

**THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN - BOURNEMOUTH COASTAL AREA  
QUAKER MEETING**

**REGISTERED CHARITY NO 1134540**

**RECEIPTS AND PAYMENTS ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2017**

**THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN - BOURNEMOUTH COASTAL AREA QUAKER MEETING**

**YEAR ENDED 31 DECEMBER 2017**

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# **BOURNEMOUTH COASTAL AREA QUAKER MEETING**

**Charity number 1134540**

**Trustees' Annual Report 1<sup>st</sup> January to 31<sup>st</sup> December 2017**

## **Legal and Administrative information.**

### **Constituent Meetings.**

The Area Meeting comprises 7 local Meetings:- Bournemouth, Fordingbridge, Lymington, New Milton, Poole, Swanage and Wimborne. Of these Bournemouth, New Milton and Poole have Meeting Houses. Their addresses are:-

Quaker Meeting House, 16,Wharnccliffe Road, Boscombe, Bournemouth BH5 1AH

Quaker Meeting House, 30,Whitefield Road, New Milton, Hants BH25 6DF

Quaker Meeting House, 52, Wimborne Road, Poole, Dorset BH15 2BY

Of our smaller Local Meetings, Fordingbridge is linked with Bournemouth, Swanage with Poole.

### **Officers of the Area Meeting – 2017.**

Clerk: Tom Sanders (P&S)

Assistant Clerks: Clerks of Local Meetings – Jeni Bremner (L), Brenda Heales (NM), Jenny Tipping (B&F) (appointed 1.1.17 ), Jeremy Deane (P&S), Jane Schwarz (W), Jeff Hunter (W).

Treasurer: Anthony Woolhouse (NM)

Registering Officer for Marriages: Penny Estall (P&S)

### **Trustees**

Trustees who served during 2017 are:

Released during the year:

Nick McGeorge (Lymington) released May 2017

Euranis Neile (Bournemouth and Fordingbridge) Released from trusteeship September 2017

Kate Wright (Bournemouth and Fordingbridge) released May 2017

Trustees serving at the date of signing of this report who served all year:

Anna Clements, Poole and Swanage,

Peter Estall, Poole and Swanage

Michael Tyler, New Milton

Brian Tripp, Bournemouth and Fordingbridge

Anthony Woolhouse. New Milton

Added during the year:

Jeni Bremner, Lymington ( appointed May 2017 )

Bankers:

CafBank Ltd, Kings Hill, West Malling, Kent ME9 4TA,

Co-operative Bank, 1,Ballon Street, Manchester M60 4EP

Custodian Trustee  
Friends Trusts Ltd, Friends House, 173, Euston Road, London NW1 2BJ  
Registered Charity 237698

Independent examiner:  
Mike Bath, PKF Francis Clark, Towngate House, 2-8 Parkstone Road, Poole,  
Dorset BH5 2PW [mike.bath@pkf-francisclark.co.uk](mailto:mike.bath@pkf-francisclark.co.uk)

### **Structure, Governance and Management**

Bournemouth Coastal Area Meeting is a charity established for the advancement of religious understanding and practice such as derive from or bear witness to the principles and practices of the Religious Society of Friends (Quakers).

The principal activity is the holding of Meetings for Worship in the constituent local Meetings of Bournemouth, Fordingbridge, Lymington, New Milton, Poole, Swanage and Wimborne.

The affairs of the Area Meeting are governed by '*Quaker faith & practice*', the Book of Discipline of Britain Yearly Meeting of the Religious Society of Friends.

Bournemouth Coastal Area Quaker Meeting has overall responsibility for the spiritual, pastoral and financial affairs of the seven constituent local meetings.

The separate accounts of the constituent local meetings are consolidated into the examined accounts of the Area Meeting that are attached to this Trustees' Annual Report.

The members of the Area Meeting, 163 at 31<sup>st</sup> December 2017, are all those persons whose names are for the time being recorded in its official register.

The Governing Document was adopted by Area Meeting in session on 20/7/2008 (minute 7).

Trustees are appointed by the Area Meeting in accordance with this governing document. All trustees have signed a Declaration of Eligibility to serve as a trustee.

Training of trustees, when required, is provided at courses provided by the Woodbrooke Quaker Study Centre in Birmingham.

The aim of the Trustees is to support the principal activities of the Area Meeting.

### **Public Benefit Statement**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

We use our resources to deepen and share our spiritual experience and to support acts of witness that arise from our faith. Our local meetings for worship are open to all. We have no tests of belief: membership of our Society is open to anyone who is sincerely seeking truth. Our Meeting Houses are used by a wide variety of community groups.

### **Objectives and Activities**

The object of the Area Meeting is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain, in the area of Bournemouth Coastal Area Meeting and beyond. The principal activity is the holding of meetings for worship in the constituent local Meetings.

The Area Meeting, which meets six times per year, is the primary meeting for church affairs in the Bournemouth Coastal Area. Its role is to develop and maintain a community of Friends, a family of local meetings who gather for worship and spiritual enrichment. It strives to provide a balance between worship, mutual support, administration, learning, deliberation, social life and building up the spiritual life of its members.

The Area Meeting acts as a facilitator and co-ordinator, ensuring that the constituent local meetings have access to opportunities for fellowship, spiritual development, and spiritual and pastoral care, including the care of children and young people, it also provides support through the shared testing of concerns.

In order to provide the required support to local meetings, the Area Meeting arranges for

- Meetings for Elders, Overseers, Clerks and Treasurers
- A weekend residential gathering approximately every other year with planning almost a continuous process; the last weekend was in 2017,
- Representatives to attend Meeting for Sufferings (the executive body of Britain Yearly Meeting of the Society of Friends between Yearly Meetings) and the Representative Councils of Britain Yearly Meeting.
- Attendance at the General Meetings of some Quaker Schools in Southern England
- Training courses and conferences for those undertaking responsibilities in their Meetings

- Assistance with the maintenance of property owned by the Area Meeting

The Area Meeting is also jointly responsible with Hampshire and the Islands Area Quaker Meeting for the Hampshire, South East Dorset and Islands Regional Quaker Gathering, which meets twice each year.

