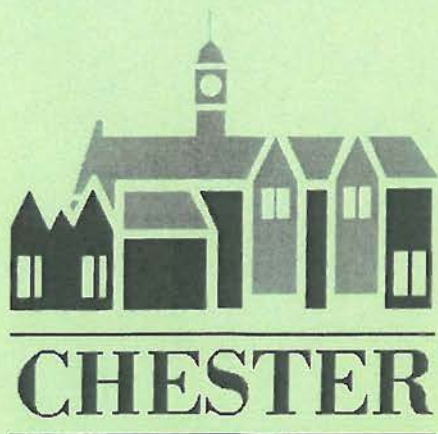


**The General Assembly
of Unitarian and Free
Christian Churches**



Annual Report 2004

The General Assembly of Unitarian and Free Christian Churches
Registered Charity, No. 250788

The seventy-sixth

Annual Report

Submitted at the Annual Meeting
of the Assembly 2005

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Table of Contents

	<i>Page</i>
Title page	1
Photo credit page	2
Table of Contents	3
President's message and photo	4
Trustees Page	5
GA Officers and Honorary Members	6
Anniversary Service Preachers	7
Affiliated Societies and GA & Essex Hall Staff	8
Object	9
Abstract of Proceedings of last Annual Meetings	10
Report of Council	12
The Task Force	13
Reports of Commissions & their Panels	
- Administration Commission	15
..... Funding Development Panel	17
..... Budget 2003-2004	18
..... Financial Summary of 2004 Annual Meetings	20
- Denominational Support Commission	21
..... Congregational Consultancy Panel	21
..... Engagement Support Working Group	22
..... Worship Panel	22
..... Youth Panel	22
- Education & Training Commission	24
- Ministry Commission	26
..... Interview Panel	27
- Outreach & Communication Commission	27
..... Ecumenical Panel	28
..... Interfaith Panel	28
..... Penal Affairs Panel	29
..... Publications Panel	29
..... Social Responsibility Panel	30
- Other Standing Bodies	
..... Nightingale Centre Management Committee	31
..... Sustentation Fund (and Lay Pastors Fund)	32
..... Welsh Department (Y Gyfadran Undodaidd)	33
Associate Members	35
Congregational Contributions	37
Contributions from District Associations and Other Societies	39
GA Accounts	40
Nightingale Centre accounts	53
Sustentation Fund accounts	62
Application for Associate Membership / Gift Aid declaration	68



Dawn Buckle

President of the General Assembly 2004-2005

When asked, at the beginning of my Presidency, for a statement about my hopes, I came up with four words: community, cohesiveness, coherence and celebration. My work as a member of the Task Force in the previous year highlighted the inherent challenge that we have of being a community of independent congregations that also needs to be a cohesive and coherent national religious movement.

There have been many challenges during this year as we manage on scarce resources and debate the issues thrown up by the Task Force report and recommendations. In my extensive travels I have witnessed the rich reservoir of skills and talents that will enable Unitarianism to survive. I have also witnessed dissent and criticism allied to commitment and determination. It is my hope that we can deepen and expand our spirituality in this process and then celebrate the joy of working together in our extended family.

Thank you for doing me the tremendous honour of being your President during this stirring and momentous year. I thank all who have laboured with our Council and its commissions and panels to maintain the work and traditions of the General Assembly, both as staff or volunteers.

General Assembly of Unitarian and Free Christian Churches

Essex Hall, 1-6 Essex Street, LONDON, WC2R 3HY
Telephone: (020) 7240 2384 Fax: (020) 7240 3089

General Secretary: Jeffrey J Teagle

The **Trustees** of the General Assembly are the Members of Council, which comprises the Honorary Officers, the Elected Members, and the Co-opted Members as listed below.

COUNCIL 2003-2006 (Appointed April 2003)

Honorary Officers

President:	Dawn Buckle
Vice-President:	The Rev Brian Cockroft
Treasurer:	Michael Tomlin
Deputy Treasurer:	-
Past-President:	The Rev Austin Fitzpatrick

Elected Members

East Cheshire Union of U and FC Churches	Robert Fincham
East Midland Unitarians	Elizabeth Barlow
Eastern Union of U and FC Churches	Chris Wilson
London District and SE Provincial Assembly	The Rev Steve Dick
Manchester District Association	The Rev Ann Peart
Merseyside District Missionary Association	David Buckley
Midland Union of U and FC Churches	Gavin Lloyd
North and East Lancashire Unitarian Mission	The Rev Tony McNeile
Northern Unitarian Association	Freda Laverick
Scottish Unitarian Association	Janet Briggs
Sheffield and District Association	Gavin Mason
South East Wales Unitarian Society	Lis Dyson-Jones
Southern Unitarian Association	Anthony M Rees
South Wales Unitarian Association	The Rev Cen Llwyd
Western Union of U and FC Churches	Bernard Omar
Yorkshire Unitarian Union	Kate Taylor
British League of U and LC Women	Julianne Morgan
Ministerial Fellowship	The Rev John Clifford
National Unitarian Fellowship	The Rev Ashley Hills
Non-Subscribing Presbyterian Church of Ireland	The Rt Rev Norman Hutton
Unitarian Youth	Richard Whitham

Co-opted Member: Jennifer Atkinson

Other Appointments:

Solicitor: Mr Godwin Swift (Shaen, Roscoe & Swift)
Auditors: Messrs Edmund Gibbs & Co
Custodian Trustee: The British and Foreign Unitarian Association

General Assembly Officers and Honorary Members

Secretaries

1928 Rev S H Mellone, MA, DSc
1928 Rev R Travers Herford, BA, DD
1929-49 Rev Mortimer Rowe, BA, DD
1949-69 Rev John Kielty, LD, DD
1969-79 Rev Brian L Golland, MA
1979-94 Roy W Smith, DHL
1994- Jeffrey J Teagle

Treasurers

1928-39 Lieut-Col S Chatfield-Clarke, DL
1939-59 Mr Ronald P Jones, MA, FRIBA
1959-70 Sir C Herbert Pollard, CBE, FCA
1970-71 Mr Albert Forrester, FCA
1971-79 Mr Arnold Graves, FCA, FCIS
1979-98 Mr Geoffrey Head, BA
1998- Mr Michael Tomlin

Deputy Treasurers

1996-98 Mr Michael Tomlin

President & Past Presidents

1929 Rev C J Street, MA, LLB (B&FUA)
1929 Rev Henry Gow, BA, BD (Nat Conf)
1929-31 Mrs Sydney Martineau
1931-32 Mr J Harrop White, JP
1932-34 Rev Alfred Hall, MA, DD
1934-35 Mr Ronald P Jones, MA, FRIBA
1935-36 Mr George G Armstrong
1936-37 Rev H McLachlan, MA, DD, LittD
1937-38 Mr N Bishop Harman, MA, LLD
1938-39 Rev R F Rattray, MA, PhD
1939-40 Mr J T Bibby
1940-41 Rev E Rosalind Lee, MA
1941-42 Mr P M Oliver, CBE, BA
1942-43 Rev H J Rossington, MA, BD
1943-44 Mr R H Mottram, JP, FRSL
1944-45 Mr Alfred Pilling, OBE, JP
1945-46 Rev Raymond V Holt, MA, BLitt
1946-47 Mr Harold Bailly, MBE
1947-48 Rev Lawrence Redfern, MA, BD
1948-49 Prof FJM Stratton, LLD, FRS
1949-50 Rev Fred Cottier
1950-51 Mr Harold B Moore
1951-52 Rev G Randall Jones, MA, BSc, BD
1952-53 Miss Dorothy Tarrant, MA, PhD
1953-54 Rev Herbert Crabtree
1954-55 Mr Stanley R Butler, ACA
1955-56 Rev Frank A Bullock
1956-57 Mr C Herbert Pollard, CBE, FSAA
1957-58 Rev James Percival Chalk
1958-59 Rt Hon J Chuter Ede, CH, JP, DL, MP
1959-60 Rev Arthur W Vallance, BA

1960-61 Mr Arthur L Blake, OBE
1961-62 Rev J Harry Smith
1962-63 Mr Kenneth M Street, MM
1963-64 Rev Walter M Long
1964-65 Mr Stanley J Kennett, BSc, PhD
1965-66 Rev E Shirvell Price, MA
1966-67 Mr T H Hollingsworth
1967-68 Rev Fred Kenworthy, MA, BD
1968-69 Mrs Amy Howarth, MA
1969-70 Rev C Gordon Bolam, MA, BD
1970-71 Mr Arnold Graves, FCA, FCIS
1971-72 Rev H John McLachlan, MA, BD, DPhil
1972-73 Mr M Humphreys Winder, BA
1973-74 Rev D Jacob Davies, BA
1974-75 Mrs Gwyneth J M Thomas, BSc
1975-76 Rev Evan David Davies
1976-77 Mr George Morrison, MA
1977-78 Rev Dr Peter B Godfrey, BA, DD
1978-79 Mr Geoffrey Head, BA
1979-80 Rev A Hilton Birtles, JP, BA
1980-81 Dr June Bell, MA, MB, BS, PhD
1981-82 Rev Eric Wild, BA
1982-83 Mrs Eleanor Dixon
1983-84 Rev Arthur J Long, MA
1984-85 Mrs Helen M Nicholson, MBE
1985-86 Rev Sydney H Knight
1986-87 Mrs Sheila Crosskey, MB, ChB
1987-88 Rev Derek Smith
1988-89 Mr Robert HE Inkson, BSc, FSS, FIS
1989-90 Rev J Eric Jones, BA
1990-91 Mrs Eila Forrester, BA
1991-92 Rev Peter Hewis, BA
1992-93 Mrs Celia Kerr
1993-94 Rev James McClelland, MA
1994-95 Mr Michael Tomlin
1995-96 Rev Anne McClelland, BA
1996-97 Dr Jane Williams, MB, BCh, BAO
1997-98 Rev Clifford Reed, BA
1998-99 Dr Beverley Littlepage, MSc, MRCOG, FFPHMI
1999-00 Rev Keith Gilley, BA, MA
2000-01 Mrs Judith Crompton, JP
2001-02 Rev John Midgley, BA, BD, MA, MED
2002-03 Alan Ruston, BSc
2003-04 Rev Austin Fitzpatrick
2004-05 Dawn Buckle

Honorary Members

Rev H John McLachlan, MA, BD, DPhil
Dr June Bell, MA, MB, BS, PhD
Mr Geoffrey Head, BA
Rev Dr Peter Godfrey, BA, DD
Rev Arthur J Long, MA

Anniversary Service Preachers

1929 Rev Alfred Hall, MA, DD
1930 Rev H J Rossington, MA, BD
1931 Rev Herbert McLachlan, MA, DD, LittD
1932 Rev Herbert Barnes
1933 Rev John C Ballantyne, MA
1934 Rev Charles M Wright, MA
1935 Rev Lawrence Clare
1936 Rev Arthur S Hurn, MA, DLitt
1937 Rev Sidney Spencer, BA
1938 Rev Raymond V Holt, MA, BLitt
1939 Rev Arthur H Lewis
1940 Rev W E Williams, BA
1941 Rev Fred R Cottier
1942 Rev Rev Leslie Belton, MA, MSc
1943 Rev E George Lee
1944 Rev Stanley Mossop
1945 Rev Reginald W Wilde, MA, MSc, PhD
1946 Rev Wallace B Travener
1947 Rev Frank A Bullock
1948 Rev Frederick May Elliot, MA, DD LLD
1949 Rev G Randall Jones, MA, MSc, BD
1950 Rev Mortimer Rowe, BA, DD
1951 Rev Lawrence Redfern, MA, BD
1952 Rev H G Woodford
1953 Rev Arthur L Agnew, OBE, BA, DD
1954 Rev Sydney P Whitehouse, MA, BLitt
1955 Rev H Stewart Carter, MA
1956 Rev Basil Viney
1957 Rev Arthur W Vallance, BA
1958 Rev W J Carter, MA
1959 Rev Wilfred Waddington, BA, BD
1960 Rev Dana L McGreeley, DD
1961 Rev Phillip N Tindall, BA, BD PhD
1962 Rev C Gordon Bolam, MA, BD
1963 Rev A Margaret Barr, MA
1964 Rev Fred Kenworthy, MA, DD
1965 Rev D Jacob Davies, BA
1966 Rev John Radcliffe, BA
1967 Rev Charles Bartlett, BA
1968 Rev Brian L Golland, MA
1969 Rev John Kielty, LLD, DD
1970 Rev Harry Lismar Short, MA
1971 Rev Eric S Price, MA
1972 Rev Robert N West, BA, BD, DD
1973 Rev Lancelot A Garrard, MA, BD, LLD
1974 Rev E Basil Short, BSc
1975 Rev A Hamilton Birtles, BA
1976 Rev Fred M Ryde, MA
1977 Rev Dudley E Richards, MA, BD
1978 Rev Anne McClelland, BA
1979 Rev Eric Wild, BA and Eileen Kielty, BA
1980 Rev A Ben Downing, MA, BD
1981 Rev Gabor Kereki
1982 Rev Arthur J Long, MA
1983 Rev Bruce Findlow, BA
1984 Rev O Eugene Pickett, BA, BD, DD
1985 Rev D Elwyn J Davies, MA, BD, PhD
1986 Rev Peter B Godfrey, BA
1987 Rt Rev William McMillan, MA
1988 Rev William F Schulz, MA, DMin, DD
1989 Rev Frank Walker, BA
1990 Rev Glyn Pruce, STB, MA
1991 Rev Andrew Hill, BA
1992 Rev Leonard Smith, MA, PhD
1993 Rev Denise Boyd
1994 Rev Keith Gilley, BA, MA, BDQ
1995 Rev Clifford Reed, BA
1996 Rev Judith Walker-Riggs
1997 Rev Dr John A Buehrens
1998 Rev Dr David C Doel, MA, PhD
1999 Rev Alec Finbow, BA
2000 Rev Joy Croft, BA, MA, MTh
2001 Rev Penny Johnson
2002 Rev Bill Darlison
2003 Rev John Clifford, BA, MSc
2004 Rev Ann Peart, BA, MA

Affiliated Societies and GA & Essex Hall Staff Members

The following societies are affiliated to the General Assembly:

British League of Unitarian and other Liberal Christian Women (Women's League)
Canadian Unitarian Council - Le Conseil Unitaire du Canada
L'Église libérale protestante de Bruxelles
European Unitarian Universalists
Foy Society
National Unitarian Fellowship
Provincial Assembly of Presbyterian and Unitarian Ministers and Congregations of
Lancashire and Cheshire
Unitarian and Free Christian Church Music Society
Unitarian and Free Christian Peace Fellowship
Unitarian Association of Lay Leaders
Unitarian Christian Association
Unitarian Historical Society
Unitarian Holiday Conference
Unitarian Lay Preachers' Association
Unitarian Unitarian Society for Psychial Studies
Unitarian Union of North East India
Unitarian Women's Group

GA & Essex Hall Staff

The following were members of the GA Staff during the financial year:

Peter Bixby (until May 2004)
John Crosskey
Andrew Mason
Karen Mallik (from May 2004)
Elizabeth Obe
Matthew Smith
Jeffrey Teagle
Ingrid Tavkar
Laura Wilson (from January 2004)

The following were members of the Essex Hall Staff during the financial year:

Isabella Clarke (Caretaker)
Hyacinth Durrant (Cleaner, until December 2004)

The Object of the Assembly

From the Constitution of the General Assembly as amended 19 April 2001 and approved by the Charity Commission:

"2.Object

Preamble

We, the constituent congregations, affiliated societies and individual members, uniting in a spirit of mutual sympathy, co-operation, tolerance and respect; and recognising the worth and dignity of all people and their freedom to believe as their consciences dictate; and believing that truth is best served where the mind and conscience are free, acknowledge that the Object of the Assembly is:

Object

To promote a free and inquiring religion through the worship of God and the celebration of life; the service of humanity and respect for all creation; and the upholding of the liberal Christian tradition.

To this end, the Assembly may:

Encourage and unite in fellowship bodies which uphold the religious liberty of their members, unconstrained by the imposition of creeds;

Affirm the liberal religious heritage and learn from the spiritual, cultural and intellectual insights of all humanity;

Act where necessary as the successor to the British and Foreign Unitarian Association and National Conference of Unitarian, Liberal Christian, Free Christian, Presbyterian and other Non-Subscribing or Kindred Congregations, being faithful to the spirit of their work and principles (see appendix to the constitution), providing always that this shall in no way limit the complete doctrinal freedom of the constituent churches and members of the Assembly;

Do all other such lawful things as are incidental to the attainment of the above Object."

In reference to second last clause of Object, the following is a statement of the Objects of the British and Foreign Unitarian Association, as set forth in Rule 2 of its Constitution:

The diffusion and support of the principles of Unitarian Christianity, including the formation and assistance of Congregations which do not require for themselves or their Ministers subscription to any doctrinal articles of belief; the publication and circulation of biblical, theological, scientific and literary knowledge related to Unitarian Christianity; the doing of all such other lawful things as are incidental or conducive to the attainment of the above objects or any of them.

The following is a statement of the Objects of the National Conference of Unitarian, Liberal Christian, Free Christian, Presbyterian and other Non-Subscribing or Kindred Congregations, as set forth in Rule 1 of its Constitution:

To consult, and when considered advisable to take action, on matters affecting the well-being and interests of the Congregations and Societies on the Roll of the Conference, as by directing attention, suggesting plans, organising expressions of opinion, raising funds to carry out the foregoing objects.

The seventy-sixth Annual Meetings of the General Assembly of Unitarian and Free Christian Churches began on Wednesday 14 April 2004 and ended on Saturday 17 April 2004 and were held at University College Chester.

The Opening Business Session began with the parade of banners, and a welcome from the General Assembly President, the Reverend Austin Fitzpatrick. Devotions were conducted by the Reverend David Monk, standing in for the Reverend Brenda Catherall, who was unexpectedly called away from the meetings. Overseas greetings were brought from the Unitarian Universalist Association of Congregations by Diane Olson and the Reverend Olivia Holmes. Other international visitors were asked to stand and be recognised. Standing Orders for the Conduct of the Annual Business Meetings were adopted and Christine Hayhurst, Roderick Ramage and Dr David Wykes were confirmed as the members of the Steering Committee. Judith Hague delivered the keynote address on the theme "Unitarian address accessibility issues".

At the second business session the Annual Report was presented by the General Secretary and the Council report by the President. The Accounts for the year ended 30 September 2003 were presented by the Honorary Treasurer, Michael Tomlin. The second business session also included a feedback report from the Task Force, established in accordance with Resolution 2 of 2003. Other reports for Commissions, committees and panels were presented at the remaining business sessions by a variety of appropriate spokespersons. Fuller demonstrations of the work of the five new Commissions (Administration; Denominational Support; Education & Training; Ministry; Outreach & Communication) were presented outside of the business meetings during the afternoon and evening slots. The Amy Howarth Rose Bowl was awarded to the Congregation of Blackpool in recognition of their growth of quota-paying membership in 2003/2004 from 4 to 28.

