

KINGSTON LIBERAL SYNAGOGUE

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2015

Charity No: 270792

KINGSTON LIBERAL SYNAGOGUE

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KINGSTON LIBERAL SYNAGOGUE

Legal and Administrative Information

Trustees as at 31 December 2015

Chair Person: Steve Farrer

Deputy Chair Person:

Secretary:

Treasurer: Ray Stone

Others: Katia Ray
Philippa Fornaserio
Craig Simmons
Howard Webber
Michael Brandon
Seymour Kelly
Stuart Zissman

Principal Office

Rushett Road
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Independent Examiner

Jason Foxwell
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Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
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Kent
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KINGSTON LIBERAL SYNAGOGUE

Report of the trustees for the year ended 31st December 2015

The trustees present their annual report and financial statements for the charity for the year ended 31st December 2015. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting standard applicable in the UK and Republic of Ireland published on 16th July 2014.

Objects of the Charity

The objects of the Charity are:-

- a) the advancement of Liberal and Progressive Judaism;
- b) to provide, arrange and conduct religious education;
- c) to provide and maintain a synagogue and to arrange and conduct religious services;
- d) to make provision for the solemnisation of marriages;
- e) to make provision for burial and cremation;
- f) to perform such charitable duties as the Trustees shall from time to time determine;
- g) to do all such other acts and things as shall be conclusive to the aforesaid objectives.

Structure, governance and management

The Synagogue is an unincorporated association governed by an amended written Constitution adopted at the annual General Meeting on 12 November 1967 and amended 10 October 1975 and 26 June 2003. The Synagogue is registered with the Charity Commission – No. 270792.

The Trustees who have served during the year and since the year-end are set out on page 1. Trustees are elected by the members of the congregation and serve for two years, after which period they shall be eligible for re-election. The trustees meet no fewer than six times a year.

Financial Review

The charity's work is entirely reliant on income from members' subscriptions.

Reserves Policy

The Trustees have established a policy of holding reserves sufficient to enable the charity to continue in the event of unforeseen expenditure.

Restricted Fund Policy

The Trustees have established a policy whereby restricted reserves consist of donations or endowments received, less gifts, for specific purposes.

Investment Policy

The Trustees has considered the most appropriate policy for investing funds and has found that specialised unit trusts or charities meet the requirements to generate both income and capital growth. The share of property investment shows a satisfactory growth in capital value.

Report of the Trustees for the Year Ended 31 December 2015 (cont/d)

Risk Management

Identified risks are the loss of premises and religious leaders, which would cause some short term deterioration in the quality of services provided. However, the trustees feel that neither of these would impact on the community in the long term and that adequate provision has been made to settle its current commitments and obligations. The Charity confirms that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and 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 charity trustees to prepare financial statements for each 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 the financial statements, the trustees are required to:

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

The trustees are responsible for keeping proper accounting records that 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 applicable Charities (Accounts and Reports) Regulations, and the provisions of the Charity's constitution. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Approved by the Trustees and signed on their behalf by:



.....
Steve Farrer – Chairman

Dated: ..01.03.2016.....

KINGSTON LIBERAL SYNAGOGUE

Independent Examiner's Report to the Council of the Kingston Liberal Synagogue

I report on the accounts of the Synagogue for the year ended 31 December 2015, which are set out on pages 5 to 18.

Respective Responsibilities of Trustees and Examiner

The Charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that an audit is not required for this year under section 145(1) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:-

- examine the accounts (under section 145(3)(b) of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to our attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity commissioners. 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 seeking explanations from you as Council Members 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 connection with my examination, no matter has come to my attention:

- a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jason Foxwell
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Date: 4 March 2016

