

Religious Society of Friends (Quakers)
Wensleydale and Swaledale Area Meeting

Annual Report and Accounts for the year ended 31 December 2008

These accounts include the income, expenditure, assets and liabilities of the two local Quaker meetings and the other activities for which the Area Meeting is responsible. The Statement of Financial Activities is on page 9. This statement does not include the affairs of the six Trusts known as the Wensleydale and Swaledale Monthly Meeting Trusts, a Group of Charities registered with charity number 221137.



(Line drawing of Askrigg in Wensleydale: thanks to Janet Rawlins)

Religious Society of Friends

Wensleydale and Swaledale Area Meeting

Annual Report and Accounts for the year ended 31 December 2008

Constitution and purpose

The Area Meeting, as part of Britain Yearly Meeting, is a charity 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 (Quakers). The principal activity is the holding of meetings for worship in the constituent local Meetings of Bainbridge Local Meeting (LM) and Leyburn LM.

The affairs of the Area Meeting (AM) are governed by *Quaker Faith and Practice*, the Book of Discipline of Britain Yearly Meeting of the Religious Society of Friends. During 2008 the AM agreed on a draft Governing Document based on recommendations made by the Yearly Meeting following its extensive discussions with the Charity Commission. Currently the AM is excepted from registration with the Charity Commission under SI 1996 No 180 and SI 2001 No 260. The Members of the AM are all those people whose names are for the time being recorded in its official membership register. The AM also appoints two members to serve on *Meeting for Sufferings*, which provides the AM with a link to the Trustee body for the centrally managed work of Britain Yearly Meeting.

Address for Correspondence

The Area Meeting Clerk, Jasmine House, 7, West Terrace, Richmond, North Yorkshire, DL10 4EQ

Meeting House Addresses

Friends Meeting House, Bainbridge, Leyburn North Yorkshire, DL8 3EF

Friends Meeting House, 7 Grove Square, Leyburn North Yorkshire, DL8 5AE

Friends Meeting House, Countersett, Bainbridge, Leyburn, North Yorkshire, DL8 3DD

Managing Trustees

In 2008 there were no specifically appointed managing Trustees: all the members of the Area Meeting fulfil this rôle. Arrangements are in hand to appoint five managing trustees to be known as the *Area Meeting Council* in advance of the registration of the Area Meeting as a Charity in its own right.

Officers in 2008

Clerk: Janet Quilley, Jasmine House, 7 West Terrace, Richmond, North Yorkshire, DL10 4EQ Tel. 01748 825712 e-mail: quilley@bigfoot.com

Assistant Clerk: Ian Hunter Smart, 33 Barbary Drive, Sunderland, Tyne & Wear SR6 0RB
Tel. 0191 567 1966 e-mail: ihs@dunelm.org.uk

Treasurer: Hazel Townsend, Friends Meeting House, 7 Grove Square, Leyburn DL8 5AE

Assistant Treasurer: Alan Quilley, Jasmine House, 7 West Terrace, Richmond, North Yorkshire, DL10 4EQ

Bankers

Barclays Bank PLC, Market Place, Leyburn, North Yorkshire, DL8 5BQ

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

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

HSBC, Market Place, Hawes, North Yorkshire, DL8 3QN

Triodos Bank, Brunel House, 11 The Promenade, Bristol BS8 3NN

Annual Report for the year ended 31 December 2008

The accounts of Wensleydale and Swaledale Area Meeting for 2008 are set out in the following pages. These include the income, expenditure, assets and liabilities of the two local meetings and the other activities for which the Area Meeting (AM) is responsible. The Statement of Financial Activities is on page 9. **This does not include the affairs of the six Trusts** known as the *Wensleydale and Swaledale Monthly Meeting Trusts (W&SMMT)*, a Group of Charities registered under charity number 221137. These Trusts were endowed in the seventeenth and eighteenth centuries and are managed by a Board of Trustees appointed by the AM. The Trusts, in accordance with the objects of their original endowment, provide other valuable financial support for the Area Meeting and its members in a variety of ways not least in supporting attendance of members and attenders at conferences and courses.

Our spiritual community

The right holding of public Meetings for Worship after the manner of Friends has been our principal activity throughout 2008 and is the primary reason for our existence. Meetings for Worship are held each Sunday in Leyburn Meeting House and at Bainbridge on Wednesdays and Sundays apart from the last Sunday of each month when the Meeting is held at Countersett. Several of those who are part of our fellowship are unable to come to Meeting for Worship for a variety of reasons and uphold us each week, remaining 'active absent attenders or Members' through their own continuing spiritual explorations and 'leadings'. They are grateful for the times when they were able to join us by their physical presence.

