

Manchester Jewish Community Care
(A company limited by guarantee)

Report and Financial Statements
for the year ended 31 December 2017

Charity number 257238
Company number 5105654

Manchester Jewish Community Care

Financial Statements for the year ended 31 December 2017

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Manchester Jewish Community Care

Report of the Directors and Management Council for the year ended 31 December 2017

The Management Council presents its report and financial statements for the year ended 31 December 2017.

Reference and Administrative Information

Charity Name:	Manchester Jewish Community Care	
Charity registration number:	257238	
Company registration number:	5105654	
Registered Office and Operational address:	85 Middleton Road Manchester M8 4JY	
Life President:	Nigel Alliance OBE	
Vice Presidents:	Dr Neville Fletcher (deceased April 2017) Robert I Frankl L Ronnie Levene Lillian Simons Brian White Robert Rodrigues-Pereira	
Chaplain:	Rabbi J Guttentag	
Management Council:	Brian White Michael Moore L Ronnie Levene Michael Hart Simon Mehlman Philip Braunstein Melissa Chapman Margaret Clarke Judith Fiddler Vivienne Kennedy Jeff Lewis Robert Rodrigues-Pereira Barbara Bernstein Jeff Caplan Muriel Cobb Rosalind Levene Jack Livingstone	Chairman Deputy Chairman Hon Treasurer (to July 2017) Hon Treasurer (from July 2017) Hon. Secretary Executive member Executive member Executive member Executive member Executive member Executive member Executive member (Resigned July 2017)

Manchester Jewish Community Care**Report of the Directors and Management Council for the year ended 31 December 2017 continued**

Reference and Administrative Information continued

Management Council continued:	Constance Weltman (deceased September 2017) Giselle Williams Malcolm Yaffe	
Directors:	L Ronnie Levene Brian White Jeff Lewis Philip Braunstein Michael Moore	
Company Secretary:	Philip Braunstein	
Senior Management Team:	Michelle Wiseman Avrom Baker	Chief Executive Day Care Manager
Bankers:	Barclays Bank Plc City Centre Business Office P O Box 357 51 Mosley Street Manchester M60 2AU	
Solicitors:	Kuits 3 St Mary's Parsonage Manchester M3 2RD	
Independent Examiners:	H Davies FCCA Accounts and Business Solutions Limited Chartered Certified Accountants and Registered Auditors 158 Cromwell Road Salford Manchester M6 6DE	
Investment Advisers:	Barclays Wealth Management 1 St James's Square Manchester M2 6DN	

Manchester Jewish Community Care

Report of the Directors and Management Council for the year ended 31 December 2017 continued

Structure, Governance and Management

The organisation is a charitable company limited by guarantee, incorporated on 19 April 2004. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. The directors review these governing documents on an annual basis.

The charity was an unincorporated association up to 31 December 2004 also called Manchester Jewish Community Care (formerly Manchester Jewish Blind Society) and with the same charity registration number of 257238. With effect from 1 January 2005, the assets and undertaking of Manchester Jewish Community Care (formerly Manchester Jewish Blind Society), including all activities carried out by the charity, were transferred as a going concern to Manchester Jewish Community Care (company limited by guarantee). This transfer was made with the approval of the Charity Commissioners (by letter 21 December 2004).

In accordance with the Articles of Association, the overall management of the charity is vested in the Management Council. All members of the Council (maximum 27) are elected for a period of three years. At the end of the three year period, they are eligible for re-election, if they so wish.

The Management Council appoints an Executive which includes the directors and other ex-officio Honorary Officers as appointed from time to time. The Executive is responsible for the day to day management of the charity and is viewed by the charity as the body of managing directors. The Executive meets as and when required by the chairman and decides policies which are communicated to the Council at Council meetings which are held four times a year.

We are saddened to report the passing of Dr Neville Fletcher in April 2017. A past Chairman and Vice President he played a large part in the formative years of the then Jewish Blind Society helping to ensure it is the organisation it is today. His loss is greatly felt by the organisation and the wider community.

