

EL

CHARITY REGISTRATION NUMBER: 1118957

**Manchester Reform Synagogue**  
**Financial Statements**  
**31 December 2017**

---

**DOWNHAM MAYER CLARKE LIMITED**  
Chartered Accountants & Statutory Auditors  
41 Greek Street  
Stockport  
Cheshire  
SK3 8AX

# **Manchester Reform Synagogue**

## **Financial Statements**

**Year ended 31 December 2017**

|   | <b>Page</b> |
|---|-------------|
| Trustees' annual report   | <b>1</b>    |
| Independent auditor's report to the members                             | <b>6</b>    |
| Statement of financial activities                                       | <b>9</b>    |
| Statement of financial position   | <b>10</b>   |
| Notes to the financial statements                                       | <b>11</b>   |
| <b>The following pages do not form part of the financial statements</b> |             |
| Detailed statement of financial activities                              | <b>21</b>   |
| Notes to the detailed statement of financial activities                 | <b>23</b>   |

---

# Manchester Reform Synagogue

## Trustees' Annual Report

Year ended 31 December 2017

The trustees present their report and the financial statements of the charity for the year ended 31 December 2017.

### Reference and administrative details

**Registered charity name** Manchester Reform Synagogue

**Charity registration number** 1118957

**Principal office** Jacksons Row  
Manchester  
M2 5NH

### The trustees

Louis Rapaport  
Michael J Taylor  
Mark Levy  
Leonard Gould - Died 20 March  
2017  
Dr Harold Weinstock – Appointed  
25 April 2017

---

**Auditor** Downham Mayer Clarke Limited  
Chartered Accountants & Statutory Auditors  
41 Greek Street  
Stockport  
Cheshire  
SK3 8AX

**Bankers** Lloyds  
40 Spring Gardens  
Manchester  
M2 1EN

Barclays  
1 Yorkshire Street  
Rochdale  
O16 1BJ

Bank of Ireland  
PO Box 2124  
Belfast  
BT19RS

**Solicitors** Kuit Steinart Levy LLP  
3 St Mary's Parsonage  
Manchester  
M3 2RD

# **Manchester Reform Synagogue**

## **Trustees' Annual Report** *(continued)*

**Year ended 31 December 2017**

### **Structure, governance and management**

Over the last 12 months we have put in place many procedures to safeguard the assets and funds of the charity.

I am delighted to report we have now employed a member of the congregation to work for us in our administration team, this has enabled us to bring the management of our accounts internally and no longer rely on external resources.

We have implemented some account management software that enables to track all subscription payments and donations and ensuring they are allocated to the right account.

We have also implemented a two tier bank management/payment system that ensures two different people use bank pass codes to make a payment, this ensures along with a two signature requirement on each check that fraud would be almost impossible and that a checking system is in place before any payment can be made.

The honouree treasurer oversees these operations, he reports to the President of the congregation who in turn reports to the trustees.

Overall I am happy that the systems we have implemented safeguard the assets of the charity.

---

### **Governing document**

The charity's governing document is the constitution adopted 9th December 1971 as amended 21st April 1998.

### **Recruitment, induction and training**

New trustees are elected by the Executive and Council and then approved at the Annual General Meeting. As new trustees are members of the Synagogue no general programme of induction is used. However, policies and procedures are explained at Council meetings.

### **Organisational structure**

An elected Executive and Council administer the Synagogue. The Council meet on a regular basis and operate in conjunction with the Trustees. The Synagogue employs a part time administrator who handles the day to day administration and refers as necessary to the President or Treasurer.

The President of the Synagogue during the year was Danny Savage.

The Treasurer of the Synagogue during the year was Mark Field and Phil Leonard.

### **Risk management**

All major risks to which the Synagogue is exposed are dealt with at regular Council meetings, and where appropriate, controls are established.

# **Manchester Reform Synagogue**

## **Trustees' Annual Report *(continued)***

**Year ended 31 December 2017**

### **Objectives and activities**

Manchester Reform Synagogue was established in 1856 in order to maintain a Synagogue for worship in accordance with the doctrines of the Jewish religion as practised in this Congregation, and to promote religious, charitable and educational activities.

The Trustees have given due regard to public benefit guidance published by the Charity Commission.