KINGSTON LIBERAL SYNAGOGUE

Statement of Financial Activities For the Year Ended 31 December 2015

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £	Total Funds 2014 £
Income from:					
Donations					
Donations and gifts	3	9,348	23,182	32,530	32,876
Subscriptions	4	106,795	-	106,795	108,543
Building appeal fund		-	-	-	2
Investment income	5	1,850	7	1,857	1,352
Other income	6	27,754	-	27,754	27,609
Total income		<u>145,747</u>	<u>23,189</u>	<u>168,936</u>	<u>170,382</u>
Expenditure on:					
Charitable activities					
	7	153,972	14,485	168,457	186,953
Total expenditure		<u>153,972</u>	<u>14,485</u>	<u>168,457</u>	<u>186,953</u>
Net gains/(losses) on investments		-	(73)	(73)	1,372
Net movement in funds		<u>(8,225)</u>	<u>8,631</u>	<u>406</u>	<u>(15,199)</u>
Reconciliation of funds:					
Total funds brought forward	18/19	190,685	117,451	308,136	323,335
Total funds carried forward	18/19	<u>182,460</u>	<u>126,082</u>	<u>308,542</u>	<u>308,136</u>

The notes on pages 8 to 17 form an integral part of these financial statements.

KINGSTON LIBERAL SYNAGOGUE

Balance Sheet as at 31 December 2015

	Notes	2015 £	2014 £
Fixed Assets			
Tangible assets	11	<u>90,797</u>	<u>90,710</u>
Current Assets			
Stocks	12	11,190	10,986
Debtors	13	16,165	33,633
Investments	14	32,270	32,761
Cash at bank		170,099	157,259
		<u>229,724</u>	<u>234,639</u>
Liabilities:			
Creditors: amounts falling due within one year	15	<u>(11,979)</u>	<u>(17,213)</u>
Net current assets		217,745	217,426
Net assets		<u>308,542</u>	<u>308,136</u>
The funds of the charity:			
Unrestricted funds	16	182,460	190,685
Restricted income funds	17	126,082	117,451
		<u>308,542</u>	<u>308,136</u>

The notes on pages 8 to 17 form an integral part of these financial statements.

The financial statements were approved by the Trustees on 01.03.2016.....

Signed on behalf of the Trustees



.....
Steve Farrer
Chairman



.....
Ray Stone
Honorary Treasurer

KINGSTON LIBERAL SYNAGOGUE

Statement of Cash flows Year Ended 31 December 2015

Note	Total - Unrestricted Funds - 2015 £	Total Restricted Funds - 2015 £	Total - Unrestricted Funds - 2014 £	Total Restricted Funds - 2014 £
Cash flows from operating activities				
21	4,155	8,631	(2,316)	(19,517)
Cash flows from investing activities:				
Dividends and interest from investments	1,857	-	1,352	-
Purchase of equipment	(1,803)	-	(982)	-
Net cash provided by/(used in) investing activities	54	-	370	-
Change in cash and cash equivalents in the reporting period	4,209	8,631	(1,946)	(19,517)
Cash and cash equivalents brought forward	39,808	117,451	41,754	136,968
Cash and cash equivalents carried forward	44,017	126,082	39,808	117,451

KINGSTON LIBERAL SYNAGOGUE

Notes to the Financial Statements Year Ended 31 December 2015

1 Accounting policies

(a) Accounting Convention

The financial statements have been prepared under the historical cost convention, with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

(b) Reconciliation with previous Generally Accepted Accounting Practice (GAAP)

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed. No restatements were required. In accordance with the requirements of FRS 102 a reconciliation of opening balances and net income/(expenditure) for the year is provided with the net income/(expenditure) under previous GAAP adjusted for the presentation of investment gains/(losses) as a component of reported income.

<i>Reconciliation of reported net income</i>	£
Net income/(expenditure) as previously stated	(16,571)
Adjustment for gains/(losses) on investments now treated as a component of net income	<u>1,948</u>
2014 net income as restated	£ (14,623)

(c) Fixed Assets and Depreciation

Tangible fixed assets are stated at their purchase price, together costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight-line basis over their expected useful economic lives as follows:

Freehold buildings	over 50 years
Equipment	over 10 years
Scrolls	over 10 years
Computer equipment	over 3 years

(d) Fixed Asset Investments

Investments are included at closing mid-market value at the balance sheet date. Any gain or loss on re-valuation is taken to the Statement of Financial Activities.

KINGSTON LIBERAL SYNAGOGUE

(e) Current Asset Investments

Investments are included at market value. Realised and unrealised gains and losses are included in the Statement of Financial Activities.

