

## **Leicester Progressive Jewish Congregation Treasurer's Report to AGM on 21 July 2019**

I apologise for not attending the AGM in person; unfortunately, an AGM date change clashed with a family wedding.

This report is with reference to the Accounts for the year ended 31<sup>st</sup> March 2019. In summary the main points to note are: -

1. Value of Net Assets increased from £145,000 to £278,000 largely reflecting the addition of the Annexe to our Assets
2. Savings fell by around £11,000 as allocated funds were used for the Annexe and because of a net expense in the year
3. The main factors leading to the net expense were a fall in subscriptions (which appears to be a one-off Annexe related factor) and not receiving the gift-aid tax credit for the previous year. This has since been applied for.

The balance sheet on page one summarises the value of the Congregation's assets. The near completion of the building of the Annexe to the main synagogue building is reflected in an increase in Fixed Assets up from £82,271 to £220,328 by the year end.

Current assets, which refers to cash in the current account plus money held in our savings account (Charities Official Investment Fund), were £4,300 lower at £58,154. Although the current account balance at the year-end was higher than in 2018, it includes £5,900 of yet-to-be spent Annexe funds.

Savings fell £10,700 to £49,400 when funds were transferred for the Annexe (from the Building Fund) and to cover a net expense in the year. More on this latter point later in the report.

The bottom of page one shows balances for Funds of the Charity, that is, restricted funds allocated for specific purposes. The Cheder fund was unchanged while the Night Shelter fund fell to £326, a modest reduction as much of the food costs are borne by volunteers. The balance for the Building Fund was short-lived following payments made in the new financial year for the Annexe. In addition, because part of the Annexe project necessitated substantial work on the foyer, the anticipated costs for the foyer revamp were covered. It was therefore decided by Council to use the Foyer funds to finance disabled access for the Annexe. For this reason, the accountant has referred to 'Annexe and foyer' as one overall project in the accounts. There is further breakdown of Restricted Funds on page four.

Page two outlines the sources of Income for the year. Total income was £12,600 lower than the previous year at £30,070. The reasons for this fall include: -

1. Lower subscriptions as some members opted to make much needed contributions to the Annexe raffle which in turn ensured that we complied with the Biffa Award requirements.
2. Tax credit from Gift Aid was not received in the year - both 2017/18 & 2018/19 submissions have been made and are awaiting payment
3. The previous year benefited from Margot Laxton's legacy

Against this fall in total income, income from Hall hire was over £1,600 higher than the previous year at £6,190. Other activities also made contributions to income however these are not specifically aimed at income generation – a good example of this would be the popular Shabbat Meals which are priced to just cover costs.

Page three shows a breakdown of expenditure for the year. Total Expenditure was £1,600 lower than the previous year. The main expenditure item, Rabbinic fees, was broadly unchanged compared to the previous year as were most of the synagogue running costs. The one-off cost of new chairs was a significant expenditure item, but this was largely covered by Knighton Ward funding. The synagogue also incurred higher maintenance costs for trees, boiler repair (under 'Other repairs and maintenance') and the Fire and Security systems.

Administrative expenses were mostly in line with last years' spending. However, Donations were higher due to a £500 contribution to Leicester Citizens UK\*, while £590 was spent on subsidies for members to attend the LJ Biennial conference and for attendance on a Food safety course. 'Other costs' include expenditure on Festival items, Tree of Life discs and miscellaneous kitchen items.

The net result for the year was that expenditure exceeded income by £3,685. While there are lots of minor variations in income and expenditure compared to last year, the delay in receipt of the Gift Aid payment and a decrease in subscriptions are the two major reasons for this shortfall. As Council was aware of the lower than normal subscriptions for the year it took a cautious approach to expenditure where possible.

Page five provides additional detail on certain items. I am pleased to note that even after generous donations to the Annexe fund, when the congregation raised £7,750 to part match the Biffa Award, the High Holy Days appeal was well supported. The community raised £2,116 towards the One Roof Winter Night Shelter project, Leket UK - Israel's' major food bank scheme and Safe Passage. All three charities were keen to express their gratitude for the donations.

Looking to the new year I can confirm that in her will, Reni left a generous legacy to the Congregation with the stipulation that it should be spent on rabbinic support, a truly wonderful gift from a special lady. In addition, the annexe project was extended to include the outside garden space and disabled access. This was financed using generous gifts from Anne Burge, the Foyer Fund and a grant from the Harry Payne Fund. Once equipping of the Annexe is complete, we can assess the final outcome, but I expect income from these various sources to cover the additional expenditure garden work (give or take a bit either way).

Thank you.

Marjorie Epton

14 July 2019

\*Leicester Citizens UK is an alliance of faith and education institutions, unions and charities with leaders and members committed to the welfare of the city.