The Synagogue is affiliated with The Movement for Reform Judaism, to whom it pays a levy each year based on the number of Synagogue members. The levy paid in respect of 2017 was £19,135 (2016 £19,508).

In order to achieve the objectives the Synagogue has the following strategies;

- The employment of a Rabbi
- The running of a Cheder (religion school)
- Holding services on the Sabbath and all religious holy days
- Holding services to celebrate religious festivals
- Educational and social activities to encourage friendships and promote a Jewish experience

### **Achievements and performance**

---

This year has been a year of rejuvenation, we were fortunate enough to employ a second Rabbi. This year Rabbi Robyn Ashworth-Stein who was recruited to enable us to further reach out to our members. Both now and in the time we will have to move out of our current home due to the redevelopment.

I am delighted to report that with Rabbi Robyn's influence we have seen a new enthusiasm within our younger members. Many social events have been organised from Tiny Tots events to our very successful adult learning sessions.

We now have talks and learning sessions before the Shabbat services that are proving very popular and are helping to introduce new members to our services. Along with the very popular Friday in the home services a renewed spirit as been kindled within our membership.

Also after almost 15 years of working to get approval for planning to enable the redevelopment to go ahead, I am pleased to say we have achieved planning permission from the Manchester Council; this has now been passed to the Secretary of State for final approval and once given the green light the project will commence.

The new development will enable our synagogue to have the latest state of the art facilities and the opportunity for the building and increased Car parking facility to generate much needed income that will secure our community for many years to come.

# **Manchester Reform Synagogue**

## **Trustees' Annual Report *(continued)***

**Year ended 31 December 2017**

### **Financial review**

During the year the Synagogue incurred an overall deficit on its funds of £7,333 compared to £2,687 in 2016. In addition, legacies of £39,000 were received compared to £46,875 in 2016. The Trustees continue to take action to increase revenues and control expenditure.

The Treasurer prepares a budget each year for the forthcoming year that is approved by the Executive and Council.

### **Investment policy**

The Trustees' investment powers are governed by its constitution which permits the funds available to be invested in a wide range of securities and assets.

The Trustees' investment policy is to aim for safety, commensurate with immediate and planned spending requirements.

### **Reserves and funding**

Unrestricted or free reserves available for current activities decreased during the year. The charity had net current assets at the 31st December 2017 and is therefore sufficiently able to continue in operation and meet its debts as they fall due. The Trustees continue to monitor the position on a regular basis.

The Trustees believe that the Charity should hold sufficient reserves in order to ensure that it can continue to operate and meet the needs of members in the event of unforeseen and potentially damaging financial circumstances.

### **Plans for future periods**

The Trustees are currently finalizing an agreement on specifications for a new Synagogue as part of the proposed £150m St Michaels development on a 1.8 acre City centre site. Manchester City Council approved the regeneration framework for the site in September 2015. The Development is being undertaken in partnership with Jackson's Row Developments Limited and Manchester City Council. It will comprise a 200-bedroom hotel, apartments, office space, the new synagogue, retail premises and public spaces. It is anticipated that a planning application will be submitted in June 2017 and construction of the development will begin November 2018. The new Synagogue is contracted to be delivered within 2 years of demolition of the old building and a license has been entered into to provide temporary accommodation at the Friends Meeting House during the period of rebuilding.

### **Trustees' responsibilities statement**

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period.

# Manchester Reform Synagogue

## Trustees' Annual Report *(continued)*

Year ended 31 December 2017

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards 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 business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and 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 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of 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.

---

The trustees' annual report was approved on 5/11/13 and signed on behalf of the board of trustees by:



Charity Secretary

# **Manchester Reform Synagogue**

## **Independent Auditor's Report to the Members of Manchester Reform Synagogue**

**Year ended 31 December 2017**

### **Opinion**

We have audited the financial statements of Manchester Reform Synagogue (the 'charity') for the year ended 31 December 2017 which comprise the statement of financial activities, statement of financial position and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's members, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

# **Manchester Reform Synagogue**

## **Independent Auditor's Report to the Members of Manchester Reform Synagogue (continued)**

**Year ended 31 December 2017**

### **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the trustees' report is inconsistent in any material respect with the financial statements; or
- adequate accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

# Manchester Reform Synagogue

## Independent Auditor's Report to the Members of Manchester Reform Synagogue (continued)

Year ended 31 December 2017

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Mr A Clarke (Senior Statutory Auditor)

