



Hertford and Hitchin Area Meeting of the Religious Society of Friends (Quakers)		1131894	
Annual accounts for the period			
Period start date	01/01/2020	To	Period end date 31/12/2020

Section A Statement of financial activities

Recommended categories by activity	Guidance Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£ F01	£ F02	£ F03	£ F04	£ F05
Incoming resources (Note 3)						
Income and endowments from:						
Donations and legacies	S01	66,150	17,288	-	83,438	48,992
Charitable activities	S02	75	-	-	75	5,535
Other trading activities	S03	42,356	-	-	42,356	105,888
Investments	S04	852	-	-	852	1,281
Separate material item of income	S05	-	-	-	-	784
Other	S06	38,729	-	-	38,729	-
Total	S07	148,162	17,288	-	165,450	162,480
Resources expended (Note 6)						
Expenditure on:						
Raising funds	S08	-	-	-	-	-
Charitable activities	S09	27,598	74	-	27,672	35,474
Separate material item of expense	S10	-	-	-	-	-
Other	S11	96,786	16,483	-	113,269	138,144
Total	S12	124,384	16,557	-	140,941	173,618
Net income/(expenditure) before investment gains/(losses)	S13	23,778	731	-	24,509	- 11,138
Net gains/(losses) on investments	S14	-	-	-	-	-
Net income/(expenditure)	S15	23,778	731	-	24,509	- 11,138
Extraordinary items	S16	-	-	-	-	-
Transfers between funds	S17	-	-	-	-	-
Other recognised gains/(losses):						
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
Net movement in funds	S20	23,778	731	-	24,509	- 11,138
Reconciliation of funds:						
Total funds brought forward	S21	- 11,138	-	-	- 11,138	
Total funds carried forward	S22	12,640	731	-	13,371	- 11,138

Section B

Balance sheet

		Guidance Notes	Unrestricted funds £	Restricted income funds £	Endowment funds £	Total this year £	Total last year £
			F01	F02	F03	F04	F05
Fixed assets							
Intangible assets	(Note 15)	B01	-	-	-	-	-
Tangible assets	(Note 14)	B02	80,000	-	-	80,000	80,000
Heritage assets	(Note 16)	B03	-	-	-	-	-
Investments	(Note 17)	B04	-	-	-	-	-
Total fixed assets		B05	80,000	-	-	80,000	80,000
Current assets							
Stocks	(Note 18)	B06	-	-	-	-	-
Debtors	(Note 19)	B07	9,341	-	-	9,341	13,217
Investments	(Note 17.4)	B08	-	-	-	-	-
Cash at bank and in hand	(Note 24)	B09	228,646	1,593	-	230,239	201,260
Total current assets		B10	237,987	1,593	-	239,580	214,477
Creditors: amounts falling due within one year	(Note 20)	B11	14,609	-	-	14,609	12,675
Net current assets/(liabilities)		B12	223,378	1,593	-	224,971	201,802
Total assets less current liabilities		B13	303,378	1,593	-	304,971	281,802
Creditors: amounts falling due after one year	(Note 20)	B14	-	-	-	-	-
Provisions for liabilities		B15	-	-	-	-	-
Total net assets or liabilities		B16	303,378	1,593	-	304,971	281,802
Funds of the Charity							
Endowment funds	(Note 27)	B17	-	-	-	-	-
Restricted income funds	(Note 27)	B18	-	1,593	-	1,593	862
Unrestricted funds		B19	223,378	-	-	223,378	200,940
Revaluation reserve		B20	-	-	-	-	-
Total funds		B21	223,378	1,593	-	224,971	201,802

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	David Hindle	22/10/2021

Note 3 Analysis of income

Analysis		Unrestricted	Restricted	Endowment	Total funds	Prior year
		funds	income funds	funds	£	£
Donations and legacies:	Donations and gifts	60,756	75	-	60,831	42,504
	Gift Aid	5,394	25	-	5,419	6,488
	Legacies	-	-	-	-	-
	General grants provided by government/other charities	-	17,188	-	17,188	-
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	-
	Donated goods, facilities and services	-	-	-	-	-
	Other	-	-	-	-	-
Total	66,150	17,288	-	83,438	48,992	
Charitable activities:	Area Meeting Camp	75	-	-	75	5,535
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total	75	-	-	75	5,535	
Other trading activities:	Hirings and Lettings of Meeting Houses	42,356	-	-	42,356	105,888
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total	42,356	-	-	42,356	105,888	
Income from investments:	Interest income	852	-	-	852	1,281
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
Total	852	-	-	852	1,281	
Separate material item of income:	Refunds	38,729	-	-	38,729	784
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
Total	38,729	-	-	38,729	784	
Other:	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
TOTAL INCOME	148,162	17,288	-	165,450	162,480	

Other information:

All income in the prior year was unrestricted except for: (please provide description and amounts)

£15,000 for repairs and refurbishment at Hitchin Meeting House
£2,188 for repairs and refurbishment at Hertford Meeting House
£100 for Hitchin Peace Garden

Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.

