

# The General Assembly of Unitarian and Free Christian Churches



**Annual Report 2008**

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

**Registered Charity, No. 250788**

The eightieth

## **Annual Report**

Submitted at the Annual Meeting  
of the Assembly 2009

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## Joyce Ashworth

### President of the General Assembly 2008-2009

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The two long-haul flights made to Canada and South Africa made me mindful of my huge carbon footprint during this presidential year, so I have endeavoured to use the train on almost every other occasion. I imagine I possibly qualify as one of the rail network's most frequent travellers – almost every weekend and often one, two or even three journeys during the week. Despite all the general grumbles about our transport systems, I invariably managed to arrive where I should be, when I should be.

A certain amount of stamina and resilience has been needed to combine presidential duties whilst continuing to serve on the DSC Commission as co-ordinator of the Congregational Assessment Process, Future Ministry panel, the Support for Organisational Leadership panel (which recently published “Help is at Hand”) and as Chair of Memorial Hall Trustees and also of my own congregation in Rochdale. I feel to have participated in what seems like a lifetime of meetings as presidential duties have involved attendance at Sustentation Fund and Ministers' Pension Fund meetings, in addition to which I have endeavoured to attend most of the Executive Committee meetings.

The work of committees has been productive and rewarding and this first triennial for the Executive Committee has been concerned to a large extent with establishing organisational foundations and putting in place the necessary processes and protocols as well as creating connections with the commissions and panels which serve the denomination.

Through a very wet summer and arctic winter I have, without exception, been warmed and spiritually uplifted by the tremendous welcome I have received in all the Districts and congregations I have visited. For the Movement, there have been so many reasons to celebrate during my year of office, numerous tercentenaries together with the significant anniversaries of Lindsey and Darwin and I feel exceptionally privileged and proud to have served you in the role of General Assembly President. Many, many thanks for honouring me in this way.

# General Assembly of Unitarian and Free Christian Churches

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



**Chief Executive:** Rev Steve Dick

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The **Trustees** of the General Assembly are the Members of the GA Executive Committee, which comprises the Honorary Treasurer, and eight elected Members (Members may be co-opted to fill vacancies occurring during a triennial) as listed below.

## **GA Executive Committee (Appointed April 2005)**

**Honorary Treasurer:** Martin West

**Elected Members:** Jennifer Atkinson  
Dawn Buckle  
Rev Steve Dick (until November 2006)  
Dorothy Hewerdine  
Neville Kenyon  
Rev Dr Ann Peart  
Sir Peter Soulsby  
Rev R Wightman (until January 2008)

**Co-opted Member:** Lis Dyson Jones (from December 2006)  
Derek McAuley (from April 2008)

## **Other Appointments:**

Solicitor: Charles Russell LLP

Auditors: Shaw Gibbs LLP

Custodian Trustee: The British and Foreign Unitarian Association (Incorporated)

## General Assembly Officers and Honorary Members

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### Secretaries / Chief Executives

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  
1994-07 Jeffrey J Teagle  
2007- Rev S Dick

### 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  
1998-05 Mr Michael Tomlin  
2005- Mr Martin West

### Deputy Treasurers

1996-98 Mr Michael Tomlin

### 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 Baily, 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, FFPHM  
1999-00 Rev Keith Gilley, BA, MA  
2000-01 Mrs Judith Crompton, JP  
2001-02 Rev John Midgley, BA, BD, MA, MEd  
2002-03 Mr Alan Ruston, BSc  
2003-04 Rev Austin Fitzpatrick  
2004-05 Mrs Dawn Buckle  
2005-06 Rev Brian Cockroft  
2006-07 Mr David Dawson  
2007-08 Rev Celia Midgley  
2008-09 Joyce Ashworth

### Honorary Members

Rev H John McLachlan, MA, BD, DPhil  
(Deceased 28/01/07)  
Dr June Bell, MA, MB, BS, PhD  
Mr Geoffrey Head, BA  
Rev Dr Peter Godfrey, BA, DD  
Rev Dr Arthur J Long, MA (Deceased 09/12/06)  
Dr Roy Smith  
Michael Tomlin



## Anniversary Service Preachers

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1929	Rev Alfred Hall, MA, DD	1969	Rev John Kielty, LLD, DD
1930	Rev H J Rossington, MA, BD	1970	Rev Harry Lismer Short, MA
1931	Rev Herbert McLachlan, MA, DD, LittD	1971	Rev Eric S Price, MA
1932	Rev Herbert Barnes	1972	Rev Robert N West, BA, BD, DD
1933	Rev John C Ballantyne, MA	1973	Rev Lancelot A Garrard, MA, BD, LLD
1934	Rev Charles M Wright, MA	1974	Rev E Basil Short, BSc
1935	Rev Lawrence Clare	1975	Rev A Hamilton Birtles, BA
1936	Rev Arthur S Hurn, MA, DLitt	1976	Rev Fred M Ryde, MA
1937	Rev Sidney Spencer, BA	1977	Rev Dudley E Richards, MA, BD
1938	Rev Raymond V Holt, MA, BLitt	1978	Rev Anne McClelland, BA
1939	Rev Arthur H Lewis	1979	Rev Eric Wild, BA and Eileen Kielty, BA
1940	Rev W E Williams, BA	1980	Rev A Ben Downing, MA, BD
1941	Rev Fred R Cottier	1981	Rev Gabor Kereki
1942	Rev Rev Leslie Belton, MA, MSc	1982	Rev Arthur J Long, MA
1943	Rev E George Lee	1983	Rev Bruce Findlow, BA
1944	Rev Stanley Mossop	1984	Rev O Eugene Pickett, BA, BD, DD
1945	Rev Reginald W Wilde, MA, MSc, PhD	1985	Rev D Elwyn J Davies, MA, BD, PhD
1946	Rev Wallace B Travener	1986	Rev Peter B Godfrey, BA
1947	Rev Frank A Bullock	1987	Rt Rev William McMillan, MA
1948	Rev Frederick May Elliot, MA, DD LLD	1988	Rev William F Schulz, MA, DMin, DD
1949	Rev G Randall Jones, MA, MSc, BD	1989	Rev Frank Walker, BA
1950	Rev Mortimer Rowe, BA, DD	1990	Rev Glyn Pruce, STB, MA
1951	Rev Lawrence Redfern, MA, BD	1991	Rev Andrew Hill, BA
1952	Rev H G Woodford	1992	Rev Leonard Smith, MA, PhD
1953	Rev Arthur L Agnew, OBE, BA, DD	1993	Rev Denise Boyd
1954	Rev Sydney P Whitehouse, MA, BLitt	1994	Rev Keith Gilley, BA, MA, BDQ
1955	Rev H Stewart Carter, MA	1995	Rev Clifford Reed, BA
1956	Rev Basil Viney	1996	Rev Judith Walker-Riggs
1957	Rev Arthur W Vallance, BA	1997	Rev Dr John A Buehrens
1958	Rev W J Carter, MA	1998	Rev Dr David C Doel, MA, PhD
1959	Rev Wilfred Waddington, BA, BD	1999	Rev Alec Finbow, BA
1960	Rev Dana L McGreeley, DD	2000	Rev Joy Croft, BA, MA, MTh
1961	Rev Phillip N Tindall, BA, BD PhD	2001	Rev Penny Johnson
1962	Rev C Gordon Bolam, MA, BD	2002	Rev Bill Darlison
1963	Rev A Margaret Barr, MA	2003	Rev John Clifford, BA, MSc
1964	Rev Fred Kenworthy, MA, DD	2004	Rev Dr Ann Peart, BA, MA, PhD
1965	Rev D Jacob Davies, BA	2005	Rev J Eric Jones, BA
1966	Rev John Radcliffe, BA	2006	Rev Peter Hewis, MA
1967	Rev Charles Bartlett, BA	2007	Rev Brenda Catherall
1968	Rev Brian L Golland, MA	2008	Rev Art Lester



*Reverend Art Lester, Preacher of the 2008 Anniversary Service*



## **Affiliated Societies and GA & Essex Hall Staff Members**

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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 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 Society for Psychical Studies  
Unitarian Union of North East India  
Unitarian Women's Group  
The Ministerial Fellowship

### **GA & Essex Hall Staff**

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

Rev Jane Barraclough (until April 2008)  
John Crosskey  
Rev Steve Dick  
Fenella Fyle (from June 2008)  
Howard Hague  
Rev John Harley  
Mary-Jean Hennis (from May 2008)  
Audrey Longhurst (from December 2007)  
Andrew Mason  
Elizabeth Obe (until October 2008)  
Peter Teets

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

Isabella Clarke (Caretaker)  
Valerie Wright (Cleaner)

## **The Object of the Assembly**

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From the Constitution of the General Assembly as amended 19 April 2001 and approved by the Charity Commission and further amended 27 March 2008

### **“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 eightieth Annual Meetings of the General Assembly of Unitarian and Free Christian Churches were held from Wednesday 26 March to Saturday 29 March 2008 at the University of Hertfordshire. The programme of departmental and affiliated society meetings and workshops commenced during the afternoon of 26 March. The opening celebration took the form of a service of worship conducted by the Unitarian Women's League, which commenced at 19.30 hours.

A service of recognition of the new Chief Executive was held at 08.45 hours on Thursday 27 March, led by the General Assembly President, Rev Celia Midgley. The first business session then commenced at 09.15 and was chaired by the General Assembly President. The Standing Orders for the Conduct of Business Meetings were adopted and it was noted that the Steering Committee would work on revising them over the course of the next year. The Steering Committee, consisting of the Rev Andrew Hill, Mike Tomlin and Dr Jane Williams, were then appointed. The Chief Executive read out apologies and written greetings and then submitted the Annual Report. The annual report of the Executive Committee was then given, facilitated by its Convenor, Sir Peter Soulsby. The General Assembly Treasurer, Martin West, spoke to the annual accounts and the budget for 2008-09. An emergency motion was debated. This business session concluded at 10.15 hours.

The second business meeting commenced at 10.45 hours on Thursday 27 March. Marion Baker presented the Report and Accounts of the Nightingale Centre, Diane Bennett presented the Communication Commission report and Martin West presented the Stipend Review Committee and Sustentation Fund Reports. Three motions were debated.

The third business session commenced at 13.30 hours the same day. Dawn Buckle and the Chief Executive introduced the proposed constitutional changes. Four motions were debated.

On Friday 28 March Rev Kathy Packer led the opening devotions for the fourth business session at 08.45 hours. Dot Hewerdine presented the Denominational Support

Commission report, Dawn Buckle presented the Education & Training Commission Report, the Reverend Dr Ann Peart presented the Ministry Commission report and Rev Jeff Gould presented the Faith & Public Issues Commission report. One motion was debated.

The Final business session witnessed the votes of thanks, delivered by the President and Chief Executive, the Presidential Address and then installation of Joyce Ashworth as the General Assembly President 2008-2009. Three motions were debated. The further motions were all passed and the new President led the closing act of worship.

### RESOLUTIONS

The following Resolutions were carried:

#### 1) FROM THE GENERAL ASSEMBLY EXECUTIVE COMMITTEE

This General Assembly of Unitarian and Free Christian Churches congratulates the British League of Unitarian and Other Liberal Christian Women on its centenary and marks with gratitude the significant contribution of the League and its members to the life of the Unitarian movement over the past hundred years.

#### 2) FROM THE GENERAL ASSEMBLY EXECUTIVE COMMITTEE

That this General Assembly of Unitarian and Free Christian Churches adopts the amended Constitution and By-Laws in document AGM 11/08 as a replacement for the existing Constitution and By-Laws.

#### 3) FROM THE GENERAL ASSEMBLY EXECUTIVE COMMITTEE

That this General Assembly of Unitarian and Free Christian Churches recognises the considerable contribution of Dr Roy Smith to Unitarians in the UK and abroad by naming him as an Honorary Member.

**4) FROM THE GENERAL ASSEMBLY EXECUTIVE COMMITTEE**

That this General Assembly of Unitarian and Free Christian Churches recognise the considerable contribution of Michael Tomlin to Unitarians in the UK by naming him as an Honorary Member.

**5) FROM THE GENERAL ASSEMBLY EXECUTIVE COMMITTEE**

That this General Assembly of Unitarian and Free Christian Churches welcomes and recognises the Ministerial Fellowship as an affiliated society of the General Assembly.

**6) FROM THE FOY SOCIETY**

That this General Assembly of Unitarian and Free Christian Churches urges Her Majesty's Government and the Scottish Executive to focus more fully on strategies for prevention of crime and for the rehabilitation of offenders and to rely less on often ineffective punishments, such as imprisonment.

**7) FROM THE OXFORD CHAPEL SOCIETY**

That this General Assembly of the Unitarian and Free Christian Churches, mindful of the need for marriages and civil partnerships in England and Wales to be placed on an equal footing, and the need for full compliance with the spirit of the Human Rights Act, calls upon H M Government to introduce relevant legislation permitting ceremonies for civil partnerships to be performed in any place of worship or other premises in England and Wales licensed for the celebration of marriage.

In addition this General Assembly of the Unitarian and Free Christian Churches calls upon the Scottish Executive to introduce legislation permitting religious celebrants to officiate at partnership celebrations in Scotland.

**8) FROM THE YORKSHIRE UNION**

That this General Assembly of Unitarian and Free Christian Churches supports HM Government and the devolved administrations within the United Kingdom of GB and NI in their endeavours to negotiate, where appropriate, with organisations which represent the widest possible spectrum of faith communities such as the Interfaith Network of the United Kingdom. It welcomes the initiatives already undertaken, looks for parity of dealing with all faith bodies, and urges the continuing commitment of resources to this important work.

**9) FROM THE GENERAL ASSEMBLY EXECUTIVE COMMITTEE**

That this General Assembly of Unitarian and Free Christian Churches expresses its dismay and concern at the wanton attack on the Gellionnen Chapel and offers its heartfelt support to the congregation of the Gellionnen Chapel and its student lay pastor Lewis Rees.

**PROCEDURAL RESOLUTIONS**

- 1) That the Report of the General Assembly Executive Committee and the Accounts of the General Assembly be received and adopted.
- 2) That Shaw Gibbs & Co be reappointed as Auditors.
- 3) That Martin G West be appointed Honorary Treasurer for the year 2008-2009.
- 4) That the thanks of the Assembly be given to Martin G West for his services as Honorary Treasurer, and to district association and local officers for their invaluable services.
- 5) That greetings be sent to kindred churches and societies abroad.

- 6) That the thanks of the Assembly be given to the Reverend Art Lester for preaching the Assembly Sermon, to the Reverend Jane Barraclough, worship leader for the Anniversary Service, and to all those who provided music and other content for the Anniversary Service and on other worship occasions during these Meetings.
- 7) That the thanks of the Assembly be given to the members of the General Assembly staff and to all volunteers for their inestimable help in organising the Meetings.
- 8) That Joyce Ashworth be appointed President of the General Assembly of Unitarian and Free Christian Churches for the year 2008-2009
- 9) That the Rev Robert Wightman be appointed as Vice-President for the year 2008-2009.
- 10) That this eightieth General Assembly of Unitarian and Free Christian Churches expresses its gratitude for the services provided by the Rev Celia Midgley as President during the year 2007-2008.



*New President & Vice-President  
Joyce Ashworth and Bob Wightman*

# Report of the Executive Committee

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## EXECUTIVE COMMITTEE

**Elected Members:** Jennifer Atkinson, Dawn Buckle, Lis Dyson-Jones, Dot Hewerdine, Neville Kenyon, Derek McAuley (from April 2008), Rev Dr Ann Peart, Sir Peter Soulsby MP (Convenor) and Rev Bob Wightman (to January 2008).

**Appointed Member:** Martin West (Honorary Treasurer)

**Secretary:** Rev Steve Dick (Chief Executive)

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The Executive Committee has met as follows during 2008:

26/27	January	London
8/9	March	Great Hucklow
13	April	Hatfield
11	May	Great Hucklow
12/13	July	Manchester
7/8	Sept	London
29/30	Nov	Luther King House

In addition to the on-going projects featured in last year's report, we organised two full days to which ministers were invited to meet with the Executive Committee. These proved to be most successful and were part of our "valuing and supporting our ministers" initiative. It is planned to hold these events on an annual basis.

The new commissions and panels performed well and their individual reports, available elsewhere in this publication, indicate the high degree of commitment and success which they have all achieved. The volunteer sector within our movement is as strong and dedicated as always. The new triennial when these crucial sub-groups are reviewed commences in April 2010 and it is hoped that skilled volunteers will be prepared to step forward to offer their expertise on these crucial leadership groups.

The membership of the EC itself changed during the year as the Rev. Bob Wightman was nominated as Vice President of the General Assembly for the years 2008 – 2009. The EC invited Derek McAuley to take his place and we were delighted when Derek subsequently agreed to be nominated as GA Treasurer from April 2009. Our grateful

thanks are extended to Martin West, our National Treasurer since April 2006, who has decided to retire with effect from the 2009 Annual Meetings. Martin has made a major impact on our financial resources and his humour and expertise will be missed at future EC meetings. Fortunately, he is to continue as treasurer of various other Unitarian groups who already benefit from his financial acumen.

The Consistent Identity project has been adopted by many of our congregations and some fifteen congregations applied and were allotted grants to upgrade their church and chapel notice boards. Many congregational newsletters have also adopted the new identity and the quality of these has been enhanced by the new logo and colour scheme.

The GA web site has been constantly under review and has proved that the majority of newcomers have been attracted by the information we are able to dispense via the internet.

