

THE MOTHERS' UNION DIOCESE OF GUILDFORD



ANNUAL REPORT AND ACCOUNTS

FOR YEAR ENDING

31ST DECEMBER 2021



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The Mothers' Union – Guildford Diocese

All Saints' Church Hall Office, 564 Woodham Lane, Woking, Surrey, GU21 5SH

Registered Charity No – 249931

Patron – H. M. The Queen

Annual Report and Accounts year ended 31st December 2021

Officers

Diocesan President	Mrs. Antonia Wilson,	64, Claygate Lane, Esher, KT10 0BJ
Vice President	Mr. Edwin Catt	
Administrator	Mrs. Lesley Templeman,	Cornerways, Horsell Park Woking GU21 4LY
Treasurer	Mr. Stephen Moore	10, Badger Close, Guildford GU2 9PJ
Chaplain	Vacant	
Banker	Lloyds Bank Plc	147, High Street, Guildford GU1 3AD
Independent Examiner	Mr. Gavin Loveday	3 Fellow Green, West End GU24 9LL

Trustees

Diocesan President	Mrs. Antonia Wilson,
Vice Presidents	Mr. Edwin Catt
Unit Co-ordinators	Mrs. Sylvia Taylor Mrs. Shirley Martin.
General Trustees	Mrs. Sheila Sutherland.

Aims and Objectives

The Aim of the Mothers' Union is the advancement of Christian Religion in the sphere of marriage and family life, and in furtherance of the said aim (but not otherwise) to carry out all or any of the following objects.

1. To uphold Christ's teaching on the nature of marriage and to promote its wider understanding.
2. To encourage parents to bring up their children in the faith and life of the church.
3. To maintain a world-wide fellowship of Christians united in prayer, worship and service.
4. To promote conditions in society favourable to stable family life and the protection of children; and
5. to help those whose family life has met with adversity.

Organisation

Funds and Activities

Much of the work of the charity is based on face-to-face activity and was severely curtailed by the Covid pandemic. We continued to offer as much help as we could remotely.

1. **Parenting Programme:** providing Parenting Training courses.
2. **Away From It All:** a scheme to provide holidays for needy families. Due to pandemic restrictions only one holiday could be organised in 2021.
3. **Women's Refuges:** support and practical help for women in refuges and who are trying to rebuild their lives, through the Surrey and North East Hampshire Women's Refuges. Members traditionally support women in the refuges by donating food, toiletries and other items. These are collected at Members' Meetings and distributed to the refuges by volunteers.
4. **Hospital Emergency Admissions:** supplying comprehensive toiletry bags for emergency hospital admissions. A small number of branches have direct links

with local hospitals and all members are invited to donate items to be included in these hospital bags.

5. **Prisons:** in three prisons across the Diocese. In normal conditions MU volunteers provide play workers and toys to engage with children visiting a father in prison, encouraging a family environment and giving parents/adults space and time to talk. They also run craft sessions and 'Friday Club' enabling inmates to make cards and write letters to their families. With prisons still in largely in lockdown this work was 'on hold' in 2021. For those in Send Women's Prison MU members produced craft packs which inmates could use in their cells throughout the pandemic, and once visiting restrictions were eased, members were able to run a parenting course in the prison.

6. **Advocacy, Lobbying and Consultation** on women's issues and family matters both in the UK and internationally. Many campaigns have been spearheaded by the MU and taken up by the government of the day, resulting in changes to the law in favour of women, children and families.

Additionally:

7. Information and Communication via the Diocesan Website; The Angel (bi-annual magazine newsletter) and regular e-newsletter.

8. A sales and literature service for Information and Fundraising. Includes Marriage Packs suitable for clergy and lay persons.

Faith Based Activities

Due to the nature of these activities most were curtailed under the restrictions for Covid 19. Please see the reports

A. Annual Lady Day Service on Feast of the Annunciation. In 2021 only a small number of members could attend but the service from the cathedral was available on YouTube.