(f) Stock

Stock of publications is included in the accounts at the lower of cost and net realisable value.

(g) Income

Amounts due from members and other non-trading income are brought into the accounts in the year of receipt. Trading income is recognised when it falls due.

(h) Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. All expenses are allocated or apportioned to the applicable expenditure headings.

2 Related party transactions and trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2015: £nil). Trustees are not remunerated for their expenses (2015: £nil).

The charity made £4,717 of contributions to the pension plan operated by Legal and General and £1,995 of contributions to the private healthcare plan operated by Vitality Health on behalf of the employees.

3 Donations and Gifts

	Unrestricted funds	Restricted funds	Total funds 31 Dec 2015	Total funds 31 Dec 2014
	£	£	£	£
General donations	4,506	-	4,506	3,093
Kol Nidre appeal (see note 3a)	3,010	6,740	9,750	16,995
Gift Aid reclamation – (Kol Nidre Appeal)	705	1,573	2,278	3,930
Gift Aid – Donations	1,127	1,968	3,095	1,426
Eastern Europe fund	-	986	986	1,117
Building appeal	-	50	50	-
Henry Rollin Fund	-	825	825	825
Doroteinu Fund	-	336	336	336
Religion School Fund	-	190	190	100
Tree of Life Fund	-	40	40	-
Synagogue Fund	-	7,156	7,156	-
Board of Deputies Charity Fund	-	2,278	2,278	2,548
Rabbi's Discretionary Fund	-	1,040	1,040	3,667
	9,348	23,182	32,530	32,876

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3a Kol Nidre Appeal

	Unrestricted funds	Restricted funds	Total funds 31 Dec 2015	Total funds 31 Dec 2014
	£	£	£	£
KLS H H D Appeal	3,715	-	3,715	6,162
The Fircroft Trust H H Appeal	-	-	-	3,668
JCORE H H Appeal	-	-	-	3,862
Leo Baeck H H Appeal	-	2,184	2,184	3,303
Refugee AK H H D Appeal	-	3,538	3,538	-
Chai Cancer Care – H H D Appeal	-	2,591	2,591	-
	<u>3,715</u>	<u>8,313</u>	<u>12,028</u>	<u>16,995</u>

4 Subscriptions

	31 December 2015	31 December 2014
	£	£
Subscriptions received	86,156	87,878
Gift aid reclaimed	<u>20,639</u>	<u>20,665</u>
Total subscriptions received	<u>106,795</u>	<u>108,543</u>

5 Investment Income

	Unrestricted funds	Restricted funds	Total funds 31 Dec 2015	Total funds 31 Dec 2014
	£	£	£	£
Interest on bank accounts	1,587	7	1,594	1,030
Dividends from UK equities	263	-	263	322
	<u>1,850</u>	<u>7</u>	<u>1,857</u>	<u>1,352</u>

6 Other Income

	Unrestricted funds	Restricted funds	Total funds 31 Dec 2015	Total funds 31 Dec 2014
	£	£	£	£
Hire charges	21,947	-	21,947	21,466
Shop	1,301	-	1,301	754
Social	2,802	-	2,802	2,616
Evening institute	-	-	-	10
Miscellaneous	405	-	405	1,606
Seder	477	-	477	540
Income – 100 Club	822	-	822	617
	<u>27,754</u>	<u>-</u>	<u>27,754</u>	<u>27,609</u>

Note

6a

KINGSTON LIBERAL SYNAGOGUE

6a Seder Income (unrestricted)

Seder direct fund raising	700	-	700	1,172
Seder expenses	(223)	-	(223)	(632)
	477	-	477	540

7 Expenditure on charitable activities

		Unrestricted funds	Restricted funds	Total funds 31 Dec 2015	Total funds 31 Dec 2014
Note	£	£	£	£	£
Rabbinic salary		47,566	-	47,566	41,940
Other rabbinic costs	7a	24,123	-	24,123	22,548
Religion school salaries		8,517	-	8,517	6,719
Religion school expenses		809	-	809	554
Funeral costs	7b	-	(3,042)	(3,042)	6,690
Liberal Judaism Levy		18,795	-	18,795	18,720
Board of Deputies		498	-	498	495
Donations and gifts		-	17,527	17,527	24,787
Adult education		-	-	-	640
Administrative expenditure	7c	53,664	-	53,664	63,860
		153,972	14,485	168,457	186,953

