



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

Trustees' Annual Report and Accounts
Year ending 31 December 2020

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Principal Office:

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

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 2020

Reference and administration details

Office bearers

Michael Hutchinson	Clerk	Date released 31/12/2020
Alastair Reid	Clerk	Appointment 01/01/2021
Alastair Reid	Assistant Clerk	Date released 31/12/2020
Margaret Roy	Assistant Clerk	
Peter Christy	Assistant Clerk	Appointment 01/01/2021
Kate Gulliver	Treasurer	Date released 31/12/2020
Bronwen Currie	Treasurer	Appointment 01/01/2021

Trustees on date of approval of Trustees Annual Report

Liz Anderton		
Bronwen Currie	Ex-officio	Appointment 01/01/2021
Tim Denvir		
Tony Ellis	Clerk	Appointment 01/01/2020
Mary Alice Mansell		
Kate Philbrick		
Clare Phillips	Asst Clerk	
Gill Reid		Appointment 09/03/2020
Wendy Reynolds		
Peter Christy	Ex-officio	Appointment 01/01/2021

Trustees who have completed their service

	Date released
Kate Gulliver	31/12/2020
Margaret Roy	31/12/2020

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
Triodos Bank UK, Deanery Road, Bristol BS1 5AS
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

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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 5th 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 2020 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 four times per year, 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.

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General Meeting for Scotland, on behalf of the four Area Meetings in Scotland, subscribes to Thirty-One:Eight for guidance on safeguarding issues; West Scotland Area Meeting subscribes 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.

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

In normal circumstances 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 and the General Meeting for Scotland website 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. Under normal circumstances 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.

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Achievements and performance

West Scotland Area Meeting and Covid-19

The Covid-19 pandemic and associated control measures is bound to loom large in a review of 2020. Before looking at the work of Quakers across West Scotland in any detail, it is worth reflecting more broadly on the effects of this dominating set of circumstances and the ways in which Friends have addressed its challenges. More particular consideration of financial impact is given in a subsequent section.

There is much that is positive to report in terms of the adaptability and resilience of the Society. The closing in mid March of opportunities for face-to-face worship quickly led to Friends seeking alternative ways of supporting each other in worship and maintaining community, encouraged and informed by guidance from Britain Yearly Meeting. These included agreed shared times in which members of a Local Meeting would worship in their own homes and, increasingly, the adoption of Zoom for on-line meetings. Long before the end of the first lockdown, all Local Meetings had a well-established pattern of, typically weekly, Meetings for Worship by Zoom and a new Area-wide Meeting on Sunday evenings was also developed and thriving. As Friends began to become more familiar with the practicalities of Zooming, other activities such as discussion groups and local business meetings were also resumed on-line. Area Meetings for business and Trustees Meetings both continued by shifting to Zoom without interruption to planned schedules.

All of this on-line activity continues and was sustained alongside some cautious resumption of face-to-face gatherings during the later months of the year when these were permissible. Britain Yearly Meeting guidelines were followed where meetings in person were arranged in order to ensure carefully discerned decision-making at the level of the Local Meeting, the agreement of Trustees, thorough compliance with legal and insurance requirements and preparation of risk assessment and risk management plans. The continuing use of Zoom by most Friends during this period also presented opportunities to begin to experiment with blended meetings that could bring together all participants whether virtually or physically present.

Friends have learnt and gained a good deal from this shift to on-line meetings albeit forced on us by such unwelcome and concerning circumstances. Attendance at Local Meetings has been sustained, with exceptions that will be discussed later, and even strengthened for Friends who have found it more practical to attend on-line. This has been of particular value for meetings serving large and sparsely populated rural districts and also enabled meetings to be more inclusive of those who for health or other reasons are less able to attend in person. Area Meetings and Trustee's Meetings have also seen excellent and significantly increased levels of attendance by the shift to Zoom whilst West Scotland Friends have, in turn, been able to engage more readily in on-line Quaker meetings at the national level. Given the large geographical area served by the West Scotland Area Meeting it is a real strength to be finding ways of working which give equal access to Friends, wherever they might be located, and to see the fruits of this in growing engagement from the whole area.

