



Mothers' Union Diocese of Leicester

Registered Charity Number: 250038

Trustees' Annual Report & Consolidated Accounts

For the year ended 31 December 2018

Legal and administrative information

Registered Charity Name: The Mothers' Union (Diocese of Leicester Branch)

Charity Number: 250038

Address: St. Martins House
7 Peacock Lane
Leicester
LE1 5PZ

Trustees:

| | |
|--------------------|--|
| Yvonne Smith | Diocesan President (Chair) from 1/1/19 |
| RoseMarie Manning | Life Vice-President |
| Susan Wilson | Life Vice-President |
| Ros Dobbin | from 1/1/9 |
| Ruth Fryer | from 1/1/19 |
| Annette Hall | |
| Pamela Harvey | |
| Diane Johnson | Diocesan Chaplain from 1/1/19 |
| Janice Lunn | from 1/1/19 |
| Linda Poole | |
| Diane Wightman | |
| Hazel Banks | to 31/12/18 |
| Margaret Rouse | to 31/12/18 |
| Gwynneth Roy | to 31/12/18 |
| Christine Shephard | to 31/12/18 |

The Trustees are constituted as follows:

| | |
|--------------------------------|---|
| Diocesan President | elected by Diocesan Council |
| Up to two Life Vice-Presidents | chosen by them |
| Seven Trustees | elected by Diocesan Council |
| Diocesan Chaplain | appointed by Diocesan President and Diocesan Bishop |
| One Deanery Leader | elected by Deanery Leaders |

Administrator: Julie Foulds

Honorary Treasurer: Susan Wilson

Bankers: CAF Bank Ltd
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

Independent Examiner: Robert P. Appleby, MA, FCA
Rutland House, 23–25 Friar Lane, Leicester, LE1 5QQ

Trustees' Annual Report 1 January to 31 December 2018

Mothers' Union Diocese of Leicester is a charity federated to similar charities bearing the same name, and with the same Aim and Objects and sharing the same ethos and direction as the central charity. It is governed by its own constitution (last revised February 2011). The elected Board of Trustees makes major decisions and carries out or enables practical projects. The elected Chair of Trustees (Diocesan President) attends Worldwide Council and reports back to the Diocese. One part-time administrator is employed for 9 hours per week. All trading is channelled through Mothers' Union Enterprises Ltd.

The aim of Mothers' Union is to advance the Christian religion in the sphere of marriage and family life and this is focused on five objectives: to promote and support marriage; to encourage parents in their role to develop the faith of their children; to maintain a worldwide fellowship of Christians united in prayer, worship and service; to promote conditions in society favourable to stable family life and the protection of children; to help those whose family life has met with adversity.

There are 1,100 Mothers' Union members in Leicester Diocese. Most are members of branches in Anglican churches throughout the Diocese; others pay their subscription and receive mailings direct from our Leicester office. Members are involved in local projects and ministry as well as supporting the work of the central Mothers' Union. Involvement includes prayer, volunteer time, donating goods or money. All our events and projects welcome involvement from members and non-members alike. We try to encourage new membership wherever possible and keep our local work under review to try to be as effective as possible.

Every year we arrange a fully-funded holiday for needy Leicestershire families through our Away From It All Holiday Project. Families are referred to us by Mothers' Union members, clergy, health visitors, social workers, teachers or other agencies. We often receive more applications than we can fund, but keep a waiting list, either for cancellations or for the year ahead. As well as the full cost of self-catering accommodation and facilities at the venue, transport and a generous pack of groceries are provided for each family. We produce a simple cookery book for each family to help them make good use of the groceries provided. Members of the organising committee accompany the families to provide friendly support throughout the holiday. In 2018 we took 12 families to Haven Golden Sands Holiday Park in Mablethorpe. Mothers' Union members gave 50 pence each to fund the grocery packs, which were bought and assembled in Mablethorpe.

