

**RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING**

SCOTTISH CHARITY NUMBER: SC019165

REPORT AND FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2021

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YEAR ENDED 31 DECEMBER 2021

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This is the Annual Report for South East Scotland Area Meeting of the Religious Society of Friends (Quakers) for the year ended 31st December 2021.

INTRODUCTION

Nine local Meetings of varying sizes meet for regular sessions of Quaker worship within South East Scotland. They also work together as an Area Meeting (SESAM), responsible for Quaker witness in the area and for the general support of members of the Quaker communities, whether they are in formal membership of the Society of Friends or not. Two meeting houses owned by the Area Meeting, in Kelso and in the centre of Edinburgh, act as focal points not only for Quakers but for the wider community, their rooms and facilities being made available for community groups. Both worship and work are overseen by the whole community of Friends through Area Meetings for Church Affairs, at which the process of decision-making is guided by the Spirit.

This report gives some insight into Quaker activities in South East Scotland during 2021, during which activities were again limited by the Covid-19 pandemic. It highlights the main concerns of the meetings and work that is undertaken to facilitate their running.

We were able to make the Society's rooms available for the use of others when Scottish Government regulations allowed but unfortunately both meeting houses had to be closed for public and most Quaker use for much of the year.

PURPOSES AND ACTIVITIES

OBJECTIVES

The charitable object of the Area Meeting is the furtherance of the general religious and charitable purposes of the Religious Society of Friends (Quakers) in the area of South East Scotland and beyond, as laid down in *Quaker Faith & Practice*. The Area Meeting furthers the religious beliefs of its members, provides places where Quaker Meetings for Worship can be held within South East Scotland, maintains Quaker witness within this area and supports charitable objectives that give witness to Quaker testimonies.

PRINCIPAL ACTIVITIES

The Area Meeting is the over-arching entity supporting Quaker worship and witness within South East Scotland. SESAM has nine Local Meetings and two Worshipping Groups:

Local Meetings:

- Central Edinburgh (Victoria Terrace)
- South Edinburgh (Morningside)
- East Lothian (meeting at Dunbar)
- Kelso
- Central Fife (meeting at Kirkcaldy and Dunfermline)
- Penicuik

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- Polmont
- Portobello and Musselburgh
- Tweeddale (meeting at Peebles)

Worshipping Groups:

- Midweek Meeting (Victoria Terrace)
- Edinburgh North (Bellevue)

Following the preparation of risk assessments, which were approved by trustees, some meetings were able to reopen for Meetings for Worship towards the end of the year before closing again in December. Much Quaker worship has been online, for both public Meetings for Worship on Sundays and, at other times, for Quaker business meetings, and there has also been some use of 'blended' meetings (with some participants being present in person, but most attending online). Some improvements to the audio-visual facilities in the Edinburgh Meeting House were made during 2021 to enhance the quality of blended meetings both for Quakers and for others and there will be further improvements in 2022.

ACHIEVEMENTS AND PERFORMANCE

Meetings for Church Affairs (business meetings of the Area Meeting) were held on six occasions during 2021, one blended and all others held online using "Zoom". All members of the Religious Society of Friends as well as others who attend our Meetings for Worship are welcome to attend these meetings, at which subjects of general interest are explored, reports covering a variety of Quaker concerns are received, and decisions are made concerning the use of our various resources.

Despite the restrictions caused by Covid-19, the main concerns of the Area Meeting during 2021 have been focussed on similar matters to earlier years.

- The year saw further development of our concerns about the effects of climate change, with consideration both of the planetary effects and the impact that this must make on our own lifestyles. Many members were active in campaigning around the COP26 meeting in Glasgow in November 2021. More locally, the Area Meeting is continuing to encourage the UK and Scottish governments to be as ambitious as possible in tackling the climate and ecological emergency. We also continue to explore ways in which we might further green our meeting houses.
- In relation to peace work, as reported elsewhere and using part of a legacy we had received, we made a second financial contribution to the Campaign Against Arms Trade (CAAT) to support its work in Scotland. Members continue to be active in campaigning for disarmament and an end to nuclear weapons, and in opposing the promotion of militarism in schools.

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- Along with the other three Area Meetings in Scotland, we have continued our involvement with and our support for the Scottish Parliamentary Engagement Officer, employed jointly by General Meeting for Scotland and Britain Yearly Meeting. Regular reports are brought to our Area Meeting.
- In relation to societal issues, we have continued to provide funds to support remand prisoners in maintaining contact with their families while they are held in prison. We continue to strive to educate ourselves about Black Lives Matter, and to show support for anti-racism wherever possible. We have also been considering how we might embrace greater diversity and inclusiveness within our own meetings.

When possible, local meetings support these initiatives through their own Meetings for Learning and study groups, including collecting funds and supporting new themes that are brought before the wider membership. Many have interacted regularly with their local MPs and MSPs. The strengthening of ties between members of different meetings has been fostered through the meetings of all Scottish Friends organised by General Meeting for Scotland (four meetings each year, one blended and three online only in 2021) and Britain Yearly Meeting, held online in 2021, for members of the Society of Friends throughout England, Scotland and Wales.

OUTREACH AT THE EDINBURGH FESTIVAL

As in 2020, it was not possible to use the Quaker Meeting House in Edinburgh as "Venue 40" during the Edinburgh Festival Fringe in August 2021, although one concert was held online.

OUR MEETING HOUSES

The Area Meeting's two meeting houses, located in the Edinburgh Old Town and in Kelso, are normally hired out to community groups and to voluntary organisations when they are not being used for Quaker activities. Each meeting house is seen not only as a base for the activities of the Society of Friends but also as a resource for the local community. Room hire charges are usually a significant source of income for SESAM.

During the enforced closure of both meeting houses, the opportunity was taken to carry out some major repair as well as routine maintenance, although further work will be required in 2022-2023.

MEETING HOUSE STAFF

The Area Meeting employs a number of staff to manage the Edinburgh Meeting House. Almost all staff work supporting Quaker worship and other activities in Edinburgh is carried out in the Meeting House and little can be done at home, although the joint managers maintained an onsite presence and were able to carry out necessary office work at times when the Meeting House was closed for bookings. The management staff were both willing and able to undertake work outwith their normal job descriptions in order to respond to the

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rapidly changing situation. It was an Area Meeting priority to continue to pay salaried and casual staff, taking advantage of the UK Government's Coronavirus Job Retention Scheme where possible. The expanded management committee set up in 2020 continued to monitor the situation and report to trustees.