RESOLUTIONS

The following resolutions were carried:

1) FROM THE GA COUNCIL

1. That this General Assembly receives the Report of the Task Force with thanks for the hard work and dedication of its members and consultant.

2. That this General Assembly endorses the proposal for an Executive Committee to be elected and the proposal that the election be by postal ballot.

3. That this General Assembly instructs Council to prepare such motions and constitutional amendments as required to implement the Task Force Proposal for an elected Executive Committee and submit these to the Annual Meetings in 2005 for acceptance or rejection under the ordinary rules and voting majorities that apply under the Constitution and By-Laws of the General Assembly.

4. That this General Assembly extends the life of the Task Force until June of 2004 to enable it to undertake further consultation and to evaluate and to prepare proposals for the implementation of the recommendation in the Report regarding the enhancement of leadership positions for consideration at the Annual Meetings in 2005.

2) FROM MORE THAN TWELVE MEMBERS

That this General Assembly of Unitarian and Free Christian Churches congratulates the Unitarian College on its 150th anniversary and gives thanks for all that its staff and students have given to the Unitarian movement over the years.

The Assembly also encourages the Unitarian movement in its support and care of the College in the years ahead.

Further, the Assembly commends to all Unitarians the commemoration volume "Unitarian to the Core" edited by Dr Leonard Smith.

3) FROM THE UNITARIAN PEACE FELLOWSHIP

That this General Assembly of Unitarian and Free Christian Churches supports the proposed establishment of a Government Ministry for Peace.

4) FROM TWELVE MEMBERS

That this General Assembly of Unitarian and Free Christian Churches is seriously concerned about the methods used by the organisation known as Samaritan's Purse to promote its form of Christianity. Its use of the Christmas Shoebox Appeal, under the name of Operation Christmas Child, according to its own literature, website and video, is simply a means of evangelising vulnerable children. This General Assembly alerts its associated congregations and bodies to the methods of this organisation and calls upon Samaritan's Purse in this country to be more open about its aims.

5) FROM GOLDERS GREEN UNITARIANS

That this General Assembly of Unitarian and Free Christian Churches expresses its cordial support for the work of Rabbis for Human Rights and other justice and peace groups in Israel who, inspired by essential Jewish spiritual and ethical values, are seeking justice for the Palestinian

people and a peaceful solution to the Israeli-Palestinian conflict. In a spirit of solidarity with all those struggling for peace and reconciliation we send our warm greetings to the people of Neve Shalom-Wahat al-Salam ("Oasis of Peace") and hope that their example may inspire others throughout the Middle East and across the globe.

PROCEDURAL MOTIONS

- 1) That **Dawn Buckle** be appointed President of the General Assembly of Unitarian and Free Christian Churches for the year 2004-2005
- 2) That this seventy-fifth General Assembly of Unitarian and Free Christian Churches expresses its gratitude for the services provided by the **Reverend Austin Fitzpatrick** as President during the year 2003-2004.
- 3) That the **Reverend Brian Cockroft** be appointed as Vice-President for the year 2004-2005.
- 4) That the thanks of the Assembly be given to **Michael J Tomlin** for his services as Honorary Treasurer, to district association and local treasurers and collectors for their help.
- 5) That **Michael J Tomlin** be appointed Honorary Treasurer for the year 2004-2005.
- 6) That **Messrs Edmund Gibbs & Co** be reappointed as Auditors.
- 7) That the Report of the General Assembly Council and the Accounts of the General Assembly be received and adopted.
- 8) That greetings be sent to kindred churches and societies abroad.
- 9) That the thanks of the Assembly be given to the **Unitarian College Manchester students** for conducting the Anniversary Service, to the **Reverend Ann Peart** for preaching the Assembly Sermon.
- 10) That the thanks of the Assembly be given to **Alan Myerscough**, organist for the Anniversary Service, the choir **Roundelay** and to local Unitarians who arranged other music for the Meetings.
- 11) That the thanks of the Assembly be given to all the local Unitarians, especially from the sponsoring bodies, the **East Cheshire Union, the Manchester District Association and the Provincial Assembly**, for their inestimable help in organising the Meetings.

STIPEND SCALES

The Assembly approved formally the adoption of the minimum Stipend Scales for Ministers and Lay Pastors for 2004-2005 as recommended by the General Assembly's Stipend Review Committee.

1. Meetings

Council met three times during the year at Unitarian Headquarters, Essex Hall.

2. President

The Dawn Buckle became President at the Annual Meetings at the University College of Chester on 17 April 2004.

3. Nominations

The Council is pleased to nominate the Rev Brian Cockroft as President for 2005/2006, David Dawson as Vice-President and Martin West as Honorary Treasurer. Council has created a motion to abolish the post of Deputy Honorary Treasurer.

4. GA Resolutions

The Council, its departmental Commissions, panels and officers have dealt appropriately with the resolutions passed at the GA Annual Meetings. Where appropriate, letters were sent to government bodies and others.

By far the most significant resolution concerned the Task Force report on governance and leadership. The **Task Force final report** was ready for the July Council meeting, where it was debated at considerable length.

Council ratified a decision of the Administration Commission to form a **Constitutional Working Party** consisting of the President, General Secretary, the Rev Steve Dick and the Rev John Clifford. This working party's brief was to consider and draft the constitutional changes that would be necessary to put the Task Force recommendations into force, should they be accepted by future GA annual or extraordinary meetings. The working party also gave detailed attention to the process of consultation and the sequence of events that will be required to progress the consideration of the issues (See the time line on page 14).

Council directed that the Task Force final report should be circulated to the full distribution list, including Associate Members. This was done together with a covering letter from the President. Council also authorised the Administration Commission to take the process forward before its November meeting. As a result, the **Denominational Consultation Group** was formed. This comprised of volunteers from the Task Force (by then

disbanded), Marion Baker, Tony Cann, the Rev Michael Dadson, Jeff Davies, Dorothy Hewerdine and the Rev David Usher and was led by the professional consultant, Colin Fisher. This group proceeded with great energy to arrange regional consultation meetings in Birmingham, Bristol, Cambridge, Edinburgh, London, Manchester and Swansea.

In November 2004 Council consented to the wording of a motion to create the elected Executive Committee, as instructed by the 2004 Annual Meetings resolution and as recommended by the Task Force.

5. GA Theme

The activity to progress the reform of governance and leadership has taken the place of a theme for 2004-2005.

6. Monitoring the Commissions and Panels

Each of the Commissions circulated its full minutes to Council members, thus providing a high degree of transparency. Policy decisions requiring Council approval were listed, either within the reports or on the agenda, thus enabling adequate opportunities for critical examination of the criteria. Panel reports were grouped in relationship to the appropriate Commissions. The consent agenda system enabled attention to be focused on policies, rather than minute details.

7. Unitarian Future Vision

The responsibility for initiating future planning lies with the Administration Commission. The Administration Commission has commenced a systematic examination of the GA's planning needs and will report progress to Council during 2005.

8. General

District associations, affiliated societies, panels and committees provided detailed reports of their work.

This was founded as a result of a resolution, passed at the GA Annual Meetings 2003, which stated:

"That this General Assembly of Unitarian and Free Christian Churches instructs GA Council to appoint a task force to develop proposals to change the system of governance to have a nationally elected leadership, and to present them at the 2004 General Assembly."

Council appointed a professional consultant, Colin Fisher, and twelve Unitarian volunteers in July 2003, following the recommendation of an independent selection panel. Care was taken to achieve a balance of interests in the selection.

The volunteers were: Marion Baker, Dawn Buckle, Tony Cann, Rev John Clifford, Rev Michael Dadson, Jeffrey Davies, Rev Steve Dick, Dorothy Hewerdine, John Lawrence, Andrew Phillips, Louise Rogers and Rev David Usher.

Numerous meetings were held and an email network carried a vast amount of traffic. A questionnaire was drawn up and circulated to every possible individual within our membership. Over two thousand replies were received and these proved to be of high value in defining the recommendations to be included in the final report.

The final report was not complete at the GA Annual Meetings 2004. However, interim information was available and the following resolution provided a mandate for the Task Force's remaining work:

"1. That this General Assembly receives the Report of the Task Force with thanks for the hard work and dedication of its members and consultant.

2. That this General Assembly endorses the proposal for an Executive Committee to be elected and the proposal that the election be by postal ballot.

3. That this General Assembly instructs Council to prepare such motions and constitutional amendments as required to implement the Task Force Proposal for an elected Executive Committee and submit these to the Annual Meetings in 2005 for acceptance or rejection under the ordinary rules and voting majorities that apply under the Constitution and By-Laws of the General Assembly.



Task Force Members at the 2004 Annual Meetings

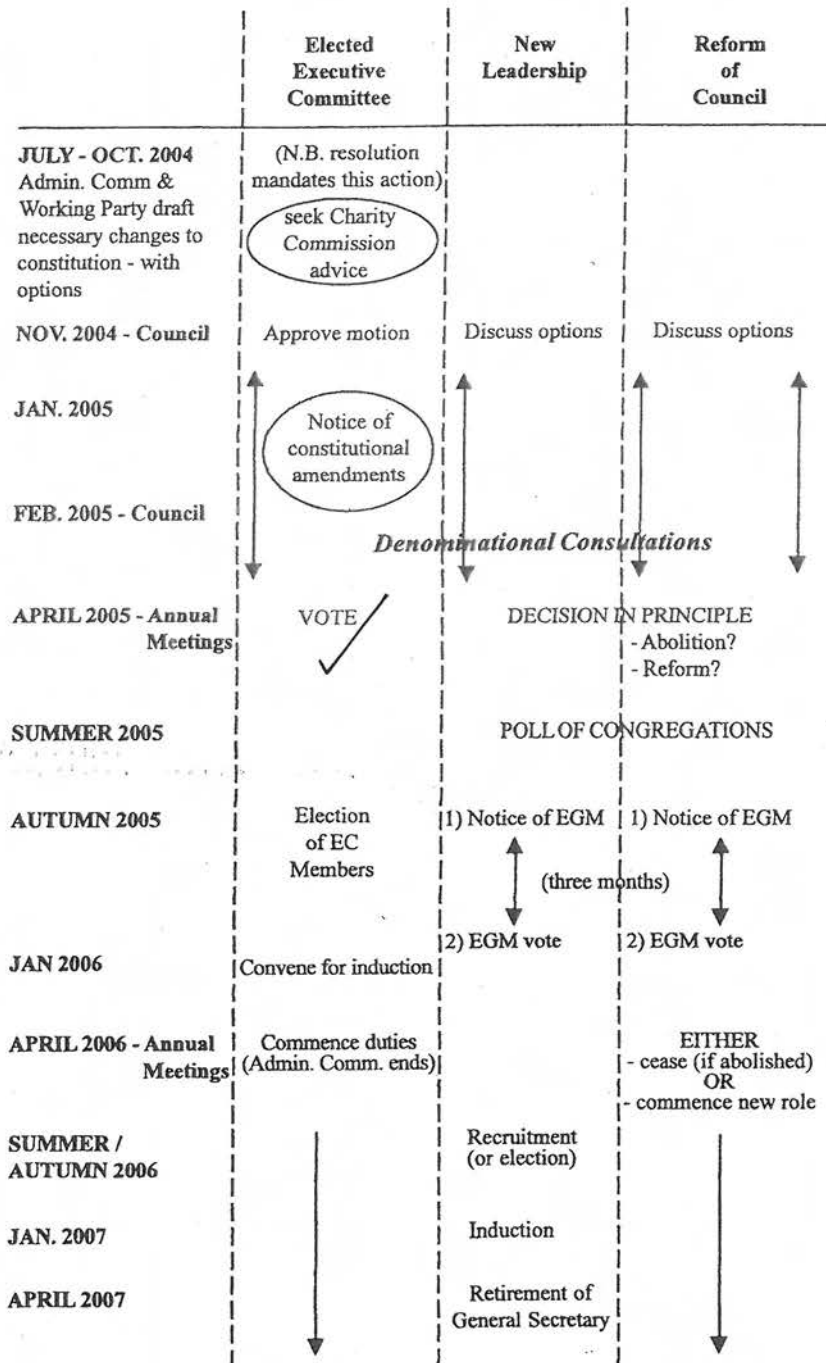
4. That this General Assembly extends the life of the Task Force until June of 2004 to enable it to undertake further consultation and to evaluate and to prepare proposals for the implementation of the recommendation in the Report regarding the enhancement of leadership positions for consideration at the Annual Meetings in 2005."

The Task Force completed its role on schedule in June 2004. The final report was circulated to the GA membership in July 2004 and Council has met requirement 3 by issuing **Motion 1 to the 2005 Annual Meetings**. As noted in the Council report, several ex-Task Force members volunteered to join the Denominational Consultation Group. This Group has held regional seminars to brief Unitarians about the report's recommendations and to hear feedback. This process will include an information presence at the GA Annual Meetings 2005.

Assuming that the 2005 Annual Meeting votes to create the elected Executive Committee, further decisions have to be addressed, most notably about the specification of the next generation of executive leader and the future of Council. These will be debated at the 2005 Annual Meetings and it is envisaged that an Extra-Ordinary General Meeting will be convened towards the end of 2005.

The work of the Task Force and the Denominational Consultation Group was funded by the Bowland Charitable Trust.

The General Assembly thanks the Bowland Trust, Colin Fisher and the Task Force volunteers for their contributions to this major reform of our governance and leadership.



Commission & Panel Reports

ADMINISTRATION COMMISSION

Chair: Jennifer Atkinson

Secretary: Jeffrey Teagle

Minutes Secretary: Andrew Mason

Members: Dawn Buckle, Rev Brian Cockroft (from April 2004), Rev Steve Dick, Robert Fincham, Rev Austin Fitzpatrick, Alan Ruston (until April 2004) and Michael Tomlin.

The Administration Commission replaced the Executive, Finance & Administration and General Purpose committees when established in 2003. Its mission statement is:

To provide the General Assembly of Unitarian and Free Christian Churches with effective administration and to foster trust through good communication.

During 2004, the Commission met in January, May, July and October. The October meeting was residential and held at Luther King House. Any matters requiring prompt decision were progressed by email networking.

Task Force Report: Two Commission members, Dawn Buckle and the Rev Steve Dick, served on the Task Force and were therefore able to facilitate exchanges of information. Dawn ceased her Task Force role when she became GA President in April 2004.

When the Task Force published its final report, Council requested the Commission to undertake the key steps to progress the matter in accordance with the GA resolution of April 2004. Firstly, the report was widely circulated to the membership. The Constitutional Working Party was established to draft proposed changes and establish correct procedures for debate and the sequence of events. Then the Denominational Consultation Group was created to hold regional meetings to inform and gather feedback. (For further details see Council report.)

Unitarian Future Vision: The Commission's first residential meeting, held in October 2003, had identified the following developmental needs for the General Assembly:

a) Clarifying and communicating our relationship with other Commissions: This led to meetings of the Commission chairpersons which have served a most useful purpose.

b) Building trust: The Commission members were aware of the need to address the questions and queries arising from the TRWP reforms and the Task Force proposals. Each member undertook to contribute towards the clarification of issues, within Council and as they attended diverse denominational events.

c) GA Finances: The downturn in the Assembly's capital wealth during the period 1999-2003 was a combination of market forces, investment advice, government policies and deficit budgeting. Budgetary control became imperative. Throughout the year the Commission monitored the income and expenditure and made recommendations to Council concerning the 2004-2005 budget.

During 2003, following the sale of the Henderson Charity Investment Division to Newton, the Unitarian Joint Investment Panel made fundamental changes to the denomination's investment structure. Equity shareholdings in individual companies were sold and re-invested in collective investments and some fixed-interest stocks. These decisions have served well. The budgeted investment income has been achieved and, in a climate of improving market conditions, above-average capital appreciation has taken place.

The Commission has paid attention to the need to improve live income. It has therefore given encouragement to the Funding Development Panel and the Associate Membership team. The problem of the downturn of income from the Essex Hall Trust (due to the expiry of its main leases) was partly alleviated by the successful negotiation of a grant from the Bowland Trust for 2004-2005. The GA also received £35K in legacies, one of which is reputed to be the result of our legacy leaflet.

Expenditure remained within budget, because of the staff downsizing of 2003 and the restraint practiced by our Commissions and Panels.

The Commission, being aware that our Honorary Treasurer, Michael Tomlin, was approaching the end of his seven year term of office, were active in the search of his successor. The post was advertised in the denominational press at the end of the year.

The Commission is responsible for the progress of the Chalice Appeal and the Unitarian Millennium Fund. The Chalice Appeal will assist in the funding of the Youth Officer. A small grant was authorised to the Manchester College Old Students' Association (MOSA), to arrange for a speaker. A UMF grant was authorised to fund a residential meeting of district representatives. The existing UMF grant of £20K towards the Youth Officer appointment was increased to £30K.

d) Reorganising the Annual Meetings: The 2003 Review Group had explored ways of simplifying and shortening the Annual Meetings in order to make them more accessible to low income attendees. Following consultation with the Annual Meetings participants, it became obvious that shortened meetings were not acceptable. University College Chester was booked again for 2005 and 2006 because it offered by far the most suitable package for the meetings. The Commission has concluded that the GA now needs an Annual Meetings Panel to plan further ahead.

e) Facilitating the use of Forward Planning in Council: The Commission aspires to provide a lead to Council in orientating it toward longer-term consideration of issues. The members recognise that they have to develop greater expertise in planning matters and have given agenda time to this. However, the Task Force process has inhibited these activities, mostly because of its intrusion on meeting time. The Commission will continue to develop its planning activities in 2005.

Unitarian Headquarters: At each meeting the General Secretary reported on the operation of the Headquarters. The office accommodation was moved within Essex Hall during April 2004 to enable the first floor to be developed for letting purposes.

Laura Wilson joined the staff in January 2004 to perform a wide range of administrative duties. Peter Bixby left in May 2004 and was not directly replaced. Freelance accountant Karen Mallik was engaged to oversee the financial function. John Crosskey has taken over most of Peter's work and has trained Laura Wilson to undertake several of his book-keeping functions. John has revised the IT strategy and the Commission authorised a package of new equipment for delivery in 2005.

The three executive officers, Andrew Mason, Matthew Smith and Ingrid Tavkar, each performed a wide range of duties, described as

portfolios, to the best of their abilities. At the end of the year Matthew left, after fourteen years service, to take up employment in local government. The Commission made arrangements to recruit his replacement. The General Secretary's contract was extended by two years and two months and will now expire in April 2007.

After three years of fund-raising, the recruitment of the denominational Youth Officer was authorised. Andrew Green was selected and commenced employment in January 2005.