For and on behalf of  
Downham Mayer Clarke Limited  
Chartered Accountants & Statutory Auditors

41 Greek Street  
Stockport  
Cheshire  
SK3 8AX

5/11/18

# Manchester Reform Synagogue

## Statement of Financial Activities

Year ended 31 December 2017

|  |      | Unrestricted<br>funds<br>£ | 2017<br>Restricted<br>funds<br>£ | Total funds<br>£ | 2016<br>Total funds<br>£ |
|--|------|----------------------------|----------------------------------|------------------|--------------------------|
|  | Note |                            |                                  |                  |                          |
| <b>Income and endowments</b>                       |      |                            |                                  |                  |                          |
| Donations and legacies                             | 4    | 148,167                    | 32,750                           | 180,917          | 169,494                  |
| Charitable activities                              | 5    | 2,234                      | -                                | 2,234            | 1,891                    |
| Other trading activities                           | 6    | 1,136                      | -                                | 1,136            | 1,136                    |
| Investment income                                  | 7    | 370                        | -                                | 370              | 3,368                    |
| Other income                                       | 8    | 107,773                    | 26,791                           | 134,564          | 148,863                  |
| <b>Total income</b>                                |      | <u>259,680</u>             | <u>59,541</u>                    | <u>319,221</u>   | <u>324,752</u>           |
| <b>Expenditure</b>                                 |      |                            |                                  |                  |                          |
| Expenditure on charitable activities               | 9,10 | 286,220                    | 40,334                           | 326,554          | 327,439                  |
| <b>Total expenditure</b>                           |      | <u>286,220</u>             | <u>40,334</u>                    | <u>326,554</u>   | <u>327,439</u>           |
| <b>Net expenditure and net movement in funds</b>   |      |                            |                                  |                  |                          |
|  |      | <u>(26,540)</u>            | <u>19,207</u>                    | <u>(7,333)</u>   | <u>(2,687)</u>           |
| <b>Reconciliation of funds</b>                     |      |                            |                                  |                  |                          |
| Total funds brought forward as previously reported |      | 257,250                    | 125,336                          | 382,586          | 385,273                  |
| Prior year adjustment                              | 21   | 28,362                     | (28,362)                         | -                | -                        |
| Total funds brought forward as restated            |      | <u>285,612</u>             | <u>96,974</u>                    | <u>382,586</u>   | <u>385,273</u>           |
| <b>Total funds carried forward</b>                 |      | <u>259,072</u>             | <u>116,181</u>                   | <u>375,253</u>   | <u>382,586</u>           |

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# Manchester Reform Synagogue

## Statement of Financial Position

31 December 2017

|   | Note | 2017<br>£      | £                     | 2016<br>£             |
|---|------|----------------|-----------------------|-----------------------|
| <b>Fixed assets</b>                                       |      |                |                       |                       |
| Tangible fixed assets                                     | 14   |                | 17,977                | 17,977                |
| Investments   | 15   |                | <u>37,000</u>         | <u>37,000</u>         |
|   |      |                | <b>54,977</b>         | <b>54,977</b>         |
| <br><b>Current assets</b>                                 |      |                |                       |                       |
| Stocks  | 16   | 77,839         |                       | 77,839                |
| Debtors   | 17   | 71,369         |                       | 79,443                |
| Cash at bank and in hand                                  |      | <u>314,380</u> |                       | <u>312,571</u>        |
|   |      | <b>463,588</b> |                       | <b>469,853</b>        |
| <br><b>Creditors: amounts falling due within one year</b> | 18   | <u>143,312</u> |                       | <u>142,244</u>        |
| <b>Net current assets</b>                                 |      |                | <b>320,276</b>        | <b>327,609</b>        |
| <b>Total assets less current liabilities</b>              |      |                | <u><b>375,253</b></u> | <u><b>382,586</b></u> |
| <b>Net assets</b>   |      |                | <u><b>375,253</b></u> | <u><b>382,586</b></u> |
| <hr/>   |      |                |                       |                       |
| <b>Funds of the charity</b>                               |      |                |                       |                       |
| Restricted funds  |      |                | 116,181               | 96,974                |
| Unrestricted funds  |      |                | <u>259,072</u>        | <u>285,612</u>        |
| <b>Total charity funds</b>                                | 20   |                | <u><b>375,253</b></u> | <u><b>382,586</b></u> |

These financial statements were approved by the board of trustees and authorised for issue on 5.11.13, and are signed on behalf of the board by:

Charity Secretary



# Manchester Reform Synagogue

## Notes to the Financial Statements

Year ended 31 December 2017

### 1. General information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is Jacksons Row, Manchester, M2 5NH.

### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

### 3. Accounting policies

#### Incoming resources

Subscriptions are accounted for on an accruals basis.

