

**NORTH WEST SURREY SYNAGOGUE
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2017**

NORTH WEST SURREY SYNAGOGUE

REPORT AND FINANCIAL STATEMENTS 31st MARCH 2017

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NORTH WEST SURREY SYNAGOGUE

Reference and administrative details

The Synagogue Council (Board of Trustees)

Name		Appointed by:		
Dennis Lewis	President	AGM		
Ian Lancaster	Chairman	AGM		
Tina Higgins	Vice Chairman	AGM		
Peter Kammerling	Hon. Treasurer	AGM		
Jenny Sutcliffe	Hon. Secretary	AGM		
Alison Benjamin	Senior Warden	AGM		
Berna Cemiloglu		Co-Opted	from	05 Jul 2016
Jean Cohen		AGM		
Ray Gluckman		AGM	from	27 Nov 2016
Lynette Nusbacher		AGM	from	27 Nov 2016
Jonathan Ralston		AGM		
Alyssa Royle		AGM	to	12 non 2016
Liz Sawyer		AGM	from	27 Nov 2016
Gilly Traeger		AGM	to	27 Nov 2016
Kay Weldon		AGM	from	27 Nov 2016

Custodian Trustees (for synagogue assets)

SR Benjamin
P Glicker
D Lewis
James Traeger

Minister	Rabbi David J Zucker
Address	Horvath Close Rosslyn Park, Weybridge Surrey KT13 9QZ
Charity Commission No.	256232
Independent examiner	J Mendlesohn FCA DJM Accountants LLP 4 Stirling Court Yard, Stirling Way, Borehamwood, Hertfordshire, WD6 2FX
Bankers	Lloyds TSB Weybridge, Surrey

North West Surrey Synagogue is a member of the The Movement for Reform Judaism and is represented on the Board of Deputies of British Jews.

NORTH WEST SURREY SYNAGOGUE

REPORT OF THE SYNAGOGUE COUNCIL FOR THE YEAR ENDED 31 MARCH 2017

The Synagogue Council presents its report with the Synagogue's accounts for the year to 31 March 2017. The Synagogue's report and accounts will be laid before the members at the Annual General Meeting to be held on 19 November 2017.

Structure, governance and management

The Congregation of the North West Surrey Synagogue is a charity registered with the Charity Commissioners for England and Wales, and is governed by its Constitution adopted on 30 October 2005 and amended as at 23 November 2014.

The charity is managed by a Council of Trustees. Trustees are elected at the Annual General Meeting but may also be co-opted during the year. Meetings of the Council of trustees are held at approximately 6 weekly intervals.

The Constitution requires the Synagogue Council to prepare accounts for each financial year which give a true and fair view of the state of affairs of the Synagogue and the surplus or deficit of the Synagogue for the period. In preparing those accounts, the Synagogue Council are required to:

- Select suitable accounting policies and apply them consistently
- 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 accounts
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Synagogue will continue.

The Synagogue Council is also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Synagogue.

The Synagogue Council has reviewed the major risks to which the Synagogue is exposed and is satisfied that systems are in place to mitigate our exposure to the major risks.

Objectives and activities

The objects of the Synagogue are to provide and maintain a Synagogue for the purpose of public worship and of advancing religious, educational and charitable activities. The Synagogue's mission statement called 'Seeking Our Way' has been distributed to all members; further copies are available by application to the Synagogue's office.

The Synagogue is affiliated to the Movement for Reform Judaism and is guided by their practices whilst maintaining its independence under the constitution.

Achievements and performance

A Review of Activities of the Synagogue is circulated to all members together with the trustees report and accounts prior to the Annual General Meeting. Additional copies are available by application to the Synagogue's office.

The Synagogue continues to rely on donations from members as subscription income together with the related tax recovery are not sufficient to cover its costs (which are carefully managed). The size of the membership would need to be increased by approximately 20% for the costs to be covered without the need for additional donations.

All funds continue to show surpluses.

NORTH WEST SURREY SYNAGOGUE

**REPORT OF THE SYNAGOGUE COUNCIL
FOR THE YEAR ENDED 31 MARCH 2017 (Cont'd)**

Future developments

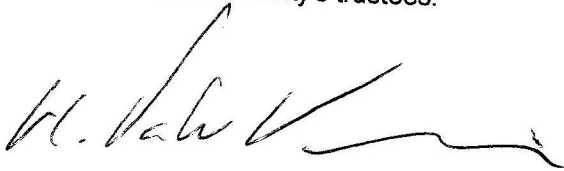
The Synagogue and community are committed to the maintenance and expansion of the religious, educational and charitable activities.