B. Monthly Pilgrimage of Prayer at Guildford Cathedral, led by deaneries by rotation. In 2021 nearly all of these were held via Zoom which proved beneficial in attracting a far larger congregation than would previously have attended in person.

C. Intercessory Prayer: Emails are sent out when a particular emergency prayer is required. In some cases, small groups convene to concentrate prayer for these requests. When possible, an update on the situation is reported to members and appreciation acknowledged.

D. Silent Retreats were previously held twice a year, but these have yet to resume due to the pandemic.

E. Support for The Mothers' Union central projects through branch fundraising and supporting national and international appeals.

F. Maintaining links with and support of Mothers' Union members around the world, especially through our Wave of Prayer.

G. Annual Lady Day Service on Feast of the Annunciation.

H. Monthly Pilgrimage of Prayer at Guildford Cathedral, led by one of the Deaneries in rotation

Financial Statement

There were no unexpected problems financially this year. The trustees continued to review of the amount that was held in reserve. The high reserves are gradually being reduced as required. Gift Aid was claimed again this year. The account opened to allow payments to be made by transfer is being well used and is also acting as an Agency Account. The account is separate from the main general account.

President's Report



For the first part of 2021 much of the work done by the Diocesan President was online, though once lockdown eased, visits were possible and in-person meetings and services resumed. However, 2021 was still ruled by the worldwide Coronavirus pandemic. The ~~Board~~ of Trustees were able to hold some meetings in person with some remaining online. Their dedication was

excellent and supportive of each other and of the wider membership.

The Board has continued to ensure that governance and financial matters are kept up to date, supporting the central charity where appropriate, especially where the loss of fund raising, and external support has impacted their work considerably.

Administratively we have continued to ensure that data of membership has been kept safe throughout the hybrid working – a way of working which will continue long after the pandemic is history. It has become clear that working remotely can be done safely and is, much of the time, more economic and a better use of trustees' and other members' time.

1. The website continued to be a vital tool of communication.
2. Visits have been possible but there have been fewer. However, as Diocesan President I have kept in touch by telephone and email contact with many branches and individual members, supported by other members in local areas.
3. The monthly Pilgrimage of Prayer Services continued on-line to start with until we were able return to Guildford Cathedral where we embraced the live-stream and zoom methods of leading these times of prayer. As a result, there continued to be greater uptake and attendance by members from around the diocese than may have attended in person. A real advance in sharing our prayers and fellowship and a way of conducting services that will continue and still allow in person attendance. Housebound members have been able to attend online for the first time and personal feedback continued to be very positive.
4. The Administrator has continued to work to ensure that all members were kept up to date with our weekly/fortnightly e-newsletter. The bi-annual magazine was produced on line again in the spring, with paper copies sent to those who are not on email, but we were able to produce and distribute our traditional version in the autumn.
5. I have represented the trustees and diocesan members at a number of meetings including many additional ones which were necessary during this critical financial hiatus.

Remote/Virtual meetings:



The Trustees Meeting at the Chapter House, Guildford Cathedral September 2021

Provincial Meetings: one remote and one in person-

Annual Gathering presentations – including committee meetings to arrange this
Senior Leadership with Diocesan Presidents Meetings,

South-East Cluster of Diocesan Meetings,

Fund Raising Discussions,

Webinar and Training sessions where required-

6. Trustees have continued to represent the diocese at meetings and in action for the
AFIA (Away From It All) holiday scheme – a little more used in 2021;

MUe (Mothers' Union Enterprises) – ensuring that all sales of MUe products are available
by post or delivered personally around the diocese.

In 2021, as in 2020, physical activities were restricted to very local support, often of vulnerable members and others in the community. MU members continued to make items for local families and more centralised projects, and many were a telephone support for lonely people – even when they might feel lonely themselves. Members themselves have been supported locally by others in their communities, thus the true nature of MU membership has shone through with mutual support for those in need.

Subscriptions are paid now mainly online though some continue to send cheques to the administrative office, those who are not able to do this have been helped locally. All local branch officers have made a greater than usual effort to ensure no member is without support.