Investment powers are delegated to an Investment Committee which authorises Barclays Wealth Management to act on its behalf. The Investment Committee meets with their representative to decide investment strategy. Following a decision taken in December 2016 to undertake a market review, and a detailed interview process, it was further decided to move funds to Rathbone Brothers plc as wealth managers with special focus on charities. Notice was duly given to Barclays Wealth in August 2017. Movement of funds to Rathbone Brothers will commence early 2018,

All directors are familiar with the practical work of the charity. Any new director is fully briefed by the Executive on all aspects of the charity, including its operational framework, future plans and objectives and current financial position.

On the recommendation of the Charity Commission, the charity has established the following measures in respect of eligibility:-

- A comprehensive self-declaration of eligibility to act as a director for all directors to sign
- A comprehensive self-declaration of eligibility to act as a Management Council and Executive member for all new members to sign
- Terms of Reference for all members of the Executive and the Investment Committee

The directors examine any major risks that the organisation faces each financial year when preparing and updating the strategic plans. These include operational, governance, external and compliance risks, as well as financial risks. The Directors have not identified any major risks but should they occur they will establish systems to mitigate these risks.

Manchester Jewish Community Care

Report of the Directors and Management Council for the year ended 31 December 2017 continued

Structure, Governance and Management continued

The charity works closely with a large number of fellow charities in order to pursue its objectives and, where appropriate, to ensure that there is no duplication of services. Principal amongst these are:

Federation of Jewish Services	The Brookvale Settlement
Outreach Community and Residential Services	Henshaws
Manchester Jewish Housing Association	League of Jewish Women
Royal National Institute for the Blind	Jewish Representative Council
Voluntary Action Manchester	

Many of the above use the charity's building to share resources. In addition, the charity also works in partnership with the Social Services Departments of Manchester, Bury and Salford Local Authorities with whom it is contracted for Day Care attendance by certain of their residents.

Objectives and Activities

The objects of the charity as laid down in the Memorandum of Association are the assistance of those members of the Jewish faith who are visually impaired, physically disabled or any other category of individual who is deemed to be in need of such assistance. The Centre is used four days per week and is constantly looking to receive new members. There is a clear need for the continued provision of care in the community enabling our members to maintain their independence with the facilities that are provided.

The charity employs 18 paid full and part time members of staff who undertake care, administration and fundraising responsibilities. In addition to the above over 160 unpaid volunteers are involved in our work and we would not be able to function without them. The volunteers give the equivalent of over 12,000 hours per annum of their time which would cost the charity in excess of £300,000 each year. A list of areas in which we use volunteers is as follows:

Running Day-Centre activities	Staffing the reception desk
Serving meals and refreshments	Delivering meals-on-wheels
Running the Talking Newspaper	Running the convenience shop
Organising activity programmes	Computer lessons
Assisting with enveloping for mail shots	Acting as escorts on transport
Assisting in the Art Room	Driving members to and from the Centre

In order to achieve its objectives the charity has used all reasonable methods to promote and enhance the facilities of the charity. We are currently trying to promote a policy of increased fundraising and a search for new volunteers and a marketing drive to encourage more day centre members.

During the year there have been approximately 8,000 day centre attendances, 3,100 meals on wheels delivered, 400 baths given and 2,000 talking newspapers were distributed. In addition, the building is also used by many other communal organisations and individuals as a Community Centre.

Manchester Jewish Community Care

Report of the Directors and Management Council for the year ended 31 December 2017 continued

How Our Activities Achieve Public Benefit

The Charity carries out a wide range of activities in pursuance of its charitable aims. The directors consider that these activities below provided benefit both to those who attend our Day Centre and the wider community.

Day Care: The Centre is open on a Monday to Thursday from 9.30am to 3.30pm. Providing a wide range of stimulating activities including art class, yoga, computer lessons, keep fit, live entertainment and discussion groups. We also have a hairdressing salon, convenience shop and visiting chiropodist. A hot 3 course lunch under Beth Din supervision is also provided.

