



Leeds Area Quaker Meeting



Bridge over the River Wharfe at Otley

Annual Report and Accounts 2013

Quaker Meetings in the Leeds Area

Adel Friends Meeting House

New Adel Lane, Leeds, LS16 6AZ

tel: 0113 289 9626

Meeting for Worship: Sundays, 10.45 am



Carlton Hill

Carlton Hill Friends Meeting House

188 Woodhouse Lane, Leeds, LS2 9DX

tel: 0113 242 2208

Meeting for Worship: first Thursday of the month, 6.00 pm; fourth Sunday of the month, 9.30 am

Gildersome Friends Meeting House

Street Lane, Gildersome, Leeds, LS27 7HX

tel: 0113 285 3136 or 0113 285 2466

Meeting for Worship: Sundays, 10.45 am

Ilkley Friends Meeting House

Queens Road, Ilkley, Leeds, LS29 9QJ

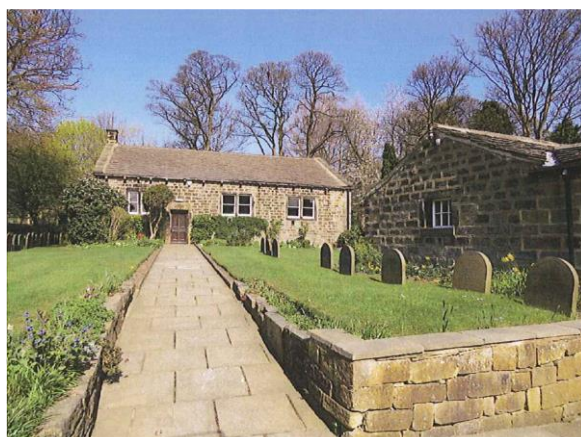
tel: 01943 600 806 or 01943 601 181

Meeting for Worship: Sundays, 10.30 am

Otley Quaker Meeting

Meeting for Worship at 10:45 am on 1st Sunday of each month in members' homes and on 3rd Sunday in The Courthouse, Courthouse St. Otley.

For details, telephone the Clerk: 0113 318 8084



Rawdon

Rawdon Friends Meeting House

Quakers Lane, Rawdon, Leeds, LS19 6HU

tel: 07582 960092

Meeting for Worship: Sundays, 10.45 am

Roundhay Friends Meeting House

136 Street Lane, Leeds, LS8 2BW

tel: 0113 293 3684

Meeting for Worship: Sundays, 10.45 am



Ilkley

Leeds University, Leeds LS2 9JT

Meeting for Worship: Tuesdays, 1.05pm

Organised by the Leeds Universities Chaplaincy in Claire Chapel, The Emmanuel Centre (opposite the Parkinson Building)

Bedford Court, Broadgate Lane, Horsforth, Leeds LS18 4SE

Meeting for Worship: first and third Wednesdays, 10.30am

Annual Report of Leeds Area Quaker Meeting 2013

STATUS AND OBJECTIVES

The Religious Society of Friends in Britain is a Christian denomination founded in the seventeenth century. In legal terms it is a charity for the advancement of religion.

Britain Yearly Meeting is the final constitutional authority of the Religious Society of Friends in Great Britain. Its membership consists of all those who belong to the seventy-one Area Meetings in Great Britain. Leeds Area Quaker Meeting is one of the constituent Area Meetings within Britain Yearly Meeting.

According to *Quaker Faith and Practice*, 4.01, the Area Meeting 'is the primary meeting for church affairs in Britain Yearly Meeting. It should provide that balance between worship, administration, deliberation, and social life which can make it an enjoyable occasion, building up the spiritual life of its members'.

The object of Leeds Area Quaker Meeting is thus the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in Leeds Area Quaker Meeting and beyond. This is achieved in ways which range from strengthening the life and witness of seven Quaker Meetings, to maintaining and developing our meeting houses as places of public worship from which to carry out our witness into the world. There are seven clauses set out in the charity's governing document which describe these ways more fully.

ANNUAL REPORT

In this annual report for 2013 we provide some idea of what has been happening amongst the Quaker community in Leeds in the past year, both in the Local Meetings and in the Area as a whole. We highlight ways in which Quakers link with the wider public, particularly as these follow our concerns for service.

CHARITY REGISTRATION NUMBER: 1134542

ADDRESS: Carlton Hill Friends Meeting House,
188 Woodhouse Lane, Leeds LS2 9DX

WEBSITE: www.leedsquakers.org.uk

Quaker witness grows out of our worshipping community, coming together at regular Meetings across the city and surrounding areas. We wait in silence on the leadings of the spirit. We also take part in opportunities for study, reflection in prayer, retreat, and informal gathering. These provide times to explore our leadings more fully and increase a shared awareness of our spirituality.

Achievements this year include a round of outreach activities around Quaker Week in the autumn, fruitful presentations at Leeds Area Meetings, and progress on our concern for End-of-Life Care. We have sought to show a continued commitment to reflect our faith through action in our daily lives by supporting Quaker-led and other concerns, such as the Leeds Criminal Justice Group and help for refugees and asylum seekers in Leeds.



Adel

Activities during 2013

THE WORSHIPPING COMMUNITY

The Quaker community in Leeds has at its centre our Sunday and weekday public Meetings for Worship that are held in seven places on a Sunday and four on weekdays.

There are different opportunities for developing and nurturing our spiritual lives together. Individual Meetings hold various discussion and study groups, host invited speakers, and facilitate talks by members (for instance, an Adel Friend spoke of a visit in October to Friends in Ramallah on the West Bank). Topics range from Bible study to preparation for attendance at Britain Yearly Meeting. A longstanding Light Group in Adel attracts Friends from other Meetings, as well as from Adel. Many Meetings hold an 'Afterword' after Meeting for Worship; this allows Friends to contemplate the ministry given or foster further ministry. Some Meetings, such as Carlton Hill, host regular shared Sunday lunches preceded by talks and discussion, or followed by activities such as gardening.

