

Charity number: 262001

The Liberal Synagogue Elstree

Trustees' report and financial statements

For the year ended 31 December 2013

The Liberal Synagogue Elstree
Trustees' Report and Financial Statements for the year ended 31 December 2013

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Legal and administrative information

The name of the Charity is The Liberal Synagogue Elstree.

Trustees

The trustees who served during the year were as follows:

	Dates Elected & Re-elected
Richard Elman (Chairman/Vice Chairman)	April 2011, April 2013
Susan Woolf (Hon. Treasurer)	April 2010, March 2012
Michael Reibtscheid	April 2010, March 2012
Nicholas Belkin (Vice Chairman/Chairman)	April 2011, April 2013
Davina Bennett (Hon. Secretary)	April 2011, April 2013
Jason Saunders Levy	April 2011, April 2013
Debbie Ram	April 2013
Virginia Jaffe	April 2013
Lizzie Rabin	April 2013
Allan Newman	April 2013
Harvey Adams	co-opted June 2013

The following trustees also served and retired during the year:

Michael Walton	retired April 2013
Michael Rebak	retired April 2013
Monique Blake	retired April 2013
Peter Merton	retired April 2013
Elaine Greenberg	co-opted May 2012, elected April 2013, resigned June 2013
Caroline Collins	elected April 2013, resigned March 2014

Council members are elected by a show of hands by the members of The Liberal Synagogue Elstree at the Annual General Meeting and serve a two year term of office.

The custodian trustees of the charity for its freehold property at the date of this report are Terry Benson and Mike Beral.

Rabbi	Peter Tobias
Principal Office	Elstree High Street, Elstree, Hertfordshire, WD6 3EY
Charity Number	262001
Bankers	CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ
Independent Examiner	Jonathan Cohen FCA; Brett Adams, 25 Manchester Square, London W1U 3PY

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Trustees' report

The trustees present their report and the financial statements of the charity for the year ended 31 December 2013.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 and comply with the charity's constitution, the Charities Act 2011 and the Charities SORP 2005 as applied to small charities.

Structure, governance and management

The charity is an unincorporated association, governed by a constitution originally adopted in 1970 and subsequently modified, with the registered charity number 262001. The charity was established by a group of thirty families in the Stanmore area. The community moved to its current premises in Elstree High Street, Elstree in 1977 when it acquired a semi derelict village school which was then transformed into the current building. It is known by the initials TLSE.

The Council meets at least 10 times a year and agrees all matters relating to the functions of TLSE, its broad strategy and areas of activity including:

- the level of subscriptions payable by its members;
- the allocation of its resources;
- the employment of professionals and support staff;
- risk management policies and performance.

The day-to-day administration is delegated to an Executive Committee but the Council retains the overall control and management of the administration of the charity.

The major committees report to the Council on a regular basis and cover most aspects of TLSE's activities including its religious affairs, premises and care and welfare of members.

Recruitment and appointment of trustees

The Council (the members of which are the trustees of the charity) is elected by TLSE members from within the membership at an Annual General Meeting by a show of hands. The Council members serve a two year term of office, at the end of which they may stand for re-election. The Constitution provides for a minimum of 10 trustees and a maximum of 14 trustees of whom 8 shall constitute a quorum. The Council is responsible for all matters relating to the Synagogue.

Risk management

The Council has considered and reviewed the major risks to which the charity is exposed, in particular the risks related to the operations and finances of the trust. The trustees are satisfied that systems are in place, or arrangements are in hand, to manage the risks that have been identified. In particular, insurance cover is in place and the finances of TLSE are kept under review. Appropriate Disclosure and Barring Services (DBS) checks, supported by regularly reviewed policies, are made for all those who work with children or other vulnerable groups within TLSE. Periodically, risk assessments are carried out within the building.

Objectives and activities

Our Object

The object of the synagogue is set out in its constitution as "The advancement of Liberal Judaism for the public benefit".

In order to carry out the object the Council:

- Provides and maintains a place of worship and arranges and conducts religious services.
- Provides religious education.
- Provides for the solemnisation of marriages.
- Provides for burial and cremation.
- Provides communal, cultural activities and care in the community.
- Performs such other religious rites and charitable duties as the Council from time to time determines.

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Our objectives

Since its foundation in 1969, TLSE grew steadily till 2012 and current membership is:

	2013	2012
Members	Number	Number
Adult	486	512
Associate	10	10
Friends	42	47
Children of members (0-20)	236	275
	<u>774</u>	<u>844</u>

TLSE provides a comprehensive range of services and activities in accordance with its objectives and those of Liberal Judaism to which it is affiliated. The latter organisation does not impact on the operating decisions of TLSE.

