

Britain Yearly Meeting Trustees

Thursday 18 July, by video conference

Minutes

Present: Georgina Bailey, Catherine Brown, Kit Fotheringham, Ursula Fuller, Kate Gulliver, Carolyn Hayman, Jo Hills, Marisa Johnson (Clerk), Silas Price, Elizabeth Redfern, Danielle Walker Palmour (Assistant Clerk), Paul Whitehouse (Treasurer)

Prevented: Ellie Harding, Kit King

In attendance: Anthony Collingwood, interim Finance Manager; Vipin Narang, Finance Director; Adetola Oyebadejo, Financial Controller; Paul Parker, Recording Clerk

Visitors: Farrah Kitabi and Judith Miller, Sayer Vincent (BYMT/24/07/02)

BYMT/24/07/01 Welcome and introductions, agenda check, conflicts of interest

There are no unrecorded conflicts of interest.

We confirm our agenda.

During our opening worship, we heard read 22.01 of *Quaker Faith & Practice: Love is the hardest lesson in Christianity; but, for that reason, it should be most our care to learn it.* (William Penn, 1693)

BYMT/24/07/02 Annual accounts 2023

We are joined by Judith Miller, Partner, and Farrah Kitabi, Audit Director, from Sayer Vincent, our external auditors.

We receive the draft Trustees' annual report and financial statements for 2023 (BYMT 2024 07 01a), the external auditor's management letter (BYMT 2024 07 01b) and the Letter of Representation (BYMT 2024 07 04c). We also receive Finance, Property and IT Committee minutes from 8 July 2024 (BYMT 2024 07 01d) and note the recommendations to us in minute FIPC 24/30.

Our Treasurer has introduced this item. We have also heard from the Finance Director, past and present clerk of FIPC and our auditors. We are very pleased to note the significant improvement in the way the accounts for 2023 were prepared, We congratulate the Finance Team for achieving this progress.

It is a trustee responsibility to consider each year whether or not the charity is a going concern for the year ahead. We have taken account of the strength of our balance sheet and expected cashflows to the end of 2025 and confirm that we consider the charity to be a going concern.

We approve the annual report and financial statements and authorise our Clerk and Treasurer to sign them on our behalf.

The annual accounts and financial statements will be provided to Friends at Yearly Meeting, filed with the Charity Commission and also made available on our website.

We authorise the Treasurer to sign the Letter of Representation to the auditors.

We ask the Treasurer to draw to Yearly Meeting's attention that the longer audit timetables now required to meet new auditing standards, and the need to allow our finance team adequate time to prepare the accounts to the required standards, will mean it is not possible to provide future annual accounts in time for Yearly Meeting when held in May, and to recommend that the receipt of the accounts be delegated to Meeting for Sufferings in 2025.

We thank staff and others for their work in producing these documents.

BYMT/24/07/03 Drayton House

At our meeting on 19 February 2024 we agreed the terms to renew leases of Drayton House to UCL and at that time we received advice that the terms met the requirements of the Charity Act 2011 (minute BYMT/24/02/28).

We note that UCL has recently agreed to the 3-year lease extension for Drayton House on these terms and the documents have now been signed.

Marisa Johnson
Clerk