

North East Thames Area Quaker Meeting

Annual Report and Accounts

Year ended

31/12/18

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Table of Contents

Summary	1
Charitable Objects	1
Membership & Fundraising.....	1
Achievements	1
Introduction	1
Objectives and Activities for the Public Benefit	2
Membership	3
Review of achievements	3
Meetings for Worship	3
Meetings for business and spiritual reflection	3
Area Meeting activities	4
Local Meeting Activities.....	4
Table of Local Meeting activities	4
Buildings	6
Safeguarding	7
General Data Protection Regulation (GDPR)	7
Risk Assessment	7
Financial Review	7
Expenditure	8
Risk assessment and Reserves	8
Accounts	9
Plans for the future	9
Structure, governance and management	10
Constitution	10
Decision-making	10
Trustees.....	10
Subcommittees.....	11
Induction and training of trustees.....	11
Links with other Charities.....	12
Reference and administrative information	12
Officers	13
Bankers	13
Summary of contributions, grants and acting as agent payments.....	14
Financial Statements	15
Balance Sheet	16
Notes to the Financial Statements	17

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Summary

Charitable Objects

NETAQM's objectives are the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the NE Thames area and beyond. The principal activity is the arrangement and holding of meetings for worship in the constituent local meetings of Bethnal Green, Epping, Harlow, Leigh-on-Sea, Romford, Walthamstow and Wanstead. The letting of our meeting houses at reasonable rates to a number of community groups is also of public benefit, as is the use of our meeting houses for occasional community events such as art exhibitions.

Membership & Fundraising

It is a matter of deep concern that, especially at a time when there is so much need for spiritual refreshment in Britain and the wider world, NE Thames AQM as a whole seems unable to engage its local communities with Quakerism and attract more attenders. There were some direct outreach efforts during 2018 – Leigh: Quaker Quest; Harlow: Death Café.

Our total membership for 2018 was recorded in February 2019 as 188. This decline continues to be a serious matter for the Area Meeting. On a practical level, it is difficult to find people to do the necessary work of the area and local meetings. The increasingly complex demands of managing property, finance and employment add to the challenges, but some further financial support for this was provided in 2018 by London Quakers Property Trust (LQPT). During the year, financial donations also stabilised, and we were able to increase our contribution to the work of Quakers nationally. This Area Meeting and its buildings continue to be subsidised by Quakers elsewhere.

Achievements

The main achievement of NET AQM lies in sustaining the Meetings for Worship held regularly on Sundays at (and monthly midweek in 2 of) our 7 local meetings, and in its continuing support for members, attenders, visitors and enquirers in the area. The Area Meeting met in session 8 times during 2018.

Other 2018 AM activities which served to deepen and enrich the individual and corporate lives of our members and attenders include the annual AM High Leigh weekend conference which brings together Friends and attenders (including children and young people) for shared worship and entertainment. Local meetings have also met regularly in Meetings for Worship for Business, and in addition have offered a wide range of other activities, including study groups and open days as well as involvement in local artistic and other events.

Trustees implemented various practices for the better manage our premises and their finance and drew up and circulated a fundraising questionnaire. Trustees dealt with the new *General Data Protection Regulation* (GDPR). A training day for Safeguarding took place in Autumn 2018.

Signed David Irwin

Date 9. XI. 2019

David Irwin, Clerk to NE Thames AQM Trustees

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Introduction

The trustees present their annual report and financial statements of the charity for the year ended 31st December 2018.

Objectives and Activities for the Public Benefit

The object of the charity is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of North East Thames Area Quaker Meeting (NET AQM) and beyond. The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities,

NET AQM will continue its charitable purposes for the public benefit through:

- strengthening the life and witness of Quaker meetings both in the area of North East Thames Area Quaker Meeting and beyond;
- spreading the message of Quakers and interpreting and developing the faith and practice of the Religious Society;
- undertaking Quaker service for the relief of suffering at home and abroad;
- raising funds (largely from members and attenders) for the concerns that Quaker meetings in the area of NET AQM have adopted or agreed to support;
- providing for the pastoral care of individual members and attenders including assistance to those in need and for education;
- maintaining and developing Quaker meeting houses as places for public worship and from which to carry Quaker witness into the world;
- administering and maintaining the organisation of NET AQM and contributing to the support (both financially and through service) of Britain Yearly Meeting.