The annual Lady Day Eucharist on 25th March 2021 was permitted in person with a reduced number of attendees because of covid restrictions. However, the service was streamed live and many members, not just from Guildford Diocese, joined us to celebrate in this way. Clergy and staff at Guildford Cathedral were particularly helpful in the

management and execution of all matters to ensure a delightful and spiritual service.

The 2021 theme of Rebuilding Building Hope and Confidence was apt in so many ways as we all worked out way towards long term changes in the way we could work at present. We have set many patterns that will be helpful going forward and much has been done locally to support those particularly in need and shown how that can be done remotely as well as in person when allowed.

The use of technology has been fully embraced by so many members and support given to those for who it is not possible, or too difficult.

The Members' Meeting in May was changed from in-person to online, this time at short notice due to differing interpretations of the rules in place at the time. However, it went extremely well and was attended by many members across the diocese.

The meeting included the AGM which was allowed online by permission of The Charity Commission. The Annual Report was circulated in advance of the meeting and members given the chance to make any comments or objections. There were no objections or adverse comments.

The Members' Meeting in November was conducted in person, to the relief of all. Additionally, the meeting was streamed live. Contributors from across the diocese were able to present their part in person, and many members who still felt unsure about travel signed in and were welcomed. All involved found the information helpful as well as enjoying the prayerfulness and fellowship offered.

With the additional pressure of increased domestic violence, the refugees supported by the members in Guildford Diocese asked for additional financial rather than physical donations of goods. Late in 2021 MU was also made aware of a further refuge in the area and the members were very generous in their support, especially as the call for help came quite close to Christmas time. Throughout 2021 MU members have shown the generosity on which so much of MU charity work is based, with financial donations, donations of goods and personal help where requested.



Welcome Bags produced by Lyne Branch for new families starting school

The other supporting projects of toiletry bags for emergency

admissions at St. Peter's Hospital in Chertsey and other local hospitals have flourished through donations.

Further to the first on-line parenting course run in 2020 there has been positive feedback and further such courses planned. Due to lockdowns and uncertainty throughout 2021 these courses were unable to take place, though much personal support was given to couples seeking advice.

MUe (Mothers' Union Enterprises) has continued to do well, particularly with in person events locally and at diocesan events where allowed. Small stalls and sales have taken place. Where required members' orders have again been posted or delivered personally to them.

Exactly as in 2021, members of Guildford Mothers' Union have continued throughout the year to give their time and expertise where applicable and in different ways, never letting the pandemic diminish their desire to help. The frustration of 2020 has diminished as more personal visits and events have been allowed, thanks to the beneficial effects of the new vaccines.

AW/19.12.21

Reports from Co-ordinators

Away from it All Programme

Only one holiday was supplied, and this was a deferred holiday from the previous year. We were also able to support through the fund a day out for underprivileged families in the Leatherhead area.

Action and Outreach

Prisons:



Another view of the collection of goods for the Refuges and Night Shelter.

For most of the prisons in which MU Guildford usually works, lockdown continued throughout 2021 and no visits were possible.

After continuing to make up individual card-making packs for Send prison in the first half of the year, volunteers were able to go back into the prison in July in limited numbers and managed to run two parenting courses.

Unfortunately, by the end of the year the prison would no longer allow visitors, but it is hoped that will change in 2022.

Donations:

In November we held the first face-to-face Members' Meeting since November 2019 and

we were overwhelmed with donations that our generous members had been keeping.

Women's refuges:

The refuges have been very busy as a result of lockdown pressures and a new refuge has now opened in Waverley. The building is impressive, housing 19 ladies and 30 children with large communal areas as well as their own bedrooms and kitchens and the manager was very grateful for the offer of MU support and involvement. Donated goods were distributed to the Aldershot refuge and Woking refuges, but the Guildford refuge has not resumed accepting donated goods as yet.