SUSTAINABILITY

For many years members of the Society of Friends have upheld a commitment to reducing global warming and mitigating climate change (this is known as the "Canterbury Commitment" following a decision taken at a Yearly Meeting held in Canterbury in 2011). Britain Yearly Meeting has asked Area Meetings to include an annual statement about activities and progress towards becoming low-carbon communities.

Apart from trying to influence the lifestyles of all who worship in Quaker Meetings, we are trying to increase the energy efficiency of each of our two meeting houses. Our architect undertook detailed quinquennial surveys of each meeting house at the end of 2019, and made specific recommendations about improving energy efficiency. In 2021 it was possible to undertake work on double-glazing and thermal insulation in Kelso. Discussions on further work at Edinburgh Meeting House were delayed by the impact of Covid.

DONATIONS AND GRANTS

The voluntary contributions of those who attend our Meetings for Worship are our major source of income, and help to support the upkeep and development of the two meeting houses, as well as supporting the Meeting's charitable activities. Trustees are very grateful to members and attenders for their generosity.

The Area Meeting itself provides funds:

- for the work of the Religious Society of Friends within Britain and abroad (as funded through Britain Yearly Meeting);
- to General Meeting for Scotland as support for Scottish ecumenical and interfaith initiatives;
- for the support of the Scottish Parliamentary Liaison Officer (funded through General Meeting for Scotland and Britain Yearly Meeting);
- to its members and others to attend Quaker meetings and conferences;
- to support charitable work undertaken by its own members and for other charities undertaking work supported by the membership and in line with our charitable objectives.

The Area Meeting has been the fortunate recipient of a legacy established as the John Wigham (Enjoyment) Trust. This makes grants to *"deserving persons resident in Scotland who owing to straitened circumstances are unable to enjoy the usual pleasures of life, the purpose of such grants being to provide the recipients with some additional comfort or pleasure of an exceptional nature over and above the usual necessities of life."* Since the Trust was established in 2002, more than 150 grants have been distributed to Quakers and

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non-Quakers from all over Scotland to enable them to experience some aspect of enjoyment in their lives. Reports on grants made by the trust are made regularly to Area Meeting in session, the minutes of those sessions being printed in the Area Meeting's own newsletter, *SESAME*.

FINANCIAL REVIEW

The results for the year and the charity's financial position at the end of the year are shown in the attached financial statements.

OVERVIEW OF INCOME AND EXPENDITURE

The net financial result before other recognised gains was a deficit of £91,841 as compared to a deficit of £31,112 in 2020. The overall result in 2021, after accounting for investment gains, is a loss of £58,581 compared to a loss of £10,662 as reported in 2020. The increase in deficit in 2021 is a result of the continuing coronavirus pandemic and limitation on use of the Edinburgh Meeting House to generate room hire and other trading income. Although support from the Coronavirus Job Retention Scheme continued to 30 September 2021, the Area Meeting was not eligible for further Business Support from local Councils, as it had been in 2020. This has resulted in a loss of approximately £56,000 of income compared to 2020. Expenditure was marginally up on 2020 but reductions in grant making were more than offset by increases in planned and unplanned building maintenance and repairs to both Victoria Terrace and Kelso meeting houses, delayed from 2020 as a result of the pandemic.

CAPITAL EXPENDITURE

Following the quinquennial reviews of our meeting houses, trustees started planning for repair work and for upgrading of the thermal performance of the meeting houses in early 2020. However, both programmes were interrupted by the response to the pandemic starting in March 2020. This planned work involved some internal repair work and improvement of insulation and the installation of double glazing at Kelso; in Edinburgh there was some essential stonework repair to the frontage along Upper Bow as well as redecoration and draught-proofing of some of the windows on the west frontage, including of the meeting house library and kitchen and the two flats owned by SESAM. However, all this work was delayed and those projects were only completed in 2021. Further work remains to be done on the courtyard side of the Edinburgh building, along with some internal improvements and upgrades.

RESERVES POLICIES AND LEGACIES

As explained in previous reports, our capital development of the two meeting houses is expensive and can only be afforded intermittently. In the past we have been able to draw extensively on grant support, supplemented by reserves built up largely from legacies received by the Area Meeting. Since receipt of the large legacy from our Friend Catriona Collins in 2018 we have been able to set aside a fund which we planned to draw on for the improvement work described above. In general, we aim to maintain accessible reserves of

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around £100,000 to £120,000; this situation is under continual review given the difficult circumstances resulting from the pandemic and, from the start of 2022, both the international situation and the rapidly rising rate of inflation.

INVESTMENTS POLICY

When the Area Meeting set up an account with Rathbone Greenbank in 2019, it was agreed that investments should be made in funds with agreed ethical objectives, a low risk profile and an intended investment period of three to five years. It was agreed with Rathbone Greenbank in late 2021 that there should be a review to take account of changing circumstances. Trustees remain committed to ethical objectives.

FUNDS

Restricted Funds are those where the donor has stipulated the use for which the funds may be used. Funds at the disposal of Local Meetings have been confirmed as restricted funds. Unrestricted Funds are those which may be spent entirely at the discretion of the Area Meeting within the terms of its charitable aims. Funds which the Area Meeting has set aside for specific projects are treated as Designated Funds.

The land and buildings in Edinburgh and Kelso belonging to the Area Meeting were revalued professionally in 2019. It is the trustees' policy not to depreciate them but to revalue them every five years.

FUNDING SOURCES

The Area Meeting is very dependent on the donations that it receives from its members, who are generous. They may request that all or part of their donation is passed on for the use of a Local Meeting, or some may be sent out with SESAM's area to support the work of General Meeting for Scotland or Britain Yearly Meeting. Many members also contribute regularly by cash donations following Meetings for Worship, a source of funding that continued to be much reduced in 2021 while worship in person was only intermittently possible and there were concerns about the handling of cash.

In normal years, income is received from letting out rooms in both meeting houses to external organisations (many being charities or community groups) when they are not needed for Quaker activity. Funds raised through these lettings are used to support the employment of a number of staff to manage the facilities at the Meeting House in Edinburgh. A management committee supports these staff and reviews their contracts of employment regularly; it keeps the use of the Edinburgh rooms under review, undertaking the updating of lettings policies and charges, health and safety issues and so on. As a result of the pandemic, much time in 2021, as in 2020, was spent in revising health and safety guidelines in the hope that the Meeting House would be able to reopen. Although reopening was only possible to a limited extent in 2021, the work was necessary and formed the basis of policies when room hires restarted. In 2021, the committee met frequently at the start of the year but was able to reduce the number of meetings gradually over the year. As in 2020, the trustees and management committee were grateful for the advice of the Area Meeting's accountant, Heather Hartman, which helped inform their decision-making.