International: The Commission monitored our links with the International Council of Unitarians and Universalists (ICUU), the International Association for Religious Freedom (IARF) and with Unitarian and Universalist colleagues overseas. The Rev John Clifford represented the GA at the UUA General Assembly in June 2004, which he was attending in a personal capacity. Budgetary restrictions prevented other overseas travel. Christine Hayhurst served on the ICUU Executive Committee. Meadow Unitarian Chapel, Godalming, played host to the ICUU EC when it met for its annual meeting at a nearby conference centre. Barbara Smith of Trowbridge Unitarians undertook a valuable mission to the Unitarian Union of North East India to assess their primary education work. The Commission decided to contribute towards her return in 2005.

Other work: The Commission drafted a revised system for recommending the nomination of the Vice President-elect and this was approved by Council. Child protection policy issues were considered and recommendations made to Council.



The Chair, Jen Atkinson, presents the Administration Commission report to the Annual Meetings

FUNDING DEVELOPMENT PANEL

Chair: Rev Bob Wightman

Convenor: Neville Kenyon

Members: Gordon Lowthian, Jacque Potts, Louise Rogers, Michael Tomlin.

The panel has met four times during the year.

We commissioned Marketwise Strategies, to produce a feasibility study on the introduction of a trading policy for the movement. This was passed to the Administration Commission for progressing at an estimated potential maximum cost of £7,000. The initiative coincided with an alternative external funding offer and future action was therefore postponed pending acceptance of that offer by the Annual Meetings.

The Chalice Appeal has continued with the collection at the Anniversary Service and a

further appeal on General Assembly Sunday. Although the Chalice Appeal was intended to operate for a three year period, it was agreed to continue with this for a further year but to modify its format dependant on the overall GA funding strategy in 2005. The collection for the 2005 Anniversary Service will go to this Appeal.

The panel is concerned that there is a lack of reliable data concerning funding potential within and outside our movement and is committed to a detailed investigation.

During 2005, the overall funding requirements and likely income streams will become more apparent and we will support the relevant GA officers in developing a viable strategy for the medium term future.

Copies of our outline policy document will be available at the panel's presentation at the Annual Meetings on Wednesday evening 06 April.



The collection at the Anniversary Service

General Assembly of Unitarian and Free Christian Churches

Budget 2004/05

	Actuals 2003/4	Budget 2004/5
Income		
Legacies	35,000	
Subscriptions	20,121	20,000
Congregational Contributions	79,401	80,000
Special Collections	4,782	5,000
Dividends	78,973	69,000
B&FUA	15,817	15,000
Essex Hall	77,500	40,000
Essex Hall (In kind)	50,000	50,000
Sundry Donations	-	30,000
Memorial Hall Trustees	500	1,500
Annual Meetings	498	-
Lawrence House Grant	986	-
Rent	660	800
Hymns for Living	318	-
Payroll Calculation Service	1,678	1,500
Sales	1,578	4,000
Gains on Disposal of Property		
Loans and bad debts written off	(35,787)	-
Total Income	332,025	316,800
Expenditure		
Programme Activity (See Over)	140,125	162,854
Administration Costs (See Over)	198,200	202,026
Total Expenditure	338,325	364,880
Net Incoming Resources/ (Resources Expended)	(6,300)	(48,080)

The General Assembly of Unitarian Free Christian Churches

Budget 2004/5

	2003/4 Actuals	2004/5 Budget
GA Council	935	2,472
		<u>2,472</u>
Administration Commission		
Commission Expenses	2,184	2,215
Grants Payable	4,200	4,326
		<u>6,541</u>
Education and Training Commission		
Commission Expenses	1,274	1,030
Educational Programmes	808	2,575
		<u>3,605</u>
Denominational Support Commission		
Commission Expenses	1,480	1,030
Programmes	600	1,545
Worship Panel	1,260	515
Youth Panel	3,412	5,150
Buildings Advisory Panel		206
Welsh Committee	2,436	2,575
		<u>11,021</u>
Ministry Commission		
Commission Expenses	1,893	1,030
Programmes	2,654	1,854
Interview Panel	1,688	1,854
		<u>4,738</u>
Outreach and Communications Commission		
Commission Expenses	1,833	1,030
Programmes	8,108	9,270
Ecumenical Panel	269	515
Interfaith Panel	180	515
Penal Affairs Panel	322	515
Publications Panel	296	515
Social Responsibility Panel	629	3,090
		<u>15,450</u>
Commission Sub-Total	<u>36,461</u>	<u>43,827</u>
Non Commission Specific Programme Expenditure		
Apportionment of General Expenses		7,725
Unitarian Future Vision		2,060
Inquirer Grant	2,998	3,000
Salaries to Programme Work	100,666	106,242
		<u>162,854</u>
TOTAL PROGRAMME EXPENDITURE	<u>140,125</u>	<u>162,854</u>
GENERAL ADMINISTRATION		
Salaries, Pensions, etc.	103,666	106,242
Accommodation (In kind)	50,000	50,000
Officers Travel & Expenses	1,514	5,150
Office Expenses	24,061	18,025
Staff Training	746	1,030
Audit	5,000	5,000
Investment Management Fees	5,037	5,000
Legal Fees		515
Insurances	1,810	2,000
Minister's House Repairs	37	824
Irrecoverable VAT	6,329	8,240
TOTAL ADMINISTRATION EXPENDITURE	<u>198,200</u>	<u>202,026</u>
TOTAL EXPENDITURE	<u>338,325</u>	<u>364,880</u>

Report on the Expenses of holding the 2004 Annual Meetings

INCOME

Accommodation and Meals	Participants	35,685	
	GA staff not on conference fee	5,471	41,156
Conference Fees			13,492
For IARF SSN (Donate-One-Meal)			255
Lawrence House (general grant)			250
Grant (Provincial Assembly of NW - Scottish Unitarian Association)			3,000
RE HFairey Grants for Young Participants		0	
Sundry Donations			356
Sales of Essex Hall Lecture			198
Total Income			58,707

EXPENDITURE

Accommodation and Meals	Participants	40,136	
	Staff, Guests, Workers (overleaf)	5,471	45,607
To IARF SSN			255
Essex Hall Lecture printing			176
From Conference fee sheet (overleaf)			
	Travel	1,010	
	Printing	2,716	
	Fees	2,956	
	Postage	1,038	
	Sundry	276	7,996
Total Expenditure			54,034
SURPLUS OF INCOME OVER EXPENDITURE			4,673

DENOMINATIONAL SUPPORT COMMISSION

Chair: Rev Celia Midgley

Secretary: Matthew Smith (until December 2004)

Members: Rev Michael Dadson, Dorothy Hewerdine, Lis Dyson-Jones, Rev Cen Llwyd, Rev Celia Midgley, Jeffrey Teagle, Rev Bob Wightman.

The Commission, which was first formed in October 2003, met on 6-7 February, 18 June and 11 October during 2004. The residential meeting was held at the Bishop Mascall Centre, Ludlow. The Rev Celia Midgley was elected as Chairperson and, mindful of its terms of reference, the members created a mission statement and opening objectives. These were communicated to the movement at the GA Annual Meetings in April 2004.

The most pressing issue was the recruitment of the Denominational Youth Officer. Lis Dyson-Jones, Jeffrey Teagle and the Rev Bob Wightman represented the Commission and, together with Youth Panel members Richard Whitham and Freda Laverick, they formed the recruitment panel. The outcome of their harmonious work was the appointment of Andrew Green, an experienced and well-qualified youth worker in time to commence on 01 January 2005.

The Commission has followed the work of the congregational Consultancy Panel with close interest. The consultancy is drawing to the close of its brief and the commission is actively considering how best to follow through with its valuable analytical services. It was very supportive of the plan to train new consultants for a future voluntary network.

The Commission encouraged the network of the Engagement Support Group. The success of engagement groups is due to the dedication of the facilitators who meet periodically to share their experiences and reinforce their commitment.

The Commission Chair, Celia Midgley, is a member of the Worship Panel and was able to report their activities in full.

Lis Dyson-Jones and Cen Llwyd serve on the Welsh Department and have been well able to communicate between the two bodies.

In November the General Secretary published his Inquirer article "How shall we provide Ministry in the years to come". The provision of ministry to congregations is now scheduled to become the subject of a collaborative investigation between the Denominational Support Commission and the Ministry Commission in 2005.

CONGREGATIONAL CONSULTANCY PANEL

Chair: Rev Eric Jones

Secretary: David Arthur

Members: David Arthur, Joyce Ashworth, Rev Eric Jones.

The Congregational Consultancy Panel was formed (as the Small Congregations Consultancy Panel) to oversee the work of the project to help small congregations for which Council voted a Millennium Fund Grant of £43,000. Ten congregations were helped in this way, and the project was generally considered to be a success. The Hucklow Consultancy, which carried out the main work of the project, deserve our thanks and congratulations.

Due to their efficiency and cost control, some of the original funding remained; and the view was taken by the General Secretary and Council that the techniques used in the project should be made available to all congregations, particularly the in-depth fact-finding and self-analysis exercise which forms an important part of the process. The remaining funds were therefore used to hold a series of workshops in various parts of England and Wales, which culminated in a training course for facilitators held in Manchester in February 2005. We now have a cadre of ten trained and accredited facilitators up and down the country, who will be available to help any congregation which applies. Which congregation among us is so complacent as to believe that it could not improve, and benefit from a closer look at itself assisted by an outside eye (and ear)?

The Congregational Consultancy Panel as such has now completed its work; its final meeting was held on 21 February 2005. The process will be taken forward by the Denominational Support Commission, which will be responsible for handling applications by congregations to participate in what could be a very valuable tool for congregational growth.

ENGAGEMENT SUPPORT

Secretary: Susan Baraban

Members: Joyce Ashworth, Susan Baraban, Rev Elizabeth Birtles, Rev Michael Dadson, Rev Margaret Kirk, Rev Jo Lane, Rev Lindy Latham.

Two regional engagement seminars for facilitators of engagement groups were held in 2004: one at Cross St. Chapel, Manchester on 12 June, the other at Croydon Church on 03 July. These were attended by both leaders of established groups and people interested in setting up a group.

At the Hucklow Summer School 2004 a weekly morning workshop introduced participants to the principles and process of engagement and was run by members of Engagement Support. The group met three times in 2004 and once in 2005 to evaluate the success of the seminars, to consider how engagement news in individual churches could best be disseminated and to plan future events based on consolidating support for existing facilitators at local and regional levels. Regional support groups have met on a number of occasions and an Engagement Newsletter has been circulated amongst groups.

In early March 2005 a northern training day took place entitled 'Engagement Process as Spiritual Practice'. This will be followed by a similar training day at Croydon.

WORSHIP PANEL

Chair: Rev Celia Midgley

Secretary: Rev Joy Croft

Members: Rev Joy Croft, David Dawson, Richard Lovis (From July 2003), Rev Celia Midgley.

1. With a still tight budget, this small panel has had to make changes to its way of working. In particular, worship material has been produced entirely in-house on an expenses only basis and large mailings have been done by panel members themselves, conscious of the wider constraints on resources.
2. The panel was grateful to Rev. Keith Gilley for Worship Material to Mark the Centenary of the Induction of Rev. Gertrude von Petzold as England's first Woman Minister (29 September 1904). This significant piece of work, which received a small grant from the Denominational Support Commission, was

praised by worship leaders who used it in celebratory acts of worship around the country. Prompted by our Unitarian material, the Church Times featured an article about von Petzold.

3. Noting that 2005 would mark the bicentenary of the birth of James Martineau, planning began for a pack of Martineau worship material, to be ready for the anniversary, 21 April.
4. A number of replies were received in response to an Inquirer article by Richard Lovis and a follow-up by Celia Midgley on innovative worship. It is expected that six of these will appear as a series in The Inquirer in 2005 under David Dawson's banner New Patterns in Unitarian Worship. Other articles during the year were written by David and by Joy Croft.
6. The panel has been glad of the help of Helen Parsons in tracking down copyright permission for reproduction of the words of Let Us Sing. We are hopeful that the music copyright can also be secured, enabling copies to be produced for those congregations who have requested them.
7. As usual, the panel arranged most of the 2004 Annual Meetings worship. Morning services were conducted by Richard Lovis with Anne Ashley, Rev Tom McCready with Rev Alan Kennedy and Simon Ramsey with Jane Williams. Devotions before business sessions were led by John Hewerdine, Mel Prideaux and Mike Jarrett with David Dawson on piano. The Quiet Room was arranged by Christine and David Dawson. All these contributions were much appreciated.
8. Along with other panels, the Worship Panel took part in the special presentation by the Denominational Support Commission.

YOUTH PANEL

Chair: Richard Whitham

Minutes Secretary: Andrew Mason

Members: Heather Foster, Freda Laverick, Cathie Masztalerz, Claire Merritt, Richard Whitham, Howard Wilkins.

Mission Statement.

The Youth Panel's aim is to develop and sustain a strong network of young people within our denomination. Ensuring an arena for the presentation of the views and opinions of young

people with a view to future membership of the denomination.

We have a commitment to running challenging events for young people that are safe, accessible, enjoyable and run in a professional manner with a Unitarian and Free Christian ethos at their core.

Objectives 2004 and onwards

- i. Appoint a Youth Officer.
- ii. Develop a 3-year plan for the Youth Programme within the denomination.
- iii. Undertake survey of youth within denomination.
- iv. Create National Directory of Youth Leaders/Potential Leaders.
- v. Ensure that Essex Hall make it a priority that all leaders are adequately trained and Criminal Record Bureau (CRB), checked

The panel continued its work in line with the above mission statement and objectives. Whilst being disappointed not being able to complete more of the stated objectives the main objective, of appointing a Youth Officer, was completed. This has been a long drawn out process, with the support and collaboration of the DSC, culminating in the appointment of Andrew Green in January of this year. Since the appointment, the Panel and representatives of the DSC and the National Youth Programme, (NYP), met and began the process of completing the other objectives.

National Youth Programme (NYP).

All current NYP events take place at The Nightingale Centre in Great Hucklow, Derbyshire.

Junior Weekend (7-11 year olds)

This very successful weekend, run twice a year, continued unabated with The Nightingale Centre packed to the rafters with excitable children. There was one notable change, however, the retirement of the main leader Heather Foster who has been responsible for the running of the weekend for more years than she cares to remember. The Panel would like to take this opportunity to thank Heather for her commitment and hard work. Hopefully we will see Heather and her children at the weekend as participants in the not too distant future.

Bridging Weekend (11-12 year olds)

Set up as a short-term project, funded by the UMF, Bridging weekend sees its last outing in March 2005. The weekend was set up to try to address the 'dropping off' of children moving from Junior Weekend to Inter Weekend. This appears to have been a great success with numbers attending Inter Weekend almost doubling.

Inter Weekend (11-14 year olds)

We are happy to report an increase in the participants at Inter Weekend, so much so that one of the two weekends run every year was held in the main house(!) instead of the extension; a change that was welcomed by leaders and participants alike.

Senior Weekend (14-17 year olds)

Run three times a year this weekend caters for a teenage age range. Based in the extension rather than the main house this weekend always seem to be a hit with the target age.

YUC Week (14-19 year olds)

Recent years have seen a noticeable drop off in numbers attending the week, run during August. A week dedicated to the development of our young people both emotionally and spiritually, but with having fun being an underlying theme, this has long been a key element within the NYP.

The Future.

Following the joint meeting of Youth Panel, DSC and NYP leaders with Andrew Green, (Youth Officer) a number of initiatives were set in place to address outstanding objectives, or current provision was identified and procedures reviewed.

YUC Week was discussed and a change in format was decided one of two age ranges having different programmes running in tandem.

A survey has been sent out to churches and districts with a view to obtaining information about youth within the denomination.

In line with the fourth objective the Panel is looking for potential leaders for both the NYP and future projects. If anyone is interested please could they contact either Essex Hall or the Panel Chair, by email, with contact details and an indication which age ranges they would like to be involved with.

Andrew Green has undertaken the task of developing a Constitution and set of policy documents for youth provision within the denomination. Also he is looking into the area of leadership training with a view to putting a programme in place.

Sarah Tinker is in place as Child Protection Officer and has the task of completing CRB checks on all leaders.

It is fair to say that the Panel has been reinvigorated and looks forward to working with the DSC and Youth Officer to further the youth movement within the denomination.

And Finally.

The Panel would like to take this opportunity to publicly thank Joan Partington for her hard work and dedication to the GA Youth Programme. Joan once more stepped into the breach, after retiring, when an alternative organiser/leader could not be found for these meetings.

EDUCATION AND TRAINING COMMISSION

Chair: Dawn Buckle

Secretary: Ingrid Tavkar

Members: Rev Elizabeth Birtles, Dawn Buckle, Joan Hill (from October 2004), Freda Laverick (until October 2004), Richard Lovis, Julianne Morgan (until October 2004), Margaret Robinson, Ingrid Tavkar (ex officio).

Mission Statement: *To provide a framework for education and training within the Unitarian movement which enhances the development of people of all ages as both individuals and Unitarians.*

The Commission has met twice since the Annual Meetings 2004. It clarified its Terms of Reference and Mission Statement, approved Guidelines for Working Practices and set Objectives to support its Projects and Working Groups. A decision was taken not to promote or provide the Development Skills Training Programme for the time being but to concentrate on other aspects of religious education.

Council agreed a change of personnel in October 2004 when Joan Hill replaced Freda Laverick and Julianne Morgan who stepped down due to ill health and family commitments. It was decided to hold open the second vacancy to recruit appropriate expertise in the future, when needed.

At the Commission's recommendation, Council agreed to transfer responsibility for Child Protection and safety for vulnerable people to Administration Commission. It was felt that the issues involved have wide legal and administrative implications. Police checking, for example, touches on the work of other Commissions. It is more efficient for Sarah Tinker, the National Child Protection Officer, to report to the General Secretary, and therefore involve the Administration Commission.

Chalice Award Scheme

Champions – Joan Hill and Susan Hodgson.

The Champions began collecting a list of leaders of children's religious education in congregations using the Scheme. New Bronze, Silver and Gold certificates were produced to be presented on successful completion of each level.

A new *Green Award* for young children is being trialled currently to be made available during 2005. A draft of this Award is available on the Education and Training Commission stall at the Meetings.

The Champions have made visits to several churches to present awards, promote the scheme and assist with leader training. Links are being made through the new Youth Officer and other Leaders to the National Youth Programme.

Huckdow Summer School Steering Group: Rev Simon John Barlow, Rev Elizabeth Birtles, Jane Blackall (from August 2004), Sheila Jones (until August 2004), Jean Mason, Sarah Tinker (until August 2004), Patricia Walker-Hesson (from August 2004).

The Steering Group planned a very successful Summer School that was fully booked within a few weeks of information going out. Approximately one third of the forty-five adult participants were first timers and there were ten children under seven.

The Dean for the School was Jean Mason, who continues in that capacity this year. The inspirational theme speaker was the Rev Elizabeth Birtles. Workshop leaders from this country and North America provided sessions that were rich and useful, fulfilling the Steering Group's aim to provide personal and leadership development for the participants.