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Where any endowment fund is converted into income in the prior period, please give the reason for the conversion.

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Within the income items above the following items are material: (please disclose the nature, amount and any prior year amounts)

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Note 6

Analysis of expenditure

Analysis	This year				Last year			
	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Unrestricted funds	Restricted income funds	Endowment funds	Total funds
Expenditure on raising funds:				£				£
Incurring seeking donations	-	-	-	-	-	-	-	-
Incurring seeking legacies	-	-	-	-	-	-	-	-
Incurring seeking grants	-	-	-	-	-	-	-	-
Operating membership schemes and social lotteries	-	-	-	-	-	-	-	-
Staging fundraising events	-	-	-	-	-	-	-	-
Fundraising agents	-	-	-	-	-	-	-	-
Operating charity shops	-	-	-	-	-	-	-	-
Operating a trading company undertaking non-charitable trading activity	-	-	-	-	-	-	-	-
Advertising, marketing, direct mail and publicity	-	-	-	-	-	-	-	-
Start up costs incurred in generating new source of future income	-	-	-	-	-	-	-	-
Database development costs	-	-	-	-	-	-	-	-
Other trading activities	-	-	-	-	-	-	-	-
Investment management costs:	-	-	-	-	-	-	-	-
Portfolio management costs	-	-	-	-	-	-	-	-
Cost of obtaining investment advice	-	-	-	-	-	-	-	-
Investment administration costs	-	-	-	-	-	-	-	-
Intellectual property licencing costs	-	-	-	-	-	-	-	-
Rent collection, property repairs and maintenance charges	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total expenditure on raising funds	-	-	-	-	-	-	-	-
Expenditure on charitable activities:								
Area Meeting Camp	680	-	-	680	4,069	-	-	4,069
Grant Making (see note 13)	26,918	-	-	26,918	30,725	-	-	30,725
Hitchin Peace Garden	-	74	-	74	-	-	-	-
Peace Summer School	-	-	-	-	636	24	-	660
Total expenditure on charitable activities	27,598	74	-	27,672	35,430	24	-	35,454
Separate material item of expense								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-
Other								
Area and Local Meeting Expenses	8,329	-	-	8,329	9,616	-	-	9,616
Premises Costs	88,457	16,483	-	104,940	122,759	5,768	-	128,527
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total other expenditure	96,786	16,483	-	113,269	132,375	5,768	-	138,143
TOTAL EXPENDITURE	124,384	16,557	-	140,941	167,805	5,792	-	173,597

Other information:

Analysis of expenditure on charitable activities

Activity or programme	This year				Last year			
	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year	Activities undertaken directly	Grant funding of activities	Support Costs	Total last year
	£	£	£	£	£	£	£	£
Activity 1	-	-	-	-	-	-	-	-
Activity 2	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Note 11 Paid employees
 Please complete this note if the charity has any employees.

11.1 Staff Costs

	This year £	Last year £
Salaries and wages	12,859	14,634
Social security costs	-	-
Pension costs (defined contribution scheme)	-	-
Other employee benefits	-	-
Total staff costs	12,859	14,634

This year:

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

Last year:

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

Please give details of the number of employees whose total employee benefits (excluding employer pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no such transactions, please enter 'true' in the box provided.