Leeds Quakers are linked through *The Quiet Word*, a newsletter circulated to all Meetings electronically and/or in paper format. Eight issues were produced in 2013 containing reports about Quaker Meeting events, conferences attended, and short essays on topics submitted by individual Friends. In 2013 a password-protected website was set up; this will be made available to Leeds Quakers in due course.

Friends have availed themselves of opportunities to get to know each other better by going on various outings. On 21 September twenty-three Leeds Quakers enjoyed the Area Meeting coach trip to the National Arboretum in Staffordshire and were guided around the new Quaker Memorial by two local Quakers. Leeds Friends joined other Quakers in Yorkshire for Easter Settlement at Cober Hill Guest-House on the Yorkshire coast. Carlton Hill and Ilkley individually spent weekends at Glenthorne, a Quaker Guest-House in the Lake District. Adel

visited Swarthmoor Hall in Cumbria and Ilkley spent its summer outing at the early Quaker Meeting House at Brigflatts in the so-called 1652 country (the home of early Quakerism).

Linked to four of our Meetings, the number of children and young people remains small, but children and helpers are keen. 2013 has seen enthusiasm for breathing fresh life into the children's meeting at Adel and a teenage group met periodically at Carlton Hill. This year Ilkley divided its programme for children's meeting into three themes (one per term): Bible stories, balance and harmony, emotions and the spirit. A highlight for Carlton Hill Friends has been the development of the vegetable patch in the Meeting House garden, where some of the younger children have helped to plant miniature fruit trees and tend to herbs and vegetables. At the 'Gift Service' in December Roundhay welcomed a number of children; they enjoyed various readings and songs.

There were celebrations too. Bedford Court (a Quaker retirement home) hosted a party in August for some eighty guests to celebrate the seventieth anniversary of two Friends whose wedding had taken place at the old Carlton Hill Meeting and who are now members of Gildersome. Holiday School, run by Quakers in Yorkshire (comprising all the Yorkshire Area Meetings), had its eightieth anniversary and young people from Leeds Area Meeting gathered with others to discuss the theme 'Is Quakerism about to go "Whoosh!?"'. In other words, they were asked to imagine what the United Kingdom might be like if the proportion of Quakers equalled that at the end of the seventeenth century, that is, some 1% of the population (in today's terms, some 600,000).

Activities during 2013

OUTREACH

There were opportunities for visitors and newcomers to find out about Quakerism through Quaker Quest introductory sessions.

The lettings of various Meeting Houses are another form of outreach. Carlton Hill and Ilkley Meeting Houses are used by a wide range of groups, many on a regular basis, while Roundhay's lettings have increased from fifteen to twenty regular groups and Adel's Garden Room has become a much sought after venue. Friends in Otley (without premises) are building a more visible presence in Otley; on 19 May and 6 October they held outreach meetings at The Courthouse. Other connections happen in serendipitous or imaginative ways, for example, early in the year Gildersome had an unexpected visit from a local history walking group and it attracted various local visitors through its participation in the Gildersome Scarecrow Festival in the summer. The members of this historic Meeting House, mindful of the health benefits of clean water and washing facilities, have also twinned their lavatory with one in Gatonda in Burundi as part of a fund-raising exercise for people in poor communities. In its very successful series of concerts in aid of Amnesty International Rawdon continues to attract Quakers and non-Quakers alike; the concerts raised over £3000 in 2013.

The period around Quaker Week in the autumn involved a range of activities. Thirty-one visitors attended Rawdon Meeting House on Heritage Open Day on 14 September. On 28 September the Leeds Quaker Cycle Ride saw seven bicyclists and one unicyclist visit our Meeting Houses at Carlton Hill, Rawdon, Adel, and Roundhay. This promoted our support for PAFRAS (Positive Action for Refugees and Asylum Seekers); it ended at Roundhay where Friends enjoyed the Open Day/Autumn Fair which attracted ten visitors and raised in excess of £100 for St George's Crypt in Leeds city centre. On 29

September the Harmony Choir came to Rawdon Meeting House for the benefit of PAFRAS. Quaker Quest at Carlton Hill on 3 October welcomed four new Questers, as did the session of Quaker Quest on 5 October at Roundhay Meeting. A play about Elizabeth Hooton (a very early follower of George Fox), at Ilkley, also on 5 October, attracted about thirty-five people, as did the Amnesty Concert at Rawdon on 6 October.



Gildersome

Quaker Chaplains serve as part of the teams in Armley Prison and at Leeds universities. Ilkley, Otley, and Roundhay continue to be actively involved in their local Churches Together groups. Ilkley participated in the Week of Prayer for Christian Unity. Otley is represented at the Otley Ministers monthly luncheon meeting during which they arrange joint church services and support each other pastorally. Friends in Otley led two Churches Together Prayer Breakfasts and took part in the Woman's World Day of Prayer; and they also had a presence at the Lent Lunches. In May Roundhay was the starting-point for the Annual Concord Walk of Friendship, when about fifty participants of many faiths had a brief introduction to Quakerism before processing to the local mosque and synagogue. This year's Christian Aid collection by Roundhay Friends raised £1172.45. A small group from the Area Meeting is involved in the Leeds Quaker-Jewish Dialogue Group.

Activities during 2013

WITNESS

In 2013 Leeds Area Quaker Meeting has devoted half the time during its regular meetings to explore an issue within a broader context. Such topics are drawn up via consultation in the preceding autumn. Each host Meeting takes responsibility for engaging speakers and introducing the issues. These topics reflect both spiritual and worldly concerns, pointing to the inseparability of the spiritual and the secular in terms of the Quaker ethos.

