



**Religious Society of Friends (Quakers)  
West Scotland Area Meeting**  
Scottish charity number SC011234

**Trustees' Annual Report and Accounts**  
Year ending 31 December 2019

**Contents**

Trustees' Annual Report	Page	1
Independent Examiners Report	Page	9
Financial Statements	Page	10
Notes to the Accounts	Page	12

**Principal Office:**

Glasgow Meeting House, 38 Elmbank Crescent, GLASGOW G2 4PS

[www.quakerscotland.org/west](http://www.quakerscotland.org/west)

# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Trustees' Annual Report for year ending 31 December 2019

### Reference and administration details

#### Office bearers

Michael Hutchinson	Clerk	
Alastair Reid	Assistant Clerk	Appointment 13/04/19
Margaret Roy	Assistant Clerk	
Tim Denvir	Assistant Clerk	Date released 31/12/18
Margaret Morton	Treasurer	Date released 31/12/19
Kate Gulliver	Treasurer	Appointment 01/01/20

#### Trustees on date of approval of Trustees Annual Report

Liz Anderton		Appointment 13/04/19
Peter Christy		Appointment 12/03/18
Bronwen Currie	Clerk	Appointment 08/04/17
Tim Denvir		Appointment 01/01/19
Kate Gulliver	Ex-officio	Appointment 01/01/20
Mary Alice Mansell		Appointment 13/04/19
Clare Phillips	Asst Clerk	Appointment 01/01/16
Kate Philbrick		Appointment 13/04/19
Wendy Reynolds		Appointment 01/01/19
Margaret Roy	Ex-officio	Appointment 27/08/16
Tony Ellis		Appointment 09/03/20
Gill Reid		Appointment 09/03/20

#### Trustees who have completed their service

	Date released
Martha Hatch	31/12/19
Charlotte Wright	31/12/19
Margaret Morton	31/12/19

#### Premises

Glasgow Meeting House, 38 Elmbank Crescent, Charing Cross, GLASGOW G2 4PS  
Wigtown Meeting House, Chapel Court, WIGTOWN DG8 9ET

#### Bankers

Bank of Scotland, 1 Munro Rd, STIRLING FK7 7SY  
Ecology Building Society 7 Belton Rd, Silsden KEIGHLEY BD20 0EE  
CCLA Investment Management Ltd. 80 Cheapside, LONDON EC2V 6DZ  
Local Meetings also hold separate bank accounts.

#### Solicitors

Harper Macleod LLP Solicitors, The Ca'd'oro, 45 Gordon Street, Glasgow G1 3PE

#### Independent Examiner

Wylie & Bisset LLP, Chartered Accountants, 168 Bath Street, Glasgow G2 4TP

# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Trustees' Annual Report for year ending 31 December 2019

### Structure, governance and management

#### **Organisation**

West Scotland Area Meeting is the primary administrative unit for church affairs of the Religious Society of Friends (Quakers) in the area of West Scotland, and is itself a constituent part of Britain Yearly Meeting, which is the final constitutional authority of the Religious Society of Friends (Quakers) in Britain. The members of West Scotland Area Meeting are all those persons who are for the time being recorded in the official register maintained in accordance with the book of discipline of Britain Yearly Meeting, *Quaker Faith & Practice*. *Quaker Faith & Practice* is a book of faith and practice and constitutes the Christian discipline of the Religious Society of Friends in Britain. It was first issued in manuscript form in 1738 and has been revised at periodic intervals; the most recent 5<sup>th</sup> edition was published in 2013, revisions are added as required, online copy is available at <http://www.quakerweb.org.uk/qfp/>.

West Scotland Area Meeting along with the other three Area Meetings in Scotland form the membership of the General Meeting for Scotland, which acts on behalf of Britain Yearly Meeting in such procedures as may be required by the Scottish Parliament and Scottish legal affairs.

The constituent local Quaker meetings of West Scotland Area Meeting in 2019 were: Argyll, Arran, Ayrshire, Castle Douglas, Dumfries, Dunblane, Glasgow, Islay & Jura, Lanark, Milngavie, Mull & Iona and Wigtown Meeting.

#### **Governing Document**

West Scotland Area Meeting adopted a Governing Document, based on *Quaker Faith & Practice*, which has been approved by the Office of the Scottish Charities Regulator (OSCR).

#### **Trustees**

Trustees are appointed in accordance with the Governing Document. The names of members are brought forward by the Nominations Committee and appointed by West Scotland Area Meeting in session. Trustees are drawn from a number of our local Quaker meetings

Trustees are given a copy of the *Governing Document* and *Trustees Terms of Reference*; and directed to the *Handbook for Trustees of Quaker Meetings* and the *OSCR Guidance for Charity Trustees*, which are available on the internet.