The principal activity of NET AQM is the arrangement and holding of meetings for worship in the constituent local meetings of Bethnal Green, Epping, Harlow, Leigh-on-Sea, Romford, Walthamstow and Wanstead. All are welcomed at our meetings for worship including occasional visitors.

These and the other activities of our local meetings and of the area meeting enable members and attenders to deepen and live out their faith as part of a worshipping community.

The letting of our meeting houses at reasonable rates to a number of community groups is also of public benefit, as is the occasional use of our meeting houses for events such as community art exhibitions.

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Membership

Area meetings are the level of the Religious Society at which individual membership is held. We include informally among our number many regular attenders; they are not minuted as members of the Religious Society but regularly attend our meetings for worship and carry out many services for the area meeting.

It is a matter of deep spiritual concern that, at a time when there is so much need for spiritual refreshment in Britain and the wider world, NE Thames AM as a whole seems unable to engage its local communities with Quakerism. This failure to engage is reflected in our declining numbers of attenders, especially children and young people at our meetings.

- Our total membership for 2018 was recorded in February 2019 as 188 (2017 = 192)
- This comprised 66 men, 120 women and 2 others.
- We welcomed 4 new members by application and 3 by transfer from other area meetings.
- 4 members died, 2 resigned and 5 transferred their membership to other area meetings

We had 68 attenders and 30 child attenders. There were 13 more adult attenders than last year and 5 more children.

It is encouraging to see a growth in the numbers of new attenders. However, it seems that fewer families are attending Meeting for Worship, partly because of the number of alternative activities now available on Sunday mornings. Additionally, on a practical level, it remains difficult to find people to do the necessary work of the area and local meetings and to increase financial contributions. A significant proportion of our members and attenders are also older and more infirm, with the exception of Bethnal Green meeting where most are of working age.

At the same time, we are challenged by the increasingly complex demands of managing property, finance and employment. While many of our members and attenders give enormous time and effort to this work, we have also had to acknowledge the impossibility of some situations and brought in professional financial help.

Review of achievements

Meetings for Worship

The main achievement of NET AQM lies in sustaining the Meetings for Worship (held regularly on Sundays and occasionally midweek) in our 7 local meetings, and in its continuing support for members, attenders, visitors and enquirers in the area.

Meetings for business and spiritual reflection

The Area Meeting met in session 8 times during 2018. These meetings have included both discernment on business matters and times for spiritual reflection together.

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Area Meeting activities

Other AM achievements which served to deepen and enrich the lives of our members and attenders and their meetings include:

- The annual AM High Leigh weekend conference in April 2018 bringing together Friends and attenders (including children and young people) for shared worship and entertainment.
- The nomination and appointment of Friends to serve the Area Meeting, and encouraging and paying for Friends to attend appropriate training courses
- Sending representatives to Meeting for Sufferings, (the standing representative body entrusted with the care of the business of Britain Yearly Meeting (BYM) through the year - see below) and to LQPT (see below)
- Publishing our tri-annual newsletter, which is edited by each LM in turn and is distributed to all our members and attenders
- We solemnized a marriage this year.

AM appoints members and attenders to serve in a range of capacities, either within their local meeting or more widely on behalf of the AM or BYM. Although it is not always easy to find people to undertake the tasks needed for the continuing life of the AM, those who are able to serve do so faithfully and find their Quaker faith deepened by working and learning with other Quakers.

Members and attenders have participated in Britain Yearly Meeting, Meeting for Sufferings, London Quakers, Quaker Life Representative Council and other national committees, thus also participating in the wider work of Britain Yearly Meeting.