Meals on Wheels: Meals are sent out twice a week to housebound members of the community or to those who are unable to cook for themselves.

Bathing Service: We offer a culturally sensitive, dignified bathing service in our specially adapted bathroom to those who are unable to bathe themselves.

Northern Jewish Talking Newspaper: This is under the auspices of the League of Jewish Women and is sent out weekly on a memory stick.

Community Centre/Other Organisations: The Centre rents out offices to the IIC and Jewish Housing Association, Care Concern, The League of Jewish Women, B'nai Brith, and Jewish Representative Council also use our Centre for their meetings.

Achievements and Performance

The charity continues to meet all of its objectives. Membership of the Day Centre once again achieved high attendances during the year reflecting the wide range of activities and services available to its members.

Last year saw the retirement of Shelley Blackston and as such we did not hold any fundraising events. We continued however with our three direct mail appeals and the telethon.

Financial Review

Incoming resources have decreased by £33,828.

Costs of operating the day centre are around £607,000 per annum. There is a net increase in funds of £13,280.

Manchester Jewish Community Care

Report of the Directors and Management Council for the year ended 31 December 2017 continued

Financial Review continued

The Investment Committee have been guided by Barclays Wealth Management and have continued to adopt a prudent approach for the charity. From 2018 the funds have been moved to the guidance of Rathbone Brothers plc to ensure that the maximum equity is gained from these monies.

Reserves Policy

The directors have examined the needs, risks and challenges faced by the charity in both the short and medium term, along with relevant financial forecasts and have formulated a policy to meet those needs. It intends to review this policy at least annually. The directors believe that to maintain a target level of free reserves equal to 12 months operating expenses is appropriate at the current time.

The directors are confident that at present levels reserves match the target level and they are able to continue the current activities of the charity in the event of a significant drop in funding.

Plans for Future Periods

The charity plans to continue the activities outlined above in the forthcoming years subject to satisfactory funding arrangements.

There was no major capital expenditure in 2017 other than minor repairs to the building. Plans for 2018 include new chairs for the art room, a replacement kitchen in the caretaker's flat, converting the outdoor garage into a secure and dry foodstuff store room and replacing the worn dividing doors in the dining room and lounge.

Our efforts will also continue in the need to raise awareness of the charity, not just in North Manchester but also in Manchester as a whole and continue to reach out to those who would benefit from the wide range of services available. Although we currently operate at high levels of attendances, we foresee that the standard of facilities that we offer from a very dedicated and committed team of both staff and volunteers will increase and therefore we intend to rise to the challenge of making the Day Centre a 'beacon' of the community. We intend to continue with our advertising campaign during 2018 to raise the profile of the organisation and to reach out to those who are unaware of our services.

We are also looking to bring new members on to our Executive committee to strengthen the range of skills.

The directors are confident of achieving all their long-term objectives and increasing the charity's services to the community.

Report of the Directors and Management Council for the year ended 31 December 2017 continued

Responsibilities of the directors

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the directors should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charitable company will continue on that basis.

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

In accordance with company law, as the charitable company's directors we certify that:

so far as we are aware, there is no relevant information of which the charitable company's Independent Examiner are unaware; and

as the directors of the company we have taken all steps that we ought to have taken in order to make ourselves aware of any relevant information and to establish that the charity's Independent Examiner is aware of that information

Reporting Accountants

A resolution that H Davies FCCA of Accounts & Business Solutions Ltd be reappointed as the charitable company's Independent Examiner will be put to the Annual General Meeting.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of Part VII of the Companies Act 2006 relating to small entities.

Approved by the directors on 30th April 2018 and signed on their behalf by:

L Ronnie Levene – Director

Independent Examiner's report to the trustees of 'Manchester Jewish Community Care'

I report on the accounts of the company for the year ended 31st December 2017, which are set out on pages 10 to 19.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent Examiner's report to the trustees of 'Manchester Jewish Community Care' cont.