### **Strengthening the life and witness of our Quaker Meetings.**

It is our Meetings for Worship which lie at the heart of our Quakerism.

- Meetings for Worship have been held each Sunday morning in Bournemouth, Lymington, New Milton, Poole, and Wimborne.
- Meetings for Worship in Swanage have increased to twice a month.
- Meetings for Worship have been held in Fordingbridge on the first Sunday of each month, as well as the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays.
- New Milton and Bournemouth & Fordingbridge have held regular midweek Meetings.
- Poole and New Milton Meetings held regular Meetings for Worship for Healing.
- Bournemouth and Poole hold regular Children's Meetings.

All our Meetings have held regular study and discussion groups on a wide range of subjects.

- Bournemouth's Meeting for Learning explored the lives of early Quakers, George Fox and James Nayler, and looked at the Gospel of John. Their 'Quiet Garden' events provided an opportunity for contemplation, attracting a number of visitors. There was also an evening group that looked at 'Quaker faith & practice'.
- Poole's Study Groups explored how the Reformation led to the start of the Quaker movement, and followed a course of study on 'Quaker faith & practice', as did the Swanage House Group.
- Lymington Meeting held discussion and sharing sessions after Meeting for Worship in alternate months.
- New Milton Meeting held a number of discussion evenings on topics ranging from Guilt, through Poetry, to the work of Street Pastors.
- Wimborne Meeting's programme of Meeting for Learning, Meeting for Sharing and 'BeFriending the Bible' continued throughout the year.

Libraries in our Meetings have provided both a resource not only learning and deepening our faith, but also a means of introducing and explaining Quakerism to newcomers. Appointed Librarians have reviewed catalogues and made good use of designated budgets to keep them up to date.

## **Spreading the message of Quakers and developing the thought and practice of our Religious Society.**

In addition to the activities mentioned in the previous section, four of our Local Meetings produce regular newsletters and, in addition, we have a thrice-yearly Area Meeting Newsletter 'News and Views'. We also have an Area Meeting website that links with Local Meeting websites in Poole and Wimborne.

Posters with information about Quaker interests and activities are displayed at our Meeting Houses and have led to many of those using our buildings becoming interested in sharing our worship.

There has been a diverse range of Outreach activities across the area. All our Meetings are involved with interdenominational and interfaith groups.

- Bournemouth Friends have representatives on Boscombe Churches Together and on Faithlinks, a local multi-faith organisation. They joined in a multi-faith event at Bournemouth Synagogue and hosted a multi-faith 'mix and mingle' event. The Meeting also hosts a monthly lunch organised by Unity in Vision.
- Swanage Meeting remains part of Swanage Churches Together and is as active as its small membership allows. A tree on the theme of 'Peace' was decorated for the Purbeck Christmas Tree Festival.
- Members of Poole Meeting led the lunchtime ecumenical service at The Spire, run by Poole Methodists, once a quarter. They continue to play an active part in Chaplaincy work at Poole Hospital.
- Wimborne Meeting has exchanged visits with the Bournemouth Mosque.
- New Milton Meeting supported one of its members in providing books about Quakers to local school libraries.
- Another member of New Milton Meeting wrote the Christian Comment, published in April, for the local newspaper.
- The Area Meeting's budget for those members attending courses and conferences run by Quakers was increased and fully used.
- Three Friends from across the Area Meeting are part of the 'Kindlers', an experimental group working to rekindle the power of Quaker worship by renewing and deepening our spiritual practices in Britain Yearly Meeting.
- Two Members from Poole and one from Wimborne are part of the Chaplaincy team at Poole Hospital. The Area Meeting is represented on the Bournemouth Universities Free Church Chaplaincy steering group.
- A Member of Wimborne Meeting is a Quaker Prison Chaplain on the Isle of Wight. Another is involved in a Barnado's project at Guys Marsh Prison.

## **Undertaking Quaker Service for the Relief of Suffering at home and abroad.**

A number of meetings are making regular collections for their local Food Bank.

Meetings are working with other groups to provide refugees locally with housing and ongoing support.

Poole and Wimborne Meetings have become Sanctuary Meetings, committing to doing all they can to assist in welcoming and supporting refugees.

Service given by Meetings or members individually include:

- Helping with food banks, basics bank, food runs, rough sleepers
- Pledging £1000 towards the purchase of a Safe Haven house for refugees via the Poole Quakers Social Action Fund,
- Maintaining commitment to B-CARS (Bournemouth Christians Against Rough Sleeping) and the YMCA, providing funding for a bed via Bournemouth Meeting's monthly frugal lunch, and collecting warm clothing and toiletries,
- Serving as community mediators and trustees with New Forest Mediation,
- Participation in 'Circles of Support and Accountability for Sex Offenders'.
- Provision of Christmas parcels and presents for families known to Poole Social Services,
- Donating sewing machines and materials to Tools for Self Reliance,
- Sponsoring a child in Bethany School, near Jerusalem,
- Work with Friends World Committee for Consultation on the United Nations' Criminal Justice programme,
- Supporting the concern of Cornwall Area Meeting on the need to reform policy relating to illegal drugs.