The year opened with our February Meeting devoted to 'International Quaker Work' that included first-hand presentations on the work of Quakers in the former USSR and in Bolivia. March Area Meeting concerned 'Peace and 100 Years of the Northern Friends Peace Board'. Friends learnt about the early years of the NFPB (established on 30 January 1913), which began with a firm organisational structure (with an office in Leeds) and which had sought 'the active promotion of peace in all its height and breadth'. In May there was a workshop given by the Area Meeting Assisted Dying Working Party on 'The Good Death — towards a new Quaker Testimony'. In July the focus was on 'Homelessness and the Quaker Response' where we aimed to inform ourselves about homelessness locally and nationally, in particular by learning about the work done by St George's Crypt for the homeless. 'Mental Health and Vulnerable Adults', particularly the emotional and societal impact of dementia, was the topic in October. In December a member of Bradford Meeting, who had been part of a group taking educational supplies to Gaza, gave a presentation on that troubled part of the Middle East. In addition to these regular meetings, a specially convened meeting took place in August to consider our response to a Britain Yearly Meeting discussion about the future of Swarthmoor Hall (part of the historic centre of Quakerism) in Cumbria.

After their workshop at Area Meeting in May in which they reported on the six focus groups held in five of the Local Meetings, the Assisted Dying Working Party made available a questionnaire to all Quakers in the Leeds Area, thus allowing personal input into the consideration of the topic of assisted dying and end-of-life care. They also held a 'Special Interest Meeting' at Britain Yearly Meeting on the theme 'Towards a Quaker View on Assisted Dying'.



Roundhay

The Leeds Quaker Criminal Justice Group held a half-day conference on 16 February on the theme 'Women and the Criminal Justice System', with a range of internal and external, Quaker and non-Quaker speakers. Our Meetings collectively and Friends individually continue to support refugees and asylum seekers in Leeds. Friends were successful in obtaining a grant of £4000 from Quaker Peace and Social Witness, enabling the continued provision of a counselling service for children and adolescents at SOLACE (an organisation for the treatment of mental health issues amongst refugees and asylum seekers). The peace witness against the presence of the Menwith Hill listening centre continued throughout the year.

Report of the Trustees for 2013

The Trustees present their report together with the unaudited Financial Statements of the charity for the year ended 31 December 2013. The Financial Statements have been prepared in accordance with the accounting policies set out on page 12.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Arrangements for appointment of Trustees are set out in the governing document of LAQM. Trustees are nominated by Local Meetings and appointed by the Area Meeting. Each Local Meeting may nominate two Trustees, apart from Otley and Gildersome who may each nominate one. The Clerk and Treasurer of Trust Funds are appointed by the Area Quaker Meeting in session. Trustees are appointed for three years, with reappointment possible on no more than two occasions, allowing for a maximum unbroken term of service of nine years. The Area Meeting Treasurer attends meetings of the Trustees in an ex-officio capacity.

Leeds Area Quaker Meeting's governing document was adopted in December 2008. Previously an excepted charity, it was registered with the Charity Commission on 26 February 2010.

The members of the Area Meeting are those persons whose names are for the time being recorded in the official register maintained in accordance with Quaker Faith and Practice (QFP) of Britain Yearly Meeting. At 31 December 2013 membership of the Area Meeting comprised 230 members, with some 139 adult attenders and 27 children.

TRUSTEES

As at 31 December 2013, the Trustees were:

Name, role & local meeting	Served / Serving Until
<i>John Murdoch (Adel - Clerk)</i>	31 Dec 2015
<i>David Owen (Adel, Treasurer for Trustees)</i>	31 Dec 2015
<i>Gavin Burnell (Carlton Hill)</i>	31 Dec 2013
<i>Richard Hawkins (Carlton Hill)</i>	31 Dec 2015
<i>Nicolas Hawkes (Ilkley)</i>	31 Dec 2013
<i>Martin Ford (Ilkley - Property Steward)</i>	31 Dec 2015
<i>Audrey Acton (Rawdon)</i>	31 Dec 2014
<i>David Griffiths (Rawdon)</i>	31 Dec 2014
<i>Chris Middleton (Roundhay)</i>	31 Dec 2015
<i>Alison England (Roundhay)</i>	31 Dec 2015

Peter Rice attended Trustees meetings as the (co-) Area Meeting Treasurer.

Office holders of Leeds Area Quaker Meeting during 2013 were:

Co -Clerks: Robert Keeble, Veronica O'Mara
Assistant clerk (membership): Susan M Robson
Joint LAQM Treasurers: Robin Fishwick and Peter Rice

DUTIES OF THE TRUSTEES

Trustees conduct their meetings in accordance with the Quaker business method.

Trustees met formally five times during the year. Duties included reviewing the finances of LAQM, its constituent Local Meetings and related trusts. Trustees confirm that Leeds Area Quaker Meeting has conducted its business in accordance with its charitable objectives.

Further duties of Trustees included reviewing the properties for which LAQM is the Custodian Trustee body, organised around Quinquennial

surveys of the Meeting Houses and associated buildings and land. Roundhay Meeting was the subject of the survey this year.

During 2013 the Trustees also worked on the LAQM Scheme document, in conjunction with the Charity Commission, Friends Trust Ltd (237698), which acts as the holding Trustee for LAQM properties, and QSC. Trustees liaised with Brighouse, Leeds & Settle Monthly Meetings Buildings Charity (228684) on the transfer of the properties of Gildersome Meeting - and two freehold properties in Otley - to LAQM. It is hoped to complete the transfer (with inclusion of the properties in the LAQM Scheme) next year.

Further duties of Trustees include overseeing the legal compliance of activities of the Area Meeting. This year, Trustees were very grateful to the LAQM Safeguarding Team (Gill Pearson, Rob Claxton-Ingham and Robin Fishwick) who published a revised LAQM Safeguarding Policy document.