Independent examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006 and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities
- 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.

H Davies FCCA
Accounts & Business Solutions Ltd
Chartered Certified Accountants & Registered Auditors
158 Cromwell Road
Salford
Manchester
M6 6DE

30th April 2018

**Statement of Financial Activities (including Income & Expenditure Account)
for the year ended 31 December 2017**

	<u>Notes</u>	Unrestricted Funds <u>2017</u> £	Restricted Funds <u>2017</u> £	Total Funds <u>2017</u> £	Total Funds <u>2016</u> £
Incoming resources					
Incoming resources from generated funds:					
<i>Voluntary income:</i>					
Donations and grants	2	352,929	-	352,929	391,466
<i>Activities for generating funds:</i>					
Committees, events and room hire		23,361	-	23,361	33,712
Shop and merchandising income	3	7,746	-	7,746	7,893
<i>Investment income</i>	4	28,840	-	28,840	21,311
Incoming resources from charitable activities:					
Local Authority grants for day centre care	5	14,633	-	14,633	19,087
Fees for day centre care		<u>127,896</u>	<u>-</u>	<u>127,896</u>	<u>115,764</u>
Total incoming resources		<u>555,405</u>	<u>-</u>	<u>555,405</u>	<u>589,233</u>
Resources expended					
Costs of generating funds					
Costs of generating voluntary income	6	33,188	-	33,188	34,956
Fundraising trading: cost of goods sold and other costs	6	89,387	-	89,387	78,491
Investment management costs	6	-	-	-	-
Charitable activities	6	458,987	-	458,987	563,740
Governance costs	6	<u>25,516</u>	<u>-</u>	<u>25,516</u>	<u>27,983</u>
Total resources expended		<u>607,078</u>	<u>-</u>	<u>607,078</u>	<u>705,170</u>
Net (resources expended) / incoming resources before other recognised gains					
		(51,673)	-	(51,673)	(115,937)
Other recognised gains					
Investment gains	4a	<u>64,953</u>	<u>-</u>	<u>64,953</u>	<u>97,243</u>
Net movement in funds		13,280	-	13,280	(18,694)
Reconciliation of funds:					
Fund value brought forward		<u>1,931,161</u>	<u>21,716</u>	<u>1,952,877</u>	<u>1,971,571</u>
Fund value per Balance Sheet	16	<u>1,944,441</u>	<u>21,716</u>	<u>1,966,157</u>	<u>1,952,877</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

Balance Sheet as at 31 December 2017

	<u>Notes</u>	<u>2017</u> £	<u>2016</u> £
Fixed Assets			
Tangible fixed assets	10	619,466	651,499
Investments	11	<u>1,303,432</u>	<u>1,297,758</u>
		1,922,898	1,949,257
Current Assets			
Stocks		2,633	2,074
Debtors	12	53,646	17,431
Cash at bank and in hand		<u>16,331</u>	<u>29,905</u>
		72,610	49,410
Creditors: amounts falling due within one year	13	<u>(29,351)</u>	<u>(45,790)</u>
Net Current Assets		<u>43,259</u>	<u>3,620</u>
Total Assets less Current Liabilities		<u>1,966,157</u>	<u>1,952,877</u>
<u>Funds</u>			
Unrestricted funds	16	1,944,441	1,931,161
Restricted funds	15	<u>21,716</u>	<u>21,716</u>
Total Funds		<u>1,966,157</u>	<u>1,952,877</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

Approved by the management council on 30th April 2018 and signed on its behalf by:

B J White - Director

L R Levene - Director

Notes to the Accounts - year ended 31 December 2017

1 Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

a Basis of accounting

The financial statements have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005, and the Companies Act 2006.

b Fund accounting

- Unrestricted funds are available for use at the discretion of the directors in furtherance of the general objectives of the charity. Unrestricted funds include a revaluation reserve representing the restatement of investment assets at market values.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Legacies are accounted for as incoming resources when receivable.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Merchandise and other items donated for resale through the charity's shop are included as incoming resources within activities for generating funds when they are sold.
- Investment income is included when receivable.
- Incoming resources from charitable trading activity are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables are accounted for as the charity earns the right to consideration by its performance.

