

REGISTERED COMPANY NUMBER: 09271770 (England and Wales)  
REGISTERED CHARITY NUMBER: 1161059

**REPORT OF THE TRUSTEES AND**  
**FINANCIAL STATEMENTS FOR THE YEAR ENDED**  
**31 DECEMBER 2018**  
**FOR**  
**RADLETT REFORM SYNAGOGUE**



**RADLETT REFORM SYNAGOGUE**

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**FOR THE YEAR ENDED 31 DECEMBER 2018**

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## **RADLETT REFORM SYNAGOGUE**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2018. The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2015).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives**

The Synagogue was established in 1971 as a Congregation professing the Jewish Religion, with the objects of providing and maintaining a Synagogue for the purpose of public worship and advancing religious, educational and charitable activities. We carry out these objects in many ways. The Synagogue is a member of the Movement for Reform Judaism. What follows are only examples of what we do in the community.

##### **Significant activities**

In planning the charities activities, the trustees have had regard to the Charity Commission guidance on public benefit.

The Synagogue conducts religious services on Sabbaths, festivals and High Holy Days. The Synagogue has a religion school (Cheder) for children from Reception (Gan) up to year 6. The Cheder continues to thrive under the leadership of Carol Green.

Members of the community are supported by the Synagogue's Link Group which reaches out to members at times of bereavement, illness or personal difficulties. This group, made up of dedicated and trained volunteers within our own community, provide a much needed network of support to all of our congregants. We have a Community Support Worker who assists our group of Volunteers in identifying need within our community and directing help and assistance to members.

Adult Education is important in the life of the Synagogue and a variety of daytime and evening courses both religious and cultural, are run. Participants have not only been from our own Synagogue but also from neighbouring synagogues and churches.

The Synagogue runs youth events during term time as well as very successful spring and summer schemes and residential. We also have Beavers, Cubs and Scouts meeting weekly throughout the year. There are many activities for specific groups including senior citizens, parents & toddlers, social events organised by the Social Committee and our senior citizens' September Group as well as activity based events, for example bridge and table tennis. A popular part of Radlett Reform's activities are the community meals which are organised by the community for the community.

The Synagogue continues to support communities where our help can be beneficial in reviving Jewish life, typically in countries where Jews still struggle to maintain their tradition and openly engage in Jewish activities.

Repairs and decoration works are ongoing to our buildings to maintain them in good condition.

The Synagogue is very active in its participation in the activities of the wider community in Hertfordshire, Bedfordshire and North London. It plays a major role in inter faith activities including being part of the local Council for Christians and Jews, various inter faith groups and the local Mitzvah Day group and as a major centre for school visits to places of worship. We continue to cement the relationship between the Synagogue and the wider Community by offering cross-communal and interfaith activities.

## RADLETT REFORM SYNAGOGUE

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

Members of the community gave generously in support of the annual High Holy Day appeal, raising £5,038 for the Malcolm Hart Foundation, £5,009 for Chai Cancer Care, £3,932 for Beit Tefila Israel and £5,161 for Radlett Reform. The total raised was £19,139 (compared to £20,772 in 2017). These figures are inclusive of tax refunds on the donations.

##### **Achievements**

The achievements of the year owe much to the efforts of a very large number of people who give their time paid and unpaid to the Community. First thanks to our wonderful Rabbinic team of our Senior Rabbi, Rabbi Paul Freedman, and Rabbi Celia Surget. Thanks also to our very dedicated office staff, teaching staff and caretakers.

We are, however, very much a volunteer organisation, and we are indebted to a great many people, those on the Board and many others too numerous to name here, who have given up their time to further the activities of the community.

The Synagogue continues to go from strength to strength and aims to be a beacon for Reform Jewish life in South Hertfordshire and ensuring that the community remains true to its values of caring for each of its members as they pass along their Jewish journey. Radlett Reform Synagogue is the community for South Hertfordshire.

#### **FINANCIAL REVIEW**

##### **Financial position and future plans**

The Trustees report an overall deficit for the year amounting to £55,119 (2017: surplus £6,777). This is largely due to the synagogue's planned repairs and refurbishment works.