The Trustees meet in person three times a year and once by telephone, and are responsible for ensuring compliance with charity law and other relevant legislation. The Annual Report and Accounts of the Area Meeting are approved at a meeting of the Trustees and are then presented for acceptance by the Area Meeting in session.

The Area Meeting subscribes to Thirty-One:Eight for guidance on these issues, to Glasgow Council for the Voluntary Sector's *Employer's Advice Service* for guidance on employment matters and is a member of the Association of Church Accountants and Treasurers for financial and governance guidance. Trustees attend relevant conferences and training courses to enable them to fulfill their duties.

# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Trustees' Annual Report for year ending 31 December 2019

### Objectives and activities

#### Charitable purpose

The charitable object of West Scotland Area Meeting is the advancement of the religious and charitable purposes of the Religious Society of Friends (Quakers) in Britain in the area of West Scotland and beyond as laid down in *Quaker Faith and Practice*.

West Scotland Area Meeting supports the spiritual development and religious beliefs of its members and attenders. It enables Quaker Meetings for Worship to be held within West Scotland. It maintains the Quaker witness and presence within the area. It provides public benefit by its provision of Meetings for Worship, which are open to everyone.

#### Activities

Regular Meetings for Worship are held at numerous locations throughout West Scotland. These are advertised locally and details are available nationally through the Britain Yearly Meeting website [www.quaker.org.uk](http://www.quaker.org.uk) and the General Meeting for Scotland website [www.quakerscotland.org](http://www.quakerscotland.org).

Meetings for Worship for Church Affairs (the business meetings of Area Meeting) are held on seven occasions during the year at which decisions are made without voting. In business meetings those present seek through worship to discern the right way forward with God's guidance. Once the meeting has come to a decision it is recorded in minutes which are approved and signed in the meeting.

Area Meeting owns two properties: the Meeting Houses in Glasgow and Wigtown. These are available for hired use by community and voluntary groups when they are not required for Quaker activities. A warden is employed at Glasgow Meeting to facilitate its use and to provide a Quaker presence in the building. Depute wardens provide cover when the warden is not on duty.

The meeting fundraises from its members and others for the furtherance of its objectives, the maintenance of its meeting houses and to support the work of the General Meeting for Scotland and the central work of the Society carried out by Britain Yearly Meeting.

### Achievements and performance

Public Meeting for Worship was held on a regular basis at around 16 locations throughout West Scotland enabling over 450 people to experience and participate in Quaker worship. Some local meetings hold worship every Sunday in the same location, some meet once or twice a month sometimes in different locations to enable Friends in geographically dispersed areas to attend. In addition to regular Sunday meetings, some meet on a weekday or in the evening to enable attendance by those for whom Sunday morning is difficult. Attendance at Meetings for Worship ranges from 3 - 4 in some of the smaller rural meetings to 20 - 70 in the larger urban meetings.



# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Trustees' Annual Report for year ending 31 December 2019

### Achievements and performance (continued)

At the end of 2019, there were 226 members, and 201 people not in membership attended on a regular basis; occasional visitor numbers are not recorded. The membership has increased by 6 since 2018. The apparent decrease in attenders not in membership is a result of changes in Data Protection Regulations; a number of attenders failed to provide the necessary positive request for listing, and were removed from local meeting lists. There were no marriages held under Friends' auspices in 2019. There are children's meetings in Glasgow, Dunblane and Castle Douglas, run by PVG-registered volunteers. In addition some smaller meetings have PVG-registered Friends ready to organise activities for any children who may attend.

### Our Community

West Scotland Area Meeting was well represented at the quarterly sessions of General Meeting for Scotland and contributed to the central work of the Society carried out by Britain Yearly Meeting; members of the Meeting serve on many of its national committees. Regular attendance was maintained by our representatives at Meeting for Sufferings (London), at the Young People's Summer Shindig at Ackworth School, Northern Friends Peace Board, and the Quaker Life Representative Council; also the annual conference of Quaker treasurers. Friends attended several conferences and training sessions at the Woodbrooke Quaker Study Centre in Birmingham and elsewhere.

Members and attenders of West Scotland Area Meeting met for Meeting for Worship for Church Affairs (our business meetings) seven times during the year, four times in person (at various locations in West Scotland) and three times by telephone conference. Attendance at these meetings ranged from 20 to 35. Smaller meetings continue to value the holding of these meetings in their part of the Area but have greater difficulty in joining in the face-to-face meetings at the geographically opposite end of the Area. A digital video conferencing system, Zoom, was trialled at the December meeting with some success, and is likely to be used regularly in future for these meetings and for meetings of some committees.