We continued to support homeless and vulnerable adults and children in hostels, refuges, hospitals and elderly persons' accommodation in Leicestershire by collecting and donating Easter eggs, over 400 chocolate bars for Christmas, clothing and equipment for babies and children, and household and toiletry items. Members and supporters knitted clothing and cot blankets for premature babies in the local hospitals and teddies for children visiting the local prisons. Teddies were also given to Social Services for use with traumatised children, to the elderly and to children in refuges. These were all checked to ensure they complied with toy safety regulations. We also knitted shawls and clothes for stillborn babies and clothing for disadvantaged children and asylum seekers. We knit knee blankets for the elderly and make fiddle quilts for dementia patients when requested. We supported the Women's Welcome Project for asylum seekers and refugees in Leicester, particularly through donating disposable nappies, toiletries and teddies. We provided emergency toilet bags for Leicester Royal

Infirmaries and some of the local hospitals. All our gifts were very much appreciated by those who received them.

During 2018 our Supporting Homeless in Leicestershire fund enabled us to respond quickly to help a cross section of people, from young families to older homeless people. We worked with other organisations to provide emergency help to some older people who were made homeless when their landlord took action to gain control of the property where they were living. They were very grateful for the help they received and they have gone on to set up new homes. A number of younger people who struggled to set up home benefitted from the goods we were able to provide. Other agencies provided furniture and we were able to give the basic household items. Young families were also given baby items and bedding. Many of the items were bought from charity shops as this helps the fund give help to more people. Some people required a lot of items, even clothing, but others needed only a bedding pack and towels.

During 2018 our work in the visits room at Leicester Prison came to an end. Potential new volunteers lost interest because there was no response to requests for Disclosure and Barring Service clearance. The layout of the visits room was changed so that there was no longer a children's play area or space for volunteers to assist. Teddy bears were still provided for children to take home after visiting and Christmas cards were written for prisoners.

We need to be constantly adaptable to new requests in our local project work. In 2018 we supported a breakfast box scheme in Leicester during the 6-week school summer holiday. This was not a Mothers' Union project, but a local initiative to provide breakfast items to children who rely on breakfast clubs and free school meals during term-time. Members were very generous in their donations of items such as cereals, long-life milk, tinned and dried fruit, spreads, cereal bars and biscuits. The project organisers were overwhelmed by our support.

Prayers were circulated to encourage members to pray and raise awareness in their churches during the 16 Days of Activism against Gender-based Violence in November/December 2018. During 2018 our Diocesan President represented Mothers' Union on the Diocesan Panel for Social Responsibility, where she took a lead on modern day slavery. We also played a part in Dementia Action Week in the Diocese. In the summer members provided cakes and served refreshments at the Bishop's garden party.

A Quiet Day and a retreat were arranged during the year, as well as three prayer services in Leicester Cathedral. In June 2018 a Diocesan Festival Service was held in the Cathedral, where the guest speaker was the Chief Executive of the central Mothers' Union Charity, Bev Julien. Our local Mothers' Union Choir also took part in the service. An Advent Carol and Commissioning Service was held in the Cathedral in December 2018 to commission new diocesan officers to commence their roles on 1 January 2019. We maintained prayer chains to support anyone in need and some deaneries held regular prayer groups. Our monthly email newsletter included prayer topics relevant to Mothers' Union to encourage members to unite in prayer. We made every effort to maintain contact with members who were not able to meet with others regularly, because they were housebound, working, or no longer had a branch local to them. They received greetings cards and letters during the year.

In 2015 all Mothers' Union link diocese groups were changed and we are still finding it difficult to establish contact with our five new prayer partners in Kenya, Nigeria (2), Solomon Islands and Zambia. We continue to pray for them, encouraging all members to particularly remember them at the end of June and beginning of July each year when our group appears in the Mothers'

Union Wave of Prayer schedule. Instead of setting out prayers that branches or individuals could use during this period, in 2018 we provided every member with a prayer card encouraging them to pray for the members in our link dioceses and to return the card to the office with their comments. The 2017 set prayers were also still available for use.

We supported the work of the central organisation by selling Mothers' Union cards and gifts at meetings and events. We also encouraged members to order online direct from Mary Sumner House if they preferred as they can still earn commission for Leicester Diocese on their purchases. 15 members attended the Mothers' Union General Meeting in Swansea in September 2018, including a special service at the Cathedral the previous evening.

In 2018 we took part in a global initiative called *Mothers' Union Listening, Observing and Acting* (MULOA). All around the world Mothers' Union members took part in discussions about what it means to be a member and what is the unique mission of the organisation. Our Diocesan President and another Trustee attended training in February and a follow-up conference in July. During the short period between the training event and the conference our MULOA representatives took any available opportunities to hold discussions with members about how, and to whom, our projects make a difference. We are expecting the results of the whole international process to be available in 2019. It is hoped that the learning from the process will be used to encourage members everywhere.