Each member of the EC has maintained their link with designated Districts visiting District meetings and offering up to date reports on the work of the EC. This linkage system has proved an excellent method of spreading information throughout the country – greatly appreciated by Districts and EC members alike. The Road Show programme was a further opportunity to communicate our work to the wider community.

Growth and Renewal has become an important element in the EC's discussions and the full day spent at the 2008 Annual Meetings at Hatfield discussing this initiative in depth was generally considered to be fruitful and will be continued at the 2009 Annual Meetings in Chester.

The future ministry (fm) initiative is continuing and a full report on its activities will be available at the 2009 Annual Meetings. During the year the EC has compiled a full Risk Assessment programme covering all known eventualities.

Perhaps the most fundamental production of the EC has been the development of precise

## Report of the Executive Committee

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Action Plans covering all aspects of the aspirations of our movement. This project, initiated by our convenor, Sir Peter Soulsby MP, has taken many hours work but will assist the EC members commencing in April 2009 to clearly understand the impressive programmes already in place, clearly costed with well-defined responsibilities for each aspect of the plan.

Your Executive Committee expresses its unreserved thanks to the staff at Essex Hall. Their commitment has been unstinting. The contribution of our Chief Executive, Rev Steve Dick has been helpful both to the staff and to the EC. Our wider movement has also appreciated his enthusiasm and dedication to helping them with their needs.

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### FUNDING DEVELOPMENT PANEL

**Chair:** Neville Kenyon

**Members:** Neville Kenyon, Louise Rogers, Rosemary Ruston, Martin West

**In attendance:** Andrew Mason

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**Remit:** To increase live giving to the General Assembly.

**Activity in 2007/08:** The Community Appeal is the on-going fundraising initiative. It was promoted by the denominational press and a leaflet and poster were sent out to all congregations. GA Weekend was publicised with a message from the GA president.

A Summary of the Annual Report was prepared for the 2008 Annual Meeting. The aim of this is to help publicise the work of the General Assembly in an accessible format so that all Unitarians feel a greater empathy for and have a greater understanding of the work of the GA.

A new legacy leaflet was produced and promoted.

The Associate Members' newsletter continued in its improved format. Associate Members were each given a new gold chalice badge. Young people from the age of 12 years were given the right to become Associate Members enabling them to speak GA Annual Meetings. The Associate Members' application form is now downloadable from the GA website.

A donate page was designed for the GA website.

The total raised from the Community Appeal during the reporting period for 2007/08 was £5,398 and £14,818 from Associate Membership subscriptions (including tax relief).

**Aims for 2008/09:** To raise £5,500 for the Community Appeal. To continue to raise the profile of GA weekend by moving it to the summer (27 – 28 June 2009) and focusing on the theme of 'telling our stories'. To set another quiz. To publish fundraising guidelines. To recruit more Associate Members having produced a new Associate Membership leaflet.



*Sir Peter Soulsby presents on the Growth Day*



# Report of the Executive Committee

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## **PARTNERSHIP SUPPORT PANEL**

**Convenor:** Rev Michael Dadson

**Referrals Secretary:** Joy Winder

**Panel Consultant:** Rev Steve Dick

**Members:** Dot Hewerdine, Rev Eric Jones and Jane Williams.

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The Partnership Support Panel aims to achieve the transition from being an agency which responds to situations of crisis in the relationship between a congregation / fellowship and its spiritual leader – which was the case when it was called Review and Support – to becoming an agency which seeks to encourage the establishment and supporting of those relationships in ways which will make such crisis less likely to develop in the first place.

This is clearly a sea-change both in the working of the Panel and in the way it is understood within the wider movement, and we are taking pains to ensure that anything we do put in place will be seen as useful, realistic, and sustainable.

The Panel has consulted with parties already working for the good of this vital relationship – the Commission for Ministry, the Interview Panel, the Ministerial Fellowship, and the Congregational Assessment Process – and has welcomed comments and suggestions offered since our presentation at the GA Meetings of 2008.

Learning from all this, and from our own observation and reflection, we have identified three areas where we wish to focus our efforts – one current, one to be developed in the short term, and one longer term intention.

Immediately, we will continue to offer support and mediation where there are difficulties in the relationships between a community and its spiritual leadership. 2008 has not been any less busy in this regard than any other year.

We need to be clear that as we have delegated powers through the Executive Committee we can only commit GA resources in situations where a partnership

has been called into being in accordance with the GA Guidelines, and where the individual spiritual leader is recognised by the GA, i.e. some validation is necessary for us to become involved.

In the short term – and this is work we have begun to offer on a trial basis – we wish to offer support and consultancy to congregations preparing themselves to seek a new leader, helping them to look not only at the practical processes recommended by the Guidelines, but also at the more personal groundwork in becoming clear what are the requirements, intentions and expectations specific to that congregation in that setting.

Our longer term aim will be to develop the ability to offer support when a leadership relationship is drawing to an end, for whatever reason . . . an approach akin to an 'exit interview'. A process of honest reflection and evaluation, which we would offer to facilitate, will enable an amicable and dignified conclusion, for both parties, and yield lessons and information liable to prove invaluable to the congregation in planning its way ahead.

We shall continue to pursue our ideas with care, as this is an area of such importance for our community, and also to welcome your constructive observations and suggestions.

## The General Assembly of Unitarian and Free Christian Churches

### Actual Year to 30th September 2008, Budget 2008 and Budget 2009

<b>Income</b>	Actual Year to 30.09.08	Actual Year to 30.09.07	Budget Year to 30.09.08	Budget Year to 30.09.09
Legacies	44,230	0	10,000	10,000
Associate Membership	14,818	15,739	18,500	15,000
Subscriptions	5,959	5,063	5,000	5,000
Congregational Contributions	83,767	81,648	84,000	86,000
Community Appeal	5,398	5,982	10,000	5,500
Special Collections	5,448	5,338	5,500	5,500
Dividends	79,700	77,821	70,000	80,000
B&FUA	28,449	26,573	25,000	30,000
Essex Hall Mgmt Fee	20,000	18,750	15,000	20,000
Essex Hall (In kind)	50,000	50,000	50,000	50,000
B&FUA Management Fee	3,751	3,489	3,150	3,750
Inquirer Accountancy Fee	2,500	2,500	2,500	2,500
Speed Trust Mgmt Fee	1,200	1,200	1,200	1,200
Bowland Trust	194,676	136,585	141,000	150,000
Sundry Donations	18,175	6,238	8,000	15,000
Annual Meetings	61	(8,670)	0	0
Youth Officer & Development Grant	(40,000)	22,500	22,500	22,500
Rent	24	1,619	0	0
Payroll Calculation Service	2,540	2,721	3,000	3,000
Sales	2,870	1,730	4,000	4,000
Exceptional items	2,190	20,017		2,000
<b>Total Income</b>	<b>525,756</b>	<b>476,843</b>	<b>478,350</b>	<b>510,950</b>
<b>Expenditure</b>				
Programme Activity (See Over)	247,284	217,845	228,445	235,320
Administration Costs (See Over)	278,781	258,692	251,000	280,250
<b>Total Expenditure</b>	<b>526,065</b>	<b>476,537</b>	<b>479,445</b>	<b>515,570</b>
<b>Net Resources Expended</b>	<b>(309)</b>	<b>306</b>	<b>(1,095)</b>	<b>(4,620)</b>

# The General Assembly of Unitarian and Free Christian Churches

## Actual Year to 30th September 2008, Budget 2008 and Budget 2009

Expenditure	Actual Year to 30.09.08	Actual Year to 30.09.07	Budget Year to 30.09.08	Budget Year to 30.09.09
<b>Executive Committee</b>				
Commission Expenses	18,420	15,855	15,000	16,000
Meeting with Ministers	3,513	0	0	3,000
Grants Payable - IARF etc	24,222	11,114	8,000	8,000
Grant to Inquirer	3,000	3,000	3,000	3,000
Fund Raising Panel	1,758	2,505	2,000	2,000
Partnership Support Panel	1,770	780	2,000	4,500
	<b>52,683</b>	<b>33,254</b>	<b>30,000</b>	<b>36,500</b>
<b>Education and Training Commission</b>				
Commission Expenses	1,908	964	1,500	2,000
JUEG Panel	(725)	519	1,600	1,600
Groups Working Well Panel	779	1,644	2,000	1,500
Hucklow Summer School Panel	2,204	1,587	2,500	2,300
R E Publications Panel	90	0	500	500
RE Coordinators Panel	3,316	0	500	500
Sunday School Income	(932)	(759)	(675)	(950)
Organisational Leadership Panel	3,085	2,168	3,000	500
Engagement Support Panel	1,484	1,071	2,000	1,000
Chalice Award Panel	334	158	500	500
	<b>11,542</b>	<b>7,352</b>	<b>13,425</b>	<b>9,450</b>
<b>Denominational Support Commission</b>				
Commission Expenses	3,447	2,665	5,000	5,000
Programmes	2,925	4,758	6,000	6,000
Worship Panel	1,407	753	1,500	1,500
Youth Panel	1,261	405	2,000	2,000
Hymn Book Panel	1,296	74	800	500
Buildings Advisory Panel	601	0	2,000	2,000
District Association Panel	1,825	0	2,000	1,000
Welsh Committee	3,399	2,750	3,500	4,000
Congregational Assessment Panel	2,008	0	1,000	500
	<b>18,169</b>	<b>11,405</b>	<b>23,800</b>	<b>22,500</b>
<b>Ministry Commission</b>				
Commission Expenses	795	812	1,750	1,000
Programmes	3,012	3,590	4,250	3,550
Interview Panel	2,722	1,932	2,500	2,500
	<b>6,529</b>	<b>6,334</b>	<b>8,500</b>	<b>7,050</b>
<b>Communications Commission</b>				
Commission Expenses	3,681	3,449	4,000	4,000
Publication Panel	567	142	1,000	1,000
Information Panel	(26)	8,203	350	2,350
Programmes	5,572	16,173	7,500	5,600
	<b>9,794</b>	<b>27,967</b>	<b>12,850</b>	<b>12,950</b>
<b>Faith and Public Issues Commission</b>				
Commission Expenses	3,193	547	2,500	1,750
Ecumenical Panel	0	185	350	350
Interfaith Panel	175	472	520	520
Penal Affairs Panel	619	442	500	750
Social Responsibility Panel	11	375	1,000	1,000
	<b>3,999</b>	<b>2,021</b>	<b>4,870</b>	<b>4,370</b>
<b>Commission Sub-Total</b>	<b>102,717</b>	<b>88,333</b>	<b>93,445</b>	<b>92,820</b>
<b>Non Commission Specific Programme Expenditure</b>				
Salaries to Programme Work	144,568	129,512	135,000	142,500
<b>TOTAL PROGRAMME EXPENDITURE</b>	<b>247,284</b>	<b>217,845</b>	<b>228,445</b>	<b>235,320</b>
<b>General Administration</b>				
Salaries, Pensions, etc.	144,568	129,512	135,000	142,500
Ex Gratia Payments	0	12,000	0	0
Accommodation (In kind)	50,000	50,000	50,000	50,000
Officers Travel & Expenses	9,807	4,185	4,000	10,000
Office Expenses	42,245	34,702	30,000	45,000
Staff Training	1,423	1,593	1,500	1,500
Audit	6,020	5,980	6,000	6,000
Investment Management Fees	4,157	4,750	6,000	4,500
Legal Fees	11,751	4,998	5,000	10,000
Insurances	4,732	4,193	4,000	4,750
Minister's House Repairs	7	0	1,000	1,000
Irrecoverable VAT	4,070	6,780	8,500	5,000
<b>TOTAL ADMINISTRATION EXPENDITURE</b>	<b>278,781</b>	<b>258,692</b>	<b>251,000</b>	<b>280,250</b>
<b>TOTAL EXPENDITURE</b>	<b>526,066</b>	<b>476,537</b>	<b>479,445</b>	<b>515,570</b>

## Annual Meeting Costs 2008

	Income	Expenditure	Balance 2008	Balance 2007
Accommodation and Fees	60,630	(82,083)	<b>(21,453)</b>	(20,930)
Conference Fees	18,069		<b>18,069</b>	17,369
Donations to Meetings	12,663		<b>12,663</b>	6,888
Printing		(4,484)	<b>(4,484)</b>	(1,192)
Group Registration	6,747		<b>6,747</b>	930
Overpayment of Fees			<b>0</b>	131
Pre AGM Expenses		(1,643)	<b>(1,643)</b>	(1,464)
Room Hire and Audio Visual		(3,928)	<b>(3,928)</b>	(4,340)
Speakers and Fees		(325)	<b>(325)</b>	(1,005)
Receptions and Sundries		(837)	<b>(837)</b>	(4,644)
Travel		(1,484)	<b>(1,484)</b>	(1,192)
Youth Honoraria and Expenses		(1,263)	<b>(1,263)</b>	(1,099)
Surplus to 2009		(2,000)	<b>(2,000)</b>	
Surplus from 2006				1,878
	<u>98,109</u>	<u>(98,047)</u>	<u><b>62</b></u>	<u>(8,670)</u>



*The GA Treasurer, Martin West, presents the financial report*

# Communication Commission

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## COMMUNICATION COMMISSION

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**Chair:** Dianne Bennett.

**Members:** Marion Baker, Dianne Bennett, Stephanie Cage (from Jan 2008 and Minutes Secretary), Janet Eldred, Neville Kenyon (EC link), Kate Taylor, John Wilkinson (from Jan 2008).

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### **Mission Statement**

*To encourage the growth and development of the Unitarian community by promoting a clear, contemporary Unitarian message via traditional and innovative means, in accordance with liberal values.*

### **Activities**

#### *Website*

Work has continued on the GA website, which has seen a number of developments over the past year. Thanks must go to staff at Essex Hall, and in particular to Peter Teets, for their work in maintaining and developing the site and its content, and to those who have provided that content.

We are grateful to Yvonne Aburrow, Derek McAuley and Rob Wheeler for agreeing to form the new web panel, which will liaise closely with Peter Teets. After an initial meeting (January 2009), it is anticipated that generally communication between panel members will be conducted largely online. The panel's remit is to consider the design and content of the GA website and bring forward proposals for change (including to the consistent identity scheme). The panel will build on previous work, including consultation from the 2008 UCCN conference, which several Commission members attended. The Communication Commission (CC) has maintained links with UCCN, including liaison with the group supporting local congregations and participation in the 2009 conference.

#### *Online worship*

The CC is working with the National Unitarian Fellowship (NUF) on a pilot project to produce high quality resources for online worship, to include an audio sermon and a video provided via the NUF website.

### **Consistent Identity**

The CC has continued to promote implementation of the consistent identity. The new chalice logo, in various formats, is available for download via the GA website, as are various Word and PowerPoint templates, together with guidance on using these resources. At the GA meetings in 2009 there will be an update on progress with the Upper Chapel Sheffield pilot project to implement the consistent identity.

The notice board project, which makes available to congregations funding to support new notice boards designed in line with the consistent identity, has proven successful. Sixteen congregations have been awarded a grant.

During the forthcoming year, the Commission hopes to be able to launch similar projects which will support congregations and associated groups in communication projects.

### **Leaflets**

Following a review of existing leaflets and similar publications, and a report to the EC, the CC has been tasked with co-ordinating the review and revision of all current leaflets with a view to all being republished in accordance with the consistent identity. New leaflets may also be commissioned, where a gap in provision is identified. This is not a small undertaking. The commission is grateful to those authors who give of their time to revise and provide content for publications, and also to Kate Taylor and Janet Eldred who have led on this project

### **Publicity and promotional activities**

The CC has been liaising with the Executive Committee (EC) to produce a new travelling display, launched at the 2009 annual meetings. Work is ongoing to develop a new set of wayside pulpit posters. A bookmark has been designed, based on the 'Unitarians Welcome You' theme.

Staff at Essex Hall continue to respond to queries received in response to advertising campaigns and increasingly via the web. The CC has been reviewing the advertising strategy, including consideration of appropriate media and content. The review will be informed in part by feedback from a survey sent to congregations which seeks

## Communication Commission

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data on new members and what brought them to the congregation.

The chalice badges continue to be popular, and new colours are now available. Ideas for further merchandise are being explored.

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### LINDSEY PRESS PANEL (FORMERLY PUBLICATIONS PANEL)

**Convenor:** Kate Taylor

**Members:** Rev Jane Barraclough (until Jan 2008), David Dawson, Margaret Hamer, Kay Millard, Catherine Robinson, Kate Taylor.

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The Panel met three times during 2007-8.

The principal achievement during the year lay in the publication of Stephen Lingwood's collection, *The Unitarian Life: Voices from the Past and Present*, which was available hot from the press at the 2008 General Assembly meetings. Preparation of this major compilation for publication involved the immense task of obtaining copyright permissions for a considerable number of items. In the absence of clerical assistance, the tasks of preparing and mailing flyers to selected bookshops and sending out review copies were also undertaken by members of the Panel. Additionally the publication was promoted by a press release.

Whilst the new hymn book *Sing Your Faith* has been assembled by the ad hoc Hymn Book Panel, the Lindsey Press team has been involved in advising on some of the bibliographic technicalities and the book will, of course, come out under the Lindsey Press imprint.

The Reverend Cliff Reed's ever popular *Unitarian? What's That?* has been made available on the Internet through the good will of Chris Grainger and is hosted by the Derby Unitarians' web site with a link from the GA website.