Business at our meetings has included the topics of climate justice, privilege, diversity and violence against women. We are increasingly exercised about the difficulties in finding sufficient members able and willing to fill key posts within our organisation, and we are working on ways to sustain and simplify our Quaker community in West Scotland.

Building community and engaging with local communities can be a challenge for our small rural and island meetings, which combine small numbers of members with large geographical areas. Some meet in two or even three different locations in order to make their meetings accessible to all who want to attend. Where is their "local" community? Local meetings in the south of the area organise "cluster" meetings, study days and retreats in order to get to know each other better. Other meetings organise occasional joint worship with a neighbouring meeting. Informal events such as hill-walking groups, picnic lunches and barbecues are valuable nurturers of community.



# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Trustees' Annual Report for year ending 31 December 2019

### Achievements and performance (continued)

Once again, members and attenders from several of the smaller meetings gathered in Crianlarich for a weekend of fellowship, discuss and worship. Some meetings work very hard to attract and hold the interest of younger families.

Ensuring the Quaker Discipline is adequately maintained throughout the Area remains important for us. Almost all our local meetings hold their own Meeting for Worship for Church Affairs periodically. At the same time a number of meetings maintain regular links with other churches through ecumenical and interfaith groups, and some welcome members of other churches and faiths amongst their attenders and members.

#### Social Witness

The Area Meeting has continued to contribute, through its annual giving to General Meeting for Scotland, to the employment in Scotland of a Parliamentary Engagement Officer to help strengthen our advocacy role in public life. This work is supported in Scotland by a Parliamentary Engagement Working Group, and our representative gave us regular reports on its activities.

Friends testimonies to peace, justice, equality, truth and integrity and to the environment lead members and attenders from all local meetings to witness to their beliefs, both as Quakers and working with other churches and community groups. Meeting for Worship continues to be held regularly outside Faslane naval base. Both Dunblane and Glasgow meetings are involved with Sanctuary and Dunblane meeting are represented on Forth Valley Welcome. Glasgow Friends against Homelessness continues to provide sustenance for the homeless in central Glasgow. Castle Douglas Friends have engaged with elected representatives to oppose UK government collusion in acts of torture, and Friends from at least two meetings joined the Roots of Resistance movement to oppose the London Arms Fair in September. Other causes espoused include involvement with Quakers in Criminal Justice, writing to prisoners on Death Row in the US, supporting local food banks and working for disability equality. Most local meetings hold regular collections for a variety of good causes.

#### Spiritual Development and Learning



Local meetings are the lifeblood of the Society. Meetings nurture their spiritual life through a variety of study and discussion groups. Some groups have centred around spiritual healing and the Experiment with Light project; the southern cluster of meetings organised a joint retreat day; a group participated in a pilgrimage to Swarthmoor Hall; and a Woodbrooke-on-the-Road course on "Patterns and Examples" was held in Glasgow. In addition a number of Friends attended Woodbrooke for courses which supported and enriched their service to the Society. Several meetings include readings from Advices & Queries in their worship

on a regular basis, and several meetings either maintain a small library of Quaker literature, or at least have a book-box of publications for borrowing by Friends.

# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Trustees' Annual Report for year ending 31 December 2019

### Achievements and performance (continued)

#### Sustainability

Friends are committed to their testimony to the environment, and many work tirelessly for climate justice. Many individual Friends strive to reduce their carbon footprint by reducing car use and plane travel and by practising simplicity in their purchases and eating habits.



The southern cluster of meetings has engaged with their local authority about their Climate Change Declaration, and some Friends have participated in Extinction Rebellion events. Wigtown Meeting had a stall on the theme of the climate crisis at the Wigtown Book Festival and one of their members attended the Sustainability Conference at Swanwick.



Mull Friends have been involved in a community effort to develop an apple orchard and environmental education centre on land previously industrially forested. Most of our local meetings meet in premises which do not belong to them and over whose energy consumption they therefore have no control, but at least one meeting has managed to locate itself in a position where half the regular attenders can walk to meeting. Elsewhere in rural areas lack of public transport tends to make car use a necessity. Of

the two local meetings which meet in Quaker-owned property, Glasgow Friends have discerned that spending a great deal of money to improve the energy-efficiency of their current building is probably not wise (see below). Nevertheless Glasgow meeting continue to monitor the carbon footprint of both the building and their travel. They managed a significant reduction both in their use of gas and electricity, and in their travel footprint owing to reduced car use. They expect a further reduction in car use in the future following the introduction of car parking charges and restrictions.