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In normal years in the past, the Edinburgh Meeting House was used as a venue for the Edinburgh Festival Fringe each August, staffed by volunteers both from within the Area Meeting and from other Quaker meetings. Large numbers of members of the public attended the performances and also used the opportunities that were offered for rest and refreshment. Considerable income was raised through the Festival Fringe performances and the associated activities; this was used to support several external charities as well as funding various aspects of Quaker activity. Because of government restrictions imposed to limit the spread of Covid-19, it was not possible to hold a festival in 2020 or 2021. As a result, the Area Meeting was not able to offer financial support to external charities as it would normally, or to use funds from Festival bookings to support its own activities.

GRANT-MAKING POLICY

Every year the Area Meeting makes contributions to both Britain Yearly Meeting and General Meeting for Scotland to fund their general work in supporting Quaker witness in Britain and in Scotland as well as further afield. In addition, Britain Yearly Meeting provides technical support and training for those who serve their Meetings in specialised areas such as trustees, treasurers, clerks and registering officers. General Meeting for Scotland undertakes representational work among religious groups in Scotland and provides a forum for the four Area Meetings in Scotland to share matters of common concern. General Meeting for Scotland also provides guidance and some funding for the Parliamentary Engagement Officer employed in Scotland by Britain Yearly Meeting. Because General Meeting's expenses were less during the pandemic, the quota payments made by each Scottish Area Meeting were lower.

Following receipt of the large legacy in 2018 the trustees substantially increased the annual donation passed on to Britain Yearly Meeting from unrestricted funds to about £55,000 in both 2018 and 2019. However, in view of the financial situation created by the pandemic this was reduced to £30,000 in 2020 and to £25,000 in 2021.

As reported in 2019, it was agreed that the sum of £10,000 should be passed from a recent legacy to support Scottish work of the Campaign Against Arms Trade. Following the appointment of a Scottish co-ordinator in 2020, £5,000 was contributed to the Campaign's expenses in 2020, with a similar contribution being passed on early in 2021.

PLANS FOR FUTURE PERIODS

The priority of the Area Meeting is to maintain and support its worshipping communities within the area of South East Scotland, encouraging the establishment of further groups whenever possible. It also has a responsibility to increase the profile of Quakerism within this area and it undertakes periodic outreach activities. 2021 continued to be a challenging year in this respect. Meetings for Worship remained on-line for much of the year and in-person Meetings were often blended with, Friends also able to join online. As indicated in the 2020 report, the trustees were considering substantial investment to prepare the Edinburgh Meeting House to host such blended Meetings. Improvements took

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longer to carry out than had been anticipated, partly because of difficulties in obtaining equipment and partly because the preferred supplier had many other commitments including work in connection with COP26 in Glasgow. Nevertheless, a start was made and only the improved microphone set-up was incomplete at the end of the year.

STRUCTURE, GOVERNANCE AND MANAGEMENT

ORGANISATION AND AFFILIATION

The Area Meeting is a constituent part of Britain Yearly Meeting of the Religious Society of Friends (Quakers). This is a Christian denomination founded in the seventeenth century. For charitable purposes, its principal objective is the advancement of religion.

Quaker Faith and Practice is regarded as the nearest equivalent of a governing document for the whole Religious Society, being a book of faith and practice constituting the Society's Christian discipline. It was first issued in manuscript form in 1738 and has been rewritten periodically. The most recent (fifth) print edition was published in 2013. The online edition includes later updates.

Britain Yearly Meeting of the Religious Society of Friends currently contains 70 Area Meetings (as well as a number of wider groupings encompassing several Area Meetings). Membership of the Society is held within an Area Meeting, and this is also the main charitable and accounting unit.

South East Scotland Area Meeting is one of four making up the General Meeting for Scotland. It comprises 239 members (235 in 2020) worshipping in nine separate Local Quaker Meetings and two worshipping groups; the largest are Central and South Edinburgh with 93 (94 in 2020) and 37 (35 in 2020) members respectively. In addition, a similar number of non-members (known as 'attenders') regularly attend meetings for worship and participate fully in the life of the Society.

Decisions affecting the life and work of the charity are taken corporately by the membership within the context of a Meeting for Worship for business, God's will for the meeting being discerned without the need for voting when the meeting takes place within a spirit of worship. Minutes are approved at the conclusion of each item of business when unity has been reached.

GOVERNANCE AND CHARITABLE TRUSTEES

The Area Meeting adopted its governing document at a meeting held on 27 October 2007. Minor revisions were adopted on 8 September 2021. Its trustees are all members of the Religious Society of Friends and are appointed under the terms of this governing document. They report regularly to sessions of the Area Meeting.

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The Area Meeting also appoints office bearers (who are not trustees for the purposes of the Charities Accounts (Scotland) Regulations). They include a clerk and assistant clerk, a registering officer for marriages and members of an Area Meeting nominations committee. The Area Meeting treasurer (co-treasurers until 30 September 2021) is a trustee *ex officio*.

The process for the appointment of trustees is that names are brought forward by the Area Meeting's nominations committee; appointment is by minute of the Area Meeting in session. There is a process for inducting new trustees who are also encouraged to attend a training course for Quaker trustees either held at Woodbrooke Quaker Study Centre, Birmingham or online. Other events are organised by Britain Yearly Meeting to enable trustees and treasurers from Area Meetings throughout Britain to meet in person or online and to share best practice and experience.

RISK MANAGEMENT

An assessment has been made of the major risks to which the charity is exposed, and systems are in place to mitigate its exposure to such risks. This process is ongoing and, in 2020 and 2021, included risk assessments for the reopening of Meetings for Worship during the current pandemic. Architects undertake quinquennial inspections of both meeting houses, the latest being in late 2019. These reports give the trustees warning of major issues as well as detailed information to assist them with any minor repairs that are required.

Area Meeting policies covering safeguarding, health and safety and food hygiene are in place. The safeguarding policy is under review. The actions required by the General Data Protection Regulation (GDPR), which came into effect in May 2018, have been completed.

