



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

**Trustees' Annual Report and Accounts**  
Year ending 31 December 2018

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**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 2018

### Reference and administration details

#### Office bearers

Michael Hutchinson	Clerk	
Tim Denvir	Assistant Clerk	
Margaret Roy	Assistant Clerk	
Margaret Morton	Treasurer	Appointment 01/01/18

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

Peter Christy		Appointment 12/03/18
Bronwen Currie	Clerk	Appointment 08/04/17
Tim Denvir		Appointment 01/01/19
Margaret Morton	Ex-officio	Appointment 01/01/18
Martha Hatch		Appointment 01/01/15
Clare Phillips	Asst Clerk	Appointment 01/01/16
Wendy Reynolds		Appointment 01/01/19
Margaret Roy	Ex-officio	Appointment 27/08/16
Charlotte Wright		Appointment 01/06/13
Liz Anderton		Appointment 13/04/19
Mary Alice Mansell		Appointment 13/04/19
Kate Philbrick		Appointment 13/04/19

#### Trustees who have completed their service Date released

David Rees	12/03/18
Robin Davis	12/03/18
Sarah Brown	31/12/18

#### 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 2018

### 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 2018 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). Minor amendments as a result of a review by Trustees were agreed by Area Meeting in session and approved by OSCR in 2018.

#### **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 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 the Churches Child Protection Advisory Service 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

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### 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 20 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

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## Trustees' Annual Report for year ending 31 December 2018

### Achievements and performance (continued)

At the end of 2018, there were 220 members, and 217 people not in membership attended on a regular basis; occasional visitor numbers are not recorded. The membership has increased by 6 since 2017. 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 2018. There are children's meetings in Glasgow and Dunblane, run by PVG-registered volunteers. In addition some smaller meetings have PVG-registered Friends ready or 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 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 30, with 45 attending the meeting in Glasgow that had a speaker. Smaller meetings continued to value the holding of these meetings in their part of the Area but had greater difficulty in joining in the face-to-face meetings at the geographically opposite end of the Area. We are still exploring how best to take advantage of the opportunities afforded by other means of communication, and trialled a video app at one of our meetings.

Business at our meetings included consideration of diversity - both in the ways we express our faith, and in the composition of our meetings. We seek to be inclusive, and are aware of our need for outreach for all who might find a home with us. We are aware of our lack of younger people, especially in our smaller rural meetings, and are working towards "growing an all-age community".

Dunblane local meeting held an all-age workshop about equality, diversity and inclusion.





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

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## Trustees' Annual Report for year ending 31 December 2018

### Achievements and performance (continued)

#### Our Community (continued)

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 and study days in order to get to know each other better. Other meetings organise 'satellite study and social groups' for those living near each other. Informal events such as hill-walking groups and barbecues are valuable nurturers of community.



We held once again a well-supported family weekend in Crianlarich in March principally for members in the west and from the islands.

Ensuring the Quaker Discipline is adequately maintained throughout the Area remains important for us. 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. Her work is supported in Scotland by a Parliamentary Engagement Working Group, and our representative gave us regular reports on its activities.

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### Achievements and performance (continued)

#### Social Witness (continued)

"Living out our Faith" is the theme of Friends in Britain at the present time. In support of the Quaker witness to peace, Meeting for Worship continues to be held regularly outside Faslane naval base and Dundrennan army base. Both Dunblane and Glasgow meetings are involved with Sanctuary; Glasgow meeting's Sanctuary group liaises with refugee organisations throughout the city and hosted an event for refugees in the meeting house, Dunblane meeting are represented on Forth Valley Welcome, and two Castle Douglas Friends work as volunteer befrienders with Syrian refugee families. Glasgow Friends against Homelessness continues to provide sustenance for the homeless in central Glasgow. Arran Friends are represented at the Women in Black silent witness in Brodick each month. Several meetings have witnessed in their communities to the need for peace and justice, and most local meetings also support a range of charitable 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 focusing on our Book of Discipline, Quaker Faith and Practice. Other groups have centred around spiritual healing and the Experiment with Light project, and Glasgow meeting has organised two retreat days. Several meetings include readings from Advices & Queries in their worship on a regular basis.