## **Witness in the world.**

In addition to the above,

- In Swanage, Friends continued to be active in raising awareness of and campaigning against NHS plans for Dorset in general and Poole Hospital in particular.
- A New Milton Friend serves on the board of the Churches' Safeguarding Agency,
- A Lymington Friend serves on the board of New Forest Quaker Care Home Ltd, New Milton,

**Funding the concerns that Quaker Meetings, both in the area of Bournemouth Coastal Meeting or beyond, have adopted or agreed to support.**

Local Meetings have supported many local, national and international charities by holding collections locally or by donating to Quaker organisations. They also continue to support Britain Yearly Meeting and Area Meeting through their financial contributions.

Local Meetings agree annual lists of charities to be supported from Sunday collections. Causes supported also include giving to appeals from other Meeting Houses.

Lymington Meeting has laid down the Rosamund Douglas Fund. This had provided support to local school children.

**Providing for the pastoral care of individual members and attenders including assistance to those in need and for education.**

Our Local Meetings provide pastoral care for their members and attenders either through appointed Overseers or by a system of group care.

Those meetings with children and young people provide encouragement and financial support for them to attend Quaker events.

Financial support is also available for adults to attend courses at Woodbrooke or other Quaker centres.

**Maintaining and developing Quaker Meeting Houses as places for public worship and from which to carry out our witness into the world.**

The best way to care for and use our premises has continued to challenge us over the past year.

Quinquennial Surveys were carried out on our three Meeting Houses.

Reports were produced according to a new template that enabled Premises Committees to prioritise the work to be done and agree a programme with Trustees.

Bournemouth Meeting House, which was found at the time of the Quinquennial Survey in 2012 possibly to have potentially serious structural defects has been declared sound, though considerable work needs to be done.

The flat roof over the Children's Room at Poole Meeting House was replaced and disabled access to the back door of the Meeting House improved. Issues with damp remain and specialist recommendations are being considered.

Queries have been raised as to the stability of New Milton Meeting House. A process of examining future options has been set in motion.

We remain aware of the need to increase lettings of our premises in order to raise the income to pay for them.

The flat at Poole Meeting House continues to be let at a commercial rent.

**Administering and maintaining the organisation of Bournemouth Coastal Area Meeting and contributing to the support of Britain Yearly Meeting.**

Area Meetings were held 6 times during the year and were attended by representatives from all our local Meetings.

Quaker appointments are normally for a three-year term. During the latter half of 2017 the great majority of our appointments were reviewed by Nominations Committee and individuals either replaced or asked to serve a second term. Nominations were considered and agreed by Area Meeting in session.

The Area Meeting agrees a representative and an alternate to Meeting for Sufferings and to Quaker Life Representative Council.

Trustees have met four times during the year. Minutes are circulated to Local Meetings and a summary appended to Area Meeting agendas.

The trustees are continuing to improve and review the safeguarding policy concerning children and vulnerable people.

The trustees drafted a policy on health and safety, with annual checks for our Meeting Houses and rooms hired for Meeting for Worship, coming into effect in 2017.

Signed for and on behalf of the Trustees' on 27 July 2018

Peter Estall - Trustee

**Independent examiner's report to the trustees of The Religious Society of Friends (Quakers) in Britain - Bournemouth Coastal Area Quaker Meeting**

I report to the trustees on my examination of the accounts of the Bournemouth Coastal Area Quaker Meeting (the Charity) for the year ended 31 December 2017.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Mike Bath FCA BSc**  
**A Director of PKF Francis Clark**  
Chartered Accountants  
Towngate House  
2 – 8 Parkstone Road  
Poole  
Dorset  
BH15 2PW

Date: 16 August 2018

**THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN - BOURNEMOUTH COASTAL AREA QUAKER MEETING**  
**RECEIPTS AND PAYMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2017**

	Unrestricted Funds	Restricted Funds	Total 2017	Total 2016
Note	£	£	£	£
<b>Receipts</b>				
Voluntary income	51,118	-	51,118	83,994
Income from activities to generate funds	32,499	-	32,499	34,860
Investment income	8,802	-	8,802	9,052
Income from Quaker activities	-	-	-	114
Other income	8,810	-	8,810	1,615
<b>Total Receipts</b>	<b>101,229</b>	<b>-</b>	<b>101,229</b>	<b>129,635</b>
<b>Payments</b>				
Contributions and grants	26,208	806	27,014	20,494
Costs of generating funds	1,788	-	1,788	759
Costs of Quaker activities	23,254	-	23,254	10,468
Support costs	51,502	-	51,502	47,869
Payments to Area	2,025	-	2,025	-
Governance costs	3,193	-	3,193	4,158
	<b>107,970</b>	<b>806</b>	<b>108,776</b>	<b>83,748</b>
<b>Asset and Investment Purchases</b>				
Investments purchase	-	-	-	-
Bond redemption	-	-	-	1,000
<b>Total Payments</b>	<b>107,970</b>	<b>806</b>	<b>108,776</b>	<b>84,748</b>
<b>Net incoming resources before transfers</b>	<b>- 6,741</b>	<b>- 806</b>	<b>- 7,547</b>	<b>44,887</b>
Transfers between funds	-	-	-	-
Acting as agent IN	14,795	-	14,795	4,257
Acting as agent OUT	7,819	-	7,819	3,890
<b>Net movement in cash funds</b>	<b>235</b>	<b>- 806</b>	<b>571</b>	<b>45,254</b>
<b>Cash funds last year end</b>	<b>324,447</b>	<b>8,861</b>	<b>333,308</b>	<b>288,054</b>
<b>Cash funds this year end</b>	<b>324,682</b>	<b>8,055</b>	<b>332,737</b>	<b>333,308</b>

**THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN - BOURNEMOUTH COASTAL AREA QUAKER MEETING**  
**Statement of assets and liabilities**  
**at 31 December 2017**