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Achievements and performance (continued)

This is not to say that there are no disadvantages. In each of our meetings there are Friends who have not been able to participate on-line and we are very alert to the divides that this has created: not all can afford the necessary equipment and broadband or, if they can, do not have sufficiently strong connections for Zoom to function. There are also Friends who feel uncomfortable with this form of meeting or have principled reasons for not choosing to be drawn into the increasingly digital modes of contemporary western living. For all of us, it is acknowledged that online meetings, perhaps especially those for worship, cannot replicate the quality of those that are face-to-face and Friends are widely missing the important opportunities for friendship, mutual support and strengthening of our community that come with the informal socialising that surrounds any scheduled gathering. In terms of the wider society of Friends across Scotland and Britain Yearly Meeting it should be noted, too, that whilst some events have been able to translate into an online format, other conferences and similar gatherings which would have helped to build our community and take forward our work, have had to be cancelled in 2020.

Looking ahead and to times when face-to-face meetings can resume, Friends in West Scotland (as across the country) recognise that we have learnt a great deal from 2020 and want to build positively on this experience to create a more blended future that will draw on the gains from on-line meetings in terms of participation, inclusion and the reduced environmental impact of less travel whilst recovering the strengths of ways of working that have grown amongst Friends since the foundations of the Society.

West Scotland Friends

At the end of 2020 there were 226 members in West Scotland Area Meeting plus a further 217 people not in membership who attended on a regular basis; occasional visitor numbers are not recorded. The number in formal membership is the same as in 2019 but this overall figure represents a changing situation with 7 new members (3 by application and 4 by transfer from other Area Meetings) and 7 leaving membership (4 deaths, 2 transfers to other Areas and 1 resignation). The number of attenders in 2020 has increased from 2019 by 22 (11 men and 11 women) largely due the increased accessibility of on-line meetings. It is also encouraging to note that Local Meetings report that visitors and enquirers have continued, and have in some instances been enabled by the shift to Zoom. An online day was held in the autumn for enquirers, of whom 9 attended, and this was well received with feedback noting that it was a "moving experience" to "listen to other peoples' journeys towards Quakerism". There were no marriages held under Friends' auspices in 2020. There are planned children's meetings in Glasgow, Dunblane and, as occasion demands, Castle Douglas. All are run by PVG-registered volunteers whilst a number of smaller meetings have PVG-registered Friends available to organise activities for any children who may attend.

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Achievements and performance (continued)

Meetings for Worship

For the first two months of the year public Meetings for Worship were held, as usual, on a regular basis at around 16 locations throughout West Scotland. Following lockdown this shifted to a pattern of online Meetings by Zoom, typically weekly for each Local Meeting or cluster of meetings. This continued alongside a resumption of face-to-face gatherings for most meetings during the months when these were allowed, including some outdoor meetings and, on one occasion, a mindfulness walk.

In their annual reports, all Local Meetings reflect carefully on this new experience, noting the positive experience of many Friends who have found virtual Meeting for Worship “incredibly moving” and “surprisingly gathered” and celebrating the opportunities that have been created for greater inclusion of Friends for whom travel



can be a barrier to face-to-face attendance. This has been of particular benefit in rural areas where Friends are geographically scattered as, for example, in the establishment of a weekly on-line meeting for “Westerly Friends” of our Local Meetings in Argyll, Mull and Iona, Arran and Islay and Jura which draws between 10 and 12 Friends each week - a significantly larger number than was typical in any local face-to-face gathering. An online Meeting for Worship has also been established for the whole Area on Sunday evenings and has been well attended. Glasgow, our largest Local Meeting, gives further illustration of how Friends have adapted positively to online meetings with around 40 adults participating by Zoom on Sunday with a children’s meeting alongside and chat rooms after meeting plus continuation of the mid-week Meeting for Worship. When face-to-face meeting became possible this prioritised those who were unable to join by Zoom, with around 6 Friends in attendance, and was linked as a blended meeting with those online. In seeking to address this challenge of inclusion, Glasgow Friends reflect a concern that comes across in all Local Meeting reports with one noting the risk of fragmentation as “the Covid experience has affected each of us differently and as a meeting we have struggled to find ways for it to be as spiritually nurturing as possible”.