Accounts

The Synagogue's accounts appear on pages 5 to 12 of this report.

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:



H P Kammerling: Hon Treasurer



I Lancaster: Chairman

Dated 6th June 2017

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF NORTH WEST SURREY SYNAGOGUE

I report on the accounts of the Synagogue for the year ended 31 March 2017, which are set out on pages 5 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act) and that an independent examination is needed.

It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my 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 Synagogue 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 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 accounts.

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 41 of the Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.



J Mendlesohn FCA
Chartered Accountant

DJM Accountants LLP
4 Stirling Court Yard,
Stirling Way,
Borehamwood,
Hertfordshire,
WD6 2FX

Dated: 20/6/2017

NORTH WEST SURREY SYNAGOGUE

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2017**

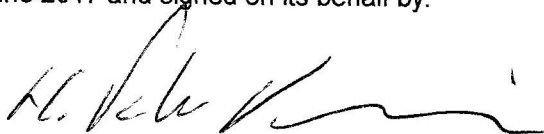
	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2017 £	Total funds 2016 £
INCOME AND ENDOWMENTS FROM:						
Donations and legacies	3a	188,100	43,598	18,705	250,403	270,609
Other trading activities	3b	13,459	715	0	14,174	13,539
Investments	3c	2,559	1,648	0	4,207	3,084
Other	3d	0	0	0	0	0
Total incoming resources		204,118	45,961	18,705	268,784	287,232
EXPENDITURE ON:						
Direct charitable expenditure						
Rabbinic salary & expenses	4a	47,196	0	0	47,196	41,783
Education	4b	35,578	0	0	35,578	43,812
Premises costs and insurance	4c	27,537	0	0	27,537	26,883
Administration costs	4d	42,857	0	0	42,857	40,785
Movement for Reform Judaism affiliation		25,192	0	0	25,192	26,696
Services and festivals		2,490	0	0	2,490	1,664
Board of Deputies		990	0	2,611	3,601	3,641
Fundraising costs		1,740	0	0	1,740	2,517
Charitable donations		0	0	17,018	17,018	20,469
Other direct charitable expenditure		0	80,133	0	80,133	28,650
Total		183,580	80,133	19,629	283,342	236,900
NET INCOME/(EXPENDITURE)		20,538	(34,172)	(924)	(14,558)	50,332
Transfers between funds	10	(4,895)	4,895	0	0	0
Gains/(losses) on investment assets						
NET MOVEMENT IN FUNDS		15,643	(29,277)	(924)	(14,558)	50,332
Funds brought forward 1 April 2016		118,186	364,888	459,947	943,021	892,689
FUNDS CARRIED FORWARD AT 31 MARCH 2017		133,829	335,611	459,023	928,463	943,021

NORTH WEST SURREY SYNAGOGUE

BALANCE SHEET AS AT 31 MARCH 2017

	Notes	Total funds 2017 £	Total funds 2016 £
Fixed assets			
Tangible fixed assets	7	362,958	372,817
Investments		0	0
Total fixed assets		362,958	372,817
Current assets			
Debtors	8	23,668	24,461
Cash at bank and in hand		624,298	623,714
Total current assets		647,966	648,175
Liabilities			
Creditors: amounts falling due within one year	9	82,461	77,971
Net current assets		565,505	570,204
Total assets less current liabilities		928,463	943,021
Creditors: amounts falling due after one year		0	0
Net assets		928,463	943,021
Funds of the charity:			
Restricted	10	459,023	459,947
Designated	10	335,611	364,888
Unrestricted		133,829	118,186
Total charity funds		928,463	943,021

Approved by the Board of Trustees (The Synagogue Council)
on 06 June 2017 and signed on its behalf by:



H P Kammerling: Hon. Treasurer



I Lancaster: Chairman

The notes on pages 7 to 12 form part of these accounts

NORTH WEST SURREY SYNAGOGUE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

1 BASIS OF PREPARATION

Basis of accounting

These accounts have been prepared on the basis of historic cost in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP 2015) and with Accounting Standards and with the Charities Act 1993.

Change in basis of accounting

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

Changes to previous accounts

No changes have been made to accounts for previous years.

2 ACCOUNTING POLICIES

Incoming resources

Recognition of incoming resources

These are included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Incoming resources with related expenditure

Where incoming resources have related expenditure (as with fundraising income) the incoming resources and related expenditure are reported gross in the SoFA. Fundraising costs represent the amount actually expended by the charity and do not include goods and services donated by the fund raisers as these are in the main unquantifiable.

Grants and donations

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

Subscriptions

Subscriptions are included on the basis of those due for the current year after making allowance for any amounts that are unlikely to be collected.