Many Friends are involved in both wider Quaker work as well as bearing witness to the Quaker testimonies through other voluntary activity or through their paid employment. We have benefited from hearing about this wider activity through spoken ministry, 'afterthoughts' at the close of our meetings for worship, articles in *The Reader* or occasional special meetings on specific issues.

Meetings for Worship for Business

There have also been regular meetings for church affairs held by our two constituent Local Meetings (LMs) and for the Area Meeting as a whole. At these meetings we make our appointments, receive reports and make decisions and, at our Area Meeting, deal with membership matters. The meetings have been held every two months throughout the year, dealing mostly with routine work but also with some greater challenges.

Membership

We have for some time regarded active involvement in our meetings as the key criterion for being regarded as a part of our Area Meeting; about half of those in our community have formal membership, recorded by a minute of the AM in accordance with the guidelines in *Quaker Faith & Practice*. Formal membership is, however, a useful indication of the overall strength of our AM, since we rely on it to provide the basis for our relationship to the wider world, for example in preparing for eventual legal registration as a Charity, which is expected within the next two or three years. Formal membership has hovered around 40 for many years and this year has seen a slight fall. At the end of the year it stood at 38, a net decrease of one over the year. Of these, 18 are men and 20 are women; 18 belong to Bainbridge Meeting and 20 to Leyburn. We have welcomed into membership a long term regular attender by using the more relaxed procedures now approved by Britain Yearly Meeting. We welcomed two new members (one through transfer into our AM), but two transferred to other meetings and one member, Helen Willis, sadly died. She was a much loved member of very long standing; we celebrated her life at a well-attended memorial Meeting for Worship in Bainbridge Meeting House.

Our life together

The year started with a sense of our need to look at ourselves as a community of Quakers, at the way we relate to each other and at our structures and ways of working together. At our Area Meeting in January, we heard minutes from our Elders and Overseers, which were subsequently published in the *Reader*. We have continued throughout the year to explore these matters, becoming increasingly aware of the need for change within our Area Meeting. We welcomed a team from Woodbrooke, the Quaker Study Centre, for a weekend in February, to help us explore the theme *Meeting for worship: being and doing*; the weekend included an enjoyable party at Thornborough Hall. In June we met at Countersett to thresh further the issues raised. In October we held a special Area Meeting to look more closely at our structures and, in our local meetings, have devoted much thought and discussion to this. We are finding it difficult to find people to carry out the duties of Overseers, Trustees, Treasurers, Nominations Committees, Quaker Life and Quaker Peace and Service representatives, as well as to finding clerks, etc. for such a small Area Meeting. At Bainbridge everyone now participates in Eldership and Clerking whilst individuals continue to carry out duties connected with the other functions. So we have struggled to find ways of reducing the number of tasks undertaken by Friends in our two meetings and to work more flexibly.

Having been both stimulated and challenged by the Woodbrooke Team's thoughts, Leyburn Friends later explored together further what we valued most about Meeting for Worship and what might make it better. Amongst a range of honest opinions expressed we heard how some Friends value the regular reading of *Advices and Queries* on the first Sunday of the month whilst others do not find this a helpful practice. Reflecting on this, Leyburn Friends subsequently decided to follow Quaker Faith & Practice 4.38 b, and read from the 'Advices and Queries' on the first Sunday of the month, looking for greater flexibility in the timing and spontaneity of the choice of which Advice to read.

Leyburn Meeting has decided to register with the Progressive Christianity Network website as a place where people are welcome who "seek to explore rather than be certain, to ask questions rather than be given answers, and to develop a liberal, progressive, and modern faith". This is the same focus as the monthly 'Strugglers' group which meets at Leyburn.

Leyburn Friends continue to run the Sunday morning Traidcraft stall throughout the year. In 2008, sales amounted to £787.27. Fairtrade fortnight was marked with an open coffee morning: £64.60 was raised for Traidcraft Exchange and £50 worth of Fairtrade goods were sold.

Nominations and appointments

Note 7 to the accounts (page 12) details the costs of our various Quaker activities from which it will be seen that we spent £921 on committees & conferences, £613 on training courses for office holders and £501 on Administration. Voluntary service is essential for our work: all office holders work in a voluntary capacity and are reimbursed with the actual costs they incur while doing their work. They are appointed by the Area or Local Meetings after suitable people have been nominated by a search group or 'Nominations Committee'. We encourage those undertaking some of this service to have appropriate training by attending courses or conferences at Woodbrooke, the Quaker Study Centre.

Our Nominations Committee has continued to experience difficulty in finding people able and willing to undertake some of the 53 different jobs or offices associated with the Area Meeting, these being in addition to the dozen jobs related to the two local meetings. We have re-appointed some Friends to posts for a second and even a third triennium although we try to avoid asking anyone to serve for more than six years. We aim to rotate tasks as much as possible and to ensure that no one person has too much work to do for the Meeting. Some of us have been called to undertake service away from the Meeting, thus placing a greater burden on others.