Donations are credited as income in the year in which they are receivable.

Income tax recoverable on income received is recognised in the same period that its associated income is recognised.

#### Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

#### Funds

Unrestricted funds are incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Tax reclaims arising on Gift Aid donations and investment income and gains are allocated to general funds.

Legacies do not generally form part of restricted funds as they are expendable by the Synagogue. Where such restrictions do occur the legacy is named as a specific restricted fund. Restricted funds can only be spent with the approval of the council in a general meeting.

Restricted funds are to be used in accordance with restrictions imposed by donors or which have been determined to have been raised by the Charity for particular purposes. The costs of raising and administering restricted funds are charged against the specific fund.

#### Going concern

There are no material uncertainties about the charity's ability to continue.

# Manchester Reform Synagogue

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2017

### 3. Accounting policies *(continued)*

#### Transition to FRS 102

The entity transitioned from previous UK GAAP to FRS 102 as at 1 January 2016. Details of how FRS 102 has affected the reported financial position and financial performance is given in note 22.

#### Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

#### Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

---

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

#### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

# Manchester Reform Synagogue

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2017

### 3. Accounting policies *(continued)*

#### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

#### Operating leases

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

#### Tangible assets

All fixed assets are initially recorded at cost.

The Synagogue building has been fully depreciated.

The Synagogue continues to receive rental income from the car park without deduction for wear and tear and it is therefore considered that its value to the Synagogue has not fallen since the original date of purchase. As a result no depreciation is charged on this asset.

#### Investments

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

#### Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.

# Manchester Reform Synagogue

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2017

### 3. Accounting policies *(continued)*

#### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

### 4. Donations and legacies

|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2017<br>£ |
|--------------------------|----------------------------|--------------------------|--------------------------|
| <b>Donations</b>         |                            |                          |                          |
| Donations                | 11,823                     | 32,750                   | 44,573                   |
| <b>Legacies</b>          |                            |                          |                          |
| Legacies                 | 39,000                     | -                        | 39,000                   |
| <b>Subscriptions</b>     |                            |                          |                          |
| Membership subscriptions | 97,344                     | -                        | 97,344                   |
|                          | <u>148,167</u>             | <u>32,750</u>            | <u>180,917</u>           |
|                          |                            |                          |                          |
|                          | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2016<br>£ |
| <b>Donations</b>         |                            |                          |                          |
| Donations                | 24,457                     | -                        | 24,457                   |
| <b>Legacies</b>          |                            |                          |                          |
| Legacies                 | 46,875                     | -                        | 46,875                   |
| <b>Subscriptions</b>     |                            |                          |                          |
| Membership subscriptions | 98,162                     | -                        | 98,162                   |
|                          | <u>169,494</u>             | <u>-</u>                 | <u>169,494</u>           |

### 5. Charitable activities

|                      | Unrestricted<br>Funds<br>£ | Total Funds<br>2017<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2016<br>£ |
|----------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Book sales           | 170                        | 170                      | 120                        | 120                      |
| Educational receipts | 2,064                      | 2,064                    | 1,771                      | 1,771                    |
|                      | <u>2,234</u>               | <u>2,234</u>             | <u>1,891</u>               | <u>1,891</u>             |

# Manchester Reform Synagogue

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2017

**6. Other trading activities**

|                    | Unrestricted<br>Funds | Total Funds<br>2017 | Unrestricted<br>Funds | Total Funds<br>2016 |
|--------------------|-----------------------|---------------------|-----------------------|---------------------|
|                    | £                     | £                   | £                     | £                   |
| Advertising income | 1,136                 | <u>1,136</u>        | <u>1,136</u>          | <u>1,136</u>        |

**7. Investment income**

|                        | Unrestricted<br>Funds | Total Funds<br>2017 | Unrestricted<br>Funds | Total Funds<br>2016 |
|------------------------|-----------------------|---------------------|-----------------------|---------------------|
|                        | £                     | £                   | £                     | £                   |
| Bank interest received | 370                   | <u>370</u>          | <u>3,368</u>          | <u>3,368</u>        |