The course this year, at The Nightingale Centre 20-27 August has the theme *Building Beloved Community*. The theme speaker is the Rev Cathal Courtney.

The Steering Group are adopting a policy of giving preference to newcomers and ministerial students.

Joined Up Education

(incorporating the Course in Lay Preaching and the Conduct of Worship - CLPCW).

Working Group: Dawn Buckle, Rev Celia Cartwright, Rev Peter Hewis, Richard Lovis (Distant Member from December 2004), Rev Dr Vernon Marshall (from December 2004), Member

from Unitarian Association of Lay Leaders (to be appointed.)

The Working Group is actively seeking a lay member of UALL to join them.

The work of this group includes support for those currently enrolled on the CLPCW and development of a new integrated course on several levels.

CLPCW

The CLPCW continues with the Rev Celia Cartwright as Administrator. There have been a few hiccoughs during this period of change. The Working Group hopes that most of them have been cleared up now. It is still not clear exactly how many students are continuing with the Course as some students fail to inform the Administrator when they are taking a pause from study or have decided to drop out. There will be an opportunity for a student, tutor and Administrator meeting during the Working Group's fringe slot at the Meetings.

After being involved in lay training for around fifty years the Rev Dr Arthur Long stepped down as Tutor. Rev Alex Bradley has agreed to take Rev Long's place. Rev Dr Vernon Marshall and Rev Ernest Baker continue to Tutor the other three modules.

New Course

The proposed new course, which is in draft form, is intended to cater for both lay people wishing to conduct worship, and those wishing to extend their knowledge of Unitarianism. It grows out of courses provided by Districts, and the national *'Taking the Service'* course and leads to, for those who want it, Lay Pastor and Ministerial training in the colleges. Further information is available at the Working Group's fringe slot during the Meetings.

Publications:

Co-ordinators: Helen Parsons, Helen Royall.

The Commission are very grateful to Helen Parsons and Helen Royall for taking on the job of bringing to successful publication three useful adult education courses. These courses, by the Rev Jo Ann Lane and the Rev Dr Vernon Marshall were commissioned by the previous Religious Education Department with a grant from the Unitarian Millennium Fund. The courses, *Spirituality in Everyday Life, Home and Away*, and *Unitarian History* will be launched during the Meetings.

The Co-ordinators will be working on the publication of further religious education material, both new and revised, during 2005.

Distribution of RE Publications:

The Commission, with permission of Council, transferred the sale of all their publications to the Book Service at Essex Hall, which is administered by the Outreach and Communications Commission. This should lead to a more efficient and effective service for those ordering religious education material.

Religious Education Co-ordinators (RECs)

Co-ordinator: Margaret Robinson.

The co-ordinator has been successful in collecting information about religious education in some districts and congregations. Some are very active, such as the London District with its splendid 'Blah' weekend for children. The Commission does not have a clear picture of religious education across the movement. It appears that some Districts that previously appointed a Religious Education Co-ordinator have let the position lapse.

The Commission organised a Fun Day for RECs in Birmingham in September but response was so poor that the event had to be cancelled.

The Commission will be re-visiting this aspect of their brief in the near future to assess what is the best way forward. Maybe a national network is no longer necessary. The Commission would welcome guidance on this from those working in the field.

Conclusion

The Commission has partially fulfilled its identified objectives. It has failed to re-energise the District Religious Education Co-ordinators network. Through its projects and working groups its successes include: the Hucklow Summer School; the publication of three new adult education courses; continuation of the CLPCW; a draft of the new course for lay people; improvements and additions to the Chalice Award Scheme. The Commission itself has successfully transferred Child Protection and associated issues to Administration Commission; and transferred the sale of religious education material to the Book Service.

MINISTRY COMMISSION

Chair: Rev Ann Peart

~~Secretary:~~
Minutes Secretary: Ingrid Tavkar

Members: Iain Brown, Rev Brian Cockcroft, David Dawson, Rev Peter Hewis, Rev Eric Jones, Bernard Omar, Jeffrey Teagle

The Commission's Mission Statement was agreed as: *To plan and take strategic decisions relating to all forms of ministry within the body of the General Assembly; and to ensure the achievement of the highest possible degree of satisfaction for both spiritual leaders and congregations.*

Meetings: The Commission met three times during 2004, the first being a residential meeting at the Luther King House, Manchester. This meeting agreed the mission statement and then, after examining the scope of its brief, identified its priorities and formulated the objectives that have determined its subsequent work.

GA Annual Meetings 2004: The work of the Commission was explained at an afternoon meeting, thereby permitting a greater degree of communication and interaction with delegates and members.

The Course for Lay Preaching and the Conduct of Worship (CLPCW): The Revs Peter Hewis and Ann Peart met with members of the Education and Training Commission to co-operate in the revision of the CLPCW. They also collaborated with that Education and Training in its "Joined-up Education" debate.

The Review and Support Panel: Following a considerable demand for its services, the Ministry Commission determined to meet with Review and Support Panel members and consider how this Panel can be strengthened and improved. This meeting has not yet been possible. Dr Jane Williams accepted the Panel's invitation to become a Panel member.

The Forum for the Co-ordination of Training in Ministry: The work of the Forum has been integrated within the scope of this Commission and separate meetings are no longer necessary.

Guidelines: When Guidelines III was produced it was appreciated that this had modified several parts of Guidelines I and II. David Dawson agreed to undertake the considerable task of reviewing all three documents and amalgamate them into one comprehensive booklet. By the close of the year

David had made significant progress. However, the process has highlighted the need to review many aspects of established policies and this will happen in 2005. The Commission also reviewed Appendix B to Guidelines I, the model agreement to appoint a minister, and minor updating edits were agreed.

GA Resolution 5 of 2002: This Resolution concerned the need to develop ministry training to meet the demands of the current social, political and cultural environment within which our congregations exist. A nationwide questionnaire had resulted in a report presented to the GA Annual Meeting 2003. The ensuing cut-backs and re-organisational debates had prevented its deeper consideration by the former Ministry Committee. Iain Brown analysed the raw data. He had completed this task by the end of the year, ready for debate in the 2005 agenda.

Ministry for all congregations: In the last meeting of the year, the General Secretary drew attention to the dramatically increasing number of congregations that no longer had ministry. He proposed that the Ministry Commission should collaborate with the Denominational support commission in a review of this situation, with a view to developing practical ways in which the General Assembly may co-ordinate human and financial resources to benefit our congregations.

GA Roll of Ministers and Lay Pastors: Cathal Courtney, Thomas McCready, Jean McNeile, Simon Ramsay and Christopher Wilson were accepted onto the Roll with probationary status. The Revs Hans le Grand, Gordon Oliver, Kathleen Packer and June Pettitt were granted full status. The Rev John Gill died on 10 September 2004, the Rev Willie Tryfan Huws died on 11 November 2004 and the Rev Charles Magowan Kelly died on 05 November 2004. The Revs Michael Parkinson and Angus McCormick resigned from the Roll. Lay Pastors Dr Beverley Littlepage and Colin Turnage retired. Lay Pastor Ann Edwards resigned from the Roll.

GA Roll of Lay Leaders: Roy Wain was admitted to the Roll. Michael Jarrett, Tom Poole and Roy Wain left the Roll by retirement. Three Lay Leaders will retire from this Roll in 2005 and that will reduce the Roll to one person.

Churches Main Committee: The Commission received copies of circulars issued by this Committee.

Child Protection: Consideration was given for the need to extend the GA's policies to include all who enter training for ministry.

INTERVIEW PANEL

Members: Dr Jane Williams (Chair), Rev Brian Cockcroft, Rev Peter Hewis, Rev J Eric Jones, Rev Ann Peart and Rev Clifford Reed.

In attendance: Jeffrey Teagle.

The Panel met twice during the year, for two days in January at Oxford and a single day at Unitarian Headquarters. Although still accountable to the Ministry Commission, its role has been slightly widened to enable the Commission to concentrate on policy issues. For instance, the Panel will now deal with all matters concerning individuals.

Maud Robinson and Martin Whitell were accepted into training at Oxford. Gillian Peel and Anthony Howe were admitted for training in Manchester. The colleges and Welsh Department reported upon the progress of students in training. Students Cathal Courtney, Thomas McCready, Jean McNeile, Helen Mills, Simon Ramsay and Chris Wilson attended final year interviews.

The mentor system was monitored and the situation of probationary ministers was monitored. The Ministry Commission and Interview Panel will no longer recommend a ministry student for entry onto the Roll until evidence is to hand that the student has completed the Unitarian college studies and such externally validated courses as were agreed at the outset of training.

OUTREACH & COMMUNICATION COMMISSION

Chair: Martin Gienke

Secretary: Matthew Smith (until December 2004)

Members: Janet Briggs, Neville Kenyon, Rev Tony McNeile (until May 2004), Tony Rees (from July 2004), Kate Taylor, Howard Wilkins.

1. Meetings: The Commission met twice during the year – a residential meeting at Lancashire College, Chorley in November 2003 and a meeting at Essex Hall in May.

2. Mission statement, terms of reference and procedures: The Commission agreed the following mission statement: *"to promote a clear contemporary Unitarian message via traditional and innovative means and to foster social action*

in accordance with liberal values in order to encourage growth and influence society and its culture". The Commission also formulated a 'terms of reference' document and a set of commission criteria to define the approach to be taken to the Commission's work. To encourage submissions for project funding from Panels in particular, the Commission set up a system using special application forms, based on a nine point planning model.

3. Panels and Working Groups: The Commission established a small project team, the Information Working Group to carry on the work of the former Information Committee. There are also a number of other Panels and Working Groups which report to the Commission. These are: the Penal Affairs Panel, the Social Responsibility Panel, the Ecumenical Relations Panel, the Interfaith Panel, the Publications Panel and the Hymn Book Working Group.

4. Grants: A publicity grant of £300 was awarded to Croydon Unitarian Church for production of a new notice board.

5. Publications/resources

a) A set of tabletop A2 travelling exhibition boards in full colour was created which are now available for churches to borrow. These boards were launched at the Sea of Faith/Yeast conference in Sheffield in July, their first congregational usage being at Bury St Edmunds Meeting House for the Civic Trust's Heritage Weekend.

b) The following leaflets were reprinted: *Unitarian Views of Jesus, Unitarian Views of Earth and Nature, Unitarianism...The Continuing Story, Unitarian Wedding Ceremonies...A Personalised Approach* and *Unitarian Views of Human Nature*.

c) The Information Officer worked on issues of *Counterpoint* and co-ordinated a *GA News* page for each issue of *The Inquirer*.

6. Advertising and response to enquiries: Adverts were placed in *The Big Issue, Sesame* and *Amnesty* magazines in 2004. Over 120 enquirers received our standard pack of information during the year as a whole – the vast majority having sent in a request in response to advertising. In addition, the office handled many enquiries concerning rites of passage arrangements, information about nearest churches, historical research and other requests.

7. GA Websites: The number of congregations participating in the GA's free webpage scheme reached the 50 mark during the year. The scheme has operated by means of a team of volunteers

working closely with the Information Officer. Meanwhile, the GA website was updated with news articles reflecting items of interest. Using the search term "Unitarian", the Google search engine ranks the site second behind the UUA out of nearly one and a half million entries.

8. Email communications: Subscription to the GA email announcements list was opened up to all and, following a marketing exercise, the number of subscribers increased to over 120. The list provides a means of conveying information swiftly to the movement. More than fifty messages had been sent out on the list by the middle of December 2004.

9. Public Media: In March, following a persistent media relations effort, in which GA Outreach and Communication actively drew in support and co-operation from the Public Information Office of the UUA, the BBC launched a website about Unitarianism. This site is accessed from a link at www.bbc.co.uk/religion/religions, and the page lists us on a basis of equality alongside twelve major belief systems — including all the main world faiths, plus Atheism and Paganism.

Press campaigns were organised in relation to events linked to the Joseph Priestley and Gertrude von Petzold anniversaries. In the former case, there was widespread coverage in the Yorkshire press; in the latter, there was a substantial article in *The Church Times* and interviews on BBC Radio Leicester and BBC Radio Kent.

A letter was published in *The Times* in response to Ruth Gledhill's article on the future of the movement, and another commenting on the banning of headscarves in French schools. The UCCN email list was increasingly used to notify Unitarians of media mentions and even to disseminate sample press releases which were being adapted successfully for use in the local context.

10. GA Annual Meetings: John Hewerdine served as official GA photographer at the Meetings, with James Barry also taking excellent photographs. John and Daphne Roberts once again did sterling work on the GA Bookstall, together with Peter Bixby.

11. Training: The Information Officer spoke on public relations strategy at a successful and well-attended UCCN Weekend Conference in February. An interview training session with a media professional was provided for the GA President, Dawn Buckle

ECUMENICAL PANEL

Chair: Rev Celia Midgley

Secretary: Alan Ruston

Members: Rev Alan Kennedy (from July 2004), Rev Celia Midgley, Tony McNeile (until May 2004), Rev Ann Peart, Alan Ruston, Ingrid Tavkar (ex officio).

A letter offering support for congregations in ecumenical matters has been prepared and was approved by the Panel. Letters have been exchanged with Churches Together In England to keep relations under review. Clarification is being sought from Scotland on the changes that have been made to the constitution of ACTS (the Scottish ecumenical body) which may affect the position of Unitarians. The Questionnaires gathered from congregations, district associations and ministers on ecumenical relations has been analysed by Miles Howarth and the conclusions will be presented at the forthcoming Chester GA meetings.

INTERFAITH PANEL

Contact: Alan Ruston

Members: Rev Richard Boeke, Rev Anne McClelland, Rev Tony McNeile (until May 2004), Alan Ruston, Rev Phil Silk (from July 2004), Matthew Smith (ex officio).

The Panel has arranged two seminars, one at Essex Hall on Interfaith Relationships and another at Croydon on Fideology, plus a retreat Fintry House on the Parliament of World Religions.

A pamphlet is being prepared for publication of Unitarian Views on Interfaith Relations. A survey / questionnaire has been sent to congregations on local interfaith involvement, and the responses are in the course of evaluation.

Money was given to the Derby Interfaith Centre to provide Unitarian books. For the future a second conference on Fideology has been arranged for 12 November 2005 at Croydon and we are exploring possibilities of a conference at Birmingham.

We thank Matthew Smith for his effective work as our staff liaison during the year.

PENAL AFFAIRS PANEL

Convenor: Geoffrey Head

Secretary: Jane Howarth

Members: Bruce Chilton, Jane Howarth, Geoffrey Head, Rev Ann Latham, Kate Taylor.

1. The Panel is now an arm of the Outreach and Communications Commission, OCC. The Panel is responsible to OCC and also submits regular reports to Council.
2. The Panel met once formally during the year and four members of the Panel met during the 2004 Annual Meetings. In order to hold costs down members consulted where possible through letters, emails and telephone calls. During this year a day seminar on Volunteering in the Criminal Justice and Penal Systems was approved by the OCC. While the date of the seminar fell in the following financial year, the majority of the planning and liaising with a wide range of bodies, Unitarian and other, took place in the period covered by this report. The Panel was grateful to Cross Street Chapel, Manchester District Association, neighbouring District Associations and Churches' Criminal Justice Forum for their help. A second project, an Issues Paper on sentencing children and young people, was approved for implementation in the course of the following year.
3. Regular mailings from the Panel have been sent to nine Unitarians with interest and experience in penal affairs, three of whom are ministers or retired ministers.
4. At the Annual Meetings 2004 the Panel was pleased to support the Women's Group meeting on Women in Prison. At the same meetings the Issues Paper on Volunteering in the Criminal Justice and Penal Systems was distributed.
5. A letter was sent to *The Inquirer* in October 2003 responding to a correspondent who queried whether the issue of prison conditions fell within Unitarian concerns. A letter on sentencing was sent to *The Independent* in April 2004 but not published.
6. The Panel was represented at the four meetings of the Churches' Criminal Justice Forum, CCJF. Two of the four business meetings are followed by Network meetings to which individual members of CCJF are invited. Speakers include government ministers and civil servants, and reports and presentations are given by a number of

voluntary organisations. In combination these events are of great benefit to the Panel, helping to keep them up to date in a very fast-moving and complex area and allowing feedback via mailings.

7. The panel contributes actively to business meetings. Two members of the Panel read the draft of the Catholic Bishops' Conference publication *A Place of Redemption*, and offered comments and suggestions. The Panel continues to take the lead role for CCJF in interfaith contacts. A member of the Panel was invited by the editor of *The Magistrate* magazine to write an article on interfaith developments in the area of criminal justice. Advice and help was given to a Muslim researcher, Dr. Basia Spalek, of Birmingham University in connection with research into British Muslims and all aspects of the criminal justice system.

PUBLICATIONS PANEL

Convenor: Kate Taylor

Members: George Chryssides, Neville Kenyon (Until November 2003), Kay Millard, Don Phillips (from May 2004), Catherine Robinson, Matthew Smith (ex officio), Kate Taylor.

The Panel met three times during 2003-4

Whilst we published no new books, members have been very active in gathering material for two forthcoming publications, *Marking the Days* – worship material for special services conceived as a companion volume to *Celebrating Life*, and *Being Together* – a collection of essays celebrating a range of aspects of congregational life. We much appreciate the work of contributors to these volumes.

Other books which have been initiated by members of the Panel are developing albeit rather slowly.

We commissioned a further reprint of the popular *Unitarian? What's That?*

Members have read a number of manuscripts submitted to the Panel and considered one or two ideas suggested to them but have not felt able to proceed with any of these for various reasons – coming from outside the movement, they were not compatible with Unitarianism, or, as academic works, they were insufficiently scholarly, or they would have not been readily marketable, for example.

We have given time to considering how we can improve the marketing of Lindsey Press books and to questing for further books which might reach out to an audience beyond Unitarian circles. We would also like to produce some books aimed at children or teachers, for example introducing Unitarianism to young people.

Again members have been actively engaged between meetings and in regular contact by e-mail.

SOCIAL RESPONSIBILITY PANEL

Chair: Anthony Rees

Secretary: Ingrid Tavkar

Members: Freda Laverick, Rev Ann Latham, Julianne Morgan, Anthony Rees, Ingrid Tavkar (ex officio).

1 Meetings: The Panel met in October 2003 and in May 2004 at Essex Hall.

2 Mission Statement

"The Unitarian Social Responsibility Panel aims to: PROMOTE social action and concern within the General Assembly of Unitarian and Free Christian Churches. INVOLVE individuals and groups of members throughout the denomination by the processes of education and awareness raising to take up the challenge of direct social action. EQUIP local churches and district associations by whatever means available to become actively involved in matters of social concern. SHARE with other denominations and charities our concern with social issues and our own experience and knowledge in various fields."