The principal new focus of the Panel has been on commissioning a book or books for children which will introduce them to aspects of Unitarianism, in particular our liberal outlook and values. We are grateful to the Reverend John Harley and Lyanne Mitchell

for their collaboration here. We have other projects under discussion including the preparation of a collection of 'alternative' services but this is wholly dependent on our receiving sufficient material.

We have been very sorry to lose Jane Barraclough who brought not only her own shrewdness and creativity but also an important link with Essex Hall.

# Denominational Support Commission

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## DENOMINATIONAL SUPPORT COMMISSION

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**Chair:** Dot Hewerdine

**Members:** Joyce Ashworth, Lis Dyson-Jones, Dorothy Hewerdine, Rev Cen Llwyd, Rev Celia Midgley and Vanessa Rothwell (from July 2008).

**Special Projects:** Fellowships Research – John Greenwood, District Support – Rev Martin Whitell.

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**Mission Statement:** *The mission of the DSC is to give practical support, responsive and pro-active, which enables our congregations to flourish in the 21<sup>st</sup> century.*

### 1. Aims:

- Supporting the denomination through the work of Panels & working groups.
- Collaborating with other Commissions on specific projects.
- Linking with the Executive Committee to ensure the work of the DSC & its Panels fits the EC's overall strategy.
- Presence at the Annual Meetings.
- Monitoring the DSC budget in consultation with the Panels & working groups.

### 2. Key Achievements:

- Overnight meeting in July 2007 looking at the work of the Panels and creating a plan through to 2010 – the next triennial.
- Agreeing increased budget with EC to support the expanding portfolio. Collaboration with the Faith & Public Issues Commission on a slot to raise awareness of Hospitality issues during the 2008 Annual Meetings.
- Productive weekend exploring options for progressing District Support
- Commissioning research with the aim of supporting and encouraging Fellowships (Small Congregations).
- Overnight gathering with members of ALL Panels & working groups (September 2008) to share best practice and co-ordinate & collaborate.
- Successful 'Celebrating our Congregations' slots during AGM 2008.

### 3. Future Planning:

- Continuing support for the work of Panels.
- Continuing support for the 2 special projects.
- Celebrating our Congregations at AGM 2009.
- DSC 'village' display at AGM 2009.
- Continuing collaboration with Faith & Public Issues Commission on Hospitality issues.
- Begin work with E & TC on Valuing & Supporting Volunteers.
- Work with E & TC on 'Growth & Renewal' toolkits & champions.
- Developing plans for the future of the Welsh Department in collaboration with the Welsh Department Committee and the Executive Committee.

4. The members of the Commission, Panels and special project groups have had a productive year working hard to progress work already undertaken, alongside a commitment to beginning new work as required by the expressed needs and desires of our wider General Assembly. The gathering of members of all our groups in September was the highlight of the year and generated both enthusiasm and ideas for how the diverse parts of the DSC could fit together to enhance the productivity and effectiveness of all our work.



*DSC Chair, Dot Hewerdine*



# Denominational Support Commission

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## BUILDINGS ADVISORY PANEL

**Convenor:** David Warhurst

**Members:** Marion Baker, Bryan Simpson, David Warhurst

**Historic Buildings Consultants:** John Goodchild, Graham Hague, Judy Hague.

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The main areas of the Panel's during the past year were as follows:-

- Building a database of sources of funding for church building projects.
- Production of advisory 'Fact Sheets' for inclusion in the *Help is at Hand* handbook.
- Continuing to work on the development of a Project Guide intended to help congregations embarking on significant building projects. This is still 'work in progress' which will continue in the year to come.
- Making a considerable effort to develop contacts with a range of experts in various fields associated with buildings issues to complement our historical buildings advisors. This met with considerable success so that our ability to give guidance on a wide range of issues is steadily improving. One encouraging result of this is that an Architect with considerable experience of church buildings, Mark Pearce, will join the Panel in November 2008.
- Dealing with a significant 'case load' of specific enquiries from churches. These cover such diverse issues as liability to VAT for particular building projects, sources of funding, insulation for stained glass windows in a listed building, avoiding listed building status, chapel heating systems, sale of a building and disposal of artefacts, major renovation works, dealing with wood rot, and surface water drainage charges. Some enquiries can be answered immediately from the

Panel's knowledge and experience. Others require research and advice from specialists before we can respond.

- Collaborating with the DSC and other Panels to identify areas of common concern and the development of appropriate protocols for communications, publications etc.

By far the majority of specific cases we have dealt with during the year were requests for help and guidance with fund raising which is clearly one of the biggest concerns for congregations with building repairs or projects to be done. At the present time the Panel does not have access to funds with which to make grants to assist congregations so the main thrust of our work is advising congregations on possible sources of funding.

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## DISTRICT SUPPORT

**Coordinator:** Rev Martin Whitell

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14 Unitarians met at The Nightingale Centre in June 2008 to explore District Support options at the request of the Executive Committee. People gathered with the objective of deciding whether 'sleeping giants were able to be woken and re-energised' or if there was a need to prepare for a 'wake'. The group came from several districts. The weekend proved valuable and considerable collaborative learning emerged.

Following the meeting, the Denominational Support Commission has engaged further with the ideas which emerged and plans to be pro-active in this work in the coming year. The DSC is indebted to the Rev Martin Whitell for leading their thinking on the way forward

# Denominational Support Commission

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## CONGREGATIONAL ASSESSMENT PROCESS

**Facilitation Coordinator:** Joyce Ashworth

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During this year seven congregations have sought advice about undertaking the Process, five of which resulted in official applications being made. Two of the congregations have now completed the Process, though contacts are still in place to monitor progress. A further two are currently ongoing and in the other case facilitators are in process of being appointed.

A refresher course and facilitator training session was held during the year and this resulted in seven new facilitators being added to the official list, bringing the current number of active facilitators to fifteen. We are indebted to these committed individuals for this important voluntary work which is proving invaluable to the denomination.

Joyce will be pleased to discuss exactly what is involved if you think your congregation may benefit from undergoing this Process, which seeks to promote awareness by analysing with independent and impartial facilitators each aspect of congregational life and subsequently setting realistic goals for future progress.

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## FELLOWSHIPS RESEARCH

**Research Coordinator:** John Greenwood

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To enable the DSC to prepare an Action Plan on how to support and assist Fellowships, research to establish the status and needs of fellowships. Eventually this will hopefully lead to preparing a statutory pack on how to form and sustain fellowships.

The study is being carried out by John Greenwood, an experienced market researcher (and also NUF secretary, Charnwood Unitarian Fellowship member and attendee at Derby Friargate).

The research includes:-

- an audit of the current number of Fellowships
- how they started
- the relationships between Fellowships and District Associations
- the status and effectiveness of fellowships
- Fellowships' support needs
- conclusions and recommendations

The research will be undertaken through a combination of email, telephone and visits to fellowships to gain insights into the needs of fellowships.

A directory of fellowships has been drawn up which will be the basis for the survey.

The following are the current timescales:-

- September 2008 – Proposal presented to DSC
- February 2009 – First stage telephone fieldwork
- April 2009 – report on first stage findings to the DSC at GA Annual Meetings

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## HYMNBOOK WORKING GROUP

**Secretary:** Rev Andrew Hill

**Members:** David Dawson, Rev Andrew Hill, Alan Myerscough, Peter Sampson, Wyn Simister, Kate Taylor.

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This is the group's final report. 'Sing Your Faith' should be published in time for the General Assembly meetings at Chester in April 2009 so the new purple supplement to both the red and the green hymn books will be able to report for itself. To all those who have helped and contributed, suggested, written, composed, proof-read and given copyright permissions, many, many thanks. Happy singing. A lively, living faith is a singing faith. Sing on!

# Denominational Support Commission

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## WELSH DEPARTMENT

**Chair:** Ken Morgan

**Secretary:** Rev Eric Jones

**Members:** Lis Dyson Jones & Rev Cen Llwyd (General Assembly); Megan Jones & Rev Wyn Thomas (South Wales); Anne Jones and Ken Morgan (SE Wales); Ann Harris & Lewis Rees (District Presidents); Sarah Boyce (Observer).

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1. EISTEDDFOD STALL: The stall at the National Eisteddfod in Cardiff during the first week of August was visited by well over 500 people. It is not easy to attract people into any stall when there are well over 500 other stalls for them to visit on the field. We managed well by offering a rest area, providing tea, coffee and light refreshments and giving people a hearty welcome as they called. The help provided by members of our Welsh speaking congregations was encouraging, with a much better response this year - almost 50 people volunteered to give of their time and cost of travel to be there. Many pamphlets were taken, there were some who wished to discuss religious matters in more detail and a Minister was present on each of the days. Photographs of Unitarian activities and worship sessions were on display.

2. PUBLICATIONS: Two pamphlets have been translated and adapted into Welsh - "First Time at a Unitarian Service" and "A faith worth thinking about". The latter has been printed and the first should be printed during this current financial year. Bilingual Car Stickers have been printed but the sale of these has been disappointing so far.

An up to date copy of the Welsh Unitarian Handbooks has been distributed to all churches, libraries, the Media, some Welsh Organisations, Undertakers etc. Welsh Baptism Certificates have been re-printed and are now available.

3. A DEPARTMENT ACTION PLAN has been discussed and representatives of DSC visited Carmarthen on Saturday, Nov. 29th to discuss matters further. Other matters which need discussion during the current year will be Youth Work,

Llanmadog and Cwmwrdu Youth Centres, Providing a Welsh Language CD based on the Welsh Hymn Book, NUF Material in Welsh, the training of Worship Leaders in both Districts, a Department website.

4. DISTRICT EVENTS are reported at each meeting and possible initiatives for each District to discuss are taken back by representatives.

G.A.ROAD SHOW at Carmarthen was held on Feb. 2nd. There was a good representation from almost all our 20 congregations in Wales.

WELSH TRANSLATIONS of some of the correspondence sent from Essex Hall is now being arranged. The Secretary has addressed the staff at Essex Hall in order to try and determine some of the most important correspondence which needs action from the congregations and officers.

SECRETARY: The Denominational Support Commission has set up a panel in order to appoint a successor to Rev Eric Jones when he retires in April 2011.

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## WORSHIP PANEL

**Convenor:** Rev Joy Croft

**Secretary:** Adrienne Wilson

**Members:** Rev Joy Croft, David Dawson, Martin Gienke, Rev Linda Hart, Barbara Smith, Adrienne Wilson.

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### 1. MEETINGS

Again this year, the Worship Panel met three times. Our September meeting was a forty-eight hour residential gathering at St. Columba's retreat house in Woking to explore how our new panel, with its increased resources, could best meet our denomination's changing needs.

### 2. AT THE ANNUAL MEETINGS

**2008** As usual, we arranged three daily worship events for the 2008 GA, including a communion service. We are now preparing a sheet of information and advice for those who lead such services. We also arranged opening reflections again for two of the three morning business sessions. A large and

# Denominational Support Commission

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responsive audience attended the forum we held on “Worship: What Works for You?” Ray and Sheila Seal’s Quiet Room was simple and striking. A sign-in sheet showed that more than thirty people visited it at least once.

**2009** Requests have come from individuals and groups this year to hold more worship events at the Meetings under our auspices. We welcome this growing focus on worship at our national gathering and are considering how the elements of an expanding GA brief can most effectively be co-ordinated.

### 3. WORSHIP RESOURCES

**Packs** We continue to commission packs of worship materials for anniversary years and other special occasions. Updated versions appeared at the 2008 Meetings of “Worship Is”, “A Generous Communion” and “A Flower Communion”, followed later in the year by new ones commemorating Theophilus Lindsey, Charles Darwin and the Universal Declaration of Human Rights. All are available both as PDF downloads and by post at a small handling charge.

**Online** Linda Hart is collecting original worship material on the panel’s behalf for an online file. Please contact her should you have something to offer.

### 4. WORKSHOPS

We welcome invitations from districts and congregations to lead worship workshops. The first of these, a day for the Yorkshire Union’s lay preachers on alternatives to the hymn sandwich, is scheduled for February, 2009.



*Worship at the Annual Meetings*

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## YOUTH PANEL

**Chair:** Louise Shatliff

**Minutes Secretary:** Andrew Mason

**Members:** Ella Field, Helen Hooley, Vanessa Rothwell, Louise Shatliff, Richard Whitham, Howard Wilkins, Eloise Williamson, Rev John Harley (GA Youth Coordinator).

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### Mission Statement

The Youth Panel's aim is to develop and sustain a strong network of young people within our denomination and to ensure 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. The panel continued its work in line with the above mission statement.

Once again our merry band of volunteer leaders have held two Junior Weekends, two Inter Weekends, two Senior Weekends, one Five Days Away and one Bridging Weekend throughout 2008. A big “Thank you” goes out to all the leaders who work very hard to make these weekends such an enjoyable experience for all the young people who attend them.

A new initiative this year is a new website for youngsters which will be called Y.U.P.

One highlight of 2008 was a conference held at Hucklow last September, for all the panels which come under the same umbrella led by the DSC. This was a great chance to share ideas and learn more about the work the different panels do.

# Education & Training Commission

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## EDUCATION AND TRAINING COMMISSION

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**Chair:** Dawn Buckle

**Staff Support:** Rev Steve Dick

**Members:** Dawn Buckle, Maggie Davies (from Aug 2008), Rev John Harley (ex officio), Joan Hill, Margaret Kirk (from August 2008), Jean Mason (from June 2008), Rev Jean McNeile, Margaret Robinson, Liz Shaw (from Nov 2008), and Mary Wightman (from June 2008).

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

**Report:**

The Education and Training Commission would like to pay tribute to Rev Simon John Barlow, who died during 2008. Simon John was a dedicated advocate of Religious Education. He was a workshop facilitator and member of the planning group for Hucklow Summer School for many years and he was an inspirational key note speaker at last year's Summer School. He is greatly missed by all his friends in Unitarian Religious Education.

The Education and Training Commission is in good heart having been strengthened by five new members during the year. At the time of last year's GA Meetings the Commission was down to four members. I want to pay tribute to Joan Hill, the Rev Jean McNeile and Margaret Robinson for their service to the Commission continuously since it began, or very soon afterwards.

The newer members bring fresh enthusiasm and new ideas and their presence means that there is at least one representative of all the panels within the Commission, with the Chair representing two of them. This gives a greater sense of connection, cohesion and purpose to the work of the Commission. The impetus for this change came from two key events during the year. Firstly, the Elizabeth Tarbox RE Conference held at the Nightingale Centre, Great Hucklow in late April, organised and attended by RE activists

from the UK and the UUA in North America; and secondly from the Commission's own 24-hour meeting held in June. Both events brought the Commission face to face with the strengths and weaknesses of the support for education and training that it can provide to the benefit of congregations, districts and individuals within the GA.

As a consequence a new initiative is afoot for congregational and district RE leaders - 'REvolution' - REnewing our skills; REjuvenating our communities; REviving our vision.' Margaret Robinson, Jean Mason and Rev John Harley are the steering group taking this project forward. The GA Executive Committee has granted funding from the Community Appeal to support it. The aim is to have a trained RE leader in all congregations and districts by 2011 by providing a rigorous training course, enabling participants to run RE courses in their congregations and districts for children, young people, adults and intergenerational groups. Preparation for REvolution will take place during this year including taking advice from a Director of RE from the UUA, Pat Ellenwood, who has experience of the UUA Renaissance Course. REvolution will be launched at the GA Meetings 2010 at Nottingham, with taster sessions led by experienced facilitators from the UK and the USA.

Other positive achievements over the last year include:

Young Unitarian people at Urmston gained the Chalice Award, Gold and Bronze Awards; at Dukinfield, Walmsley and at Hucklow Summer School, Bronze Awards were achieved; Green Awards went to young people at Bradford and Dundee. A Nine Pack of new modules was added to the Award and the whole of the Award will have a new publicity poster, cover and introduction ready for the GA Meetings.

The Engagement Support Panel held two inspiring training courses for facilitators. A colourful and useful information leaflet was published. The Panel are focussing on 'intergenerational work' promoting 'Bright Lights' groups. The Panel has a new member, Karen Hanley.

## Education & Training Commission

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The Groups Working Well Panel are leading a Facilitation Skills in Ministry Course for ministers in training at Unitarian College, Manchester, running from December 2008 to March 2009 along the lines of the much appreciated course held in 2007. They held a pilot session with ministers, who as students underwent the course in 2007, and a group of north-west ministers.

The Hucklow Summer School Panel organised another spiritually transforming Hucklow Summer School that had as its theme 'Reclaiming the Language of Faith'. The Panel has a new member, Mel Prideaux. Hucklow Summer School 2009 will be publicised at the GA Meetings.

The Joined Up Education Panel report that two districts have run successfully the Worship Studies Courses (WSC) Foundation Step for lay people. Several students are completing the Preliminary and Advanced Steps of both the WSC and the Unitarian Studies Course. The vision of 'a carpet of trained Lay Worship Leaders across the country.' Is getting closer. Two students who began on the WSC are training for ministry this year.

Members of the Religious Education Co-ordinators Panel have been heavily involved in the planning of REvolution but the panel has also found time to set up a GA RE on-line list which Margaret Robinson monitors and to keep the list of district RE co-ordinators (RECs) up to date. They are planning a training weekend for RECs at the Nightingale Centre in November 2009.

The Support for Organisational Leadership Panel (joint Panel with Denominational Support Commission) has made substantial additions and corrections to the 'Help is at Hand' handbook. Help is at Hand will be on the GA website early in 2009. The Panel intend to monitor changes to relevant laws and practices and to make further updates to the information in the handbook as and when necessary.