#### Property

Glasgow and Wigtown Local Meetings are responsible for the ongoing care and maintenance of their Meeting Houses, and report to the Area Meeting Trustees on an annual basis.

Glasgow Local Meeting continues to offer its social witness by letting out its property to many anonymous and other groups which would otherwise find it hard to find premises in which to meet. Wigtown Meeting House and its refurbished garden continues to be available to the wider public as a community resource and is let to local groups. This raises the profile of Quakers in the community and provides a useful income for the meeting. Glasgow Friends have held a number of meetings to discern the best way forward for the Meeting House which will serve both Friends throughout the Area Meeting and the future of the Quaker witness in the city.

# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Trustees' Annual Report for year ending 31 December 2019

### Achievements and performance (continued)

Following an architectural feasibility study, it has been suggested that the best option may be to demolish the existing building and start again on the same plot. Such a project will demand a great deal of work and fundraising.

### Financial review

Income remained steady in 2019, showing an overall increase for Local Quaker Meetings of about £1,000, and a comparable decrease for Area Meeting, whose role is to provide administrative and spiritual support to Local Meetings. There were unexpectedly low demands on general expenditure in the course of the year, a situation which may not be repeated in future years.

The Organ/Giles legacies, which fund certain agreed categories of expenditure, were used to pay for attendance at Britain Yearly Meeting (£957); Community Events (£1,883); Woodbrooke courses for individuals (£1,498); Parent/Child Events (£570), a total of £4,908, leaving a residue of £35,921. There is a planned programme to use this fund over the next few years to support the spiritual and social life of the whole of West Scotland Area Meeting.

Trustees agreed to combine the Laurie/Auld legacies, designated for Glasgow Meeting House, with the Glasgow Meeting House Development Fund, with a combined total of £55,728, to be called the Glasgow Meeting House Development Fund. Additional funds will be required in future to support development plans for Glasgow Meeting House.

West Scotland Area Meeting gives financial support to the national structure of the Religious Society of Friends in the United Kingdom. General Meeting for Scotland received £4,889 in 2019, calculated on a per capita basis. Britain Yearly Meeting received individual contributions collected via Area Meeting, totalling £18,756 inclusive of relevant Gift Aid, along with a donation of £5,000, making a total of £23,756. In addition, Wigtown Quaker Meeting and individuals made direct donations to BYM, giving a total amount of £25,546, an average contribution of £113 per member (£132 in 2018).

### Reserves Policy

The established policy is that Area Meeting holds the equivalent of four months annual expenditure and that each local meeting holds up to one year's annual expenditure in the general reserves; in addition, designated building reserves are held by Area Meeting and the relevant local meetings, currently standing at £56,907: £30,000 held by Area Meeting; £17,000 by Glasgow Meeting and £9,907 by Wigtown Meeting. Glasgow Meeting also holds an employment reserve of £17,000 and a higher level of general reserves because of anticipated expenditure in connection with the Glasgow Meeting House development programme.



# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Trustees' Annual Report for year ending 31 December 2019

### Plans for Future

The priority for West Scotland Area Meeting is to maintain and support its worshipping communities in West Scotland. It also has a responsibility to increase the profile of Quakerism within this area. In the coming year it is expected that much time and effort will be devoted to plans and fundraising relating to Glasgow Meeting House. At the same time Trustees will be aware of their responsibilities to the whole Area Meeting, and of the need to manage costs and to steward and maintain the Area Meeting's reserves.

### Declaration

The trustees declare that they have approved the trustees report above.

Signed on behalf of the charity's trustees:

Signed:

Bronwen Currie  
Clerk of Trustees

Date: .....

# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Independent Examiners Report for year ending 31 December 2019

I report on the accounts of the charity for the year ended 31 December 2019, which are set out on pages 10 to 17.

### Respective responsibilities of trustees and examiner

The charity's 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.

The charity trustees consider that the audit requirement of Regulation 10(1) (d) 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 statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 seeks explanations from the 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. which 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 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and
- to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations

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.

Jenny Simpson BSc (Hons) FCA DChA

**Wylie & Bisset LLP**

**Chartered Accountants**

168 Bath Street

Glasgow

G2 4TP

Date: .....

# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Financial Statements for year ending 31 December 2019

### Statement of Receipts and Payments

		Unrestricted Funds	Restricted funds	Total 2019	Total 2018
	Notes	£	£	£	£
<b>Receipts</b>					
Contributions		21,177	60,654	<b>81,831</b>	80,673
Legacies		-	-	-	5,000
Grants		-	5,445	<b>5,445</b>	-
Hiring receipts		-	25,362	<b>25,362</b>	21,330
Bank interest		1,314	865	<b>2,179</b>	2,105
Receipts from Quaker activities		1,800	462	<b>2,262</b>	2,110
Other receipts		-	43	<b>43</b>	20
<b>Total Receipts</b>		<b>24,291</b>	<b>92,831</b>	<b>117,122</b>	<b>111,238</b>
<b>Payments</b>					
Hiring costs	3	-	24,360	<b>24,360</b>	31,561
Cost of Quaker activities	4	13,509	34,389	<b>47,898</b>	39,983
Grants & donations	5	13,653	20,411	<b>34,064</b>	38,070
Governance costs	6	756	-	<b>756</b>	829
Examination	6	960	-	<b>960</b>	930
Bank charges		-	15	<b>15</b>	-
<b>Total payments</b>		<b>28,878</b>	<b>79,175</b>	<b>108,053</b>	<b>111,373</b>
<b>Net receipts/(payments)</b>		<b>(4,587)</b>	<b>13,656</b>	<b>9,069</b>	<b>(135)</b>
<b>Transfers to/(from) funds</b>	7	<b>1,179</b>	<b>(1,179)</b>	<b>-</b>	<b>-</b>
<b>Surplus/(deficit) for the year</b>		<b>(3,408)</b>	<b>12,477</b>	<b>9,069</b>	<b>(135)</b>

# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Financial Statements for year ending 31 December 2019

### Statement of Balances

	Unrestricted Funds	Restricted Funds	Total 2019	Total 2018
	£	£	£	£
<b>Cash funds</b>				
Cash & bank balance at start of year	137,897	101,499	<b>239,396</b>	239,531
Surplus/(deficit) for the year	(3,408)	12,477	<b>9,069</b>	(135)
<b>Cash and bank balance at end of year</b>	<b>134,489</b>	<b>113,976</b>	<b>248,465</b>	<b>239,396</b>
<b>Cash and bank balances</b>				
Current accounts	6,664	18,766	<b>25,430</b>	21,552
Deposit accounts	127,825	95,058	<b>222,883</b>	217,604
Cash in hand	-	152	<b>152</b>	240
<b>Cash and bank balance at end of year</b>	<b>134,489</b>	<b>113,976</b>	<b>248,465</b>	<b>239,396</b>
<b>Funds</b>				
General funds (AM and LM)	11,200	58,402	<b>69,602</b>	62,211
Building reserves (AM and LM)	30,000	26,907	<b>56,907</b>	53,394
Glasgow Employment reserve	-	17,000	<b>17,000</b>	17,000
AM designated funds	93,289	-	<b>93,289</b>	98,197
AM restricted funds	-	3,750	<b>3,750</b>	3,750
LM restricted funds	-	7,917	<b>7,917</b>	4,844
	<b>134,489</b>	<b>113,976</b>	<b>248,465</b>	<b>239,396</b>
<b>Other assets</b>				
HMRC refund due			1,595	1,494
Glasgow Meeting House	Revalued 2015		300,000	300,000
Wigtown Meeting House	Purchase/redevelopment 2009-10		78,820	78,820
<b>Liabilities</b>				
Examination fee ~ Wylie & Bisset			984	958

Signed on behalf of the charity's trustees;

Signed  
Bronwen Currie (Clerk of Trustees)

Date

Signed  
Kathryn Gulliver (Trustee & Treasurer)

Date

Accepted by West Scotland Area Meeting;

Signed  
Michael Hutchinson, Clerk of Area Meeting

Date

# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Notes to the Accounts for year ending 31 December 2019

- 1 **Basis of accounts** These accounts have been prepared on the Receipts & Payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) regulations 2006 (as amended).
- 2 **Nature and purpose of funds** **Area Meeting General Funds** ~ these are unrestricted funds available for general use by the Area Meeting.

**Designated funds** ~ These are unrestricted funds designated for a particular purpose by the Area Meeting.

At the start of the year the Area Meeting held three designated funds: a Building fund for major work on the buildings, the Disability fund for work to improve accessibility and the Legacy fund to hold the unrestricted legacy funds.

It was agreed to re-organise the designated legacy funds as follows:

1) Merge the Barbara Organ bequest and the Margaret Giles bequest as a designated joint fund to support and strengthen the spiritual life and community of West Scotland Area Meeting by providing support for attendance at national and regional Quaker events, meetings and courses, by paying for courses to be held in the region, by supporting communication links and to support local meeting projects.

2) Merge the Mary Jean Laurie bequest and the Jenny Auld bequest as a designated joint fund to support the future development of Glasgow Meeting House.