3 Denominational Activities

SR Survey: In January 2004, we went 'live' with the SR Survey on present day social responsibility action by both congregations and individual Unitarians. We sent out 138 questionnaires and received 82 returns. Tony Rees produced an interim report, noting that completing the questionnaire had helped to heighten many congregations' awareness about social responsibility activities. A final report will be available in due course, and hopefully give direction to the Social Responsibility function at national level, thus helping to plan future work.

GA Theme 2003-05 *"Removing Barriers: Unitarians address disability issues"*: Three districts - the LDPA, the Eastern Union and the East Cheshire Union - hosted day seminars and

workshops focusing on disability issues such as 'reasonable access' and 'mental health'.

Counterpoint: We produced two issues (Spring & Autumn 2004) of this occasional newspaper with assistance from the Information Officer. We continue to receive positive feedback, especially from first time enquirers and MPs. Thirty-six congregations have requested extra copies for distribution at local level. We have funding for two further issues, during 2005. The quarterly SR Newsletter continued to appear during the year.

Social Responsibility at local level: Many congregations and fellowships were actively involved in social justice action by marking *Homelessness Sunday, Peace Vigil weekend, United Nations Day, Racial Justice Sunday, World AIDS Day and One World Week*; by supporting *Fair Trade Fortnight, Peace Campaigns, Trade Justice Campaigns, and Housing Justice*; by raising awareness about *Asylum Seekers, Debt on our Doorstep, Disability, World Development, environmental concerns*; and by giving monetary support to various local causes.

The SR Co-ordinator was involved in denominational events at all levels, giving talks, facilitating workshops and day seminars, and leading services with a social justice focus.

SR Network: We continued with our efforts to expand the denominational SR network by offering to facilitate workshops and seminars on contemporary social justice issues; by offering our support to existing SR committees and working groups as and when necessary; and by trying to identify those individuals who have time and energy to support our work.

4 Ecumenical Activities: We offered our support to and attended meetings of the following ecumenical agencies: Christian Aid; CTBI Church & Society Forum; CTBI Racial Justice Network; Churches World Development Network (CWDN); Church Action on Poverty (CAP); Church Action on Disability (CHAD); Network of Christian Peace Organisations (NCPO); and One World Week (OWW). Our contribution to ecumenism in offering a cost-free venue for meetings at Essex Hall has continued. We have promoted and shared in campaigns organised by *CAP, Christian Aid, CAFOD, Housing Justice, and the Trade Justice Movement*.

5 Secular Activities: The SR Co-ordinator has worked closely with a wide range of non-religious organisations: *Amnesty International; Campaign Against the Arms Trade; Campaign for Nuclear Disarmament; Development Education*

Association; Friends of the Earth; Greenpeace; United Nations Association UK; UNICEF; WaterAid; World Development Movement; Womenkind Worldwide, and others.

6 Voluntary Work: Rosemary Ruston continues to work one day a week for the Office of Social Responsibility on a voluntary basis, and we would like to thank Rosemary for the valuable contribution she has made.

7 Looking Ahead

GA Motions 2004: offer help where and when needed in formulating GA motions on social justice issues by providing relevant information, background papers and resource packs.

GA Resolutions 2004: promote follow-up action on any GA Resolutions on social justice concerns.

SR Survey: publish a final report.

Make Poverty History: sponsor and support the work of this coalition.

One World Week 2005: sponsor and support this annual event.

We continue to work on the basis of our "Mission Statement", by raising awareness about contemporary social justice issues, and encouraging participation in social justice work in order to strengthen our social witness in society.

Other Standing Bodies:

THE NIGHTINGALE CENTRE

Chair: Jen Atkinson (until May 2004), Neville Kenyon (from May 2004)

Secretary: Michael Tracey

Financial Secretary: Martin West

Members:

GA Appointed Members: Jen Atkinson, David Dawson, David Copley, Freda Laverick, Neville Kenyon, Richard Kirkwood, Frank Rothwell, Dorothy Hewerdine.

GA Representative: Freda Laverick.

Co-opted Members:

GA Treasurer: (ex officio) Mike Tomlin.

Minutes Secretary: Marion Baker (non-voting).

Hon Solicitor: Andrew Cooper (non-voting).

Financial Review

As an expression of support to the Charity's application for a grant from the Landfill Tax Credit Scheme, the General Assembly has agreed

to write off the outstanding loan of £35,000. In order to tie in with the General Assembly the auditors to both parties agreed to show it as a special donation. This inflates the net surplus for the year to £42,848. Excluding that special donation, the net surplus would have been £7,848 against a budgeted surplus of £5,782. Although the trading account shows a deficit of £4,056, other donations of £11,541 (including £6,448 from Friends of Hucklow) and £3,310 from Open Day (has resulted in a positive outcome for the year.

Success in our efforts to attract new business has been offset by a decline in school bookings. This can be directly attributed to the consequences of a more litigious society and the advice to teachers from their Unions not to organise residential trips.

It has been a challenging year but we remain in a strong financial position to move forward with our plans for the development of the Centre.

Development of the Centre

The proposed development which will cost in the order of £250,000 will significantly improve access for disabled and less mobile guests and will provide more en suite twin bedrooms and an upgraded modern Social Hall facility. The work is planned to start in November 2005. The Main House will remain open. During this period, the Youth Programme events which had been scheduled for the self-catering block will be accommodated in the Main House.

New Manager

Liz Shaw left her employment at the Centre at the end of September. The Management Committee wishes to place on record their appreciation for what Liz had achieved in her role as Manager. We are pleased to announce the appointment of Julie Dadson, who commenced her employment on 20 September 2004. We are confident that she has the skills, commitment and enthusiasm to carry forward the success of the Centre.

Pricing Policy

Price increases are always kept at the minimum required to maintain the financial viability of the Centre. This year it has been considered prudent to increase our charges above the rate of inflation. We have also increased the single room and en suite supplements. Charges to residents continue to be subsidised by our income from Barleycrofts and in addition Unitarians benefit from a further discount. We believe that the Centre still offers extremely good value for money.

We are committed to maintain our support for Unitarian youth activities based at Hucklow. The self-catering accommodation is still charged at only £5 per person per night (winter rate £4). The Centre also offers the 'Send a Child to Hucklow' charity a special rate for their holidays.

Open Day

In June we held our annual Open Day and we are grateful to everyone who contributed to the fun, fellowship and financial success of the day. The amount raised was £3,310.

The Open Day in 2005 will be Saturday 04 June and will be opened by Mike Tomlin.

Income from Open Day, 'Friends of Hucklow' and other donations remain essential to our financial well-being. If distance prevents you being with us on the day maybe your congregation would consider a local fund raising event in aid of the Centre.

Friends of Hucklow

We again thank the 'Friends of Hucklow' for their continued support and financial commitment. For many Unitarians 'Hucklow' has a special place in their affections and they appreciate the improvements to the Centre that their donations have helped to fund. If you would like to know more about supporting the Centre by becoming a 'Friend of Hucklow' or should you wish to consider a legacy then please contact:- Martin West, The Nightingale Centre, Great Hucklow, Buxton, Derbyshire, SK17 8RH.

SUSTENTATION FUND

Chair: Michael Tomlin

Secretary: Alfred Fletcher

Treasurer: Martin West

Members: The General Secretary and GA Honorary Officers, Rev Steve Dick, Geoffrey Head, Alan Ruston, Rev John Allerton (co-opted), Patricia Birtles (co-opted).

1. Objects of the Fund

The objects of the Fund shall be to aid in the maintenance of faithful and efficient Ministers serving congregations affiliated to the General Assembly of Unitarian and Free Christian Churches.

2. The Committee

The Trustees are appointed by the Council of the General Assembly of Unitarian and Free Christian Churches on a triennial basis, to manage the trust as a Departmental Committee of the General Assembly. The Custodian Trustee is the British and Foreign Unitarian Association (Incorporated).

3. Administration of Grants

Application forms for grants are available from the Secretary via the District Associations. The Trustees meet in June or July each year to consider applications for grants for the year commencing the first of October following. The grants are then paid in quarterly instalments.

4. Meetings

The Trustees met once during the year on 15 July. The Officers administering the grants maintained a close liaison amongst themselves throughout the year.

5. Annual Accounts

The Accounts for the year ended 30th September 2004, showed an operating surplus of £2,955 (2003: £954 deficit). After a net investment gain from disposals of £3,316 (2003: £21,981) and a year end market revaluation gain of £13,394 (2003: £2,559), there was an overall surplus of £18,848 (2003: £21,946) for the year.

6. Investments

Mellon Fund Managers Ltd, previously known as Newton Investment Management Ltd, 71 Queen Victoria Street, London EC4V 4DR, continued as Investment Managers. The investments are held in the name of the Custodian Company of the Bank of New York, 1 Canada Square, London E14 5AL, on behalf of the Trustees, and may be held outside the United Kingdom. The investment policy is to maximise the total return from a portfolio managed to produce a balance between income and growth. It may be necessary from time to time, to supplement income by withdrawals from Capital growth. The investments were valued as at 30th September 2004 by Mellon Fund Managers.

7. Grants

Applications for grant-aid towards the payment of stipends were received for the support of 23 Ministries, of which 4 were new applications. Of these 23 applications, 1 was refused. Of the 22 awards made, 3 ceased part way through the year due to the Ministers moving elsewhere or retiring.

It has always been a condition of the payment of the grants, that the recipient should have paid the General Assembly Quota in respect both of the previous year and of the year during which the

Grant is paid. Following the decision of the General Assembly Council that each Congregation should pay its Quota by no later than 31st December each year, it has been further decided that the Grants shall be withheld from any Congregation whose Quota is still unpaid by the following 31st March, and not reinstated until it had paid its share of the Quota.

FUND FOR LAY PASTORS AND APPROVED LAY LEADERS

Secretary: Alfred Fletcher

Members: As the Sustainment Fund

1. Four applications for grant aid were received.
2. Of these applications, three awards were made and one refused in the absence of supporting information.
3. Of the three awards, one ceased during the year on the retirement of the lay leader.
4. Contributions to the capital of the fund are always welcome and the income thus generated enables more of larger grants to be given.

Y GYFADRAN UNDODAIDD UNITARIAN WELSH DEPARTMENT

Chair: Mattie Evans

Secretary: Rev Eric Jones

Members: Lis Dyson Jones, Megan Jones, Annette Marsh, Rev Cen Llwyd, and Ken Morgan, together with the two District Presidents (Mair Green & Morgan Chambers).

Two meetings were held during the year.

1. UNITARIAN WEB SITE: Jamie Nemeth is working on a project creating a Welsh and English language website. Links should be included to the GA and Congregational websites in existence already. It would also include articles from 'Yr Ymfynnydd' and from the South East Wales District News, together with a Calendar of Events.
2. PENRHIW GATHERING: Over 80 people attended the Rally at our chapel at St Fagans with the chapel comfortably full. Good to have a number of visitors including a small group of young people from France. There was a wonderful atmosphere with exceptional

singing. Gerallt Nash, keeper of buildings, gave a talk on the work done at the Museum.

3. MINISTRY: A brief discussion on the Future of Ministry took place and it was reported that both the South East Wales and the South Wales Districts were holding meetings to discuss this. This was the first phase and each congregation would have the opportunity of discussing the matter after a report back had been completed. Wyn Thomas was Student Pastor at the Llandysul Group of churches for a period of six months. Rev Alun Wyn Dafis had resigned his Ministry. Wyn Thomas had visited Manchester College Oxford and was due to go to Manchester (UCM) in March. He will also spend a short period of time with four different ministers in London, Manchester and Lancashire. He had enrolled for the first part of an M.A. Course at Lampeter.
4. EVENTS: The newly appointed Youth Officer should have an early opportunity of visiting both Welsh Districts. Lis Dyson Jones mentioned the possibility of his coming to South East Wales for the District Rally on 03 July. That visit could be extended to South Wales District or a more suitable date sought. The Department would help with the cost of travel. The GA President was due to visit Wales over the weekend of March 11-13. South East Wales Executive had arranged meetings for Nottage and Cefncoed for the Sunday. It was hoped that the President could come on the Friday or Saturday of the same weekend to the South Wales area chapels.
5. NEWPORT EISTEDDFOD IN AUGUST 2004: Unitarians had a presence at the Newport National Eisteddfod. Our stall gave a picture of Unitarian developments in the present time and aimed at being thought provoking. A small display of some of our activities were prepared and touched on Earth Spirit, Respect for other World Religions; Same Sex Blessings; Wedding and Child Blessings; Social Action etc. Considerable interest was shown during the week with a large number of callers and a welcome rest and refreshments offered to those weary from travelling around the Festival's vast area.
6. PUBLICATION: The Secretary informed the meeting that his booklet on Welsh Unitarian Heritage Sites was about half way to being completed.

7. REPORTS: At each of our meetings a detailed report is received from both District Associations as well as a report on the meetings of the General Assembly Council. Members of the Committee then take back information and suggestions to their Districts.



Unitarians join together for the Anniversary Service at Chester Cathedral

Associate Members

In accordance with rule 4 of the Constitution of the General Assembly the following persons, having contributed not less than £25 each to the funds of the Assembly in the financial year 2003, are Associate Members of the General Assembly. Names of Honorary Members and Full Members who have subscribed not less than £25 during the financial year each are also listed.

*Indicates that subscriptions are paid by gift aid or other tax efficient means enabling the General Assembly to recover income tax in addition. Further details on such schemes are available from the GA Finance Department.

* Adams Mrs WJ	* Bushrod Miss E	* Evans Mrs EM	* Heale Mr P
* Adkinson Miss EB	* Calderara Mrs B	* Evershed Mr JD	* Healey Miss R
* Archer Mrs D	* Cann Mr HA	* Evershed Mrs SE	* Healey Miss R
Arthur D Mr	* Cartwright Rev C	* Fieldhouse Miss A	* Hewerdine Mr AJ
* Atkinson Mrs JM	(Full Member)	* Fieldhouse Miss S	* Hewerdine Mrs
(Full Member)	* Chilton Mr GEB	* Finbow Mrs E	* Hewis Rev P
Atkinson Ms S	* Chryssides Dr GD	* Finer Mrs MA	(Full Member)
* Attfield Prof R	* Claburn Mrs S	* Firth Mrs RE	* Hill Rev AM
* Aylmer Mrs V	* Clarke Mrs HM	* Fitzpatrick Rev A	(Full Member)
* Bailey Mr AD	* Clifford Rev JC	(Full Member)	* Hill Mrs M
* Baker Mrs M	(Full Member)	* Fitzpatrick Ms C	* Hill Mrs JM
Barber Mr H	* Cockroft Rev BS	* Ford Ms JM	Hill Ms L
Barber Mrs E	(Full Member)	* Forrester Mrs E	* Hird Dr JL
* Barber Mr JM	* Cockroft Rev L	* Forrester Mr A	* Hoskins Mrs AJ
* Barlow Mrs EJ	(Full Member)	* Foulkes Mr RO	* Howarth Mr M
* Barlow Mrs F	* Coldwell Mr AH	* Fowler Miss A	* Howarth Mrs J
* Barwick Mrs S	* Frere Mr LPD	* Frere Mr LPD	* Hughes Ms A
* Batchelor Rev BJ	* Coldwell Mrs DE	* Hankinson Mrs AS	* Hughes Mr D
* Bateman Mr S	Collins Dr M	* Gienke Mr M	* Hughes Ms M
* Bell Dr J	Cooper Mrs M	* Gillman Mr DE	* Hughes Mr W
(Hon Member)	* Copley Mr DW	* Goacher Rev C	* Hytch Mr FJ
* Birtles Rev AH	* Copley Mrs H	(Full Member)	* Inkson Mr RHE
(Full Member)	* Crilly Mr S	* Godfrey Rev PB	* Inkson Mrs J
* Birtles Rev E	* Crompton Mrs J	(Full Member)	* Isaac Mr AW
(Full Member)	* Crompton Mr D	* Godfrey Mrs S	* Isaac Mr RB
Blake Mrs C	* Crosskey Mr JM	* Godwin Mrs M	* Janes Mrs JA
* Bocke Rev R	* Crosskey Dr KSM	* Goodchild Mr J	* Johnson Mr K
(Full Member)	* Cupper Mr AM	* Goodchild Mr F	* Johnson Rev P
* Boeke Rev J	* Cusack Miss KO	* Greenhalgh Mr J	(Full Member)
(Full Member)	* Davies Mr GG	* Greenhough Mr J	* Johnson Mr PB
* Bradley Rev A	* Dawson Mrs C	* Griffin Mr T	* Jones Dr AW
(Full Member)	* Dawson Mr D	* Hague Mr H	* Jones Mrs B
* Brooks Mr GE	* De Wit Mr S	* Hague Mrs G	* Jones Mrs E
* Broom Miss EC	* Deas Mrs E	* Hague Mrs J	* Jones Rev JE
* Brown Mr AHO	* Denby RN Mr	* Hague Mr G	(Full Member)
* Brown Mr I	* Denby Mrs K	* Hamer Ms MC	* Jones Mrs A
* Buckley Mr D	* Dick Rev S	* Hankinson Mrs AS	* Kay Mrs H
(Full Member)	(Full Member)	* Hardy Dr SJ	* Kenyon Mr NA
* Buckle Mr R	* Dick Ms E	* Harrison Mr IW	* Kenyon Mrs B
* Buckle Mrs D	* Dixon Mrs E	* Harris Ms LA	* Kern Mrs MP
(Full Member)	(Full Member)	* Harrison Mrs M	* Kerr Dr DG
Burbage Miss M	* Doel Rev DC	* Hastie Mr WJ	* Kerr Mrs C
* Burgess Mr AN	(Full Member)	* Haughton Ms DP	* King Ms L
* Burgess Mr B	* Dumbleton Mrs H	* Hayhurst Ms CA	Kirby Rev A
* Burns Mrs M	* Elder Mr RC	* Head Mr G	(Full Member)
	* Ellis Mrs HA	(Hon Member)	

* Knopf Mrs B
 * Latham Rev AY
 (Full Member)
 * Latham Rev A
 (Full Member)
 * Latta Miss J
 * Latta Mrs S
 * Lawlor Mr P
 * Laycock Mrs BA
 * Lee Dr K
 * Littlepage Mrs M
 * Long Rev AJ
 (Full Member)
 * Lovis Mr R
 * Maguire Mrs M
 * Mason Ms H
 * Mason Mr JI
 * Maud Mr G
 * McClelland Rev J
 (Full Member)
 * McClelland Rev A
 (Full Member)
 * McCrohan Mr EM
 * McLachlan Rev HJ
 (Hon Member)
 * Midgley Rev C
 (Full Member)
 * Midgley Rev J
 (Full Member)
 * Millard Mrs KA
 * Monk Rev DK
 (Full Member)
 Mullen Mr K
 * Norman Mr JAH
 * O'Brien Mrs E
 * Oates Mr ADG
 * Omar Mr B
 (Full Member)
 * Packer Mr GWC
 * Packer Mrs V
 * Parsons Mrs H
 * Partington Mr C
 * Partington Mrs J
 * Paxton Mrs MRH
 * Paxton Mr G
 * Payne Mrs B
 * Peace Mr I
 * Pearson Mrs S
 * Peart Rev A
 (Full Member)
 * Pebody Dr I
 * Percy Mrs A
 * Phelan Mrs MH
 * Phillips Dr A
 * Phillips Ms LH
 * Potts Mr AE
 * Pugh Mrs S