RE publications for both adults and young people continue to sell steadily with the revised edition of Awakenings, which is full of ideas for working with children under 7, launched at last year's GA meetings, doing

well. The Commission are in the early stages of commissioning a new adult RE course, Spirituality and Aging.

The Commission receive the income from the Sunday School Fund that is available for congregations starting or running a Sunday School, Junior Church or Sunday Club or organising a specific one-off RE project. Application forms are available from the Chair of E+TC and the Commission promises to respond to requests in a short space of time after submission.

At the request of the Executive Committee the Commission itself and all its panels have spent considerable time formulating Action Plans that will guide their work and be a useful tool in assessing progress during the next few years.

The Commission intends to tempt people with a 'Fruit Salad' at the GA Meetings to give a taste of the work of all the panels. Come and enjoy!

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### CHALICE AWARD PANEL

**Convenor:** Joan Hill

**Secretary:** Rev Jean McNeile

**Members:** Joan Hill, Sue Hodgson, Rev Jean McNeile, Rev John Harley, Mary Wightman (from Nov 2008)

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The Chalice panel has five members: Susan Hodgson and Joan Hill the co-ordinators, Rev John Harley (Youth Officer), Rev Jean McNeile (Minutes Secretary) and our newest recruit, Mary Wightman, who was welcomed to the November Meeting.

This year nine new modules were produced in time for the Annual Meetings. We are grateful for the help given by Margaret Robinson and the Essex Hall staff in this venture. Five of these modules are for all ages, in the effort to address the growing need for intergenerational resources. The new modules are: Celebrations, Giving and Receiving, Holidays and Hucklow, the Unitarian Journey, Diversity, Bronze, Silver and Gold levels in Working for our World and World Religions (Gold).

# Education & Training Commission

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The Summer School Youth Programme used the scheme to great success and three proud young people received their Bronze Certificates from Dawn Buckle, Chair of the Education and Training Commission, at the end of the week. Dawn and John Harley also promoted the award scheme at the Youth Leadership conference. The Inquirer published reports and a photograph of the event.

Further presentations of Green certificates and book tokens were made in Bradford at the Anniversary Service by Rev Steve Dick, Chief Executive; in Dukinfield by the Chalice Panel Coordinator, Joan Hill; in Dundee, by the President Rev Celia Midgley; and the special Gold award with Chalice pendant at Altrincham by President Joyce Ashworth. We feel it is important that the efforts of the young people and their leaders are suitably and publicly recognised.

We are currently revising the leaders' notes and resources list for the scheme and planning to include the new modules in future issues. A new publicity leaflet with a space theme should be coming out before the 2009 Annual Meetings and we will send this to all contacts and districts with an offer to run introductory Chalice Award Fun Days. Chalice Award T-Shirts may also be available in the near future using the artwork prepared by our talented Youth Officer for the new leaflets. Blast off with the Chalice Awards! Mission Possible.

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## ENGAGEMENT SUPPORT PANEL

**Convenor:** Rev Margaret Kirk

**Secretary:** Dr Jane Blackall

Members: Joyce Ashworth, Dr Jane Blackall, Karen Hanley (from Oct 2008), Rev Margaret Kirk, Rev Lindy Latham, Rev Jim Robinson.

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### **Mission Statement:**

*To offer ministers and lay persons the skills and practices to enable them to facilitate groups/communities that live out the relationship of right relationship with each other and with God.*

### **Scope of Remit**

To provide training and give support to those facilitating Engagement Groups within the Unitarian and Free Christian community and to promote the value of Engagement groups within congregations and fellowships.

### **Meetings**

There have been three meetings held in May, October and January. It was decided that we needed at least one more member on the panel as Joyce Ashworth's duties throughout the presidential year were likely to prevent her from attending all the meetings. Karen Hanley accepted our invitation to join the Panel.

### **Support and Information**

Margaret Kirk facilitated a northern support meeting in June attended by members of Stockton, York, Newcastle and Glasgow congregations. The morning session concerned the development of engagement groups: future pathways & planning, support and assessing outcomes. The afternoon session took the form of engagement practice entitled - *'Reflections on trust.'* Jim Robinson provided a training day on small groups for the LDPA Lay leaders course in the summer and a southern Engagement Groups conference (*Sharing small group success stories*) was held on 1<sup>st</sup> November. The panel provided £200 from its budget towards supervision for the facilitators of RE Summer School engagement group workshops. The panel intends to continue to set up regular annual meetings for leaders of groups and others who are interested in the principles and practice of engagement.

### **Intergenerational Groups**

A key decision in May was to give priority to an intergenerational approach based on the model of *Bright Lights* at Bristol. At the October meeting we worked on text and layout for a draft *'Bright Lights'* leaflet to promote this approach. Our aim is to have six *Bright Lights* groups nationwide in three years. It was felt we needed to be more proactive if we want to see them expand in the denomination.

### **Action Plan**

At the October meeting we worked on a draft plan as required by the commission, outlining our intentions for the next few years. In



## Education & Training Commission

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addition to the activities referred to above, we are planning a residential training event (Fri/Sat) at Luther King House in October 2009. We intend to carry out a survey of Engagement groups and Small group ministry in the UK, see to the production and distribution of *Bright Lights* leaflets and the revision of our EG handbook.

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### GROUPS WORKING WELL PANEL

**Chair:** Dawn Buckle

**Members:** Dawn Buckle, Rev Michael Dadson, Dot Hewerdine, Rev Margaret Kirk (until June 2008), Rev David Shaw (until March 2008).

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There has been a gradual diminution in the size of the panel due to members taking on other responsibilities within the Unitarian community. The panel now consists of four members all of whom have heavy commitments elsewhere. They have decided that the most effective way of using their knowledge and expertise and spreading good practice in group facilitation is to put their effort into providing training for student ministers. A series of 3 sessions 'Facilitation Skills in Ministry' was held at Unitarian College, Manchester for the current cohort of student ministers from December 2008 to March 2009.

Early in 2008 the panel held a Facilitation Skills in Ministry pilot session partly as a follow-up for the students who graduated in 2007 and who had participated in the Facilitation Skills Course that year. The participants were able to review how the skills and information from the course had influenced them in their ministries to date and to offer each other mutual support. In addition, the panel also took the opportunity to consult with more experienced ministers from the north-west area with an interest in group facilitation in their ministry, to further explore the use of facilitation skills in ministry. This very exciting group of ministers produced material and ideas that will guide the panel in their future work.

The panel is open to invitations from groups of ministers and lay people to provide training in the skills of group facilitation that are so crucial to growth and renewal.

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### HUCKLOW SUMMER SCHOOL PANEL

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**Members:** Patricia Walker-Hesson (Dean), Dr Jane Blackall (Administrator), Maggie Davies, Rev Lindy Latham, Mel Prideaux (from Aug 2008).

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The Hucklow Summer School Panel held a special meeting in April 2008 to reflect more deeply on its purpose and priorities and to develop a detailed mission statement. A summary of some key points follows:

*"The core purpose of Hucklow Summer School is religious education: we focus on matters of religion and spirituality and intend to draw out and develop the potential of all participants. We aim to provide a balanced programme, offering a rich mix of activities for both the heart and head, and a variety of optional sessions showcasing a range of worthwhile activities which participants might "take home" and try out in their own congregations and communities. We also ensure that there are plenty of opportunities for relaxed fellowship and fun during the week.*

*Small group activities are at the heart of summer school and provide a safe environment for deep exploration and personal relating. Morning theme talks provide a contrast in style to the small group activities, stimulate dialogue on religious and spiritual matters, and allow participants to engage with the topic on an intellectual level. Summer School also provides opportunities for daily spiritual practice such as morning meditation and evening epilogues.*

*Summer School brings fellow Unitarians together and allows them to get to know each other deeply and form lasting and meaningful connections. It is our hope that participants will be inspired and challenged to develop and promote high-quality religious education activities when they return home."*

The theme of Hucklow Summer School 2008, held from 16<sup>th</sup>-23<sup>rd</sup> August, was "Reclaiming the Language of Faith". A series of morning theme talks were given by a team of five speakers: Rev Margaret Kirk, Rev Celia Cartwright, Rev Chris Goacher, Rev Nancy Crumrine and Rev Simon John Barlow.

## Education & Training Commission

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Three alternative morning workshops were offered to adults: "Being Creative in Movement – Dance!" with Dawn Buckle and Maggie Davies, "Poetry: The Language of the Heart" with Rev John Harley and Michaela von Britzke, and "Beyond Words: Visions of the Holy" with Jane Blackall and Sheena Gabriel. These small groups met for six two-hour sessions over the course of the week and were intended to give participants an intensive experience of liberal religious education, providing – we hope – examples of best practice in small group facilitation. Our children's programme was led by Claire Maddocks and Eloise Williamson. Minister of the week, providing pastoral care for participants and supervision for group facilitators, was Rev Sarah Tinker.

A diverse range of optional afternoon and evening activities were also offered by Summer School participants: writing collaborative poetry and considering our "Personal Legacies", having creative fun with "Collage Consequences", "Woven Mandalas" and "Interactive Art", cooking "Soup for the Soul", singing, chanting, dancing, walking, sharing, and many other rewarding activities... culminating with a chance to dress up and let our hair down at a social evening and 60s/70s disco at the end of the week.

50 people (47 adults and 3 children) participated in summer school 2008, of whom 17 were attending for the first time, following a concerted effort to encourage new participants to Hucklow through a word-of-mouth campaign and special promotion at the GA annual meetings. Feedback on the week's events, through our formal evaluation process, was overwhelmingly positive. Suggestions from participants will be given proper consideration when the panel is putting together the programme for next year's Summer School.

Planning for Summer School 2009 began in the autumn. The overarching theme will be "The Journey" and an application form with further details of the programme on offer is due to be released early in the New Year.

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### JOINED UP EDUCATION PANEL

**Members:** Dawn Buckle (Convenor), Rev Celia Cartwright (until Sep 2008), Rev Dr Vernon Marshall, Rev Dr Ann Peart, Elizabeth Shaw (Administrator), Rev Dr Arthur Stewart (for information only).

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Interest in the two modular courses (Worship Studies & Unitarian Studies) has been increasing during the year and we currently have nineteen students registered. At the GA meetings in 2008 we were pleased to present Gavin Lloyd with his final certificate. Gavin transferred over from the Course for Lay Preaching and the Conduct of Worship (CLPCW) to the Worship Studies Course.



*Gavin Lloyd is presented with his certificate by the GA President and Chief Executive*

Three districts have completed training on the Foundation Step and the panel are hoping to provide this at national level during 2009. This is an important decision as it will hopefully enable those interested whose districts have not provided a Foundation Step to participate, enabling them to register on the Worship Studies Course.

The Joined Up Education Panel met only once this year and at that meeting in September 2008 the Tutors for these two courses joined the meeting. As this is found to be so beneficial, it has been agreed that the Tutors will attend all future JUEP meetings.

## Education & Training Commission

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During the year the Rev Celia Cartwright resigned from the panel and we wish to thank Celia for her hard work during her time with us. Celia acted as the link between the Unitarian Association for Lay Ministry (formerly the Unitarian Association of Lay Leaders), and we are delighted that Sue Woolley has agreed to replace Celia on the Joined up Education Panel. Sue is currently the Secretary for UALM and we look forward to working with her.

JUEP is as always very grateful to the Tutors, the Rev Ernest Baker, Rev Alex Bradley and Rev Dr Vernon Marshall for their continuing service to training Lay Worship Leaders.

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### RE CO-ORDINATORS PANEL

**Convenor:** Margaret Robinson

**Members:** Rev Dr Vernon Marshall, Jean Mason, Margaret Robinson

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A successful REC Conference, organised by the Panel, was held in September 2007 at Hucklow, where nine participants shared good practice, led RE sessions and worship for those attending.

The REC Panel has met to plan a Religious Education weekend for District RECs (Religious Education Coordinators), ministerial students and District Youth Officers at Hucklow on 20-22 November 2009. Ten of the sixteen District Associations have Religious Education Coordinators and the Panel is working towards having RECs in the remaining Districts.

Jean Mason and Margaret Robinson attended the UUA Religious Education Conference on Star Island, USA in July 2008, gaining valuable experience, sharing ideas and information with fellow religious educationists.

#### **Religious education GA e-mail list**

A religious education GA e-mail list discussion group has been set up and 33 people have joined up to share ideas, questions and practical activities on all aspects of religious education.

### Religious Education Leaders Training Course

Margaret Robinson, Rev John Harley and Jean Mason (steering group) met in July and September 2008 to and plan an accredited Religious Education Leaders Training Course. It is planned that there will be an initial residential weekend, four training Saturdays (over 18 months), and an end residential weekend for participants. In order to be accredited it will be mandatory that participants attend all sessions. It will cover all aspects of religious education: children; young people; adults and intergenerational. Margaret Robinson is to be administrator of the course.

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### SUPPORT FOR ORGANISATIONAL LEADERSHIP PANEL

**Chair:** Dawn Buckle

**Members:** Joyce Ashworth, Dawn Buckle, Lis Dyson-Jones, Peter Hanley, Ken Johnson, Barbara Smith.

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Following the GA meetings last year 'Help is at Hand' handbooks were sent out to all congregations and districts who had been unable to send representatives to the meetings or to one of the handbook launches or a district presentation. There is little doubt from the feedback received and from comments about and references made to the handbook that it is proving useful to many officers of congregations and districts.

The panel, working in pairs, has given presentations to most district associations. The presentations reinforce the advice given in the handbook, enable best practice to be shared and give opportunities for questions to be answered. The panel are still willing to provide this service when requested.

Some 23 pages of additions and corrections were distributed to secretaries in autumn 2008. Secretaries were asked to substitute the new pages for old to keep their copy up to date. The panel hope that all have done so.

## Education & Training Commission

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The panel are grateful to the Buildings Advisory Panel and several individuals for advice with such new sections as Listed Buildings, Asbestos, Copyright, Data Protection and Protection of Children and Vulnerable Adults. Ken Johnson was again the chief author to maintain the writing style. Following a recommendation from feedback received, sections that take more than one page have been printed back to back.

The handbook was collated in electronic form by Jane Blackall to enable it to be placed on the GA website early in 2009.

The Panel intend to monitor changes to relevant laws and practices and to make further updates to the information in the handbook as and when necessary.



*Dawn Buckle sets up the Education & Training Commission's display*

# Faith & Public Issues Commission

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## FAITH & PUBLIC ISSUES COMMISSION

**Chair:** Rev Jeff Gould

**Staff Support:** Rev Steve Dick

**Members:** Rev Chris Goacher, Rev Jeff Gould, Karen Hanley, Rev Alan Kennedy, Gavin Lloyd, Rev Feargus O' Connor, Tony Rees, Rev Wyn Thomas (from July 2008), Rev Bob Wightman (EC Link).

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### Mission statement

*We seek to offer the distinctive Unitarian and Free Christian perspectives on matters relating to the arenas of ecumenical, inter-faith and social action engagement, and in turn, inform and stimulate thought and action on these same subjects within the General Assembly."*

The members of the commission have met four times in the past year. One meeting was a residential gathering, involving an overnight stay at Luther King House, Manchester. Rev Wyn Thomas joined the commission in July 2008. His membership reflects his interest in and contribution to the ecumenical and inter-faith sectors in Wales, and brings a necessary Welsh perspective to the work of the commission.

A considerable portion of the commission's work is to ensure that representatives of the General Assembly attend meetings, conferences and special events of relevant ecumenical, inter-faith and social action bodies. In addition to Commission members attending such events, David Warhurst liaises with Liberty, Rev Jean McNeile sits on the Spirituality Group of Churches Together in England, and Rev Dr Ann Peart is a member of the Ecumenical Strategy Group for Ministerial Training. In this past year, the commission was able to reaffirm the General Assembly's membership of and contributions to (among others) the following organisations: Church Action on Poverty; Christian Aid; Christian Ecology Link; Interfaith Network Forum; Jubilee Debt Campaign; One World Week; United Nations Association; World Disarmament Campaign; Trade Justice Movement.

A banner was produced for general use by all GA congregations, district associations and affiliated societies for public demonstrations, events and worship. It reads: *"Unitarians Celebrate the Diversity of Creation!"* It also contains the GA website. This is now available for use through Essex Hall. The commission has sought to maintain a relationship with the emerging network of Lesbian, Gay, Bisexual and Transgendered persons in the General Assembly, and offers funding for appropriate projects in this sphere. The commission continued its second year of working in tandem with the Denominational Support Commission to develop a denominational project on the subject of "Radical Hospitality." This explores the issue of prejudice, and encourages our church communities to be more aware of the overt and 'hidden' messages that members and visitors receive. At the Annual Meetings of 2009, a presentation on this subject will take place, and will be offered by members of the LDPA Growth Group working party.

In response to the request of some voices within the General Assembly to consider the re-appointment of a full-time Social Responsibility Officer, or its equivalent, the commission devoted considerable reflection to the subject, and referred its recommendations to the Executive Committee. Its initial request that a part time, voluntary officer (with an honorarium) be appointed was rejected, as this would have created an employee/employer relationship. No further recommendations of a voluntary position were made. The Commission then concluded that under the existing structures of the General Assembly, the collective work of the members on social responsibility matters sufficiently addresses the tasks and projects that would be conducted by a single officer. This will be monitored closely in the year to come.