Spiritual Development and Learning

Whilst the gathered silence of Meeting for Worship is the lifeblood of the Society, Friends are also nurtured by spoken ministry which, in many Local Meetings, includes readings from Advices and Queries. There is also a variety of study and discussion groups across the Area and these have continued online. During 2020, several meetings held study groups reflecting on *Quaker Faith and Practice*, which is in the process of being revised, whilst others have continued the *Experiment with Light* project or created opportunity for Friends to talk about their individual spiritual journeys or have focussed discussion on a reading that all have had opportunity to reflect on beforehand.

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Achievements and performance (continued)

Covid restrictions unfortunately led to the cancellation of some events such as the retreat day for southern cluster Friends but spiritual development and learning has continued on-line. Friends have, for example, undertaken on-line courses with the Woodbrooke Quaker study centre, joined a Britain Yearly Meeting session on all age meetings or widened their



horizons through participation in Meetings for Worship across the world. Some Local Meetings continue to be active ecumenically and across faiths as, for example, in Dunblane Meeting's hosting of a World Day of Prayer gathering just prior to lockdown or Dumfries Friends taking up an invitation to join online Baha'i worship as part of Interfaith Week.

Quaker Community

Our shared community and mutual support for one another as Friends is an important dimension of the Society. Over the years, meetings have sustained this in a variety of ways whether in the informal blether over tea following each Meeting for Worship, shared meals or other social events, including those at Area Meeting level or in clusters of Local Meetings. Little of this has been possible face-to-face in 2020, with the happy exception of the annual weekend of fellowship at the Crianlarich Youth Hostel for Friends from some of the smaller and remote Local Meetings. This took place just before the national lockdown, and although numbers were reduced owing to concerns about Covid, 18 Friends were able to participate.



Maintaining the social life of Local Meetings and the Area Meeting has been experienced as one of the more difficult challenges of the Covid restrictions. To address this some Local Meetings have set up weekly online social gatherings, one has experimented with shared time together over lunch and two meetings have an open hour on Zoom each weekday for Friends to catch up with each other. Informal contact around Meetings for Worship or Business also continues online. More widely, West Scotland Friends have been able to join national events online including young Friends engagement with the annual Shindig organised by the Northern Friends Youth Events Trust.

Social Witness and Engagement

Friends' testimonies to peace, justice, equality, truth and integrity and to the environment lead members and attenders from all parts of the Area to witness to their beliefs.

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Achievements and performance (continued)

This extends from the work of our Local and Area Meetings themselves, including in partnership with other churches and community groups, to the actions of individual Friends, many of whom as observed in one Local Meeting Report, "are involved in non-Quaker activities which arise from our Quaker Faith". Some of this witness has not been possible because of Covid, for example our Meetings for Worship outside military bases at Faslane and Dundrennan; the Glasgow Friends against Homelessness Sunday evening tea run or use of Glasgow Meeting House by support groups working on the anonymous principle. Much, however, continues such as the involvement in *Sanctuary* of both Dunblane and Glasgow Meetings; the engagement of Castle Douglas Friends in *Human Writes* corresponding with prisoners on death row in the US; the work of Friends towards disability equality, promotion of fair trade or support for local food banks. This year, in particular, Friends across the Area have been notably active in local initiatives to support those who are vulnerable, isolated or needing to shield because of Covid whilst at the UK level West of Scotland Friends have engaged with MPs around *Build Back Better*.

Area Meeting in 2020 gave focused attention to two important and immediately topical concerns. White privilege was the subject of a dedicated afternoon session of our August Meeting. This built on three preparatory online workshops, that had been attended by about 30 Friends, and enabled us to reflect on the costly and damaging impact of assuming narrow norms in our understanding of humanity and to hear how these can be challenged creatively and in hope. The session benefitted from the involvement of the Britain Yearly Meeting Inclusion and Diversity Co-ordinator and Area Meeting Elders have been charged with taking its work forward. Our other particular concern is violence against women. This was the subject of a special Area Meeting in September, attended by 34 Friends, where a sharing of testimonies led to discussion and reflection in smaller groups. A working group has been established to take forward this concern.

West Scotland 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.

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. Examples of the actions of Local Meetings include the follow-up meeting and ongoing work of Friends in the southern cluster with the local authority climate change champion and the preparations in Glasgow and across the Area in anticipation of COP26 that have now been extended into the lead up for an event in autumn 2021.