	Note	Unrestricted Funds	Restricted Funds	Total 2017	Total 2016
		£	£	£	£
<b>Cash funds:</b>					
Short term deposits		146,213		146,213	259,044
Cash at bank and in hand		178,469	8,055	186,524	74,264
<b>Total cash funds</b>	<b>2</b>	<b>324,682</b>	<b>8,055</b>	<b>332,737</b>	<b>333,308</b>
<b>Investment Assets</b>					
Unit trusts or collective investments	4	49,595	-	49,595	43,375
<b>Total Assets</b>		<b>374,277</b>	<b>8,055</b>	<b>382,332</b>	<b>376,683</b>

	Signature	Print name	Date
Signed on behalf of all the board by:		Anthony Woolhouse	27/07/2018
Signed on behalf of all the board by:		Peter Estall	27/07/2018

THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN - BOURNEMOUTH COASTAL AREA QUAKER MEETING  
Notes to the receipts and payments accounts  
Year Ended 31 December 2017

1 Analysis of support costs:

	Wimborne LM £	Poole & Swanage LM £	Lymington LM £	Bournemouth & Fordingbridge LM £	Area Meeting £	New Milton LM £	Total 2017 £	Total 2016 £
Salaries, NI, pensions	-	-	-	14,606	-	-	14,606	14,514
Rent	1,225	360	-	-	-	-	1,585	1,234
Utilities	-	540	-	5,981	-	730	7,251	8,305
Cleaning	-	1,338	-	3,036	-	922	5,296	5,207
Sundry	39	574	-	-	-	-	613	996
Insurance	-	-	-	-	-	-	-	2,988
Garden	-	687	-	765	-	-	1,451	1,316
Repairs and renewals	-	1,685	-	7,878	-	7,528	17,091	9,693
Furniture and equipment	19	-	-	2,358	-	-	2,377	941
Notice of change of venue	-	-	-	-	-	-	-	46
Capital items	-	290	-	-	-	-	290	9,286
Other support costs	-	120	-	180	60	-	360	4,875
Surveys, Professional fees	-	-	-	582	-	-	582	1,122
Transfers (internal) reallocated	-	-	-	-	-	-	-	12,653
	1,283	5,594	-	35,386	60	9,180	51,502	47,869

2 Analysis of cash funds:

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2017	Total 2016
Balance 1 January 2017	151,753	172,694	8,861	333,308	288,054
Receipts	101,229	-	-	101,229	129,635
Payments	(100,452)	(7,518)	(806)	(108,776)	(83,748)
Asset and investment purchases	-	-	-	-	(1,000)
Transfers between funds	-	-	-	-	-
Acting as agent IN	14,795	-	-	14,795	4,257
Acting as agent OUT	(7,819)	-	-	(7,819)	(3,890)
<b>Balance 31 December 2017</b>	<b>159,506</b>	<b>165,176</b>	<b>8,055</b>	<b>332,737</b>	<b>333,308</b>
		Note 4	Note 5		

3 Investments

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2017	Total 2016
<b>Equity and income funds</b>	<b>49,595</b>	<b>-</b>	<b>-</b>	<b>49,595</b>	<b>43,375</b>
		Note 4	Note 5		

4 Analysis of designated funds:

	Bournemouth LM Sustainability	Trust Funds	Quinquennial Property surveys	Total 2017	Total 2016
Balance 1 January 2017	130,176	35,000	7,518	172,694	125,657
Receipts	-	-	-	-	-
Payments	-	-	7,518	7,518	-
Transfers between funds	-	-	-	-	47,037
Adjustment	-	-	-	-	-
<b>Balance 31 December 2017</b>	<b>130,176</b>	<b>35,000</b>	<b>-</b>	<b>165,176</b>	<b>172,694</b>

**THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN - BOURNEMOUTH COASTAL AREA QUAKER MEETING**  
Notes to the receipts and payments accounts - continued  
Year Ended 31 December 2017

**5 Analysis of restricted funds:**

	Constance Waller Fund		Endowment Samuel White Fund		Lylington Rosamund Douglas Fund		Total 2017		Total 2016
	Waller Fund	White & Nickelson Fund	White Fund	Nickelson Fund	Douglas Fund	Rosamund Fund	Total		
Balance 1 January 2017	4,194		3,219	642	806		8,861	8,399	
Receipts	-	-	-	-	-	-	-	883	
Payments	0	0	0	0	(806)		(806)	(421)	
<b>Balance 31 December 2017</b>	<b>4,194</b>	<b>3,219</b>	<b>642</b>	<b>-</b>	<b>8,055</b>	<b>-</b>	<b>8,861</b>	<b>8,861</b>	

The Samuel White Fund was set up in 1795 with a capital of £300. Its income can be used for the purpose of the relief of Poole Quakers.

The White and Nickelson Fund was set up in 1774 with a capital of £400. Its income can be used for the purpose of the upkeep of Poole Meeting House and the relief of Poole Quakers.

The Constance Waller Fund was set up in 1954 with a capital of £1000. Its income can be used for the purpose of the upkeep of Bournemouth Meeting House and the relief of Poole Quakers.

The Rosamund Douglas Fund is administered by Lylington Meeting and is used for educational purposes to help individual children.

**6 Analysis of cash funds by area:**

	Poole & Wimborne LM		Lylington LM		Bournemouth LM		New Milton LM		Bournemouth Area		Total 2017	Total 2016
	Wimborne LM	Swanage LM	Lylington LM	Swanage LM	Bournemouth LM	New Milton LM	Bournemouth Area	Total 2016				
Opening balance 1 January	1,981	39,235	2,734	79,186	32,288	177,884	333,308	288,056				
Movement during the year	188	5,988	799	1,005	(4,677)	571	(3,874)	45,252				
<b>Closing balance 31 December</b>	<b>2,169</b>	<b>45,223</b>	<b>3,533</b>	<b>80,191</b>	<b>27,611</b>	<b>174,010</b>	<b>332,737</b>	<b>333,308</b>	<b>332,737</b>	<b>333,308</b>	<b>333,308</b>	

**7 Properties - Area Meeting Houses**

The Area Meeting has three meeting houses. These are Bournemouth, Poole and New Milton. The value of these meeting houses is excluded from the accounts as the cost of obtaining professional valuations is not justified for the charity.

**THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN - BOURNEMOUTH COASTAL AREA  
QUAKER MEETING**

**REGISTERED CHARITY NO 1134540**

**RECEIPTS AND PAYMENTS ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2017**



**THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN - BOURNEMOUTH COASTAL AREA QUAKER MEETING**

**YEAR ENDED 31 DECEMBER 2017**

**REGISTERED CHARITY NO 1134540**

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# BOURNEMOUTH COASTAL AREA QUAKER MEETING

Charity number 1134540

Trustees' Annual Report 1<sup>st</sup> January to 31<sup>st</sup> December 2017

## Legal and Administrative Information.

### **Constituent Meetings.**

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Fordingbridge, Lymington, New Milton, Poole, Swanage and Wimborne.

Of these Bournemouth, New Milton and Poole have Meeting Houses. Their

addresses are:-

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Of our smaller Local Meetings, Fordingbridge is linked with Bournemouth,

Swanage with Poole.

### **Officers of the Area Meeting – 2017.**

Clerk:

Tom Sanders (P&S)

Assistant Clerks:

Clerks of Local Meetings – Jeni Bremner (L), Brenda

Heales (NM), Jenny Tipping (B&F) (appointed 1.1.17),

Jeremy Deane (P&S), Jane Schwarz (W), Jeff Hunter (W).

Treasurer:

Anthony Woolhouse (NM)

Registering Officer for Marriages: Penny Estall (P&S)

### **Trustees**

Trustees who served during 2017 are:

Released during the year:

Nick McGeorge (Lymington) released May 2017

Euranis Neile (Bournemouth and Fordingbridge) Released from trusteeship

September 2017

Kate Wright (Bournemouth and Fordingbridge) released May 2017

Trustees serving at the date of signing of this report who served all year:

Anna Clements, Poole and Swanage,

Peter Estall, Poole and Swanage

Michael Tyler, New Milton

Brian Tripp, Bournemouth and Fordingbridge

Anthony Woolhouse, New Milton

Added during the year:

Jeni Bremner, Lymington ( appointed May 2017 )

Bankers:

CoBank Ltd, Kings Hill, West Malling, Kent ME9 4TA,

Co-operative Bank, 1, Ballon Street, Manchester M60 4EP

Custodian Trustee  
Friends Trusts Ltd, Friends House, 173, Euston Road, London NW1 2BJ  
Registered Charity 237698

Independent examiner:  
Mike Bath, PKF Francis Clark, Towngate House, 2-8 Parkstone Road, Poole,  
Dorset BH5 2PW [mike.bath@pkf-francisclark.co.uk](mailto:mike.bath@pkf-francisclark.co.uk)

### **Structure, Governance and Management**

Bournemouth Coastal Area Meeting is a charity established for the advancement of religious understanding and practice such as derive from or bear witness to the principles and practices of the Religious Society of Friends (Quakers).

The principal activity is the holding of Meetings for Worship in the constituent local Meetings of Bournemouth, Fordingbridge, Lymington, New Milton, Poole, Swanage and Wimborne.

The affairs of the Area Meeting are governed by '*Quaker faith & practice*', the Book of Discipline of Britain Yearly Meeting of the Religious Society of Friends.

Bournemouth Coastal Area Quaker Meeting has overall responsibility for the spiritual, pastoral and financial affairs of the seven constituent local meetings.

The separate accounts of the constituent local meetings are consolidated into the examined accounts of the Area Meeting that are attached to this Trustees' Annual Report.

The members of the Area Meeting, 163 at 31<sup>st</sup> December 2017, are all those persons whose names are for the time being recorded in its official register.

The Governing Document was adopted by Area Meeting in session on 20/7/2008 (minute 7).

Trustees are appointed by the Area Meeting in accordance with this governing document. All trustees have signed a Declaration of Eligibility to serve as a trustee.

Training of trustees, when required, is provided at courses provided by the Woodbrooke Quaker Study Centre in Birmingham.

The aim of the Trustees is to support the principal activities of the Area Meeting.

## **Public Benefit Statement**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. We use our resources to deepen and share our spiritual experience and to support acts of witness that arise from our faith. Our local meetings for worship are open to all. We have no tests of belief: membership of our Society is open to anyone who is sincerely seeking truth. Our Meeting Houses are used by a wide variety of community groups.

## **Objectives and Activities**

The object of the Area Meeting is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain, in the area of Bournemouth Coastal Area Meeting and beyond. The principal activity is the holding of meetings for worship in the constituent local Meetings.

The Area Meeting, which meets six times per year, is the primary meeting for church affairs in the Bournemouth Coastal Area. Its role is to develop and maintain a community of Friends, a family of local meetings who gather for worship and spiritual enrichment. It strives to provide a balance between worship, mutual support, administration, learning, deliberation, social life and building up the spiritual life of its members.

The Area Meeting acts as a facilitator and co-ordinator, ensuring that the constituent local meetings have access to opportunities for fellowship, spiritual development, and spiritual and pastoral care, including the care of children and young people, it also provides support through the shared testing of concerns.

In order to provide the required support to local meetings, the Area Meeting arranges for

- Meetings for Elders, Overseers, Clerks and Treasurers
- A weekend residential gathering approximately every other year with planning almost a continuous process; the last weekend was in 2017,
- Representatives to attend Meeting for Sufferings (the executive body of Britain Yearly Meeting of the Society of Friends between Yearly Meetings) and the Representative Councils of Britain Yearly Meeting.
- Attendance at the General Meetings of some Quaker Schools in Southern England
- Training courses and conferences for those undertaking responsibilities in their Meetings

- Assistance with the maintenance of property owned by the Area Meeting

The Area Meeting is also jointly responsible with Hampshire and the Islands Area Quaker Meeting for the Hampshire, South East Dorset and Islands Regional Quaker Gathering, which meets twice each year.