Particular thanks must be given to those individuals whose ancillary support of the commission's work in the past year has been invaluable, namely: John Crosskey; Steve Dick; Fenella Fyle; Howard Hague; Mary-Jean Hennis; Audrey Longhurst; Andrew Mason; Rosemary Ruston; and Peter Teets. Their guidance and support are deeply appreciated.



# Faith & Public Issues Commission

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## PENAL AFFAIRS PANEL

**Chair:** Bruce Chilton

**Secretary:** Bruce Chilton (from Dec 2007), Sally Ramage (to Dec 2007)

**Members:** Tony Cann, Bruce Chilton, Emily Hewerdine, Kay Millard, Bob Pounder, Sally Ramage, Tony Rees, Kate Taylor.

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Five new members joined the Penal Affairs Panel in September 2007. There were three meetings during the following year and a major move to online communication to others and between the members by email and by telephone conferencing. The usual work of responding to consultations on criminal justice matters and related issues continued. The PAP supported the "Strangers into Citizens" campaign, responded with views to the Sentencing Advisory Committee and supported strongly the granting of full civil voting rights to all prisoners.

Following the successful presentation on refugees in the UK at the GA2007, the PAP chose the current crisis in the British prisons systems for the GA2008. The numbers in prisons had doubled since 1990. The total numbers in prisons, local authority child secure units, immigration detention centres or detained in mental hospitals had grown to almost 110,000. An eminent speaker, Mr. Roger Graef, an author and TV producer of many influential programmes on criminal justice issues, spoke for the PAP at the GA meetings. With the kind support of the FOY Society, the PAP successfully sought the support of the GA meetings to a motion urging alternatives to imprisonment. The response of the Justice Minister, Mr. Jack Straw MP, to the GA's resolution was disappointing.

The PAP continued to represent the Unitarians on the Churches Criminal Justice Forum which made an influential objection to the Government's proposals for "Titan" prisons. Members of the PAP attended events on developments in criminal justice matters where they represented the Unitarians. Presentations were given at the Provincial Assembly, Rosslyn Hill and Southampton.

The first issue of "PAP News", an online newsletter, went to the PAP Network and others and was warmly welcomed. The "PAP News" can now also be seen on the GA's Social Responsibility website. The PAP continued to seek a contact in every Unitarian congregation and meeting to add to the PAP Network.

Sadly, three of the PAP's eight members became ill during the year and have had to reduce their participation. This important social responsibility work of the Unitarians needs new PAP members. Do you have experience and skills you can offer? These are "exciting times"!



*Tony Cann of the Penal Affairs Panel supporting the successful resolution on alternatives to imprisonment.*

# Ministry Commission

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## MINISTRY COMMISSION

**Chair:** Rev Dr Ann Peart

**Members:** Jen Atkinson, Rev Alex Bradley, David Dawson, Rev Steve Dick, Rev J Eric Jones, Rev Dr Arthur Stewart

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**The Commission's Mission Statement** was amended to read:

*The Ministry Commission's mission is "to ensure that the GA has good ministerial leadership that works effectively with congregations for the good of all concerned and the development and growth of Unitarian witness."*

The Ministry Commission –

1. sets standards for acceptance on to the Roll of Ministers and Lay Pastors and on to the Roll of Approved Lay Leaders;
2. recruits and selects students for professional training;
3. monitors progress in training and the probationary years of ministry;
4. receives and reviews regular reports from the training colleges and other schemes of training, monitors progress;
5. takes an overview of ministerial appointments in the UK;
6. seeks to encourage and facilitate good practice in Minister/Congregation relationships;
7. responds to the changing needs of Ministry and participates in strategic planning where appropriate.

**Meetings:** The Commission met three times during 2008, each time at Essex Hall.

### **GA Rolls of Ministers, Lay Pastors and Overseas Ministers**

The GA Roll of Ministers & Lay Pastors was divided into two separate Rolls this year and a new Roll of Overseas Ministers was created. Persons to be added to this Roll must have relationships with overseas congregations or organisations that have a formal recognised relationship with the General Assembly as of 01 May 2008. Persons can only be considered for this Roll

at the specific and formal request of the governing body of the congregation or congregations who will be served by the minister. A copy of the policy establishing and governing this new Roll is available on request. Rev Roux Malan was added this year to the Roll of Overseas Ministers. Rev Gordon Oliver and Rev Hans LeGrand were transferred to this Roll.

Rev Stephen Lingwood was added to the Roll of Ministers with Probationary Status and Ray Seal was added to the Roll of Lay Pastors with Probationary Status. Revs Jane Barraclough, Anthony Howe, Gillian Peel, Linda Phillips, Sarah Tinker, Wyn Thomas and Martin Whitell were granted full status. Rev Robin Williamson died on 20 March 2008. Rev Simon Barlow died on 16 October 2008. Rev Elspeth Vallance died on 13 February 2009. Lay Pastor Betty Smith died on 3 February 2008. Rev John Midgley retired during 2008. The following persons retired during 2009: Rev Jane Barton, Rev Margaret Kirk and Lay Pastor Roger Booth.

### **Additional Achievements:**

**1. The Guidelines for Partnership between Congregations and Ministers** were circulated in January 2008, and plans are in hand for consultation and revision of further sections, notably those dealing with conflict and advice on terms of appointment for ministers.

**2. The Mentoring Process:** updated guidelines were approved and distributed during the autumn.

### **The Colleges:**

#### **Unitarian College Manchester.**

Unitarian students achieved good results in their academic work with three students gaining their MA degrees, two with distinction. In June 2008 the college valedicted one student who was recognised on the GA roll of ministers. In the academic year starting September 2008 two UCM students began the new Foundation degree in contextual theology validated by Chester University. This requires specific congregation based activities. A further two students participated in the MA programme, and all four started the group facilitation for ministers course run by



# Ministry Commission

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the Groups working Well panel. At the time of writing the search for a new Principal is in process.

## Harris Manchester College.

One student was valedicted in June 2008 as a Lay Pastor. For the academic year starting in autumn 2008 there is one ministry student in training.

## Wales.

The Welsh department co-operated in the training of a lay pastor student.

## Inter-Commission Panels.

Members of the ministry commission have been pleased to co-operate with other commissions and work on the future ministry and partnership support panels.

## Future Plans

In addition to work on the partnerships guidelines, the Commission intends to organise a meeting for potential students for the ministry and lay pastorate.



*New Ministers & Lay Pastors being recognised at the 2008 Annual Meetings*

*(from left to right: Rev Dr Linda Hart, Rev Lynne Readett, Rev David Shaw and Lay Pastor Myrna Michell)*

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## THE INTERVIEW PANEL

**Chair:** Dr Jane Williams

**Members:** Rev John Clifford, Rev Chris Goacher, Rev Dr Ann Peart, Rev Cliff Reed, Rev Dr Arthur Stewart), Dr Jane Williams.

**In attendance:** Rev Steve Dick

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The Panel met on two occasions - at Oxford in January and in Essex Hall in May.

Stephen Lingwood attended for his Final Interview and was recommended for acceptance on to the GA Roll of Ministers. Ray Seal was recommended for Lay Pastor status.

Daniel Hughes has discontinued his studies at UCM for personal reasons however there are now four UCM students namely:- Danny Crosby, Dr Andrew Pakula, Bob Pounder and Patrick Timperley; meanwhile Dan Costley is a Ministry student at Oxford.

During the year arrangements were made for the Rev Roux Malan to study at UCM in order to take up a post as Minister to the CapeTown congregation.

Lewis Rees is at present finding it difficult to pursue his Lay Pastor studies and hopes to return in the near future. In the meantime he is studying related subjects locally in Wales.

The Mentor system has undergone some revision and continues to work well; the Panel sends thanks to all Mentors on behalf of the Denomination.

Our concerns about Student Funding have been addressed and the situation has been much healthier during the year concerned. We remain watchful regarding future funding. Other future plans include revision of the selection process which remains a sensitive issue.

## Associate Members

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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 2007-8, 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.

Adams Mrs WJ	Collier Mr JS	Harris Ms LA	Latta Miss J
Adkinson Miss EB	Cooper Mrs S	Harrison Mrs M	Latta Mrs S
Allured Mr M	Copley Mrs H	Hastie Mr WJ	Lawlor Mr P
Archer Mrs D	Copley Mr DW	Haughton Ms DP	Laycock Mrs BA
Arthur Mr D	Crilly Mr S	Head Mr G	Lee Dr K
Ashworth Mrs B	Crompton Mrs J	(Honorary Member)	Lingwood Rev S
Ashworth Mrs J	Crompton Mr D	Heale Mr P	(Full Member)
Atkinson Mrs JM	Crosskey Mr JM	Healey Miss R	Lloyd Mr G
(Full Member)	Crosskey Dr KSM	Hewardine Mrs DC	Llwyd Rev C (Full
Attfield Prof R	Cupper Mr AM	(Full Member)	Member)
Aylmer Ms V	Cusack Miss KO	Hewis Mrs H	Lovis Mr R (Full
Baker Mrs M	Darling Mr DF	Hewis Rev P (Full	Member)
Barber Mr H	Dawson Mrs C	Member)	Maguire Mrs M
Barber Mr JM	Dawson Mr D	Hill Rev AM (Full	Mason Mr CB
Barwick Mrs S	De Silva Mr M	Member)	Mason Mr GH
Bell Dr J (Honorary	Deas Mrs E	Hill Mrs M	Mason Mrs J
Member)	Denby Mr RN	Hird Dr JL	Mason Ms H
Birtles Rev AH (Full	Doel Rev DC	Hoskins Mrs AJ	Mason Mr JI
Member)	Dyson-Jones Ms E	Hoskins DG Mr	Maud Mr G
Birtles Rev E (Full	(Full Member)	Howarth Mr M	McAuley Mr D (Full
Member)	Edwards Ms J	Howarth Mrs J	Member)
Blake Mrs C	Elder Mr RC	Hughes Ms A	Merritt Mr R
Bradley Rev A (Full	Ellis Mrs HA	Hughes Ms M	Michell Ms M (Full
Member)	Evans Mrs EM	Hugill Ms M	Member)
Brooks Mrs B	Evans Miss M	Hytch Mr FJ	Midgley Rev C
Brooks Mr GE	Faiers Mrs E	Inkson Mr RHE	(Full Member)
Broom Miss EC	Fieldhouse Miss	Inkson Mrs J	Midgley Rev J (Full
Brown Mr AHO	AM	Isaac Mr AW	Member)
Buckley Mr D	Fieldhouse Miss S	Isaac Mr RB	Mitchell Ms SCF
Buckle Mr R	Finer Mrs MA	Johnson Mr KJ	Needham Mrs A
Buckle Mrs D	Firth Mrs RE	Johnson Rev P	Nuttall Mrs M
Burbage Miss M	Forrester Mrs E	(Full Member)	O'Brien Mrs E
Burgess Mr B	Foulkes Mr RO	Johnson Mr PB	O'Connor Rev F
Burns Mrs M	Fowler Miss A	Jones Dr AW	Oates Mr ADG
Calderara Mrs B	Gienke Mr M	Jones Ms A	Omar Mr B
Camper Rev A	Gillman Mr DE	Jones Mrs B	Packer Mr GWC
Cann Mr HA	Goacher Rev C	Jones Rev JE (Full	Parsons Mrs H
Cartwright Rev CM	(Full Member)	Member)	Partington Mr C
Chilton Mrs CD	Godfrey Rev PB	Jones Mrs A	Partington Mrs
Chilton Mr GEB	(Full Member)	Kay Mrs H	Paxton Mrs MRH
Clarke Mrs HM	Godfrey Mrs S	Kenyon Mr NA (Full	Paxton Mr G
Clifford Mrs B	Goodchild Mr J	Member)	Payne Mrs B
Clifford Rev JC	Greenhalgh Mr F	Kenyon Mrs B	Peace Mr I
(Full Member)	Griffin Mr T	Kerr Dr DG	Pearson Mrs S
Cockroft Rev BS	Hague Mr H	Kerr Mrs C	Peart Rev Dr A
(Full Member)	Hague Mrs G	Kirby Rev A (Full	(Full Member)
Cockroft Rev L	Hague Mrs J	Member)	Percy Mrs A
(Full Member)	Hamer Ms MC	Kirk M Rev (Full	Potts Mr AE
Cockroft Mrs BW	Handoll Mrs HWG	Member)	Ramsden Mrs DM
Coldwell Mr AH	Hankinson Mrs AS	Knopf Mrs B	Ratcliffe Mrs M
Coldwell Mrs DE	Hardy Dr SJ	Lake M Mrs	Rathbone Mrs B

## Associate Members

Reed Rev CM (Full Member)  
 Reed Mrs P  
 Rees Mr AM  
 Reynolds Mrs HM  
 Richards Mr JCT  
 Richards Mrs J  
 Richards Mr W  
 Richards Ms R  
 Rigby Mrs V  
 Roberts Dr J  
 Roberts Rev DM (Full Member)  
 Roberts Rev J (Full Member)  
 Roberts Mrs W  
 Robinson Rev J (Full Member)  
 Robinson Mrs M  
 Robinson Rev M (Full Member)  
 Robinson Mr WS  
 Rogers Mrs J  
 Rogers Mrs L  
 Russell Mrs BS  
 Ruston Mr AR

Ruston Ms J  
 Ruston Mrs R  
 Sampson Mr PW  
 Sanders Dr N  
 Scott Mr JA  
 Seal Mrs S  
 Sellman Ms JR  
 Shaw Rev D (Full Member)  
 Shaw Mrs E  
 Shellabear Mrs D  
 Short Mrs A  
 Silk Rev PA (Full Member)  
 Silk Mrs J  
 Simmons Mrs J  
 Sinclair Mrs A  
 Slaven Ms S  
 Smith Sir Cyril  
 Smith Rev D (Full Member)  
 Smith Mr G  
 Smith Mrs C  
 Smith Dr RW (Honorary Member)

Soulsby Sir Peter (Full Member)  
 Speed Mr AMM  
 Sykes Ms J  
 Taylor Mrs TM  
 Taylor Miss CMP  
 Teagle Mr JJ  
 Teagle Mrs SM  
 Thompson Ms C  
 Thompson Ms J  
 Thursfield Mrs A  
 Timperley Mr P  
 Tinker Rev SM (Full Member)  
 Tomlin Mrs JR  
 Tomlin Mr MJ (Honorary Member)  
 Uprichard Mrs EM  
 Usher Rev GR (Full Member)  
 Usher Mrs A  
 Voegeli Mrs I  
 Walker Rev F (Full Member)  
 Walker Ms PJ  
 Ward Mr WH

Warhurst Mr DE  
 Warhurst Mrs H  
 Watson Mr KW  
 West Mr MG (Full Member)  
 Whitham Mr P  
 Wickens E Ms  
 Wightman Mrs M  
 Wightman Rev R (Full Member)  
 Wilkins Mr H  
 Wilkinson Mrs J  
 Williams Prof DA  
 Williams Prof D  
 Wilson Mrs AM  
 Wilson Rev C (Full Member)  
 Wilson Mrs S  
 Winder Ms JR  
 Woodhouse Mr J  
 Woodhouse Mrs K  
 Woolley Mrs S  
 Wykes Dr DL  
 Wykes Dr E  
 Wylie Mr HS  
 Wylie Mrs J



*Having fun with Future Ministry*

## Congregational Contributions

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1 October 2007 to 30 September 2008

All collections and donations received are included in the one total against each church. Amounts are shown as at 30 September 2008 and contributions received after that date will be shown in the next annual report.