The principal source of funding is subscription income, which increased by 1.5% (2017: 5.2%). We are constantly endeavouring to maintain and ideally improve our collection rate, however, as expected this has become more difficult in the last few years due to the tough economic climate.

The generous legacy received in 2013 which the Trustees designated for funding the introduction of a Community Support Worker.

Once again, a number of members were unable to pay their subscriptions in full during the year due to adverse personal circumstances. The Synagogue's policy for collecting subscriptions is that, where we are made aware of circumstances of financial difficulty, we are as helpful as we can be.

Most members pay their subscriptions through Gift Aid. We are aware that members who are higher rate taxpayers could recover more tax than standard rate taxpayers. This gives rise to an anomaly that members, who might be presumed to be better off, end up paying less. We continue to address this anomaly by asking higher rate taxpayers to pay a subscription donation that, after the recovery of tax, means that they and standard rate taxpayers pay the same net amount.

At the 2018 AGM, it was resolved that Nagler Simmons be reappointed auditors on a fee-paying basis.

## **RADLETT REFORM SYNAGOGUE**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31 DECEMBER 2018**

#### **FINANCIAL REVIEW**

##### **Reserves**

The trustees' policy is to utilise any reserves for future commitments and projects, which include:

Work to the fabric of the building, redecorating, heating system and kitchens;

Creating a fund for future building works;

Funding resources for our youth clubs and Cheder.

It is not the trustees' practice to keep material reserves, as this would impact on subscription levels and possibly have an adverse effect on membership numbers. Short-term liquidity is monitored on a monthly basis by the Treasurer and Finance Committee and (separately) the Honorary Officers to ensure that potential cash-flow issues are identified well in advance.

The company had total funds of £653,865 as at 31 December 2018, made up of unrestricted funds of £257,786 and restricted funds of £396,079.

The restricted funds are not available for general purposes and comprise a jubilee building fund of £283,297, for the extension and improvement of the existing premises and a burial provision of £1,000 to assist members who are not completely covered by their JJBS burial scheme. There is a further permanent endowment fund of £102,690, which relates to the original purchase of the land and buildings, and must be held indefinitely.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The Synagogue is a company limited by guarantee under company number 09271770 which is governed by Memorandum and Articles incorporated on 20th October 2014 amended in General Meeting from time to time.

Management of the Synagogue's affairs is vested in the Synagogue's Council and day-to-day management is delegated to the Honorary Officers. Each member of the Council is a Trustee of the Charity. The Trustees in 2018 are named on page 5. The Laws of the Synagogue govern appointment of Trustees. Ordinarily, Trustees are elected at the Annual General Meeting ("AGM"). There is also power to co-opt members of Council. This enables the Trustees to fill vacancies arising through the resignation or death of an existing trustee.

Council members receive an induction pack at the time of their election or co-option, including a summary of their responsibilities as Trustees.

## RADLETT REFORM SYNAGOGUE

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2018

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Risk management**

The Council of the Synagogue is responsible for the management of the risks faced by the Synagogue. Detailed consideration of risks is delegated to the Honorary Officers, assisted by other Council members and members of staff. Risks are identified and assessed throughout the year and controls are established to manage the risks. A formal review of the Synagogue's risk management process has continued during the year, and will remain under continuous review.

The Council of the Synagogue has adopted the following Risk Policy:

"The Synagogue exists to provide religious, educational and social services for its members and the wider community. To avoid risk, it will carry out its activities in such a way that:

- " It follows the moral and ethical principles of the Jewish faith
- " It conforms to all relevant legal requirements with regard to finance, taxation, employment, health and safety
- " It ensures the financial resources of the Synagogue are adequate to provide the services it wishes to provide, and balances income and expenditure from year to year
- " It is managed in accordance with good practice in terms of control, delegation and authority levels
- " All those involved in the management of the Synagogue, whether volunteers or paid, understand their responsibilities
- " It provides security for staff, volunteers, members and the physical assets of the Synagogue
- " It ensures continuity of operation by providing alternative arrangements for major disasters.