### **Strengthening the life and witness of our Quaker Meetings.**

It is our Meetings for Worship which lie at the heart of our Quakerism.

- Meetings for Worship have been held each Sunday morning in Bournemouth, Lymington, New Milton, Poole, and Wimborne.
- Meetings for Worship in Swanage have increased to twice a month.
- Meetings for Worship have been held in Fordingbridge on the first Sunday of each month, as well as the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays.
- New Milton, Bournemouth & Fordingbridge and Poole have held regular midweek Meetings.
- Poole and New Milton Meetings held regular Meetings for Worship for Healing.
- Bournemouth and Poole hold regular Children's Meetings.

All our Meetings have held regular study and discussion groups on a wide range of subjects.

- Bournemouth's Meeting for Learning explored the lives of early Quakers, George Fox and James Naylor, and looked at the Gospel of John. Their 'Quiet Garden' events provided an opportunity for contemplation, attracting a number of visitors. There was also an evening group that looked at 'Quaker faith & practice'.
- Poole's Study Groups explored how the Reformation led to the start of the Quaker movement, and followed a course of study on 'Quaker faith & practice', as did the Swanage House Group.
- New Milton Meeting held discussion and sharing sessions after Meeting for Worship in alternate months.
- Lymington Meeting held a number of discussion evenings on topics ranging from Guilt, through Poetry, to the work of Street Pastors.
- Wimborne Meeting's programme of Meeting for Learning, Meeting for Sharing and 'BeFriending the Bible' continued throughout the year.

Libraries in our Meetings have provided both a resource not only learning and deepening our faith, but also a means of introducing and explaining Quakerism to newcomers. Appointed Librarians have reviewed catalogues and made good use of designated budgets to keep them up to date.

## **Spreading the message of Quakers and developing the thought and practice of our Religious Society.**

In addition to the activities mentioned in the previous section, four of our Local Meetings produce regular newsletters and, in addition, we have a thrice-yearly Area Meeting Newsletter 'News and Views'. We also have an Area Meeting website that links with Local Meeting websites in Poole and Wimbome.

Posters with information about Quaker interests and activities are displayed at our Meeting Houses and have led to many of those using our buildings becoming interested in sharing our worship.

There has been a diverse range of Outreach activities across the area. All our Meetings are involved with interdenominational and interfaith groups.

- Bournemouth Friends have representatives on Boscombe Churches Together and on Faithlinks, a local multi-faith organisation. They joined in a multi-faith event at Bournemouth Synagogue and hosted a multi-faith 'mix and mingle' event. The Meeting also hosts a monthly lunch organised by Unity in Vision.

- Swanage Meeting remains part of Swanage Churches Together and is as active as its small membership allows. A tree on the theme of 'Peace' was decorated for the Purbeck Christmas Tree Festival. Members of Poole Meeting led the lunchtime ecumenical service at The Spire, run by Poole Methodists, once a quarter. They continue to play an active part in Chaplaincy work at Poole Hospital.
- Wimbome Meeting has exchanged visits with the Bournemouth Mosque.

- New Milton Meeting supported one of its members in providing books about Quakers to local school libraries.

- Another member of New Milton Meeting wrote the Christian Comment, published in April, for the local newspaper.
- The Area Meeting's budget for those members attending courses and conferences run by Quakers was increased and fully used.
- Three Friends from across the Area Meeting are part of the 'Kindlers', an experimental group working to rekindle the power of Quaker worship by renewing and deepening our spiritual practices in Britain

- Yearly Meeting.
- Two Members from Poole and one from Wimbome are part of the Chaplaincy team at Poole Hospital. The Area Meeting is represented on the Bournemouth Universities Free Church Chaplaincy steering group.

- A Member of Wimbome Meeting is a Quaker Prison Chaplain on the Isle of Wight. Another is involved in a Bamado's project at Guys Marsh Prison.

### **Undertaking Quaker Service for the Relief of Suffering at home and abroad.**

A number of meetings are making regular collections for their local Food Bank.

Meetings are working with other groups to provide refugees locally with housing and ongoing support.

Poole and Wimborne Meetings have become Sanctuary Meetings, committing to doing all they can to assist in welcoming and supporting refugees.

Service given by Meetings or members individually include:

- Helping with food banks, basics bank, food runs, rough sleepers
- Pledging £1000 towards the purchase of a Safe Haven house for refugees via the Poole Quakers Social Action Fund,
- Maintaining commitment to B-CARS (Bournemouth Christians Against Rough Sleeping) and the YMCA, providing funding for a bed via Bournemouth Meeting's monthly frugal lunch, and collecting warm clothing and toiletries,
- Serving as community mediators and trustees with New Forest Mediation,
- Participation in 'Circles of Support and Accountability for Sex Offenders'.
- Provision of Christmas parcels and presents for families known to Poole Social Services,
- Donating sewing machines and materials to Tools for Self Reliance,
- Sponsoring a child in Bethany School, near Jerusalem,
- Work with Friends World Committee for Consultation on the United Nations Criminal Justice programme,
- Supporting the concern of Cornwall Area Meeting on the need to reform policy relating to illegal drugs.

### **Witness in the world.**

In addition to the above,

- In Swanage, Friends continued to be active in raising awareness of and campaigning against NHS plans for Dorset in general and Poole Hospital in particular.
- A New Milton Friend serves on the board of the Churches' Safeguarding Agency,
- A Lymington Friend serves on the board of New Forest Quaker Care Home Ltd, New Milton,

**Funding the concerns that Quaker Meetings, both in the area of Bournemouth Coastal Meeting or beyond, have adopted or agreed to support.**

Local Meetings have supported many local, national and international charities by holding collections locally or by donating to Quaker organisations. They also continue to support Britain Yearly Meeting and Area Meeting through their financial contributions.