### England

Ainsworth	396.00	Dukinfield	1,144.00
Altrincham	1,144.00	Eccles	1,540.00
Ashton-in-Makerfield	1,276.00	Enfield	308.00
Atherton	1,320.00	Evesham	594.00
Banbury	220.00	Felinfach	56.00
Bath	154.00	Framlingham	220.00
Bedfield	44.00	Gloucester	220.00
Belper	88.00	Godalming	858.00
Billingshurst	154.00	Great Hucklow	418.00
Birmingham Edgbaston (Five Way	1,100.00	Great Yarmouth	242.00
Birmingham Hollywood	880.00	Hale Barns	660.00
Blackpool	628.00	Harrogate	132.00
Bolton Bank Street	1,276.00	Hastings	374.00
Bolton Chorley New Road	440.00	Hinckley	1,144.00
Bolton Egerton	660.00	Hindley	264.00
Bolton Halliwell Road	352.00	Horsham	638.00
Boston	189.00	Horwich	132.00
Bournemouth	176.00	Hull	660.00
Bradford Russell Street	440.00	Hyde	44.00
Bridgwater	110.00	Hyde Flowery Field	200.00
Bridport	308.00	Hyde Gee Cross	400.00
Brighton	814.00	Ipswich	880.00
Bristol Brunswick Square	331.07	Kendal	1,122.00
Bristol Frenchay	440.00	Kidderminster	616.00
Bury	1,958.00	Knutsford	1,100.00
Bury St Edmunds	506.00	Lampeter	324.00
Cambridge	1,122.00	Leeds	682.00
Chatham	180.00	Leicester	572.00
Chelmsford	220.00	Lewes	66.00
Cheltenham	308.00	Lincoln	308.00
Chester	220.00	Liverpool Toxteth	189.00
Chesterfield	0.00	Liverpool Gateacre	440.00
Chorley	550.00	Liverpool Sefton Park	792.00
Cirencester	132.00	London Bethnal Green	66.00
Coseley	168.00	London Brixton	352.00
Coventry	132.00	London Golders Green	902.00
Cradley	550.00	London Hampstead	2,793.00
Crewkerne	286.00	London Islington	550.00
Croydon	1,188.00	London Kensington	1,078.00
Dean Row	1,892.00	London Lewisham	308.00
Denton	0.00	London Newington Green	660.00
Derby	132.00	London Stratford	110.00
Ditchling	352.00	Loughborough	44.00
Doncaster	440.00	Lytham St Annes	330.00
Douglas	132.00	Macclesfield	968.00
Dover	110.00	Maidstone	154.00
Dudley	66.00	Manchester Dob Lane	352.00

## Congregational Contributions

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Manchester Chorlton-cum-Hardy	242.00	York	858.00
Manchester Cross Street	594.00		
Manchester Gorton	374.00	<b>Wales</b>	
Mansfield	1,100.00	Aberdare	616.00
Mossley	264.00	Alltyblaca	80.00
New Mill	132.00	Cardiff West Grove	704.00
Newcastle	506.00	Cefn Coed y Cymer	638.00
Newcastle upon Tyne	484.00	Cellan	40.00
Newport	154.00	Ciliau Aeron	30.00
Northampton	176.00	Cribyn	120.00
Norwich	660.00	Cullompton	88.00
Nottingham	484.00	Cwmsychbant	104.00
Oldbury	66.00	Cwrtnwydd	158.00
Oldham	242.00	Llandysul	100.00
Oxford	836.00	Llanwnnen	210.00
Padiham	1,144.00	Nottage	286.00
Plymouth	506.00	Pontsian	100.00
Portsmouth	1,034.00	Prengwyn	144.00
Pudsey	286.00	Swansea	220.00
Rawtenstall	176.00	Talgarreg	200.00
Richmond	1,188.00	Trebanos	400.00
Rivington	572.00	Wick	176.00
Rochdale	1,232.00		
Scarborough	286.00	<b>Scotland</b>	
Sevenoaks	500.00	Aberdeen	1,144.00
Sheffield Norfolk Street	1,276.00	Dundee	880.00
Sheffield Stannington	550.00	Edinburgh	1,430.00
Sheffield Fulwood	1,100.00	Glasgow	880.00
Shelf	176.00		
Shrewsbury	440.00		
Sidmouth	88.00		
Southampton	374.00		
Southend-on-Sea	66.00		
Southport	210.00		
Stalybridge	286.00		
Stockport	120.00		
Stockton-on-Tees	748.00		
Stourbridge	154.00		
Styal	550.00		
Taunton	308.00		
Tenterden	176.00		
Torquay	198.00		
Trowbridge	462.00		
Urmston	770.00		
Wakefield	396.00		
Warrington	330.00		
Warwick	418.00		
Watford	242.00		
West Kirby	440.00		
Whitby	154.00		
Whitefield	1,232.00		
Wolverhampton	88.00		
Woodhall Spa	21.00		
Worthing	88.00		

## District & Other Contributions

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### Subscriptions

#### Districts

East Midland Unitarians	500.00	
LCVS	300.00	
London District & South Eastern Provincial Assembly of Unitarian & FCC (Inc)	400.00	
Manchester District Association of Unitarian & FCC	500.00	
Merseyside District Missionary Association	570.00	
North East Lancashire Unitarian Missionary Association	350.00	
Northern Unitarian Association	100.00	
Scottish Unitarian Association	150.00	
Sheffield District Association	90.00	

#### Trusts

Sir CC Grundy	311.50	
Kendal Unitarian Chapel Trust	1,000.00	
Memorial Hall Trustees	1,000.00	

#### Societies & other groups

National Unitarian Fellowship	100.00	
Oxford Unitarian Women's League	5.00	
Sheffield District Women's League	20.00	
		<u>5,586.50</u>

### Other Donations

<b>Bowland Trust</b>		194,676.00
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#### Individual and Districts

Annesley (C L W ) Trust	5,000.00	
Leonard Chamberlain Trust	1,000.00	
Scarborough Trustees	750.00	
Bury St Edmunds Trustees	1,000.00	
Midland Union	500.00	
Sheffield Norfolk Street	2,000.00	
Mrs M Baker	1,000.00	
Mrs A S Hankinson	1,500.00	
A J Hewerdine	1,500.00	
Other Individuals and Gift Aid	<u>3,924.96</u>	18,174.96

#### Youth Activities and Commissions

Flagg Trust	500.00	
Hinkley	800.00	
Stokes Croft Fund	1,000.00	
Hampstead	465.00	
Individuals	<u>720.34</u>	3,485.34

#### Annual Meetings

Greaves Trust	645.05	
Lawrence House Fund	1,000.00	
H Fairey Fund	1,551.00	
Ministerial Students Fund	1,777.00	
Wood Green Trust	5,000.00	
Women's League	1,000.00	
Individuals	<u>1,689.61</u>	<u>12,662.66</u>
		<u>228,997.96</u>

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

for the year ended 30 September 2008

Registered Charity No: 250788

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

## **Trustees' Responsibilities In Relation to the Financial Statements**

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

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 financial year. In preparing these 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 UK accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with applicable law, regulations and the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Auditors**

A resolution to reappoint Shaw Gibbs LLP as auditors for the ensuing year will be proposed at the annual general meeting.



## 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 2008, which comprise the Statement of Financial Activities, the Balance Sheet and related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charity's trustees as a body in accordance with Section 43 of the Charities Act 1993 and regulations made under Section 44 of that Act. Our audit has been undertaken so that we might state to the charity's trustees 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 its trustees 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 are responsible for the preparation of the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) as 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 International Standards on Auditing (UK and Ireland).

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 the Trustees' Annual Report, and consider the implications for our report if we become aware of any apparent misstatements within it.

### Basis of Audit Opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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 judgments made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity'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, in accordance with United Kingdom Generally Accepted Accounting Practice of the affairs of the charity as at 30 September 2008 and of its incoming resources and application of resources in the year then ended and:
- the financial statements have been properly prepared in accordance with the Charities Act 1993 and:

264 Banbury Road  
Oxford  
OX2 7DY

Shaw Gibbs LLP  
Chartered Certified Accountants  
and Registered Auditors

# The General Assembly of Unitarian and Free Christian Churches

Statement of Financial Activities for the year to 30 September 2008

	Unrestricted Funds (Note 8)	Designated Funds (Note 9)	Restricted Funds (Note 10)	Endowment Funds (Note 12)	Total Funds 2008	Total Funds 2007
<b>Incoming Resources</b>						
<b>Incoming resources from generated funds:</b>						
Voluntary Income	492,946	1,000	82,553	-	576,499	480,876
Activities for Generating Funds	13,080	-	-	-	13,080	14,103
Investment Income	81,914	654	43,017	-	125,585	113,852
<b>Incoming Resources in Furtherance of GA Objects</b>	22,097	-	-	-	22,097	21,749
<b>Other Incoming Resources</b>	85,446	101,370	15,000	-	201,816	106,943
<b>Total Incoming Resources</b>	<b>695,483</b>	<b>103,024</b>	<b>140,570</b>	<b>-</b>	<b>939,077</b>	<b>737,523</b>
<b>Resources Expended</b>						
<b>Costs of Generating Funds</b>						
Activities for generating funds	10,210	-	-	-	10,210	12,373
Investment Management Fees	4,157	42	1,053	-	5,252	7,267
<b>Charitable Activities</b>						
Grants	27,294	2,474	44,332	-	74,100	73,588
Programme Activity	244,574	-	1,599	922	247,095	229,243
<b>Governance Costs</b>	270,553	-	-	-	270,553	247,162
<b>Other Resources Expended</b>	102,118	-	-	-	102,118	110,698
<b>OHMB Funds transferred to the Midland Union</b>	-	-	-	-	-	50,489
<b>Total Resources Expended</b>	<b>658,906</b>	<b>2,516</b>	<b>46,984</b>	<b>922</b>	<b>709,328</b>	<b>730,820</b>
<b>Net Incoming/(outgoing) Resources Before Transfers</b>	36,577	100,508	93,586	(922)	229,749	6,703
<b>Transfers Between Funds</b>	(36,885)	(4,027)	40,912	-	0	0
<b>Net Incoming/(outgoing) Resources</b>	<b>(308)</b>	<b>96,481</b>	<b>134,498</b>	<b>(922)</b>	<b>229,749</b>	<b>6,703</b>
<b>Other Recognised Gains/(Losses)</b>						
Realised Gains/(Losses) on Investments	(10,240)	(105)	(2,594)	(745)	(13,684)	11,685
Unrealised Gains/(Losses) on Investments	(348,849)	(3,556)	(88,375)	(97,733)	(538,513)	(1,136)
<b>Net Movement in Funds</b>	<b>(359,397)</b>	<b>92,820</b>	<b>43,529</b>	<b>(99,400)</b>	<b>(322,448)</b>	<b>17,252</b>
<b>Funds Balances Brought Forward 1 October 2007</b>	1,684,852	31,195	379,933	577,054	2,673,034	2,655,782
<b>Funds Balances Carried Forward 30 September 2008</b>	<b>1,325,455</b>	<b>124,015</b>	<b>423,462</b>	<b>477,654</b>	<b>2,350,586</b>	<b>2,673,034</b>

# The General Assembly of Unitarian and Free Christian Churches

## Balance Sheet as at 30 September 2008

	Note	2008	2007
<b>Fixed Assets</b>			
Tangible Assets	6	56,677	75,769
Investments	7	<u>1,758,049</u>	<u>2,329,853</u>
		<b>1,814,726</b>	2,405,622
<b>Current Assets</b>			
Stocks		14,348	15,881
Loans	14	4,440	4,256
Debtors	11	165,171	136,168
Short Term Deposits		371,834	184,631
Cash at Bank and In Hand		<u>25,238</u>	<u>516</u>
		<b>581,031</b>	341,452
<b>Current Liabilities</b>			
Creditors: amounts falling due within one year		<u>(44,915)</u>	<u>(73,720)</u>
<b>Net Current Assets</b>		<b><u>536,116</u></b>	<b><u>267,732</u></b>
<b>Net Assets</b>		<b>2,350,842</b>	2,673,354
<b>Creditors: amounts falling due after more than one year - deferred income</b>		<b>(256)</b>	<b>(320)</b>
<b>Total Assets Less Liabilities</b>		<b><u>£2,350,586</u></b>	<b><u>£2,673,034</u></b>
<b>FUNDS</b>			
General Funds	13	1,325,455	1,684,852
Designated Funds	9,13	124,015	31,195
Restricted Funds	10,13	423,462	379,933
Endowment Funds	12,13	477,654	577,054
<b>Total Funds</b>		<b><u>£2,350,586</u></b>	<b><u>£2,673,034</u></b>

Approved by the Executive Committee at its meeting on 20<sup>th</sup> November 2008, and signed on its behalf by:

Martin West, Honorary Treasurer

Stephen Dick, Chief Executive

The notes on pages 5 to 12 form part of these accounts.

# The General Assembly of Unitarian and Free Christian Churches

## Notes to the Accounts for the Year Ended 30 September 2008

### 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 Statement of Recommended Practice 'Accounting and Reporting by Charities' (SORP) issued in March 2005 and the Charities Act 1993. The principal accounting policies adopted in the preparation of the financial statements are as follows:

#### **a. Incoming Resources - 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. Incoming Resources - 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 10 and 12 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 are funds that 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 dependant on the wishes of the donor.

Further details relating to each fund is included in the notes to the accounts.

#### **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 installments 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 realizable value.

# The General Assembly of Unitarian and Free Christian Churches

## Notes to the Accounts for the Year Ended 30 September 2008 (continued)

### 1. 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.

### 2. Direct Charitable Expenditure – Grants

During the year to 30 September 2008, the General Assembly has made grants to enable the promotion of a free and inquiring religion in the UK and abroad, and for the education of ministers of religion and the relief of poverty. See also note 4 for details of grants made between unrestricted, designated and restricted funds of the General Assembly.

#### Grants by Category

Grants to UK Institutions	67,671
Grants to Overseas Institutions	3,129
Benevolent/Welfare Grants	763
Educational Grants	<u>2,537</u>
<b>Total</b>	<b><u>74,100</u></b>

	<b>No. of Grants</b>	<b>Total Value</b>
<b>Grants to Individuals</b>		
Benevolent/Welfare Grants	10	763
Educational Grants	3	1,826
Young People at GA Meetings	5	<u>711</u>
		<u><u>3,300</u></u>

#### UK Unitarian Churches and Institutions

Dr Hadwen Trust	1	1,000
Inquirer Publishing Company	1	3,000
Brighton Festival	1	100
Nightingale Centre	4	4,714
Future Ministry	1	7,085
Notice Boards	2	876
E Tarbox International Conference	1	693
Chelmsford	1	9,230
Dean Row Chapel	1	10,000
Publicity Consultant	1	7,780
Miscellaneous	1	243
Lay Pastors	1	700
South Wales Ministry	1	3,000
Speed Trust Grants to Scottish Churches	13	<u>19,250</u>

<b>Total Grants to UK Unitarian Churches and Institutions</b>		<b><u><u>67,671</u></u></b>
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#### Overseas Institutions

Rumania	1	2,879
International Association for Religious Freedom	1	<u>250</u>
<b>Total Grants to Overseas Institutions</b>		<b><u><u>3,129</u></u></b>

# The General Assembly of Unitarian and Free Christian Churches

## Notes to the Accounts for the Year Ended 30 September 2008 (continued)

### 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 10, 12, 15 and 16.

### 4. Transfers Between Funds

Description	Unrestricted Funds	Designated Funds	Restricted Funds
Arnold Graves Trust Subscription	373		(373)
Central Postal Mission grant to Information Department	447	(447)	
Sunday School Fund Grant to ETC	932		(932)
Lewis Edwards Memorial Fund Grant to Executive Committee	106		(106)
Union for Social Service Fund donation to SR	57	(57)	
James Speed Trust Management Fees	1,200		(1,200)
Animal Welfare Capital Account		(100)	
Animal Welfare Income Account		100	
Development Fund	(40,000)		39,718
M Humphreys Winder Capital Account			967
M Humphreys Winder Income Account			(967)
Unitarian Future Vision		(3,523)	
Millennium Fund			3,805
<b>Total Transfers Between Funds</b>	<b>(36,885)</b>	<b>(4,027)</b>	<b>40,912</b>

### 5. Intangible Income

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

	Leasehold Properties held jointly	Freehold Land and Ground Rent	Equipment	Totals
<b>Cost</b>				
At 1 October 2007	47,785	21,350	60,531	<b>129,666</b>
Additions	—	—	9,915	<b>9,915</b>
Sales at Cost	(22,011)	—	(34,190)	<b>(56,201)</b>
At 30 September 2008	<u>25,774</u>	<u>21,350</u>	<u>36,256</u>	<u><b>83,380</b></u>
<b>Depreciation</b>				
At 1 October 2007	—	—	53,897	<b>53,897</b>
Charge for year	—	—	6,996	<b>6,996</b>
Depreciation on Sales	—	—	(34,190)	<b>(34,190)</b>
At 30 September 2008	<u>—</u>	<u>—</u>	<u>26,703</u>	<u><b>26,703</b></u>
<b>Net Book Value</b>				
<b>30 September 2008</b>	<u><b>£25,774</b></u>	<u><b>£21,350</b></u>	<u><b>£9,553</b></u>	<u><b>£56,677</b></u>
30 September 2007	<u>£47,785</u>	<u>£21,350</u>	<u>£6,634</u>	<u>£75,769</u>

# The General Assembly of Unitarian and Free Christian Churches

## Notes to the Accounts for the Year Ended 30 September 2008 (continued)

### 7. Fixed Asset Investments

	2008	2007
<b>Quoted Investments</b>		
Market Value at 1 October 2007	2,329,853	2,319,304
Less: Sale Proceeds	(954,044)	(358,687)
Add: Acquisitions at Cost	934,437	358,687
Net (Losses)/Gains on Disposals	(13,684)	11,685
Net (Losses)/Gains on Revaluation	(538,513)	(1,136)
<b>Market Value at 30 September 2008</b>	<b>£1,758,049</b>	<b>£2,329,853</b>
<b>Historical Cost as at 30 September 2008</b>	<b>£2,036,709</b>	<b>£1,895,880</b>

### Consolidated Investment Portfolio

	Qty	Book Cost	Market Value at 1 Oct 2007 or cost of addition	Unrealised Gain/(Loss)	Market Value at 30 Sept 2008
Bradford & Bingley 13% Perp Subord Bonds	50,000	85,272	98,376	(73,500)	24,876
BT PLC 8% 2016	35,000	41,572	41,572	(1,870)	39,702
Barclays Bank 6% 2049	40,000	38,791	38,791	(10,961)	27,830
Halifax 8.75% Perp Subord Bds	100,000	115,321	119,697	(28,996)	90,701
M&G Charifund Units Newton Fund Managers (CI) Ltd	32,441	341,159	495,949	(139,212)	356,737
Offshore Stgy Fund	286,932	264,360	252,374	(29,830)	222,544
Newton Fund Managers Global Growth & Income Charity	336,648	394,520	466,973	(87,300)	379,673
Newton Fund Managers Higher Income Fund (Sterling) Institution	73,465	54,426	52,969	(12,468)	40,501
Newton Fund Managers Global Higher Income Fund	110,942	133,266	142,679	(23,316)	119,363
City of London Investment Trust	57,914	161,775	173,741	(40,539)	133,202
Rathbone Unit Trust	39,795	308,119	308,119	(69,308)	238,811
UK Commercial Property	16,800	14,129	14,129	(1,822)	12,307
Charities Property Fund	64,646	83,999	91,193	(19,391)	71,802
<b>TOTAL INVESTMENTS</b>		<b>2,036,709</b>	<b>2,296,562</b>	<b>(538,513)</b>	<b>1,758,049</b>