Notes to the Accounts - year ended 31 December 2017 continued

d Resources expended

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

- Costs of generating funds comprise the costs associated with attracting voluntary income, the costs of trading for fundraising purposes including the charity's shop and investment management costs.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit and accountancy fees and costs linked to the strategic management of the charity.
- All overhead and support costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis as set out in note 6.

e Tangible Fixed Assets and Depreciation

Tangible fixed assets acquired after 1 January 1992 are capitalised and depreciated over their expected useful lives at the following rates:

Buildings	2% of cost per annum
Motor vehicles	20% of cost per annum
Fixtures, fittings and equipment	10% - 33.33% of cost per annum

f Investments and investment income

Investments are included at closing mid-market value at the Balance Sheet date. Any realised/unrealised gains/losses for the year are dealt with through the Statement of Financial Activities. Investment income is accounted for in the period in which the charity is entitled to receipt.

g Stock

Stock is valued at the lower of cost and net realisable value.

h Pensions

The pension costs charged in the financial statements represent the contributions payable by the charity during the year in accordance with FRS17.

Notes to the Accounts - year ended 31 December 2017 continued

2	Donations and grants	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
		£	£	2017 £	2016 £
	General donations	78,764	-	78,764	117,197
	Box collections	2,934	-	2,934	3,425
	Annual Appeals	50,298	-	50,298	45,938
	Legacies	<u>220,933</u>	<u>-</u>	<u>220,933</u>	<u>224,906</u>
		<u>352,929</u>	<u>-</u>	<u>352,929</u>	<u>391,466</u>
3	Shop and Merchandising Income	<u>Shop</u>	<u>Sundry</u>	<u>2017</u>	<u>2016</u>
		<u>trading</u> £	<u>income</u> £	<u>Total</u> £	<u>Total</u> £
	Shop/merchandising income	7,746	-	7,746	7,893
	Cost of sales	<u>(5,072)</u>	<u>-</u>	<u>(5,072)</u>	<u>(6,162)</u>
	Surplus	<u>2,674</u>	<u>-</u>	<u>2,674</u>	<u>1,731</u>
4	Investment Income			<u>2017</u>	<u>2016</u>
				£	£
	Investment income comprises the following:-				
	Dividend and gilt interest income			28,805	21,311
	Bank/Building Society interest			<u>35</u>	<u>-</u>
				<u>28,840</u>	<u>21,311</u>
4a	Investment gains			<u>2017</u>	<u>2016</u>
				£	£
	Unrealised gain/(loss)			64,953	94,958
	Realised gain/(loss)			---	2,285
				<u>64,953</u>	<u>97,243</u>
5	Local Authority grants for day centre care			<u>2017</u>	<u>2016</u>
				£	£
	During the year amounts were received from the following local authorities for contracts on services supplied:-				
	Bury Metro			11,280	14,392
	City of Manchester			231	203
	City of Salford			<u>3,122</u>	<u>4,492</u>
				<u>14,633</u>	<u>19,087</u>

