

## Synagogue Accounts

If you wish to receive a copy of our Examined Accounts please contact the Administrator Frank Godson who will see that you receive a copy either in the post or by e mail.

admin@sukkatshalom.me.uk



## Synagogue Examiners

**Gerald Edelman**  
25 Harley Street London  
W1G 9BR

Colin Burns continues to Examine our books & accounts and has done so for well over 30 years now. Our grateful thanks go to him for this exceptional service to the community.



## This Trustees Report was approved by the Council (Trustees) of the Synagogue on

Signed by order of the Council

**Steve Wynne**

**Chair of Council**



קהילה קדושה סוכת שלום  
Sukkat Shalom Reform Synagogue

REGISTERED CHARITY NUMBER 283615

**1 Victory Road Wanstead  
London E11 1UL**

**www.sukkatshalom.org.uk**

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED**

**JUNE 2017**

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## The Essex Jewish Community Council

The main purposes of the EJCC is to act as a central coordinating body for all the main Jewish organisations in the North East London and Essex Area.

Not only providing cross-community coordination but also thinking more strategically about how to promote the longer-term future of the area as a whole.

That could include creating a marketing campaign to promote the community as a great place to live and actively supporting new families when they move here.

Rachel Savage a member of Council sits on this committee.

The group also has a Facebook page which is monitored by our Administrator Frank Godson. Andrew Lewis and Sue Rosner.

# eJCC

Essex Jewish Community Council

## Synagogue Bankers



### **Natwest Bank Plc**

Edgware Branch

317 Hale Lane

Edgware Middx HA8 7AX

### **Barclays Bank Plc**

Woodford Broadway

33 The Broadway

Woodford Green

Essex IG8 0HW



Where possible the synagogue prefers members to pay subscriptions by Standing Order as this saves on costs occurred when banking cheques.

**We do not operate Direct Debits.**

**Related Charities  
Open City  
(Formally Open House London)**

The synagogue annually participates in this event. Open City is an opportunity to explore hundreds of inspiring buildings for 1 weekend a year for free. It is the capital's architectural showcase.

A truly city-wide celebration of the buildings, places and neighbourhoods we live, work & play. This event has been in place since 1992 and we at Sukkat Shalom are pleased to be part of it every year, festivals permitting.

We should be very proud to be participating in such a prestigious event. In the past we have had a number of fruitful membership enquiries, received good publicity and have created some good relationships with our neighbours.



**Related Charities  
Heritage Lottery Fund**

**English Heritage**

The synagogue has benefited in the past from a significant donation from English Heritage and the National Lottery towards the refurbishment of the main building.

The synagogue building has Grade 2\* listed status. These are high quality buildings, mostly unaltered, and often with an interior of special interest.

A listed building may not be demolished, extended, or altered without special permission from the local planning authority, which typically consults the relevant central government agency.



We at Sukkat Shalom take pride in our building and as and when we have funds we are making sure that it is well maintained.

We are aware that some of the brickwork needs replacing and we will see that this is done over time.

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## Chair of Council



The Trustee report is where you as members find out about your Synagogue. What has happened in the past year and our hopes and wishes for the next. It is also the medium where thanks are given to those who help maintain the Synagogue, be they paid or volunteers.

In that respect, I must thank Rachel Savage who completed her second year as Chair, finishing in November 2016, when I took over. Rachel continues to offer her time to us as a Council Member, and I am grateful I have an ex-chair I can call upon for advice given her experience. Our paid staff, Rabbi Larry Becker, our Administrator Frank Godson both keep the Synagogue running well in their various roles aided by a Council all of which have a role within the community and our thanks go to all

of them. We would not be able to continue without their assistance and knowledge.

Rabbi Larry continually goes further than can be expected of a part-time Rabbi. Apart from services he is also involved in the pastoral care of our members where necessary and is involved in our Adult Education classes. Away from, but still representing Sukkat Shalom, Rabbi Larry remains heavily involved in inter-faith matters across Redbridge, acts as a liaison between the Rabbinic Assembly and the Jewish Joint Burial Society (JJBS) and hosts school visits to our building.