Although we do not currently hold any regular children's meeting, we do appoint a Co-ordinator for work with Children and Young People who holds an Enhanced Disclosure Certificate.

Other work undertaken by members of our Area Meeting

Some of our members are involved in concerns outside the AM, including several with overseas commitments. One Bainbridge Friend spends a lot of time in India working on educational projects. Another Bainbridge member has continued his work with the visually impaired in the Gambia. During 2008, one such concern came before the AM: we sent greetings to Lebanese Friends, with a member of Leyburn meeting who travelled there and reported in the *Reader* on her work with the Quaker International Education Trust (QUIET). Other news shared by Friends through the *Reader* during the year were one Friend's participation in *Janadesh*, a major non-violent march of the poor in India; meetings of *The Strugglers*, a group which has developed out of the *Hearts & Minds Prepared* study groups; a report of the successful *Traidcraft* coffee morning held at Leyburn in February. We have continued to support the work of a Leyburn Friend working with *Circles of Support & Accountability* (a Quaker initiative to support work with ex-sex offenders on their release from prison to help them not to re-offend). Four Friends have continued our connection with Reeth School through service on the *Friends School at Reeth Trust*.

Outreach

Bainbridge Friends were represented at the Churches Together Group in Wensleydale and one Friend regularly reads a lesson in Askrigg church. Some Friends attended sessions of *Quaker Quest* organised by Thirsk Local Quaker Meeting. We purchased 50 copies of the special Outreach edition *The Friend* for distribution in public places. A very successful Peace Poetry competition was organised for local schools with prize money provided by the W&SMM Trustees. We did not feel able to put on an event during Quaker Week in October.

Use of our meeting houses

Leyburn Meeting House has been used on a regular basis by a variety of groups including the Mothers Union, the Julian Group, the Writers Group and the Alzheimer's Society Carers. In addition rooms have been booked for WEA writing and poetry classes, a Catholic prayer group, the Alzheimer's Society Choir, a spiritual director/counsellor and the Women's Institute Produce Group. Bainbridge Meeting House was booked for a series of yoga classes. A steady flow of visitors is welcomed at Countersett Meeting House, built in 1710.

Britain Yearly Meeting and national Quaker activity

Some of our members have participated in the affairs of *Britain Yearly Meeting* (BYM), the national Quaker body which has oversight of our centrally-managed Quaker work. We are represented on its standing representative body, known by its historical name *Meeting for Sufferings*, and we receive regular reports of its work. A meeting was called in December 2007 to discuss the proposed Long Term Framework for the work of Britain Yearly Meeting as a whole for the next five years. This matter was reported further to AM during 2008. Early in the year, one of our representatives moved away from the area and since then we have had only one representative on Meeting for Sufferings because, to date, we have been unable to appoint a second Friend. Our Assistant Treasurer attended the Annual Conference of Treasurers and reported to us. We sent representatives to the Annual General Meetings of Ackworth and Leighton Park Quaker Schools and received reports from them both. We decided that in future we would be represented only at Ackworth School, which is relatively local. We also sent two Friends to the annual training course at Woodbrooke on Quaker Nominations and a report was published in the *Reader*. We heard enthusiastic reports from our representatives at the Quaker Peace & Social Witness (QPSW) Spring Conference and recognised the value of such experience for those who represent us. In December we sent one representative to a conference in Brussels on sustainability and related issues, organised by QPSW and the Quaker Council on European Affairs. Two other members also attended, one of whom made a significant contribution, having been invited to run one of the main workshops with an experiential, arts-based perspective.

We considered proposals from Durham General Meeting about devolving the responsibilities of that body to the constituent Area Meetings and accepted the final recommendations, noting the additional responsibilities arising for our own AM. These relate mainly to making additional appointments of Trustees for the W&SMM Trusts.

Income and Expenditure

“Voluntary Income”, i.e. income from individual contributions, was nearly £60,000. At first this appears incongruous for an Area Meeting with only 39 members, but over £53,000 of this was earmarked for the work of the *Cape Town Quaker Peace Centre*, consisting of donations from Friends, Meetings and Trusts across Britain and Ireland. Voluntary income (ignoring Gift Aid tax rebates) from Members and Attenders of the Area Meeting for its own work itself amounted to £4,656. The corresponding figure for 2007 was £4,785 representing a fall of 2.7% this year. To this was added a grant of £2,000 from the W&SMM Trusts, £237 from collection boxes and £535 from the hiring of the meeting houses. Roughly one third of the usage of Leyburn Meeting House was by non-Quaker organisations; Bainbridge meeting house was hired out on only a few occasions.