Manchester Jewish Community Care

Notes to the Accounts - year ended 31 December 2017 continued

6 Total resources expended

	<u>Basis of allocation</u>	<u>Voluntary income</u> £	<u>Fundraising events etc.</u> £	<u>Fundraising shop</u> £	<u>Investment management</u> £	<u>Charitable activities</u> £	<u>Governance</u> £	<u>Total 2017</u> £	<u>Total 2016</u> £
Costs directly allocated to activities									
Staff costs (inc.pension costs)	Staff Time	19,348	54,274	-	-	202,258	18,430	294,310	319,194
Shop supplies	Direct	-	-	5,072	-	-	-	5,072	5,968
Event costs etc.	Direct	-	13,987	-	-	-	-	13,987	13,626
Day centre costs	Direct	-	-	-	-	17,810	-	17,810	17,784
Accounts and examination fees	Direct	-	-	-	-	-	2,925	2,925	2,925
Payroll costs	Direct	-	-	-	-	-	2,911	2,911	2,616
Legal and professional fees	Direct	-	-	-	-	-	-	-	378
Transport costs	Direct	-	-	-	-	11,680	-	11,680	10,364
Outings, sundries, training	Direct	-	-	-	-	4,766	-	4,766	3,265
Catering	Usage	-	-	-	-	139,434	100	139,534	131,542
Gas, electric and water	Usage	1,936	1,702	235	-	15,496	-	19,369	19,425
Repairs, renovations and maintenance	Usage	2,817	2,816	-	-	22,536	-	28,169	102,120
Cleaning materials	Usage	1,239	1,240	-	-	11,295	-	13,774	17,810
Depreciation	Usage	2,703	2,704	-	-	25,626	1,000	32,033	36,191
Support costs allocated to activities									
Computer running costs	Usage	1,854	1,853	-	-	1,854	-	5,561	4,887
Telephone, postages etc.	Usage	1,092	3,306	-	-	1,469	-	5,867	9,113
Ground rent and rates	Usage	351	350	-	-	350	-	1,051	1,184
Insurances	Usage	377	377	-	-	3,014	-	3,768	3,364
Printing and stationery	Usage	1,451	1,451	-	-	1,302	150	4,354	3,155
Bank charges	Usage	20	20	-	-	97	-	137	259
Total resources expended		<u>33,188</u>	<u>84,080</u>	<u>5,307</u>	<u>-</u>	<u>458,987</u>	<u>25,516</u>	<u>607,078</u>	<u>705,170</u>

Notes to the Accounts - year ended 31 December 2017 continued

7 Staff Costs and Numbers

Staff costs were as follows:	<u>2017</u>	<u>2016</u>
	£	£
Salaries and wages	239,479	288,887
Social security costs	49,795	15,643
Pension costs	<u>5,036</u>	<u>14,664</u>
	<u>294,310</u>	<u>319,194</u>

No employee received emoluments of more than £40,000.

The average number of employees during the year, calculated on the basis of full time equivalents, was as follows:

	<u>2017</u>	<u>2016</u>
	Number	Number
Chief Executive	1	1
Day centre and welfare	12	12
Fundraising and publicity	2	2
Administration and support	<u>3</u>	<u>3</u>

8 Net Incoming Resources for the year

This is stated after charging:	<u>2017</u>	<u>2016</u>
	£	£
Depreciation	32,033	36,191
Independent Examiners fee	<u>2,925</u>	<u>2,750</u>

9 Taxation

As a charity, Manchester Jewish Community Care is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 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.

Notes to the Accounts - year ended 31 December 2017 continued

10 Tangible Fixed Assets

	Land and <u>buildings</u> £	Fixtures and <u>fittings</u> £	Motor <u>vehicles</u> £	Total <u>2017</u> £
Cost:				
At 1 January 2017	850,000	273,288	69,745	1,193,033
Additions	-	-	-	-
Disposals	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2017	<u>850,000</u>	<u>273,288</u>	<u>69,745</u>	<u>1,193,033</u>
Accumulated Depreciation				
At 1 January 2017	235,250	239,539	66,745	541,534
On disposals	-	-	-	-
Charge for year	<u>17,000</u>	<u>12,033</u>	<u>3,000</u>	<u>32,033</u>
At 31 December 2017	<u>252,250</u>	<u>251,572</u>	<u>69,745</u>	<u>573,567</u>
Net book values				
At 31 December 2017	<u>597,750</u>	<u>21,716</u>	<u>-</u>	<u>619,466</u>
At 31 December 2016	<u>614,750</u>	<u>33,749</u>	<u>3,000</u>	<u>651,499</u>