Risks will be regularly reviewed and their impact assessed. Where there is a high risk of occurrence and the impact is great, immediate action will be taken to eliminate the risk by taking appropriate steps, changing procedures or providing adequate safeguards. Where the risk is lower, action will be taken to reduce or transfer the risk, for example through insurance. If the risk is high, but the likelihood is low, then action will be taken to avoid it. Low risks with a low likelihood of occurrence will be accepted unless simple steps can be taken to lower the risk. In all cases, the action to be taken will have regard to whether the steps taken and associated cost are proportionate to the risk and likelihood of occurrence."

The key controls used by the Synagogue are:

- " Regular meetings of Council and Honorary Officers' with formal agendas and minutes
- " Detailed terms of reference for Honorary Officers, Council and sub-committees
- " Annual budgets and regular management accounts
- " Formal written policies including authority limits.

Through the risk management processes established for the Synagogue, the members of Council, as Trustees, are satisfied that the major risks identified have been adequately mitigated where necessary or are in the process of being mitigated. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately identified and addressed.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**  
09271770 (England and Wales)

**Registered Charity number**  
1161059

**Registered office**  
118 Watling Street  
Radlett  
Hertfordshire  
WD7 7AA

**RADLETT REFORM SYNAGOGUE**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Trustees**

The trustees serving during the year were as follows:

**Honorary Officers**

Irene Blaston	Chair	
Nick Levy	Vice Chair	(Resigned 30 November 2018)
Lisa Leighton	Honorary Secretary	(Resigned 17 May 2018)
Simon Unger	Head of Ritual	(Appointed 17 May 2018)
Susan Zonneveld	Head of Ritual	(Resigned 17 May 2018)
Samantha Davis	Honorary Secretary	
Simon Blum	Honorary Treasurer	

**Council**

Elizabeth Crossick	(Resigned 17 May 2018)
David Grossman	
Nigel Kidd	(Resigned 30 November 2018)
Rachael Levy	
Laurence Turner	
James Taylor	
Jeremy Kaye	
Phil Lyons	
Carol Green	
Laurence Levy	
Sharonne Krausz	(Appointed 17 May 2018)
David Martin	(Appointed 17 May 2018)
Spencer Grant	(Appointed 17 May 2018)

**Auditors**

Nagler Simmons  
5 Beaumont Gate  
Shenley Hill  
Radlett  
WD7 7AR

**Bankers**

Barclays Bank PLC  
1250 High Road  
London  
N20 0PB

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

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

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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, including the income and expenditure, of the charity for that period. In preparing those financial statements the Trustees are required to:

- a) select suitable accounting policies and apply them consistently;

**RADLETT REFORM SYNAGOGUE**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

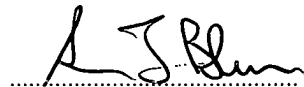
- b) observe the methods and principles in the Charity SORP;
- c) make judgements and estimates that are reasonable and prudent;
- d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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 trust deed. 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.

**AUDITORS**

The auditors, Nagler Simmons, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 23 May 2019 and signed on its behalf by:



S Blum - Trustee



**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF  
RADLETT REFORM SYNAGOGUE**

**Opinion**

We have audited the financial statements of Radlett Reform Synagogue (the 'charitable company') for the year ended 31 December 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

**Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements ; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

**REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF**  
**RADLETT REFORM SYNAGOGUE**

**Responsibilities of trustees**

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under Section 154 of that Act. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Nagler Simmons  
Chartered Accountants and Statutory Auditors  
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006  
5 Beaumont Gate  
Shenley Hill  
Radlett  
Hertfordshire  
WD7 7AR