Our objectives are set to reflect our faith and community aims and each year are reviewed by the trustees. In carrying out this review, the trustees have considered the Charity Commission's general guidance on public benefit and in particular its supplementary public guidance on the advancement of religion for the public benefit.

Our aims remain to provide a facility where Liberal Jews can worship and to provide a facility that can be used by the wider community.

Use of volunteers

TLSE has a culture in which many of our activities are conducted by volunteers.

How our activities deliver public benefit

The charity carries out a wide range of activities in pursuance of its charitable aims. The trustees consider that these activities, summarised below, provide benefit both to those who worship at TLSE and the wider community of Hertfordshire.

Religious activities

TLSE provides a centre for our prayers and worship and for the activities associated with Liberal Judaism. During the year under review, we offered a range of religious services and activities including:

Prayers: TLSE is open for Friday night and Saturday morning services. Tots services are held on a Friday evening and on one Saturday morning per month. Two members have attended Baal Tefillah courses and were able to conduct services during the Rabbi's sabbatical leave, assisted by other members.

Festivals: All festivals are celebrated with special services and on occasion, principally Passover, a communal meal is prepared for those who wish to celebrate a second Seder night.

Life Cycle Events: During the year 11 bar/bat mitzvah ceremonies took place and a group of 9 young people led services to mark the conclusion of kabbalat torah. Several weddings and mixed faith blessings were conducted by our Rabbi.

Through the TLSE Funeral Scheme and the Liberal Judaism Burial Scheme, a complete funeral service is provided to members of TLSE, which relieves the deceased's bereaved relatives of the burden of organising burials or cremations. Funerals were conducted for 11 members who passed away during the year. Non Jewish partners of members are eligible to join both the Funeral and Burial Schemes.

Charitable acts: Following the establishment of the Borehamwood Food Bank, the synagogue set up a food donation point. In March 2014 several young people and adults assisted with a food collection from shoppers at a local supermarket. Further donations were sent to our twin congregation in Lutsk (Ukraine), thanks to the efforts of a former member of TLSE. Many members of TLSE volunteer for local and national charities. Others conduct religious services and provide friendship and IT assistance to residents of a care home.

Yom Kippur Appeal: Each year, the Yom Kippur Appeal is made by the Chairman of TLSE to the whole membership of TLSE. The 2013 Yom Kippur Charity Appeal raised £9,054.

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This was distributed to:

	£
Cherry Lodge Cancer Care	2,964
Jewish Women's Aid	3,411
Keren B'Kavod	2,669
TLSE Tzedek Fund	10
	<u>£9,054</u>

Tax recoverable on donations to the Appeal, estimated at £1,802 has been allocated to TLSE's Tzedek Fund.

Community activities

The main synagogue and hall provide a valuable educational and recreational resource to all in our community. There are facilities for the disabled. Chavurah suppers held on the first Friday of each month are well attended.

An Appeal was launched in June 2012 primarily for Refurbishment of the Kiddush hall. Work was completed in December 2012, and sufficient funds were raised to enable further refurbishment to parts of the building in subsequent years. The successful annual Supper Quiz was a sell-out enjoyed by members and their friends; the profit on the event was added to the Refurbishment Fund together with further donations from members. A Pop-Up Fair held in February 2013 raised funds for the Tzedek Fund. The monthly luncheon club for older people attracted record numbers including non-members from the locality. With the exception of the period of the Rabbi's sabbatical, adult education classes were held on one week-day morning and one evening. Friday morning drop-ins introduced in June 2013 did not attract sufficient interest to be viable and were abandoned later that year.

Major decisions by the Trustees

With a rapid fall in numbers attending Religion School and after consultation with parents, it was decided to offer an alternative on a Sunday morning which would attract more children. This was successfully implemented early in 2014.

As receipt of subscriptions by standing order has become outdated and inefficient, it was decided to introduce direct debits. Approval by banks was finally received on 1 January 2014.

Under clause 6.4 of the Constitution, the Honorary Treasurer has the authority to reduce the subscription of any member unable to pay in full, with discretion to treat the deferment as a debt on the estate of the member, following their death. Whilst generous reductions have been given for many years, deferment had not been applied. The procedure was set up during 2013 for the subsidised portion of the subscription due by the majority of members aged 55 and over to be formally deferred from 2014 onwards.