Other projects:

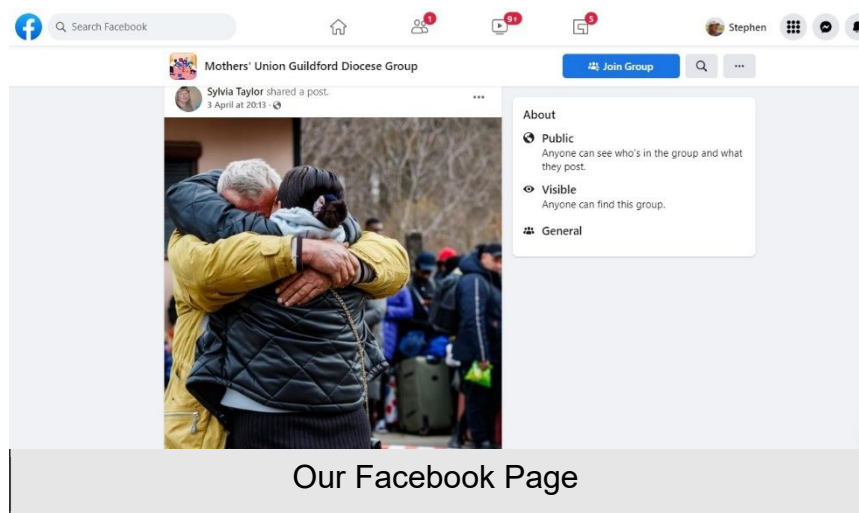
The night shelter in Woking and Guildford Action re-opened towards the end of the year and donations were taken to both.

Shirley Martin

Action and Outreach Coordinator

Communications

We have been without a communications trustee this year. Even so we have been able to produce 2 editions of the Angel and are redesigning the Web Site which should be completed next year. Meanwhile our Social Media presence has been increased with the increased use of Facebook, Instagram, Watsap and YouTube.



Reports from Branches

The continuing pandemic strongly affected our branches and by the end of the year some had still not resumed their usual pattern of monthly meetings. Many were able to support one another with phone calls and Zoom meetings, but not all members were able to access these.

Fundraising fell far short of pre-pandemic levels but some branches managed to hold fundraising events and individual members made generous donations.

Ash branch: money for the MU Summer of Hope appeal by serving refreshments at the village fete

Epsom Christchurch branch: nearly £200 for the Summer of Hope through an MU on the Move walk

Banstead branch: raised £220 (£105 for MU funds) at an afternoon tea party and over £300 at their stall on Banstead Village Day, as well as donating Easter eggs to the local food bank in the spring

Milford branch: raised nearly £100 for MU funds via a cream tea and raffle



Summer Afternoon Cream Tea at Milford

Guildford Evening branch: raised £105 for AFIA thanks to a social summer walk

Walton on the Hill branch: took up the MU on the Move challenge and raised £500 after a 14.5 km walk

Hawley branch: held a garden party and raised nearly £100 for the Summer of Hope appeal

New Haw branch: raised over £150 for the MU Disaster Fund through their Christmas Market stall

Lightwater branch: raised nearly £500 at a series of different events over the year

Branches found some new ways to reach out to the local community despite various lockdown restrictions.

In March members at Epsom Christchurch marked Mothering Sunday by placing a large vase of daffodils at the church door, inviting passers by to take one for their mother, or for themselves.

In July Lyne branch made up 30 packs for new parents at the local Infants' school to be handed out at the start of the new school year. They included tissues, a tea bag, information about Mothers' Union and about local church services for families and were well received by parents.

In August members from Ash branch served refreshments to parents and children at the MU Summer party at Normandy Village Hall.

In December Milford branch presented 60 Baby Jesus rocks to pupils at the local Infants' school. These consist of a painted pebble showing Jesus wrapped in swaddling clothes, a simple story of the Birth of Jesus and a birthday candle to light on Christmas Day

Craft projects continued despite the pandemic with members creating fiddle muffs for local care homes, clothes for premature babies at Epsom Hospital, lap rugs for older hospital patients, hats and gloves for Missions to Seamen and many other knitted items for young and old.

Branch members also continued to reach out wherever possible, helping at Mother and Toddler groups, preparing posies for Mothering Sunday, sending out Baptism anniversary cards and supporting local foodbanks.