**8. Other income**

|                            | Unrestricted<br>Funds | Restricted<br>Funds | Total Funds<br>2017 |
|----------------------------|-----------------------|---------------------|---------------------|
|                            | £                     | £                   | £                   |
| Car park rental            | 26,000                | -                   | 26,000              |
| Sundry income              | 13,163                | -                   | 13,163              |
| Funeral receipts           | 45,489                | -                   | 45,489              |
| Income tax recovered       | 23,121                | -                   | 23,121              |
| Social and cultural income | -                     | -                   | -                   |
| Board of Deputies          | -                     | (1,689)             | (1,689)             |
| Burial Board payments      | -                     | 28,480              | 28,480              |
|                            | <u>107,773</u>        | <u>26,791</u>       | <u>134,564</u>      |

|                            | Unrestricted<br>Funds | Restricted<br>Funds | Total Funds<br>2016 |
|----------------------------|-----------------------|---------------------|---------------------|
|                            | £                     | £                   | £                   |
| Car park rental            | 26,000                | -                   | 26,000              |
| Sundry income              | 885                   | -                   | 885                 |
| Funeral receipts           | 54,119                | -                   | 54,119              |
| Income tax recovered       | 29,751                | -                   | 29,751              |
| Social and cultural income | 810                   | -                   | 810                 |
| Board of Deputies          | -                     | 1,850               | 1,850               |
| Burial Board payments      | -                     | 35,448              | 35,448              |
|                            | <u>111,565</u>        | <u>37,298</u>       | <u>148,863</u>      |

**9. Expenditure on charitable activities**

|               | Unrestricted<br>Funds | Restricted<br>Funds | Total Funds<br>2017 |
|---------------|-----------------------|---------------------|---------------------|
|               | £                     | £                   | £                   |
| Support costs | <u>286,220</u>        | <u>40,334</u>       | <u>326,554</u>      |

|               | Unrestricted<br>Funds | Restricted<br>Funds | Total Funds<br>2016 |
|---------------|-----------------------|---------------------|---------------------|
|               | £                     | £                   | £                   |
| Support costs | <u>260,146</u>        | <u>67,293</u>       | <u>327,439</u>      |

# Manchester Reform Synagogue

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2017

### 10. Expenditure on charitable activities

|               | Support costs<br>£ | Total funds<br>2017<br>£ | Total fund<br>2016<br>£ |
|---------------|--------------------|--------------------------|-------------------------|
| Support costs | 326,554            | <u>326,554</u>           | <u>327,439</u>          |

### 11. Net expenditure

Net expenditure is stated after charging:

|                         | 2017<br>£    | 2016<br>£    |
|-------------------------|--------------|--------------|
| Operating lease rentals | <u>1,929</u> | <u>1,572</u> |

### 12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

|   | 2017<br>£      | 2016<br>£      |
|---|----------------|----------------|
| Wages and salaries                      | 126,958        | 118,683        |
| Social security costs                   | 7,238          | 6,326          |
| Employer contributions to pension plans | 14,260         | 12,872         |
|   | <u>148,456</u> | <u>137,881</u> |

The average head count of employees during the year was 9 (2016: 9).

No employee received employee benefits of more than £60,000 during the year (2016: Nil).

### 13. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

### 14. Tangible fixed assets

|  | Land and<br>buildings<br>£ | Car park<br>£ | Total<br>£     |
|--|----------------------------|---------------|----------------|
| <b>Cost</b>                            |                            |               |                |
| At 1 January 2017 and 31 December 2017 | <u>107,718</u>             | <u>17,977</u> | <u>125,695</u> |
| <b>Depreciation</b>                    |                            |               |                |
| At 1 January 2017 and 31 December 2017 | <u>107,718</u>             | -             | <u>107,718</u> |
| <b>Carrying amount</b>                 |                            |               |                |
| At 31 December 2017                    | -                          | <u>17,977</u> | <u>17,977</u>  |
| At 31 December 2016                    | -                          | <u>17,977</u> | <u>17,977</u>  |

# Manchester Reform Synagogue

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2017

### 15. Investments

|  | Other<br>investments<br>£ |
|--|---------------------------|
| <b>Cost or valuation</b>               |                           |
| At 1 January 2017                      | 37,000                    |
| Additions                              | —                         |
| <b>At 31 December 2017</b>             | <u>37,000</u>             |
| <b>Impairment</b>                      |                           |
| At 1 January 2017 and 31 December 2017 | —                         |
| <b>Carrying amount</b>                 |                           |
| At 31 December 2017                    | <u>37,000</u>             |
| At 31 December 2016                    | <u>37,000</u>             |

All investments shown above are held at valuation.

### 16. Stocks

|                | 2017<br>£     | 2016<br>£     |
|----------------|---------------|---------------|
| Cemetery plots | <u>77,839</u> | <u>77,839</u> |

Stock consists of cemetery plots held at Mill Lane, Cheadle.

In 1995 the Trustees of Menorah Synagogue arranged with Stockport MBC by means of a Deed of Allotment, to prepay for 204 burial spaces at Mill Lane Cemetery, Cheadle. The Synagogue paid one half of the cost to Menorah Synagogue for a right to 102 burial spaces. It is understood that if all the spaces have not been used when the Deed of Allotment expires after 99 years the remaining land would revert to Stockport MBC. In 2005 the Synagogue prepaid for a right to a further 100 burial spaces at Mill Lane Cemetery Cheadle.

During the year no burial spaces have been sold.

### 17. Debtors

|                                | 2017<br>£     | 2016<br>£     |
|--------------------------------|---------------|---------------|
| Trade debtors                  | 7,097         | 36,557        |
| Prepayments and accrued income | 32,945        | 22,282        |
| Gift aid recoverable           | 13,549        | 5,280         |
| Other debtors                  | 17,778        | 15,324        |
|                                | <u>71,369</u> | <u>79,443</u> |

# Manchester Reform Synagogue

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2017

**18. Creditors: amounts falling due within one year**

|                                 | 2017           | 2016           |
|---------------------------------|----------------|----------------|
|                                 | £              | £              |
| Trade creditors                 | 56,061         | 54,716         |
| Accruals and deferred income    | 44,812         | 51,089         |
| Social security and other taxes | 2,332          | 34             |
| Other creditors                 | 40,107         | 36,405         |
|                                 | <b>143,312</b> | <b>142,244</b> |

**19. Pensions and other post retirement benefits**

**Defined contribution plans**

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £14,260 (2016: £12,872).

**20. Analysis of charitable funds**

**Unrestricted funds**

|                                 | At<br>1 January 2017 | Prior year<br>adjustments | Restated at 1<br>January 2017 | Income         | Expenditure      | At<br>31 December<br>2017 |
|---------------------------------|----------------------|---------------------------|-------------------------------|----------------|------------------|---------------------------|
|                                 | £                    | £                         | £                             | £              | £                | £                         |
| General Fund                    | 4,294                | (18,513)                  | (14,219)                      | 220,680        | (286,220)        | (79,759)                  |
| Property<br>Maintenance<br>Fund | 30,993               | —                         | 30,993                        | —              | —                | 30,993                    |
| Legacies                        | 221,963              | 46,875                    | 268,838                       | 39,000         | —                | 307,838                   |
|                                 | <b>257,250</b>       | <b>28,362</b>             | <b>285,612</b>                | <b>259,680</b> | <b>(286,220)</b> | <b>259,072</b>            |

Fund balances in all cases represent cash held in bank and building society accounts.

**Restricted funds**

|                           | At<br>1 January 2017 | Prior year<br>adjustments | Restated at 1<br>January 2017 | Income | Expenditure | At<br>31 December<br>2017 |
|---------------------------|----------------------|---------------------------|-------------------------------|--------|-------------|---------------------------|
|                           | £                    | £                         | £                             | £      | £           | £                         |
| Burial<br>Assistance Fund | 80,823               | (28,362)                  | 52,461                        | 26,791 | (30,052)    | 49,200                    |
| Cemetery Fund             | 12,745               | —                         | 12,745                        | —      | —           | 12,745                    |
| Education Fund            | 13,126               | —                         | 13,126                        | —      | —           | 13,126                    |
| Restoration<br>Fund       | 9,978                | —                         | 9,978                         | —      | —           | 9,978                     |
| Charity Fund              | 138                  | —                         | 138                           | —      | —           | 138                       |
| Youth Fund                | 3,783                | —                         | 3,783                         | —      | —           | 3,783                     |