Reserves policy

It is the policy of the trustees to maintain unrestricted funds at a level sufficient to cover the management of all synagogue activities and administrative costs. Restricted funds and designated funds are kept at a level sufficient to meet the demands of those Funds disclosed in notes 12 and 13 to the financial statements.

The balance sheet shows total funds of £443,046 (2012: £430,197).

Principal funding sources

TLSE raises most of its funds from its members' subscriptions, which in 2013 were at reduced rates for a substantial proportion of the adult membership. A further major source is tax recovered under Gift Aid. During the year a few donations were received.

Investment and grants policies

TLSE has no funds for investment, other than bank deposit accounts, available for its objectives. Its capital is invested in the freehold premises occupied by TLSE.

An interest free loan of £25,000, repayable by ten equal annual instalments, was made to Liberal Judaism in 2010 to assist with the purchase of further land at Edgwarebury Cemetery.

TLSE is not a grant giving charity (other than small grants given at the discretion of the Rabbi). In addition, bursaries are awarded to enable many of our young people to participate in Liberal Judaism's national schemes. Each month the Trustees select a charity for a donation from the Tzedek Fund (note 15).

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Future plans and challenges

The past year has seen a substantial drop in the number of members and children. The reasons, when known, range from financial difficulties to a lack of perceived need for continued membership, and the influence of local Jewish schools which also demand payment for various school activities (such as Jewish Studies and security) should not be underestimated. This clearly has a serious effect on income, while expenditure continues to rise.

We need to identify able members to organise activities, join sub-committees and become Council members. In part due to the rapid turnover in Executive officers, there has been an absence of any clear directive from the synagogue Council as to what is expected of those who volunteer to serve on it. This will be remedied with greater preparation and distribution of information to current and potential council members.

Hakol, the monthly newsletter had been distributed online to the majority of members. As members did not/could not access it, they were therefore unaware of activities. From March 2014 a bi-monthly newsletter and diary is being mailed to all members in hard copy.

Increased rainfall and poor weather during 2013 lead to the postponement of all external work to the building and caused new problems which must be remedied during 2014.

Whilst a number of approaches have been made by organisations wishing to rent parts of the building, none so far have been financially viable with the exception of a few lettings for parties and business meetings.

Trustees' responsibilities in relation to the financial statements

The trustees are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the constitution. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees for the purposes of charity law who served during the year and up to the date of this report are set out on page 1.

Signature and declaration

We declare in our capacities of charity trustees that the trustees

- have approved this report and
- authorised us to sign on their behalf

Nicholas Belkin
Chairman

Richard Elman
Vice Chairman

Susan Woolf
Honorary Treasurer

Dated: May 2014

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Independent examiner's report to the trustees of The Liberal Synagogue Elstree

I report on the financial statements of the charity for the year ended 31 December 2013, which are set out on pages 7 to 15.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to our attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with 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 130 of the 2011 Act; and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Jonathan Cohen FCA
Independent Examiner
Brett Adams
Chartered Accountants

25 Manchester Square
London W1U 3PY

Dated: May 2014

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Statement of Financial Activities

	Notes	Unrestricted Funds	Restricted Funds	Total 2013	Total 2012
		£	£	£	£
Incoming resources					
<i>Incoming resources from generated funds</i>					
Voluntary income	2	180,616	29,695	210,311	217,057
Activities for generating income	3	23,615	5,485	29,100	45,737
Total incoming resources		<u>204,231</u>	<u>35,180</u>	<u>239,411</u>	<u>262,794</u>
Resources expended					
Rabbinic and direct Synagogue expenditure	4	147,051	27,169	174,220	169,296
Governance and support costs	5	51,719	623	52,342	72,739
Total resources expended		<u>198,770</u>	<u>27,792</u>	<u>226,562</u>	<u>242,035</u>
Net incoming resources for the year		5,461	7,388	12,849	20,759
Balance brought forward at 1 January 2013		<u>256,195</u>	<u>174,002</u>	<u>430,197</u>	409,438
		261,656	181,390	443,046	430,197
Transfers between Funds		-	-	-	-
Balance carried forward at 31 December 2013		<u>261,656</u>	<u>181,390</u>	<u>443,046</u>	<u>430,197</u>

The statement of financial activities includes all gains and losses in the year and therefore a separate statement of total recognised gains and losses has not been prepared.

All of the incoming resources and resources expended derive from continuing activities.