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Achievements and performance (continued)

All but two of our Local Meetings meet in premises which do not belong to them and over whose energy consumption they 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. The Meeting House at Wigtown is a relatively new and energy efficient building and there is a clear commitment to ensuring that significantly improved energy efficiency will be a feature of any refurbishment of Glasgow Meeting House. All meetings have seen a reduced carbon footprint through the move online and it is recognised that this needs to shape our future planning whenever Covid restrictions on travel become a thing of the past.

Property

Glasgow and Wigtown Local Meetings are responsible for the ongoing care and maintenance of their Meeting Houses, and report formally to the Area Meeting Trustees on an annual basis. During periods of closure because of Covid both buildings have been checked frequently and regularly in accordance with the requirements of our insurers and any routine maintenance or essential repairs undertaken.

Whilst Wigtown Meeting House is in good repair it has been recognised for some while that major work is needed at Glasgow and that this requires a thoroughly developed strategy grounded both in discernment of how the witness of Quakers in the city and area is best served and in a realistic business plan. Meaningful progress had already been made by the beginning of 2020 but this slowed markedly through the year, partly in response to feedback from city planners that suggested that initially favoured options of rebuilding or very radical renewal of the existing building would be unlikely to meet with approval on conservation grounds and partly because of Covid - both its immediate practical challenges and the larger questions it opens about the place of buildings in a more digital future. By the end of the year, options for refurbishment were being explored further with professional advice and the resolution of plans for Glasgow Meeting House will be a major issue for 2021.

Governance

In the conduct of our life as a Religious Society, practical and spiritual matters are seen as interwoven. This is reflected in the title of our business meetings as Meetings for Worship for Church affairs; in our agendas which include ethical, social and religious concerns alongside practical questions and in the expectation of engagement from members and attenders. During 2020, there were 8 meetings of our Area business meeting and 4 Trustees meetings. All of these took place by Zoom with very good levels of attendance both in terms of numbers (Area Meeting average 36; Trustees never fewer than 11 out of 12) and representation across the Area. Online meetings have also facilitated and increased the participation of West Scotland Friends in Scotland General Meeting and Britain Yearly Meeting. Ensuring that Quaker discipline is adequately maintained throughout the Area also remains important for us and all local meetings periodically held their own Meetings for Worship for Church Affairs during the course of the year.

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Financial review

The Covid-19 pandemic caused a significant reduction in income from room hire; £6,004 compared to £25,362 in 2019, and the income from contributions was down £3,000 compared to 2019. But the receipt of the Coronavirus Job Retention Scheme grant and the reduction in expenditure due to Friends being unable to travel to and attend conferences, training events and other meetings because of the government lockdowns and restrictions meant we were fortunate to end the year with a surplus of £1,352.

The restrictions also resulted in limited requests for support from legacy funds, due to the cancellation of Quaker events and activities. A payment of £179 was made in support of the children's programme at the West Coast Friends Gathering which was held the weekend before the first lockdown as imposed.

West Scotland Area Meeting was able to continue to provide financial support to the national structure of the Religious Society of Friends in the United Kingdom. However, the quota payment requested by General Meeting for Scotland was reduced to £3,902 as a result of the pandemic restricting its work and activities thereby reducing its expenditure for the year. The Area Meeting continued to receive individual contributions for Britain Yearly Meeting (BYM), totalling £19,178 inclusive of relevant Gift Aid, which was sent on along with a donation of £7,000, making a total of £26,178. In addition, Argyll, Ayrshire and Dunblane Quaker Meetings and individuals made direct donations to BYM, giving a total amount given to support the central work of the Society of £27,036, an average contribution of £129 per member (£113 in 2019).

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. There is also a designated building reserves held by Area Meeting and the relevant local meetings, currently standing at £60,026: £33,000 held by Area Meeting; £17,000 by Glasgow Meeting and £10,026 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.