Local Meeting Activities

Local meetings have also met regularly for Meetings for Worship for Business, and in addition have offered a wide range of other activities, including study groups, open days and social events, as well as involvement in local artistic and other events (see table below)

Table of Local Meeting activities

Meeting	In-reach	Children and young people	Outreach	Collections
Bethnal Green	After-word Study sessions	None	Quaker Week leafleting at tube station	None
Epping	After-word Study sessions Shared lunches	Weekly	Quaker Day of Healing, Great Get Together, and Epping Town Show	Quaker charities

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Meeting	In-reach	Children and young people	Outreach	Collections
Harlow	After-word Death Cafe Experiment with Light Healing group Shared lunches	Monthly	None directly	Local food bank
Leigh on Sea	Experiment with Light Shared lunches QFP reading group	Weekly (but no children at present)	Quaker Quest Carol concert harvest celebration Work with charities: Side by Side / CAST.	Quaker Peace Workers Quaker charities Donations and support for local refugee charities SIDE by SIDE & CAST Groceries and other donations for local homeless Charity HARP.
Romford	Informal After-word Informal concerts Shared lunches	Weekly	None directly	Quaker charities. Provisions for local food bank
Wanstead	After-word Explorations (study sessions) Healing group Bible study Midweek meeting for worship on Quaker Wednesdays Spiritual review Arts and spirituality Shared lunches Two QFP reading groups	Weekly Annual children's and young people's concert	None directly, but Labyrinth on Quaker Wednesdays Leytonstone Arts Trail London Open House weekend Churches Together	Donations to Quaker charities and collections for: War on Want Oxford Research Group Local cancer support Samaritans Local night shelters Refugee charities Goods for the local food bank.
Walthamstow	Mid-week meeting for worship	Monthly		Local food bank

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Buildings

We use and care for six meeting houses, owned by London Quakers Property Trust (LQPT) and maintained using funds pooled amongst all London region buildings. Our premises committees manage room lettings, employment of wardens and maintenance.

Quakers nationally made a commitment in 2011 to become a low-carbon, sustainable community so as to reduce the risks associated with climate change and an unsustainable consumer-led lifestyle. We continue to work on this individually and corporately with LQPT by seeking to increase the sustainability of our meeting houses.

Much work on energy consumption has already been done as part of the ongoing work of LQPT as a result of regular quinquennial surveys. These have an emphasis on using natural, sustainable materials and work hard to maximize insulation, energy-efficient equipment.

Local meetings have been reminded to include meter readings in their quarterly returns to LQPT. From these we shall attempt to calculate the carbon footprints of our local meetings.

Our buildings are used by many groups from the local communities, including, in 2018:

Epping	Yoga, Pilates, healing and spiritual workshops, slimming groups, Alzheimer's society, children's theatre, counselling, baby massage
Harlow	Pre-nursery school, Brownies, miniaturists, Bi Polar UK, yoga, friendly Group, Drama Group, other faith groups occasionally
Leigh	Several Buddhists groups, Spiritual Healers, Experiment with Light, Yoga, child psychotherapists, Gamblers Anon, narcotics Anon, Mindfulness meditation groups, Model train group, health groups, children's parties,
Romford	Nursery, Yoga and Pilates classes, Chess club, Healing group, Buddhist meditation group
Wanstead	Other faith groups, Scope, Assoc. for Psychotherapy (E London), NCT, flower club, dance classes, Arts trail, Open House, Holiday fellowship, yoga, martial arts, Pilates, storytelling, Kuumba Youth orchestra, day nursery (occasional), occasional social events
Walthamstow	Other faith groups, meditation & healing groups, bridge club, Circles SE, children's drama & tutoring, poetry group, exercise including yoga & karate groups, NCT, adult dyslexia group, other community groups, London Unemployment Services (return to work)
Wanstead Burial Ground	For interments and for scattering of ashes. As the only Burial Ground in the AM, it is an important resource. The AM's policy allows Friends who are members of other AMs but who have a strong connection to this AM to choose to be buried there.

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Safeguarding

As Quakers, we seek to create a community where all can worship safely, whatever their age. There are also legal and regulatory safeguarding requirements laid upon us as a charity. The ministry of working with children or vulnerable adults may not be right for everyone, or open to all.

One trustee takes primary responsibility for safeguarding, and is supported by a Safeguarding Officer and Assistant, and a Children and Young People's Advocate. All of these undertook training with the Churches' Child Protection Advisory Service (now rebranded as Thirtyone:Eight) during 2018.