The cost of running the meeting houses comprises charges for water, gas, electricity, cleaning, maintenance and the purchase of equipment. Reference to Note 9 of the accounts (page 13) shows that for Leyburn LM, these “Support Costs” came to £1,800 while for Bainbridge LM (including Countersett) they were £1,842. The similarity between these totals is misleading: Leyburn spent £439 on gas and electricity whereas Bainbridge spent £1,620 on heating oil and electricity. The difference arises because the older meeting houses are larger and more difficult to heat. Leyburn spends substantially more on gardening and cleaning. Note 7 (page 13) shows that, after excluding the support costs for the three meeting houses, the overall cost of our “Quaker Activity” was £3,239; in 2007 it was £3,802. As well as covering the cost of the address list, the newsletter, web site and other necessary administration (phone & postage), these figures include our contribution to the running of the *Northern Friends Peace Board* and our share in the cost of *Durham General Meeting* whose main expenditure was the running of the greatly valued Northern Young Friends Summer Gathering. Cash is deposited in current and deposit accounts at our five banks. Three of these, CafBank, The Co-operative Bank and the Triodos Bank operate ethical policies when investing customers’ funds.

Cape Town Quaker Peace Centre Committee

We continue as an Area Meeting to be responsible for fund raising for the Peace Centre amongst Friends in Britain and Ireland. In 2008 we remitted £54,151 compared with £35,000 and £52,850 in the previous two years. The increase this year is partly explained by two generous legacies of £5,000, one of which had been expected to arrive during the previous year. Such generosity by long term supporters who have sadly died reminds us of the many concerned Friends who have given loyal support for twenty years, since the founding of the Peace Centre at the height of the apartheid era. Some of them have died during the year and a number of personal donations totalling some £1,400 have been received in memory of such Friends. Donations from Quaker meetings increased by £4,500 and charitable trusts donated £2,000 more than in 2007. The Committee often receives appreciative comments from donors throughout the Yearly Meeting, who clearly value the fact that our Area Meeting continues to provide this link with the work in Cape Town.

Other Financial matters

In March we considered and approved the 2007 accounts of the AM and of the Cape Town Quaker Peace Centre Committee (as a sub committee of our AM). These accounts and those of our local meetings were consolidated and approved in July, and submitted to the Recording Clerk’s Office before the October deadline. We decided to circulate the final report accompanying the consolidated accounts to all our members, since it provided a comprehensive picture of the activities and concerns of our AM. In accordance with her usual practice, our Treasurer called a

meeting of all our treasurers, collectors and clerks within the Area Meeting, providing a useful opportunity to review the experience of the past year. The meeting was particularly valuable this year, in view of several changes of post holders taking place this year.

Donations and contributions

Special collections for external charities are made at Leyburn after each meeting for worship, these being decided on at the start of the year. Each collection is held over a two month period. During 2008 we made donations to the following organisations: Circles of Support & Accountability; Water Aid; Breckenbrough School; HOPE for children; the Oxford Research Group; Quaker Homeless Action. The total donated through such collections amounted to £708.15. Our Collectors passed on to Britain Yearly Meeting individual contributions which amounted, before the Gift Aid tax rebate had been recovered, to £3,015. This compares with £3,324 in 2007, representing a 9% fall in contributions to BYM. (These figures do not include any contributions sent directly to BYM, not made via the Area Meeting Collectors.)

Charitable Status

As part of Britain Yearly Meeting, we do not at present have to register with the Charity Commission. There is, however, to be an end to this 'excepted status' for all churches and we shall be required to apply for charitable status soon. We have decided to make the necessary administrative changes now so that we will have ironed out any snags before we make a formal application. The AM has considered the proposals of its Charitable Registration Planning Group in some detail on several occasions and has approved the documentation it has drafted. By the end of the year we had not been able to find a sufficient number of Friends to appoint the new trustee body, to be known as the Area Meeting Council (AMC). For this reason, adoption of the *Governing Document*, the *AMC Terms of Reference* and the *Memorandum of Understanding* for the constituent bodies were deferred until after the appointment of the AMC.

Leyburn Meeting spent some time preparing for the business of Area Meeting by considering together the documentation for the proposed registration with the Charity Commission; the proposals for the future of Durham General Meeting; and a preparatory session for the special Area Meeting when we considered our future together as Quakers in the Dales. One result of this was the acknowledgment that we were not always aware of the diverse skills and talents of some Friends. Had we been so it might have been easier for us to ensure that we are including everyone willing and able to contribute to our meeting's life together.