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Balance sheet

As at 31 December 2013

	Notes	2013		2012	
		£	£	£	£
Fixed assets					
Tangible assets	7		182,860		186,719
Current Assets					
Stock			414		582
Debtors	8		48,739		54,048
Cash at bank and in hand	9		244,979		217,898
			<u>294,132</u>		<u>272,528</u>
Creditors: amounts falling due within one year	10		<u>(31,169)</u>		<u>(25,650)</u>
Net current assets			<u>262,963</u>		<u>246,878</u>
			<u>445,823</u>		<u>433,597</u>
Creditors: amounts falling due after more than one year	10		(2,777)		(3,400)
Net assets			<u><u>443,046</u></u>		<u><u>430,197</u></u>
Funds					
Restricted funds	12		181,390		174,002
Unrestricted funds	13		<u>261,656</u>		<u>256,195</u>
Total funds	11		<u><u>443,046</u></u>		<u><u>430,197</u></u>

The financial statements were approved on May 2014 and authorised for issue by the Trustees and signed on their behalf by:-

.....
Susan Woolf
Honorary Treasurer

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Notes to financial statements

1. Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1. Basis of accounting

The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005), applicable UK Accounting Standards, the Charity (Accounts and Reports) Regulations 2008 and the Charities Act 2011.

1.2. Cashflow

The charity has taken advantage of the exemption in FRS1 from the requirement to produce a cashflow statement because it is a small charity.

1.3. Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities ("SOFA") when received, plus subscription arrears received shortly after the accounting year end. Grants where entitlement is not conditional on the delivery of a specific performance are recognised when TLSE becomes unconditionally entitled to the grant.

Income from tax reclaims are included in the SOFA at the same time as the donations and gifts to which they relate.

The value of services provided by volunteers has not been included, as the value of their contribution cannot be reasonably quantified in financial terms.

Gifts in kind have not been valued.

1.4. Resources expended

All expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be recovered and is included in the relevant costs in the statement of financial activities.

Rabbinic and direct synagogue expenditure comprises the costs associated with attracting voluntary income, and those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance and support costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

1.5. Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in the furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.6 Taxation

The Synagogue is registered as a charity and is not liable to United Kingdom income or corporation tax on its income from charitable activities as they are applied wholly to charitable objectives.

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Notes to the financial statements (continued)

1.7 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost, less estimated residual value, of each asset over its expected useful life, as follows:

Land and buildings	- Nil
Computer equipment	- 33% per annum
Furniture and fixtures	- 10% per annum

The freehold property is valued at historic cost. It is considered to have a useful life as a building of greater than 50 years and so any depreciation is considered immaterial.

2. Voluntary income

	Unrestricted funds £	Restricted funds £	Total 2013 £	Total 2012 £
Subscriptions (including Funeral Fund)	150,770	9,014	159,784	157,470
Gift Aid on subscriptions and donations	27,532	-	27,532	33,350
Burial fund	2,314	-	2,314	3,335
Building fund contributions	-	-	-	74
Grants	-	623	623	623
Care and Welfare	-	1,368	1,368	927
Rabbis Discretionary Fund	-	1,613	1,613	250
Tzedek – Gift Aid on YK Appeal and Mazon	-	2,232	2,232	2,204
Funeral fund/funerals	-	2,528	2,528	7,597
North Herts Funeral Fund	-	320	320	1,488
Board of Deputies voluntary levy	-	1,900	1,900	1,807
Lutsk fund	-	1,043	1,043	1,000
Yom Kippur Appeal 2013	-	9,054	9,054	6,932
	<u>180,616</u>	<u>29,695</u>	<u>210,311</u>	<u>217,057</u>

3. Activities for generating income

	Unrestricted funds £	Restricted funds £	Total 2013 £	Total 2012 £
Rent	7,179	-	7,179	11,184
Social committee and donations	743	3,512	4,255	4,208
Barmitzvah fees	2,200	-	2,200	3,600
Weddings & Mixed Faith Blessings	2,940	-	2,940	2,669
Fees earned by Rabbi	2,205	-	2,205	769
Seder & Kiddushim	2,341	-	2,341	2,406
High Holy Days tickets	825	-	825	878
Youth activities & adult education	-	390	390	525
Tree of Life	360	-	360	330
Judaica shop	533	-	533	1,000
Refurbishment of coffee lounge & kiddush hall	-	1,583	1,583	13,323
Interest received	2,392	-	2,392	2,605
Newsletter advertising	907	-	907	1,266
Sundry income	990	-	990	974
	<u>23,615</u>	<u>5,485</u>	<u>29,100</u>	<u>45,737</u>