Date: 29 May 2019

**RADLETT REFORM SYNAGOGUE**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

	Notes	Unrestricted funds £	Restricted funds £	Endowment fund £	31.12.18 Total funds £	31.12.17 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>						
Donations and legacies	2	498,160	19,139	-	517,299	521,891
Charitable activities	5	140,486	-	-	140,486	140,992
Other trading activities	3	21,320	-	-	21,320	13,220
Investment income	4	<u>2,018</u>	<u>-</u>	<u>-</u>	<u>2,018</u>	<u>1,424</u>
<b>Total</b>		<b>661,984</b>	<b>19,139</b>	<b>-</b>	<b>681,123</b>	<b>677,527</b>
<b>EXPENDITURE ON</b>						
Raising funds	6	-	-	-	-	5,481
Charitable activities	7	707,673	28,569	-	736,242	661,369
Other		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,900</u>
<b>Total</b>		<b>707,673</b>	<b>28,569</b>	<b>-</b>	<b>736,242</b>	<b>670,750</b>
<b>NET INCOME/(EXPENDITURE)</b>						
		(45,689)	(9,430)	-	(55,119)	6,777
Transfers between funds	17	<u>2,058</u>	<u>(2,058)</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<b>(43,631)</b>	<b>(11,488)</b>	<b>-</b>	<b>(55,119)</b>	<b>6,777</b>
<b>RECONCILIATION OF FUNDS</b>						
<b>Total funds brought forward</b>		<b>301,417</b>	<b>304,877</b>	<b>102,690</b>	<b>708,984</b>	<b>702,207</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b><u>257,786</u></b>	<b><u>293,389</u></b>	<b><u>102,690</u></b>	<b><u>653,865</u></b>	<b><u>708,984</u></b>

The notes form part of these financial statements

**RADLETT REFORM SYNAGOGUE**

**BALANCE SHEET**  
**AT 31 DECEMBER 2018**

	Notes	31.12.18 Total funds £	31.12.17 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	14	472,570	472,570
<b>CURRENT ASSETS</b>			
Debtors	15	10,736	19,592
Cash at bank and in hand		<u>316,657</u>	<u>323,985</u>
		327,393	343,577
<b>CREDITORS</b>			
Amounts falling due within one year	16	(146,098)	(107,163)
		-----	-----
<b>NET CURRENT ASSETS/(LIABILITIES)</b>		<u>181,295</u>	<u>236,414</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		653,865	708,984
		-----	-----
<b>NET ASSETS</b>		<u>653,865</u>	<u>708,984</u>
<b>FUNDS</b>	17		
Unrestricted funds:			
General fund		257,786	298,296
Community support worker		-	<u>3,121</u>
		257,786	301,417
Restricted funds:			
Jubilee building fund		283,297	285,355
Burial provision		1,000	1,000
High Holyday Appeal		<u>9,092</u>	<u>18,522</u>
		293,389	304,877
Endowment funds:			
Permanent building fund (Permanent endowment)		<u>102,690</u>	<u>102,690</u>
<b>TOTAL FUNDS</b>		<u>653,865</u>	<u>708,984</u>

The notes form part of these financial statements

**RADLETT REFORM SYNAGOGUE**

**BALANCE SHEET - CONTINUED**  
**AT 31 DECEMBER 2018**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2018.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

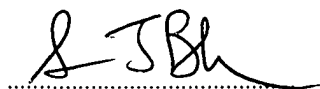
These financial statements have been audited under the requirements of Section 144 of the Charities Act 2011.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 23 May 2019 and were signed on its behalf by:



.....  
I Blaston -Trustee



.....  
S Blum -Trustee

**RADLETT REFORM SYNAGOGUE**

**CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

	Notes	31.12.18 £	31.12.17 £
<b>Cash flows from operating activities:</b>			
Cash generated from operations	1	<u>(9,346)</u>	<u>65,805</u>
<b>Net cash provided by (used in) operating activities</b>		<u>(9,346)</u>	<u>65,805</u>
<b>Cash flows from investing activities:</b>			
Interest received		<u>2,018</u>	<u>1,424</u>
<b>Net cash provided by (used in) investing activities</b>		<u>2,018</u>	<u>1,424</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>(7,328)</u>	<u>67,229</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>323,985</u>	<u>256,756</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u>316,657</u>	<u>323,985</u>