The Wensleydale and Swaledale Monthly Meeting Trusts

We received the Annual Reports & Accounts for 2006 and 2007 of the Wensleydale & Swaledale Monthly Meeting Trusts (W&SMMT). The Trusts have their own Trustees mainly appointed by, but independent of, our Area Meeting. We appreciated the opportunity to hear about the work of the Trustees. An informal meeting held by the Trustees during the year generated a number of ideas for the use of the Trusts' funds. As a result of this, one member initiated a Peace Poetry Competition in Leyburn schools, which was financed by the Trusts and which has been warmly welcomed and endorsed by the AM.

Property

We are fortunate that our Meeting Houses are owned by W&SMM Trusts so that the exterior upkeep of the buildings and major repairs are funded by the Trusts. The local meetings look after their own day-to-day 'housekeeping' and deal with minor maintenance. How to deal with the serious damp problem in the west wall in Bainbridge Meeting House has for some time been of considerable concern. We hope that a solution will be found and that an estimate of the cost will be presented to the Trustees by the Bainbridge Premises Committee. We regret that Bainside Arts, which used the old barn next to the meeting house, has had to be wound up but hope that the barn will be converted for use as a dwelling for an essential member of the local community.

Publications and Communication

We have continued to publish the *Reader*, the Area Meeting newsletter. It provides a greatly valued opportunity to share the concerns and interests of our Quaker community and we are grateful to our outgoing editor. The AM web site (<http://www.dalesquakers.org.uk/>) is up and running and has well presented pages about the nature and history of Quakerism both nationally and locally. A guest book has recently been added. We are similarly grateful to our webmaster, for taking responsibility for the AM website and for drawing our attention to information and material of interest to individual Friends and to the Area Meeting

Looking Forward

2008 was a year when we sought to discover the right way forward as a Quaker community in the twenty-first century. We have recognised the need to adjust to new conditions and new demands. Quakers in Britain as a whole have also been looking forward and the following words, taken from the *Framework for Action* as adopted by the Yearly Meeting in 2008, speak for us also in our local situation:

The Religious Society of Friends values its roots and traditions.

One of its most radical traditions is to explore the world, as it changes, in the light of the evolving testimony of Friends.

The roots of the Friends' witness are in the openings that the Spirit offers each of us and what we reach together. The vitality of our spiritual life must be replenished in Friendship and worship.

We seek to nurture and challenge that of God within, individually and together. If we are open to God, we can be open to that of God in everyone and so our work may bear witness to God in love, truth and hope.

Annique Seddon, December 2007

**Religious Society of Friends (Quakers) - Wensleydale & Swaledale Area Meeting
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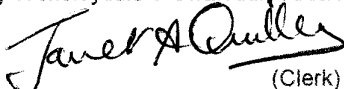
NOTE The funds of the Area Meeting are shown below divided between Unrestricted and Restricted Funds. Restricted funds are those for which the contributors have earmarked their money for a specific use. The contributions collected by the Cape Town Quaker Peace Centre Committee form the only restricted fund of the Area Meeting. The Unrestricted Funds comprise the designated funds of Bainbridge Local Meeting and Leyburn Local Meeting, a designated Collectors' fund and seven other funds designated for housekeeping purposes. Further details concerning these funds are given in Note 13a (page 13).


Statement of Financial Activities	Unrestricted	Restricted	2008	2007	
Incoming resources					Note 1
Voluntary income	6,247	53,369	59,616	42,037	Note 2
Activities for generating funds	535	145	680	605	Note 3
Investment income	119	290	409	335	
Income from Quaker activities	0	0	0	1,120	Note 4
Other incoming resources	2,000	30	2,030	1,198	Note 5
Total incoming resources	8,901	53,834	62,735	45,295	
Resources expended					
Costs of generating funds	765	800	1,565	1,454	Note 6
Costs of Quaker activities	6,158	0	6,158	5,708	Note 7
Donations	128	54,023	54,151	36,143	Note 8
Unallocated support costs	0	0	0	0	Note 9
Costs of governance	251	0	251	0	Note 10
Other resources expended	0	0	0	0	
Total resources expended	7,302	54,823	62,125	43,305	
Net incoming resources before transfers	1,599	(989)	610	1,990	
Transfers into each fund	0	0	0	0	
Net movement in funds	1,599	(989)	610	1,990	
Total funds brought forward, 1 Jan	11,169	2,602	13,771	11,629	
Prior year adjustments	0	0	0	152	Note 11
Total funds carried forward, 31 Dec	12,768	1,613	14,381	13,771	

Balance Sheet - Assets	Unrestricted	Restricted	2008	2007	
No fixed assets: Current assets					
Debtors	81	0	81	110	Note 12
Short term deposits	2,132	0	2,132	2,071	
Cash at bank	10,555	1,613	12,168	11,700	
Total current assets	12,768	1,613	14,381	13,881	
Liabilities					
Creditors: due within one year	0	0	0	262	
Total assets less current liabilities	12,768	1,613	14,381	13,619	