Raettig Mrs S
 * Ramage Mr RW
 * Reed Rev CM
 (Full Member)
 * Reed Mrs P
 * Reynolds Mrs HM
 * Richards Mr JCT
 * Richards Mr W
 * Rigby Mrs V
 * Roberts Rev DM
 (Full Member)
 * Roberts Rev J
 (Full Member)
 * Roberts Dr J
 * Roberts Mrs WM
 Robinson Rev J
 * Robinson Mrs M
 Robinson Mr WS
 * Rogers Mrs J
 * Rogers Mrs L
 * Ruston Ms J
 * Ruston Ms J
 * Ruston Mr M
 * Ruston Mrs R
 * Ryder Mrs K
 * Sampson Mr PW
 * Sanders Dr N
 * Saville Dr S
 * Scott Mr JA
 * Scott Mrs M
 * Sellman Ms JR
 * Shaw Mr D
 * Shaw Mrs E
 * Shellabear Mrs D
 * Short Mrs A
 Silk Rev PA
 (Full Member)
 Silk Mrs J
 * Simmons Mrs J
 * Sinclair Mr M
 * Slaven Ms S
 * Smith Mrs B
 * Smith Sir Cyril
 Smith Mrs DM
 * Smith Rev D
 (Full Member)
 * Smith Mr MF
 * Smith Dr RW
 * Soulsby Sir Peter
 * Speed Mr AMM
 * Tavkar Ms II
 * Taylor Mrs AB
 * Taylor Miss CMP
 (Full Member)
 * Taylor Mrs TM
 * Teagle Mr JJ
 * Teagle Mrs SM

* Thompson Ms C
 * Thompson Ms J
 * Timperley Mr P
 * Tinker Ms TM
 * Tomlin Mrs JR
 * Tomlin Mr MJ
 (Full Member)
 * Uprichard Mrs EM
 * Usher Rev Dr D
 (Full Member)
 * Usher Mrs C
 * Usher Rev GR
 (Full Member)
 * Voegeli Mrs I
 * Walker Rev F
 (Full Member)
 * Walker-Hesson Ms
 P
 * Ward Mr WH
 * Wardle Miss J
 * Warhurst Mr DE
 * Warhurst Mrs H
 * Watson Mr KW
 * West Mr MG
 * Whitham Mr P
 * Wightman Rev B
 (Full Member)
 * Wilkins Mr H
 * Williams Dr DJ
 * Williams Prof D
 * Williams Mr S
 * Williams Mrs WM
 * Wilson Mrs AM
 * Wilson Rev C
 (Full Member)
 * Wilson Mrs S
 * Winder Ms JR
 * Winder Ms S
 * Woodhouse Mr J
 * Woodhouse Mrs K
 * Wykes Dr DL
 * Wykes Dr E
 * Wylie Mr HS
 * Wylie Mrs J

Congregational Contributions

1 October 2002 to 30 September 2003

All collections and donations received are included in the one total against each church. Amounts are shown as at 30 September 2003 and contributions received after that date will be shown in the next annual report.

England			
Altrincham	1,040.00	Ditchling	320.00
Ashton-in-Makerfield	900.00	Doncaster	360.00
Astley	100.00	Douglas	120.00
Atherton	882.00	Dover	100.00
Banbury	240.00	Dudley	100.00
Bath	240.00	Dukinfield	1,040.00
Bedfield	60.00	Eccles	1,540.00
Belper	320.00	Enfield	240.00
Billingshurst	200.00	Evesham	640.00
Birmingham Edgbaston (Five Ways)	1,220.00	Framlingham	160.00
Birmingham Hollywood	720.00	Gloucester	180.00
Blackpool	560.00	Godalming	780.00
Bolton Bank Street	840.00	Great Hucklow	300.00
Bolton Chorley New Road	294.00	Great Yarmouth	120.00
Bolton Egerton	420.00	Hale Barns	600.00
Bolton Halliwell Road	392.00	Harrogate	240.00
Boston	200.00	Hastings	260.00
Bournemouth	500.00	Hinckley	700.00
Bradford Broadway Avenue	300.00	Hindley	240.00
Bradford Russell Street	200.00	Horsham	540.00
Bridgwater	100.00	Horwich	160.00
Bridport	280.00	Hull	680.00
Brighton	820.00	Hyde Fellowship	0.00
Bristol Brunswick Square	680.00	Hyde Flowery Field	450.00
Bristol Frenchay	420.00	Hyde Gee Cross	350.00
Bury	1,940.00	Ipswich	900.00
Bury St Edmunds	300.00	Kendal	880.00
Cambridge	1,960.00	Kidderminster	560.00
Chatham	120.00	Knutsford	1,060.00
Chelmsford	240.00	Lancaster	196.00
Cheltenham	220.00	Leeds	787.50
Chester	200.00	Leicester	520.00
Chesterfield	0.00	Lewes	220.00
Chorley	378.00	Lincoln	280.00
Cirencester	100.00	Liverpool Toxteth	160.00
Coseley	160.00	Liverpool Gateacre	460.00
Coventry	140.00	Liverpool Sefton Park	720.00
Cradley	500.00	London Bethnal Green	60.00
Crewkerne	340.00	London Brixton	300.00
Croydon	820.00	London Golders Green	660.00
Cullompton	200.00	London Hampstead	1,268.00
Dean Row	1,640.00	London Islington	500.00
Denton	175.00	London Kensington	1,600.00
Derby	100.00	London Lewisham	280.00

London Newington Green	120.00	Wakefield	280.00
London Stratford	200.00	Walsall	100.00
Loughborough	120.00	Warrington	300.00
Lytham St Annes	140.00	Warwick	220.00
Macclesfield	840.00	Watford	180.00
Maidstone	180.00	West Kirby	440.00
Manchester Dob Lane	400.00	Whitby	160.00
Manchester Chorlton-cum-Hardy	240.00	Whitefield	980.01
Manchester Cross Street	640.00	Wolverhampton	100.00
Manchester Gorton	440.00	Worthing	240.00
Mansfield	1,000.00	York	800.00
Mossley	220.00		
New Mill	120.00		
Newcastle	520.00	Scotland	
Newcastle upon Tyne	980.00	Aberdeen	1,040.00
Newchurch	98.00	Dundee	1,180.00
Newport	220.00	Edinburgh	1,700.00
Northampton	200.00	Glasgow	760.00
Norwich	680.00		
Nottingham	480.00		
Oldbury	100.00	Wales	
Oldham	280.00	Aberdare	600.00
Oxford	1,020.00	Aberystwyth	0.00
Padiham	700.00	Ainsworth	306.00
Plymouth	420.00	Alltbylaca	25.00
Portsmouth	1,000.00	Cardiff West Grove	700.00
Pudsey	320.00	Cefn Coed y Cymer	620.00
Rawtenstall	160.00	Cellan	5.00
Richmond	1,080.00	Ciliau Aeron	50.00
Rivington	520.00	Cribyn	25.00
Rochdale	1,200.00	Cwmsychbant	10.00
Scarborough	240.00	Cwrtnewydd	50.00
Sevenoaks	540.00	Felinfach	25.00
Sheffield Fulwood	1,140.00	Lampeter	25.00
Sheffield Norfolk Street	1,160.00	Llandysul	50.00
Sheffield Stannington	500.00	Llanwnnen	25.00
Shelf	200.00	Nottage	320.00
Shrewsbury	320.00	Pontsian	25.00
Sidmouth	160.00	Prengwyn	25.00
Southampton	420.00	Swansea	240.00
Southend-on-Sea	60.00	Talgarreg	10.00
Southport	200.00	Wick	100.00
Stalybridge	200.00		
Stockport	112.00		
Stockton-on-Tees	680.00	Overseas	
Stourbridge	160.00	Auckland Unitarians	120.00
Styal	800.00		
Taunton	460.00		
Tenterden	180.00		
Torquay	180.00		
Trowbridge	440.00		
Urmston	760.00		

District Contributions

Districts

British League of Unitarian Women	50.00
East Midland	75.00
FOY Society	100.00
Liverpool Women's League	10.00
London District Provincial Assembly	250.00
Manchester District Association	500.00
Memorial Hall Trustees	1600.00
Merseyside	400.00
Midland Unitarian Union	500.00
Moretonhampstead	250.00
National Unitarian Fellowship	107.00
Newcastle upon Tyne Women's League	25.00
North East Lancashire Missionary Association	300.00
Oxford Women's League	5.00
Reading	20.00
Scottish Unitarian Association	140.00
Sheffield District Unitarian Association	100.00
Sheffield District Women's League	20.00
Unitarian Society for Psychological Studies	25.00

Trusts

Bury St Edmunds	1000.00
Diss Chapel Trust	50.00
Hapton Chapel Trust	50.00
Sir CC Grundy Deceased	136.50

Accounts of

**The General Assembly
of Unitarian and Free
Christian Churches**

For the year ended 30 September 2004

Registered Charity No: 250788

The General Assembly of Unitarian and Free Christian Churches

Trustees' Responsibilities in Relation To The Financial Statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

**INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF
THE GENERAL ASSEMBLY OF UNITARIAN AND FREE CHRISTIAN CHURCHES**

We have audited the financial statements of the General Assembly of Unitarian and Free Christian Churches for the year ended 30 September 2004, which comprise the Statement of Financial Activities, the Balance Sheet and related notes. These financial statements have been prepared under the historical cost convention as modified by the revaluation of certain fixed assets and the accounting policies set out therein.

This report is made solely to the General Assembly of Unitarian and Free Christian Churches members, as a body. Our audit has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's 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 charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective Responsibilities of Trustees and Auditors

The trustees' responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the statement of Trustees' Responsibilities.

We have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act. Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Charities Act 1993. We also report to you if, in our opinion, the Trustees Annual Report is not consistent with the financial statements, if the charity has not kept proper accounting records, or if we have not received all the information and explanations we require for our audit.

We read other information contained in the Trustees' Annual Report, and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

Basis of Audit Opinion

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the General Assembly's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of the information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of affairs of the General Assembly of Unitarian and Free Christian Churches as at 30 September 2004 and of its incoming resources and application of resources in the year then ended and have been properly prepared in accordance with the Charities Act 1993.

EDMUND GIBBS
Chartered Certified Accountants
Registered Auditors

Kingsgate
4610 Cascade Way
Oxford Business Park South
OXFORD
OX4 2SU

**The General Assembly of Unitarian and Free Christian Churches
Statement of Financial Activities for the year to 30 September 2004**

	Unrestricted Funds (note 8)	Designated Funds (note 9)	Restricted Funds (note 10)	Endowment Funds (note 11)	Total Funds	
					2004	2003
Incoming Resources						
Donations, Legacies and Gifts	284,614	893	29,944	-	315,451	340,942
Activities in Furtherance of GA Objects	27,161	2,193	1,019	-	30,373	48,315
Activities for Generating Funds	-	-	50,000	-	50,000	3,490
Investment Income	78,294	549	28,866	-	107,709	93,232
Other Incoming Resources	80,973	-	-	-	80,973	90,607
Realised Gains on Sale of Property	-	-	-	-	-	27,449
Total Incoming Resources	471,042	3,635	109,829	-	584,506	604,035
Resources Expended						
Cost of Generating Funds						
Activities for Generating Funds	1,301	-	110	-	1,411	1,628
Investment Management Fees	5,037	12	36	1,263	6,348	7,555
Charitable Expenditure						
Grants	5,698	300	35,006	-	41,004	58,451
Programme Activity	64,018	6,192	79,677	-	149,887	135,837
Programme Support Costs	110,719	-	-	-	110,719	134,227
Management and Administration	206,190	-	-	-	206,190	266,232
Loan Waived (See Note 13)	35,000	-	-	-	35,000	-
Other	51,815	-	-	-	51,815	76,067
Total Resources Expended	479,778	6,504	114,829	1,263	602,374	679,997
Net Incoming Resources /						
(Resources Expended) Before Transfers	(8,736)	(2,869)	(5,000)	(1,263)	(17,868)	(75,962)
Transfers Between Funds	2,435	(1,206)	(1,229)	-	-	-
Net Incoming Resources/(Exps)	(6,301)	(4,075)	(6,229)	(1,263)	(17,868)	(75,962)
Other Recognised Gains						
Realised (Losses)/ Gains on Investments	(1,000)	-	-	-	(1,000)	92,401
Unrealised Gains on Investments	83,067	942	9,220	21,761	114,990	19,183
Net Movement in Funds	75,766	(3,133)	2,991	20,498	96,122	35,622
Fund Balances						
Brought Forward at 1 October 2003	1,289,458	58,960	288,016	483,148	2,119,582	2,083,960
Carried Forward at 30 September 2004	£1,365,224	£55,827	£291,007	£503,646	£2,215,704	£2,119,582

The notes on pages 45 to 52 form part of these accounts

The General Assembly of Unitarian and Free Christian Churches
Balance Sheet as at 30 September 2004

	Note	2004	2003
Fixed Assets			
Tangible Assets	6	86,890	77,092
Investments	7	<u>1,868,892</u>	<u>1,752,758</u>
		1,955,782	1,829,850
Current Assets			
Stocks		13,490	17,070
Loans	13	280	35,208
Debtors		23,646	29,685
Short Term Deposits		209,173	209,421
Cash at Bank and In Hand		<u>44,485</u>	<u>25,081</u>
		291,074	316,465
Current Liabilities			
Creditors: amounts falling due within one year		<u>(30,436)</u>	<u>(26,258)</u>
Net Current Assets			
		<u>260,638</u>	<u>290,207</u>
Total Assets less Current Liabilities			
		2,216,420	2,120,057
Creditors: amounts falling due after more than one year			
		(716)	(475)
Total Assets Less Liabilities			
		<u><u>£2,215,704</u></u>	<u><u>£2,119,582</u></u>
FUNDS			
General Funds	12	1,365,224	1,289,458
Designated Funds	9,12	55,827	58,960
Restricted Funds	10,12	291,007	288,016
Endowment Funds	11,12	503,646	483,148
Total Funds			
		<u><u>£2,215,704</u></u>	<u><u>£2,119,582</u></u>

Approved by the General Assembly Council Meeting on 12 February 2005 and signed on its behalf by:

Mike Tomlin
Honorary Treasurer

Jeffrey J Teagle
General Secretary

The notes on pages 45 to 52 form part of these accounts

The General Assembly of Unitarian and Free Christian Churches

Notes to the Accounts for the Year Ended 30 September 2004

1) Accounting Policies

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of investments at market value and in accordance with applicable accounting standards. In preparing the financial statements the General Assembly follows best practice as set out in the SORP "Accounting and Reporting by Charities" issued in October 2000 and the Charities Act 1993. The principal accounting policies adopted in the preparation of the financial statements are as follows:

a. Donations, legacies and gifts

Donations, legacies and gifts are included in the year in which they are receivable, which is when the General Assembly becomes entitled to the resource.

b. Investment income

Income from investments is accounted for in the period in which the General Assembly becomes entitled to the receipt.

c. Resources expended

All expenditure is included on an accruals basis. A detailed analysis of expenditure and allocation between funds is detailed in notes 8 to 11 to the financial statements. Grant expenditure is detailed in note 2 to the financial statements.

d. Staff salary costs

Approximately 50% of full time equivalent staff hours are spent on programme work. Accordingly total salary costs have been split equally between programme support costs and management and administration costs.

e. Funds accounting

Funds held by the General Assembly are:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds – these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds – these 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.

Endowment funds – permanent and expendable endowment funds are the result of gifts to the charity that are to be invested and the income thereof used for the purposes of the charity either as restricted or unrestricted funds depending on the wishes of the donor.

f. Fixed asset investments

Investments are included at closing mid-market value at the Balance Sheet date. Any gain or loss on revaluation is taken to the Statement of Financial Activities.

g. Tangible fixed assets and depreciation

Freehold land and property held jointly are not depreciated. The cost of equipment is written-off by equal annual instalments over their expected useful lives as follows:

Furniture	5 years
Computer Equipment	3 years

h. Stock

Stocks are valued at the lower of cost and net realisable value.

i. Pensions

The General Assembly operates a defined contribution scheme available to all eligible employees. The assets of the scheme are held separately from those of the charity in independently administered funds. Pension costs charged in the Statement of Financial Activities represent the contributions payable by the General Assembly in the year.

The General Assembly of Unitarian and Free Christian Churches
Notes to the Accounts for the Year Ended 30 September 2004 (continued)

2) Direct Charitable Expenditure - Grants

Grants by Category

Grants to UK Institutions	11,791
Grants to Overseas Institutions	13,451
Benevolent/Welfare Grants	300
Educational Grants	15,462
Total	£41,004

Total Institutional Grants	25,242
Total Individual Grants	15,762
Total	£41,004

	Total No. of Grants	Total Value
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Grants to Individuals

Benevolent/Welfare Grants	6	300
Educational Grants	34	15,462
Total Grants to Individuals		£15,762

UK Unitarian Churches and Institutions

Blackpool	4	2,750
Croydon	1	300
Dr Williams's Library	2	70
Great Hucklow	3	1,984
Inquirer Publishing Ltd	3	3,235
Lincolnshire Group	2	750
Newport	1	450
Orkney	1	100
One World Week	2	800
Taunton	1	500
Youth Officer Recruitment	1	852
Total Grants to UK Unitarian Churches and Institutions		£11,791

Overseas Institutions

Indian Council of Unitarian Churches	2	500
International Council of Unitarian Universalists	2	2,200
Fundita Harvest Home	2	6,528
Kharang Rural Centre	2	500
Lawsotun School	1	200
Madras Unitarian Church	1	300
Parohia Unitarians	1	223
Unitarian Union of North East India	2	3,000
Total Grants to Overseas Institutions		£13,451

TOTAL	74	£41,004
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3) Direct Charitable Expenditure

Analysis of expenditure on activities which further the objects of the General Assembly, support costs and the cost of administration are shown in notes 8 to 11, 14 and 15.