The notes form part of these financial statements

**RADLETT REFORM SYNAGOGUE**

**NOTES TO THE CASH FLOW STATEMENT**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES	31.12.18	31.12.17
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	(55,119)	6,777
Adjustments for:		
Depreciation charges	-	346
Interest received	(2,018)	(1,424)
Decrease in debtors	8,856	4,118
Increase in creditors	<u>38,935</u>	<u>55,988</u>
Net cash provided by (used in) operating activities	<u>(9,346)</u>	<u>65,805</u>

## RADLETT REFORM SYNAGOGUE

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2018

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The trustees have assessed whether the use of the going concern basis is appropriate, and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern. The trustees have made this assessment for a period of at least one year from the date of the approval of these financial statements, and have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore adopts the going concern basis in preparing its financial statements.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **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 a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

##### **Raising funds**

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

##### **Tangible fixed assets**

Tangible fixed assets for use by the charity are stated at cost less depreciation. Individual fixed assets costing less than £2,500 are not capitalised.

Depreciation is provided at rates calculated to write off the cost of fixed assets, over their expected useful lives on the following basis.

Furniture & fittings	25% Reducing balance
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No depreciation is provided on freehold land and buildings, scrolls and appurtenances, which, in the opinion of the trustees have a residual value not less than their cost.

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.



**RADLETT REFORM SYNAGOGUE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**1. ACCOUNTING POLICIES – continued**

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Deferred income**

A provision for deferred income is made where the income is received in the year but can only be recognised for a future year, and can be reliably measured at the balance sheet date.

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

**Pension costs and other post-retirement benefits**

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Legal status**

The charity is incorporated as a company limited by guarantee and is registered with the Charity Commission. The members of the company have undertaken to contribute up to their guarantee of £1 each towards the liabilities of the company in the event that it is wound up whilst they are, or within one year of being members.

**2. DONATIONS AND LEGACIES**

	31.12.18	31.12.17
	£	£
<b>Unrestricted funds</b>		
Subscriptions	482,896	475,720
Other donations	15,264	25,305
<b>Restricted funds</b>		
High Holyday Appeal	19,139	20,772
Other donations	<u>-</u>	<u>94</u>
	<u>517,299</u>	<u>521,891</u>

**3. OTHER TRADING ACTIVITIES**

	31.12.18	31.12.17
	£	£
Tree of life	-	65
Shofar advertising	439	150
Other fundraising activities	9,936	6,319
Hall hire	2,445	5,186
Nursery rental income	<u>8,500</u>	<u>1,500</u>
	<u>21,320</u>	<u>13,220</u>

**4. INVESTMENT INCOME**

	31.12.18	31.12.17
	£	£
Deposit account interest	<u>2,018</u>	<u>1,424</u>

**RADLETT REFORM SYNAGOGUE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**5. INCOME FROM CHARITABLE ACTIVITIES**

	31.12.18	31.12.17
<b>Activity</b>	£	£
Synagogue operations	87,109	89,003
Education	<u>53,377</u>	<u>51,989</u>
	<u>140,486</u>	<u>140,992</u>

**6. RAISING FUNDS**

**Other trading activities**

	31.12.18	31.12.17
	£	£
Purchases	<u>-</u>	<u>5,481</u>

**7. CHARITABLE ACTIVITIES COSTS**

**Year ended 31 December 2018**

	Direct costs	Grant funding of activities (See note 8)	Support costs (See note 9)	Totals
	£	£	£	£
Synagogue operations	628,164	-	4,740	632,904
Education	74,769	-	-	74,769
High Holyday Appeal	<u>3,695</u>	<u>24,874</u>	-	<u>28,569</u>
	<u>706,628</u>	<u>24,874</u>	<u>4,740</u>	<u>736,242</u>

**Year ended 31 December 2017**

	Direct costs	Grant funding of activities (See note 8)	Support costs (See note 9)	Totals
	£	£	£	£
Synagogue operations	574,353	-	3,900	578,253
Education	80,866	-	-	80,866
High Holyday Appeal	<u>2,250</u>	-	-	<u>2,250</u>
	<u>657,469</u>	-	<u>3,900</u>	<u>661,369</u>

**8. GRANTS PAYABLE**

	31.12.18	31.12.17
	£	£
High Holyday Appeal	<u>24,874</u>	-
	<u>24,874</u>	-

**RADLETT REFORM SYNAGOGUE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**8. GRANTS PAYABLE – continued**

The total grants paid to institutions during the year was as follows:

	31.12.18	31.12.17
	£	£
Malcolm Hart Foundation	5,038	-
Chai Cancer Care	5,009	-
MacMillan Cancer Support	4,984	-
WJR refugee crisis	4,960	-
Israel Religious Action Centre	<u>4,883</u>	<u>-</u>
	<u>24,874</u>	<u>-</u>

**9. SUPPORT COSTS**

	31.12.18	31.12.17
	£	£
Other resources expended:		
Governance costs	<u>4,740</u>	<u>3,900</u>

**10. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31.12.18	31.12.17
	£	£
Auditors' remuneration	4,740	3,900
Depreciation - owned assets	-	616
Hire of plant and machinery	5,643	4,682
Other operating leases	<u>11,160</u>	<u>17,188</u>

**11. TRUSTEES' REMUNERATION AND BENEFITS**

The following are amounts paid to Trustees or their families:

The trustees, R Levy, L Turner, C Green, I Blaston, S Blum, S Zonneveld or close members of their family were paid a total of £26,997 (2017: £22,162) for working in the charity's religion school. Authority for this remuneration is given in the Synagogue's governing document.

Except for specific items purchased for the charity, no reimbursement of expenses has been made to any of the Trustees during the year.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2018 nor for the year ended 31 December 2017.

**RADLETT REFORM SYNAGOGUE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**12. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	31.12.18	31.12.17
Rabbinic team	2	2
Youth and education	19	20
Administration	4	5
Maintenance	2	2
Community support worker	<u>1</u>	<u>1</u>
	<u>28</u>	<u>30</u>

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	31.12.18	31.12.17
£70,001 - £80,000	-	1
£80,001 - £90,000	<u>1</u>	<u>-</u>
	<u>1</u>	<u>1</u>

	31.12.18	31.12.17
	£	£
Gross wages and salaries	320,111	303,123
Employers' NIC	24,032	18,180
Pension costs	<u>10,750</u>	<u>9,599</u>
	<u>354,893</u>	<u>330,902</u>

During the year, the Rabbis and one administrator were the only full time members of staff.

Employer contributions to the defined contribution pension scheme for the employee earning over £60,000 in the year was £5,851 (2017: £5,872).

**RADLETT REFORM SYNAGOGUE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

13. **COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Endowment fund £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>				
Donations and legacies	501,025	20,866	-	521,891
Charitable activities	140,992	-	-	140,992
Other trading activities	13,220	-	-	13,220
Investment income	<u>1,424</u>	<u>-</u>	<u>-</u>	<u>1,424</u>
<b>Total</b>	656,661	20,866	-	677,527
<b>EXPENDITURE ON</b>				
Raising funds	5,481	-	-	5,481
Charitable activities	659,119	2,250	-	661,369
Other	<u>3,900</u>	<u>-</u>	<u>-</u>	<u>3,900</u>
<b>Total</b>	668,500	2,250	-	670,750
<b>NET INCOME/(EXPENDITURE)</b>	(11,839)	18,616	-	6,777
<b>Transfers between funds</b>	<u>2,058</u>	<u>(2,058)</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>	(9,781)	16,558	-	6,777
<b>RECONCILIATION OF FUNDS</b>				
<b>Total funds brought forward</b>	311,198	288,319	102,690	702,207
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>301,417</u>	<u>304,877</u>	<u>102,690</u>	<u>708,984</u>

**RADLETT REFORM SYNAGOGUE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**14. TANGIBLE FIXED ASSETS**

	Freehold property £	Jubilee extension £	Scrolls & Ark £	Totals £
<b>COST</b>				
At 1 January 2018 and 31 December 2018	<u>115,974</u>	340,112	<u>16,484</u>	<u>472,570</u>
<b>DEPRECIATION</b>				
At 1 January 2018 and 31 December 2018	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>NET BOOK VALUE</b>				
At 31 December 2018	<u>115,974</u>	<u>340,112</u>	<u>16,484</u>	<u>472,570</u>
At 31 December 2017	<u>115,974</u>	<u>340,112</u>	<u>16,484</u>	<u>472,570</u>