#### Sustainability

Following our commitment at a UK level in 2011 to become a low-carbon, sustainable community, many individual Friends strive to live sustainably by reducing car use and plane travel and by practising simplicity in their purchases and eating habits. Only two of our local meetings own their own Meeting Houses, and the uncertainty surrounding the future of Glasgow Meeting House means that major investment to improve the building's environmental performance has to be put on hold at present. Nevertheless Glasgow meeting conducted a travel survey in January and calculated the breakdown of their travel footprint by kg per person attending meeting. They obtain their energy from a company which claims to be 100% renewable. Almost all our local meetings meet in premises which do not belong to them and over which 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.

#### 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.

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### **Achievements and performance (continued)**

#### Property (continued)

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 and a growing number of groups are also using Wigtown Meeting House. In Glasgow, the Meeting House Development Group has reconvened to try and discern the way to implement the Local Meeting's vision for the future of the Quaker witness in the city. The demolition of the adjacent property is now complete but it is still unclear how the site will be developed; it is zoned for offices. Various options for Glasgow Meeting House are being reviewed, ranging from basic repairs to complete rebuilding. Trustees are conscious of the need to protect the Area Meeting's assets and not commit the meeting to developments it cannot afford.

### **Financial review**

Total contributions showed an encouraging increase of just under £2,000 in 2018. There was also one legacy of £5,000 to Wigtown Meeting. Much of our discretionary spending was drawn from designated legacy funds as well as a restricted grant of £800 from the Camfield Trust, carried forward from 2017.

The Barbara Organ and Margaret Giles legacies were designated in 2016 to enable the spiritual development for individuals and groups, to strengthen our community, and to assist local meeting projects and recognised concerns. In 2018, a total of £2,534 was spent from this source: £844 for attendance at BYM; £300 for courses and training; £203 to support children's involvement; and £1,187 for a conference telephone system for Islay & Jura, a computer for the Assistant Treasurer and a website for Glasgow Meeting. There is now a total of £40,829 remaining in these two funds, which have now been merged.

The remaining two legacies, from Jean Laurie and Jenny Auld, have been designated for the Glasgow Meeting House and have been merged, with a joint total of £49,934. Considerable funds will be required in future for our Meeting House in Glasgow, whether it is eventually decided to remain in the present property, which requires extensive renovation, or to relocate within the city. A separate Glasgow Meeting House Development Fund (£5,794) has been started by restricting the Area Meeting Building Reserves to £30,000 and the Area Meeting General Reserves to £9,700 (approximately four months annual expenditure).

West Scotland Area Meeting gives financial support to the national structure of the Religious Society of Friends in the United Kingdom. A per capita quota is paid annually to General Meeting for Scotland, amounting to £5,235 in 2018. Britain Yearly Meeting was supported through direct grants of £5,000 from Area Meeting and £5,500 from Glasgow Meeting; in addition, Area Meeting collected individual contributions and passed them on as donations, along with relevant Gift Aid, amounting to £17,533. The total contribution to BYM from West Scotland Area Meeting was £28,431. With the addition of direct donations to BYM, the average contribution amounted to £132 per member (£135 in 2017).



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### **Financial Review (continued)**

#### **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 £53,394 (14% of the value of our properties): £30,000 held by Area Meeting, £17,000 by Glasgow Meeting and £6,394 by Wigtown Meeting. Glasgow Meeting also holds an employment reserve of £17,000 and has a higher level of general reserves because of anticipated expenditure at Glasgow Meeting House.

