

KINGSTON LIBERAL SYNAGOGUE

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2016

Charity No: 270792

KINGSTON LIBERAL SYNAGOGUE

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KINGSTON LIBERAL SYNAGOGUE

Legal and Administrative Information

Trustees as at 31 December 2016

Chair Person: Steve Farrer

Deputy Chair Person:

Secretary:

Treasurer: Ray Stone

Others: Katia Ray
Philippa Fornaserio
Craig Simmons
Howard Webber
Michael Brandon
Seymour Kelly
Stephanie Wuggenig

Principal Office

Rushett Road
Long Ditton
Surrey
KT7 0UX

Independent Examiner

Jason Foxwell
independent-examiner.net
4 Lauren Way
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Hampshire, SO40 2BG

Bankers

CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

KINGSTON LIBERAL SYNAGOGUE

Report of the trustees for the year ended 31st December 2016

The trustees present their annual report and financial statements for the charity for the year ended 31st December 2016. 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 2015.

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 2016 (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).

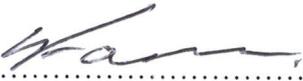
The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing 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: 04.04.17.....

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 2016, which are set out on pages 5 to 17.

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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4 Lauren Way
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Hampshire, SO40 2BG

Date: 7 April 2017

KINGSTON LIBERAL SYNAGOGUE

Statement of Financial Activities For the Year Ended 31 December 2016

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Income from:					
Donations					
Donations and gifts	3	854	21,492	22,346	32,530
Subscriptions	4	106,524	-	106,524	106,795
Investment income	5	911	304	1,215	1,857
Other income	6	29,095	-	29,095	27,754
Total income		137,384	21,796	159,180	168,936
Expenditure on:					
Charitable activities					
	7	118,802	15,821	134,623	168,457
Total expenditure		118,802	15,821	134,623	168,457
Net gains/(losses) on investments		-	3,650	3,650	(73)
Net movement in funds		18,582	9,625	28,207	406
Reconciliation of funds:					
Total funds brought forward	18/19	182,460	126,082	308,542	308,136
Total funds carried forward	18/19	201,042	135,707	336,749	308,542

The notes on pages 7 to 15 form an integral part of these financial statements.

KINGSTON LIBERAL SYNAGOGUE

Balance Sheet as at 31 December 2016

	Notes	2016 £	2015 £
Fixed Assets			
Tangible assets	11	<u>90,306</u>	<u>90,797</u>
Current Assets			
Stocks	12	11,120	11,190
Debtors	13	21,919	16,165
Investments	14	34,614	32,270
Cash at bank		198,968	170,099
		<u>266,621</u>	<u>229,724</u>
Liabilities:			
Creditors: amounts falling due within one year	15	<u>(20,178)</u>	<u>(11,979)</u>
Net current assets		246,443	217,745
Net assets		<u>336,749</u>	<u>308,542</u>
The funds of the charity:			
Unrestricted funds	16	201,042	182,460
Restricted income funds	17	135,707	126,082
		<u>336,749</u>	<u>308,542</u>

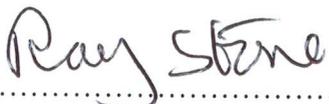
The notes on pages 7 to 15 form an integral part of these financial statements.

The financial statements were approved by the Trustees on 04.04.17.....

Signed on behalf of the Trustees

.....

 Steve Farrer
 Chairman

.....

 Ray Stone
 Honorary Treasurer

KINGSTON LIBERAL SYNAGOGUE

Notes to the Financial Statements Year Ended 31 December 2016

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 2015 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) 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

(c) 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.

(d) Current Asset Investments

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

(e) Stock

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

(f) 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.

KINGSTON LIBERAL SYNAGOGUE

(g) 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 (2016: £nil). Trustees are not remunerated for their expenses (2016: £nil).

The charity made £1,707.70 of contributions to the pension plan operated by Legal and General and £912.10 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 2016	Total funds 31 Dec 2015
	£	£	£	£
General donations	695	-	695	4,506
Kol Nidre appeal (see note 3a)	-	9,915	9,915	9,750
Gift Aid reclamation – (Kol Nidre Appeal)	-	2,314	2,314	2,278
Gift Aid – Donations	159	981	1,140	3,095
Eastern Europe fund	-	1,028	1,028	986
Building appeal	-	-	-	50
Henry Rollin Fund	-	825	825	825
Pam Fletcher Jones	-	500	500	-
Morris Hornfeld Fund	-	100	100	-
Mavis Robinson	-	500	500	-
Doroteinu Fund	-	188	188	336
Religion School Fund	-	-	-	190
Tree of Life Fund	-	687	687	40
Synagogue Fund	-	-	-	7,156
Board of Deputies Charity Fund	-	2,354	2,354	2,278
Rabbi's Discretionary Fund	-	2,100	2,100	1,040
	854	21,492	22,346	32,530