Frank Godson's work is an invaluable asset to both the Synagogue and in assisting me. It appears that anything that is needed to be done be it on Finance, services, new members etc. is just done without any question. SSRS holds the distinction of being one of the only Synagogues whose records are completely up to date with the JJBS and Movement for Reform Judaism, and this is due to Frank.

Security remains a major situation both within our gates and in the wider world. Whilst the Security report will thank the Volunteers who turn out each week, my thanks go to Angela Jacobs, our Honorary Secretary who runs the rota for each week, ensuring we have security cover for services. Angela also continues to do an excellent job not

## Related Charities & Organisations

### *The Movement for Reform*



### *Judaism*

The synagogue contributes to the Movement for Reform Judaism and we often send a delegate to its Council meetings and to the Biennial Conference.

As a constituent member of the Movement for Reform Judaism we make available some contact information, that you provide for membership and administration purposes to the synagogue, to the Movement. This is for the purpose of supporting the Movement through demographic information, future planning, fundraising and statistical analysis. If you do not wish your information to be used by the Movement for Reform Judaism, to assist in additional fundraising activities, please contact the Synagogue Administrator and your details will be deleted from the list. Reform Judaism is living Judaism. It is a religious philosophy rooted in nearly four millennia of Jewish tradition, whilst actively

engaged with modern life and thought. This means both an uncompromising assertion of eternal truths and values and an open, positive attitude to new insights and changing circumstances. It is a living evolving faith that Jews of today and tomorrow can live by. In this spirit, the

Movement for Reform Judaism supports individuals, rabbis and synagogues in 42 communities across the UK to meet their spiritual, social and educational needs and to reach out to new members and the wider community.

## Yahzeits

Members are invited to offer the dates of the death of loved ones to the Administrator who sees that a list is kept on the bimah in the synagogue.

Each week on the anniversary of the death the loved one is remembered. Also our Honorary Secretary Angela Jacobs keeps a list of the dates and sends a letter to the member each year in order to remind them. We also send a card and a letter of condolences to all families when there is a death.

It is possible to pay in advance for a Woodland Burial and the current cost (2017) is £1700. Please speak to our administrator for further details on this or on any matter relating to the JJBS and your membership.

There is also the availability of Mixed Faith burial at Cheshunt for Associate members of SSRS. Again please speak to the Administrator if you are interested.



Some data from our database is made available, where appropriate, to the Jewish Joint Burial Society for the purpose of managing burial services. If you have any questions regarding the content or use of personal data provided, please contact the Synagogue Administrator.

Finally, within the JJBS, this Synagogue has one of the best track records for its membership lists and the involvement and information of its members. This is due to our Administrator Frank Godson to whom I offer my thanks as a Governor and yours as members is acknowledged.

**Steve Wynne JJBS Governor**

## Related Charities - CST



### **(Community Security Trust)**

The CST is proud of Britain's diverse and vibrant Jewish community, and seeks to protect its many achievements from the external threats of bigotry, anti-Semitism and terrorism. CST provides physical security, training and advice for the protection of British Jews. CST assists victims of anti-Semitism and monitors anti-Semitic activities and incidents. CST represents British Jewry to Police, Government and media on anti-Semitism and security.

CST believes that the fight against anti-Semitism and terrorism is an integral part of safeguarding our wider democratic British society against extremism and hatred.

Sukkat Shalom has received a considerable grant from the CST in order to upgrade its CCTV system & gates. We are extremely grateful to them and their staff for this work.

least of all in reminding me of the things I am supposed to do as Chair.

We are responsible for maintaining our beautiful building in such a way that is determined by its Listed status, and here our Chair of House plays a key role keeping the building clean and safe. Our thanks go to both Simon Sugarman and Jocelyn Shepherd who have been in the role either side of the AGM in November 2016.

Melvin Pedro continued as Senior Warden, leading a team of lay readers and Wardens in assisting the Rabbi and taking services when he is not. Melvin is assisted by Mitzi Kalinsky, Jeff Soraff, Andrew Lewis, Rob and Sue Barnett, Rachel Savage and Frank Godson. Our thanks go to each of them. I have also joined the Wardens panel.

Mitzi Kalinsky, our Treasurer, and Jeff Lustig, the Assistant Treasurer, together with Frank Godson ensure that we remain in a healthy financial position. Jeff has renegotiated contracts with our Gas and Electric suppliers and all contracts coming up for renewal are researched thoroughly to ensure the best value for money.