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Plans for Future

The priority for West Scotland Area Meeting is to maintain and support its worshipping communities in West Scotland, to enable our continued and active witness to Quaker testimonies and concerns and to increase the profile of Quakerism within this area. In the coming year it is expected that particular attention will be given to:

- reflection and planning on how Friends can best build on the digital opportunities that have been experienced through the Covid pandemic to create a more blended, inclusive and environmentally responsible future;
- resolution of a way forward in relation to Glasgow Meeting House;
- work, with Friends across Scotland, to make the most of opportunities arising from appointment of a Local Development Worker for Scotland whose role is to “respond to the needs and aspirations of Quaker meetings and support them to thrive”;
- taking forward particular concerns such as preparation for COP26 and ongoing work on fostering inclusion and addressing gender-based violence.

Declaration

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

Signed on behalf of the charity's trustees:

Signed:

Tony Ellis
Clerk of Trustees

Date:

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Independent Examiners Report for year ending 31 December 2020

I report on the accounts of the charity for the year ended 31 December 2020, which are set out on pages 13 to 20.

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:

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Financial Statements for year ending 31 December 2020

Statement of Receipts and Payments

		Unrestricted Funds	Restricted funds	Total 2020	<i>Total</i> 2019
	Notes	£	£	£	£
Receipts					
Contributions		21,892	56,550	78,442	81,831
Grants		-	-	-	5,445
Hiring receipts		-	6,004	6,004	25,362
Bank interest		1,152	877	2,029	2,179
Receipts from Quaker activities		1,365	170	1,535	2,262
Other receipts	3	-	9,149	9,149	43
Total Receipts		24,409	72,750	97,159	117,122
Payments					
Hiring costs	4	-	23,382	23,382	24,360
Cost of Quaker activities	5	4,948	30,092	35,040	47,898
Grants & donations	6	14,525	21,202	35,727	34,064
Governance costs	7	665	-	665	756
Examination	7	984	-	984	960
Bank charges		-	9	9	15
Total payments		21,122	74,685	95,807	108,053
Net receipts/(payments)		3,287	(1,935)	1,352	9,069
Transfers to/(from) funds	8	1,150	(1,150)	-	-
Surplus/(deficit) for the year		4,437	(3,085)	1,352	9,069

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Financial Statements for year ending 31 December 2020

Statement of Balances

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
Cash funds				
Cash & bank balance at start of year	134,489	113,976	248,465	239,396
Surplus/(deficit) for the year	4,437	(3,085)	1,352	9,069
Cash and bank balance at end of year	138,926	110,891	249,817	248,465
Cash and bank balances				
Current accounts	9,849	19,896	29,745	25,430
Deposit accounts	129,077	90,935	220,012	222,883
Cash in hand	-	60	60	152
Cash and bank balance at end of year	138,926	110,891	249,817	248,465
Funds				
General funds (AM and LM)	12,780	56,891	69,671	69,602
Building reserves (AM and LM)	33,000	27,026	60,026	56,907
Glasgow Employment reserve	-	17,000	17,000	17,000
Designated funds (AM and LM)	93,146	2,000	95,146	93,289
AM restricted funds	-	3,750	3,750	3,750
LM restricted funds	-	4,224	4,224	7,917
	138,926	110,891	249,817	248,465
Other assets				
HMRC refund due			1,885	1,595
Glasgow Meeting House	Revalued 2015		300,000	300,000
Wigtown Meeting House	Purchase/redevelopment 2009-10		78,820	78,820
Liabilities				
Examination fee ~ Wylie & Bisset			1,008	984
Signed on behalf of the charity's trustees;				
Signed			Date	
Tony Ellis (Clerk of Trustees)				
Signed			Date	
Bronwen Currie (Trustee & Treasurer)				
Accepted by West Scotland Area Meeting;				
Signed			Date	
Alastair Reid, Clerk of Area Meeting				

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Notes to the Accounts for year ending 31 December 2020

- 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. These are:

 - Building fund ~ to cover major work on the buildings
 - Disability fund ~ to costs associated to ensuring accessibility
 - Organ/Giles fund ~ to support the spiritual life of the Meeting
 - Glasgow Meeting House Development fund ~ to support the future development of the meeting house

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 (£1,417), 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 (£2,239) and the Camfield Trust Fund to be used towards travel (£228).
- 3 **Other income** Comprises government grants as part of the Coronavirus Job Retention Scheme.
- 4 **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 into 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.
- 5 **Quaker activities** This includes: insurance (£2,883), 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 Meeting started the year with 2 co-wardens, 4 deputes and 1 cleaner on the payroll.

Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

Notes to the Accounts for year ending 31 December 2020

- 5 **Quaker activities** In response to the restrictions imposed due to the pandemic and the closure of the Meeting House, one of the co-wardens, all the deputes and the cleaner were furloughed, with the remaining co-warden retained in order to manage office communications and make regular checks on the fabric of the Meeting House. When the flexible furlough scheme was introduced, the work was shared between the two co-wardens, with each working 10 hours per week and being furloughed for 6. The decision was made, however, to top up the furlough allowance to their full salary from Meeting funds.
With the expectation that it might be possible to open the Meeting House for worship again, the cleaner was brought back from furlough at the beginning of August, on the basis of 6 hours per week. But with no prospects of room-hire in the foreseeable future the decision was made to terminate the contracts of all the depute wardens at the end of August. Only one depute was eligible for redundancy payment and was paid accordingly.
- 6 **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 £394.

Breakdown of grants	Unrestricted Funds	Restricted Funds	Total 2020	<i>Total 2019</i>
Britain Yearly Meeting	7,000	19,828	26,828	23,756
General Meeting for Scotland	3,902	-	3,902	4,889
Northern Friends Peace Board	2,043	-	2,043	1,870
Northern Friends Youth Events Trust	1,180	-	1,180	1,144
Quaker Council for European Affairs	150	-	150	150
Friends World Committee for Consultation	250	-	250	250
Woodbrooke Quaker Study Centre	-	744	744	-
Simon Community	-	200	200	-
Quaker Disability Group	-	100	100	-
Stirling Start Up	-	100	100	-
Stirling Interfaith Community Justice Group	-	100	100	-
Forth Valley Welcome	-	100	100	-
Other small grants (less than £100)	-	30	30	265
A'mari Playcentre Ramallah	-	-	-	250
Quaker Meeting House Appeals	-	-	-	730
Quaker Housing Trust	-	-	-	400
Loaves & Fishes	-	-	-	200
Bursaries, Personal Needs & Pastoral Care	-	-	-	160
Total	14,525	21,202	35,727	<i>34,064</i>

Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

Notes to the Accounts for year ending 31 December 2020

- 7 **Governance** This includes subscriptions to advisory organisations (GCVS Employment Advisory Service); legal expenses; printing Annual Report.
- No remuneration was paid to any charity trustee or person connected to a trustee.
- No trustee expenses were claimed in 2020 (2019: £104).
- 8 **Transfers** Payments from Local Quaker Meetings to Area Meeting consist of: donations £1,150.

Religious Society of Friends (Quakers) West Scotland Area Meeting

Scottish charity number SC011234

Breakdown of Unrestricted funds 2020

	Designated Funds					Total 2020 £	Total 2019 £
	General Fund £	Building £	Disability £	Organ/ Giles £	GMHD £		
Receipts							
Contributions	21,892	-	-	-	-	21,892	21,177
Bank interest	1,116	-	-	-	36	1,152	1,314
Receipts from Quaker activities	1,365	-	-	-	-	1,365	1,800
Sub total	24,373	-	-	-	36	24,409	24,291
Payments							
Cost of Quaker activities	4,769	-	-	179	-	4,948	13,509
Grants & donations	14,525	-	-	-	-	14,525	13,653
Governance costs	665	-	-	-	-	665	756
Examination	984	-	-	-	-	984	960
Sub total	20,943	-	-	179	-	21,122	28,878
Net receipts / (payments)	3,430	-	-	(179)	36	3,287	(4,587)
Net transfers to AM funds	1,150	-	-	-	-	1,150	1,179
Net transfers between AM funds	(3,000)	3,000	-	-	-	-	-
Gross transfers	(1,850)	3,000	-	-	-	1,150	1,179
Surplus/(deficit) for the year	1,580	3,000	-	(179)	36	4,437	(3,408)
Cash funds							
Cash & bank balance at start of year	11,200	30,000	1,640	35,921	55,728	134,489	137,897
Surplus/(deficit) for the year	1,580	3,000	-	(179)	36	4,437	712
Cash & bank balance at end of year	12,780	33,000	1,640	35,742	55,764	138,926	134,489
Bank & cash balances							
Current account	9,849	-	-	-	-	9,849	6,664
Deposit account	2,931	33,000	1,640	35,742	55,764	129,077	127,825
	12,780	33,000	1,640	35,742	55,764	138,926	134,489