Tax reclaims on donations and gifts

Incoming resources from tax reclaims on unrestricted income are included in the SoFA at the same time as the income to which they relate.

Gifts in kind, donated services and facilities and volunteer help.

These are generally not included in the accounts.

Investment income

This is included in the accounts when receivable.

Expenditure and liabilities

Liability recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

Assets

Tangible fixed assets for use by the charity

These are capitalised if they can be used for more than 3 years and cost at least £300 and are valued at cost.

NORTH WEST SURREY SYNAGOGUE

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2017

3 ANALYSIS OF INCOMING RESOURCES

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2017 £	Total funds 2016 £
3a Voluntary Income					
Subscription Income (net)	122,094	0	0	122,094	124,581
Tax recovery on subscription income	30,192	0	0	30,192	31,274
Donations and gifts	30,850	4,222	13,107	48,179	67,800
Tax recovery on donations and gifts	4,964	40	3,415	8,419	16,268
Funeral Scheme	0	39,336	0	39,336	28,558
Board of Deputies excluding tax recovery	0	0	2,183	2,183	2,128
	188,100	43,598	18,705	250,403	270,609

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2017 £	Total funds 2016 £
3b Activities for generating funds					
Education income	1,366	0	0	1,366	1,585
Synagogue magazine	480	0	0	480	120
Services	0	0	0	0	0
Fundraising	6,704	0	0	6,704	7,793
Other	4,909	715	0	5,624	4,041
	13,459	715	0	14,174	13,539

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2017 £	Total funds 2016 £
3c Investment Income					
Bank Interest	2,559	1,648	0	4,207	3,084
Dividends etc		0	0		
	2,559	1,648	0	4,207	3,084

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2017 £	Total funds 2016 £
3d Other incoming resources					
Gain on disposal of fixed assets	0	0	0	0	0
	0	0	0	0	0

4 ANALYSIS OF RESOURCES EXPENDED

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2017 £	Total funds 2016 £
4a Rabbinic salary & expenses					
Salary	12,000	0	0	12,000	12,000
NI, pension and other on-costs	0	0	0	0	(600)
Expenses etc	35,196	0	0	35,196	30,383
	47,196	0	0	47,196	41,783

NORTH WEST SURREY SYNAGOGUE

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2017**

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2017 £	Total funds 2016 £
4b Education					
Salaries and NI	32,759	0	0	32,759	40,728
Books and other costs	2,819	0	0	2,819	3,084
	35,578	0	0	35,578	43,812

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2017 £	Total funds 2016 £
4c Premises costs and insurance					
Gas & Electricity	4,858	0	0	4,858	3,995
Cleaning & Housekeeping	7,411	0	0	7,411	7,143
Repairs and security	7,929	0	0	7,929	8,663
Insurance	7,339	0	0	7,339	7,082
	27,537	0	0	27,537	26,883

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds 2017 £	Total funds 2016 £
4d Administration costs					
Salaries, fees and NI	18,315	0	0	18,315	17,584
Bank charges	485	0	0	485	525
Depreciation	11,912	0	0	11,912	10,499
Accountancy	1,000	0	0	1,000	1,000
Telephone	1,227	0	0	1,227	1,094
Postage	2,804	0	0	2,804	2,811
Stationary & photocopying	2,366	0	0	2,366	2,523
Synagogue magazine	2,102	0	0	2,102	1,887
Conference costs	750	0	0	750	0
Software	805	0	0	805	940
Sundry expenditure	1,091	0	0	1,091	1,922
	42,857	0	0	42,857	40,785

5 DETAILS OF CERTAIN ITEMS OF EXPENDITURE

	2017	2016
5a Trustee Expenses		
Number of trustees who were paid expenses	0	0
Total amount paid	0	0

	2017	2016
5b Fees for examination or audit of accounts		
Independent examiner's fees for reporting on the accounts	1,000	1,000
Other fees paid to the independent examiner	0	0

6 PAID EMPLOYEES

	2017	2016
6a Staff costs		
Gross wages, salaries and benefits in kind	42,556	45,905
Employer's national insurance costs	1,692	1,566
Pension Costs	742	0
	44,990	47,471

NORTH WEST SURREY SYNAGOGUE

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2017

6b Average number of employees in the year

	2017	2016
Full-time	0	0
Part-time	15	17
	<u>15</u>	<u>17</u>

6c Employees paid in excess of £60,000 pa.

