

Manchester Reform Synagogue
Trustees' Report and Financial Statements
for the year ended 31 December 2014

Manchester Reform Synagogue

Contents

	Page
Trustees' Report	1 - 2
Auditors' Report	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6 - 10

Manchester Reform Synagogue

Charity Information

Registered Name	Manchester Reform Congregation		
Registered Number	1118957		
Inland Revenue Ref.	X14140		
Trustees	Louis Rapaport Michael J Taylor Rt. Hon. Lord Barnett Leonard Gould	Deceased November 2014	
President	Danny Savage		
Treasurer	Danny Franks		
Address	Jackson's Row Manchester M2 5NH		
Auditors	Downham Mayer Clarke & Co 41 Greek Street Stockport Cheshire SK3 8AX		
Bankers	Lloyds TSB Bank PLC King Street Manchester M2 4LQ	Barclays Bank PLC 1 Yorkshire Street Rochdale O16 1BJ	
Honorary Solicitors	Kuit Steinart Levy LLP 3 St. Mary's Parsonage Manchester M3 2RD		

Manchester Reform Synagogue

Trustees' Report for the year ended 31 December 2014

The Trustees present their report and the audited financial statements of the Manchester Reform Synagogue for the year ended 31 December 2014.

Administrative details

Manchester Reform Synagogue is registered under the Charities Act and the charity's registered number is 1118957.

The principal office address of the Synagogue is Jackson's Row, Manchester, M2 5NH.

Trustees acting during the year and at the date of approval of the financial statements.

Louis Rapaport
Michael J Taylor
Rt. Hon. Lord Barnett
Leonard Gould

The Synagogue is administered by an elected Executive and Council which operates in conjunction with the Trustees.

The President of the Synagogue during the year was Danny Savage .

The Treasurer of the Synagogue during the year was Danny Franks.

Governance and internal control

The charity's governing document is the constitution adopted 9th December 1971 as amended 21st April 1998.

New trustees are elected by the Executive and Council and then approved at the Annual General Meeting.

As new trustees are members of the Synagogue no general programme of induction is used. However, policies and procedures are explained at Council meetings.

An elected Executive and Council administer the Synagogue. The Council meet on a regular basis and operate in conjunction with the Trustees. The Synagogue employs a part time administrator who handles the day to day administration and refers as necessary to the President or Treasurer.

All major risks to which the Synagogue is exposed are dealt with at regular Council meetings, and where appropriate, controls are established.

Objectives and Achievements.

Manchester Reform Synagogue was established in 1856 in order to maintain a Synagogue for worship in accordance with the doctrines of the Jewish religion as practised in this Congregation, and to promote religious, charitable and educational activities.

The Trustees have given due regard to public benefit guidance published by the Charity Commission.

In order to achieve the objectives the Synagogue has the following strategies;

- The employment of a Rabbi
- The running of a Cheder (religion school)
- Holding services on the Sabbath and all religious holy days.
- Holding services to celebrate religious festivals
- Educational and social activities to encourage friendships and promote a Jewish experience.

Manchester Reform Synagogue

Independent Auditors' Report to the Trustees of Manchester Reform Synagogue

We have audited the financial statements of Manchester Reform Synagogue for the year ended 31 December 2014 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body in accordance with Sections 145 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement, the trustees are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practice Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether accounting policies are appropriate to the Synagogue's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the Executive and Council, and the overall presentation of the financial statements.

We read other information contained in the Trustees' Report and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent mis-statements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Opinion on financial statements

In our opinion the financial statements give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice of the state of the Synagogue's affairs as at 31 December 2014 and of its incoming resources and application of resources for the year then ended and have been prepared in accordance with the requirements of the Charities Act 2011.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements;
- sufficient accounting records have not been kept;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Downham Mayer Clarke & Co
Statutory Auditor

41 Greek Street
Stockport
SK3 8AX

.....