#### **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. To enable the Meeting to fulfill its responsibilities it will continue to manage its costs and maintain its 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

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## Independent Examiners Report for year ending 31 December 2018

I report on the accounts of the charity for the year ended 31 December 2018, 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

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## Financial Statements for year ending 31 December 2018

### Statement of Receipts and Payments

		Unrestricted Funds	Restricted funds	Total 2018	<i>Total</i> 2017
	Notes	£	£	£	£
<b>Receipts</b>					
Contributions		22,457	58,216	<b>80,673</b>	78,849
Legacies		-	5,000	<b>5,000</b>	24,934
Grants		-	-	-	1,000
Hiring receipts		-	21,330	<b>21,330</b>	22,677
Bank interest		1,297	808	<b>2,105</b>	1,817
Receipts from Quaker activities		1,420	690	<b>2,110</b>	2,560
Other receipts		-	20	<b>20</b>	26
<b>Total Receipts</b>		<b>25,174</b>	<b>86,064</b>	<b>111,238</b>	<i>131,863</i>
<b>Payments</b>					
Hiring costs	3	-	31,561	<b>31,561</b>	34,968
Cost of Quaker activities	4	12,483	27,500	<b>39,983</b>	40,926
Grants & donations	5	13,826	24,244	<b>38,070</b>	40,759
Governance costs	6				
Examination		930	-	<b>930</b>	902
other		813	16	<b>829</b>	669
<b>Total payments</b>		<b>28,052</b>	<b>83,321</b>	<b>111,373</b>	<i>118,224</i>
<b>Net receipts/(payments)</b>		<b>(2,878)</b>	2,743	<b>(135)</b>	13,639
<b>Transfers to/(from) funds</b>		3,590	(3,590)	-	-
<b>Surplus/(deficit) for the year</b>		<b>712</b>	<b>(847)</b>	<b>(135)</b>	13,639

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

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## Financial Statements for year ending 31 December 2018

### Statement of Balances

	Unrestricted Funds	Restricted Funds	Total 2018	Total 2017
	£	£	£	£
<b>Cash funds</b>				
Cash & bank balance at start of year	137,185	102,346	<b>239,531</b>	225,892
Surplus/(deficit) for the year	712	(847)	<b>(135)</b>	13,639
<b>Cash and bank balance at end of year</b>	<b>137,897</b>	<b>101,499</b>	<b>239,396</b>	<b>239,531</b>
 <b>Cash and bank balances</b>				
Current accounts	7,387	14,165	<b>21,552</b>	24,562
Deposit accounts	130,510	87,094	<b>217,604</b>	214,590
Cash in hand	-	240	<b>240</b>	379
<b>Cash and bank balance at end of year</b>	<b>137,897</b>	<b>101,499</b>	<b>239,396</b>	<b>239,531</b>
 <b>Funds</b>				
General funds (AM and LM)	9,700	52,511	<b>62,211</b>	63,646
Building reserves (AM and LM)	30,000	23,394	<b>53,394</b>	54,390
Glasgow Employment reserve	-	17,000	<b>17,000</b>	17,000
AM designated funds	98,197	-	<b>98,197</b>	94,937
AM restricted funds	-	3,750	<b>3,750</b>	4,550
LM restricted funds	-	4,844	<b>4,844</b>	5,008
	<b>137,897</b>	<b>101,499</b>	<b>239,396</b>	<b>239,531</b>
 <b>Other assets</b>				
HMRC refund due			1,494	152
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			958	930

Signed on behalf of the charity's trustees;

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Bronwen Currie (Clerk of Trustees)

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Margaret Morton (Trustee & Treasurer)

Accepted by West Scotland Area Meeting;

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Michael Hutchinson, Clerk of Area Meeting

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

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## Notes to the Accounts for year ending 31 December 2018

### Notes to the accounts

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 reorganise 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

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### Notes to the Accounts for year ending 31 December 2018

#### Notes to the accounts (continued)

- 3 **Hiring Costs** This includes a proportion (70%) of the employment and other support costs for Glasgow Meeting House. Because all property costs have historically been factored in to the calculation, the actual hiring costs may have been overstated. The Trustees will review the formula in 2019.
- 4 **Quaker activities** This includes: insurance (£3,040), 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 fluctuated over the year: at the year end the staffing complement is one warden (16 hours) and occasional deputies.
- 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).