It was agreed to establish a new designated fund for Glasgow Meeting House Development, by restricting the Area Meeting Building Reserves to £30,000 and the General Reserves to approximately four months expenditure.

**Area Meeting Restricted funds** ~ These are funds where the donor has specified the use of the funds. There is one restricted fund: the Pastoral Care Fund (£3,750).

The Area Meeting collects Scheduled Contributions and passes them on (along with relevant Gift Aid receipts) to the Local Quaker Meetings and Britain Yearly Meeting as specified by the donor.

**Local Meeting funds** ~ these are recorded as Restricted funds within the Area Meeting accounts, the funds having been given specifically for these areas of work (Local Meeting activities).

Glasgow Meeting holds four restricted funds. The Spiritual Renewal Fund (previously called the Vera Long fund) is used to promote and provide activities to strengthen the spiritual life of the meeting (£1,533), the Social fund is used to support community and family activities to strengthen the community of Glasgow Meeting (£340), the Glasgow Friends Against Homelessness fund is used to support the Homeless Tea Run (£2,616) and the Building Fund to be used towards the future development of the meeting house in Glasgow (£355).

## Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

### Notes to the Accounts for year ending 31 December 2019

- 3 **Hiring Costs** This includes a proportion (70%) of the employment and other support costs for Glasgow Meeting House. In 2019, the Trustees reviewed the costs factored in to this calculation and agreed to remove Building Repairs/Maintenance and Property services from the calculation, leaving the costs for employment, utilities, equipment/furniture, materials/supplies attributed to this item. The amount attributed to hiring costs is thus reduced.
- 4 **Quaker activities** This includes: insurance (£2,759), room hire for meetings for worship; conferences, training and travel expenses; and a proportion (30%) of the employment and other support costs for Glasgow Meeting House. Glasgow staffing has increased over the year, with 2 co-wardens and 6 deutes on the payroll at the end of the year.
- 5 **Grants and donations** Grants are given to other bodies in accordance with the governing document to further the work and witness of the Religious Society of Friends (Quakers).

Grants from Unrestricted Funds represent donations made by Area Meeting on the basis of an agreed budget. The restricted funds for BYM represent money collected for BYM and passed on by Area Meeting. Local Meeting grants (Restricted Funds) ranged from £25/£30 to £400, including donations in response to eight Meeting House Appeals.

<b>Breakdown of grants</b>	Unrestricted Funds	Restricted Funds	<b>Total 2019</b>	<i>Total 2018</i>
Britain Yearly Meeting	5,000	18,756	<b>23,756</b>	28,033
General Meeting for Scotland	4,889	-	<b>4,889</b>	5,235
Northern Friends Peace Board	1,870	-	<b>1,870</b>	1,836
Northern Friends Youth Events Trust	1,144	-	<b>1,144</b>	1,105
Quaker Council for European Affairs	150	-	<b>150</b>	170
Friends World Committee for Consultation	250	-	<b>250</b>	250
A'mari Playcentre Ramallah	250	-	<b>250</b>	250
Quaker Service	-	30	<b>30</b>	150
Quaker Meeting House Appeals	-	730	<b>730</b>	150
Quaker Housing Trust	-	400	<b>400</b>	-
Anti Slavery International	-	30	<b>30</b>	150
Loaves & Fishes	-	200	<b>200</b>	200
Other small grants (less than £100)	-	205	<b>205</b>	141
Bursaries, Personal Needs & Pastoral Care	100	60	<b>160</b>	-
Quaker Peaceworkers	-	-	-	300
Simon Community	-	-	-	100
<b>Total</b>	<b>13,653</b>	<b>20,411</b>	<b>34,064</b>	38,070

## Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

### Notes to the Accounts for year ending 31 December 2019

- 6 **Governance** This includes subscriptions to advisory organisations (Churches Child Protection Advisory Service, GCVS Employment Advisory Service); legal expenses; printing Annual Report.
- No remuneration was paid to any charity trustee or person connected to a trustee.
- £104 was claimed in trustee expenses in 2019, £67 relating to the previous year. (In 2018 no Trustee expenses were claimed).
- 7 **Transfers** Payments from Local Quaker Meetings to Area Meeting consist of: Books of Members (£539); West Coast Friends Gathering (£140); donations (£500)

# Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

## Breakdown of Unrestricted funds 2019

	General Fund	Designated Funds					Total 2019	Total 2018
		Building	Disability	Organ/Giles	Laurie/Auld	GMHD		
<b>Receipts</b>								
Contributions	21,177	-	-	-	-	-	<b>21,177</b>	22,457
Legacies	0	-	-	-	-	-	-	-
Grants	0	-	-	-	-	-	-	-
Bank interest	1,314	-	-	-	-	-	<b>1,314</b>	1,297
Receipts from Quaker activities	1,800	-	-	-	-	-	<b>1,800</b>	1,420
<b>Sub total</b>	<b>24,291</b>	-	-	-	-	-	<b>24,291</b>	25,174
<b>Payments</b>								
Hiring costs	-	-	-	-	-	-	-	-
Cost of Quaker activities	8,601	-	-	4,908	-	-	<b>13,509</b>	12,483
Grants & donations	13,653	-	-	-	-	-	<b>13,653</b>	13,826
Governance costs	756	-	-	-	-	-	<b>756</b>	813
Examination	960	-	-	-	-	-	<b>960</b>	930
<b>Sub total</b>	<b>23,970</b>	-	-	<b>4,908</b>	-	-	<b>28,878</b>	28,052
<b>Net receipts / (payments)</b>	<b>321</b>	-	-	<b>(4,908)</b>	-	-	<b>(4,587)</b>	<b>(2,878)</b>
Net transfers from AM funds	-	-	-	-	-	-	-	-
Net transfers to AM funds	1,179	-	-	-	-	-	<b>1,179</b>	3,590
Net transfers between AM funds	-	-	-	-	(49,934)	49,934	-	-
<b>Gross transfers</b>	<b>1,179</b>	-	-	<b>(4,908)</b>	<b>(49,934)</b>	<b>49,934</b>	<b>1,179</b>	<b>3,590</b>
<b>Surplus/(deficit) for the year</b>	<b>1,500</b>	-	-	<b>(4,908)</b>	<b>(49,934)</b>	<b>49,934</b>	<b>(3,408)</b>	<b>712</b>
<b>Cash funds</b>								
Cash & bank balance at start of year	9,700	30,000	1,640	40,829	49,934	5,794	137,897	137,185
Surplus/(deficit) for the year	1,500	-	-	(4,908)	(49,934)	49,934	(3,408)	712
<b>Cash &amp; bank balance at end of year</b>	<b>11,200</b>	<b>30,000</b>	<b>1,640</b>	<b>35,921</b>	-	<b>55,728</b>	<b>134,489</b>	<b>137,897</b>
<b>Bank &amp; cash balances</b>								
Current account	6,664	-	-	-	-	-	6,664	7,387
Deposit account	4,536	30,000	1,640	35,921	-	55,728	127,825	130,510
	<b>11,200</b>	<b>30,000</b>	<b>1,640</b>	<b>35,921</b>	-	<b>55,728</b>	<b>134,489</b>	<b>137,897</b>