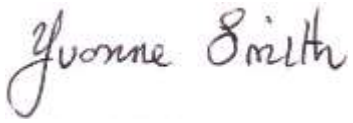
During 2018 one of our trustees, Linda Poole, served on the Finance & Central Services Unit Committee of the central charity and also as a non-executive trustee on the Mothers' Union Enterprises Board. The central Mothers' Union completed extensive changes to its constitution during the year and these changes will affect the way we work in our Diocese, particularly the way that we relate to the centre and the way that the centre resources us from 1 January 2019. In due course it will be necessary for us to revise our constitution but, until the new ways of working bed in at both central and local levels, we need to wait before changing our formal structure. However, 2018 was our triennial election year and the Trustees took the decision to refer to all Trustee positions for 2019, other than Diocesan President, Life Vice-Presidents, Diocesan Chaplain and Deanery Leader, as General Trustees to reflect the fact that there would no longer be offices in the central organisation to which the existing role titles correspond. Two places would be held for co-option. This decision was taken in February 2018 and shared with the membership. A new Diocesan President was elected in June and the elections for General Trustees were held in August and attracted considerable interest.

Our assets at 31 December 2018 were £1,939 more than at the start of the year. The Trustees have examined the current level of unrestricted reserves, £22,762, and assess this to be satisfactory to secure the charity's immediate future. Falling membership is a concern, even though some expenditure falls with it.

Assessment and mitigation of risk is undertaken by the Finance and Administration Unit and regularly reported to the Trustees. The Trustees are paying due regard to the Charity Commission's guidance on public benefit as we seek to meet our charitable objectives. In February 2018 we formally adopted the Leicester Diocese Safeguarding Policy with the additional request that members make themselves aware of who the Safeguarding Coordinator is in the parish where they are working. In October 2018 we completed the requirements of the General Data Protection Regulation and the Data Protection Act 2018.

Prepared by Susan Wilson, Diocesan Treasurer

The report was approved by the Trustees on 21st May 2019.

A handwritten signature in black ink that reads "Yvonne Smith". The signature is written in a cursive style with a large initial 'Y'.

Yvonne Smith, Diocesan President and Chair of Trustees
On behalf of the Trustees

Consolidated Accounts for the year ended 31 December 2018

| | General Fund £ | Central Funds £ | Local Funds £ | Total 2018 £ | Total 2017 £ |
|---|----------------------|-----------------------|---------------------|--------------------|--------------------|
| Income | 30,444 | 8,484 | 10,760 | 49,688 | 52,624 |
| Expenditure | 28,975 | 8,484 | 9,828 | 47,287 | 50,851 |
| Surplus/(Deficit) | 1,469 | - | 932 | 2,401 | 1,773 |
| Balances brought forward 1 January | 21,293 | - | 29,426 | 50,719 | 48,946 |
| Balances carried forward 31 December | 22,762 | - | 30,358 | 53,120 | 50,719 |

| | Note | General Fund £ | Central Funds £ | Local Funds £ | Total 2018 £ | Total 2017 £ |
|--|----------|----------------------|-----------------------|---------------------|--------------------|--------------------|
| Income | | | | | | |
| Subscriptions | | 18,938 | | | 18,938 | 18,484 |
| Insurance | | 215 | | | 215 | 215 |
| Diocesan General Fund | | 1,753 | | | 1,753 | 2,491 |
| Gift Aid Income Tax recovered | | 2,331 | | | 2,331 | 2,227 |
| Gift Aid Small Donations Scheme | | 299 | | | 299 | 609 |
| MU Enterprises sales commission | 1 | 451 | | | 451 | 490 |
| Recycling | | 837 | | | 837 | 520 |
| Investment income | | 81 | | 21 | 102 | 80 |
| Postage | | | | | - | 2 |
| Faith & Policy events | | 3,253 | | | 3,253 | 3,251 |
| Meeting room hire | | | | | - | 90 |
| Chocolate bars | | | | | - | 6 |
| Diocesan events | | 1,266 | | | 1,266 | 960 |
| Mary Sumner House publications | | 326 | | | 326 | 3,105 |
| Diocesan President Retirement gift donations | | 694 | | | 694 | - |
| Overseas Development Fund | | | 3,848 | | 3,848 | 3,670 |
| Relief Fund | | | 2,545 | | 2,545 | 4,235 |
| Britain & Ireland Development Fund | | | 920 | | 920 | 931 |
| MSH Summer of Hope | | | 100 | | 100 | 661 |
| MSH Harvest Appeal | | | 100 | | 100 | 20 |
| MSH General Fund | | | 956 | | 956 | 924 |
| Worldwide President retirement gift donations | | | 15 | | 15 | - |
| MU Literature | | | | 108 | 108 | 157 |
| Difference in MU Literature assets | 1 | | | 130 | 130 | - |
| Away From It All Holiday Project | 2 | | | 7,761 | 7,761 | 6,886 |
| Supporting Homeless in Leicestershire | | | | 2,014 | 2,014 | 1,875 |
| Difference in Supporting Homeless in Leics funds | | | | 726 | 726 | 735 |
| Total income | | 30,444 | 8,484 | 10,760 | 49,688 | 52,624 |

| Expenditure | Note | General Fund £ | Central Funds £ | Local Funds £ | Total 2018 £ | Total 2017 £ |
|---|----------|-------------------|--------------------|------------------|-----------------|-----------------|
| MSH subscriptions | | 14,161 | | | 14,161 | 14,257 |
| Staff salary | | 4,239 | | | 4,239 | 4,263 |
| Employer's NIC | | 321 | | | 321 | 187 |
| LDBF salary administration | | 72 | | | 72 | 42 |
| Insurance | | 495 | | | 495 | 743 |
| Stationery & equipment | | 47 | | | 47 | 4 |
| Postage | | 198 | | | 198 | 250 |
| Photocopying | | 5 | | | 5 | 14 |
| Bank charges | | 60 | | | 60 | 60 |
| Meeting room hire | | 374 | | | 374 | 608 |
| Website | | | | | - | 13 |
| MUspaper | | 3,012 | | | 3,012 | 3,002 |
| Officials' expenses | | 528 | | | 528 | 460 |
| Training | | 597 | | | 597 | 462 |
| Faith & Policy events | | 3,090 | | | 3,090 | 3,813 |
| Diocesan events | | 1,040 | | | 1,040 | 1,482 |
| Making a Difference booklets | | | | | - | 525 |
| Chocolate bars | | | | | - | 6 |
| MSH publications | | 42 | | | 42 | 3,268 |
| Diocesan President Retirement gift donations | | 694 | | | 694 | - |
| Overseas Development Fund | | | 3,848 | | 3,848 | 3,670 |
| Relief Fund | | | 2,545 | | 2,545 | 4,235 |
| Britain & Ireland Development Fund | | | 920 | | 920 | 931 |
| MSH Summer of Hope Appeal | | | 100 | | 100 | 661 |
| MSH Harvest Appeal | | | 100 | | 100 | 20 |
| MSH General Fund | | | 956 | | 956 | 924 |
| Worldwide President retirement gift donations | | | 15 | | 15 | - |
| MU Literature | | | | 108 | 108 | 157 |
| Difference in MU Literature assets | 1 | | | | - | 414 |
| Away From It All Holiday Project | 2 | | | 5,919 | 5,919 | 4,149 |
| Supporting Homeless in Leicestershire | | | | 2,014 | 2,014 | 1,875 |
| Difference in funds held by branches | 3 | | | 1,787 | 1,787 | 356 |
| Total expenditure | | 28,975 | 8,484 | 9,828 | 47,287 | 50,851 |

Away From It All Holiday Project:

| | £ | 2017 £ |
|-------------------------------|---------------|---------------|
| Income: | | |
| Balance at 1st January | 11,379 | 8,625 |
| Donations | 7,662 | 6,729 |
| Food surplus 2016 | - | 157 |
| Food surplus 2017 | 6 | - |
| Cash surplus 2018 | 93 | |
| Interest on CBF account | 21 | 17 |
| Total | 19,161 | 15,528 |
| Expenditure | 5,919 | 4,149 |
| Balance at 31 December | 13,242 | 11,379 |

Expenditure breakdown:

| | | |
|---------------|--------------|--------------|
| Accommodation | 4,073 | 2,973 |
| Coaches | 1,040 | 720 |
| Food | 500 | 400 |
| Entertainment | 200 | - |
| Training | 55 | - |
| Expenses | 51 | 56 |
| Total | 5,919 | 4,149 |

Supporting Homeless in Leicestershire account:

| | £ | 2017 £ |
|----------------------------|--------------|--------------|
| Income: | | |
| Balance 1 January | 6,352 | 5,617 |
| Donations | 2,090 | 1,875 |
| Total | 8,442 | 7,492 |
| Expenditure | 1,364 | 1,140 |
| Balance 31 December | 7,078 | 6,352 |

Current Assets:

| | General Fund £ | Central Funds £ | Local Funds £ | Total 2018 £ | Total 2017 £ |
|---|----------------------|-----------------------|---------------------|--------------------|--------------------|
| CAF Bank Cash Account | 1,014 | 8,469 | 9,851 | 19,334 | 16,896 |
| CAF Bank Gold Account | 3,436 | | - | 3,436 | 3,433 |
| CBF Deposit Account | 19,736 | | | 19,736 | 19,736 |
| Nat West MU Literature account | | | 799 | 799 | 988 |
| MU Literature cash in hand | | | 43 | 43 | 6 |
| MU Literature debtors | | | 51 | 51 | 25 |
| MU Literature stock | 1 | | 1,078 | 1,078 | 822 |
| CBF Away From It All Holiday Project account | | | 5,405 | 5,405 | 5,405 |
| Supporting Homeless in Leicestershire account | | | 7,078 | 7,078 | 6,352 |
| Funds held by branches | 3 | | 8,067 | 8,067 | 9,854 |
| Creditors | 4 | (1,424) | (8,469) | (2,014) | (11,907) |
| Total Current Assets | 22,762 | - | 30,358 | 53,120 | 50,719 |

Notes to the accounts

1. MU Literature

Stock is bought at retail price from Mothers' Union Enterprises Ltd. £78 of stock was written off during 2018.

2. Away From It All Holiday Project

Fund balance at 31 December 2018 is £13,242.

3. Funds held by branches

At 31 December 2018 Mothers' Union Diocese of Leicester had 12 deanery committees and 46 branches. The total assets held at 31 December 2018 by the 7 deaneries and 38 branches which submitted returns was £8,067.

4. Creditors at 31/12/18

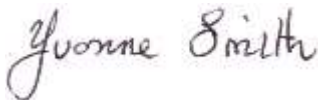
| | General £ | Central £ | Local £ | Total £ |
|--|--------------|--------------|--------------|---------------|
| Staff salary | 349 | | | 349 |
| Employer's NIC | 27 | | | 27 |
| LDBF salary administration | 6 | | | 6 |
| Insurance | 495 | | | 495 |
| Officials' expenses | 10 | | | 10 |
| Diocesan events (Advent Carol & Commissioning Service) | 537 | | | 537 |
| Overseas Development Fund | | 3,848 | | 3,848 |
| Relief Fund | | 2,545 | | 2,545 |
| Britain & Ireland Development Fund | | 920 | | 920 |
| MSH Summer of Hope Appeal | | 100 | | 100 |
| MSH Harvest Appeal | | 100 | | 100 |
| MSH General Fund | | 956 | | 956 |
| Supporting Homeless in Leicestershire | | | 2,014 | 2,014 |
| | 1,424 | 8,469 | 2,014 | 11,907 |

This is the financial position of Mothers' Union Diocese of Leicester as at 31 December 2018.

The accounts have been prepared on the receipts and payments basis under section 133 of the Charities Act 2011.

Prepared by Susan Wilson, Diocesan Treasurer

The accounts were approved by the Trustees on 21st May 2019.



Yvonne Smith, Diocesan President and Chair of Trustees
On behalf of the Trustees

Independent Examiner's Report on the accounts

Independent Examiner's Report to the trustees and members of Mothers' Union Diocese of Leicester on accounts for the year ended 31 December 2018, set out on pages 7 to 10 of this document

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145 of the Charities Act),
and
- to state whether particular matters have come to my attention.

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:



Robert P. Appleby, MA, FCA
Rutland House
23-25 Friar Lane
Leicester
LE1 5QQ

9th July 2019