,254	345,639	378,254
Fixed interest securities	84,727	85,652	84,727	85,652
Infrastructure Funds	24,938	13,954	24,938	13,954
Cash held in the investment portfolio	39,093	31,069	39,093	31,069
Investments Properties	490,000	490,000	490,000	490,000
	<hr/>	<hr/>	<hr/>	<hr/>
	984,397	998,929	984,397	998,929
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Investments are all carried at fair value and are all traded in quoted public markets except the fixed asset investments (investment properties).

Investment properties were valued in March 2016 by WT Gunson, Chartered Surveyors.

Trustees reviewed the valuation policy this year. They are satisfied that the market value of the investment properties as at 31st March 2020 is unchanged from that at the end of the previous accounting period. Unless they become aware of significant factors affecting the value of the properties they will plan to revalue them only every five years and will next have them valued during the calendar year 2021.

17 Current asset investments

	The group		The charity	
	2020 £	2019 £	2020 £	2019 £
Ecology building society	118,086	116,917	118,086	116,917
Oikocredit	12,232	12,111	12,232	12,111
	<hr/>	<hr/>	<hr/>	<hr/>
	130,318	129,028	130,318	129,028
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

18 Subsidiary undertaking

The Charitable Incorporated Organisation is the owner and sole member of Quaker Trading (Manchester & Warrington) Limited, a company limited by guarantee and registered in England. Company registration number is 03094920 and registered office is, Friends' Meeting House, 6 Mount Street, Manchester, M2 5NS. The subsidiary is used for non-primary purpose trading activities.

Available profits are gift aided to the charitable incorporated organisation. A summary of the results of the subsidiary is shown below:

Profit and loss account	2020 £	2019 £
Turnover	789,112	902,074
Administration costs	(663,530)	(667,467)
	£ 125,582	£ 234,607
	£ 125,582	£ 234,607
Balance sheet	2020 £	2019 £
Fixed assets	16,403	10,320
Current assets	204,009	302,013
Creditors due in less than one year	(94,400)	(77,296)
	£126,012	£235,037
	£126,012	£235,037
Profit and loss account	2020 £	2019 £
	126,012	235,037
	£126,012	£235,037
	£126,012	£235,037

19 Parent charity

The parent charity's gross income and the results for the year are disclosed as follow:

	2020 £	2019 £
Gross income	90,663	95,379
Result for the year	(90,505)	(55,677)
	(90,505)	(55,677)

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

20 Debtors

	The group		The charity	
	2020	2019	2020	2019
	£	£	£	£
Accrued income	20,244	18,212	16,433	18,212
Trade debtors	96,646	103,414	10	618
Prepayments	11,792	10,581	834	170
	<hr/>	<hr/>	<hr/>	<hr/>
	128,682	132,207	17,277	19,000
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

21 Cash at bank and in hand

	The group		The charity	
	2020	2019	2020	2019
	£	£	£	£
Cash at bank and on hand	445,902	337,664	353,278	148,858
	<hr/>	<hr/>	<hr/>	<hr/>
	445,902	337,664	353,278	148,858
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

22 Creditors: amounts falling due within one year

	The group		The charity	
	2020	2019	2020	2019
	£	£	£	£
Trade creditors	40,518	23,160	1,249	117
Short term compensated absences (holiday pay)	5,425	2,929	-	-
Accruals	36,806	20,492	17,168	18,692
Deferred income	30,089	48,306	-	-
Taxation and social security costs	-	1,218	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	112,838	96,105	18,417	18,809
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Deferred income comprise from income from advance bookings.

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

23 Analysis of movements in restricted funds

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2020 £
Contributions small groups	3,800	7,401	(8,171)	(3,030)	-
Contributions BYM	-	29,683	(29,698)	-	(15)
Winifred Locke Legacy	861	-	(388)	-	473
Ditton Trust	6,803	-	(550)	-	6,253
M Chadwick (Overseers)	-	-	-	-	-
Refugees & Asylum Seekers	827	663	(200)	-	1,290
DSEI funds	-	351	(223)	(128)	-
Bursary Fund	172	-	-	-	172
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total	12,463	38,098	(39,230)	(3,158)	8,173
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

Analysis of movements in restricted funds (continued)

Previous reporting period	<i>Balance at 1 April 2018</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>Balance at 31 March 2019</i>
	£	£	£	£	£
<i>Contributions small groups</i>	431	3,369	-	-	3,800
<i>Contributions BYM</i>	508	30,041	(40,277)	9,728	-
<i>Winifred Locke Legac</i>	861	-	-	-	861
<i>Sale Bench Fund</i>	400	-	(400)	-	-
<i>Ditton Trust</i>	6,608	245	(50)	-	6,803
<i>M Chadwick (Overseers)</i>	47	-	(47)	-	-
<i>Refugees & Asylum Seekers</i>	1,084	543	(800)	-	827
<i>Bursary Fund</i>	272	-	(100)	-	172
Total	10,211	34,198	(41,674)	9,728	12,463