..... **Date**

Manchester Reform Synagogue

**Statement of Financial Activities
for the year ended 31 December 2014**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Incoming Resources					
Subscriptions		98,718		98,718	101,802
Burial Board Subscriptions		-	28,000	28,000	23,200
Income Tax Recovered		23,014		23,014	24,365
Donations		23,529	-	23,529	27,363
Sale of Prayer Books		230		230	197
Car Park Rental		25,000		25,000	24,000
Bank Interest		6,519	-	6,519	8,880
Funeral Receipts		79,602		79,602	68,407
Other Incoming Resources	2	6,542		6,542	8,301
Total Incoming Resources		<u>263,154</u>	<u>28,000</u>	<u>291,154</u>	<u>286,515</u>
Resources Expended					
Wages, Salaries and Bookkeeping Fees		107,272		107,272	102,745
Educational Salaries and Expenses		17,932		17,932	18,609
Pension Contributions		10,136		10,136	10,299
Rates and Water		1,361		1,361	752
Insurances		17,689		17,689	15,822
Choir Costs		1,000		1,000	503
Heat and Light		9,747		9,747	10,861
Repairs, Renewals and Maintenance		2,535		2,535	5,010
Upkeep of Cemeteries		1,676		1,676	1,462
Prayer Books		591		591	1,875
Printing and Stationery		1,087		1,087	941
Gifts and Presentations		1,265		1,265	1,055
Telephone and Postage		3,369		3,369	4,208
Advertising		1,753		1,753	1,597
Photocopier Lease Rentals		1,316		1,316	1,313
Travelling Expenses		2,258		2,258	1,734
Catering and Events		5,017		5,017	4,924
Affiliation Fees		17,243		17,243	16,348
Visiting Rabbis		1,954		1,954	-
Audit and Accountancy		4,200		4,200	3,960
Bank Charges		60		60	85
Cleaning		789		789	1,135
Sundry Expenses		99		99	139
Donations		2,038		2,038	5,472
Burial Board Payments			28,000	28,000	27,924
Funeral Expenses		58,106		58,106	52,553
Total Resources Expended		<u>270,493</u>	<u>28,000</u>	<u>298,493</u>	<u>291,326</u>
Net Resources Expended for the year		<u>(7,339)</u>	<u>-</u>	<u>(7,339)</u>	<u>(4,811)</u>

Manchester Reform Synagogue

**Balance Sheet
as at 31 December 2014**

		2014		2013	
Notes	£	£	£	£	£
Fixed Assets					
Tangible Fixed Assets	4		17,978		17,978
Investments	6		37,000		37,000
Cemetery Plots	5		79,509		81,184
			134,487		136,162
Current Assets					
Debtors and Prepayments	7	53,454		28,207	
Cash and Bank Balances	8	313,366		302,295	
		366,820		330,502	
Creditors: amounts falling due within one year					
Creditors and Accruals	9	98,780		48,407	
Disabled Access Provision		12,000		12,000	
		110,780		60,407	
Net Current Assets			256,040		270,095
			390,527		406,257
Total Assets Less Current Liabilities			390,527		406,257
Represented by:					
Unrestricted Funds	10		2,770		10,109
Legacies Fund	10		215,863		214,863
Property Maintenance	10		35,993		43,448
Restricted Funds	10		135,901		138,186
			390,527		406,606

Approved on behalf of the Trustees

..... **D Savage (President)**

..... **D Franks (Treasurer)**

..... **Date**

Manchester Reform Synagogue

Notes to the Financial Statements for the year ended 31 December 2014

1. Accounting Policies

1.1 Basis of Preparation of Accounts

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) and follow the recommendations in the Statement of Recommended Practice (SORP - Revised 2008) and the Charities Act 2011.

1.2 Incoming Resources

Subscriptions are accounted for on an accruals basis.

Donations are credited as income in the year in which they are receivable.

Income tax recoverable on income received is recognised in the same period that its associated income is recognised.

1.3 Expenditure

The basis of allocation and apportionment of costs are as shown in the notes to the financial statements and has been charged on an accruals basis.

1.4 Fixed Assets and Depreciation

Fixed assets are included at cost. All assets (except the car park land) have been fully depreciated and current expenditure is written off in the year in which the expenditure is incurred or provision is made in the year in which the decision to incur the expenditure is taken.

1.5 Investments

Investments are included at market value and unrealised gains and losses are shown on the statement of financial activities for the year. Income is recognised on a receipts basis.

1.6 Operating Leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged to the Statement of Financial Activities.

1.7 Funds

Unrestricted funds are incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

The legacies and restricted funds can only be spent with the approval of the congregation in general meeting.

2. Other Incoming Resources

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Educational Receipts	1,764		1,764	4,088
Weddings	15		15	1,618
Memorial Board	318		318	87
Sundry Income and Events	4,445		4,445	2,508
	<u>6,542</u>	<u>-</u>	<u>6,542</u>	<u>8,301</u>

Manchester Reform Synagogue

Notes to the Financial Statements for the year ended 31 December 2014

3. Staff Costs and Trustees' Remuneration

	2014	2013
	£	£
Gross Salaries	116,152	112,487
Employer's National Insurance	9,052	8,866
Pension Costs	10,136	10,299
	135,340	131,651
 Total average number of employees	 11	 12

No employees earned £60,000 per annum or more.

The Trustees received no remuneration and were not reimbursed for any expenses.