THE AREA MEETING'S RESPONSIBILITIES

Law applicable to charities in Scotland requires the Area Meeting to prepare financial statements for each financial year which give a true and fair view of its financial activities during the year and of its financial position at the end of the year. In preparing its financial statements, the Area Meeting is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Statement of Recommended Practice for Charities (the Charities SORP);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Area Meeting will continue in operation.

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The Area Meeting has appointed a body of trustees as required by its 2007 governing document. The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Area Meeting and which enable the trustees to report that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, and the Charities Accounts (Scotland) Regulations 2006 (as amended), the Area Meeting's governing document, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities.

The trustees are responsible for safeguarding the assets of the Area Meeting and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with good practice recommendations by OSCR, all Trustees have completed a declaration of eligibility.

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REFERENCE AND ADMINISTRATIVE DETAILS

SCOTTISH CHARITY NUMBER: SC019165

PRINCIPAL OFFICE:

The Quaker Meeting House, 7 Victoria Terrace, Edinburgh EH1 2JL

ADVISERS:

Accountant

Heather Hartman BA (Hons) CA,
Hartman Figures Limited T/A Charity Figures
c/o 9 Ainslie Place, Edinburgh, EH3 6AT

Independent Examiner

David Jeffcoat FCCA,
Alexander Sloan (Accountants and Business Advisers),
1 Lochrin Square, 92-98 Fountainbridge, Edinburgh EH3 9QA.

Bankers

Bank of Scotland,
61 Leith Walk, Edinburgh EH6 8LS

Triodos Bank,
Deanery Road, Bristol BS1 5AS

Charity Bank Ltd.,
Fosse House, 182 High Street, Tonbridge TN9 1BE

Investment Managers

Rathbone Greenbank Investments,
10 Queen Square, Bristol BS1 4NT

Solicitors

Balfour and Manson, 54-66 Frederick Street, Edinburgh EH2 1LS

OFFICE BEARERS (2021):

Alastair Cameron (Area Meeting Clerk)

Catherine Dyer (Area Meeting Assistant Clerk)

Jacqueline Noltingk (Co-Treasurer to 30 September 2021 and treasurer from 1 October 2021)

John Phillips (Co-Treasurer) (to 30 September 2021)

KEY MANAGEMENT PERSONNEL

Meeting House managers

Antony Wilkes and Susan Proudlove
Michael Stokes

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TRUSTEES

(during 2021 and at the time of signing this report):

Kathryn Arnot	Philip Lucas
Jennifer Copsey (appointed from 1 July 2021)	Jacqueline Noltingk
Madeleine Harding	John Phillips (to 30 September 2021)
(appointed from 1 October 2021)	David Somervell (to 31 March 2022)
Kenneth Jobling	Neil Turner (Clerk to the Trustees)

TRUSTEES (at the time of signing this report):

Ben Davies (appointed from 1 April 2022)

Alastair Cameron (Clerk to the Area Meeting), Catherine Dyer (Assistant Clerk to the Area Meeting) and David Sterratt (Convenor of the Meeting House Management Committee) attended meetings of trustees during the year.

This Report was approved by the trustees on 14 June 2022. It was signed on their behalf by Neil Turner.

This Report and the Statement of Accounts for 2021 were presented to an Area Meeting held in Kelso on 25 June 2022 and the Clerk of the Area Meeting was authorized to sign them.



Neil Turner (Clerk to Trustees)



Alastair Cameron (Area Meeting Clerk)

Date: 25 June 2022

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
OF THE AREA MEETING

I report on the financial statements for the year ended 31st December 2021 as set out on pages 16 to 32.

Respective responsibilities of the Trustees and the Independent Examiner

The trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The trustees consider that the audit requirement of Regulation 10(1) (a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the 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 Regulation 11 of the Charities Accounts (Scotland) Regulation 2006 (as amended). An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:

1. That gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with Section 44 (1)(a) of The Charities and Trustee Investment (Scotland) Act 2005 and Regulation 4 of the 2006 Accounting Regulations (as amended); and
 - to prepare accounts which accord with the accounting records and comply with Regulation 8 of the Accounting Regulations 2006 (as amended) 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.



David Jeffcoat FCCA
Alexander Sloan
1 Lochrin Square
92-98 Fountainbridge
Edinburgh EH3 9QA

Date: 25th June 2022

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STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted £	Restricted £	2021 £	2020 £
Income from:					
Donations and legacies	3	62,279	33,180	95,459	91,539
Charitable activities	4	5	694	699	3,422
Other trading activities	5	13,938	351	14,289	39,294
Investment income	6	5,337	59	5,396	6,981
Other income	7	24,347	-	24,347	55,566
Total income		105,906	34,284	140,190	196,802
Expenditure on:					
Raising funds	8	83,728	740	84,468	77,852
Charitable activities	9	121,191	26,372	147,563	150,062
Total resources expended		204,919	27,112	232,031	227,914
Net incoming resources before other recognised gains / (losses)		(99,013)	7,172	(91,841)	(31,112)
Unrealised gains on investments	16	32,225	-	32,225	21,118
Realised gains/(losses) on investments		1,035	-	1,035	(668)
Gains on revaluation of fixed assets		-	-	-	-
Net (expenditure)/ income		(65,753)	7,172	(58,581)	(10,662)
Gross transfers between funds		28,934	(28,934)	-	-
Net movement in funds		(36,819)	(21,762)	(58,581)	(10,662)
Total funds at 1 January 2021		2,131,666	121,893	2,253,559	2,264,221
Total funds at 31 December 2021		2,094,847	100,131	2,194,978	2,253,559

The charity has no other recognised gains or losses other than the result for the year as set out above. All activities of the charity are classified as continuing.

The notes on pages 18 to 32 form part of the financial statements.