**15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.18 £	31.12.17 £
Prepayments and accrued income	<u>10,736</u>	<u>19,592</u>

**16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.18 £	31.12.17 £
Trade creditors	688	2,853
Social security and other taxes	-	6,249
Accruals and deferred income	<u>145,410</u>	<u>98,061</u>
	<u>146,098</u>	<u>107,163</u>

**DEFERRED INCOME**

	31.12.18 £	31.12.17 £
Deferred income at 1 January	76,510	22,735
Resources deferred in the period	56,687	62,050
Amount released from previous periods	<u>(18,888)</u>	<u>(8,275)</u>

Deferred income at 31 December	<u>114,309</u>	<u>76,510</u>
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Deferred income comprises the following:

Advance religion school income	-	4,836
Advance subscriptions	26,509	13,502
Donations re third clergy	87,800	57,622
Other	<u>-</u>	<u>550</u>
	<u>114,309</u>	<u>76,510</u>

**RADLETT REFORM SYNAGOGUE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

17. **MOVEMENT IN FUNDS**

	At 1.1.18 £	Net movement in funds £	Transfers between funds £	At 31.12.18 £
<b>Unrestricted funds</b>				
General fund	298,296	(45,689)	5,179	257,786
Community support worker	<u>3,121</u>	<u>-</u>	<u>(3,121)</u>	<u>-</u>
	301,417	(45,689)	2,058	257,786
<b>Restricted funds</b>				
Jubilee building fund	285,355	-	(2,058)	283,297
Burial provision	1,000	-	-	1,000
High Holyday Appeal	<u>18,522</u>	<u>(9,430)</u>	<u>-</u>	<u>9,092</u>
	304,877	(9,430)	(2,058)	293,389
<b>Endowment funds</b>				
Permanent building fund (Permanent endowment)	<u>102,690</u>	<u>-</u>	<u>-</u>	<u>102,690</u>
<b>TOTAL FUNDS</b>	<u>708,984</u>	<u>(55,119)</u>	<u>-</u>	<u>653,865</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	661,984	(707,673)	(45,689)
<b>Restricted funds</b>			
High Holyday Appeal	<u>19,139</u>	<u>(28,569)</u>	<u>(9,430)</u>
<b>TOTAL FUNDS</b>	<u>681,123</u>	<u>(736,242)</u>	<u>(55,119)</u>

**RADLETT REFORM SYNAGOGUE**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

17. **MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1.1.17 £	Net movement in funds £	Transfers between funds £	At 31.12.17 £
<b>Unrestricted Funds</b>				
General fund	304,956	(11,839)	5,179	298,296
Community support worker	<u>6,242</u>	<u>-</u>	<u>(3,121)</u>	<u>3,121</u>
	311,198	(11,839)	2,058	301,417
<b>Restricted Funds</b>				
Jubilee building fund	287,319	94	(2,058)	285,355
Burial provision	1,000	-	-	1,000
High Holyday Appeal	<u>-</u>	<u>18,522</u>	<u>-</u>	<u>18,522</u>
	288,319	18,616	(2,058)	304,877
<b>Endowment funds</b>				
Permanent building fund (Permanent endowment)	102,690	-	-	102,690
	<u>102,690</u>	<u>-</u>	<u>-</u>	<u>102,690</u>
<b>TOTAL FUNDS</b>	<u><u>702,207</u></u>	<u><u>6,777</u></u>	<u><u>-</u></u>	<u><u>708,984</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	656,661	(668,500)	(11,839)
<b>Restricted funds</b>			
Jubilee building fund	94	-	94
High Holyday Appeal	<u>20,772</u>	<u>(2,250)</u>	<u>18,522</u>
	20,866	(2,250)	18,616
	<u>20,866</u>	<u>(2,250)</u>	<u>18,616</u>
<b>TOTAL FUNDS</b>	<u><u>677,527</u></u>	<u><u>(670,750)</u></u>	<u><u>6,777</u></u>