4. Tangible Fixed Assets

	Freehold Building
	£
Cost	
At 1 January 2014 and 31 December 2014	125,696
Depreciation	
At 1 January 2014 and 31 December 2014	107,718
Net Book Value	
As at 31 December 2014	17,978
As at 1 January 2014	17,978

The total assets transferred from the Lionel Blundell Building Fund at the date of termination of the Fund were;

	£
Land, Buildings and Furniture at cost	107,717
Less: Depreciation provided	(107,716)
Net Book Value at 31 December 2014	1
Land acquired for car park at cost	17,977
	17,978

5. Cemetery - Mill Lane, Cheadle

	2014	2013
	£	£
Plots at Cost		
Balance as at 1 January 2014	81,184	82,859
Disposals	(1,675)	(1,675)
Balance as at 31 December 2014	79,509	81,184

In 1995 the Trustees of Menorah Synagogue arranged with Stockport MBC by means of a Deed of Allotment, to prepay for 204 burial spaces at Mill Lane Cemetery, Cheadle. The Synagogue paid one half of the cost to Menorah Synagogue for a right to 102 burial spaces. It is understood that if all the spaces have not been used when the Deed of Allotment expires after 99 years the remaining land would revert to Stockport MBC. In 2005 the Synagogue prepaid for a right to a further 100 burial spaces at Mill Lane Cemetery Cheadle.

During the year 5 of the burial spaces (2013 : 5) have been used and the relevant portion of the total cost has been transferred to funeral expenses.

Manchester Reform Synagogue

**Notes to the Financial Statements
for the year ended 31 December 2014**

6. Investments

	Unrestricted	Restricted	2014	2013
	£	£	£	£
As at 1 January 2014	-	37,000	37,000	37,000
Net realised/unrealised gain/loss	-	-	-	-
As at 31 December 2014	-	37,000	37,000	37,000

The investments restricted are National Savings Income Bonds held for the purpose of the Burial Assistance Fund.

7. Debtors and Prepayments

	2014	2013
	£	£
Option on 200 plots at Southern Cemetery	2,437	2,437
Other Debtors and Prepayments	51,017	25,770
	53,454	28,207

8. Cash and Bank Balances

	2014	2013
	£	£
Current Bank Accounts	98,489	37,359
Fixed Term Deposits	214,822	264,806
Cash	55	130
	313,366	302,295

The Legacies fund £215,863 (2013:£214,863) forms part of the invested funds of the congregation, but only the income received on the fund is available as income of the Synagogue.

Restricted funds amounting to £99,488 (2013:£101,186) are included in above bank and cash balances.

9. Creditors and Accruals

	2014	2013
	£	£
Other Creditors and Accruals	98,780	48,407
	98,780	48,407

10. Reconciliation of Funds

	Unrestricted	Note 11 Legacies	Property	Note 12 Restricted	2014	2013
	£	£	£	£	£	£
As at 1 January 2014	10,109	214,863	43,448	138,186	406,606	421,215
Deficit for the year	(7,339)	-	-	-	(7,339)	(4,811)
Legacies Received	-	1,000	-	-	1,000	-
Transfer	-	-	(7,455)	(2,285)	(9,740)	(9,798)
As at 31 December 2014	2,770	215,863	35,993	135,901	390,527	406,606

Manchester Reform Synagogue

Notes to the Financial Statements for the year ended 31 December 2014

11. Legacies Fund

The Legacies Fund reflects legacies received by the Synagogue to date, and is represented by:

	£
M Lefton	750
G F Murgatroyd	664
C Marks	10,292
H M King	1,804
E Pollock	7,220
D Grosberg	200
K Goldstone	500
L Goodman	1,000
H Gibbs	2,500
S Corwin	505
E Pinto	1,000
M Prax	2,500
G Halpern	500
G Bechenek	250
Anonymous	2,000
Mrs A Gordon	1,000
Mrs E Perez	8,250
Mrs D Collins	200
Miss A Lange	683
Dr B Flacks	150
Mrs Y Anzarut	16,000
H Maass	1,000
M Samuels	26,000
V Leighton	1,000
Ms T Kwadtrath	37,279
S Morley	20,000
Mrs H Prax	2,000
D Pennington	63,116
J Ray	1,000
S Silverman	2,000
Mrs G Einstein	500
Dr. B Portnoy	3,000
A Cowan	1,000
	<hr/>
	215,863
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12. Restricted Funds

Restricted Funds are represented as follows;

	£
Charity	7,188
Education Fund	13,126
Charles Shay Wallace Hebrew Prize Fund	1,005
Burial Assistance Fund	82,456
Cemeteries	14,627
Youth Fund	3,783
Lionel Blundell Choir Fund	3,738
Restoration Fund	9,978
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	135,901
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Manchester Reform Synagogue

**Notes to the Financial Statements
for the year ended 31 December 2014**

13. Auditors Remuneration

	2014	2013
	£	£
Audit	3,370	3,130
Accountancy services	830	830
	<u>4,200</u>	<u>3,960</u>