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BALANCE SHEET			
	Notes	2021 £	2020 £
Fixed assets			
Tangible assets	15	1,552,869	1,524,370
Investments	16	445,148	410,700
		<hr/>	<hr/>
		1,998,017	1,935,070
Current assets			
Debtors	17	11,362	12,997
Short term deposits		70,400	101,149
Cash at bank and in hand		149,560	231,665
		<hr/>	<hr/>
		231,322	345,811
Creditors: Amounts falling due within one year	18	(34,361)	(27,322)
		<hr/>	<hr/>
Net current assets		196,961	318,489
		<hr/>	<hr/>
Total assets less current liabilities		2,194,978	2,253,559
		<hr/> <hr/>	<hr/> <hr/>
Funds			
Unrestricted funds	19		
General funds		516,935	577,340
Designated funds			
Property & Property Improvements		1,510,000	1,510,000
Fixtures and fittings		20,105	10,020
Various		47,807	34,306
		<hr/>	<hr/>
		2,094,847	2,131,666
Restricted funds	20	100,131	121,893
		<hr/>	<hr/>
		2,194,978	2,253,559
		<hr/> <hr/>	<hr/> <hr/>

These accounts were approved at an Area Meeting held on 25 June 2022 and signed by:



Jacqueline Noltingk (Treasurer to Area Meeting)



Neil Turner (Clerk to Trustees)

The notes on pages 18 to 32 form part of the financial statements.

**RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING**

YEAR ENDED 31 DECEMBER 2021

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

1. CHARITY INFORMATION

The Religious Society of Friends (Quakers): South East Scotland Area Meeting is an unincorporated Scottish charity with registered number SC019165. The Principal Office is: The Quaker Meeting House, 7 Victoria Terrace, Edinburgh EH1 2JL.

2. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The accounts 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 (FRS102)– Charities SORP (FRS102) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

The presentational currency in the financial statements is Pound Sterling and the level of rounding is to the nearest pound.

Religious Society of Friends (Quakers) South East Scotland Area Meeting meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless stated in the relevant accounting policy note(s).

Judgements and Key Sources of Estimation Uncertainty

The preparation of the financial statements requires the Trustees to make judgements, estimates and assumptions which affect reported income, expenditure, assets and liabilities. Use of available information and application of judgement are inherent in the formation of estimates, together with past experience and expectations of future events that are believed to be reasonable. Actual results in the future could differ from such estimates.

Judgements

The judgements (apart from those involving estimations) that management have made in the process of applying the entity's accounting policies and that have the most significant effect on the amounts recognised in the financial statements are as follows:

In relation to the charity's properties: The Trustees consider that the value of the properties at 31 December 2021 is not materially different to the amounts reported in professional valuations carried out in April 2019.

Key sources of estimation uncertainty

Accounting estimates and assumptions are made concerning the future and, by their nature, will rarely equal the related actual outcome. The key assumptions and other sources of estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are as follows:

The estimated useful economic life and residual value of the properties is considered to be not materially different to the current value stated in the accounts and consider a depreciation charge in respect of the properties is not necessary.

RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING

YEAR ENDED 31 DECEMBER 2021
NOTES FORMING PART OF THE FINANCIAL STATEMENTS

2. ACCOUNTING POLICIES (cont'd)

Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the ability of the charity to continue as a going concern for the foreseeable future. Accordingly, the accounts have been prepared on a going concern basis.

Income

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

- Income from donations and legacies includes all income that is in substance a gift, made to the charity on a voluntary basis. This is included in full in the Statement of Financial Activities when receivable. Grants of a general nature, where entitlement is not conditional on delivery of a specified level of service, are recognised when the charity becomes unconditionally entitled to the grant. A legacy, in whole or part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.
- Income from charitable activities includes income earned both from the supply of services and from performance-related grants which have conditions that specify the provision of particular services to be provided by the charity. Grants where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.
- Income from other trading activities includes income earned from trading activities to raise funds for the charity and is recognised when receivable. The Quaker Meeting House in Edinburgh is used as a venue during the Edinburgh International Festival Fringe in normal years. Members from throughout the Area Meeting participate in all aspects of running this venue, funds raised through and expended on behalf of this activity being accounted for in a separate festival committee account, a designated fund of the Area Meeting. In addition, funds are raised through sales for the public, including catering, within the Edinburgh meeting house.
- Investment income is included when receivable.
- **Acting as agent:** The Area Meeting acts as agent in passing funds, received from the public for performances during the Edinburgh Festival Fringe, directly to performing companies. These transfers are not shown in the accounts.

RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING

YEAR ENDED 31 DECEMBER 2021
NOTES FORMING PART OF THE FINANCIAL STATEMENTS

2. ACCOUNTING POLICIES (cont'd)

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay. All costs have been directly attributed to one of the functional categories of resources expended in the Statement of Financial Activities. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

- Expenditure on raising funds includes all expenditure incurred by a charity to raise funds for its charitable purposes. It comprises expenditure incurred in advertising Quaker activities to the public and in selling items (such as refreshments) to the public in the Quaker meeting houses. The expenses shown are the cost of such items as well as the cost associated with using the meeting house as a venue during the Edinburgh Festival Fringe.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries including grant making. It includes both costs that can be directly attributed to such activities and those of an indirect nature necessary to support them including costs related to the governance of the charity.
Grants payable are made in line with the objectives of the Area Meeting. The Area Meeting gives priority to Quaker bodies, but does consider grants to other organisations.

The value of services provided by volunteers has not been included in these accounts as the monetary value is not easily measured.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. They comprise the costs associated with employing the meeting house managers and with running the two Quaker meeting houses. The meeting houses support all Quaker activity within the Area Meeting and, in addition, they provide a facility for the use of local communities (through which they contribute to Quaker fundraising).

The bases on which support costs have been allocated are set out in note 9.

Pensions

The charity operates a defined contribution pension scheme for all employees who have elected to participate. The assets of the schemes are held separately from those of the charity in an independently administered fund.

Fund accounting

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available for any purpose of the Area Meeting. The Area Meeting makes transfers for internal purposes between its funds; these are shown gross in the Statement of Financial Activities (SOFA) and in more detail in Notes 18 and 19.

Designated funds are unrestricted funds earmarked by the charity for particular purposes.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING

YEAR ENDED 31 DECEMBER 2021
NOTES FORMING PART OF THE FINANCIAL STATEMENTS

2. ACCOUNTING POLICIES (cont'd)

Fixed assets

- Land and buildings are shown at their market value at the date of their valuation with no adjustments for appreciation or depreciation. They are revalued at approximately five-year intervals; the trustees do not believe that more frequent revaluation would be warranted.
- All capital expenditures over £250 are capitalised by the charity for its charitable purposes.
- Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life as follows: Fixtures and fittings: - 20 % straight line.

Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the market value at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The charity does not acquire put options, derivatives or other complex financial instruments.

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of the investors to investment risk, and changes in sentiment concerning equities and within particular sectors and sub sectors.