# Manchester Reform Synagogue

## Notes to the Financial Statements *(continued)*

Year ended 31 December 2017

### 20. Analysis of charitable funds *(continued)*

|   | At<br>1 January 20<br>17 | Prior year<br>adjustments | Restated at 1<br>January 2017 | Income        | Expenditure     | At<br>31 December<br>2017 |
|---|--------------------------|---------------------------|-------------------------------|---------------|-----------------|---------------------------|
| Lionel Blundell Choir<br>Fund             | 3,738                    | -                         | 3,738                         | -             | -               | 3,738                     |
| Charles Shay Wallace<br>Hebrew Prize Fund | 1,005                    | -                         | 1,005                         | -             | -               | 1,005                     |
| Kol Nidre Fund                            | -                        | -                         | -                             | 10,502        | (10,282)        | 220                       |
| Ladies Guild Fund                         | -                        | -                         | -                             | 20,890        | -               | 20,890                    |
| Frinmete Goldberg<br>Education Cup Fund   | -                        | -                         | -                             | 1,358         | -               | 1,358                     |
|   | <u>125,336</u>           | <u>(28,362)</u>           | <u>96,974</u>                 | <u>59,541</u> | <u>(40,334)</u> | <u>116,181</u>            |

### 21. Prior year adjustments

Prior period adjustments have been made in respect of restricted and unrestricted funds to reflect the reallocation of certain items in the previous year:

#### 2016 - Legacy

Restatement of £46,875 as a legacy income in 2016. Prior year it was stated as a general fund income.

#### 2016 - Burial board payments

Restatement of burial board expenses (£38,870) as a restricted expenses within the Burial Assistance Fund. Prior year it is was stated as general fund expenses

#### 2015 - Burial board payments

Restatement of burial board expenses (£26,790) as a restricted expenses within the Burial Assistance Fund. In 2015 the expenses were stated as general fund expenses.

### 22. Transition to FRS 102

These are the first financial statements that comply with FRS 102. The charity transitioned to FRS 102 on 1 January 2016.

No transitional adjustments were required in the retained funds or income or expenditure for the year.

# **Manchester Reform Synagogue**

## **Management Information**

**Year ended 31 December 2017**

**The following pages do not form part of the financial statements.**

---

**Manchester Reform Synagogue**  
**Detailed Statement of Financial Activities**  
**Year ended 31 December 2017**

|                                     | 2017<br>£      | 2016<br>£      |
|-------------------------------------|----------------|----------------|
| <b>Income and endowments</b>        |                |                |
| <b>Donations and legacies</b>       |                |                |
| Donations                           | 44,573         | 24,457         |
| Legacies                            | 39,000         | 46,875         |
| Membership subscriptions            | 97,344         | 98,162         |
|                                     | <u>180,917</u> | <u>169,494</u> |
| <br><b>Charitable activities</b>    |                |                |
| Book sales                          | 170            | 120            |
| Educational receipts                | 2,064          | 1,771          |
|                                     | <u>2,234</u>   | <u>1,891</u>   |
| <br><b>Other trading activities</b> |                |                |
| Advertising income                  | 1,136          | 1,136          |
|                                     | <u>1,136</u>   | <u>1,136</u>   |
| <br><b>Investment income</b>        |                |                |
| Bank interest received              | 370            | 3,368          |
|                                     | <u>370</u>     | <u>3,368</u>   |
| <br><b>Other income</b>             |                |                |
| Car park rental                     | 26,000         | 26,000         |
| Sundry income                       | 13,163         | 885            |
| Funeral receipts                    | 45,489         | 54,119         |
| Income tax recovered                | 23,121         | 29,751         |
| Social and cultural income          | -              | 810            |
| Board of Deputies                   | (1,689)        | 1,850          |
| Burial Board payments               | 28,480         | 35,448         |
|                                     | <u>134,564</u> | <u>148,863</u> |
| <br><b>Total income</b>             | <u>319,221</u> | <u>324,752</u> |