KINGSTON LIBERAL SYNAGOGUE

3a Kol Nidre Appeal

	Unrestricted funds	Restricted funds	Total funds 31 Dec 2016	Total funds 31 Dec 2015
	£	£	£	£
KLS H H D Appeal	-	2,643	2,643	3,715
Shooting Star Chase H H Appeal	-	2,717	2,717	-
Leket H H Appeal	-	2,077	2,077	-
JAMI H H Appeal	-	2,478	2,478	-
Leo Baeck H H Appeal	-	-	-	2,184
Refugee AK H H D Appeal	-	-	-	3,538
Chai Cancer Care – H H D Appeal	-	-	-	2,591
	-	9,915	9,915	12,028

4 Subscriptions

	31 December 2016	31 December 2015
	£	£
Subscriptions received	84,339	86,156
Gift aid reclaimed	<u>22,185</u>	<u>20,639</u>
Total subscriptions received	<u>106,524</u>	<u>106,795</u>

5 Investment Income

	Unrestricted funds	Restricted funds	Total funds 31 Dec 2016	Total funds 31 Dec 2015
	£	£	£	£
Interest on bank accounts	911	118	1,029	1,594
Dividends from UK equities	-	186	186	263
	911	304	1,215	1,857

6 Other Income

	Unrestricted funds	Restricted funds	Total funds 31 Dec 2016	Total funds 31 Dec 2015
	£	£	£	£
Hire charges	23,081	-	23,081	21,947
Shop	101	-	101	1,301
Social	2,625	-	2,625	2,802
Advertising	40	-	40	-
Miscellaneous	2,260	-	2,260	405
Seder	264	-	264	477
Income – 100 Club	724	-	724	822
	29,095	-	29,095	27,754

Note

6a

KINGSTON LIBERAL SYNAGOGUE

6a Seder Income (unrestricted)

Seder direct fund raising	1,583	-	1,583	700
Seder expenses	(1,319)	-	(1,319)	(223)
	264	-	264	477

7 Expenditure on charitable activities

		Unrestricted funds	Restricted funds	Total funds 31 Dec 2016	Total funds 31 Dec 2015
Note	£	£	£	£	£
Rabbinic salary		19,772	-	19,772	47,566
Other rabbinic costs	7a	25,166	-	25,166	24,123
Religion school salaries		6,100	-	6,100	8,517
Religion school expenses		533	-	533	809
Funeral costs	7b	-	(1,894)	(1,894)	(3,042)
Liberal Judaism Levy		18,995	-	18,995	18,795
Board of Deputies		495	-	495	498
Donations and gifts		-	17,715	17,715	17,527
Adult education		-	-	-	-
Administrative expenditure	7c	47,741	-	47,741	53,664
		118,802	15,821	134,623	168,457

7a Other Rabbinic Costs

	2016	2015
	£	£
Social security costs	1,844	5,074
Pension contributions	1,708	4,717
Rabbi's health and life insurance	912	1,995
Rabbi's expenses and travel	3,127	2,902
Second Rabbi	10,004	2,373
Service expenses	1,234	1,077
Music	6,337	5,985
	25,166	24,123

7b Funeral Costs

	Unrestricted funds	Restricted funds	2016	2015
	£	£	£	£
Funeral expenses	-	9,212	9,212	10,388
Less: Recoveries and late entrants fees	-	(1,422)	(1,422)	(2,702)
Less: Membership Contribution	-	(9,684)	(9,684)	(10,728)
	-	(1,894)	(1,894)	(3,042)

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8 Administration Expenditure – (unrestricted)

	2016	2015
	£	£
Administration salaries	9,838	12,509
Caretaking and cleaning	8,372	7,742
Utilities	4,041	4,848
Telephone	2,903	2,689
Insurance	4,552	4,337
Printing, postage and stationery	3,531	5,135
Website	1,226	1,205
Depreciation	1,361	1,717
Repairs and maintenance – building	-	1,665
Repairs and maintenance – other	2,915	3,430
Sundries	206	828
Subscriptions	1,095	492
Accountancy (Book Keeper)	6,771	6,292
Audit & Examination Fees	825	675
Bank charges	105	52
Library	-	48
Total Administration Expenditure	47,741	53,664

9 Rabbinic Salary and Staff Costs

	2016	2015
	£	£
Rabbinic salary	24,236	59,352
Religious school salaries	6,100	8,517
Administration staff	9,838	12,509
	40,174	80,378

	2016	2015
Rabbinic staff	1	1
Religious school staff	10	9
Administration staff	1	1
The total number of employees was	12	11

The number of employees during the year was 12 (2015: 11) with all employees' time involved in providing either support to the governance of the charity or support services to charitable activities.