Debtors

Debtors are recognised at the settlement amount due after any discount offered. Prepayments are recognised at the amount prepaid after taking account of any discounts due.

Cash at Bank and In Hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or the opening of the deposit or similar account.

Creditors

Creditors are recognised where South East Scotland Area Meeting has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any discounts due.

Financial Instruments

The charity only has financial assets and financial liabilities that qualify as basic financial instruments. Basic financial instruments are initially measured at transaction value and subsequently measured at their settlement value.

RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING

YEAR ENDED 31 DECEMBER 2021
NOTES FORMING PART OF THE FINANCIAL STATEMENTS

3. Donations and legacies

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Donations from members and Other individuals	61,279	32,930	94,209	88,139
Legacies	-	250	250	2,000
Grants: <i>Francis Camfield Trust</i>	1,000	-	1,000	1,400
	<u>62,279</u>	<u>33,180</u>	<u>95,459</u>	<u>91,539</u>

The income from donations and legacies totalled £95,459 (2020: £91,539) of which £62,279 was unrestricted (2020: £57,436) and £33,180 was restricted (2020: £34,103). The charity benefits greatly from the involvement and enthusiastic support of volunteers, details of which are given in our annual report. In accordance with accounting standards, the economic contribution of general volunteers is not measured in the accounts.

4. Income from charitable activities

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Income from Quaker activities	5	694	699	3,422
	<u>5</u>	<u>694</u>	<u>699</u>	<u>3,422</u>

The income from charitable activities in the year totalled £699 (2020: £3,422) of which £5 was unrestricted (2020: £385) and £694 (2020: £3,037) was restricted.

5. Income from other trading activities

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Room lettings	11,419	-	11,419	19,386
Letting catering	1,413	-	1,413	13,552
Quaker Centres Gathering	-	-	-	4,658
Festival venue fee income	262	-	262	-
Festival venue café/tea-room sales	-	-	-	-
Sales of books, foyer refreshments, B & B income etc	844	351	1,195	1,698
	<u>13,938</u>	<u>351</u>	<u>14,289</u>	<u>39,294</u>

The income from other trading activities in the year totalled £14,289 (2020: £39,294) of which £13,938 (2020: £39,250) was unrestricted and £351 (2020: £44) was restricted.

RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING

YEAR ENDED 31 DECEMBER 2021
NOTES FORMING PART OF THE FINANCIAL STATEMENTS

6. Investment Income	Unrestricted Funds £	Restricted Funds £	2021 Total £	2020 Total £
Dividends	5,092	-	5,092	5,402
Bank interest	245	59	304	1,579
	<u>5,337</u>	<u>59</u>	<u>5,396</u>	<u>6,981</u>

The income from investment income in the year totalled £5,396 (2020: £6,981) of which £5,337 (2020: £6,797) was unrestricted and £59 (2020: £184) was restricted.

7. Other Income

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Grants: <i>City of Edinburgh Council</i>	-	-	-	25,000
<i>Business Support Fund (BSF)</i>	-	-	-	7,500
<i>Scottish Borders Council BSF</i>	-	-	-	23,066
<i>Coronavirus Job Retention Scheme</i>	24,347	-	24,347	
	<u>24,347</u>	<u>-</u>	<u>24,347</u>	<u>55,566</u>

The other income in the year totalled £24,347 (2020: £55,566) of which £24,347 (2020: £55,566) was unrestricted and £nil (2020: £nil) was restricted.

8. Analysis of expenditure on raising funds

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Goods for sale at meeting house	994	-	994	6,972
Festival venue costs	221	-	221	-
Cost of sale items & tea-room costs	-	-	-	-
Periodicals & PRS cost	101	-	101	-
Cost of fundraising	-	-	-	-
Support costs of raising funds (note 10)	82,412	740	83,152	70,880
	<u>83,728</u>	<u>740</u>	<u>84,468</u>	<u>77,852</u>

The expenditure on raising funds in the year totalled £84,468 (2020: £77,852) of which £83,728 (2020: £77,189) was unrestricted and £740 (2020: £663) was restricted.

**RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING**

YEAR ENDED 31 DECEMBER 2021

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

9. Analysis of expenditure on charitable activities

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Grant Making:				
Britain Yearly Meeting	25,000	9,500	34,500	41,133
General Meeting for Scotland	1,277	2,388	3,665	7,101
Northern Friends Peace Board	2,115	-	2,115	2,250
Campaign Against Arms Trade	5,000	-	5,000	5,000
Northern Friends Youth Events Trust	-	-	-	1,300
Peace & Justice Centre	400	100	500	119
Various grants < £1,000*	294	7,994	8,288	10,815
	<u>34,086</u>	<u>19,982</u>	<u>54,068</u>	<u>67,718</u>
Quaker Activities:				
Attendance at conferences & meetings	800	-	800	2,470
Bursary help (requested by overseers)	580	220	800	2,735
Committee expenses	-	51	51	8
Administration costs	-	17	17	623
Books, newsletters, publicity & outreach	2,791	208	2,999	1,335
Reg' & memb'ship of other org's	272	-	272	172
Activities within local meetings	249	175	424	2,425
Premises costs of local meetings	-	4,979	4,979	1,696
	<u>4,692</u>	<u>5,650</u>	<u>10,342</u>	<u>11,464</u>
Support costs (see note 10)	<u>82,413</u>	<u>740</u>	<u>83,153</u>	<u>70,880</u>
TOTAL	<u><u>121,191</u></u>	<u><u>26,372</u></u>	<u><u>147,563</u></u>	<u><u>150,062</u></u>

*All grants were made to organisations, with the exception of expenditure of £510 from the John Wigham (Enjoyment) Fund, made to individuals under the terms of the bequest. Contributions by members of Local Meetings for Special Collections passed on £694 (2020: £2,620) for various charitable purposes.

The expenditure on charitable activities in the year totalled £147,563 (2020: £150,062) of which £121,191 (2020: £119,990) was unrestricted and £26,372 (2020: £30,072) was restricted.

RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING

YEAR ENDED 31 DECEMBER 2021

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

10. Analysis of support and governance costs

The charity initially identifies the costs of its support functions. It then identifies those costs that relate to the governance function. Governance costs and other support costs are apportioned separately between charitable activities and raising funds for the year. Refer to the table below for the analysis of support and governance costs and the basis of apportionment.