11 Fixed Asset Investments

	<u>2017</u> £	<u>2016</u> £
Investments	1,215,558	1,150,606
Bank investment	<u>87,874</u>	<u>147,152</u>
	<u>1,303,432</u>	<u>1,297,758</u>
Investments	<u>2017</u> £	<u>2016</u> £
Market value at 1 January 2017	1,150,606	1,109,160
Additions	-	-
Disposals	-	(55,797)
Net realised investment gains/(losses) in the year	-	2,285
Net unrealised investment gains/(losses) in the year	<u>64,952</u>	<u>94,958</u>
Market value at 31 December 2017	<u>1,215,558</u>	<u>1,150,606</u>
Historical cost of investments at 31 December 2017	<u>1,055,648</u>	<u>1,055,648</u>

Notes to the Accounts - year ended 31 December 2017 continued

11 **Fixed Asset Investments continued**

Analysis of fixed asset investments	<u>2016</u>	<u>2016</u>
	£	£
Bond linked & warranty investments	<u>1,215,558</u>	<u>1,150,606</u>

The directors consider the following individual investment holdings in excess of 5% of the quoted investment portfolio value to be material.

<u>Holding</u>	<u>Market value</u>	<u>Percentage of portfolio</u>
	£	
Barclays Wealth Management	1,215,558	100%

12 Debtors	<u>2017</u>	<u>2016</u>
	£	£
Trade debtors	341	2,114
Prepayments and accrued income	7,391	8,575
Gift aid tax	9,388	1,060
Legacies	<u>36,526</u>	<u>5,682</u>
	<u>53,646</u>	<u>17,431</u>

13 Liabilities: Amounts falling due within one year	<u>2017</u>	<u>2016</u>
	£	£
Accruals and deferred income	4,100	6,194
Trade creditors	20,500	34,337
Taxation and Social Security	4,241	4,794
Credit Card	<u>510</u>	<u>465</u>
	<u>29,351</u>	<u>45,790</u>

14 **Pension Costs**

The charity operates a defined contribution scheme where the rate of contribution is specified in the rules, although additional contributions can be made to the scheme. The pension cost charged in the year was £13,709. At the Balance Sheet date £nil was outstanding to the pension scheme.

Notes to the Accounts - year ended 31 December 2016 continued

15 **Restricted Funds**

	Balance 1 January <u>2017</u> £	Movement in resources		Balance 31 December <u>2017</u> £
		<u>Incoming</u> £	<u>Outgoing</u> £	
The Bathing Room Fund	<u>21,716</u>	— -	— -	<u>21,716</u>
	<u>24,716</u>	— -	— -	<u>21,716</u>

The Bathing Room Fund was established during 1998 by way of a special appeal. The appeal was to construct a new building to house bathing facilities for those that need assistance.

16 **Analysis of Net Assets between Funds**

	Tangible fixed assets £	Investments £	Net current assets/ (liabilities) £	Total £
Restricted funds				
The Bathing Room Fund	<u>21,716</u>	— -	— -	<u>21,716</u>
	21,716	-	-	21,716
Unrestricted Funds	<u>597,750</u>	<u>1,303,432</u>	<u>43,259</u>	<u>1,944,441</u>
	<u>619,466</u>	<u>1,303,432</u>	<u>43,259</u>	<u>1,966,157</u>

17 **Directors Remuneration and Related Party Transactions**

Neither directors nor trustees received any remuneration or were reimbursed for any expenses during the year.

Costs of payroll administration totalling £2,911 were paid to Freedman, Frankl and Taylor, one of whose partners is a trustee of the charity. No other transactions occurred with Directors of the charity or related parties.

18 **Control**

In accordance with the Articles of Association of the charity, overall control is held by the Management Council (maximum 27 members). The Council appoints an Executive ("Honorary Officers") who are responsible for the day to day running of the charity. The directors of the charity are members of the Management Council and are also part of the Executive.