Breakdown of Restricted funds 2020

	AM	Argyll	Arran	Ayrshire	Castle Douglas	Dumfries	Dunblane	Glasgow	Islay & Jura	Lanark	Milngavie	Mull & Iona	Wigtown	Total 2020	Total 2019
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Receipts															
Contributions	19,178	84	497	951	1,337	518	2,159	28,927	239	330	553	730	1,047	56,550	60,654
Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5,445
Hiring receipts	-	-	-	-	-	-	-	5,841	-	-	-	-	162	6,003	25,362
Bank interest	-	-	-	-	-	-	-	758	-	-	-	-	119	877	865
Receipts from Quaker activities	-	-	-	-	-	-	-	170	-	-	-	-	-	170	462
Other receipts	-	-	-	-	-	-	-	9,150	-	-	-	-	-	9,150	43
Sub total	19,178	84	497	951	1,337	518	2,159	44,846	239	330	553	730	1,328	72,750	92,831
Payments															
Hiring costs	-	-	-	-	-	-	-	23,382	-	-	-	-	-	23,382	24,360
Cost of Quaker activities	-	44	195	409	1,016	745	1,267	25,158	130	-	140	326	662	30,092	34,389
Grants & donations	19,178	450	-	580	-	-	400	394	-	-	200	-	-	21,202	22,411
Bank charges	-	-	-	-	-	-	-	-	-	-	-	-	9	9	15
Sub total	19,178	494	195	989	1,016	745	1,667	48,934	130	-	340	326	671	74,685	79,175
(Deficit)/surplus before transfers	-	(410)	302	(38)	321	(227)	492	(4,088)	109	330	213	404	657	(1,935)	13,656
Net transfers to/from AM funds	-	-	-	(150)	-	-	(1,000)	-	-	-	-	-	-	(1,150)	(1,179)
Gross transfers	-	-	-	(150)	-	-	(1,000)	-	-	-	-	-	-	(1,150)	(1,179)
(Deficit)/surplus for the year	-	(410)	302	(188)	321	(227)	(508)	(4,088)	109	330	213	404	657	(3,085)	12,477
Cash funds															
Cash & bank balance at start of year	3,750	543	266	709	1,200	1,499	3,488	86,753	206	167	1,947	415	13,033	113,976	101,499
(Deficit)/surplus for the year	-	(410)	302	(188)	321	(227)	(508)	(4,088)	109	330	213	404	657	(3,085)	12,477
Cash & bank balance at end of year	3,750	133	568	521	1,521	1,272	2,980	82,665	315	497	2,160	819	13,690	110,891	113,976

Breakdown of Restricted funds 2020 (Continued)

	AM	Argyll	Arran	Ayrshire	Castle Douglas	Dumfries	Dunblane	Glasgow	Islay & Jura	Lanark	Milngavie	Mull & Iona	Wigtown	Total 2020	Total 2019
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
Bank & cash balances															
Current account	-	133	568	521	922	1,272	2,980	8,105	316	497	2,160	759	1,663	19,896	18,766
Deposit account	3,750	-	-	-	599	-	-	74,560	-	-	-	-	12,026	90,935	95,058
Cash in hand	-	-	-	-	-	-	-	-	-	-	-	60	-	60	152
Cash & bank balance at end of year	3,750	133	568	521	1,521	1,272	2,980	82,665	316	497	2,160	819	13,689	110,891	113,976
Held as															
General funds	-	133	568	521	1,521	1,272	2,980	44,441	316	497	2,160	819	3,663	58,891	58,402
Building reserves	-	-	-	-	-	-	-	17,000	-	-	-	-	10,026	27,026	26,907
Employment reserve	-	-	-	-	-	-	-	17,000	-	-	-	-	-	17,000	17,000
Restricted funds	3,750	-	-	-	-	-	-	4,224	-	-	-	-	-	7,974	11,667
	3,750	133	568	521	1,521	1,272	2,980	82,665	316	497	2,160	819	13,689	110,891	113,976