We have procedures to ensure that only appropriate volunteers work with children and young people and vulnerable adults and that criminal records checks are undertaken as required. Our safeguarding procedures and policies are kept under review. We endeavour to ensure that our procedures are followed throughout the Area Meeting. During 2018, no incidents were reported to trustees.

In 2018 a training day for members and attenders was also facilitated by Thirtyone:Eight

General Data Protection Regulation (GDPR)

Trustees prepared for the introduction of this regulation in May 2018 by conducting an AM Data Audit, preparing a Data Retention Policy, a Data Collection and Information Security Policy, and, in regard to employment, revising a Job Application Privacy Notice, and a Workforce Privacy Notice.

A GDPR form was circulated to all members and regular attenders to draw attention to the policies and to gain permission for details to be included in the area meeting and local meeting contact lists. Difficulties were encountered when 70 Ffriends (30%) failed to return their forms on time and so their contact details had to be excluded from the contact lists.

Risk Assessment

The charity's greatest risk comes from reducing membership and the consequent inability to find the people to do the necessary tasks to keep it running. More outreach activities in 2018 may have helped to reduce this risk. The safeguarding risk assessment and management is reviewed annually. See also Risk assessment and reserves in the Financial Review below.

Financial Review

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard 102, SORP 2015.

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Income

The income shown in the accounts comes from 2 main sources; the contributions from members and attenders and an annual payment of £10,000 from the North East Thames Quaker Trust (NET QT). Contributions are made at local and area level, with surpluses in local meeting accounts being transferred to the area meeting. Gift aid is collected at a local and area level when appropriate. The £10,000 from NET QT is available for general use and NET QT also makes available £5000 pa for an overseers' fund which is included in the NET QT audited accounts.

Income from the hiring of our meeting houses is managed 'acting as agent' and is transferred by local treasurers, net of expenses, quarterly to London Quakers Property Trust. Acting as agent balances for hiring income and transfers should be reduced to zero at the end of each accounting period, though 'floats' are held by some meetings. It is noted that any imbalances at the end of an accounting year need to be carried forward to the next year to preserve the integrity of the accounts.

Expenditure

The principal expenditure items are the quota to London Quakers Property Trust for the upkeep of meeting houses and a contribution to Britain Yearly Meeting made on behalf of members in the area meeting. In 2018 we increased our contribution to £15,000 by reducing our reserves on a one-off basis. It is not clear that we can do this next year. This is an improvement on the £10,000 contributed in 2017, but still less than the recommended sum and Trustees hope to increase this in the future if income permits. In 2015 the area meeting contracted a firm to oversee the premises accounts for Walthamstow Meeting House, where a volunteer could not be found. In 2018 a similar contract was agreed for the booking and invoicing at Wanstead Meeting – the cost being covered by LQPT. Trustees considered extending this to Romford and other Local Meetings, but deferred the decision to next year.

Most other money is spent on training and supporting members and attenders who undertake voluntary roles e.g. safeguarding. There are other small expenses used to support the meeting such as the cost of having our accounts professionally examined and the hosting of our website.

Our local and area meetings make contributions and donations to Quaker charities. This is sometimes accounted for as acting as agent. Appeals for non-Quaker charities is overseen by local meetings but do not form part of the area meeting's accounts. A separate summary of these donations is included below.

Risk assessment and Reserves

In 2018 the local meeting account for Romford was closed and rolled into the area meeting account. This was also planned for Walthamstow Local Meeting, but this has not been completed yet. Walthamstow Local Meeting transferred the residue of their High Interest account to the Area Meeting account as an earmarked fund for their continued use on capital expenditure for their Meeting House. This was a recommendation of our Financial Probity Report.

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Following the general principles of passing money on to BYM and contributing our 'fair share', the area meeting increased its contribution to BYM in 2018 by reducing its reserves on a one-off basis. Following the fundraising questionnaire trustees hope Friends will now increase their personal contributions.

Across the LQPT area there are fewer and increasingly older friends leading to discussions about the longer-term financial viability of our some of our meeting houses, and major changes in our area may be on the immediate horizon. Finding suitable people to manage our finances is a more imminent concern and we have raised with LQPT the possibility of it taking on more of the duties currently carried out by Premises treasurers.