Balance Sheet - Analysis of Funds	Unrestricted	Restricted	2008	2007	
AM General Fund	1,487		1,487	686	
Overseers' Fund	80		80	80	
AM/DGM Weekend Fund	18		18	18	
Outreach Fund	293		293	106	
Circles Fund	212		212	473	
Conferences & Courses Fund	466		466	0	
Bainbridge LM	1,946		1,946	2,541	
Leyburn LM	6,133		6,133	4,913	
Collectors' Fund	1		1	129	
Reserves Fund (Triodos a/c)	2,132		2,132	2,071	
Cape Town QPC Committee		1,613	1,613	2,602	
Totals for all funds	12,768	1,613	14,381	13,619	Note 13

Approved by Wensleydale & Swaledale Area Meeting and signed on behalf of all members by:

Signature  (Clerk) Name JANET A. QUILLEY Date 12 July 2009

Signature  (Assistant Clerk) Name I. J. HOWARD SMART Date 12 July 2009

Report of the independent examiner

Respective Responsibilities of the Area Meeting and the Examiner - The Area Meeting is responsible for the preparation of the accounts. It considers that an audit is not required (under section 43(2) of the Charities Act 1993 (the 1993 Act)) and that an independent examination is needed.

It is my responsibility to examine the accounts, to follow the procedures laid down in the General Directions given by the Charity Commissioners, and to state whether particular matters have come to my attention.

Basis of the examination - My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Area Meeting concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts. I have not reviewed the accounting records of the constituent accounts, 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 1993 Act; and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

<i>Examiner's name and qualifications</i>	WALTER DAWSON & SON CHARTERED ACCOUNTANTS INCORPORATING ROBERT BLACKBURN & Co. YORK HOUSE MARKET PLACE LEYBURN N. YORKSHIRE DL8 5AT
<i>Examiner's address</i>	

Signed Walter Dawson Date: 23.6.09

Notes to the accounts

Note 1 - Accounting policies

These accounts have been prepared on the basis of historic cost in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2005), with Accounting Standards, and with the Charities Act 1993.

Contributions, grants, legacies, interest, and tax reclaimed on gifts are treated as income in the year in which they are received. It has not been necessary to undertake any accruals and no prepayments have been included in the income and expenditure. Support costs have been allocated between Quaker activities and Generating Funds by estimating the percentage of time the Meeting Houses are used for Quaker activities and for hirings.

Acting as Agent - Further sums are collected specifically for passing on to other bodies, and so they do not represent income for the Area Meeting. Details are shown in Note 14.

Local Meetings - The funds held by the two Local Meetings are shown on advice from the Charity Commission as designated funds.

Note 2 - Voluntary income

A total of £5,964 was received from the Collectors, £238 from collection boxes and a £45 repayment for cakes supplied for a funeral giving the overall total of £6,247 of unrestricted voluntary income. Because of changes at HMR&C, Gift Aid tax rebates for 2007 were not paid until January 2008. (These payments were in fact shown as part of the 2007 accounts which were accepted by the Area Meeting; they are, however, being included in these 2008 consolidated accounts.) The tax rebates received and passed on were as follows: to the Area Meeting £441, to Bainbridge £344 and to Leyburn £523 giving a total of £1,308. Subtracting this total from the £5,964 received from the collectors gives £4,656 as the amount originally earmarked by contributors for the Area and Local meetings. In 2007 the corresponding figure was £4,785 so that there has been a net decrease of £129 or 2.7%. This compares with a rise of 4.2% in the previous year.

The restricted sum of £53,369 comprises contributions earmarked for the Cape Town Quaker Peace Centre which were made up as follows: individual contributions and legacies £19,664; Meetings £14,030; Trusts £18,692; Gift Aid tax refunds £983.

Note 3 - Activities for generating funds

The total of £680 comprises £505 from hiring rooms at Leyburn meeting house, £30 from hiring rooms at Bainbridge and £145 from the sale of cakes and stickers for the Cape Town Quaker Peace Centre.

Note 4 - Income from Quaker activities

There were no book sales at Bainbridge this year nor sales of teas to walkers which both produced income in 2007.

Note 5 - Other incoming resources

This remaining income is principally a £2,000 grant from the W&SMM Trustees to assist the Area Meeting to pay for Friends to attend conferences as AM representatives or undertake courses relevant to their service for the AM. The £30 was the proceeds of a collection after a Friend had spoken about the Cape Town Quaker Peace Centre to an outside group.

Note 6 - Cost of generating funds

Most of the cost of generating funds was incurred indirectly by apportioning the Support Costs. (See Note 9 below for a description of Support Costs.) The Unrestricted total of £765 for the generation of funds consisted mainly of the £723 allocated from support costs; the remaining £42 was for the Collectors' expenses and the Contributions Letter.