A total of 21 grants were made (from £20 to £5,500) to 17 organisations.

<b>Breakdown of grants</b>	Unrestricted funds	Restricted Funds	<b>Total 2018</b>	<i>Total 2017</i>
Britain Yearly Meeting	5,000	23,033	<b>28,033</b>	29,141
General Meeting for Scotland	5,235	-	<b>5,235</b>	4,967
Northern Friends Peace Board	1,836	-	<b>1,836</b>	1,500
Northern Friends Youth Events Trust	1,105	-	<b>1,105</b>	1,000
Quaker Council for European Affairs	150	20	<b>170</b>	150
Friends World Committee for Consultation	250	-	<b>250</b>	350
A'mari Playcentre Ramallah	250	-	<b>250</b>	250
Quaker Service	-	150	<b>150</b>	300
Quaker Peaceworkers	-	300	<b>300</b>	-
Quaker Meeting House Appeals	-	150	<b>150</b>	-
Anti Slavery International	-	150	<b>150</b>	-
Loaves & Fishes	-	200	<b>200</b>	-
Simon Community	-	100	<b>100</b>	-
Other small grants (less than £100)	-	141	<b>141</b>	568
<i>Bursaries, Personal Needs &amp; Pastoral Care</i>	-	-	-	333
<i>Quaker Social Action</i>	-	-	-	400
<i>Quaker Bolivia Link</i>	-	-	-	600
<i>Friends House Moscow</i>	-	-	-	400
<i>Quaker Housing Trust</i>	-	-	-	400
<i>Quaker International Educational Trust</i>	-	-	-	400
<b>Total</b>	<b>13,826</b>	<b>24,244</b>	<b>38,070</b>	<b>40,759</b>

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## Notes to the Accounts for year ending 31 December 2018

### Notes to the accounts (continued)

- 6 **Governance** This includes subscriptions to advisory organisations (e.g. 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.
- No trustee expenses were claimed in 2018 (2017: two trustees received travel expenses totaling £52).

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

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## Breakdown of Unrestricted funds

	General Fund	Designated Funds					Total 2018	Total 2017
		Building	Disability	Organ/Giles	Laurie/Auld	GMHD		
<b>Receipts</b>								
Contributions	22,457	-	-	-	-	-	<b>22,457</b>	21,938
Legacies	-	-	-	-	-	-	-	24,934
Grants	-	-	-	-	-	-	-	-
Bank interest	1,297	-	-	-	-	-	<b>1,297</b>	1,060
Receipts from Quaker activities	1,420	-	-	-	-	-	<b>1,420</b>	1,560
<b>Sub total</b>	<b>25,174</b>	-	-	-	-	-	<b>25,174</b>	49,492
<b>Payments</b>								
Hiring costs	-	-	-	-	-	-	-	-
Cost of Quaker activities	9,949	-	-	2,534	-	-	<b>12,483</b>	12,727
Grants & donations	13,826	-	-	-	-	-	<b>13,826</b>	13,200
Governance costs	-	-	-	-	-	-	-	-
Examination	930	-	-	-	-	-	<b>930</b>	902
other	813	-	-	-	-	-	<b>813</b>	651
<b>Sub total</b>	<b>25,518</b>	-	-	<b>2,534</b>	-	-	<b>28,052</b>	27,480
<b>Net receipts / (payments)</b>	<b>(344)</b>	-	-	<b>(2,534)</b>	-	-	<b>(2,878)</b>	22,012
Net transfers from AM funds	-	-	-	-	-	-	-	-
Net transfers to AM funds	3,590	-	-	-	-	-	<b>3,590</b>	1,305
Net transfers between AM funds	(4,329)	(1,465)	-	-	-	5,794	-	-
<b>Gross transfers</b>	<b>(739)</b>	<b>(1,465)</b>	-	-	-	<b>5,794</b>	<b>3,590</b>	1,305
<b>Surplus/(deficit) for the year</b>	<b>(1,083)</b>	<b>(1,465)</b>	-	<b>(2,534)</b>	-	<b>5,794</b>	<b>712</b>	23,317
<b>Cash funds</b>								
Cash & bank balance at start of year	10,783	31,465	1,640	43,363	49,934	-	137,185	113,868
Surplus/(deficit) for the year	(1,083)	(1,465)	-	(2,534)	-	5,794	712	23,317
<b>Cash &amp; bank balance at end of year</b>	<b>9,700</b>	<b>30,000</b>	<b>1,640</b>	<b>40,829</b>	<b>49,934</b>	<b>5,794</b>	<b>137,897</b>	137,185
<b>Bank &amp; cash balances</b>								
Current account	7,387	-	-	-	-	-	7,387	7,972
Deposit account	2,313	30,000	1,640	40,829	49,934	5,794	130,510	129,213
	<b>9,700</b>	<b>30,000</b>	<b>1,640</b>	<b>40,829</b>	<b>49,934</b>	<b>5,794</b>	<b>137,897</b>	137,185