The General Assembly of Unitarian and Free Christian Churches
Notes to the Accounts for the Year Ended 30 September 2004 (continued)

4) Transfers Between Funds

	Unrestricted Funds	Designated Funds	Restricted Funds
Arnold Graves Trust Subscription	176	-	(176)
Central Postal Mission grant to Information Department	211	(211)	-
India Fund Income	-	(231)	231
James Speed Trust Management Fee	816	-	(816)
Ctte	50	-	(50)
SOEG Designated Fund - Cost of "Celebrating Diversity" Pub'n	595	(595)	-
Sunday School Fund Grant to ETC	439	-	(439)
Contribution to Ministry Committee for Mentor Honoraria	(100)	-	100
Postage for Counterpoint Spring Issue	142	(142)	-
Union for Social Service Fund donation to SR	27	(27)	-
Task Force Expenses	79	-	(79)
Total Transfers Between Funds	£2,435	-£1,206	-£1,229

5) Intangible Income

The General Assembly receives accommodation and services free of charge from Essex Hall Trustees to an estimated value of £50,000 per annum, which would have to be paid for if not provided free (see also note 8).

6) Fixed Tangible Assets

Cost	Leasehold Properties Held Jointly	Freehold Land & Ground Rent	Equipment	Totals
	At 1 October 2003	55,302	21,350	43,612
Additions	-	-	14,364	14,364
Disposals	-	-	(10,716)	(10,716)
At 30 September 2004	55,302	21,350	47,260	123,912
Depreciation				
At 1 October 2003	-	-	43,172	43,172
Disposals	-	-	(10,716)	(10,716)
Charge for year	-	-	4,566	4,566
At 30 September 2004	-	-	37,022	37,022
Net Book Value				
At 30 September 2004	£55,302	£21,350	£10,238	£86,890
At 30 September 2003	£55,302	£21,350	£440	£77,092

7) Fixed Asset Investments

	2004	2003
Quoted Investments		
Market Value at 1 October 2003	1,752,758	1,663,828
Less: disposals at Opening Book Value	(1,000)	(1,387,246)
Add: acquisitions at cost	2,144	1,456,993
Net gains/(losses) on revaluation	114,990	19,183
Market Value at 30 September 2004	£1,868,892	£1,752,758

Historical Cost at 30 September 2004

£1,683,168	£1,682,026
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The General Assembly of Unitarian and Free Christian Churches
Notes to the Accounts for the Year Ended 30 September 2004 (continued)

7) Fixed Asset Investments (continued)

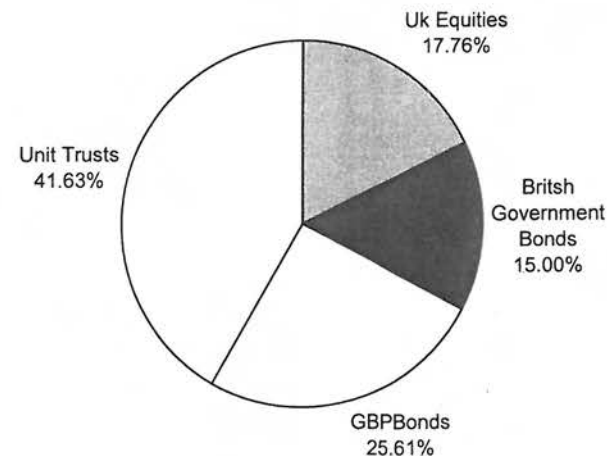
General Assembly	General Fund	Qty	Book Cost	Market Value at 1 Oct 2003 & /or cost of Additions	Unrealised Gain/(Loss)	Market Value at 30 Sept 2004
Fixed Interest						
5% Treasury Stock 2012		92,000	100,183	95,391	(2,074)	93,317
5% Treasury Stock 2014		92,000	100,799	95,483	(1,936)	93,547
Bradford & Bingley 11 5/8% Perp Subord Bonds		10,000	16,994	16,677	653	17,330
Halfax 8.75% Perp Subord Bds		100,000	115,321	122,885	221	123,106
Bradford & Bingley 13% Perp Subord Bonds		50,000	85,385	91,876	3,548	95,424
Bristol & West 13.375% Unscrd Pep Sub Bds		70,000	115,618	133,298	5,867	139,165
			534,300	555,610	6,279	561,889
Equities						
Newton Fund Managers Higher Income Fund (Sterling)		454,560	206,521	219,392	26,389	245,781
Charishare Inc		66,897	203,700	207,112	26,357	233,469
M&G Charifund Units		22,421	218,403	231,262	24,042	255,304
			628,624	657,766	76,788	734,554
			1,162,924	1,214,376	83,067	1,296,443
James Speed Trust						
Fixed Interest						
8% Treasury Stock 2009		20,075	20,035	23,852	(913)	22,939
5% Treasury Stock 2012		18,150	18,675	18,819	(409)	18,410
5% Treasury Stock 2014		25,600	28,048	26,569	(538)	26,031
5% Treasury Stock 2025		18,000	18,537	18,876	(164)	18,712
			85,295	88,116	(2,024)	86,092
Equities						
Newton Fund Managers (CI) Ltd		108,000	108,495	106,882	(2,954)	103,928
Offshore Stgy Fund Sterling Fxd Int						
Newton Fund Managers Higher Income Fund (Sterling)		157,774	71,107	76,271	9,037	85,308
Charishare Inc		23,251	70,800	71,986	9,161	81,147
M&G Charifund		7,436	75,150	76,699	7,973	84,672
			325,552	331,838	23,217	355,055
			410,847	419,954	21,193	441,147
Millennium Fund						
Newton Fund Managers						
Global Growth & Income Charity		78,799	64,281	71,943	6,935	78,878
			64,281	71,943	6,935	78,878
Restricted Funds Group (Sunday School)						
6.25% Treasury Stock 2010		6,800	7,957	7,693	(220)	7,473
Newton Fund Managers						
Global Growth & Income Charity		29,308	24,504	26,796	2,650	29,446
			32,461	34,489	2,430	36,919
Designated Funds Group (OMHB)						
Newton Fund Managers						
Global Growth & Income Charity		15,500	12,655	14,140	1,365	15,505
			12,655	14,140	1,365	15,505
TOTAL INVESTMENTS			£1,683,168	£1,754,901	£114,990	£1,868,892

The General Assembly of Unitarian and Free Christian Churches
Notes to the Accounts for the Year Ended 30 September 2004 (continued)

7) Fixed Asset Investments (continued)

The following graph shows the consolidated General Assembly Investments analysed by fixed interest / equities / unit trust ratio and the equities by sector.

Fixed Interest / Equities / Unit Trust Ratio
Total Value £1,868,892



The General Assembly of Unitarian and Free Christian Churches
Notes to the Accounts for the Year Ended 30 September 2004 (continued)

8) Unrestricted Funds

	Incoming Resources	Charitable Expenditure	Transfers Between Funds	Total 2004	Total 2003
Non-Departmental Income					
Legacies	35,000	-	-	35,000	5,550
Subscriptions / Assoc Membership	20,011	66	176	20,212	17,475
Congregational Contributions Quotas	79,409	8	-	79,401	59,261
Anniversary Service Collection	4,782	-	-	4,782	3,963
Dividends and Interest	78,157	-	816	78,973	69,336
British & Foreign Unitarian Assoc.	15,817	-	-	15,817	12,053
Essex Hall Trustees	77,500	-	-	77,500	100,000
Essex Hall Trustees (in kind)	50,000	-	-	50,000	95,000
Memorial Hall Manchester	500	-	-	500	1,500
Other Donations	498	-	-	498	146
Annual Meetings	54,179	53,194	-	985	422
Rental Income	660	-	-	660	1,298
Hymns for Living	-	-	318	318	365
Information Office & Publications Sales	-	-	1,678	1,678	3,982
Payroll Calculation Service	1,710	132	-	1,578	1,243
Bad Debts Written Off	-	787	-	(787)	-
Loan Waived	-	35,000	-	(35,000)	-
Realised Gains on Sale of Property	-	-	-	-	27,449
Total Non-Departmental Income	418,223	89,187	2,988	332,024	399,043
Departmental Expenditure					
General Assembly Council	1,555	2,490	-	935	3,949
Administration Commission - Expenses	-	2,234	50	2,184	10,039
Administration Commission - Grants	-	4,200	-	4,200	-
ETC - Expenses	(19)	1,255	-	1,274	-
ETC- Educational Progs	8,310	10,152	1,034	808	3,974
DSC - Expenses	(600)	1,480	-	2,080	-
DSC - Programmes	-	-	-	-	589
DSC - Worship Panel	766	1,708	(318)	1,260	790
DSC - Youth Panel	9,130	12,542	-	3,412	4,338
DSC - Welsh Committee	64	2,500	-	2,436	3,036
MC - Expenses	-	1,893	-	1,893	-
MC -Programmes	200	2,754	(100)	2,654	3,896
MC - Interview Panel	-	1,688	-	1,688	1,798
OCC - Expenses	-	1,833	-	1,833	1,365
OCC - Information Panel	6,452	14,771	211	8,108	5,911
OCC - Ecumenical Panel	-	269	-	269	-
OCC - Interfaith Panel	-	180	-	180	-
OCC - Penal Affairs Panel	-	322	-	322	704
OCC - Publications Panel	1,678	296	(1,678)	296	293
OCC Social Responsibility Panel	322	1,120	169	629	2,490
Future Vision	-	-	-	-	166
Inquirer Grant	-	2,998	-	2,998	11,000
Office expenses	-	-	-	-	7,500
Staff Salaries due to programme work	9,812	110,478	-	100,666	124,264
Total Departmental Expenditure	37,670	177,163	(632)	140,125	186,102
General Administration					
Salaries, Pensions, etc	9,813	110,479	-	100,666	124,264
Ex Gratia Payments	-	3,000	-	3,000	9,000
Officer's Travel and Expenses	149	1,663	-	1,514	2,556
Office Expenses	2,505	26,646	79	24,062	13,148
Staff Training	-	746	-	746	1,653
Audit and Accountancy Fees	-	5,000	-	5,000	4,100
Accommodation (in kind)	-	50,000	-	50,000	95,000
Investment Management Fees	-	5,037	-	5,037	5,403
Insurance (Including Third Party Risks)	2,346	4,156	-	1,810	2,926
Ministers Houses - repairs	-	36	-	36	875
Irrecoverable VAT	336	6,665	-	6,329	4,395
Total General Administration	15,149	213,428	79	198,200	263,320
Unrestricted Funds Totals	£471,042	£479,778	£2,435	-£6,301	-£50,379

The General Assembly of Unitarian and Free Christian Churches
Notes to the Accounts for the Year Ended 30 September 2004 (continued)

9) Designated Funds

	Balance at 1 Oct 2003	Incoming Resources	Charitable Expenditure	Transfers Between Funds	Investment Gains / (Losses)	Balance at 30 Sept 2004
Animal Welfare (Capital)	3,084	-	2	-	139	3,221
Animal Welfare (Income)	1,156	81	-	-	-	1,237
Annual Theme	799	-	-	-	-	799
Benevolent Fund	2,320	-	300	-	-	2,020
Buildings Advisory Panel	18,674	-	-	-	-	18,674
Central Postal Mission	7,996	211	5	(211)	361	8,352
AC Provision	1,000	-	-	-	-	1,000
Hymn Book Provision	540	-	-	-	-	540
OCC IP Advertising Prov	1,302	-	677	-	-	625
India Fund	8,755	-	5	-	396	9,146
India Fund Income a/c	-	231	-	(231)	-	-
ETC Summer School Provision	533	-	-	-	-	533
ETC Publications Reserve	82	-	-	-	-	82
OCC Publications Panel Titles	-	1,599	883	-	-	716
ETC Chalice Award	10	10	55	-	-	(35)
RE HW Fairey Specific Bequest	311	878	-	-	-	1,189
Small Congregations Consultancy	(654)	50	2,645	-	-	(3,249)
SOEG Designated Fund	4,000	-	-	(595)	-	3,405
SR Counterpoint Fund	3,034	5	1,799	(142)	-	1,098
SR Designated Fund	4,991	-	30	-	-	4,961
Union for Social Service Fund	1,027	27	1	(27)	46	1,072
Worship Committee Titles	-	543	102	-	-	441
	£58,960	£3,635	£6,504	-£1,206	£942	£55,827

10) Restricted Funds

	Balance at 1 Oct 2003	Incoming Resources	Charitable Expenditure	Transfers Between Funds	Investment Gains / (Losses)	Balance at 30 Sept 2004
Chalice Appeal	33,819	13,604	1,466	-	-	45,957
Development Fund	3,561	463	1,742	-	-	2,282
Lewis Edwards Memorial Fund	1,902	50	1	(50)	86	1,987
Arnold Graves Trust	6,668	176	4	(176)	301	6,965
India Fund	1,392	2,158	4,571	231	-	(790)
Kharang Rural Centre	3,290	-	166	-	-	3,124
James Speed Trust Income	18,580	22,031	24,283	(816)	-	15,512
Lay Pastors Capital	20,600	869	-	-	-	21,469
Lay Pastors Income	1,705	150	1,450	-	-	405
Millennium Fund	127,985	5,172	5,483	-	6,367	134,041
Ministerial Students Fund	15,460	6,612	14,684	100	-	7,488
OMHB	37,877	-	22	-	1,712	39,567
OMHB Income	762	998	763	-	-	997
One World Week	(35)	648	600	-	-	13
Prague Flood Relief	89	-	-	-	-	89
Presidents Chain	889	(866)	24	-	-	(1)
EU Romania Fund	1,084	7,325	6,750	-	-	1,659
M Humphreys Winder	4,000	-	-	-	-	4,000
M Humphreys Winder Income	686	-	-	-	-	686
Sunday School Fund	16,679	439	10	(439)	754	17,423
Task Force	(8,977)	50,000	52,810	(79)	-	(11,866)
	£288,016	£109,829	£114,829	-£1,229	£9,220	£291,007

The General Assembly of Unitarian and Free Christian Churches

Notes to the Accounts for the Year Ended 30 September 2004 (continued)

11) Endowment Funds

	Balance at 1 Oct 2003	Incoming Resources	Charitable Expenditure	Transfers Between Funds	Investment Gains / (Losses)	Balance at 30 Sept 2004
James Speed Trust	471,738	-	1,254	-	21,193	491,677
Millennium Endowment Fund	11,410	-	9	-	568	11,969
Total	£483,148	£0	£1,263	£0	£21,761	£503,646

12) Analysis of Net Assets Between Funds

	Tangible		Net Other	Total
	Fixed Assets	Investments	Assets	
Endowment Funds	86,890	441,147	(24,391)	503,646
Restricted Funds	-	36,919	254,088	291,007
Designated Funds	-	15,505	40,322	55,827
Other Charitable Funds	-	1,375,321	(10,097)	1,365,224
Total	£86,890	£1,868,892	£259,922	£2,215,704

13) Loans

The Trustees decided to waive repayment of the £35,000 loan to the Management Committee of the Unitarian Convalescent and Holiday Centre at Great Hucklow in order to facilitate further development at the Centre.

14) Staff Costs and Trustees Remuneration

	2004	2003
Wages and Salaries	187,393	228,347
Social Security Costs	21,289	22,416
Pension Costs	12,275	16,265
Ex Gratia Payments	3,000	9,000
	£223,957	£276,028

No employee earned more than £50,000 per annum (2003: nil).

The average number of employees was 8 (2003: 8.7).

The trustees neither received nor waived any emoluments during the year (2003 : nil).

Travel and subsistence expenses totalling £2,122 were reimbursed to 26 trustees (2003: £4,041 to 19 Trustees).

15) Pensions

The General Assembly operates a defined contribution scheme available to all eligible employees. The assets of the scheme are held separately from those of the charity in independently administered funds.

The pension cost represents contributions payable by the charity to the funds and amounted to £12,275 (2003: £16,265). The amount due for payment at the year end was £1,911 (2003: £2,188).

The Unitarian Convalescent and
Holiday Centre at Great Hucklow
Trading As
The Nightingale Centre

Financial Statements

For The Year ended
30th September 2004

The Unitarian Convalescent and Holiday Centre at Great Hucklow

Trustees Responsibilities for Preparing the Financial Statements

The Trustees are obliged to prepare financial statements for each financial year.

The financial statements must give a true and fair view of the state of affairs of the Centre at the end of the financial year and of the excess of receipts over payments for the year. The Trustees are responsible for the adoption of suitable accounting policies, and their consistent use in the financial statements, supported where necessary by reasonable and prudent judgement.

The Trustees confirm that the above requirements have been complied with in the financial statements.

In addition, the Trustees are responsible for maintaining adequate accounting records and sufficient internal controls to safeguard the assets of the Centre and to prevent and detect fraud or any other irregularities. It is also responsible for a programme of risk assessment. This is a continuous exercise.

The Trustees have examined the major strategies, business and operational risks which the Charity faces and confirm that the systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

It is the policy of the charity to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to approximately one year's unrestricted expenditure. This provides sufficient funds to cover management and administration and support costs and to respond to emergency maintenance costs which arise from time to time. Unrestricted funds were maintained at this level throughout the year.

Auditor's Report to the Trustees of

The Unitarian Convalescent and Holiday Centre at Great Hucklow

We have audited the Accounts on Pages 3 to 8 which have been prepared under the historical cost convention and the accounting policies set out on page 8.

Respective responsibilities of the Trustees and Auditors

As described on page 1 the Trustees are responsible for the preparation of the financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you. We have been appointed as auditors under Section 43 of the Charities Act 1993 and report in accordance with regulations made under Section 44 of that Act.

Basis of Opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made in the preparation of the financial statements, and of whether the accounting policies are appropriate to the Centre's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of the information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of affairs of the Centre as at 30th September 2004 and its incoming resources and application of resources for the year then ended and have been properly prepared in accordance with the Charities Act 1993.