The charity considers its key management personnel comprise the Rabbi and Office Co-Ordinator and Religious School teachers/assistants. The total employment benefits including employer pension and employer healthcare contributions of the key management personnel were £6,712 (2015: £6,215). No employees had employee benefits in excess of £60,000 (2015: none).

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10 Independent Examiner's Remuneration

The independent examiner's remuneration constituted an examination fee of £685 (2015: £675) and Nil (2015: £150) for assistance with preparing the accounts in the FRS102 SORP format.

11 Tangible Fixed Assets

	Freehold Buildings	Scrolls	Equipment	Computer Equipment	Total
Cost					
At 1 January 2016	94,263	11,694	54,115	12,776	172,848
Additions	-	-	-	870	870
At 31 December 2016	94,263	11,694	54,115	13,646	173,718
At 1 January 2016	9,219	11,694	50,813	10,325	82,051
Charge for year	603		151	607	1,361
At 31 December 2016	9,822	11,694	50,964	10,932	83,412
Net Book Value					
At 31 December 2016	84,441	-	3,151	2,714	90,306
At 31 December 2015	85,044	-	3,302	2,451	90,797

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

12 Stocks

	Total funds 2016 £	Total funds 2015 £
Shop stock	4,543	4,474
Prayer books	6,577	6,716
	11,120	11,190

13 Debtors

	Total funds 2016 £	Total funds 2015 £
Trade Debtors	8,251	4,112
Prepayments	(15,744)	(19,078)
Other debtors	29,412	31,131
	21,919	16,165

All prepayments related to unrestricted funds in both 2016 and 2015. Accrued income relates to Gift Aid in both 2016 and 2015.

KINGSTON LIBERAL SYNAGOGUE

14 Current Asset Investments

	Total funds 2016	Total funds 2015
	£	£
Market value as at 1 January 2016	32,270	32,761
Additions	2,344	
Loss in the year		(491)
Market value at 31 December 2016	34,614	32,270
Investments at market value comprised:		
UK equities	34,614	32,270
Historical costs as at 31 December 2016	21,700	21,700

All investments are listed UK securities.

15 Creditors: amounts falling due within one year

	Total funds 2016	Total funds 2015
	£	£
Taxation and social security	2,058	4,421
Accruals	16,125	6,861
Other creditors	1,995	697
	20,178	11,979

All creditors in 2016 and 2015 relate to unrestricted funds.

16 Analysis of Net Assets between Funds

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	90,306	-	90,306
Current assets	130,914	135,707	266,621
Current liabilities	(20,178)	-	(20,178)
	201,042	135,707	336,749

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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 2016 £	Movement in year £	Total funds 2015 £
Legacy fund	16,000	-	16,000
General fund	185,042	18,582	166,460
	201,042	18,582	182,460

19 Restricted Funds

	Total funds 2016 £	Movement in year £	Total funds 2015 £
Funds (see note 19a)	34,614	2,344	32,270
KLS charity fund	2,140	-	2,140
Rabbi's Discretionary Fund	6,716	1,943	4,773
Funeral reserve	27,597	1,894	25,703
Eastern Europe fund	11,791	(222)	12,013
Scroll repair fund	202	-	202
Building Appeal	211	-	211
Doroteinu Fund	472	136	336
National Holocaust Memorial Fund	1,364	-	1,364
Pam Fletcher Jones Fund	197	65	132
Henry Rollin Fund	-	-	-
Tree of Life	727	687	40
Religion School Fund	951	-	951
Mosaic Fund	1,166	-	1,166
Library Fund	3,100	-	3,100
Synagogue Fund	9,595	-	9,595
KLS Development Fund	9,864	2,778	7,086
Legacy Fund	25,000	-	25,000
	135,707	9,625	126,082

KINGSTON LIBERAL SYNAGOGUE

19a Funds

	As at 1 January 2016	Income	Gain/Loss	Donations and Awards	As at 31 December 2016
	£	£	£	£	£
Mavis Robinson Fund	3,673	-	(465)	500	3,709
Alison Morland Fund	4,761	-	579	-	5,340
Kader Memorial Fund	7,609	-	185	(1,572)	6,222
Liselotte Hirschfeld Fund	15,399	-	3,458		18,857
Hornfeld Flower Fund	828	-	(107)	(234)	486
	<u>32,270</u>	<u>-</u>	<u>3,650</u>	<u>(1,306)</u>	<u>34,614</u>

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

20 Controlling Party

There is no ultimate controlling party.