Statement of Financial Activities

	Notes	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Incoming Resources					
Membership and Legacies	1	41,799.59		41,799.59	23,602
Gift Aid Received		3,395.43		3,395.43	2,528
Income from Charitable activities		246.40		246.40	5,882
Other trading activities		1,782.23		1,782.23	819
Investments income		1,729.68		1,729.68	1,753
Other income		54.54		54.54	4,112
Total Income		49,007.87		49,007.87	38,696
Expenditure					
Subscriptions to M S H	2	25300.00		25,300	14,331
Direct Charitable Expenses		0		0	1,096
Retreats and conferences		0		0	0
Management and Administration		15,815.57		15,815.57	33,144
Action and Outreach	3	566.30		566.30	0
Lady Day Service	4	300.00		300.00	0
MU Presentation gift		0		0	13,177
Loss/Gain on Investments		(9997?)		(9997?)	(3403)
Total Expenditure		31,684.87		31684.87	58,345
Net income over expenditure before transfer		17,323.00		17,323.00	(19,649)
Balance Sheet					
Funds Held in Bank 31/12/21	5	5507.47		5507.47	3,144
Funds Invested (office) 31/12/21	6	40274.54	20000	60,274.54	50,285
Funds held by branches 31/12/21	7	3068.93	0	3068.93	5,144
Restricted Funds to MSH	8	0	463	0	0
Designated Funds for Diocesan projects	9		1787.97		20,269
Value of MUe Stock	10	0	1115.00	1115.00	1,115
Debtors	10	0	0	0	0
Fixed Assets (Office Equipment)	11	0	0	0	0
Advance payment of Membership		13526.99			15135.10
Reconciliation of funds					95,092

Designated Funds for Diocesan Projects

Fund	B/Fwd.	Income	Expenditure	Balance in the year	C/Fwd
Away from it all	8096	95	1890.61	(1795.61)	6,300.39
Women's Refuge	0	463.5	1100	(636.5)	(636.5)
Work in Prisons	3434	52.0	561.49	(509.49)	2,924.51
Parenting	919	0	0	0	919
Literacy	6364	0	0	0	6364
Mothers' Union Enterprises	1456	1782.23	1230.66	551.57	2,007.57
	0	0			0
Total	20269	2392.73	4782.76	(2390.03)	17,878.97

Expenditure

	Notes	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
Outgoing Resources					
Office Rent		4200.00		4200.00	4200
Salaries		6800.93		6800.93	7375
Telephone and Broadband		944.30		944.30	883
Postage		13.58		13.58	0
Insurance		0	0	0	0
Trustees' Expenses		501.66		501.66	0
Travel Conference and Training		1306.00		1306.00	0
Web Site		193.00		193.00	190
Depreciation					
The Angel		1005.90		1005.90	300
Lady Day Service		300.00		300.00	0
Miscellaneous (Bank Charges, Stationery, Printing and Photocopying)		550.20		550.20	527
Total		15,815.57		15,815.57	16,647

Notes

1) Membership and Legacies

We have received three legacies this year. The Income comes from membership and donations to various funds.

2) This is the portion of the membership fee that goes to support Mary Sumner House and its projects

3) The majority of this cost is the family's day at Normandy Deposits for the Hall have to be made at least 2 years in advance so as to be able to secure the venue.

- 4) Although the service, with limitations, was held at the Cathedral we did not receive any communication afterwards regarding their costs.
- 5) Funds are held in the General and Trading Bank Accounts.
- 6) Funds invested are in Shares administrated by the Guildford Diocese Board of Finance. We hold 2,577 shares in the fund; the value increased towards the end of the year. The fund contains the money raised in case a commercial rent is required for an office. This part is £20,000.00. A review at the end of the financial year determined that the amount should stay the same, although there was a slight decrease in office costs
- 7) These funds are held by the Deanery and Branch organisations at year end and do not contain membership for the next year. Some of these funds are allocated for certain projects after the year end.
- 8) These funds are destined for Mothers' Union from appeals during the year. The majority of these funds were transferred before the end of the year. The outstanding amount is a late input for the summer appeal.
- 9) These funds are for the use of their designated use for work within the Diocese or as the Trustees decided.
- 10) This is the current value of the stock held for sale. Stock is held by the MUe rep. and the office.
- 11) We had no debtors at the end of the year.
- 12) During the year the ceiling fell in at the office and wrote off the computer and printers.

Accounting Policies

These accounts have been prepared in accordance under the historical cost convention and in accordance with applicable accounting standards and the Charities Statement of Recommended Accounting of Charities (SORP).

Investments

Funds are invested by Mothers' Union Guildford Diocese with the Central Board of Finance of the Church of England in their investment fund as income shares. We have 2,577.30 Shares as of 31st December 2021. The remaining Investments are invested with the Guildford Diocesan Board of Finance and consist of 311.39 units in Guildford Board of Finance Investment Fund

Administrator and Treasurer

The number of persons remunerated for working for the charity during the year was three.

Trustees' Remuneration and Expenses

No remuneration directly or indirectly has been paid out of funds of the Charity for the year to any trustee.

Management and administration costs including expenses reimbursements to trustees in connection with activities of the charity.

Risk Assessment

Procedures have been put into place to manage any risk, financial or otherwise, which in any way would damage the reputation of the charity or prevent the charity continuing.

Reporting of Serious Incidents

The Trustees confirm that they are aware of their requirement to report any serious incidents which could cause harm to the charity. For the financial year 1st January 2021 to 31st December 2021 we can report that no serious incidents have occurred which have resulted in a significant loss of funds or risk to the work, beneficiaries or reputation of the charity during this period.

Reserve Policy The trustees have invested funds to protect the future of Mothers' Union Guildford Diocese, investments are detailed above, and in addition the Diocesan Fund provides reserves to allow funding of the future and existing projects within the Diocese. A review of this policy has decided that over the next couple of years these funds will be reduced and the amounts that are held at branch level will be reviewed.

Independent Examiners Report. This report on the financial statements for the Guildford Diocese Mothers' Union for the Year ended 31st December 2020, are set out above, in respect of an examination carried out in accordance with Church Accounting Regulations 2006 ("the regulations) and s.4 of the charities act 1993 ("the act") and in accordance of the new Charities Commission guidance.

Respective responsibilities of the Trustees and the examiner.

The charity trustees are responsible for the preparation of the accounts. The charity considers that an audit is not required for this year (under section 43(2) of the Charities Act 1993 ("the 1993 act") as amended by section 28 of the Charities Act 2006) and that an independent examination is required. It is my responsibility to: -

- Examine the accounts (Under section s43(3)(a) of the 1993 Act, as amended).

- To follow procedures laid down by General Directions given by the Charity Commission (Under section 43(7) of the 1993 Act, as amended); and
- To state whether particular matters have come to my attention.

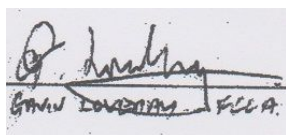
Basis of the report My examination was carried out in accordance with the General Directions given by the Charities Commission under s. 43(7)(b) of the Act.

The examination includes a review of accounting 17 records kept by the Trustees and a comparison of the accounts with those records. It also includes considering any unusual items of disclosures in the financial statements and seeking explanations from you as Trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an opinion on the view of the accounts.

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

1. which gives me reasonable cause to believe that the material respects the requirements,
 - To keep accounting records in accordance with Section 41 of the Act; and
 - To prepare financial Statements, which accord with accounting records and comply with the requirements of the Act and regulations have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed

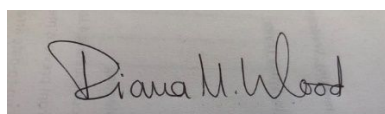


Gavin Loveday, Examiner

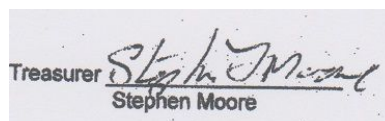
Acceptance of the Report and Accounts.

Signed

President



Diana Wood



Stephen Moore