EDMUND GIBBS
Chartered Certified Accountants
Registered Auditors
Kingsgate
4610 Cascade Way
Oxford Business Park South
OXFORD
OX4 2SU

DATE 12th February 2005

The Unitarian Convalescent and Holiday Centre at Great Hucklow

Statement of Financial Activities for the Year ended

30th September 2004

	Unrestricted <u>Funds</u>	Designated <u>Funds</u>	Total Funds <u>2004</u>	Total Funds <u>2003</u>
<u>Income and expenditure</u>				
<u>Incoming Resources</u>				
Charges	154,422		154,422	148,621
Rents Receivable	11,872		11,872	12,965
Donations	11,541		11,541	10,858
Investment Income	7,318		7,318	6,748
Grants	415		415	415
Other Income	1,663		1,663	399
<u>Total Incoming Resources</u>	<u>187,231</u>	<u>0</u>	<u>187,231</u>	<u>180,006</u>
<u>Resources expended</u>				
Direct Charitable Expenditure	144,839		144,839	146,386
Management and Administration of the charity	33,240		33,240	30,610
Fundraising and Publicity	1,667		1,667	442
<u>Total Resources Expended</u>	<u>179,746</u>	<u>0</u>	<u>179,746</u>	<u>177,438</u>
<u>Net Incoming Resources</u>				
<u>For The Year</u>	7,485	0	7,485	2,568
Special donation from General Assembly	35,000	0	35,000	0
Other Recognised Gains and Losses	0	0	0	0
Unrealised (Losses)/Gains on Investments	363	0	363	218
<u>Net Movement in Funds</u>	<u>42,848</u>	<u>0</u>	<u>42,848</u>	<u>2,786</u>
Fund Balances brought forward at 1st October 2003	166,427	1,644,313	1,810,740	1,807,954
Fund Balances carried forward at 30th September 2004	<u>209,275</u>	<u>1,644,313</u>	<u>1,853,588</u>	<u>1,810,740</u>

The Unitarian Convalescent and Holiday Centre at Great Hucklow

Balance Sheet at 30th September 2004

	2003 £	£	£
	1,411,647		
	11,007		
	2,714		
	1,819		
	7,535		
	3,528		
	740		
	205,323		
	1,644,313		
Capital Account - Designated Funds			
Buildings at Valuation		1,411,647	
Greta Broadhead Bequest		11,007	
Special Appeal		2,714	
Barleycrofts Appeal		1,819	
Bedding Appeal		7,535	
Barleycrofts Roof Appeal		3,528	
Recoupment Order		740	
Hibbert Houses Building Grant		205,323	
		<u>1,644,313</u>	
General Account - Unrestricted Funds			
Balance at 1st October 2003		166,427	
Surplus for the Year		42,848	
		<u>209,275</u>	
	<u>1,810,740</u>		<u>1,853,588</u>

The Unitarian Convalescent and Holiday Centre at Great Hucklow

Balance Sheet at 30th September 2004 (Continued)

<u>2003</u> £		£	£	£	£
	Represented by:-				
	Fixed Assets (Notes 3 & 4)	Balance b/f	Additions	Depre/n	Balance c/f
1,411,647	Buildings	1,411,647			1,411,647
221,108	Building Improvements	221,108	14,195	(7,133)	228,170
1,632,755		1,632,755	14,195	(7,133)	1,639,817
26,308	Furniture and Equipment	26,308	4,429	(4,383)	26,354
1,659,063		1,659,063	18,624	(11,516)	1,666,171
2,515	Investment (Note 5)				2,878
5,556	Stock				5,445
20,201	Debtors and Prepaid Expenditure				16,538
109	Bank Deposit Account			4,472	
182,101	Bank Current Account (Interest Bearing)			182,628	
137	Cash in Hand			154	
182,347					187,254
1,869,682					1,878,286
23,942	Less:- Creditors				24,698
1,845,740					1,853,588
35,000	Less:- Loan - General Assembly				0
<u>1,810,740</u>					<u>1,853,588</u>

Approved by the Council of The General Assembly of Unitarian and Free Christian Churches on 12th February 2005.

The Unitarian Convalescent and Holiday Centre at Great Hucklow

**Income and Expenditure Account for the Year ended
30th September 2004**

<u>2003</u> £		£	£
143,578	Charges to Residents (Including self-catering)	150,716	
5,043	Charges to Day Visitors	3,706	
148,621			154,422
309	Shop Profit	293	
728	Rents	776	
90	Other Income	1,370	
1,127			2,439
415	Grants for Countryside Stewardship		415
12,237	Rents Receivable - Barleycrofts Property		11,096
<u>162,400</u>	Trading Income		<u>168,372</u>
94,623	Salaries, Wages, Pension and NIC		93,354
852	Staff Travelling		796
13,337	Repairs and Maintenance		12,882
7,828	Heat, Light, Power and Water Rates		8,652
26,784	Food Consumption		28,054
3,665	Non Food Supplies		3,041
5,306	Laundry		5,420
4,543	Insurance		5,173
971	Telephones		832
2,720	Printing and Stationery		3,116
442	Advertising		1,667
276	Postages		282
2,018	Committee Expenses		1,806
865	Audit Fee		750
135	Sundries		1,180
1,225	Interest payable	1,225	
(6,748)	Less Interest Receivable	(7,318)	(6,093)
11,848	Depreciation		11,516
<u>170,690</u>	Trading Expenditure		<u>172,428</u>
<u>(8,290)</u>	Trading Loss carried forward		<u>(4,056)</u>

The Unitarian Convalescent and Holiday Centre at Great Hucklow

**Income and Expenditure Account for the Year ended
30th September 2004 (Continued)**

<u>2003</u>		£	£
£		£	£
(8,290)	Trading Loss brought forward		(4,056)
	<u>Donations</u>		
5,752	Friends of Hucklow	6,448	
2,611	Money raised at the Open day	3,310	
800	Memorial Hall Trustees	800	
779	Other Donations	367	
200	East Cheshire Union	200	
200	Manchester District Association	200	
100	Midland Union	100	
66	Sir C C Grundy Trust	66	
50	L.D.P.A.	50	
250	National Womens League	0	
50	Provincial Assembly	0	
10,858		11,541	
0	Special donation from General Assembly to write off Loan		35,000
218	Unrealised (Losses)/Profits on Investments		363
<u>2,786</u>	Net Surplus for the Year carried to the Balance Sheet		<u>42,848</u>

The Unitarian Convalescent and Holiday Centre at Great Hucklow

Notes to the Financial Statements - 30th September 2004

- 1 The Land and Buildings comprised in the Charities called The Unitarian Convalescent and Holiday Centre are vested in the British and Foreign Unitarian Association (Incorporated) as Custodian Trustee. The Convalescent and Holiday Centre was valued at 30th September 1999 for insurance purposes at £1,265,000 and the Barleycroft Building was valued at 30th September 1999 for insurance purposes at £400,000. For the purpose of capitalising the Land and Buildings the value of the Net Building Improvements amounting to £253,353 at 30th September 1999 has been deducted from the valuation to arrive at a net valuation of the Land and Buildings of £1,411,647.
- 2 Income received from Appeal funds is not reflected within the Income and Expenditure Account but taken directly to the Fund to which it relates .
When Appeal Funds are closed they are transferred to the Capital Account.
- 3 **Accounting Policy**
Building improvement works are capitalised.
- 4 **Depreciation Policy**
Maximum forty years for building improvements and twenty five years for furniture and equipment.
Freehold Property is not depreciated as, in the opinion of the Committee, the property is not worth less than its book value and, therefore, any depreciation would be immaterial.
- 5 **Investments**
The investments consist of 25 Charifund Accumulation Units and 13.16 COIF Charities Investment Fund Units.

<u>Charifund Accumulation Units</u>	<u>2004</u>	<u>2003</u>
Market Value 1st October 2003	1,905	1,657
Net unrealised investment gains	295	248
Market Value 30th September 2004	<u>2,200</u>	<u>1,905</u>
Historical Cost as at 30th September 2004	<u>684</u>	<u>684</u>

<u>COIF Charities Investment Fund Units</u>	<u>2003</u>	<u>2003</u>
Market Value at 30th June 2003	610	640
Net unrealised investment (losses)/gains	68	(30)
Market Value 30th June 2004	<u>678</u>	<u>610</u>
Historical Cost as at 30th September 2004	<u>740</u>	<u>740</u>

The Sustentation Fund
for the Augmentation of Ministers' Stipends
Registered Charity No.235449
Founded 1883

Annual Report

FOR THE YEAR ENDED
30th SEPTEMBER, 2004

Committee of Trustees

Officers of the General Assembly (Ex Officio)

Dawn Buckle, President
Brian Cockcroft, Vice-President
Michael Tomlin, Honorary Treasurer, Chair of the Committee
Jeffrey Teagle, General Secretary

Members of Council appointed by the Council of the General Assembly:

Stephen Dick
Geoffrey Head
Alan Ruston

Non-Members of Council co-opted by the Council of the General Assembly:

Patricia Birtles

Officers of the Fund appointed by the Committee

Alfred Fletcher, Honorary Secretary
16, Millfield Lane, Nether Poppleton, York YO26 6HR

Martin West, Honorary Treasurer
The Chaplain's House, West Lane, High Legh, Knutsford, Cheshire WA16 6LR

Custodian Trustee

The British & Foreign Unitarian Association (Incorporated)
Essex Hall, 1-6, Essex Street, London WC2R 3HY

Auditors

Edmund Gibbs
Chartered Certified Accountants and Registered Auditors
Kingsgate, 4610 Cascade Way, Oxford Business Park South, Oxford OX4 2SU

Bankers

Bank of Scotland, 55, Temple Row, Birmingham B2 5LS

Investment Managers

Mellon Fund Managers Ltd., 71, Queen Victoria Street, London EC4V 4DR

Report of the Trustees

1. Objects of the Fund

The objects of the Fund shall be to aid in the maintenance of faithful and efficient Ministers serving congregations affiliated to the General Assembly of Unitarian and Free Christian Churches.

2. The Committee

The Trustees are appointed by the Council of the General Assembly of Unitarian and Free Christian Churches on a triennial basis, to manage the trust as a Departmental Committee of the General Assembly. The Custodian Trustee is the British & Foreign Unitarian Association (Incorporated).

3. Administration of Grants

Application forms for grants are available from the Secretary via the District Associations. The Trustees meet in June or July each year to consider applications for grants for the year commencing the first of October following. The grants are then paid in quarterly instalments.

4. Meetings

The Trustees met once during the year on 15th July. The Officers administering the grants maintained a close liaison amongst themselves throughout the year.

5. Annual Accounts

The Accounts for the year ended 30th September, 2004, showed an operating surplus of £2,955 (2003:£954 deficit). After a net investment gain from disposals of £3,316 (2003:£21,981) and a year end market revaluation gain of £13,394 (2003:£2,559), there was an overall surplus of £18,848 (2003:£21,946) for the year.

6. Investments

Mellon Fund Managers Ltd, previously known as Newton Investment Management Ltd, 71 Queen Victoria Street, London EC4V 4DR, continued as Investment Managers. The investments are held in 'the name of the Custodian Company of the Bank of New York, 1 Canada Square, London E14 5AL, on behalf of the Trustees, and may be held outside the 'United Kingdom. The investment policy is to maximise the total return from a portfolio managed to produce a balance between income and growth. It may be necessary from time to time, to supplement income by withdrawals from Capital growth.

The investments were valued as at 30th September 2004 by Mellon Fund Managers.

7. Grants

Applications for grant-aid towards the payment of stipends were received for the support of 23 Ministries, of which 4 were new applications. Of these 23 applications, 1 was refused. Of the 22 awards made, 3 ceased part way through the year due to the Ministers moving elsewhere or retiring.

It has always been a condition of the payment of the grants, that the recipient should have paid the General Assembly Quota in respect both of the previous year and of the year during which the Grant is paid. Following the decision of the General Assembly Council that each Congregation should pay its Quota by no later than 31st December each year, it has been further decided that the Grants shall be withheld from any Congregation whose Quota is still unpaid by the following 31st March, and not reinstated until it had paid its share of the Quota.

12th October 2004

Michael Tomlin
Chair

AUDITOR'S REPORT TO THE MEMBERS OF THE GENERAL ASSEMBLY

I have audited the attached accounts of the Sustentation Fund.

Respective Responsibilities of the Trustees and Auditor

As described above, the trustees are responsible for the preparation of the accounts. It is my responsibility to form an independent opinion, based on my audit, on those accounts and to report my opinion to you.

Basis of Opinion

I have conducted my audit according to the Auditing Standards issued by the Auditing Practices Board. An audit includes examination on a test basis, of evidence relevant to the amounts and disclosures made by the Trustees in the accounts. It also includes an assessment of the significant estimates and judgments made by the Trustees in the preparation of the accounts, and of whether the accounting policies are appropriate to the circumstances of the Sustentation Fund, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or other irregularity or error. In forming my opinion I also evaluated the overall adequacy of the presentation of the information in the accounts.

Opinion

In my opinion the accounts give a true and fair view of the state of affairs of the Sustentation Fund as at 30th September,2004 and of the Statement of Financial Activities for the year then ended.

Edmund Gibbs
Chartered Certified Accountants and Registered Auditors
Kingsgate
4610 Cascade Way
Oxford Business Park South
Oxford
OX4 5LS
October 2004

BALANCE SHEET

30th September 2004

2003 £	ASSETS	£	2004 £
<u>303,500</u>	Investments at Market Valuation Cost as at 30th Sept.2004:£318,627 (30th Sept.2003:£300,941)		<u>333,722</u>
5,076	Cash at Bank	8,816	
<u>16,319</u>	Investment Managers Client A/c	<u>3,342</u>	
<u>21,395</u>			12,159
17	Income Tax Recoverable	0	
<u>2,221</u>	Dividends Received after Year End	<u>0</u>	
<u>2,238</u>			<u>0</u>
<u>327,133</u>			<u>345,881</u>
	Less LIABILITIES		
<u>670</u>	Sundry Creditors		<u>570</u>
<u>326,463</u>			<u>345,311</u>
	REPRESENTED BY:		
	Sustentation Fund		
304,517	Balance as at Start of Year	326,463	
<u>21,946</u>	Increase/(Decrease) in the Value of the Fund	<u>18,848</u>	
<u>326,463</u>	Balance as at End of Year		<u>345,311</u>

Note 1 The Trustees of the Sustentation Fund are The British and Foreign Unitarian Association Incorporated whose Registered Office is at Essex Hall, 1-6 Essex Street, London WC2R 3HY. The Fund is managed on behalf of the British and Foreign Unitarian Association Incorporated by a Committee appointed by the General Assembly of Unitarian & Free Christian Churches at the same address, for the purpose of making grants to assist member congregations of the General Assembly to meet the cost of employing their Ministers.

Note 2 For greater ease of reading, the figures in these Accounts are shown in round pounds. In places, this may suggest that they do not "add-up". This is due solely to the rounding. There are no discrepancies in the Books of Account.

RESPONSIBILITIES OF THE TRUSTEES

The Trustees are responsible for keeping proper accounting records, for safeguarding the assets of the Trust, for taking reasonable steps to prevent and detect fraud and other irregularities, and for preparing annual financial statements which both accord with the accounting records, and which comply with both the Statement of Recommended Practice for Accounting by Charities and the relevant governing document, and which give a true and fair view of the affairs of the Trust. To the best of our knowledge and belief, these obligations have been met, and accordingly these Accounts are hereby approved on behalf of the Trustees by the following Officers of the Sustentation Fund Committee.

M.J.Tomlin
Chair 12th October, 2004

M.West
Hon.Treasurer

SUSTENTATION FUND Registered Charity No.235449

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 30th September 2004

2003 £	TOTAL RESOURCES ARISING IN THE YEAR	2004 £
15,408	Bank Interest & Income from Investments (Gross)	17,592
1,517	Donations	<u>2,170</u>
<u>16,925</u>		<u>19,762</u>
	Less EXPENDITURE	
15,906	Grants	<u>15,225</u>
	Administration Expenses	
500	Secretarial Honorarium	500
500	Treasurer's Honorarium	500
532	Travelling Expenses	209
41	Printing & Stationery	23
80	Telephone & Postage	30
	Bank Charges	0
320	Audit Fee	<u>320</u>
<u>1,973</u>		<u>1,582</u>
<u>17,879</u>		<u>16,807</u>
<u>(954)</u>	REVENUE (DEFICIT)/SURPLUS	<u>2,955</u>
	INVESTMENT DISPOSALS & REVALUATION	
21,981	Net Gain/(Loss) on Sale of Investments	3,316
2,559	Unrealised Gain/(Loss) on Revaluation of Investments	13,394
(1,639)	Investment Management Fees	<u>(817)</u>
<u>22,901</u>		<u>15,893</u>
<u>21,946</u>	TOTAL INCREASE/(DECREASE) IN THE VALUE OF THE FUND	<u>18,848</u>

SUSTENTATION FUND Registered Charity No.235449

INVESTMENTS

Investments at 30th September 2004

	2003		2004	
	Cost	Market Value	Cost	Market Value
	£	£	£	£
Fixed Interest Securities				
UK Government	66,394	64,902	66,394	63,780
Quoted Equities Uk	234,547	238,598	252,232	269,942
	<u>300,941</u>	<u>303,500</u>	<u>318,626</u>	<u>333,722</u>

Movement in Investments

	Market Value	
	2003	2004
	£	£
Investments held at beginning of year	277,545	303,500
Investments purchased during year	300,941	69,301
Investments sold during year	<u>-277,545</u>	<u>-52,473</u>
	300,941	320,328
Net increase in market value	2,559	13,394
Market value of investments held at end of year	<u>303,500</u>	<u>333,722</u>

Schedule of investments held at 30th September 2004

	Cost	Market Value
	£	£
Fixed Interest Securities Uk Government		
21,400 Treasury 5% 2012	23,034	21,703
21,400 Treasury 5% 2014	23,032	21,757
19,550 Treasury 5% 2025	<u>20,328</u>	<u>20,320</u>
	66,394	63,780
Equities and Unit Trusts		
81,563.16 Newton Offshore Fund	81,447	78,488
114,155.91 Newton Higher Income	51,984	61,724
11,393.00 M& G Charifund	<u>118,801</u>	<u>129,730</u>
	252,232	269,942
Total at 30th September 2004	<u>318,626</u>	<u>333,722</u>

General Assembly of Unitarian and Free Christian Churches

Essex Hall, 1/6 Essex Street, Strand, LONDON WC2R 3HY Tel: (020) 7240 2384

I wish to apply for **Associate Membership**

Name: _____

Address: _____

Post Code _____

I enclose a cheque/have filled out the standing order for

£25.00 £50.00 £75 £.....

I am under 25 years of age and enclose £10.00

Signed _____ Date _____

The Chalice Appeal exists to raise funds for current denominational programme activities. If you wish to give additionally to any of the funds shown below please specify.

Chalice Appeal £

Ministerial Students Fund _____

Youth Officer Provision _____

Web Wizard Provision _____

India Fund _____

Please return this form to: The Finance Assistant, Essex Hall, 1/6 Essex St, Strand, LONDON WC2R 3HY



Thank you for your generous support. If you pay basic rate income tax we can reclaim the tax on your donation. Please fill in the Gift Aid Declaration below if you are able and then any charitable donation made to the General Assembly in future will be tax efficient

Name:

Address:

I want the General Assembly of Unitarian & Free Christian Churches (Charity #250788) to treat:

All donations I have made since 06 April 2002 and / or all donations I make from the date of this declaration ****** until I notify you otherwise as **Gift Aid Donations** (** delete as appropriate)

Signed:

Date:

Please notify us if your name or address changes whilst this declaration is still in force. You must pay an amount of income tax and or capital gains tax at least equal to the tax that we reclaim on your donations in the tax year. If in the future your circumstances change please notify us and we will suspend tax reclaims on your Gift Aid Declaration

It would greatly assist our administration if you would complete a standing order mandate for your bank.

Bank Name
And Address

Sort Code
Account No:

Date

Please pay to the current account (# 30375284) of the General Assembly of Unitarian & Free Christian Churches at HSBC, 123 Chancery Lane (Sort 40/02/07) the sum of

£

On the ___ Day of _____ 20___ and thereafter make ****** monthly / quarterly / annual payments for a total of _____ instalments and debit my account with each payment made. (** delete as appropriate)

Customer
Name

Address:

Signed: