

# Quaker governance update

Quaker Life Network newsletter

## Issue 8: Winter 2024



### 1. Welcome to Quaker governance update

Welcome to the Winter 2024 edition of Quaker governance update for Quaker trustees, treasurers and other Friends involved in Quaker governance.

If you have questions about any of the items in the newsletter or about any other governance or finance related issue please get in touch with Quaker Life, [supportmeetings@quaker.org.uk](mailto:supportmeetings@quaker.org.uk).



### 2. Quaker Governance support and guidance

#### 2.1 Gift Aid – update on changes

Treasurers and trustees should now know of the changes many local meetings are going to need to make to continue claiming Gift-Aid on donations after 5 April 2025. In short, all claims are going to need to be made by area meetings or equivalent Quaker charities.

HMRC is going to be de-registering local meetings that have been registered separately to their area meeting or parent charity from the start of the 2025 tax year. Your local meeting should already have been contacted about this by HMRC.

Some of the letters they sent out were confusing. If you have questions about the changes please look at the documents listed below as they should have a lot of the information you need to ensure that your local meeting can continue to claim.

- Step-by-step Gift Aid Transition: [www.quaker.org.uk/documents/steps-for-claiming-gift-aid-07-2024](http://www.quaker.org.uk/documents/steps-for-claiming-gift-aid-07-2024)
- Frequently Asked Questions on the changes to claiming Gift-Aid in 2024: [www.quaker.org.uk/documents/gift-aid-changes-faqs-11-2024](http://www.quaker.org.uk/documents/gift-aid-changes-faqs-11-2024)
- Gift Aid: how it works? [www.quaker.org.uk/documents/quakers-how-gift-aid-works](http://www.quaker.org.uk/documents/quakers-how-gift-aid-works)

If you can't find the answer to your question please get in touch with Quaker Life by email: [supportmeetings@quaker.org.uk](mailto:supportmeetings@quaker.org.uk)



*giftaid it*

Photo by John Price on Unsplash

**Abbreviations:** CC – Charity Commission; CLAS – Churches' Legislation Advisory Service; BYM – Britain Yearly Meeting; LM – local meeting; AM – area meeting; ACAT – Association of Church Accountants and Treasurers; OSCR – The Office of the Scottish Charity Regulator; YMG – Yearly Meeting Gathering; QLCC – Quaker Life Central Committee

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## 2.2 Charity and Area Meeting Annual Return reports



### **Reporting to charity regulators**

It is the time of the year when there is a lot of reporting required. AMs in Scotland will have completed their Trustees Annual Report and Accounts (TARA) reporting on 30 September and most Quaker charities in England & Wales will have done theirs by 31 October. This forms the required reporting.

Quaker Life now asks that you send a copy of your AM's TARA to us at [supportmeetings@quaker.org.uk](mailto:supportmeetings@quaker.org.uk). Thanks to all AMs that have already sent theirs!

### **BYM Annual Return**

Please can you now turn your attention to completing BYM's annual return? We are asking all Quaker charities in the formal structures to report to BYM directly. These reports are used to build a picture of the health of Quaker governance in the formal structures and ultimately go to Yearly Meeting.

Please report using this online form, <https://forms.quaker.org.uk/am-governance-annual-return>

The questions are available here to help you know what information to gather in advance: [www.quaker.org.uk/documents/area-meeting-annual-return-template-2024](http://www.quaker.org.uk/documents/area-meeting-annual-return-template-2024)

**Please do not complete and return this document as your AM submission.**

## 2.3 Quiet Company Director – Quaker Service Opportunity



Quiet Company is the trading company for Britain Yearly Meeting (BYM), based at Friends House in London. Quiet Company supports BYM in two main ways: making money to help fund Quaker work and by putting faith into action both as a Quaker employer and as a physical embodiment of outreach. These activities are carried out through the Company's portfolio of conferencing, catering and retail, and also through its holiday accommodation at Swarthmoor Hall in Cumbria.

There is now an exciting opportunity to join the Board of Quiet Company as an independent director and work alongside like-minded and business-minded Quakers to help facilitate these functions. Quiet Company is a fast-paced business that has delivered annual profits of over £1m, so the right person will be able to influence the future strategy of this business.

We are particularly looking for individuals with expertise in the following areas:

- communications and marketing
- catering/hospitality
- clerking or acting as chair of a board
- knowledge of running a trading or commercial entity of a charity

However, the most important element is that you are enthusiastic about the future of Quiet Company and how you can contribute.

It is currently a requirement that you are a Quaker to serve on this board; you may be an attender considering membership, and we would support you through this process.

Find out more about this opportunity and express interest online: [www.quaker.org.uk/opportunities](http://www.quaker.org.uk/opportunities)

## 2.4 Employment updates



### **Source, CLAS Employment Rights Bill**

The Government has laid the Employment Rights Bill before Parliament. It will introduce a number of changes to employment law, including:

- removing the existing two-year qualifying period for protections from unfair dismissal, so these rights apply from the first day;
- ending zero hours contracts;
- ending fire and rehire practices;
- removing the lower earnings limit for all workers on statutory sick pay and cutting out the waiting period before sick pay come into operation.

These and other changes that the government is suggesting can be read in detail in their set of factsheets which can be found online:

[www.gov.uk/government/publications/employment-rights-bill-factsheets](http://www.gov.uk/government/publications/employment-rights-bill-factsheets).

### **Changes to the National Living Wage**

The Government intends to create a unified adult National Living Wage (NLW) over time as a policy goal. From April 2025, the adult NLW will rise to £12.21 an hour and the 18-20 rate to £10 an hour.

### **Employer's National Insurance Contributions**

The rate of Employer NICs will rise from 13.8% to 15% and the threshold at which the employer has to pay NICs per employee will be lowered to £5,000 from April 2025, down from the current £9,100.

Smaller employers will, however, benefit from the increase in the Employment Allowance to £10,500 next year. The current Employment Allowance gives employers with NICs bills of £100,000 or less a discount of £5,000 on their employer NICs bill. The Employment Allowance will be expanded by the removal of the £100,000 eligibility threshold, to simplify and reform employer NICs so that all eligible employers now benefit.

## 2.5 Review of occupancy template documents



BYM has been carrying out a review of the template occupancy agreements that we make available to Quaker charities. Bates Wells Solicitors have been advising us on this. We are nearing the end of the process but are not quite there yet. When complete there will be a special notice sent to clerks to trustees, and a follow up in the Spring edition of GU.

This advice also includes some updated advice on taxable benefits for employees or volunteers who have accommodation provided. The advice we receive will be shared through the same channels.

## 3. Events and training opportunities

### 3.1 Treasurership in a Nutshell

**Saturday 30 November 2024, 10:00-16:00 (UK time), online**

Are you about to be or have just become a Quaker Treasurer? This one-day session will provide clear information about what being a Quaker Treasurer entails and cover the basics of how to carry out your role well.

[www.woodbrooke.org.uk/courses/treasurership-in-a-nutshell](http://www.woodbrooke.org.uk/courses/treasurership-in-a-nutshell)



### 3.2 Being a Quaker Trustee

**11 December 2024 to 15 January 2025, online**

Are you a new or less experienced Area Meeting Trustee? Are you established and seeking inspiration? Join this 4-week online Woodbrooke course for easy-to-understand information and enjoyable learning to make trusteeship approachable and rewarding for you.

[www.woodbrooke.org.uk/courses/being-a-quaker-trustee](http://www.woodbrooke.org.uk/courses/being-a-quaker-trustee)



## 4. Grants and financial help



### 4.1 Listed Places of Worship Grant Scheme

The [Listed Places of Worship Grant Scheme](#) is due to come to an end on 31 March 2025. There has been no update on it in the recent budget. CLAS has informed us that it has received a letter from Chris Bryant MP, Minister for Creative Industries, Arts and Tourism, saying that the future of the scheme beyond March 2025 will be a matter for the forthcoming Spending Review.

When there is anything further to report there will be an update here.

### 4.2 Meeting Houses Fund

The Meeting Houses Fund provides financial assistance for carrying out improvements to Quaker premises. Find out what can be applied for and the application process by visiting the BYM website: [www.quaker.org.uk/mhfunds](http://www.quaker.org.uk/mhfunds)

### 4.3 Hope Grants

These are small grants to improve the quality of life of Quaker members and attenders who are unemployed or unable to make a living wage. Friends in financial need can apply for a grant of up to £750 towards items or activities that will improve their quality of life. More information and the application form are available from our website: [www.quaker.org.uk/hopegrants](http://www.quaker.org.uk/hopegrants)

#### 4.4 Pastoral Care Grants



These grants supplement funds available to pastoral care role-holders locally and can be used in situations of hardship and suffering through old age, or to support Friends in need. Please contact the Grants Programme Officer ([grants@quaker.org.uk](mailto:grants@quaker.org.uk), 020 7663 1053) for further information and an application form.

#### 4.5 Warm Homes: Social Housing Fund Wave 3 open for applications

##### **Source, CLAS**

The Fund's purpose is to upgrade a significant amount of the social housing stock currently below Energy Performance Certificate (EPC) band C up to that standard. It is open to registered charities which own social housing, registered providers of social housing (including housing associations and arm's length management organisations), and local authorities.

This fund opened for applications on **2 October 2024** and will close at midday on **25 November 2024**.

[www.gov.uk/government/publications/warm-homes-social-housing-fund-wave-3](http://www.gov.uk/government/publications/warm-homes-social-housing-fund-wave-3)

# Britain Yearly Meeting

Contributions update

Winter 2024



## How can we support Quaker work?

Quakers in Britain delivers work that is discerned by Friends at Yearly Meeting and Meeting for Sufferings. We need the support of meetings and individual Friends to ensure this valuable Quaker work can happen. If you or your meeting have additional funds – for example through a legacy gift or excess reserves – we have a number of projects described on this sheet that need the support of Friends. See updated [How can we support Quaker work? sheet \(PDF\)](#).



If you or your meeting would like to support one or more of the projects please get in touch by emailing us at [contributions@quaker.org.uk](mailto:contributions@quaker.org.uk).

## Online meeting to discuss BYM finances and supporting you in your collections

In addition to facilitating Meetings for Learning for the whole meeting, the Fundraising team can hold Zoom meetings with Area Meeting Treasurers, Assistant Treasurers, and Collectors. These sessions discuss BYM finances, share practices for conducting schedules in your meetings, and explore how we can support collections in your area. To arrange a meeting or for more information, please get in touch with us at [MaisaM@Quaker.org.uk](mailto:MaisaM@Quaker.org.uk).

## The 2024 BYM Survey results

Every year, the fundraising team carry out a survey of all area and local meeting treasurers to find how the current economic climate is affecting meeting income and what they anticipate their level of contributions will be. See the [Report on the 2024 Treasurers' Survey \(PDF\)](#).

## Contribution 2025 material

We are pleased to let you know that the Contribution material is now available in PDF format at [www.quaker.org.uk/contributions](http://www.quaker.org.uk/contributions). This includes the Contribution leaflet, BYM Treasurers' letter and giving forms which have been updated in line with the new Gift Aid requirements. Please share these materials with Friends in your meeting and paper copies are available on request by emailing [contributions@quaker.org.uk](mailto:contributions@quaker.org.uk).