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

Scottish charity number SC011234

### Breakdown of Restricted funds 2018

	AM	Argyll	Arran	Ayrshire	Castle Douglas	Dumfries	Dunblane	Glasgow	Islay & Jura	Lanark	Milngavie	Mull & Iona	Wigtown	Total 2018	Total 2017
	£	£	£	£	£	£	£	£	£	£	£	£	£	£	£
<b>Receipts</b>															
Contributions	17,533	987	583	1,006	1,484	960	3,688	27,350	488	671	958	910	1,598	<b>58,216</b>	56,911
Legacies	-	-	-	-	-	-	-	-	-	-	-	-	5,000	<b>5,000</b>	-
Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,000
Hiring receipts	-	-	-	-	-	-	-	20,935	-	-	-	-	395	<b>21,330</b>	22,677
Bank interest	-	-	-	-	-	-	6	733	-	-	-	-	69	<b>808</b>	757
Receipts from Quaker activities	-	-	-	-	-	-	-	690	-	-	-	-	-	<b>690</b>	1,000
Other receipts	-	-	-	-	-	-	-	-	-	-	20	-	-	<b>20</b>	26
<b>Sub total</b>	<b>17,533</b>	<b>987</b>	<b>583</b>	<b>1,006</b>	<b>1,484</b>	<b>960</b>	<b>3,694</b>	<b>49,708</b>	<b>488</b>	<b>671</b>	<b>978</b>	<b>910</b>	<b>7,062</b>	<b>86,064</b>	<b>82,371</b>
<b>Payments</b>															
Hiring costs	-	-	-	-	-	-	-	31,561	-	-	-	-	-	<b>31,561</b>	34,968
Cost of Quaker activities	800	879	460	625	1,487	727	2,703	15,609	240	648	1,003	399	1,920	<b>27,500</b>	28,199
Grants & donations	17,533	-	50	300	171	200	-	5,600	-	40	300	-	50	<b>24,244</b>	27,559
Bank charges	-	-	1	-	-	-	-	-	-	-	-	-	15	<b>16</b>	18
Other	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Sub total</b>	<b>18,333</b>	<b>879</b>	<b>511</b>	<b>925</b>	<b>1,658</b>	<b>927</b>	<b>2,703</b>	<b>52,770</b>	<b>240</b>	<b>688</b>	<b>1,303</b>	<b>399</b>	<b>1,985</b>	<b>83,321</b>	<b>90,744</b>
<b>Surplus/(deficit) before transfers</b>	<b>(800)</b>	<b>108</b>	<b>72</b>	<b>81</b>	<b>(174)</b>	<b>33</b>	<b>991</b>	<b>(3,062)</b>	<b>248</b>	<b>(17)</b>	<b>(325)</b>	<b>511</b>	<b>5,077</b>	<b>2,743</b>	<b>(8,373)</b>
Net transfers to/from AM funds	-	-	-	-	-	-	(2,490)	-	(200)	-	(600)	(300)	-	<b>(3,590)</b>	(1,305)
Net transfers between LM funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Gross transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(2,490)</b>	<b>-</b>	<b>(200)</b>	<b>-</b>	<b>(925)</b>	<b>(300)</b>	<b>-</b>	<b>(3,590)</b>	<b>(1,305)</b>
<b>Surplus/(deficit) for the year</b>	<b>(800)</b>	<b>108</b>	<b>72</b>	<b>81</b>	<b>(174)</b>	<b>33</b>	<b>(1,499)</b>	<b>(3,062)</b>	<b>48</b>	<b>(17)</b>	<b>(925)</b>	<b>211</b>	<b>5,077</b>	<b>(847)</b>	<b>(9,678)</b>
<b>Cash funds</b>															
Cash & bank balance at start of year	4,550	771	422	320	1,530	972	4,073	78,834	184	110	3,125	544	6,911	<b>102,346</b>	112,024
Surplus/(deficit) for the year	(800)	108	72	81	(174)	33	(1,499)	(3,062)	48	(17)	(925)	211	5,077	<b>(847)</b>	(9,678)
<b>Cash &amp; bank balance at end of year</b>	<b>3,750</b>	<b>879</b>	<b>494</b>	<b>401</b>	<b>1,356</b>	<b>1,005</b>	<b>2,574</b>	<b>75,772</b>	<b>232</b>	<b>93</b>	<b>2,200</b>	<b>755</b>	<b>11,988</b>	<b>101,499</b>	<b>102,346</b>