## Breakdown of Restricted funds 2019

	AM	Argyll	Arran	Ayrshire	Castle Douglas	Dumfries	Dunblane	Glasgow	Islay & Jura	Lanark	Milngavie	Mull & Iona	Wigtown	Total 2019	Total 2018
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>Receipts</b>															
Contributions	18,756	602	475	1,213	1,317	1,392	3,386	29,244	532	743	1,008	675	1,311	<b>60,654</b>	58,216
Legacies	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>0</b>	5,000
Grants	-	-	-	-	-	-	-	5,445	-	-	-	-	-	<b>5,445</b>	-
Hiring receipts	-	-	-	-	-	-	-	24,715	-	-	-	-	647	<b>25,362</b>	21,330
Bank interest	-	-	-	-	-	-	-	751	-	-	-	-	114	<b>865</b>	808
Receipts from Quaker activities	-	-	-	-	182	-	-	280	-	-	-	-	-	<b>462</b>	690
Other receipts	-	-	11	-	-	21	-	-	-	-	-	-	11	<b>43</b>	20
<b>Sub total</b>	<b>18,756</b>	<b>602</b>	<b>486</b>	<b>1,213</b>	<b>1,499</b>	<b>1,413</b>	<b>3,386</b>	<b>60,435</b>	<b>532</b>	<b>743</b>	<b>1,008</b>	<b>675</b>	<b>2,083</b>	<b>92,831</b>	<b>86,064</b>
<b>Payments</b>															
Hiring costs	-	-	-	-	-	-	-	24,360	-	-	-	-	-	<b>24,360</b>	31,561
Cost of Quaker activities	0	608	703	600	1,617	898	2,419	24,419	251	648	998	451	777	<b>34,389</b>	27,500
Grants & donations	18,756	60	-	270	-	-	-	500	-	-	200	400	225	<b>20,411</b>	24,244
Bank charges	-	-	-	-	-	-	-	-	-	-	-	-	15	<b>15</b>	16
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>	-
<b>Sub total</b>	<b>18,756</b>	<b>668</b>	<b>703</b>	<b>870</b>	<b>1,617</b>	<b>898</b>	<b>2,419</b>	<b>49,279</b>	<b>251</b>	<b>648</b>	<b>1,198</b>	<b>851</b>	<b>1,017</b>	<b>79,175</b>	<b>83,321</b>
<b>Surplus/(deficit) before transfers</b>	<b>0</b>	<b>(66)</b>	<b>(217)</b>	<b>343</b>	<b>(118)</b>	<b>515</b>	<b>967</b>	<b>11,156</b>	<b>281</b>	<b>95</b>	<b>(190)</b>	<b>(176)</b>	<b>1,066</b>	<b>13,656</b>	<b>2,743</b>
Net transfers to/from AM funds	-	(270)	(11)	(35)	(38)	(21)	(53)	(175)	(307)	(21)	(63)	(164)	(21)	<b>(1,179)</b>	(3,590)
Net transfers between LM funds	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>-</b>	<b>-</b>
<b>Gross transfers</b>	<b>-</b>	<b>(270)</b>	<b>(11)</b>	<b>(35)</b>	<b>(38)</b>	<b>-</b>	<b>(53)</b>	<b>(175)</b>	<b>(307)</b>	<b>(21)</b>	<b>(63)</b>	<b>(164)</b>	<b>(21)</b>	<b>(1,179)</b>	<b>(3,590)</b>
<b>Surplus/(deficit) for the year</b>		<b>(336)</b>	<b>(228)</b>	<b>308</b>	<b>(156)</b>	<b>494</b>	<b>914</b>	<b>10,981</b>	<b>(26)</b>	<b>74</b>	<b>(253)</b>	<b>(340)</b>	<b>1,045</b>	<b>12,477</b>	<b>(847)</b>
<b>Cash funds</b>															
Cash & bank balance at start of year	3,750	879	494	401	1,356	1,005	2,574	75,772	232	93	2,200	755	11,988	<b>101,499</b>	102,346
Surplus/(deficit) for the year	-	(336)	(228)	308	(156)	494	914	10,981	(26)	74	(253)	(340)	1,045	<b>12,477</b>	(847)
<b>Cash &amp; bank balance at end of year</b>	<b>3,750</b>	<b>543</b>	<b>266</b>	<b>709</b>	<b>1,200</b>	<b>1,499</b>	<b>3,488</b>	<b>86,753</b>	<b>206</b>	<b>167</b>	<b>1,947</b>	<b>415</b>	<b>13,033</b>	<b>113,976</b>	<b>101,499</b>

## Breakdown of Restricted funds 2019 (Continued)

	AM	Argyll	Arran	Ayrshire	Castle Douglas	Dumfries	Dunblane	Glasgow	Islay & Jura	Lanark	Milngavie	Mull & Iona	Wigtown	Total 2019	Total 2018
<b>Bank &amp; cash balances</b>															
Current account	-	543	212	709	601	1,499	3,488	7,951	206	167	1,947	415	1,028	<b>18,766</b>	14,165
Deposit account	3,750	-	-	-	599	-	-	78,802	-	-	-	-	11,907	<b>95,058</b>	87,094
Cash in hand	-	-	54	-	-	-	-	-	-	-	-	-	98	<b>152</b>	240
<b>Cash &amp; bank balance at end of year</b>	<b>3,750</b>	<b>543</b>	<b>266</b>	<b>709</b>	<b>1,200</b>	<b>1,499</b>	<b>3,488</b>	<b>86,753</b>	<b>206</b>	<b>167</b>	<b>1,947</b>	<b>415</b>	<b>13,033</b>	<b>113,976</b>	101,499
<b>Held as</b>															
General funds	-	543	266	709	1,200	1,499	3,488	44,836	206	167	1,947	415	3,126	<b>58,402</b>	52,511
Building reserves	-	-	-	-	-	-	-	17,000	-	-	-	-	9,907	<b>26,907</b>	23,394
Employment reserve	-	-	-	-	-	-	-	17,000	-	-	-	-	-	<b>17,000</b>	17,000
Restricted funds	3,750	-	-	-	-	-	-	7,917	-	-	-	-	-	<b>11,667</b>	8,594
	<b>3,750</b>	<b>543</b>	<b>266</b>	<b>709</b>	<b>1,200</b>	<b>1,499</b>	<b>3,488</b>	<b>86,753</b>	<b>206</b>	<b>167</b>	<b>1,947</b>	<b>415</b>	<b>13,033</b>	<b>113,976</b>	101,499