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

Band	Number of employees	
	This year	Last year
£60,000 to £69,999	-	-
£70,000 to £79,999	-	-
£80,000 to £89,999	-	-
£90,000 to £99,999	-	-
£100,000 to £109,999	-	-

	This year £	Last year £
Please provide the total amount paid to key management personnel (includes trustees and senior management) for their services to the charity. For specific amounts paid to trustees, see Note 28.	-	-

11.2 Average head count in the year

The parts of the charity in which the employees work

	This year Number	Last year Number
Fundraising	-	-
Charitable Activities	2	2
Governance	-	-
Other	-	-
Total	2	2

11.3 Ex-gratia payments to employees and others (excluding trustees)
 Please complete if an ex-gratia payment is made.

Please explain the nature of the payment

This year	
Last year	

Please state the legal authority or reason for making the payment

This year	
Last year	

	This year £	Last year £
Please state the amount of the payment (or value of any waiver of a right to an asset)	-	-

11.4 Redundancy payments
 Please complete if any redundancy or termination payment is made in the period.

	This year £	Last year £
Total amount of payment	-	-

The nature of the payment (cash, asset etc.)

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	This year £	Last year £
The extent of redundancy funding at the balance sheet date	-	-

Please state the accounting policy for any redundancy or termination payments

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Section C **Notes to the accounts** **(cont)**

Note 13 Grantmaking

Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.

This year:

13.1 Analysis of grants paid (included in cost of charitable activities)

Analysis	Grants to institutions	Grants to individuals	Support costs £	Total £
Britain Yearly Meeting	13,949.00	-	nil	13,949.00
Grants of £1000 and over	-	1,000.00	nil	1,000.00
Miscellaneous grants of under £1000	10,645.00	-	nil	10,645.00
	-	-	-	-
Total	24,594	1,000	-	25,594

Please enter "Nil" if the charity does not identify and/or allocate support costs.

13.2 Grants made to institutions

<i>My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.</i>	Yes	<i>Please provide details of charity's URL.</i>
	No	<i>Provide details below</i>

Names of institution	Purpose	Total amount of grants paid £
Britain Yearly Meeting	Central Funding of Quaker activities	13,949
		-
		-
		-
		-
		-
		-
		-
		-
		-
Total grants to institutions in reporting period		13,949
Other unanalysed grants		10,645
TOTAL GRANTS PAID		24,594

Last year:

13.3 Analysis of grants paid (included in cost of charitable activities)

Analysis	Grants to institutions	Grants to individuals	Support costs £	Total £
Britain Yearly Meeting	16,304.00	-	-	16,304.00
Grants of £1000 and over	1,317.00	-	-	1,317.00
Miscellaneous grants of under £1000	12,467.00	-	-	12,467.00
	-	-	-	-
Total	30,088	-	-	30,088

Please enter "Nil" if the charity does not identify and/or allocate support costs.

13.4 Grants made to institutions

<i>My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.</i>	Yes	<i>Please provide details of charity's URL.</i>
	No	<i>Provide details below</i>

Names of institution	Purpose	Total amount of grants paid £
Britain Yearly Meeting	Central Funding of Quaker activities	16,304
North Herts Sanctuary	Hostel and help for homeless	1,317
		-
		-
		-
		-
		-
		-
Total grants to institutions in reporting period		17,621
Other unanalysed grants		12,467
TOTAL GRANTS PAID		30,088

Note 14 Tangible fixed assets

Please complete this note if the charity has any tangible fixed assets

14.1 Cost or valuation

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
At the beginning of the year	80,000	-	-	-	80,000
Additions	-	-	-	-	-
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	80,000	-	-	-	80,000

14.2 Depreciation and impairments

	**Basis	SL or RB (Straight Line or Reducing Balance)	SL or RB	SL or RB	SL or RB	SL or RB
	** Rate					
At beginning of the year	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Depreciation	-	-	-	-	-	-
Impairment	-	-	-	-	-	-
Transfers*	-	-	-	-	-	-
At end of the year	-	-	-	-	-	-

14.3 Net book value

Net book value at the beginning of the year	80,000	-	-	-	80,000
Net book value at the end of the year	80,000	-	-	-	80,000

14.4 Impairment

This year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

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Last year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

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14.5 Revaluation

If an accounting policy of revaluation is adopted, please provide:

the effective date of the revaluation

the name of independent valuer, if applicable

the methods applied and significant assumptions

the carrying amount that would have been recognised had the assets been carried under the cost model.

	This year	Last year
	-	-

14.6 Other disclosures

(i) Please state the amount of borrowing costs, if any, capitalised in the construction of tangible fixed assets and the capitalisation rate used.

(ii) Please provide the amount of contractual commitments for the acquisition of tangible fixed assets.

(iii) Details of the existence and carrying amounts of property, plant and equipment to which the charity has restricted title or that are pledged as security for liabilities.

	This year	Last year
	£	£
	-	-
	-	-

* The "transfers" row is for movements between fixed asset categories.

** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

Note 19 Debtors and prepayments

Please complete this note if the charity has any debtors or prepayments.

19.1 Analysis of debtors

Trade debtors

Prepayments and accrued income

Other debtors

Total

This year	Last year
£	£
-	-
9,341.0	13,217.0
-	-
9,341.0	13,217.0

Please complete 19.2 where a material debtor is recoverable more than a year after the reporting date.

19.2 Analysis of debtors recoverable in more than 1 year (included in debtors above)

Trade debtors

Prepayments and accrued income

Other debtors

Total

This year	Last year
£	£
-	-
-	-
-	-
-	-
-	-
-	-

Section C**Notes to the accounts****(cont)****Note 20 Creditors and accruals***Please complete this note if the charity has any creditors or accruals.***20.1 Analysis of creditors**

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Accruals for grants payable	-	-	-	-
Bank loans and overdrafts	-	-	-	-
Trade creditors	14,609	12,675	-	-
Payments received on account for contracts or performance-related grants	-	-	-	-
Accruals and deferred income	-	-	-	-
Taxation and social security	-	-	-	-
Other creditors	-	-	-	-
Total	14,609	12,675	-	-

20.2 Deferred income*Please complete this note if the charity has deferred income.**Please explain the reasons why income is deferred.*

	This year	Last year

Movement in deferred income account

Balance at the start of the reporting period
 Amounts added in current period
 Amounts released to income from previous periods
 Balance at the end of the reporting period

	This year £	Last year £
	-	-
	-	-
	-	-
	-	-

Section C**Notes to the accounts****(cont)****Note 24 Cash at bank and in hand**

Short term cash investments (less than 3 months maturity date)
Short term deposits
Cash at bank and on hand
Other
Total

This year £	Last year £
-	-
179,049	149,674
51,190	51,586
-	-
230,239	201,260

Section C

Notes to the accounts

(cont)

Note 27 Charity funds

27.1 Details of material funds held and movements during the CURRENT reporting period

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

* Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Area Meeting General Fund	UR	General Purposes of Area Meeting	13,706	4,419	- 14,602	12,201	-	15,724
Area Meeting Quaker Work Fund	UR	Supporting Quaker projects	1,000	-	- 1,000	1,000	-	1,000
Area Meeting Building Fund	UR	Emergency repair of our buildings	15,000	-	-	-	-	15,000
Area Meeting Camp Fund	UR	Area Meeting Camp	8,625	75	- 680	-	-	8,020
Local Meetings General Funds	UR	General Purposes of Local Meetings	161,269	143,668	- 108,102	- 13,201	-	183,634
Hitchin Peace Garden	R	to be used for Hitchin Peace Garden	862	100	- 74	-	-	888
BYM Meeting Houses Fund	R	to be used for Hitchin Meeting House	-	15,000	- 15,000	-	-	-
350th Anniversary Fund	R	to be used for Hertford Meeting House	-	2,188	- 1,483	-	-	705
				-	-	-	-	-
			-	-	-	-	-	-
Other funds	N/a	N/a	-	-	-	-	-	-
		Total Funds	200,462	165,450	- 140,941	-	-	224,971

Section C **Notes to the accounts** **(cont)**

Note 27 **Charity funds (cont)**

27.2 Details of material funds held and movements during the PREVIOUS reporting period

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

** Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds*

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
Area Meeting General Fund	UR	General Purposes of Area Meeting	11,837	11,998	- 4,622	- 6,006		13,207
Area Meeting Quaker Work Fund	UR	Supporting Quaker projects	2,026	-	-	- 1,026		1,000
Area Meeting Building Fund	UR	Maintenance and repair of our buildings	32,450	-	- 21,704	4,254	-	15,000
Area Meeting Camp Fund	UR	Area Meeting Camp	7,178	5,535	- 4,089	-	-	8,624
Local Meetings General Funds	UR	General Purposes of Local Meetings	152,813	144,671	- 136,901	2,026	-	162,609
Hitchin Peace Garden	R	to be used for Hitchin Peace Garden	2,093	275	- 1,506	-	-	862
Sawell Fund	R	to be used for Hoddesdon	4,520	-	- 4,520	-	-	-
WGC Quaker Work Fund	R	to be used for Quaker work only	24	-	- 24	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
Other funds	N/a	N/a	-	-	- 252	752		500
		Total Funds	212,941	162,479	- 173,618	-	-	201,802