# The General Assembly of Unitarian and Free Christian Churches

## Notes to the Accounts for the Year Ended 30 September 2008 (continued)

<b>8. Unrestricted Funds</b>	<b>Incoming Resources</b>	<b>Fund Transfers</b>	<b>Total 2008</b>	<b>Total 2007</b>
<b>Incoming Resources</b>				
Incoming Resources from generated funds:				
Voluntary Income				
Legacies	44,230		44,230	0
Subscriptions / Assoc Membership	20,404	373	20,777	20,472
Congregational Contributions				
Quotas	83,767		83,767	81,648
Anniversary Service Collection	5,448		5,448	5,338
Community Appeal	5,398		5,398	5,982
British & Foreign Unitarian Assoc.	32,200		32,200	30,062
Essex Hall Trustees	20,000		20,000	18,750
Essex Hall Trustees (in kind)	50,000		50,000	50,000
Inquirer Management Fee	2,500		2,500	2,500
Speed Trust Management Fees	0	1,200	1,200	1,200
Other Donations				
Bowland Trust	194,676		194,676	136,585
Individuals and Districts	18,175		18,175	6,238
Executive	477		477	0
DFC	2,474		2,474	0
ETC	465		465	3,732
Communications	64		64	0
F&PC	5		5	0
Annual Meeting	12,663		12,663	6,388
Youth Officer and Development	0	(40,000)	(40,000)	22,500
	<b>492,946</b>	<b>(38,427)</b>	<b>454,519</b>	<b>391,395</b>
<b>Activities for Generating Funds</b>				
Sales of Goods				
Information Panel	13,080		13,080	14,103
	<b>13,080</b>	<b>0</b>	<b>13,080</b>	<b>14,103</b>
Investment Income				
Dividends and Interest	79,700		79,700	79,451
Loan repayments	2,190		2,190	1,935
Rental Income	24		24	1,619
	<b>81,914</b>	<b>0</b>	<b>81,914</b>	<b>83,005</b>
<b>Furtherance of GA Objects</b>				
Payroll Calculation Service	2,540		2,540	2,721
Youth Conferences				
Run by ETC	9,830		9,830	9,965
Run by DSC	9,727		9,727	9,063
	<b>22,097</b>	<b>0</b>	<b>22,097</b>	<b>21,749</b>
<b>Other Incoming Resources</b>				
GA Annual Meetings	85,446		85,446	88,860
Profit on sale of Property	0		0	18,082
	<b>85,446</b>	<b>0</b>	<b>85,446</b>	<b>106,942</b>
<b>Total Incoming Resources</b>	<b>695,483</b>	<b>(38,427)</b>	<b>657,056</b>	<b>617,194</b>
<b>Total Resources Expended</b>	<b>658,906</b>	<b>(1,542)</b>	<b>657,364</b>	<b>616,888</b>
<b>Net Incoming/(Outgoing) Resources</b>	<b>36,577</b>	<b>(36,885)</b>	<b>(308)</b>	<b>306</b>



# The General Assembly of Unitarian and Free Christian Churches

## Notes to the Accounts for the Year Ended 30 September 2008 (continued)

8. Unrestricted Funds (continued)	Charitable Expenditure	Fund Transfers	Total 2008	Total 2007
<b>Resources Expended</b>				
<b>Costs of Generating Funds</b>				
Investment Management Fees	4,157		4,157	4,750
Cost of Goods Sold	10,210		10,210	12,373
	<b>14,367</b>	<b>0</b>	<b>14,367</b>	<b>17,123</b>
<b>Charitable Activities</b>				
Grants				
Executive Committee	24,194		24,194	11,114
Penal affairs Panel	0		0	70
Faith & Public Issues Panel	100		100	300
Inquirer	3,000		3,000	3,000
	<b>27,294</b>	<b>0</b>	<b>27,294</b>	<b>14,484</b>
<b>Programme Activities</b>				
Executive Committee Programmes	22,067	(106)	21,961	16,729
Executive Committee Panel	4,005		4,005	2,505
ETC Educational Programmes	14,407	(932)	13,475	11,757
ETC Panels	8,363		8,363	5,560
DSC Programmes	18,498		18,498	20,218
DSC Panels	11,872		11,872	4,741
MC Programmes	3,807		3,807	4,402
MC Interview Panel	2,722		2,722	1,932
Communications Programmes	9,764	(447)	9,317	20,018
Communications Panels	541		541	8,345
Faith & Public Issues Programmes	3,193		3,193	547
Faith & Public Issues Panels	767	(57)	710	1,155
Staff Salaries due to programme work	144,568		144,568	129,512
	<b>244,574</b>	<b>(1,542)</b>	<b>243,032</b>	<b>227,421</b>
<b>Governance Costs</b>				
General Administration				
Salaries, Pensions etc	144,568		144,568	129,512
Ex Gratia	0		0	12,000
Officers Travel and Expenses	9,807		9,807	4,185
Office Expenses	42,245		42,245	34,702
Staff Training	1,423		1,423	1,593
Audit and Accountancy Fees	6,020		6,020	5,980
Legal Fees	11,751		11,751	4,997
Accommodation	50,000		50,000	50,000
Insurance	4,739		4,739	4,193
	<b>270,553</b>	<b>0</b>	<b>270,553</b>	<b>247,162</b>
<b>Other Resources Expended</b>				
GA Annual Meetings	98,048		98,048	103,918
GA Extraordinary Meeting	0		0	0
Irrecoverable VAT	4,070		4,070	6,780
	<b>102,118</b>	<b>0</b>	<b>102,118</b>	<b>110,698</b>
<b>Total Resources Expended</b>	<b>658,906</b>	<b>(1,542)</b>	<b>657,364</b>	<b>616,888</b>

# The General Assembly of Unitarian and Free Christian Churches

## Notes to the Accounts for the Year Ended 30 September 2008 (continued)

<b>9. Designated Funds</b>	<b>Balance at 1-Oct-07</b>	<b>Incoming Resources</b>	<b>Charitable Expenditure</b>	<b>Funds Investment Transfers</b>	<b>/(Losses)</b>	<b>Balance at 30-Sep-08</b>
Animal Welfare (Capital)	3,340	150	1,009	100	(841)	1,740
Animal Welfare (Income)	100	0	0	(100)	0	0
Benevolent Fund	1,000	1,000	763	0	0	1,237
Central Postal Mission	9,924	447	29	(447)	(2,499)	7,396
HW Fairey (Spec Bequest)	2,123	0	711	0	0	1,412
Retired Ministers' Housing Fund	0	96,370	0	0	0	96,370
SOEG Designated Fund	3,192	0	0	0	0	3,192
Leaflets Fund	603	5,000	0	0	0	5,603
SR Designated Fund	6,116	0	0	0	0	6,116
Unitarian Future Vision	3,523	0	0	(3,523)	0	0
Union for Social Service	1,274	57	4	(57)	(321)	949
	<b>31,195</b>	<b>103,024</b>	<b>2,516</b>	<b>(4,027)</b>	<b>(3,661)</b>	<b>124,015</b>

  

<b>10. Restricted Funds</b>	<b>Balance at 1-Oct-07</b>	<b>Incoming Resources</b>	<b>Charitable Expenditure</b>	<b>Funds Investment Transfers</b>	<b>Gains</b>	<b>Balance 30-Sep-08</b>
Development	192	90	0	39,718	0	40,000
Chalice	64,880	27,561	1,788	0	(16,334)	74,319
Lewis Edwards Memorial	2,360	106	7	(106)	(594)	1,759
Arnold Graves	8,276	373	24	(373)	(2,084)	6,168
India Fund	11,411	1,837	32	0	(2,756)	10,460
Kharang Rural Centre	3,602	156	10	0	(875)	2,873
James Speed Income	14,640	26,757	19,250	(1,200)	0	20,947
Lay Pastors	22,950	997	765	0	(5,577)	17,605
Millennium Fund	124,612	7,958	17,040	3,805	(31,373)	87,962
Ministerial Students	98,629	62,642	2,114	0	(24,831)	134,326
One World Week	275	100	0	0	0	375
EU Romania	2,111	823	2,879	0	0	55
M Humphreys Winder	4,326	0	15	967	(1,333)	3,946
M H W- Income	967	238	0	(967)	0	238
Sunday School Fund	20,702	932	60	(932)	(5,212)	15,430
South Wales Ministry Fund	0	10,000	3,000	0	0	7,000
	<b>379,933</b>	<b>140,570</b>	<b>46,984</b>	<b>40,912</b>	<b>(90,969)</b>	<b>423,462</b>

### 11. Sundry Debtors

Included in Sundry Debtors is an amount of £114,951 being the balance of the Grant from the Bowland Charitable Trust due on receipt by the trustees of a certificate from the Auditors following the finalisation of the General Assembly audit.

# The General Assembly of Unitarian and Free Christian Churches

## Notes to the Accounts for the Year Ended 30 September 2008 (continued)

### 12. Endowment Funds

	Balance at 1.10.2007	Incoming Resources	Charitable Expenditure	Funds Transfer	Investment Gains	Balance at 30.09.2008
James Speed Trust	563,160	0	922	0	(98,478)	463,760
Millennium Fund	13,894	0	0	0	0	13,894
	577,054	0	922	0	(98,478)	477,654

### 13. Analysis of Net Assets Between Funds

	Tangible Fixed Assets	Investments	Net Other Assets	Total
Endowment Funds	—	357,247	120,407	<b>477,654</b>
Restricted Funds	—	316,715	106,747	<b>423,462</b>
Designated Funds	—	92,753	31,262	<b>124,015</b>
Other Charitable Funds	56,677	991,334	277,444	<b>1,325,455</b>
	<b>£56,677</b>	<b>£1,758,049</b>	<b>£535,860</b>	<b>2,350,586</b>

### 14. Loans

A balance of £4,440 remains of travel loans made in the year to two members of staff (2007 £2,752).

### 15. Staff Costs and Trustees Remuneration

	2008	2007
Wages and Salaries	<b>252,215</b>	<b>223,351</b>
Social Security Costs	<b>23,429</b>	<b>21,067</b>
Pension Costs	<b>13,492</b>	<b>14,605</b>
Ex-gratia payments	<b>0</b>	<b>12,000</b>
	<b>£289,136</b>	<b>£271,023</b>

One employee's salary, including London Manse Allowance, was in the range £60,000 to £70,000 (2007: £nil)

The average number of employees, (FTE), was 7 (2007: 7).

The trustees neither received nor waived any emoluments during the year (2007: £nil).

Travel and subsistence expenses totaling £6,132 were reimbursed to 9 trustees (2007: 9 trustees totaling £4,275).

### 16. Pensions

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

The Ministers who work for the General Assembly are members of the Ministers Pension Fund, which is a defined benefit scheme. The assets of the scheme are held separately from those of the charity and are administered by the Ministers Pension Fund.

The last actuarial valuation of the Ministers Pension Fund was at 31<sup>st</sup> December 2007 and showed a deficit of £266,000 (31.12.2004 £160,000).

The pension cost charge represents contributions payable by the charity to the defined contribution scheme of £6,327 and contributions payable to the Ministers Pension Fund of £7,165. The amount due for payment at the year-end was £NIL (2007: £NIL).

## **The Annual Report for the year ending 30<sup>th</sup> September 2008 of the Trustees' of The Unitarian Convalescent and Holiday Centre trading as The Nightingale Centre.**

The charity known as The Unitarian Convalescent and Holiday Centre at Great Hucklow in the County of Derbyshire is regulated by a Scheme of the Charity Commissioners sealed 26<sup>th</sup> February 1975. Charity registration number 242256.

Postal address:- The Nightingale Centre, Great Hucklow, Buxton, Derbyshire, SK17 8RH.

The Custodian Trustee is The British and Foreign Unitarian Association (Incorporated).

The Managing Trustees are the persons who are the members for the time being of the Executive Committee of The General Assembly of Unitarian and Free Christian Churches. Eight are elected on a triennial basis by ballot of the membership of the denomination. The ninth member of the Executive Committee is the honorary treasurer of the GA. All Managing Trustees on appointment attend a weekend induction programme. Under the terms of the Scheme the Managing Trustees may delegate the administrative function of management to an appointed Committee. The Committee known as The Nightingale Centre Management Committee is appointed by the Managing Trustees every three years. The ultimate responsibility for management remains with the Trustees.

The Managing Trustees being the present members of the Executive Committee of the General Assembly of Unitarian and Free Christian Churches are:- Jennifer Atkinson, Dawn Buckle, Lis Dyson-Jones, Dorothy Hewerdine, Neville Kenyon, Rev. Dr. Ann Peart, Sir Peter Soulsby, Martin West (Hon. Treasurer), Rev. Bob Wightman (until March 2008), Derek McAuley (from March 2008).

The members of the Management Committee are:- Marion Baker (Chairman), Michael Tracey (Secretary), Gordon Lowthian (Financial Secretary), David Copley, David Dawson, Dot Hewerdine, Richard Kirkwood, Richard Merritt.

Managers: Stella Burney (from September 2008) and Julie Dadson  
Hon. Solicitor: Andrew Cooper

### **Overview**

2008 at the Nightingale Centre was characterised by operational and staff changes which gave Julie Dadson and the volunteer committee a much increased workload and complex logistical challenges to manage. We are much indebted to all the staff and committee members who gave unstinting commitment to sustaining the Centre which is a special place for many Unitarians. Sadly in September Richard Kirkwood who has been a mainstay of the committee for many years resigned. Happily he remains our consultant for all building matters. We are pleased that Vanessa Rothwell has agreed to join the committee. Her experience as a licensee, event organizer and her IT expertise will be well utilised in the years to come.

## **Finance and Fundraising**

The results for the year are disappointing, but reveal the start of the impact of the economic downturn, with a significant increase in the cost of power and food, and other outgoings. Whilst our income was considerably greater than the previous year, our overheads increased significantly. Nevertheless, thanks to the generosity of our supporters and the Bowland Trust we have managed to achieve a reasonable result for the year with a modest net loss of £3840. We spent £17500 on improvements to the buildings and more than £6000 on new equipment, all of which was required not only to meet health and safety requirements but also to maintain and improve our facilities to meet our guests' expectations and attract new business. The Management Committee is well aware of the effect of the current economic climate, with the potential loss of income as commercial users cut back, and other groups reduce numbers. We have therefore set a break-even trading budget for 2009 after looking in depth at our sources of income, and all our costs. We are looking to reduce costs through negotiations with suppliers, reduction in food wastage, better stock control, and with more emphasis on good home cooking. We are also looking improve our cash flow by accelerating deposits and enforcing the cancellation policy. We have a challenging year ahead. Colin Partington is providing invaluable help in the preparation of the monthly accounts, and Martin West continues to support his efforts.

## **Manager's Support and Operations**

Deputy manager Linda Brown retired in March. Her replacement Stella Burney joined us in May. At the same time Julie Dadson was managing major operational changes and the necessity of having to work long hours took its toll. We recognised that one person could not manage a Centre with a diverse clientele which is open practically the whole year round. In September we appointed Julie Dadson and Stella Burney as joint managers. Already the benefits are showing. They are no longer fire fighting. Instead, they are moving forward on time-consuming essential tasks, such as drinks license and grant applications, guest feedback system, active marketing, changing to lower cost suppliers and reducing food waste.

Commercial customers advised that to keep their custom in a competitive environment the Centre needed to improve guest service. To this end we engaged a catering consultant to assess working practices and assist the manager in implementing changes. Elizabeth Elliott, our Housekeeper and her staff have enthusiastically introduced the recommended changes which included improving the bedroom facilities. She has also negotiated a new laundry contract and cut the cost of cleaning products. Ann Bradbury our Kitchen Manager is using up to date food service methods and trying out new menus that will meet the diverse requirements of our guests. Kelly, our trainee cook, is rapidly developing her skills with training provided by Buxton College.

Staff training continues to be a priority. Basic training in computer skills is ongoing, as is keeping up with statutory health and safety requirements. An in-house customer service training day was much enjoyed.

## **Marketing**

Critical to the Centre's success is its ability to stimulate both repeat and new business from Unitarians and non-Unitarians. In part this is about getting the product right and elsewhere in this report there is information about how we have been addressing this need. Clearly, in addition, we need to ensure people are aware of what the Centre has to offer.

A key promotional method continues to be "word of mouth." This can be particularly effective within the Unitarian movement, and to some extent externally as those enjoying an enjoyable stay with good service spread the word. Supporting this, there is an increasingly important role for our website. Following an urgent update last year we are currently developing the site further with help from John Wilkinson. Apart from refreshing further the "look" of the site we intend to encourage more frequent access to the site, for example by including more information about future planned events.

Earlier in the year a new general leaflet was produced to publicise the Centre and was distributed widely. We hired a stall at the General Assembly meetings and hosted a reception to spread the good word. Through our inclusion in *The Ramblers'* accommodation directory and website, and through advertisement within the *U3A* magazine, we hope to attract new groups to the Centre, particularly in winter months when there has been spare capacity at times.

We have been successfully promoting the Barleycrofts holiday cottage through the *Peak Cottages* agency and a flyer has been produced which can be used as an insert to our general publicity leaflet.