Name of	Description, nature and purposes of the fund
Ditton Trust	For the Warrington Meeting, for the relief of the necessitous poor, the assistance of Friends in need and the education of children of Friends
M Chadwick (Overseers)	For the use of Overseers, whose duties include giving attention to pastoral needs of everyone associated with our meetings, and seeking means of alleviating financial hardship of Friends and attenders.
Refugees & Asylum Seekers	To support work with refugees and asylum seekers.
Bursary Fund	To provide bursaries for education.
Winifred Locke Legacy	For assistance to attend conferences aimed at spiritual development, particularly for young people, including residential Yearly Meeting.
Sale Bench Fund	Donation from a member of the public to purchase a bench in the grounds at Sale.

All the above funds are utilised when needs arise

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

24 Analysis of movement in unrestricted funds

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	As at 31 March 2020 £
General fund	4,343,235	39,434	(125,612)	3,158	4,260,215
Revaluation reserve	2,473,025	-	-	-	2,473,025
Quaker Trading	235,038	789,112	(663,530)	(144,000)	216,620
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	7,051,298	828,546	(789,142)	(140,842)	6,949,860
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Designated Funds					
Sinking Fund for Maintenance	472,588	-	-	144,000	616,588
Running costs	191,000	-	-	-	191,000
Legacies funds	32,268	-	(7,899)	-	24,369
Quaker Work Fund	41	12,500	(8,427)	-	4,114
Local Meeting accounts	12,860	450	-	-	13,310
Summer school	1,315	181	-	-	1,496
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	710,072	13,131	(16,326)	144,000	850,877
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Unrestricted Funds 2020 Group	7,761,370	841,677	(805,468)	3,158	7,800,737
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Donation from Subsidiary	-	234,607	-	(360,620)	(126,013)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Unrestricted Funds 2020 Charity	7,761,370	1,076,284	(805,468)	(357,462)	7,674,724
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

Analysis of movement in unrestricted funds (continued)

Previous reporting period	<i>Balance at 1 April 2018</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>As at 31 March 2019</i>
	£	£	£	£	£
General fund	4,385,793	86,285	(119,115)	(9,728)	4,343,235
Revaluation reserve	2,473,025	-	-	-	2,473,025
Quaker Trading	430	902,075	(667,467)	-	235,038
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	6,859,248	988,360	(786,582)	(9,728)	7,051,298
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Designated Funds					
<i>Sinking Fund for Maintenance</i>	472,588	-	-	-	472,588
<i>Running costs reserves</i>	191,000	-	-	-	191,000
<i>Legacies funds</i>	32,268	-	-	-	32,268
<i>Quaker Work Fund</i>	16,191	100	(16,250)	-	41
<i>Local Meeting accounts</i>	10,221	2,639	-	-	12,860
<i>Summer school</i>	3,176	-	(1,861)	-	1,315
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	725,444	2,739	(18,111)	-	710,072
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total Unrestricted Funds 2019</i>	7,584,692	991,099	(804,693)	(9,728)	7,761,370
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Name of	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds
Revaluation Reserve	reserves attributable to increased property values following revaluation
Sinking Fund for Maintenance	reserves set aside for payment of substantial or unplanned maintenance expenses
Running Costs Reserves	reserves set aside for payment of 3 months' running costs, including staff salaries & other routine expenses
Legacy Funds	monies donated in the form of legacies
Summer School	monies for the running costs of Friends' Summer School
Local Meeting accounts	monies held for local use

Manchester & Warrington Area Quaker Meeting

Notes to the accounts for the year ended 31 March 2020 (continued)

25 Analysis of group net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	6,232,449	-	-	6,232,449
Fixed asset investments	984,397	-	-	984,397
Net current assets/(liabilities)	(266,986)	850,877	8,173	592,064
	<hr/>	<hr/>	<hr/>	<hr/>
Total	6,949,860	850,877	8,173	7,808,910
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

26 Reconciliation of net movement in funds to net cash flow from operating activities

	2020 £	2019 £
Net income/(expenditure) for the year	35,077	178,930
Adjustments for:		
Depreciation charge	55,374	54,927
(Gains)/losses on investments	20,223	(27,843)
Net asset transferred from unincorporated charity	-	-
Dividends, interest and rents from investments	(12,731)	(10,755)
Decrease/(increase) in debtors	3,525	(14,510)
Increase/(decrease) in creditors	16,733	23,683
	<hr/>	<hr/>
Net cash provided by/(used in) operating	118,201	204,432
	<hr/> <hr/>	<hr/> <hr/>