Local Meetings agree annual lists of charities to be supported from Sunday collections. Causes supported also include giving to appeals from other Meeting Houses.

Lymington Meeting has laid down the Rosamund Douglas Fund. This had provided support to local school children.

**Providing for the pastoral care of individual members and attenders including assistance to those in need and for education.**

Our Local Meetings provide pastoral care for their members and attenders either through appointed Overseers or by a system of group care.

Those meetings with children and young people provide encouragement and financial support for them to attend Quaker events.

Financial support is also available for adults to attend courses at Woodbrooke or other Quaker centres.

**Maintaining and developing Quaker Meeting Houses as places for public worship and from which to carry out our witness into the world.**

The best way to care for and use our premises has continued to challenge us over the past year.

Quinquennial Surveys were carried out on our three Meeting Houses. Reports were produced according to a new template that enabled Premises Committees to prioritise the work to be done and agree a programme with Trustees.

Bournemouth Meeting House, which was found at the time of the Quinquennial Survey in 2012 possibly to have potentially serious structural defects has been declared sound, though considerable work needs to be done.

The flat roof over the Children's Room at Poole Meeting House was replaced and disabled access to the back door of the Meeting House improved. Issues with damp remain and specialist recommendations are being considered.

Queries have been raised as to the stability of New Milton Meeting House. A process of examining future options has been set in motion.

We remain aware of the need to increase lettings of our premises in order to raise the income to pay for them.

The flat at Poole Meeting House continues to be let at a commercial rent.

**Administering and maintaining the organisation of Bournemouth Coastal Area Meeting and contributing to the support of Britain Yearly Meeting.**

Area Meetings were held 6 times during the year and were attended by representatives from all our local Meetings.

Quaker appointments are normally for a three-year term. During the latter half of 2017 the great majority of our appointments were reviewed by Nominations Committee and individuals either replaced or asked to serve a second term. Nominations were considered and agreed by Area Meeting in session.

The Area Meeting agrees a representative and an alternate to Meeting for Sufferings and to Quaker Life Representative Council.

Trustees have met four times during the year. Minutes are circulated to Local Meetings and a summary appended to Area Meeting agendas.

The trustees are continuing to improve and review the safeguarding policy concerning children and vulnerable people.

The trustees drafted a policy on health and safety, with annual checks for our Meeting Houses and rooms hired for Meeting for Worship, coming into effect in 2017.

Signed for and on behalf of the Trustees' on ..... 27/7/18 .....

.....  .....

Peter Estall - Trustee

**Independent examiner's report to the trustees of The Religious Society of Friends (Quakers) in Britain - Bournemouth Coastal Area Quaker Meeting**  
I report to the trustees on my examination of the accounts of the Bournemouth Coastal Area Quaker Meeting (the Charity) for the year ended 31 December 2017.

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or

2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



**Mike Bath FCA BSc**

**A Director of PKF Francis Clark**

**Chartered Accountants**

**Towngate House**

**2 - 8 Parkstone Road**

**Poole**

**Dorset**

**BH15 2PW**

Date: 16/8/2018

**THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN - BOURNEMOUTH COASTAL AREA QUAKER MEETING**  
**RECEIPTS AND PAYMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2017**

	Unrestricted Funds	Restricted Funds	Total 2017	Total 2016
Note	£	£	£	£
<b>Receipts</b>				
Voluntary income	51,118	-	51,118	83,994
Income from activities to generate funds	32,499	-	32,499	34,860
Investment income	8,802	-	8,802	9,052
Income from Quaker activities	-	-	-	114
Other Income	8,810	-	8,810	1,615
<b>Total Receipts</b>	<b>101,229</b>	<b>-</b>	<b>101,229</b>	<b>129,635</b>
<b>Payments</b>				
Contributions and grants	26,208	806	27,014	20,494
Costs of generating funds	1,788	-	1,788	759
Costs of Quaker activities	23,254	-	23,254	10,468
Support costs	51,502	-	51,502	47,869
Payments to Area	2,025	-	2,025	-
Governance costs	3,193	-	3,193	4,158
	<b>107,970</b>	<b>806</b>	<b>108,776</b>	<b>83,748</b>
<b>Asset and Investment Purchases</b>				
Investments purchase	-	-	-	-
Bond redemption	-	-	-	1,000
<b>Total Payments</b>	<b>107,970</b>	<b>806</b>	<b>108,776</b>	<b>84,748</b>
<b>Net incoming resources before transfers</b>	<b>- 6,741 -</b>	<b>806 -</b>	<b>7,547</b>	<b>44,887</b>
Transfers between funds				
Acting as agent IN	14,795	-	14,795	4,257
Acting as agent OUT	-	-	7,819	3,890
<b>Net movement in cash funds</b>	<b>235 -</b>	<b>806 -</b>	<b>571</b>	<b>45,254</b>
<b>Cash funds last year end</b>	<b>324,447</b>	<b>8,861</b>	<b>333,308</b>	<b>288,054</b>
<b>Cash funds this year end</b>	<b>324,682</b>	<b>8,055</b>	<b>332,737</b>	<b>333,308</b>

THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN - BOURNEMOUTH COASTAL AREA QUAKER MEETING  
 Statement of assets and liabilities  
 at 31 December 2017

	Total	2017	2016
Cash funds:			
Short term deposits	£ 146,213	£ 146,213	£ 259,044
Cash at bank and in hand	£ 178,469	£ 186,524	£ 74,264
Total cash funds	£ 324,682	£ 332,737	£ 333,308
Investment Assets			
Unit trusts or collective investments	£ 49,595	£ 49,595	£ 43,375
Total Assets	£ 374,277	£ 382,332	£ 376,683