**Registered charity number: 238867**

**Leicester Progressive Jewish Congregation  
Accounts for the year ended  
31st March 2019**

# LEICESTER PROGRESSIVE JEWISH CONGREGATION

## ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2019

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**LEICESTER PROGRESSIVE JEWISH CONGREGATION****BALANCE SHEET AS AT 31st MARCH 2019**

	<u>As at</u> <u>31/3/2019</u>	<u>As at</u> <u>31/3/2018</u>
	<u>£</u>	<u>£</u>
<b>FIXED ASSETS</b>		
Freehold property: 24 Avenue Rd, Leics. - at cost	80,000.00	80,000.00
Property improvements:		
Disabled access (net of grant) - at cost	2,271.71	2,271.71
Annexe and foyer - at cost to date	138,056.60	--
	<u>220,328.31</u>	<u>82,271.71</u>
<b>CURRENT ASSETS</b>		
Cash at bank:		
CAF Bank	8,760.55	2,367.03
Charities Official Investment Fund	49,393.78	60,105.91
	<u>58,154.33</u>	<u>62,472.94</u>
<b>NET ASSETS</b>	<u>278,482.64</u>	<u>144,744.65</u>
<b>THE FUNDS OF THE CHARITY:</b>		
General Fund (see page 2)	266,903.20	132,531.45
Foyer Fund (see page 4)	3,449.00	3,449.00
Night Shelter (see page 4)	326.38	477.00
Cheder Fund (see page 4)	1,908.17	1,908.17
Building Fund (see page 4)	5,895.89	6,379.03
	<u>278,482.64</u>	<u>144,744.65</u>

**NOTE:**

The congregation also owns other assets, including scrolls, books, candelabra, safe, furniture, crockery and cutlery, which are not included above.

The accounts were approved by the trustees on 21 July 2019.

David Bartram (Trustee)

Marjorie Epton (Treasurer)

**LEICESTER PROGRESSIVE JEWISH CONGREGATION**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st MARCH 2019**  
**GENERAL FUND**

	<b>2019</b>		<b>2018</b>	
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b><u>INCOME</u></b>				
<b><u>Subscriptions, donations and other income</u></b>				
Subscriptions: members and friends		17,617.50		20,790.00
Tax credits refunded by HMRC		--		4,165.98
Donation from Marstine Foundation		2,357.92		3,419.40
Knighton ward (for chairs - see page 3)		2,000.00		--
Other donations		1,140.00		455.00
Legacy - Margot Laxton		--		8,036.74
Interest received		287.87		133.61
<b><u>Fund raising activities - surplus / (deficit):</u></b>				
Sale of Judaica & books	Income	95.00		155.50
	Less: expenditure	105.84	( 10.84)	--
Hall hire			6,190.00	4,530.00
Shabbat Meals	Income	725.00		667.69
	Less: expenditure	701.91	23.09	464.54
School visits	Income	175.00		300.00
	Less: expenditure	--	175.00	40.95
Pesach Seder (2017-18)	Income	204.00		1,365.00
	Less: expenditure	8.27	195.73	838.67
Other events	Income	283.95		
	Less: expenditure	189.77	94.18	--
<b>Total</b>			<b>30,070.45</b>	<b>42,674.76</b>
<b><u>EXPENDITURE</u></b>				
Schedule of Expenditure (page 3)			33,755.30	35,356.94
<b><u>NET INCOME (EXPENSE) FOR THE YEAR</u></b>				
			( 3,684.85)	7,317.82
Add: Balance brought forward			132,531.45	135,213.63
Transfer to Building Fund			--	( 10,000.00)
Capitalisation of building works			138,056.60	--
<b><u>Balance carried forward</u></b>			<b>266,903.20</b>	<b>132,531.45</b>

**LEICESTER PROGRESSIVE JEWISH CONGREGATION**  
**SCHEDULE OF EXPENDITURE - YEAR ENDED 31st MARCH 2019**  
**GENERAL FUND**

	<u>2019</u>		<u>2018</u>	
	£	£	£	£
<u>Rabbis fees:</u>				
Visiting Rabbis: fees and expenses		14,686.80		14,886.01
<u>Synagogue costs:</u>				
Gas and electricity	1,196.89		2,205.79	
Water	447.11		354.72	
Insurance	1,457.27		1,341.59	
Cleaning and cleaning materials	1,698.60		1,690.15	
Replacement Emergency Lighting	--		440.40	
Rentokill re fly infestation	--		617.76	
Rentokil: Servicing fly screens	147.92		212.68	
Kitchen fittings (contributions rec'd)	( 174.00)		187.34	
New chairs	2,382.00		--	
Tree maintenance	450.00		--	
Other repairs and maintenance	289.91		181.99	
Security systems maintainance	335.32		673.62	
		<u>8,231.02</u>		<u>7,906.04</u>
<u>High Holy Day costs (including Sukkot &amp; Simchat Torah):</u>				
Rabbinic costs: fees and expenses	2,880.00		2,800.00	
Security and other costs	540.00		600.00	
	<u>3,420.00</u>		<u>3,400.00</u>	
Less: tickets sold and other receipts	150.00		275.00	
		<u>3,270.00</u>		<u>3,125.00</u>
<u>Liberal Judaism Contributions</u>		4,360.00		4,901.00
<u>Administrative and other expenses:</u>				
Postage, printing and stationery	19.98		273.85	
Accountancy and independent review	570.00		552.00	
Kiddush	421.40		494.05	
Congregation history project	--		1,530.97	
Sky Digital	360.00		347.88	
Website	109.00		109.00	
Donations (see note 3)	775.00		100.00	
Siddurium in memory of David Jacobi	--		178.40	
Course and conference contributions	590.00		--	
Other costs	362.10		952.74	
		<u>3,207.48</u>		<u>4,538.89</u>
<b>TOTAL EXPENDITURE</b>		<u><u>33,755.30</u></u>		<u><u>35,356.94</u></u>

LEICESTER PROGRESSIVE JEWISH CONGREGATION  
 STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31st MARCH 2019  
 RESTRICTED FUNDS

	<u>2019</u>					<u>2018</u>
	<u>Night Shelter</u>	<u>Foyer Fund</u>	<u>Cheder</u>	<u>Building Fund</u>	<u>TOTAL</u>	<u>TOTAL</u>
<b><u>INCOME</u></b>						
High Holy Days appeal					--	694.00
Fund raising events				1,257.46	1,257.46	--
342 Trust grant				40,000.00	40,000.00	8,200.00
National Lottery grant				10,000.00	10,000.00	--
Biffa grant				67,500.00	67,500.00	--
Donation from Marstine Foundation				5,000.00	5,000.00	--
Other donations	50.00			40.00	90.00	25.00
NLPS Trust grant					--	2,950.00
	50.00	--	--	123,797.46	123,847.46	11,869.00
<b><u>EXPENDITURE</u></b>						
Night shelter costs	200.62				200.62	248.00
Architect's fees					--	6,000.00
Planning fees				234.00	234.00	--
Building works				123,946.60	123,946.60	7,701.00
Other Building costs				100.00	100.00	75.00
	200.62	--	--	124,280.60	124,481.22	14,024.00
<b><u>NET INCOME (EXPENSE) FOR THE YEAR</u></b>	( 150.62)	--	--	( 483.14)	( 633.76)	( 2,155.00)
Transfer from General Fund					--	10,000.00
Add: Balance brought forward	477.00	3,449.00	1,908.17	6,379.03	12,213.20	4,368.20
<b><u>Balance carried forward</u></b>	326.38	3,449.00	1,908.17	5,895.89	11,579.44	12,213.20



**LEICESTER PROGRESSIVE JEWISH CONGREGATION**  
**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2019**

**1. BASIS OF ACCOUNTING**

The accounts have been prepared on the basis of receipts and payments arising during the year.

**2. HIGH HOLY DAYS APPEAL**

Amount raised and donated: -	£
Winter Night Shelter	1,002.00
Leket UK	487.00
Safe Passage	627.00
Total	<u>2,116.00</u>

**3. DONATIONS**

	£
Jewish Care	100.00
Citizens UK	500.00
Yaakov Whiten	75.00
Lord Mayor Charity	100.00
Net cost	<u>775.00</u>

# **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LEICESTER JEWISH PROGRESSIVE CONGREGATION**

I report on the accounts of the Trust for the year ended 31<sup>st</sup> March 2019 which are set out on pages 1 to 5.

## **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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

## **Basis of independent examiner's statement**

My examination was carried out in accordance with 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking 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 no opinion is given as to whether the accounts 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 Charities Act;
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 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.

Philip Ellis BSc ACA  
Kingsmead Accounting Ltd  
Chartered Accountants  
3 North Street, Oadby, Leicester. LE2 5AH

21 July 2019.

# **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LEICESTER JEWISH PROGRESSIVE CONGREGATION**

I report on the accounts of the Trust for the year ended 31<sup>st</sup> March 2019 which are set out on pages 1 to 5.

## ***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 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and
- to state whether particular matters have come to my attention.

## **Basis of independent examiner's statement**

My examination was carried out in accordance with 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking 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 no opinion is given as to whether the accounts present a "true and fair" view and the report is limited to those matters set out in the statement below.

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  - to keep accounting records in accordance with section 130 of the Charities Act;
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2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Philip Ellis BSc ACA  
Kingsmead Accounting Ltd  
Chartered Accountants  
3 North Street, Oadby, Leicester. LE2 5AH

21 July 2019.