0	0
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7 TANGIBLE FIXED ASSETS

	Freehold land & buildings £	Motor vehicle £	Furniture & equipment £	Total £
7a Cost or valuation				
At beginning of the year	502,086	2,700	54,589	559,375
Additions	0	0	2,053	2,053
Disposals	0	0	0	0
Transfers	0	0	0	0
At end of the year	<u>502,086</u>	<u>2,700</u>	<u>56,642</u>	<u>561,428</u>

7b Depreciation and impairment

Basis	SL	SL	SL	
Rate	2%	50%	25% Equipment 10% Furniture	
At beginning of the year	134,393	1,350	50,815	186,558
Depreciation charge for year	8,724	1,350	1,838	11,912
Disposals	0	0	0	0
Transfers	0	0	0	0
At end of the year	<u>143,117</u>	<u>2,700</u>	<u>52,653</u>	<u>198,470</u>

7c Net book value

At beginning of the year	<u>367,693</u>	<u>1,350</u>	<u>3,774</u>	<u>372,817</u>
At end of the year	<u>358,969</u>	<u>0</u>	<u>3,989</u>	<u>362,958</u>

8 Investments

	2017 £	2016 £
Market value at beginning of year	0	0
Additional investments	0	0
Withdrawals	0	0
Dividend income	0	0
Change in market value	0	0
Market value at end of year	<u>0</u>	<u>0</u>
Investment description:	<u>0</u>	<u>0</u>

8 DEBTORS AND PREPAYMENTS

	2017 £	2016 £
Income tax recoverable	18,361	19,222
Prepaid insurance	4,252	4,160
Sundry debtors and prepayments	1,055	1,079
	<u>23,668</u>	<u>24,461</u>

NORTH WEST SURREY SYNAGOGUE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2017

9 CREDITORS AND ACCRUALS

Subscriptions received in advance	25,007	23,588
Sundry creditors and accruals	57,454	54,383
	82,461	77,971

10 RESTRICTED INCOME FUNDS

10a Funds held

Fund name	Purpose
Building fund	Fund set up for purchase of building
Vision2020 Endowment	Permanent invested fund to produce income for general use
Charitable funds	Donations received for distribution to other charities
Board of Deputies	Fees collected on behalf of the Board of Deputies of British Jews
Building maintenance reserve	Funds set aside from income towards large building maintenance costs
Beautification fund	Funds for the enhancement of the premises
Special Projects fund	Donations received for special projects at the discretion of the trustees
Harry Cohen L'Chaim Fund	To enhance the services offered by the Synagogue - may be used at the discretion of the trustees
Vision 2020 I/O Fund	Vision2020 balance available for projects
Vision2020 Invest. Income Fund	Vision2020 income available for general use
Funeral Scheme (incl JJBS)	Funeral scheme membership subscriptions
Other restricted funds	Small funds for specific purposes

10b Movement of Restricted and Designated Funds

	Fund Balances brought forward	Income	Expenditure	Transfers	Gains and Losses	Balances carried forward
Restricted Funds						
Building fund	456,702	0	0	0	0	456,702
Charitable funds	3,017	16,039	17,018	0	0	2,038
Board of Deputies	228	2,666	2,611	0	0	283
	459,947	18,705	19,629	0	0	459,023
Designated Funds						
Building maintenance reserve	96,500	0	8,606	15,000	0	102,894
Beautification fund	3,681	0	0	0	0	3,681
Special Projects fund	35,545	375	0	0	0	35,920
Harry Cohen L'Chaim Fund	57,579	637	0	0	0	58,216
Vision2020 I/O Fund	27,978	2,498	28,816	0	0	1,660
Funeral Scheme (incl JJBS)	51,812	39,336	41,036	0	0	50,112
Other designated funds	91,793	3,115	1,675	(10,105)	0	83,128
	364,888	45,961	80,133	4,895	0	335,611
Total funds	824,835	64,666	99,762	4,895	0	794,634

10c Transfers between funds

	2017	2016
From Unrestricted Funds to Building maintenance fund - provision towards roofing repairs, rendering etc.	15,000	20,000
From Religion School General Fund to Education costs - Part cost of Senior Teacher	(10,105)	(10,061)

NORTH WEST SURREY SYNAGOGUE

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2017**

11 TRANSACTIONS WITH RELATED PARTIES

	<u>2017</u>	<u>2016</u>
Movement for Reform Judaism - annual assessment	25,192	26,696

12 TRUSTEE REMUNERATION AND BENEFITS

No payments were made to Trustees in respect of their duties as Trustees.

No expenses were incurred in respect of Trustees carrying out their duties.

Payment to trustees or their immediate relatives for teaching
and administration within education in accordance with
standard pay scales:

Number of trustees	4	2
Total Value	7,672	6,813