Trustees were happy to make several charitable donations during the year, including to SOLACE, ZEST, and Leeds City of Sanctuary (Schools of Sanctuary stream) on behalf of Leeds Quakers.

Financial Review of 2013

The financial position of Leeds Area Quaker Meeting is shown in the annexed financial statements. Most activities within the area meeting are undertaken on a delegated basis by local meetings.

Each local meeting has its own treasurer; some of the endowment and trust funds are managed by local meeting treasurers. Each treasurer prepares a set of accounts which are independently examined and agreed by the local meeting. Local meeting accounts are then consolidated to produce the Leeds Area Quaker Meeting financial statements.

A fund raising target is set each year to raise money in support of the central work of Quakers in Britain; the work of the Northern Friends Peace Board; Quaker collective activity in Leeds; and in support of Quakers In Yorkshire which emphasizes opportunities for Children and Young People and wider outreach.

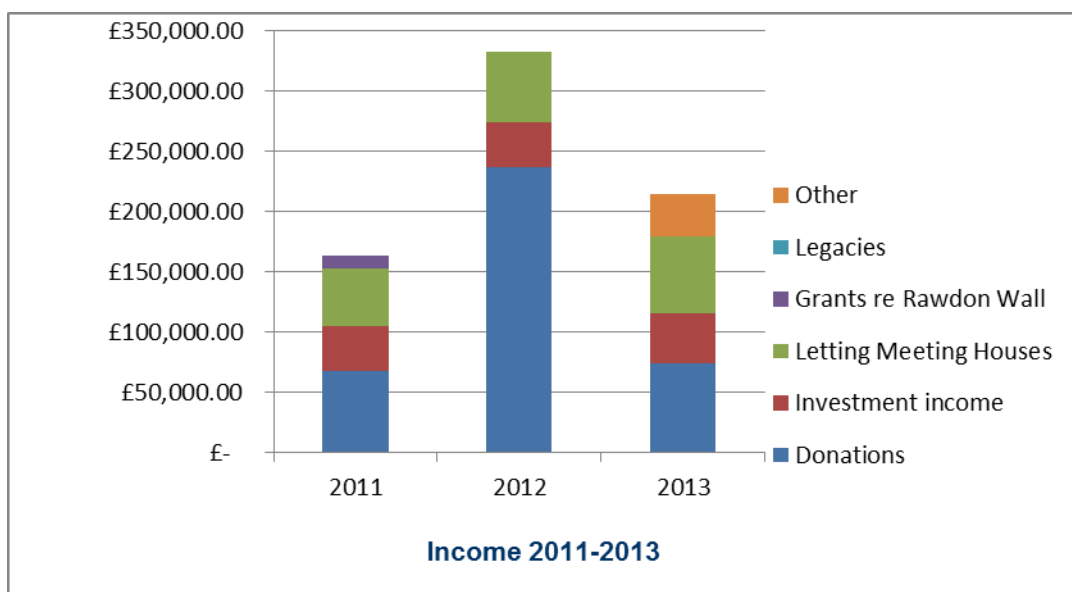
INCOME

An initial comparison of income figures over the last three years as seen in the graph below would have us believe that 2012 was a golden year and 2013 a disappointing return to business as usual. This is actually an inaccurate and over-pessimistic interpretation.

We must not forget that much of the surge in income in 2012 was caused by the closure of trusts causing a transferring in of assets of over £150,000. That showed on figures, somewhat misleadingly, as ‘donations’. Taking that anomaly out of the equation, the reality is that 2013 saw an increase in what might be termed ‘sustainable income’ – income from donations and from lettings. These two income streams are indicators of the overall health of Quakers in the Leeds area.

The increase in donations – this time attributable solely to our Members and Attenders putting their hands in their pockets – is a testimony to the overall vibrancy of our Meetings. It shows that we continue to attract new people to our Meetings and retain those more established and it shows the commitment of those in regular attendance.

The increase in income from Meeting House lettings may not be as obvious a marker of vibrancy, but it shows our willingness to put our assets into the service of the community – albeit for a charge –and there is an outreach benefit from increasing the footfall through our premises. We are pleased to have received our first full year’s rental for what is now the Karten Centre of Dyslexia UK.



Financial Review of 2013

EXPENDITURE

Last year we reported, ‘The quinquennial inspections may yet throw up more matters that need to be addressed. All we can do in this respect is to try to address problems early before the costs of remedial action begin to spiral. For such vigilance we are grateful to those whose role it is to oversee the fabric of our Meeting Houses.’ Sure enough, for 2013 the most significant increase in expenditure has been for major repairs. Whilst we acknowledge that such money has to be spent to maintain the viability of our premises, it is hoped that as the quinquennial survey system continues there will be some reduction in remedial work identified.

The expenditure figures are slightly skewed by the fact that Carlton Hill paid their £23,408 directly to Britain Yearly Meeting. This accounts for the apparent decrease in donations to BYM, where in fact we have been able to make on the whole a greater contribution to the work of British Quakers, nationally and internationally.

The total assets at the end of 2013 stood at £344,908, compared with £187,668 the previous year.

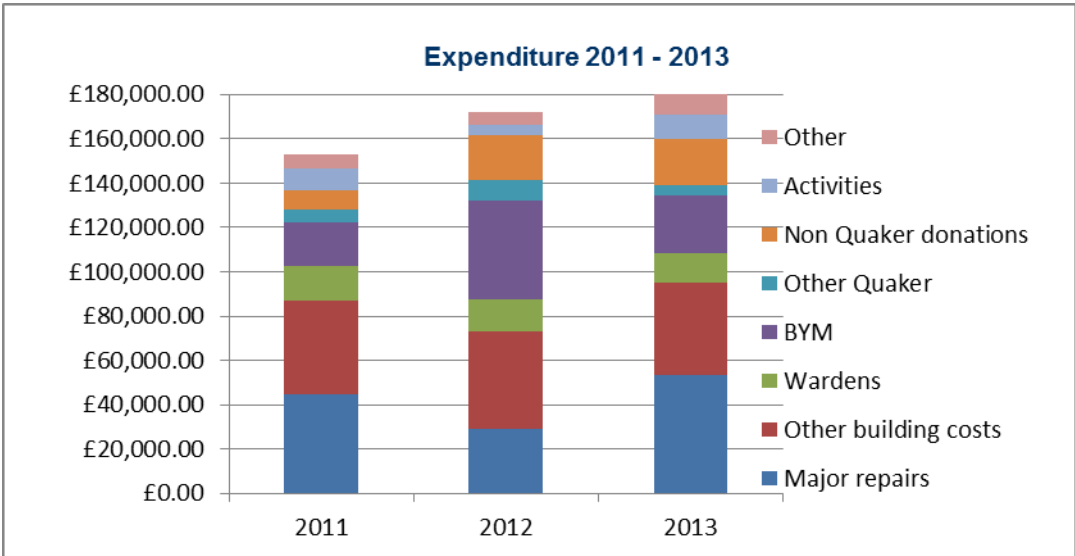
RESERVES POLICY

Local meetings are advised to maintain a current reserve equal to a year’s anticipated expenditure. The area meeting established a shared Building Futures Fund in 2010 to meet future major anticipated or extraordinary maintenance to the charity’s buildings. It was funded this year by setting aside 0.5% of the reinstatement valuation of each of the buildings on an annual basis. As at 31 December 2013 the fund totaled £34,500.

Signed on behalf of the Trustees

(Clerk to the Trustees)

Approved by the Trustees on 16 Oct 2014



Independent Examiner's Unqualified Report

I report on the consolidated accounts of Leeds Area Quaker Meeting for the year ended 31 December 2013 which are set out on pages 12 to 19.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

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 Commissioners under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S REPORT

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes 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 statement below. I have not reviewed the accounting records of the individual meetings, but have relied on the independent examinations conducted on these records.

INDEPENDENT EXAMINER'S STATEMENT

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

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 41 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

David Olver
10 Daleside Road
Riddlesden
Keighley BD20 5ES



24 October 2014

Statement of Financial Activities

Leeds Area Quaker Meeting								
Annual report & accounts for the year ended 31 December 2013								
STATEMENT OF FINANCIAL ACTIVITIES								
	Unrestricted		Restricted		Endowments		Total	
	2013	2012	2013	2012	2013	2012	2013	2012
	£	£	£	£	£	£	£	£
Incoming resources								
Incoming resources from generated funds								
<i>Voluntary income</i>								
Donations	72,551	68,747	1,670	167,810	-	-	74,221	236,557
<i>Activities for generating funds</i>	-	-	-	-	-	-	-	-
<i>Investment income</i>								
Interest & dividends	796	1,550	7,076	6,056	-	-	7,872	7,606
Rent from investment property	33,240	17,095	-	-	-	-	33,240	17,095
Incoming resources from charitable activities								
Letting of Meeting House	64,327	58,718	-	-	-	-	64,327	58,718
Activities	8,720	3,826	-	-	-	-	8,720	3,826
Miscellaneous	1,000	280	-	-	-	-	1,000	280
Refunds for services	1,888	20	-	-	-	-	1,888	20
Other incoming resources								
Miscellaneous	23,157	3,045	-	-	-	-	23,157	3,045
Total incoming resources	205,679	153,281	8,746	173,866	-	-	214,425	327,147
Resources expended								
Costs of generating funds								
<i>Costs of generating voluntary income</i>	-	-	-	-	-	-	-	-
<i>Investment management</i>	-	(7,154)	-	(219)	-	-	-	(7,373)
Charitable activities:								
Property maintenance	(17,888)	(17,258)	-	(1,074)	-	-	(17,888)	(18,332)
Alterations & major repairs	(53,278)	(29,062)	-	-	-	-	(53,278)	(29,062)
Administration	(1,209)	(1,072)	-	-	-	-	(1,209)	(1,072)
Utilities & services	(23,840)	(25,632)	-	-	-	-	(23,840)	(25,632)
Warden's employment	(13,602)	(14,478)	-	-	-	-	(13,602)	(14,478)
Outreach & library	(1,175)	(1,050)	-	-	-	-	(1,175)	(1,050)
Grants & Representatives' expenses	(4,206)	(2,486)	-	-	-	-	(4,206)	(2,486)
Activities	(10,985)	(4,488)	-	-	-	-	(10,985)	(4,488)
NFPB Quota	(1,955)	(3,593)	-	-	-	-	(1,955)	(3,593)
Donations to Yearly Meeting	(45,168)	(44,550)	-	-	-	-	(25,920)	(44,550)
Donations to other Quaker groups	(1,352)	(5,510)	(1,241)	-	-	-	(2,593)	(5,510)
Non-Quaker donations	(4,470)	(4,790)	(16,299)	(15,800)	-	-	(20,769)	(20,590)
Miscellaneous	(2,529)	(1,330)	-	-	-	-	(2,529)	(1,330)
Governance costs	-	-	-	-	-	-	-	-
Net resources expended	(181,658)	(176,397)	(17,540)	(17,093)	-	-	(179,951)	(193,490)
Net incoming resources	24,021	(23,116)	(8,794)	156,773	-	-	34,475	133,657
Transfers between funds								
Transfers in	70,761	100,184	0	8	-	-	70,761	100,192
Transfers out	(110,282)	(77,652)	-	(1,154)	-	(32)	(110,282)	(78,838)
Net Transfers	(39,521)	22,532	0	(1,146)	-	(32)	(39,521)	21,354
Other recognised gains and losses								
Gains / (losses) on the revaluation of investments	1,197	2,432	10,732	-	-	(36)	11,929	2,396
Net movement in funds	(14,303)	1,848	1,938	155,627	-	(68)	6,883	157,407
Funds brought forward	360,644	313,756	176,189	19,434	-	752	536,833	333,942
Funds carried forward	346,341	315,604	178,127	175,061	-	684	543,716	491,349

Balance Sheet as 31 December 2013

	2013				2012 Total £
	Unrestricted	Restricted	Endowment	Total	
	funds	funds	funds		
	£	£	£	£	
Fixed assets					
Tangible fixed assets	0	0	0	0	0
Investments	98,036	163,945	0	261,981	255,790
	98,036	163,945	0	261,981	255,790
Current assets					
Deposit accounts	273,984	2,505	0	276,489	174,286
Cash and current accounts	70,664	11,197	0	81,861	57,438
	344,648	13,702	0	358,350	231,724
Total assets	442,684	177,647	0	620,331	487,514
Funds					
Endowed funds			0	0	0
Restricted funds		178,127		178,127	176,189
Unrestricted funds	346,341			346,341	360,644
	346,341	178,127	0	524,468	536,833

Note: As described more fully in Note 1 to the accounts, LAQM's freehold properties are not capitalised in the accounts and therefore not included in the above balance sheet. The reinstatement valuations of the properties are set out in note 8 to the accounts and total £3.9 million.

Approved by the trustees on 16 Oct 2014
and signed on their behalf



John Murdoch (Clerk to the Trustees)

Notes to the Accounts for 2013

1. ACCOUNTING POLICIES

(a) The accounts are prepared on a receipts and payments basis (except that investments are included at valuation). This is not compliant with the requirements of the Statement of Recommended Practice 2005 for accounting by charities, which states that charities with income of over £100,000 should account on an accruals basis. However, the Trustees consider that the accounts should be prepared on a receipts and payments accounts basis for the following reasons:

- it is consistent with how accounts for previous years have been prepared and is understood by the members of the meeting;
- the accounting systems of the local meetings are set up to record on a receipts and payments basis; and
- the principal difference in the accounts would relate to the capitalisation of property and fixed assets and, as yet, there is no consensus or consistency of approach as to how meeting houses should be capitalised in the accounts of the various different area meetings in Britain. Details of the Area Quaker Meeting's properties are set out in note 8.

The Trustees continue to consider how accrual accounting might be introduced in a way which is both useful to members of the Area Quaker Meeting and other users of the accounts and not an excessive burden on the volunteer treasurers.

Save for as stated above, the accounts are prepared in accordance with applicable accounting standards, The Charities SORP 2005 (Accounting and Reporting by Charities) and comply with the Charities (Accounts and Reports) Regulations 2005 issued under the Charities Act 1993.

(b) Quoted investments have been included at market value at the balance sheet date.

(c) Unrealised and realised investment gains and losses are shown net in the statement of financial activities.

(d) Income from the letting of meeting houses is included as income from charitable activities as the making available of facilities available to community groups, charities and not-for profit organisations, is part of the charitable work of Leeds Area Quaker Meeting to its local communities.

2. ANALYSIS OF FUNDS

Leeds Area Quaker Meeting carries out most of its charitable activities and raises most of its income through its constituent local meetings, who each control and account for their own funds, which are treated as unrestricted funds. Restricted funds include: the Archives Fund, Friends Action on Poverty Fund, the Poor Fund and the Carlton Hill Leeds Friends Trust Fund. Detailed accounts for the restricted funds are set out at note 10.

Funds required for central governance, for meeting the expenses of representatives appointed at the Area Quaker Meeting level and for donations to Britain Yearly Meeting and Northern Friends Peace Board are almost exclusively raised by transfers from the local meetings to the unrestricted Central Fund. Detailed accounts for the unrestricted funds are set out at note 9.

There are a number of funds which are treated as endowment funds, where the capital is invested and only the income is spent. In certain cases the terms of the bequest prevents the expenditure of capital and in others it restricts the use to certain types of expenditure. Many of the funds relate to bequests made many years ago and the capital values are quite small and the trustees have been seeking to amalgamate or wind up these funds where possible. Detailed accounts for the endowment funds are set out at note 11.

Notes to the Accounts for 2013 (continued)

3. TAXATION

Leeds Area Quaker Meeting is a charity and is accordingly exempt from taxation on its income and chargeable gains where they are applied for charitable purposes.

4. VOLUNTARY INCOME: SUBSCRIPTIONS AND DONATIONS

This includes donations from members and attenders, trusts and others, together with and tax refunds received from Gift Aid claims and legacies.

5. ANALYSIS OF EMPLOYEE COSTS

Residential wardens were employed at Carlton Hill and Roundhay. In addition to the above, residential wardens receive subsidised accommodation. No employees were paid more than £60,000 during 2013, including benefits in kind.

	2013	2012	2011
	£	£	£
Wages and salaries	12,763	12,511	14,686
Pension contributions	600	600	600
Payroll administration	239	345	329
	13,602	13,456	15,615

6. RELATED PARTY TRANSACTIONS

None of the trustees were paid any remuneration or paid any expenses in their capacity as trustees.

Notes to the Accounts for 2013 (continued)

7. INVESTMENT PROPERTIES

Leeds Area Quaker Meeting has four properties which are regarded as investment properties in that their current primary purpose is to provide income rather than to fulfil the charitable objectives of the Area Quaker Meeting. These are:

- a) Former Age UK premises adjacent to Carlton Hill Meeting House, Woodhouse Lane, Leeds. This property was let to Age UK on a full lease for a period of 10 years from 1 October 2006, at an annual rent of £21,000, with a rent review and tenant's break option in the 5th year of the term. The tenant exercised the break option and vacated the property in 2012. The property has been re-let as the Karten Centre of Dyslexia UK. No market valuation has been undertaken of the property, but it accounts for some 53% of the full Carlton Hill Meeting House buildings.
- b) The Cottage, Adel Meeting House. This residential property is let at a rental of £475 per month. The cottage was un-let from September to enable refurbishment work, following the quinquennial survey.
- c) Ground rent for Adel and Ireland Wood Community Centre – the annual rental is £1,500.
- d) Former warden's cottage, Rawdon. This residential property is let at £450 a month.

8. MEETING HOUSE PROPERTIES

Leeds Area Quaker Meeting owns the freehold of the following properties which are used as meeting houses for the purpose of holding public meetings for worship:

Meeting	Address	Insurance reinstatement valuation
Adel	New Adel Lane, Leeds, LS16 6AZ	£750,000 (including cottage)
Ilkley	Queens Road, Ilkley, LS29 9QJ	£700,000
Carlton Hill	188 Woodhouse Lane, Leeds LS2 9DX	£1,100,000 (including Age UK premises)
Rawdon	Quakers Lane, Rawdon LS19 6HU	£800,000 (including cottage)
Roundhay	136 Street Lane, Leeds LS8 2BW	£550,000

The reinstatement valuations of the properties – being the costs of rebuilding rather than their market value – were undertaken by David Knight MRICS and dated 1 September 2009. In addition to these, Leeds Area Quaker Meeting owns a small strip of land to the side of Gildersome Meeting House and burial ground.

Notes to the Accounts for 2013 (continued)

9. UNRESTRICTED FUNDS: STATEMENT OF FINANCIAL ACTIVITIES 2013

The Central Fund deals with payments made on behalf of the Area Quaker Meeting as a whole. Its expenditure is met by a quota levied on the local meetings, designed to approximate to the expenditure met by the fund during the year, and its income is therefore shown mostly in *Transfers in*.

The General Trust Fund was passed to the care of Leeds Area Quaker Meeting a number of years ago. It is unrestricted in its use and may be used to further the purposes of the Area Meeting as the trustees see fit.

The majority of LAQM's funds are raised, held and spent by the local Quaker meetings, whose accounts are summarised in the following table.

	Central	Adel	Carlton Hill QM	Gildersome	Ilkley	Otley	Rawdon	Roundhay	General Fund	Building Futures	Total	
	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2012
	£	£	£	£	£	£	£	£	£	£	£	£
Incoming resources												
Incoming resources from generated funds												
<i>Voluntary income</i>												
Donations	1,000	14,389	19,861	2,403	11,353	5,801	11,615	6,129	-	-	72,551	68,747
<i>Activities for generating funds</i>	-	-	-	-	-	-	-	-	-	-	-	-
<i>Investment income</i>												
Interest & dividends	-	35	140	34	439	6	26	55	61	-	796	1,550
Rent from investment property	-	3,310	24,530	-	-	-	5,400	-	-	-	33,240	17,095
Incoming resources from charitable activities												
Letting of Meeting House	-	19,607	16,412	-	9,453	-	3,499	15,356	-	-	64,327	58,718
Activities	-	713	5,292	-	2,715	-	-	-	-	-	8,720	3,826
Miscellaneous	-	-	1,000	-	-	-	-	-	-	-	1,000	280
MM transfers for burial ground upkeep	-	-	-	-	-	-	-	-	-	-	-	-
Refunds for services	-	-	1,888	-	-	-	-	-	-	-	1,888	20
Other incoming resources												
Miscellaneous	16,220	6,578	-	-	-	8	51	300	-	-	23,157	3,045
Totals	17,220	44,632	69,123	2,437	23,960	5,815	20,591	21,840	61	-	205,679	153,281
Gains on investments	-	-	1,197	-	-	-	-	-	-	-	1,197	6,115
Balance on 1 January	25,511	32,613	142,103	8,567	62,861	3,657	30,399	22,574	7,983	24,376	360,644	313,756
Transfers in	39,648	15,640	-	-	-	-	300	-	-	15,173	70,761	100,184
	82,379	92,885	212,423	11,004	86,821	9,472	51,290	44,414	8,045	39,548	638,281	573,336

	Central	Adel	Carlton Hill QM	Gildersome	Ilkley	Otley	Rawdon	Roundhay	General Fund	Building Futures	Total	
	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2012
	£	£	£	£	£	£	£	£	£	£	£	£
Resources expended												
Costs of generating funds												
<i>Costs of generating voluntary income</i>	-	-	-	-	-	-	-	-	-	-	-	-
<i>Investment management</i>	-	-	-	-	-	-	-	-	-	-	-	1,134
Losses on investments	58,469	47,326	22,159	540	29,218	2,035	9,503	12,408	-	-	181,658	176,397
Balance on 31 December	8,889	35,032	156,594	9,101	45,622	3,188	33,550	22,992	8,045	23,329	346,341	345,941
Transfers out	15,021	10,528	33,670	1,361	11,982	4,249	8,237	9,014	-	16,220	110,282	77,652
	82,379	92,886	212,423	11,002	86,821	9,472	51,290	44,414	8,045	39,549	638,281	603,673

Notes to the Accounts for 2013 (continued)

10. RESTRICTED FUNDS

The accounts for the restricted funds are shown below.

	FAOP		Archives		Poor Fund		CHLFTF		Total	
	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012
	£	£	£	£	£	£	£	£	£	£
Incoming resources										
Incoming resources from generated funds										
<i>Voluntary income</i>										
Donations	1,400	1,366	-	-	-	-	270	166,444	1,670	167,810
<i>Activities for generating funds</i>	-	-	-	-	1	-	-	-	1	-
<i>Investment income</i>	-	-	-	-	-	-	-	-	-	-
Interest & dividends	0	3	-	2	28	33	7,047	6,018	7,076	6,056
Rent from investment property	-	-	-	-	-	-	-	-	-	-
Incoming resources from charitable activities										
Miscellaneous	-	-	-	-	-	-	-	-	-	-
MM transfers for burial ground upkeep	-	-	-	-	-	-	-	-	-	-
Other incoming resources										
Miscellaneous	-	-	-	-	-	-	-	-	-	-
Totals	1,401	1,369	-	2	29	33	7,317	172,462	8,747	173,866
Gains on investments	-	-	-	-	-	-	-	-	-	-
Gain on investments	-	-	-	-	-	-	10,732	1,015	10,732	1,015
Balance on 1 January 2013	1,584	3,504	-	1,152	5,785	5,852	168,820	8,926	176,189	19,434
Transfers in	0	8	-	-	-	-	-	-	0	8
	2,985	4,881	-	1,154	5,814	5,885	186,868	182,403	195,668	194,323

	FAOP		Archives		Poor Fund		CHLFTF		Total	
	2013	2012	2013	2012	2013	2012	2013	2012	2013	2012
Resources expended										
Charitable activities:										
Property maintenance	480	-	-	-	-	-	-	-	480	-
Alterations & major repairs	-	-	-	-	-	-	-	-	-	-
Donations to other Quaker groups	-	-	-	-	-	100	1,241	1,364	1,241	1,464
Non-Quaker donations	-	3,800	-	-	-	-	16,299	12,000	16,299	15,800
Miscellaneous	-	-	-	-	-	-	-	-	-	-
Governance costs										
Property Maintenance	-	-	-	-	-	-	-	1,074	-	1,074
	480	3,800	-	-	-	100	17,540	13,364	18,020	17,264
Losses on investments	-	-	-	-	-	-	-	-	-	-
Investment management	-	-	-	-	-	-	-	219	-	219
Loss on investments	-	-	-	-	-	-	-	-	-	-
Balance on 31 December 2013	2,505	1,081	-	-	5,814	5,785	169,328	168,820	177,647	175,686
Transfers out	-	-	-	1,154	-	-	-	-	-	1,154
	2,985	4,881	-	1,154	5,814	5,885	186,868	182,403	195,667	194,323

Friends Action on Poverty is a fund which was set up in the 1980s with the aim of allowing Friends who had benefited from changes in taxation to make a contribution to those who were less fortunate. It is funded by contributions from individual Friends and is operated by the Area Meeting Trustees. Grants are made to local organisations or individuals where it is believed that the small amounts offered will make a difference. Grants of £904 were made to two individuals and one organisation (2011 - £3,800 to 3 organisations). Applications for grants are welcomed from organisations which meet the criteria and an application form can be downloaded from the Area Meeting website.

The Archives fund was set up to hold funds put aside for the costs of preserving the archives of the Area Meeting together with those of the Craven & Keighley and Brighouse West Yorkshire Area Meetings. The archives are held by the Brotherton Library at the University of Leeds. During the last few years no new funds have been paid in by any of the three area meetings. It was therefore decided to pay the remaining funds over to the Brotherton to fund some current work on the archives; the Archives Fund was closed in 2011.

The Poor Fund is the amalgamation of a number of historical legacies which provided funds for Members of Leeds Area Quaker Meeting who are in poverty or have fallen upon hard times. It is administered by the Area Meeting Trustees.

The Carlton Hill Leeds Friends Trust Fund (CHLFTF) was formerly managed as a separate charity (Charity Number 1017023), but was merged with LAQM on 30th December 2012. The object of the original charity was 'The furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the vicinity of Leeds and Ilkley and beyond'. This remains unchanged as the fund comes under the management of LAQM.

11. ENDOWMENT FUNDS

Fund	Peart, Scott & Smith Trust		Robert Empson Trust		New Wortley Adult School Trust		Total	
	2013 £	2012 £	2013 £	2012 £	2013 £	2012 £	2013 £	2012 £
Incoming resources								
<i>Investment income</i>								
Interest	0	0	0	0	0	0	0	0
Dividends	0	4		5	0	23	0	4
	0	4	0	5	0	23	0	0
Resources expended								
Transfers to other funds								
Grants		(4)	0	(5)		(23)	0	(32)
Gains /(losses) on investments		(6)	0	0		(30)	0	(36)
Net movement on fund		(6)	0	0		(30)	0	(36)
Fund brought forward		101		128		523	0	752
Fund carried forward	0	95	0	128	0	493	0	716
Represented by:								
Investments at valuation		101		128		493	0	722
	0	101	0	128	0	493	0	722

These endowment funds (Peart, Scott & Smith Trust, Robert Empson Trust and New Wortley Adult School Trust) are administered by Carlton Hill Meeting and income earned is paid to Carlton Hill Meeting for general use. The funds are held together in a Charities Official Investment Fund (COIF) deposit. Peart, Scott and Smith were Friends who lived in the 18th century; the dates of Robert Empson are unknown, but the trust predates 1872. The Peart Scott & Smith Trust was a registered charity in its own right, but the registration was cancelled in June 2008 and it is now held as a fund of the Area Meeting. It is the intention of the trustees to wind up these small trusts and transfer their funds to Carlton Hill LQM as the costs and effort of administering the funds are now disproportionate to the income derived from them.

12. STATUTORY INFORMATION

CUSTODIAN TRUSTEES FOR INVESTMENTS: Friends Trusts Limited, Friends House, 173 Euston Road, London NW1 2BJ

PRINCIPAL BANKERS: CAF Bank Limited, Kings Hill, West Malling, Kent ME19 4TA

STOCKBROKERS: Charles Stanley & Co. Ltd., 25 Luke Street London EC2A 4AR

SOLICITORS: Ford and Warren, Westgate Point, Westgate, Leeds LS1 2AX