Accounts

The accounts for the year ending 31st December 2018 are attached. These show the income and expenditure and the assets and liabilities of all constituent meetings and other funds for which the area meeting is responsible.

At the end of 2018, the consolidated accounts showed a deficit of income over expenditure of (£8,075). The total of all funds held was £93,259 compared with £101,334 at the end of 2017. This sum is made up of two figures, £30,873 being the designated funds held in the High Leigh and local meeting accounts, with funds for the direct use of area meeting amounting to £62,386.

Plans for the future

We aim to continue all our activities to deepen our worshipping communities, at both local and area meeting level. We plan for a residential weekend at High Leigh in April 2019 to promote community and fellowship in the area meeting and will extend an invitation to Quakers in N London AQM to join us.

In 2016 AM appointed a group to explore ways in which we may better manage our premises and their finance. This group reported in 2017 and progress was made during 2018 with its recommendations. We hope for further progress in 2019.

Continuing to address the need for more effective fund-raising will be a priority in 2019

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Structure, governance and management

Constitution

North East Thames Area Quaker Meeting is a charity excepted from registration and established for the advancement of religion and other charitable purposes such as derive from or bear witness to the principles and practices of the Religious Society of Friends, commonly called Quakers.

Decision-making

All our meetings for church affairs, through which the Religious Society conducts its business, are conducted in accordance with the provisions of the current edition of the Book of Christian Discipline of the Religious Society of Friends (Quakers) in Britain, known as Quaker Faith & Practice (London, 2013). Minutes are written and agreed during the meeting and signed by the clerk at the close of the meeting. The final decision about whether the minute represents the sense of the meeting is the responsibility of the meeting itself, not of the clerk.

All our meetings for worship are based on silence, carrying the expectation that guidance can be discerned if members are truly listening together and to each other. The unity that is sought depends on the willingness of all to seek the truth in each other's utterances. There is no voting in the meetings, because we believe that this would emphasise the divisions between differing views and inhibit the process of seeking to know the right way forward, the "will of God" as expressed in the sense of the meeting.

Trustees

The AM trustee body was created in 2012. NET AQM appoints the trustees, from its own membership; ordinarily there would be no fewer than five or more than fifteen trustees. The trustees include the area meeting treasurer, if one is appointed. They seek to represent, indirectly if necessary, each local meeting within the area meeting. One trustee, but not the area meeting treasurer, is appointed by area meeting in session to act as clerk to the trustees. All the trustees give their time voluntarily and they do not receive any financial benefit from the charity. Expenses are paid.

All appointments and any releases from service are made by minute of the AM. The appointments are reviewed at intervals not exceeding three years. A trustee can be reappointed on no more than two occasions to give an unbroken term of service as a trustee of the area meeting not exceeding nine years. That person cannot then be reappointed as a trustee of that area meeting until three years have elapsed after the end of the last period of service in that capacity.

During 2018, there were 5-6 trustees. The Governing Document sets a minimum of 5 trustees, and we found that in practice, having 6 trustees is a better minimum number.

The trustees met 6 times. All the trustees' meetings are held in accordance with the Quaker business method. Each meeting begins with a period of silent worship and a reading from Quaker Faith and Practice. Trustees' minutes (except for confidential matters) are circulated to all trustees, the area meeting and local meeting clerks and all members and attenders who wish to receive them.

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

The trustees report formally to the Area Meeting in session once each year in order to share their Annual Report. They also bring other matters of concern to the AM.

NET AQM trustees serve by taking primary responsibility for all the AM's legal obligations, including the rules concerning financial matters and accounting, charities, employment, safeguarding, data protection and health and safety. A smaller group of Friends meeting regularly together with clearly defined set of responsibilities is better equipped to fulfil complex legal demands than the whole membership of the AM, many of whom are likely to attend less regularly and who may not know or remember details of the issues. However, Quaker Faith and Practice is clear that the whole AM bears the responsibility (Paras 14.01 and 15.05).