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Notes to the financial statements (continued)

4. Rabbinic and direct Synagogue expenditure

	Unrestricted funds £	Restricted funds £	Total 2013 £	Total 2012 £
Ministerial salary and expenses	73,975	-	73,975	76,861
Religion school expenses	4,915	-	4,915	6,098
Affiliation fee - Liberal Judaism	29,893	-	29,893	26,008
Liberal Judaism Burial scheme	20,998	-	20,998	20,657
Board of Deputies fee	495	-	495	495
Bar/Batmitzvah expenses	700	-	700	1,014
Adult education	22	-	22	190
Youth activities	25	2,100	2,125	2,316
Social committee	421	1,275	1,696	864
Seder and Kiddushim	2,405	-	2,405	1,896
High Holy Days	1,286	-	1,286	948
Tree of Life	38	-	38	39
Judaica shop	730	-	730	693
Newsletter	4,644	-	4,644	4,670
Sundry expenses	2,332	325	2,657	3,388
Care and welfare	2,113	1,288	3,401	2,927
Rabbis Discretionary Fund	-	740	740	1,013
Tzedek & Mazon donations	-	2,158	2,158	2,810
Yom Kippur Appeal 2013	-	9,044	9,044	6,932
Lutsk fund	-	1,020	1,020	1,040
Funeral schemes/funerals	2,059	7,319	9,378	6,630
Board of Deputies voluntary levy	-	1,900	1,900	1,807
	<u>147,051</u>	<u>27,169</u>	<u>174,220</u>	<u>169,296</u>

5. Governance and support costs

	Unrestricted funds £	Restricted funds £	Total 2013 £	Total 2012 £
Committee expenses including caretaking	10,258	-	10,258	12,273
Sundry administration expenses	7,284	-	7,284	7,691
Office Manager salary & expenses	19,819	-	19,819	18,463
Electricity, gas & water	4,538	-	4,538	4,601
Repairs & maintenance	6,190	-	6,190	6,955
Refurbishment of Coffee lounge	-	-	-	1,492
Refurbishment of Kiddush Hall	-	-	-	17,040
Bank charges	53	-	53	23
Depreciation	3,577	623	4,200	4,201
	<u>51,719</u>	<u>623</u>	<u>52,342</u>	<u>72,739</u>

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Notes to the financial statements (continued)

6. Staff costs

Included in Rabbinic, direct governance and support costs	2013	2012
	£	£
Gross wages, salaries and benefits in kind	89,278	92,098
Employer's National Insurance	8,427	8,661
	97,705	100,759

During the year £20 (2012: £4,436) was paid to staff while connected to a Trustee.

The average number of employees (including the Trustees) during the year was as follows:

	2013	2012
	Number	Number
Trustees (unpaid)	12	11
Rabbi	1	1
Administration	1	1
Other	9	10
	23	23

Expenses amounting to £633 (2012: £842) paid on behalf of the charity were reimbursed to 2 Trustees.

One employee had emoluments including pension scheme contributions in excess of £60,000 (2012: 1).

The charity contributes to the personal pension plans of certain employees. The pension cost charge represents contributions payable by the charity to those pension plans and amounted to £7,624 (2012: £7,505). No contributions were payable to the pension plans at the current or previous year ends.

7. Tangible fixed assets

	Land and buildings	Fixtures and fittings	Office equipment	Total
	£	£	£	£
Cost				
At 1 January 2013	165,398	42,281	2,831	210,510
Additions	-	-	341	341
Written off on disposals	-	-	(321)	(321)
At 31 December 2013	<u>165,398</u>	<u>42,281</u>	<u>2,851</u>	<u>210,530</u>
Depreciation				
At 1 January 2013	-	21,344	2,447	23,791
Charge for the year	-	3,703	497	4,200
Depreciation on disposals	-	-	(321)	(321)
At 31 December 2013	<u>-</u>	<u>25,047</u>	<u>2,623</u>	<u>27,670</u>
Net book values				
At 31 December 2013	<u>165,398</u>	<u>17,234</u>	<u>228</u>	<u>182,860</u>
At 31 December 2012	<u>165,398</u>	<u>20,937</u>	<u>384</u>	<u>186,719</u>

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Notes to the financial statements (continued)

8. Debtors

	2013	2012
	£	£
Gift Aid Recoverable	27,452	31,104
Subscription Debtors	443	383
Other debtors & prepayments	3,344	2,561
Interest free loan to Liberal Judaism for purchase of additional land at Edgwarebury Cemetery	17,500	20,000
	48,739	54,048

The loan to Liberal Judaism is repayable by 10 equal annual instalments. At 31 December 2013 £15,000 (2012: £17,500) was due after more than 12 months from the balance sheet date.