## **Maintenance and Development**

The maintenance and development of the Centre remains an on-going challenge to the Committee. One success, after protracted discussions with the Peak Park Planning Authority, was the installation of new metal double glazed windows to the front elevation of the Main House. The double glazing should improve the comfort of the bedrooms during the colder months and also contribute to our energy efficiency measures. The next major project under consideration is the refurbishment of the lounge and the reorganisation of the office and reception area. We are grateful in having the services of Jack Binks, our local handyman, who is able to turn his hand to many maintenance tasks.

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

**Financial Statements**

**For The Year ended  
30th September 2008**

## **The Unitarian Convalescent and Holiday Centre at Great Hucklow**

### **Trustees Responsibilities for Preparing the Financial Statements**

The Trustees are required to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

Select suitable accounting policies and then apply them consistently;

Make adjustments and estimates that are reasonable and prudent;

State whether the policies adopted are in accordance with the SORP "Accounting and Reporting by Charities (revised 2005)" and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements; and

Prepare 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 for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Reserves Policy and Risk Management**

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 together with sufficient funds to cover the cost of the building development.



**Independent Auditor's Report to the Trustees of**  
**The Unitarian Convalescent and Holiday Centre at Great Hucklow**

We have audited the financial statements of the Unitarian Convalescent and Holiday Centre at Great Hucklow for the year ended 30 September 2008, which comprise the Statement of Financial Activities, the Balance Sheet and related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charity's trustees, as a body, in accordance with Regulations made under the Charities Act 1993. Our audit has been undertaken so that we might state to the charity's trustees 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 trustees as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective Responsibilities of Trustees and Auditors**

As described in the Statement of Trustees' Responsibilities, the trustees' are responsible for the preparation of the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 International Standards on Auditing (UK and Ireland).

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 the Trustees' Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

**Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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 charity'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 information in the financial statements.

**Opinion**

In our opinion the financial statements:

- give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice of the charity's affairs as at 30 September 2008 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.

Central Buildings  
5-7 Corporation Street  
Cheshire  
SK14 1AG

Scott Roberts Taylor & Co  
Accountants and Registered Auditors Hyde

**The Unitarian Convalescent and Holiday Centre at Great Hucklow**

**Balance Sheet at 30th September 2008**

<u>2007</u>			<u>£</u>	<u>£</u>
<u>£</u>			<u>£</u>	<u>£</u>
	<b>Capital Account - Designated Funds</b>			
1,411,647	Buildings at Valuation	1,411,647		
6,934	Millennium Fund Grant	6,934		
7,300	Womens League Bed Appeal	7,300		
20,000	Charity Donation	20,000		
50,000	MDA Building Grant	50,000		
1,495,881		<u>1,495,881</u>		
0	Transfer to General Account	<u>(84,234)</u>		
<u>1,495,881</u>				1,411,647
	 <b>General Account - Unrestricted Funds</b>			
474,391	Balance at 1st October 2007	507,157		
37,335	Transfers from Designated Funds	84,234		
(4,567)	(Deficit)/Surplus for the Year	<u>(3,840)</u>		
507,159				587,551
<u>2,003,040</u>				<u>1,999,198</u>

**The Unitarian Convalescent and Holiday Centre at Great Hucklow**

**Balance Sheet at 30th September 2008 (Continued)**

<u>2007</u>						
£		£	£	£	£	£
	<b>Represented by:-</b>					
	<b>Fixed Assets (Notes 3 &amp; 4)</b>	<b>Balance b/f</b>	<b>Additions</b>	<b>Depre/n</b>	<b>Balance c/f</b>	
1,411,647	Buildings	1,411,647			1,411,647	
475,860	Building Improvements	475,861	17,442	(14,916)	478,387	
1,887,507		1,887,508	17,442	(14,916)	1,890,034	
29,632	Furniture and Equipment	29,631	6,069	(5,201)	30,499	
1,917,139		1,917,138	23,512	(20,117)		1,920,533
3,417	Investment (Note 5)					2,660
6,285	Stock					5,989
11,663	Debtors and Prepaid Expenditure					43,685
119	Bank Deposit Account				40,568	
102,639	Bank Current Account ( Interest Bearing)				24,857	
374	Cash in Hand				25	
103,132						65,450
2,041,636						2,038,317
(38,596)	Less:- Creditors					(39,119)
2,003,040						1,999,198

Approved by the Executive Committee of The General Assembly of Unitarian and Free Christian Churches on 20th November 2008

**The Unitarian Convalescent and Holiday Centre at Great Hucklow**

**Income and Expenditure Account for the Year ended**  
**30th September 2008**

<u>2007</u>		<u>£</u>	<u>£</u>
£			
186,902	Charges to Residents (Including self-catering)	226,735	
<u>6,167</u>	Charges to Day Visitors	<u>5,170</u>	
193,069			231,905
346	Shop Profit	1,144	
612	Rents	215	
<u>1,716</u>	Other Income	<u>1,400</u>	
2,674			2,759
880	Grants for Countryside Stewardship		502
15,600	Rents Receivable - Barleycrofts Property		10,275
<u>212,223</u>	<b>Trading Income</b>		<u>245,440</u>
125,176	Salaries, Wages, Pension and NIC		137,253
1,068	Staff Travelling		1,233
16,818	Repairs and Maintenance		16,449
11,647	Heat, Light, Power and Water Rates		17,379
35,624	Food Consumption		46,224
5,195	Non Food Supplies		9,429
3,522	Laundry		4,839
6,818	Insurance		6,700
1,095	Telephones		1,443
2,553	Printing and Stationery		3,447
245	Advertising		403
369	Postages		374
1,965	Committee Expenses		2,977
840	Audit Fee		800
0	Sundries		0
(3,658)	Interest Receivable		(2,133)
20,207	Depreciation		20,117
<u>229,484</u>	<b>Trading Expenditure</b>		<u>266,934</u>
<u>(17,261)</u>	<b>Trading Profit/(Loss) carried forward</b>		<u>(21,494)</u>

**The Unitarian Convalescent and Holiday Centre at Great Hucklow**

**Income and Expenditure Account for the Year ended**  
**30th September 2008 (Continued)**

<u>2006</u>		<u>£</u>	<u>£</u>
(17,261)	<b>Trading Profit/(Loss) brought forward</b>		(21,494)
	<b><u>Donations</u></b>		
7,078	Friends of Hucklow	7,114	
0	Upper Chapel Sheffield	4,000	
0	Marion Baker	3,000	
0	Lawrence Chamberlain Trust	2,000	
0	Wedding Donations	1,194	
1,000	Memorial Hall Trustees	500	
0	Memory of Albert Forrester	281	
200	Manchester District Association	200	
0	Provincial Assembly/Nelcumda	200	
150	Merseyside District	155	
100	Midland Union	100	
100	L.D.P.A.	100	
0	Sir C C Grundy Trust	66	
3,230	Money raised at the Open day	0	
130	Memory of Doris May Fielding	0	
500	East Cheshire Union	<u>(500)</u>	
12,488			18,410
206	Unrealised Profits/(Losses) on Investments		(757)
0	Realised Profit on sale of Investments		0
<u>(4,567)</u>	<b>Net Surplus for the Year carried to the Balance Sheet</b>		<u><u>(3,840)</u></u>

## The Unitarian Convalescent and Holiday Centre at Great Hucklow

### Notes to the Financial Statements - 30th September 2008

- 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. In addition the next phase of development costing £258,625 should be added to this figure to give a total value of £1,670,272. It is intended to have a further insurance valuation in the new year.
- 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**

<u>Charifund Accumulation Units</u>	<u>2008</u>	<u>2007</u>
Market Value 1st October 2007	3,417	3,211
Net unrealised investment gains	<u>(757)</u>	<u>206</u>
Market Value 30th September 2008	<u>2,660</u>	<u>3,417</u>
Historical Cost as at 30th September 2008	<u>684</u>	<u>684</u>

**The Unitarian Convalescent and Holiday Centre at Great Hucklow**

**Statement of Financial Activities for the Year ended**  
**30th September 2008**

	<b><u>Unrestricted</u></b>	<b><u>Designated</u></b>	<b><u>Total</u></b>	<b><u>Total</u></b>
	<b><u>Funds</u></b>	<b><u>Funds</u></b>	<b><u>Funds</u></b>	<b><u>Funds</u></b>
			<b><u>2208</u></b>	<b><u>2007</u></b>
<b><u>Income and expenditure</u></b>				
<b><u>Incoming Resources</u></b>				
Charges	231,905		231,905	193,069
Rents Receivable	10,490		10,490	16,212
Donations	18,410		18,410	12,488
Investment Income	2,133		2,133	3,658
Grants	502		502	880
Other Income	2,544		2,544	2,062
<b><u>Total Incoming Resources</u></b>	<u>265,984</u>	<u>0</u>	<u>265,984</u>	<u>228,369</u>
<b><u>Resources expended</u></b>				
Direct Charitable Expenditure	227,052		227,052	198,867
Management and Administration of the charity	41,612		41,612	34,030
Fundraising and Publicity	403		403	245
<b><u>Total Resources Expended</u></b>	<u>269,067</u>	<u>0</u>	<u>269,067</u>	<u>233,142</u>
<b><u>Net Incoming Resources</u></b>				
<b><u>For The Year</u></b>	(3,083)	0	(3,083)	-4,773
Realised Gains on Sales of Investments	0	0	0	0
Unrealised (Losses)/Gains on Investments	(757)	0	(757)	206
Astley Chapel	0		0	23,435
Frodsham	0		0	10,000
In Memory of Sue Nelson	0		0	2,500
Mrs M Baker	0		0	1,000
Unitarian Music Society	0		0	400
Transfers between Funds	84,234	(84,234)	0	400
<b><u>Net Movement in Funds</u></b>	<u>80,394</u>	<u>(84,234)</u>	<u>(3,840)</u>	<u>32,768</u>
Fund Balances brought forward at 1st October 2007	507,157	1,495,881	2,003,038	1,970,272
Fund Balances carried forward at 30th September 2008	<u>587,551</u>	<u>1,411,647</u>	<u>1,999,198</u>	<u>2,003,040</u>



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

Founded 1883

# Annual Report

FOR THE YEAR ENDED

30th SEPTEMBER, 2008

## **Trustees**

Officers of the General Assembly (Ex Officio)

Joyce Ashworth, President

Rev Bob Wightman, Vice President

Rev Stephen Dick, Chief Executive

Trustees appointed by the General Assembly:

Dawn Buckle

Geoffrey Head

Rev Eric Jones

Rev Jim McClelland

Michael Tomlin, Chair of the Committee

Martin West

Officers of the Fund appointed by the Committee

Eileen Wield, Honorary Secretary

66, Thelton Avenue, Broadbridge Heath, Horsham, West Sussex, RH12 3LT

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**

Scott, Roberts, Taylor & Co

Central Buildings, 5-7 Corporation Street

Hyde, Cheshire, SK14 1AG

## **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 Executive Committee of the General Assembly of Unitarian and Free Christian Churches on a triennial basis, to manage the Fund. 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 23rd July 2008. The Officers administering the grants maintain close liaison amongst themselves throughout the year.

## 5. Annual Accounts

The Accounts for the year ended 30th September, 2008, showed an operating surplus of £30,846 (2007: £28,795). After a net investment profit from disposals of £493 (2007: profit £1,870), a year end market revaluation loss of £98,795 (2007: loss £8,284) and investment management fees of £962 (2007: £1,008) there was an overall loss of £68,418 (2007: surplus £32,721) for the year.

## 6. Investments

Mellon Fund Managers Ltd, continued as Investment Managers and participated with the Trustees in the Unitarian Investment Panel.

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 Trustees wish to pursue an investment policy which provides revenue for their current purposes and enhances income and capital growth over the longer term, thereby enabling them to meet their current and future objectives in accordance with the purposes of the fund.

## 7. Grants

Applications for grant-aid towards the payment of stipends were received for the support of 19 Ministries. Of the 19 Awards made 1 ceased during the year due to the Minister moving.

## 8 Donations

We are enormously grateful to the providers of donations to the Fund.

This year, in addition to the support of a number of individuals - £1,207, the Midland Union - £500 and the Memorial Hall Trustees - £1,000, we received a very generous donation from the Bowland Trust of £24,773. The total donations we received this year amounted to £27,773 (L.Y. £38,806).

## 9 Auditors

At the Annual Meeting of the Trustees it was resolved to reappoint the Auditors Scott, Roberts, Taylor & Co of Hyde Cheshire.

15th October 2008

**Michael Tomlin**  
Chair

## **SUSTENTATION FUND Registered Charity No.235449**

### **Independent Auditors' Report to the Trustees of the Sustentation Fund**

We have audited the financial statements of the Sustentation Fund for the year ended 30 September 2008, which comprise the Statement of Financial Activities, the Balance Sheet and related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charity's trustees, as a body, in accordance with Regulations made under the Charities Act 1993. Our audit has been undertaken so that we might state to the charity's trustees 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 trustees as a body, for our audit work, for this report, or for the opinions we have formed.

#### Respective Responsibilities of Trustees and Auditors

As described in the Statement of Trustees' Responsibilities, the trustees' are responsible for the preparation of the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 International Standards on Auditing (UK and Ireland).

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 the Trustees' Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

#### Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) 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 charity'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 information in the financial statements.

#### Opinion

In our opinion the financial statements:

- give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice of the charity's affairs as at 30 September 2008 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.

Central Buildings  
5-7 Corporation Street  
Hyde  
Cheshire  
SK14 1AG

Scott Roberts Taylor & Co  
Accountants and  
Registered Auditors

# SUSTENTATION FUND Registered Charity No.235449

## BALANCE SHEET at 30th September 2008

2007 £	ASSETS	£	2008 £
458,325	Investments at Market Valuation Cost as at 30th Sept.2008:£438,594 (30th Sept.2007:£414,226)		385,412
14,265	Cash at Bank	19,607	
2,467	Investment Managers Client A/c	1,631	
16,732			21,238
6	Income Tax Recoverable	5	
6			5
475,063			406,655
<b>Less LIABILITIES</b>			
615	Sundry Creditors		625
474,448			406,030
<b>REPRESENTED BY:</b>			
Sustentation Fund			
441,727	Balance as at Start of Year	474,448	
32,721	Increase/(Reduction) in the Value of the Fund	(68,418)	
474,448	Balance as at End of Year		406,030

Note 1 The Custodian Trustee of the Sustentation Fund is 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 Trustees 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.

### Trustees' Responsibilities in relation to the Financial Statements

The Charities Act 1993 requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of the financial year and of its surplus or deficit for the financial year. In doing so the trustees are required to:

1. Select suitable accounting policies and then apply them consistently:
2. Make adjustments and estimates that are reasonable and prudent:
3. State whether the policies adopted are in accordance with the SORP "Accounting and Reporting by Charities (revised 2005)" and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements: and
4. Prepare 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 for taking reasonable steps for the prevention and detection of fraud and other irregularities.

M.J.Tomlin

M.West

Chair

Hon.Treasurer

# SUSTENTATION FUND Registered Charity No.235449

## STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 30th September 2008

2007		2008
£		£
	<b>TOTAL RESOURCES ARISING IN THE YEAR</b>	
20,823	Bank Interest & Income from Investments (Gross)	25,280
38,806	Donations	27,773
59,629		53,053
	<b>Less EXPENDITURE</b>	
17,708	Grants	20,317
	Administration Expenses	
500	Secretarial Honorarium	500
500	Treasurer's Honorarium	500
381	Travelling Expenses	512
44	Printing & Stationery	0
0	Telephone & Postage	0
353	Audit Fee	378
1,778		1,890
19,486		22,207
40,143	<b>REVENUE SURPLUS</b>	30,846
	<b>INVESTMENT DISPOSALS &amp; REVALUATION</b>	
1,870	Net Gain/(Loss) on Sale of Investments	493
(8,284)	Unrealised Gain/(Loss) on Revaluation of Investments	(98,795)
(1,008)	Investment Management Fees	(962)
(7,422)		(99,264)
32,721	<b>TOTAL INCREASE IN THE VALUE OF THE FUND</b>	(68,418)

## SUSTENTATION FUND Registered Charity No.235449

### INVESTMENTS

#### Investments at 30th September 2008

	2007		2008	
	Cost	Market Value	Cost	Market Value
	£	£	£	£
Fixed Interest Securities				
UK Government	23,035	21,478	0	0
Quoted Equities UK	391,191	436,847	438,594	385,412
	<u>414,226</u>	<u>458,325</u>	<u>438,594</u>	<u>385,412</u>

#### Movement in Investments

	Market Value	
	2007	2008
	£	£
Investments held at beginning of year	420,674	458,325
Investments purchased during year	147,322	50,202
Investments sold during year	(101,387)	(24,320)
	<u>466,609</u>	<u>484,207</u>
Net increase in market value	(8,284)	(98,795)
Market value of investments held at end of year	<u>458,325</u>	<u>385,412</u>

#### Schedule of investments held at 30th September 2008

	Cost	Market Value
	£	£
Equities and Unit Trusts		
193,447 Newton Offshore Fund	181,069	150,038
112,249 Newton Higher Income Institution	81,998	61,883
11,935 M & G Charifund	126,801	131,238
39,100 Commercial Property Trust	33,626	28,641
11,621 Charities Property Fund	15,100	13,612
<b>Total at 30th September 2008</b>	<u>438,594</u>	<u>385,412</u>