Subcommittees

The Area Meeting Treasurers' Committee serves as a subcommittee of the Trustees and is accountable to the Trustees. The committee is made up of all local meeting and premises committee Treasurers, the AM treasurer and any member or attender undertaking financial work e.g. bookkeeping for the AM. Up to two other AM members who may have skills needed by the Committee may be co-opted for up to 3 years. The Committee includes at least one AM trustee at any point. The Clerk to AM Trustees and AM Clerk/Assistant Clerk may attend ex officio. The terms of service coincide with treasurers' terms of appointment. The Clerk is appointed from within the committee to serve for three years. All their meetings are held according to the guidance in Quaker Faith and Practice.

The Treasurers' Committee met quarterly in 2018, with an extended Meeting early in the year focussing on completing end of year accounts and invoicing practice across our Area Meeting. Treasurers are offered mutual support and training in using the approved spreadsheets for all accounts within the Area Meeting.

Induction and training of trustees

Trustee training is encouraged, and several trustees have benefited from courses at Woodbrooke Quaker study centre.

The clerk of trustees is responsible for the induction of new trustees. New trustees are given information about trustee training, the minutes of the previous year's meetings and links to the following:

- The Essential Trustee: What You Need to Know – Charity Commission
- Handbook for Trustees of Quaker Meetings – Quaker Stewardship Committee (2014)
- Governing Document of NET AQM Trust
- Terms of Reference of NET AQM Trustees.

All trustees complete the Disclosure of Interests form.

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Links with other Charities

Britain Yearly Meeting: The members of NET AQM together with the members of the 69 other area meetings make up the total membership of the Yearly Meeting of the Religious Society of Friends (Quakers) in Britain (Britain Yearly Meeting), a body that meets annually and that has ultimate authority over church affairs. Britain Yearly Meeting is also the name of the charity that implements the Society's central policy, owns its property, employs its staff and directs its work. NET AQM contributes financially and through the work of volunteers, and benefits from the support offered by BYM.

London Quakers Property Trust (LQPT, formerly Six Weeks Meeting): This charity, which became a company limited by guarantee in 2017, owns and manages all the meeting houses in the AM and across London. Its main objectives are to support the seven AMs in the London region, and to maintain, preserve and insure the places of worship and their contents. It is the managing trustee of these meeting houses and funds major expenditure and improvements to Quaker properties in the London area. Hirers' charges are received on behalf of, and are forwarded to, LQPT and our meeting houses are included in the accounts of LQPT.

NET AQM contributes financially to LQPT according to a quota system and via a donation from North East Thames Quaker Trust. In addition, our members manage the meeting houses through our Premises Committees on a day-to-day basis. Three of our AM members served as trustees to LQPT during 2018.

Reference and administrative information

North East Thames Area Quaker Meeting (formerly Ratcliff and Barking Monthly Meeting) is constituted as a charity (by a Governing Document adopted in 2012) excepted from registration and established for the advancement of religion and other charitable purposes such as derive from or bear witness to the principles and practices of the Religious Society of Friends, commonly called Quakers. The principal activity is the arrangement and holding of meetings for worship in the constituent meetings of Bethnal Green, Epping, Harlow, Leigh-on-Sea, Romford, Walthamstow and Wanstead.

The members of the AM are all those persons whose names are for the time being recorded in the official register maintained in accordance with Quaker Faith and Practice.

The following served as trustees in 2018:

Catherine (Kate) Mary Green (Wanstead LM)	1/2018 – 12/2018	(third term)
Deborah Katherine Taylor (Leigh LM)	1/2017 – 12/2018	(third term)
Roger John Estop (Wanstead LM)	1/2018 – 12/2020	(second term)
James Roland Grigg (Leigh LM)	1/2017 - 12/2019	(first term)
Judith Ann Roads (Wanstead LM)	2/2017 – 12/2019	(first term)
Rosemarie Imogen Angela John (Harlow LM)	5/2018 – 4/2021	(first term)