	2021 £	2020 £
<u>Meeting House expenses</u>		
Wages and salaries (note 13)	65,562	66,456
Council tax and utilities	14,795	14,538
Repairs and maintenance	14,864	10,528
Building upgrades	28,747	2,690
Professional fees	2,850	7,509
Insurance	5,192	5,002
Cleaning	928	4,936
Office costs and minor purchases	5,862	8,434
Staff training and miscellaneous expenditure	247	561
 <u>Support of the Area Meeting</u>		
Accounting support	6,508	7,005
Independent examiner's fees (governance)	1,784	1,760
Investment management fees	3,843	3,431
Computing support, postage	17	379
Depreciation of fixed assets	15,106	8,531
	<hr/>	<hr/>
	166,305	141,760
	<hr/>	<hr/>
 50% allocation to raising funds (based on time)	83,152	70,880
50% allocation to charitable activities (based on time)	83,153	70,880
	<hr/>	<hr/>
	166,305	141,760
	<hr/>	<hr/>

RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING

YEAR ENDED 31 DECEMBER 2021

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

11. Summary analysis of expenditure and related income for charitable activities

	Grant Making £	Quaker Activities £	2021 Total £	2020 Total £
Costs	(54,068)	(93,495)	(147,563)	(150,062)
Income from Quaker activities	694	5	699	3,422
	<hr/>	<hr/>	<hr/>	<hr/>
Net cost funded from other income	(53,374)	(93,490)	(146,864)	(146,640)
	<hr/>	<hr/>	<hr/>	<hr/>

12. Net income for the year

This is stated after charging:

	2021 £	2020 £
Depreciation	15,106	8,531
Independent examination fee	1,784	1,760
	<hr/>	<hr/>

13. Staff Costs

	2021	2020
The number of staff on a head count basis during the year was	9	9
	<hr/>	<hr/>
	2021 £	2020 £
<u>Staff costs comprise:</u>		
Salaries and wages	62,998	64,068
Employer's social security costs	-	-
Employer's pension costs	2,564	2,388
	<hr/>	<hr/>
	65,562	66,456
	<hr/>	<hr/>

No employee was paid a salary of more than £60,000 per annum in the current or previous years. The average number of full-time staff (full time equivalents) was 2.5 (2020: 2.5).

Remuneration of key management personnel for the year, including pension contributions was £44,122 (2020: £39,891).

The office bearers were not paid remuneration, but one office bearer was reimbursed for postage totalling £17 (2020: postage £578).

RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING

YEAR ENDED 31 DECEMBER 2021

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

14. Taxation

As a charity, the Area Meeting is exempt from corporation tax on its charitable activities.

15. Fixed Assets

	Property/ improvements £	Fixtures & Fittings £	Total £
<u>Cost/valuation</u>			
As at 1 January 2021	1,510,000	88,689	1,598,689
Additions during year	-	43,605	43,605
Disposals	-	-	-
	-----	-----	-----
As at 31 December 2021	1,510,000	132,294	1,642,294
	-----	-----	-----
<u>Depreciation</u>			
As at 1 January 2021	-	74,319	74,319
Charge for year	-	15,106	15,106
Released on disposals	-	-	-
	-----	-----	-----
Depreciation at 31 December 2021	-	89,425	89,425
	-----	-----	-----
<u>Net Book Value</u>			
As at 31 December 2021	1,510,000	42,869	1,552,869
	=====	=====	=====
As at 31 December 2020	1,510,000	14,370	1,524,370
	=====	=====	=====

The three Edinburgh properties were valued in April 2019 by Ryden Property Consultants and Laing & Co Property Consultants. They considered the market value of the properties to be £1,380,000 on this date. The Kelso property was also valued in April 2019 by Hastings Property, Kelso. The market value was considered to be £130,000. The Trustees consider that the market value of the properties at 31 December 2021 is unlikely to be materially different to the April 2019 valuation amounts and therefore consider it reasonable to carry these values in the accounts. The following summarises the values at the time of the valuations:

	Edinburgh Meeting House	Flat 4, 6 Upper Bow, Edinburgh	Flat 3F2, 6 Upper Bow, Edinburgh	Kelso Meeting House
Market valuation:	£800,000	£340,000	£240,000	£130,000

YEAR ENDED 31 DECEMBER 2021
NOTES FORMING PART OF THE FINANCIAL STATEMENTS

	2021	2020
	£	£
Market value of quoted investments at 1 January 2021	369,752	352,323
Additions	41,503	18,594
Disposals	(12,191)	(22,283)
Unrealised gains on revaluation	32,225	21,118
	<hr/>	<hr/>
Market value of investments at 31 December 2021	431,289	369,752
Cash held as part of the portfolio	13,859	40,948
	<hr/>	<hr/>
	445,148	410,700
	<hr/>	<hr/>
Historical cost of investments at 31 December 2021	361,289	356,497
	<hr/>	<hr/>
	<hr/>	<hr/>
	2021	2020
	£	£
The portfolio consists of:		
UK Equities	18,696	11,242
Overseas Equities	6,530	6,210
Unit Trusts	354,477	301,848
Bonds	51,586	50,452
Cash	13,859	40,948
	<hr/>	<hr/>
	445,148	410,700

The charity has managed the investment risks by retaining an expert advisor and operating an investment policy that provides for a high degree of diversification of holdings quoted on a recognised stock exchange. The charity does not make use of derivatives and other similar complex financial instruments.

**RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING**

**YEAR ENDED 31 DECEMBER 2021
NOTES FORMING PART OF THE FINANCIAL STATEMENTS**

17. Debtors

	2021	2020
	£	£
Debtors	7,733	9,540
Prepayments	3,629	3,457
	<hr/>	<hr/>
Total	11,362	12,997
	<hr/>	<hr/>

18. Creditors: amounts falling due within one year

	2021	2020
	£	£
Creditors	14,480	10,979
Accruals	8,881	5,343
Loans: Loans from members	11,000	11,000
	<hr/>	<hr/>
Total	34,361	27,322
	<hr/>	<hr/>

Loans from members: At 31 December 2021, £11,000 was outstanding (2020: £11,000). All loans are interest free and repayable on request within one month.