9. **Cash at bank and in hand** includes a 3 year Fixed Deposit amounting to £50,640 (2012: £50,640) which matured in July 2013.

10. Creditors: amounts falling due within one year

	2013	2012
	£	£
PAYE and national insurance	2,545	2,590
Other creditors & accrued charges	28,001	22,436
Deferred income - grants	623	624
	31,169	25,650
	£	£
Creditors: amounts falling due after more than one year	2,777	3,400

Grants received from Community Security Trust are released to the Statement of Financial Activities over the life of the assets to which they relate (note 16).

11. Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	179,460	3,400	182,860
Current assets	102,492	191,639	294,133
Current liabilities	(20,297)	(10,872)	(31,169)
Liabilities due after more than one year	-	(2,777)	(2,777)
	261,656	181,390	443,047

The Liberal Synagogue Elstree
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Notes to the financial statements (continued)

12. Statement of restricted funds

	1 January 2013	Incoming resources	Resources expended	Transfers	31 December 2013
	£	£	£	£	£
Yom Kippur Donation fund	-	9,054	(9,044)	(10)	-
Tzedek Fund (see note 15)	1,053	3,022	(2,218)	10	1,867
Refurbishment Fund	939	4,305	(1,215)	-	4,029
Bequest received	47,453	-	(2,425)	-	45,028
Board of Deputies Fund	-	1,900	(1,900)	-	-
Lutsk Fund	298	1,043	(1,020)	-	321
FRS Fund	887	-	-	-	887
Kids scheme	-	390	-	-	390
Rabbi's Discretionary Fund	497	1,613	(740)	200	1,570
Funeral Fund	113,774	11,542	(7,319)	-	117,997
North Herts Funeral Fund	2,824	320	-	-	3,144
Care and Welfare Fund	6,277	1,368	(1,288)	(200)	6,157
Grants	-	623	(623)	-	-
	<u>174,002</u>	<u>35,180</u>	<u>(27,792)</u>	<u>-</u>	<u>181,390</u>

Many of the Funds are self-explanatory. The Lutsk Fund is used to support our twin congregation in the Ukraine. Incoming resources of the Tzedek Fund include the net surplus of £730 on a "Pop-up fair". Refurbishment includes the net surplus of £1,506 on the annual Supper Quiz.

A Bequest of £56,694 was received in 2007 from the Estate of Mrs. Carol Flint who died in 2005. Under the terms of the Will it is to be used for the Religion School, Welfare and Care, the Rabbi's Discretionary Fund and the Synagogue library. To date the Fund has been used towards refurbishment of the Religion School and Our Space, to enable young people from the Religion School to take part in LJY Netzer events and for musical instruments.

It is the Trustees' policy that the Funeral Fund will be sufficient to pay for a basic funeral for all members aged 80 years and over. The balance required is re-calculated each year to include provision for members aged 51 to 79 on a sliding scale according to age. All premiums from new members are added to the fund in the year of receipt. Past and current contributions by members of North Herts Liberal Jewish Community have been allocated to a separate fund.

13. Statement of unrestricted funds

	1 January 2013	Incoming resources	Resources expended	Transfers	31 December 2013
	£	£	£	£	£
Maintenance fund	10,000	-	-	-	10,000
General fund	246,195	204,231	(198,770)	-	251,656
	<u>256,195</u>	<u>204,231</u>	<u>(198,770)</u>	<u>-</u>	<u>261,656</u>

14. Financial commitments

At 31 December 2013, the charity was not committed to making any payments under non-cancellable operating leases in the year to 31 December 2014.

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Notes to the financial statements (continued)

15. Tzedek Fund charitable donations for emergencies

	£
World Jewish Relief – Syria 2 donations	300
Save the Children Fund – Syria 2 donations	350
World Jewish Relief – East Africa food crisis 3 donations	450
World Jewish Relief - Haiti	100
Action Aid – child sponsorship in Mkuranga, Tanzania	180
World Jewish Relief – Typhoon Haiyan Phillipines	300
Crisis UK	150
From Mazon donations:	
Borehamwood Foodbank	328
	2,158

16. Deferred income

	2013	2012
	£	£
1 January	4,024	4,647
Grants received in year	-	-
Grants released to SOFA	(623)	(623)
31 December	3,421	4,024