The Restricted total of £800 was for the expenses of the Cape Town Quaker Peace Centre Committee including its production and distribution of the Newsletter. These expenses were made up as follows: postage £301; telephone £22; stationery £103; computer printing & photocopying £14; newsletter printing £247; advertising/publicity £13; bank transfer fees £100.

Note 7 - Costs of Quaker activities

The unrestricted total of £6,158 includes £2,919 which is the proportion of the Support Costs allocated to Quaker Activities. (Support Costs are for lighting, heating etc. - see note 9 for details of the allocation.) Subtracting this figure gives £3,239 for the net cost of Quaker activities made up as follows (with the 2007 expenditure shown in brackets):

Committees and Conferences	£921 (£1,045)	Durham General Meeting quota	£108 (£144)
Courses/training for office holders	£613 (£363)	Address List	£41 (£49.15)
Admin & expenses	£501 (£473)	Circles of Support and Accountability	£261 (£127)
Northern Friends Peace Board	£253 (£266)	Newsletter	£40 (£85)
"The Friend" & Quaker Monthly	£174 (£149)	Leyburn party & refreshments	£17 (£58)

Note 8 - Donations	Unrestricted	Restricted	2008	2007
Donations to BYM	128	0	128	32
Donations to other Quaker bodies	0	54,023	54,023	35,831
Donations to non-Quaker bodies	0	0	0	877
Totals	128	54,023	54,151	36,739

A total of £54,023 was remitted to the Cape Town Quaker Peace Centre. One other donation was made to BYM of £128 following a decision by the AM to reduce the balance in the Collectors' bank account each year to £1. For other donations made directly (Acting as Agent) see Note 14 below.

Note 9 - Support costs	2008	2007
Total allocated to Quaker activities	2,919	1,667
Total allocated to Generating Funds	823	805
Total	3,742	2,472

Support costs mostly cover the expense of running the Meeting Houses and comprise charges for water, electricity, cleaning, maintenance costs and the purchase of equipment. For Leyburn LM these come to £1,800 and for Bainbridge LM (including Countersett), £1,842 giving £3,642 for both Meetings. To this is added the £100 support costs for the Cape Town Quaker Peace Centre Committee (CTQPCC) giving the Support Costs total of £3,742 shown above. Support costs are allocated either to the cost of Quaker activities (see Note 7 above) or to the cost of generating funds. This allocation is made according to the approximate usage of the buildings by Quakers and by others who pay to hire rooms. Leyburn was estimated to be used twice as often by Quakers as hirers so that 33% of support costs were allocated to the generation of funds. There were a few room hirings at Bainbridge during 2008 for Yoga classes and these constituted about 7% of meeting house use. This percentage of the support costs was therefore allocated to Quaker activities. For the CTQPCC, Bank Transfer fees of £100 were the only support costs and these were all allocated to the generation of funds. The unallocated support costs are shown as zero in the Statement of Financial Activity because all of the support costs have been allocated either to Quaker activities or activities to generate funds.

Note 10 - Costs of Governance

The sole costs of governance were fees for examination of the accounts. Robert Blackburn examined the two LM accounts, the Collectors' account and the AM sole accounts and charged £176 for all four. Tony Vittery did not charge for examining the Cape Town Quaker Peace Centre Committee's accounts; his fee for examining the consolidated accounts was £75.

Note 11 - Prior Year Adjustment

The total sum carried forward on 31 December 2007 was £1,990 plus £11,269 or £13,619. There are two matters to take into account leading to an adjustment of this figure:

- A £110 debtor is shown in the 2007 Leyburn LM designated accounts relating to "cash in hand" which was received but not banked by the year end. This debtor has now been reversed, since the cash was banked 18 January 2008. £110 has therefore to be subtracted from the total funds brought forward on 1st January.
- Three creditors totalling £262 are also shown in the 2007 Leyburn accounts, relating to unrepresented cheques. These were duly presented in January 2008 so this entry has been reversed. The sum of £262 has therefore to be added to the total funds brought forward on 1st January.

The net adjustment to be added is thus £262 - £110 = £152 and the adjusted sum brought forward on the 1st January becomes £ 13,619 + £152 = £ 13,771.

Note 12 - Current assets and liabilities

Debtors: The sum of £81 arises from an 'Acting as Agent' transaction (see Note 14): the collection at Leyburn for Quaker Homeless Action was not banked until January 2009; this sum was, however, paid to the charity in December 2008.

Creditors: There are no creditors.