19. Unrestricted Funds – Current Year

	Balance at 1/1/21 £	Incoming £	Outgoing £	Transfers £	Gain on revaluation £	Balance at 31/12/21 £
General account	577,340	67,430	(78,890)	(82,205)	33,260	516,935
Property account	1,510,000	-	-	-	-	1,510,000
Capital account	14,725	-	-	-	-	14,725
Festival account	1,659	262	(221)	(131)	-	1,569
Victoria Terrace	12,814	37,245	(98,546)	58,219	-	9,732
Kelso Meeting House	4,841	969	(18,831)	34,535	-	21,514
Library Committee account	267	-	-	-	-	267
Fixtures and fittings	10,020	-	(8,431)	18,516	-	20,105
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	2,131,666	105,906	(204,919)	28,934	33,260	2,094,847
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING

YEAR ENDED 31 DECEMBER 2021

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

19. Unrestricted Funds – Prior Year

	Balance at 1/1/20 £	Incoming £	Outgoing £	Transfers £	Gain on revaluation £	Balance at 31/12/20 £
General account	578,986	95,868	(60,381)	(57,583)	20,450	577,340
Property account	1,510,000	-	-	-	-	1,510,000
Capital account	14,725	-	-	-	-	14,725
Festival account	867	807	(15)	-	-	1,659
Victoria Terrace	21,817	59,704	(122,901)	54,194	-	12,814
Kelso Meeting House	3,032	3,055	(7,170)	5,924	-	4,841
Library Committee account	267	-	-	-	-	267
Fixtures and fittings	14,025	-	(6,712)	2,707	-	10,020
	<u>2,143,719</u>	<u>159,434</u>	<u>(197,179)</u>	<u>5,242</u>	<u>20,450</u>	<u>2,131,666</u>

The general account is used for the main income and expenditure items of the Area Meeting. The property account represents the market value of property held and the value of any improvements work during the year.

The capital account is a designated account for legacies and donations received by the Area Meeting utilised for major capital projects.

The Festival account is operated by the Festival Committee for the purpose of using the Edinburgh Quaker Meeting House as a venue during the Edinburgh Festival Fringe.

The Victoria Terrace account is for all transactions involved in running the Edinburgh Quaker meeting house, with the exception of its special use during the annual Edinburgh Festival.

The Kelso Meeting House account is used for all transactions involved in running the Kelso Quaker meeting house.

Library Committee account is for all transactions involved in the upkeep of the Meeting House Library.

Fixtures and fittings relate to the value of fixtures and fittings within the main meeting house at 7 Victoria Terrace.

For transfers between unrestricted and restricted accounts, see Note 20.

20. Restricted Funds – Current Year

	Balance at 1 Jan 2021 £	Incoming £	Outgoing £	Transfers £	Balance at 31 Dec 2021 £
John Wigham Trust	4,586	1,655	(510)	-	5,731
Local Quaker Meetings	116,135	21,142	(15,115)	(27,762)	94,400
Donations Fund	-	11,487	(11,487)	-	-
AV Project Fund	1,172	-	-	(1,172)	-
	<u>121,893</u>	<u>34,284</u>	<u>(27,112)</u>	<u>(28,934)</u>	<u>100,131</u>

**RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING**

YEAR ENDED 31 DECEMBER 2021

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

20. Restricted Funds – Prior Year

	Balance at 1 Jan 2020 £	Incoming £	Outgoing £	Transfers £	Balance at 31 Dec 2020 £
John Wigham Trust	4,499	1,087	(1,000)	-	4,586
Local Quaker Meetings	115,903	24,680	(19,206)	(5,242)	116,135
Donations Fund	-	10,201	(10,201)	-	-
Prison Work Fund	100	-	(100)	-	-
AV Project Fund	-	1,400	(228)	-	1,172
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	120,502	37,368	(30,735)	(5,242)	121,893
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

The John Wigham (Enjoyment) Trust was established when the Area Meeting received a legacy during 2002 from the late John Wigham for the purpose of establishing a trust to provide grants to “deserving persons resident in Scotland who owing to straitened circumstances are unable to enjoy the usual pleasures of life”. The trust was established by minute of South-East Scotland Monthly Meeting in November 2002. Inland Revenue recognition of the charitable purposes of the Trust was given in 2003. Grants may be made from income and from capital. The Area Meeting appointed three trustees who started recommending the award of grants during 2004.

Funds contributed by members or collected for use in Local Quaker Meetings within the area of South-East Scotland Area Meeting, and therefore not under the direct oversight of the Area Meeting itself, are shown as restricted. There are nine such funds, shown under the collective heading “Local Quaker Meetings”.

The Donations Fund contains donations made by members to be passed on for Quaker work out with the Area Meeting.

The Prison Work Fund contains a donation received from outside the Area Meeting for the benefit of work undertaken to support remand prisoners at HMP Saughton.

The AV Project fund is to support the upgrade of the AV equipment at 7 Victoria Terrace and a grant of £1,400 was received from Francis Camfield Trust in 2020 for this purpose.

Transfers between restricted and unrestricted funds:

Transfers: £28,934 was transferred from Local Quaker Meetings to the Victoria Terrace account and General account for the purposes related to the running of 7 Victoria Terrace and the Area Meeting during 2021.

**RELIGIOUS SOCIETY OF FRIENDS (QUAKERS)
SOUTH EAST SCOTLAND AREA MEETING**

YEAR ENDED 31 DECEMBER 2021

NOTES FORMING PART OF THE FINANCIAL STATEMENTS

21. Analysis of funds – Current Year

	Unrestricted funds £	Restricted funds £	2021 Total £	2020 Total £
Fixed assets	1,552,135	734	1,552,869	1,524,370
Investments	445,148	-	445,148	410,700
Current assets	131,525	99,797	231,322	345,811
Creditors	(33,961)	(400)	(34,361)	(27,322)
	<u>2,094,847</u>	<u>100,131</u>	<u>2,194,978</u>	<u>2,253,559</u>

Analysis of funds – Prior Year

	Unrestricted funds £	Restricted funds £	2020 Total £	2019 Total £
Fixed assets	1,524,370	-	1,524,370	1,527,506
Investments	410,700	-	410,700	388,010
Current assets	223,918	121,893	345,811	379,803
Creditors	(27,322)	-	(27,322)	(31,098)
	<u>2,131,666</u>	<u>121,893</u>	<u>2,253,559</u>	<u>2,264,221</u>

22. Commitments

The Area Meeting committed a conditional grant of £10,000 to Campaign Against The Arms Trade as at 31 December 2019. The outstanding commitment at 31 December 2021 is £nil (2020: £5,000).

23. Related party transactions

Related party transactions during the year are disclosed in note 13.