# Manchester Reform Synagogue

## Detailed Statement of Financial Activities *(continued)*

Year ended 31 December 2017

|   | 2017           | 2016           |
|---|----------------|----------------|
|   | £              | £              |
| <b>Expenditure</b>  |                |                |
| <b>Expenditure on charitable activities</b>               |                |                |
| Support charitable activity - wages/salaries              | 126,958        | 118,683        |
| Support charitable activity - employer's NIC              | 7,238          | 6,326          |
| Support charitable activity - pension costs               | 14,260         | 12,872         |
| Support charitable activity - operating leases            | 1,929          | 1,572          |
| Support charitable activity - rates & water               | 1,819          | 2,145          |
| Support charitable activity - light & heat                | 11,360         | 9,530          |
| Support charitable activity - repairs & maintenance       | 4,862          | 5,696          |
| Support charitable activity - insurance                   | 15,895         | 16,930         |
| Support charitable activity - other establishment         | -              | 1,540          |
| Support charitable activity - other motor/travel costs    | 3,799          | 571            |
| Support charitable activity - legal and professional fees | 5,202          | 7,472          |
| Support charitable activity - telephone                   | 980            | 1,079          |
| Support charitable activity - other office costs          | 1,245          | 598            |
| Office expenses - Gifts and Presentations                 | 1,457          | 3,139          |
| Office expenses - Advertising                             | 1,105          | 1,280          |
| Office expenses - Catering and Events                     | 12,625         | 6,070          |
| Office expenses - Bank Charges                            | 135            | 78             |
| Office expenses - Donations                               | 10,282         | 7,490          |
| Office expenses - Computer and Web Investment Costs       | 6,296          | 3,651          |
| Subscription costs - MRJ Subscriptions                    | 20,718         | 22,723         |
| Office expenses - Funeral Costs                           | 45,048         | 54,453         |
| Office expenses - Burial Board Payments                   | 30,052         | 38,870         |
| Office expenses - Prayer Books                            | 347            | 375            |
| Office expenses - Printing and Stationery                 | 2,942          | 4,296          |
|   | <u>326,554</u> | <u>327,439</u> |
| <b>Total expenditure</b>                                  | <u>326,554</u> | <u>327,439</u> |
| <b>Net expenditure</b>                                    | <u>(7,333)</u> | <u>(2,687)</u> |

# Manchester Reform Synagogue

## Notes to the Detailed Statement of Financial Activities

Year ended 31 December 2017

|   | 2017           | 2016           |
|---|----------------|----------------|
|   | £              | £              |
| <b>Expenditure on charitable activities</b>               |                |                |
| <b>Support costs</b>                                      |                |                |
| Support charitable activity - wages/salaries              | 126,958        | 118,683        |
| Support charitable activity - employer's NIC              | 7,238          | 6,326          |
| Support charitable activity - pension costs               | 14,260         | 12,872         |
| Support charitable activity - operating leases            | 1,929          | 1,572          |
| Support charitable activity - rates & water               | 1,819          | 2,145          |
| Support charitable activity - light & heat                | 11,360         | 9,530          |
| Support charitable activity - repairs & maintenance       | 4,862          | 5,696          |
| Support charitable activity - insurance                   | 15,895         | 16,930         |
| Support charitable activity - other establishment         | -              | 1,540          |
| Support charitable activity - other motor/travel costs    | 3,799          | 571            |
| Support charitable activity - legal and professional fees | 5,202          | 7,472          |
| Support charitable activity - telephone                   | 980            | 1,079          |
| Support charitable activity - other office costs          | 1,245          | 598            |
| Office expenses - Gifts and Presentations                 | 1,457          | 3,139          |
| Office expenses - Advertising                             | 1,105          | 1,280          |
| Office expenses - Catering and Events                     | 12,625         | 6,070          |
| Office expenses - Bank Charges                            | 135            | 78             |
| Office expenses - Donations                               | 10,282         | 7,490          |
| Office expenses - Computer and Web Investment Costs       | 6,296          | 3,651          |
| Subscription costs - MRJ Subscriptions                    | 20,718         | 22,723         |
| Office expenses - Funeral Costs                           | 45,048         | 54,453         |
| Office expenses - Burial Board Payments                   | 30,052         | 38,870         |
| Office expenses - Prayer Books                            | 347            | 375            |
| Office expenses - Printing and Stationery                 | 2,942          | 4,296          |
|   | <u>326,554</u> | <u>327,439</u> |
| <b>Expenditure on charitable activities</b>               | <u>326,554</u> | <u>327,439</u> |