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

Scottish charity number SC011234

### Breakdown of Restricted funds 2018 (continued)

	AM	Argyll	Arran	Ayrshire	Castle Douglas	Dumfries	Dunblane	Glasgow	Islay & Jura	Lanark	Milngavie	Mull & Iona	Wigtown	Total 2018	Total 2017
<b>Bank &amp; cash balances</b>															
Current account	-	875	410	401	457	1,005	2,574	4,721	232	93	2,149	755	493	<b>14,165</b>	16,590
Deposit account	3,750	-	-	-	899	-	-	71,051	-	-	-	-	11,394	<b>87,094</b>	85,377
Cash in hand	-	4	84	-	-	-	-	-	-	-	51	-	101	<b>240</b>	379
<b>Cash &amp; bank balance at end of year</b>	<b>3,750</b>	<b>879</b>	<b>494</b>	<b>401</b>	<b>1,356</b>	<b>1,005</b>	<b>2,574</b>	<b>75,772</b>	<b>232</b>	<b>93</b>	<b>2,200</b>	<b>755</b>	<b>11,988</b>	<b>101,499</b>	102,346
<b>Held as</b>															
General funds	-	879	494	401	1,356	1,005	2,574	36,928	232	93	2,200	755	5,594	<b>52,511</b>	52,863
Building reserves	-	-	-	-	-	-	-	17,000	-	-	-	-	6,394	<b>23,394</b>	22,925
Employment reserve	-	-	-	-	-	-	-	17,000	-	-	-	-	-	<b>17,000</b>	17,000
Restricted funds	3,750	-	-	-	-	-	-	4,844	-	-	-	-	-	<b>8,594</b>	9,558
	<b>3,750</b>	<b>879</b>	<b>494</b>	<b>401</b>	<b>1,356</b>	<b>1,005</b>	<b>2,574</b>	<b>75,772</b>	<b>232</b>	<b>93</b>	<b>2,200</b>	<b>755</b>	<b>11,988</b>	<b>101,499</b>	102,346