Address

c/o The Clerk to NE Thames AQM Trustees
27 Leybourne Road
Leytonstone E11 3BS

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Officers

Clerk to Trustees

Treasurer

Clerk to AM

Assistant Clerk to AM

Catherine (Kate) Mary Green

Deborah Katherine Taylor

Josephine Law

Kirstie Macqueen

Bankers

CAF BANK Ltd., 25 Kings Hill Avenue, Kings Hill, West Malling, Kent

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

Summary of contributions, grants and acting as agent payments

Area meeting and all local Meetings except Bethnal Green which has no account from which to make payments

These figures do not form part of the accounts

Meeting	Contributions and grants to:	£	Acting as Agent	£
Area Meeting	Individuals	Nil		Nil
	BYM	15,000	BYM	Nil
	Quaker charities	350	Quaker charities	Nil
	Quaker charities, LQPT Quota	29,859	Non-Quaker charities	Nil
	Non-Quaker charities	217		
Epping	Individuals	Nil		
	BYM	Nil	BYM	250
	Quaker charities	400	Quaker charities	180
	Non-Quaker charities	163	Non-Quaker charities	Nil
Harlow	Individuals	Nil		
	BYM	20	BYM	192
	Quaker charities	260	Quaker charities	Nil
	Non-Quaker charities	Nil	Non-Quaker charities	Nil
Leigh on Sea	Individuals	Nil		
	BYM	125	BYM	100
	Quaker charities	835	Quaker charities	90
	Non-Quaker charities	758	Non-Quaker charities	Nil
Romford	Individuals	Nil		
	BYM	100	BYM	36
	Quaker charities	Nil	Quaker charities	343
	Non-Quaker charities	Nil	Non-Quaker charities	314
Walthamstow	Individuals	Nil		
	BYM	Nil	BYM	Nil
	Quaker charities	Nil	Quaker charities	Nil
	Non-Quaker charities	Nil	Non-Quaker charities	Nil
Wanstead	Individuals	Nil		
	BYM	Nil	BYM	252
	Quaker charities	395	Quaker charities	Nil
	Non-Quaker charities	892	Non-Quaker charities	Nil

Local Meetings also made contributions to Area Meeting and Acting as Agent payments of net rents to London Quakers' Property Trust as noted elsewhere in the accounts.

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

NORTH EAST THAMES AREA QUAKER MEETING

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

Statement of Financial Activities	Notes	Unrestricted £	Designated £	2018 £	2017 £
Income					
Donations and Legacies	2	21,908	35,069	56,977	51,951
Other Trading Activities		-	7,264	7,264	7,564
Investments	3	-	-	-	23
Total income		<u>21,908</u>	<u>42,333</u>	<u>64,241</u>	<u>59,538</u>
Expenditure					
Charitable Activities	4	<u>53,824</u>	<u>18,492</u>	<u>72,316</u>	<u>62,392</u>
Total expenditure		<u>53,824</u>	<u>18,492</u>	<u>72,316</u>	<u>62,392</u>
Net (expenditure)/income		(31,916)	23,841	(8,075)	(2,854)
Transfers between funds		<u>50,143</u>	<u>(50,143)</u>	<u>-</u>	<u>-</u>
Net movement in funds		18,227	(26,302)	(8,075)	(2,854)
Total funds brought forward 1 January 2018		<u>44,159</u>	<u>57,175</u>	<u>101,334</u>	<u>104,188</u>
Total Funds carried forward 31 December 2018		<u>£62,386</u>	<u>£30,873</u>	<u>£93,259</u>	<u>£101,334</u>

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

NORTH EAST THAMES AREA QUAKER MEETING

BALANCE SHEET

AT 31 DECEMBER 2018

	Notes	2018 £	2017 £
CURRENT ASSETS			
Debtors	6	-	7,161
Cash at bank		130,847	120,540
Total current assets		<u>130,847</u>	<u>127,701</u>
CREDITORS			
Amounts falling due within one year	7	<u>37,588</u>	<u>26,367</u>
Net current assets		<u>£93,259</u>	<u>£101,334</u>
FUNDS			
Unrestricted Fund:			
Area Meeting		62,386	44,159
Local designated		<u>30,873</u>	<u>57,175</u>
	9	<u>£93,259</u>	<u>£101,334</u>

Approved by the trustees of the North East Thames Area Quaker Meeting

On 9. XI. 2019

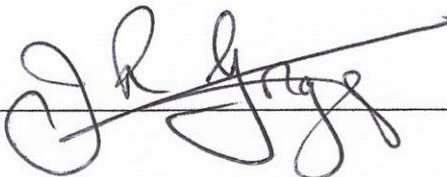
and signed on their behalf by

David Irwin, Clerk



and

James Grigg, Treasurer



The notes form part of these Financial Statements.