Signed on behalf of all the board by:  
 Signed on behalf of all the board by:

Signature	<i>A. Woolhouse</i>	Print name	Anthony Woolhouse	Date	27/1/18
Signature	<i>P. Estall</i>	Print name	Peter Estall	Date	27/1/18

**THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN - BOURNEMOUTH COASTAL AREA QUAKER MEETING**  
**Notes to the receipts and payments accounts**  
**Year Ended 31 December 2017**

**1 Analysis of support costs:**

	Wimborne LM £	Poole & Swanage LM £	Lyminster LM £	Bournemouth & Fordingbridge LM £	Area Meeting £	New Milton LM £	Total 2017 £	Total 2016 £
Salaries, NI, pensions	-	-	-	14,606	-	-	14,606	14,514
Rent	1,225	360	-	-	-	-	1,585	1,234
Utilities	-	540	-	5,981	-	730	7,251	8,305
Cleaning	-	1,338	-	3,036	-	922	5,296	5,207
Sundry	39	574	-	-	-	-	613	996
Insurance	-	-	-	-	-	-	-	2,988
Garden	-	687	-	765	-	-	1,451	1,316
Repairs and renewals	-	1,685	-	7,878	-	7,528	17,091	9,693
Furniture and equipment	19	-	-	2,358	-	-	2,377	941
Notice of change of venue	-	-	-	-	-	-	-	46
Capital items	-	290	-	-	-	-	290	9,286
Other support costs	-	120	-	180	60	-	360	4,875
Surveys, Professional fees	-	-	-	582	-	-	582	1,122
Transfers (internal) reallocated	-	-	-	-	-	-	-	12,653
	<b>1,283</b>	<b>5,594</b>	<b>-</b>	<b>35,386</b>	<b>60</b>	<b>9,180</b>	<b>51,502</b>	<b>47,869</b>

**2 Analysis of cash funds:**

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2017	Total 2016
Balance 1 January 2017	151,753	172,694	8,861	333,308	288,054
Receipts	101,229	-	-	101,229	129,635
Payments	(100,452)	(7,518)	(806)	(108,776)	(83,748)
Asset and investment purchases	-	-	-	-	(1,000)
Transfers between funds	-	-	-	-	-
Acting as agent IN	14,795	-	-	14,795	4,257
Acting as agent OUT	(7,819)	-	-	(7,819)	(3,890)
<b>Balance 31 December 2017</b>	<b>159,506</b>	<b>165,176</b>	<b>8,055</b>	<b>332,737</b>	<b>333,308</b>
		Note 4	Note 5		

**3 Investments**

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2017	Total 2016
<b>Equity and income funds</b>	<b>49,595</b>	<b>-</b>	<b>-</b>	<b>49,595</b>	<b>43,375</b>
		Note 4	Note 5		

**4 Analysis of designated funds:**

	Bournemouth LM Sustainability	Trust Funds	Quinquennial Property surveys	Total 2017	Total 2016
Balance 1 January 2017	130,176	35,000	7,518	172,694	125,657
Receipts	-	-	-	-	-
Payments	-	-	7,518	7,518	-
Transfers between funds	-	-	-	-	47,037
Adjustment	-	-	-	-	-
<b>Balance 31 December 2017</b>	<b>130,176</b>	<b>35,000</b>	<b>-</b>	<b>165,176</b>	<b>172,694</b>

**THE RELIGIOUS SOCIETY OF FRIENDS (QUAKERS) IN BRITAIN - BOURNEMOUTH COASTAL AREA QUAKER MEETING**  
**Notes to the receipts and payments accounts - continued**  
**Year Ended 31 December 2017**

**5 Analysis of restricted funds:**

	Constance Waller Fund	Endowment Samuel White Fund	White & Nickelson Fund	Lyrnington Rosamund Douglas Fund	Total 2017	Total 2016
Balance 1 January 2017	4,194	3,219	642	806	8,861	8,399
Receipts	-	-	-	-	-	883
Payments	0	0	0	(806)	(806)	(421)
<b>Balance 31 December 2017</b>	<b>4,194</b>	<b>3,219</b>	<b>642</b>	<b>-</b>	<b>8,055</b>	<b>8,861</b>

The Samuel White Fund was set up in 1795 with a capital of £300. Its income can be used for the purpose of the relief of Poole Quakers.

The White and Nickelson Fund was set up in 1774 with a capital of £400. Its income can be used for the purpose of the upkeep of Poole Meeting House and the relief of Poole Quakers.

The Constance Waller Fund was set up in 1954 with a capital of £1000. Its income can be used for the purpose of the upkeep of Bournemouth Meeting House and the relief of Poole Quakers.

The Rosamund Douglas Fund is administered by Lyrnington Meeting and is used for educational purposes to help individual children.

**6 Analysis of cash funds by area:**

	Poole & Wimborne LM		Lyrnington LM		Bournemouth LM		New Milton LM		Bournemouth Area		Total 2017	Total 2016
Opening balance 1 January	1,981	39,235	2,734	79,186	32,288	177,884	333,308	288,056				
Movement during the year	188	5,988	799	1,005	(4,677)	(3,874)	571	45,252				
<b>Closing balance 31 December</b>	<b>2,169</b>	<b>45,223</b>	<b>3,533</b>	<b>80,191</b>	<b>27,611</b>	<b>174,010</b>	<b>332,737</b>	<b>333,308</b>				

**7 Properties - Area Meeting Houses**

The Area Meeting has three meeting houses. These are Bournemouth, Poole and New Milton. The value of these meeting houses is excluded from the accounts as the cost of obtaining professional valuations is not justified for the charity.