7a Other Rabbinic Costs

	2015	2014
	£	£
Social security costs	5,074	4,806
Pension contributions	4,717	4,409
Rabbi's health and life insurance	1,995	1,806
Rabbi's expenses and travel	2,902	4,573
Second Rabbi	2,373	-
Service expenses	1,077	1,318
Music	5,985	6,000
	24,123	22,912

7b Funeral Costs

	Unrestricted funds	Restricted funds	2015	2014
	£	£	£	£
Funeral expenses	-	10,388	10,388	28,132
Less: Recoveries and late entrants fees	-	(2,702)	(2,702)	(10,732)
Less: Membership Contribution	-	(10,728)	(10,728)	(10,710)
	-	(3,042)	(3,042)	6,690

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8 Administration Expenditure – (unrestricted)

	2015	2014
	£	£
Administration salaries	12,509	11,458
Caretaking and cleaning	7,742	7,433
Utilities	4,848	4,362
Telephone	2,689	3,063
Insurance	4,337	4,097
Kingston News	-	3,443
Printing, postage and stationery	5,135	3,990
Website	1,205	463
Depreciation	1,717	1,574
Repairs and maintenance – building	1,665	-
Repairs and maintenance – other	3,430	4,331
Sundries	828	389
Subscriptions	492	104
Accountancy (Book Keeper)	6,292	6,146
Audit & Examination Fees	675	675
Bank charges	52	64
Library	48	26
Conferences and trips	-	555
Total Administration Expenditure	53,664	52,173

Administration Expenditure – (restricted)

Website Development Expenses – Restricted	-	3,300
Building Repairs – Restricted	-	8,387
Total Administration Expenditure - Restricted	-	11,687

9 Rabbinic Salary and Staff Costs

	2015	2014
	£	£
Rabbinic salary	59,352	52,958
Religious school salaries	8,517	6,719
Administration staff	12,509	11,458
	80,378	71,135

	2015	2014
Rabbinic staff	1	1
Religious school staff	9	9
Administration staff	1	1
The total number of employees was	11	11

The number of employees during the year was 11 (2014: 11) with all employees time involved in providing either support to the governance of the charity or support services to charitable activities.

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The charity considers its key management personnel comprise the Rabbi and Office Co-Ordinator and Religion School teachers/assistants. The total employment benefits including employer pension and employer healthcare contributions of the key management personnel were £6,712 (2014: £6,215). No employees had employment benefits in excess of £60,000 (2014: none).

10 Independent Examiner's Remuneration

The independent examiner's remuneration constituted an examination fee of £675 (2014: £675) and £150 (2014: Nil) for assistance with preparing the accounts in the FRS102 SORP format.

11 Tangible Fixed Assets

Cost	Freehold Buildings	Scrolls	Equipment	Computer Equipment	Total
At 1 January 2015	94,263	11,694	54,115	10,973	171,045
Additions	-	-	-	1,803	1,803
At 31 December 2015	94,263	11,694	54,115	12,776	172,848
At 1 January 2015	8,616	11,694	50,662	9,363	80,335
Charge for year	603	-	151	962	1,716
At 31 December 2015	9,219	11,694	50,813	10,325	82,051
Net Book Value					
At 31 December 2015	85,044	-	3,302	2,451	90,797
At 31 December 2014	85,647	-	3,453	1,610	90,710

Included in freehold buildings is freehold land valued at £64,000, which is not depreciated.

KINGSTON LIBERAL SYNAGOGUE

12 Stocks

	Total funds 2015	Total funds 2014
	£	£
Shop stock	4,474	4,116
Prayer books	6,716	6,870
	11,190	10,986

13 Debtors

	Total funds 2015	Total funds 2014
	£	£
Trade Debtors	4,112	5,914
Prepayments	(19,078)	(1,592)
Other debtors	31,131	29,311
	16,165	33,633

All prepayments related to unrestricted funds in both 2015 and 2014. Accrued income relates to Gift Aid in both 2015 and 2014.

14 Current Asset Investments

	Total funds 2015	Total funds 2014
	£	£
Market value as at 1 January 2015	32,761	31,764
Additions		-
Loss in the year	(491)	997
	32,270	32,761
Market value at 31 December 2015		
Investments at market value comprised:		
UK equities	32,270	32,761
Historical costs as at 31 December 2015	21,700	21,700

All investments are listed UK securities.

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15 Creditors: amounts falling due within one year

	Total funds 2015	Total funds 2014
	£	£
Taxation and social security	4,421	1,411
Accruals	6,861	7,321
Other creditors	697	8,481
	11,979	17,213

All creditors in 2015 and 2014 relate to unrestricted funds.

16 Analysis of Net Assets between Funds

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	90,797	-	90,797
Current assets	103,642	126,082	229,724
Current liabilities	(11,979)	-	(11,979)
	182,460	126,082	308,542

17 Funds

Unrestricted funds comprise those funds, which the trustees are free to use in accordance with the charitable objects.

Restricted funds are funds which have been given for particular purposes and projects.

18 Unrestricted Funds

	Total funds 2015	Movement in year	Total funds 2014
	£	£	£
Legacy fund	16,000	-	16,000
General fund	166,460	(8,225)	174,685
	182,460	(8,225)	190,685

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19 Restricted Funds

	Total funds 2015 £	Movement in year £	Total funds 2014 £
Funds (see note 19a)	32,270	(491)	32,761
KLS charity fund	2,140	-	2,140
Rabbi's Discretionary Fund	4,773	(3,503)	8,276
Funeral reserve	25,703	4,854	20,849
Eastern Europe fund	12,013	988	11,025
Scroll repair fund	202	(240)	442
Building Appeal	211	211	-
Doroteinu Fund	336	336	-
National Holocaust Memorial Fund	1,364	(500)	1,864
Pam Fletcher Jones Fund	132	(410)	542
Henry Rollin Fund	-	-	-
Tree of Life	40	40	-
Religion School Fund	951	190	761
Mosaic Fund	1,166	-	1,166
Library Fund	3,100	-	3,100
Synagogue Fund	9,595	7,156	2,439
KLS Development Fund	7,086	-	7,086
Legacy Fund	25,000	-	25,000
	126,082	8,631	117,451

19a Funds

	As at 1 January 2015 £	Income £	Gain/Loss £	Donations and Awards £	As at 31 December 2015 £
Mavis Robinson Fund	3,632	-	216	(175)	3,673
Alison Morland Fund	4,901	-	(140)	-	4,761
Kader Memorial Fund	7,793	-	(184)	-	7,609
Liselotte Hirschfeld Fund	15,363	-	36	-	15,399
Hornfeld Flower Fund	1,072	-	(1)	(243)	828
	32,761	-	(73)	(418)	32,270

The Mavis Robinson fund is for children to attend Kadimah.

The Alison Morland fund is for helping young people for recognised merits.

The Kader Memorial fund is for helping young people re Israel or Israel studies.

The Liselotte Hirschfeld fund is for helping any person in need, irrespective of age.

The Hornfeld Flower Fund is for flowers for the synagogue for High Holidays.

The Pam Fletcher Jones Fund is to assist youths to attend "Summer Camp"

The Henry Rollin Fund – helping the less fortunate child to attend Kadimah

KINGSTON LIBERAL SYNAGOGUE

20 Controlling Party

There is no ultimate controlling party.

21 Reconciliation of net income/(expenditure) to net cash flow from operating activities

	2015	2014
	£	£
Net income/(expenditure) for the reporting period	406	(15,199)
Depreciation charges	1,716	1,574
(Gains)/losses on investments	491	(997)
Dividends and interest on investments	(1,857)	(1,352)
(Increase)/decrease in stocks	(204)	703
(Increase)/decrease in debtors	17,468	(12,031)
Increase/(decrease) in creditors	(5,234)	5,469
Net cash provided by (used in) operating activities	£12,786	£(21,833)