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

NORTH EAST THAMES AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

1. ACCOUNTING POLICIES

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015. The Charity does not include a cashflow statement on the grounds that it is applying FRS 102 Section 1A.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

b) Incoming recognition policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity.
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably.

c) Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probably that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Expenditure on charitable activities includes the costs undertaken to further the purposes of the Charity and their associated support costs.

d) Allocation of support costs

Support costs are those functions that assist the work of the Charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the Charity's activities.

2. Donations and legacies

	Unrestricted AM funds	Designated LM funds	Total 2018	Total 2017
Donations	<u>£21,908</u>	<u>£35,069</u>	<u>£56,977</u>	<u>£51,951</u>

All amounts received in 2017 related to unrestricted funds.

3. Investments

	Unrestricted AM funds	Designated LM funds	Total 2018	Total 2017
Bank interest	<u>-</u>	<u>-</u>	<u>£Nil</u>	<u>£23</u>

All amounts received in 2017 related to designated funds.

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

NORTH EAST THAMES AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

4. Analysis of expenditure on charitable activities

	Direct costs	Support costs	Total 2018	Total 2017
	£	£	£	£
Support of the Meeting	2,953	-	2,953	4,215
Friends activities	13,287	-	13,287	9,925
LQPT Quota	29,969	-	29,969	30,002
Donations and grants	17,122	-	17,122	13,837
Meeting House (not SWM)	5,222	-	5,222	1,823
Other	-	2,998	2,998	2,260
Governance costs (Note 5)	-	-	-	-
Administration	-	1,242	1,242	330
LPQT float adjustments	(477)	-	(477)	-
	<u>£68,076</u>	<u>£4,240</u>	<u>£72,316</u>	<u>£62,392</u>

5. Governance costs

	2018	2017
Independent examiners fee	<u>£Nil</u>	<u>£Nil</u>

6. Debtors

	2018	2017
Other debtors	<u>£Nil</u>	<u>£7,161</u>

7. Creditors

	2018	2017
Other creditors	<u>£37,588</u>	<u>£26,367</u>

8. Funds

Unrestricted funds are freely available for any purpose of the Area Meeting. Designated funds are unrestricted funds which are set aside for specific purposes but remain at the discretion of the Area Meeting.

AM designated funds

LM Funds are managed by the constituent local Meetings and are primarily for the expenses of each Meeting but may also be used for the centrally-managed work of the Society of Friends, or other purposes of the Area Meeting.

North East Thames Area Meeting

Annual Report and Accounts for the Year ended 31 December 2018

NORTH EAST THAMES AREA QUAKER MEETING

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2018

9. Movement in funds

	Fund balances B/F £	Incoming resources £	Outgoing resources £	Transfers £	Fund balances C/F £
<u>Unrestricted funds</u>					
AM General	44,159	21,908	53,824	50,143	62,386
Bethnal Green	-	-	-	-	-
Epping	3,476	2,605	1,353	(2,000)	2,728
Harlow	1,746	2,833	1,424	(1,000)	2,155
Leigh	7,943	7,949	1,599	(7,000)	7,293
Romford	2,982	524	185	-	3,322
Walthamstow	6,249	1,794	223	(2,000)	5,820
Walthamstow HI a/c	24,539	-	4,436	(20,103)	-
Walthamstow Premises	(3,346)	-	(477)	-	(2,869)
Wanstead	12,520	19,488	2,005	(18,040)	11,963
Wanstead Premises	-	-	-	-	-
High Leigh	1,066	7,139	7,744	-	461
	<u>£101,334</u>	<u>£64,241</u>	<u>£72,316</u>	<u>-</u>	<u>£93,259</u>