Note 13a - Designated, Restricted and Endowment Funds

AM Designated funds -

The Overseers Fund was originally set up to enable Overseers to give appropriate help to Friends or Attenders requiring help with their travel to and from Meeting but is now available to Overseers to use for any cases of need they may discern.

The AM/DGM Weekend Fund was set up in 2004 for the AM residential weekend and was used again for the 2007 DGM weekend.

The Outreach Fund is used to pay for the AM telephone, the AM web site and activities to promote Quakerism.

The Circles Fund was set up to support the concern of a member who is engaged locally on work with ex-sex offenders on their release from prison to help them not to re-offend; this is under the auspices of the *Circles of Support and Accountability* Project.

The Conferences and Courses Fund

The Area Meeting requested help from the W&SMM Trusts with the "funding of Friends attending conferences etc. on behalf of the AM". In April the Trusts made an "outright grant" of £2,000. This fund has to date been used only for meeting the cost of sending AM representatives to meetings and conferences and paying for AM office holders to attend courses relevant to their work for the Area Meeting.

The Collectors' Fund enables the Collectors to allocate voluntary contributions, including Gift Aid tax rebates recovered from HM Revenue & Customs, to the Area Meeting or to Local Meetings or other BYM causes in accordance with the instructions of the donors.

The Reserves Fund is a contingency fund not normally drawn upon; it is held on long term deposit at a higher interest rate.

All of these designated funds continue at the discretion of the AM through its Treasurer.

AM Restricted funds - The only Restricted Fund is that of the Area Meeting Committee which raises funds for the Cape Town Quaker Peace Centre.

AM Endowment funds - The Area Meeting is heir to a number of endowment Trust funds set up in the seventeenth and eighteenth centuries. These funds are the responsibility of a separate Board of Trustees which is registered with the Charity Commission (Reg. No. 221137) and accordingly these funds are not included in these accounts.

Local Meeting funds - The funds managed by Bainbridge and Leyburn Local Meetings are primarily for the expenses of each Meeting, but could also be used for the centrally-managed work of the Religious Society of Friends, or other purposes of the Area Meeting. Both Local Meetings appear in these consolidated accounts as an unrestricted, designated fund of the Area Meeting.

Note 13b - Movement of the funds	Fund balances brought forward	Incoming resources	Outgoing resources	Transfers	Gains on investments	Fund balances carried forward
Unrestricted funds						
AM General Fund	260	12	938	2,153	0	1,487
Overseers' Fund	80	0	0	0	0	80
AM/DGM Weekend Fund	18	0	0	0	0	18
Outreach Fund	532	0	239	0	0	293
Circles Fund	473	0	261	0	0	212
Conferences & Courses Fund	0	2,000	1,534	0	0	466
Bainbridge LM	2,541	252	2,076	1,229	0	1,946
Leyburn LM	5,065	612	2,126	2,582	0	6,133
Collectors' Fund	129	5,964	128	(5,964)	0	1
Reserves Fund (Triodos a/c)	2,071	61	0	0	0	2,132
Totals for unrestricted funds	11,169	8,901	7,302	0	0	12,768
Restricted funds						
Cape Town QPC Committee	2,602	53,834	54,823	0	0	1,613
Totals for restricted funds	2,602	53,834	54,823	0	0	1,613
Totals for all funds	13,771	62,735	62,125	0	0	14,381

Transfers - Referring to the 'Transfers' column in the table above, £5,964 from the Collectors' Fund was transferred (i.e. distributed) as follows: to Bainbridge LM £1,229, to Leyburn LM £2,582 and to the AM General Fund £2,153.

Note 14 - Acting as Agent	Income	
	2008	2007
Contributions and special collections		
Contributions made via AM Collectors	4,056	5,011
Special collections	443	273
Other receipts to pass on	0	150
Totals	4,499	5,434

Acting as Agent transactions are those made on behalf of other organisations and do not form part of the income or expenditure reported in the Statement of Financial Activities.

Contributions - In response to the annual Contributions Letter, the Collectors passed on directly the following sums:

To Britain Yearly Meeting	£3,015
To Friends World Committee for Consultation	£25
To Woodbrooke Quaker Study Centre	£85

In addition, Gift Aid tax rebates gave rise to these further payments:

To Britain Yearly Meeting (2007 rebate)	£924
To Young Friends General Meeting	£7

(These rebate payments were in fact received early in 2008 and were therefore excluded from the consolidated 2007 accounts.)

Special collections - Special collections totalling £443 in cash were made for the following causes and the cash received was paid to them directly. (There were additional contributions made by cheque which made the total up to £709.15):

Cash collected for other Quaker Bodies:

Circles of Support and Accountability	£156
Breckenbrough School	£47
Quaker Homeless Action	£81

Cash collected for non Quaker Bodies:

Oxford Research Group	£32
Hope for Children	£45
Water Aid	£82