Whilst on Finance, we remain grateful to Colin Burns who examines our accounts each year and has done so for over 30 years. We appreciate his assistance.

Our Religion School, run by Jocelyn Shepherd has started to see an increase in its numbers. Jocelyn has announced her "retirement" as head teacher at the end of the current school year and the search had begun for a replacement. Jocelyn has been in her role for 17 years and will be missed. It is hoped that we will have a replacement by September.

Reeva Godson, in conjunction with the Rabbi, continues to serve as the Care Coordinator in what is a vital role ensuring that members of the community in need of pastoral care, receive it when necessary. Reeva also looks after the gardens, aided by our Gardener Brian. Andrew Lewis is involved in handing out the Haftorah each week, is a warden, lay reader and assists in running our classes for those wishing to convert to Judaism and our Adult Education classes.

The year saw the 60<sup>th</sup> anniversary of the Leo Baeck College. The college provides the Rabbis of tomorrow. Under the guidance of Tony and Susan Leach, SSRS embarked on several events and activities to commemorate this anniversary. The attention to detail ensured that despite a low attendance from our members we had several successful events and our thanks to Tony and Susan for their diligence.

Overall the Synagogue continues to grow with new members each year. It is also in a healthy financial position and all it requires is some new volunteers. If you have read this then you must care for your Synagogue. If you can offer some of your time to continue the work that you will read about in this report, please contact any of the people mentioned. I can assure you that your time will be appreciated and you will obtain a sense of having performed a good deed. **Steve Wynne**

## Fund Raising Report

Over 90 people attended the Synagogue General Knowledge Quiz which was held in May 2017.



The attendees included over 30 shul members which was very encouraging. During the evening the synagogue raised £890.00. This money was donated to the synagogue Scroll Fund and the money was used to help refurbish one of our Torah Scrolls. Frank & Reeva Godson who organised the event (See above), hope to organise another quiz in 2018. Please do your best to attend as it is always a fun evening. (The winners are pictured above)

## Care

Reeva Godson is now co-ordinating Care in the synagogue. However her role is limited due to time and the distance she lives from the synagogue.



We would like to offer more services to our members, however we need volunteers to enable us to do this work. If you are interested in helping can you please let Rabbi Becker or Reeva Godson know. Their contact details are at the back of the Shema. Also can you please let them know if anybody is unwell. Once we know we will contact them for a chat and on occasions send a card.

During the year Reeva spoke to many of our elderly members who were grateful for the call. She hopes to be able to keep this type of contact going for the foreseeable future. It is hoped that during the next financial year she will have more help.

**Reeva Godson**

## Related Charities

***The JJBS  
Jewish Joint Burial Society  
1 Victory Road Wanstead  
London E11 1UL***

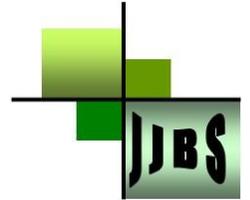
The Jewish Joint Burial Society (JJBS) provides this community with burial, or cremation. Burials take place at its cemeteries in Cheshunt, cremations take place at Hainault or Golders Green in the main. Their offices are rented from SSRS and are on our site in Wanstead. Our thanks are offered to the staff who work there for their help and assistance throughout the year.

A Funeral Guidelines Booklet exists which is tailor made for use by SSRS. A revised copy of this booklet is given to all new members. All new members have to sign a document to say that they have received a copy of the booklet. We are well represented at the JJBS with Frank Godson as one of the Elected Governors (and past Chairman), Steve Wynne as a Governor and Jocelyn Shepherd also as an Elected Governor. Frank and Steve sit on the Risk & Investment Subcommittee of the Society and Jocelyn Chairs the Grants Committee. Frank also sits on this committee.

There continues to be many non-member funerals carried out by the JJBS. For those who are unaware the money generated from these funerals is donated to worthy causes by the JJBS via the Grants committee.

The synagogue continues to hold monies on behalf of some of its members to cover certain fees due to the JJBS on their death. These monies are also supported by a surcharge on all Late Entry Payments (LEP) made by members who join the Synagogue aged over 50 and who have not been a member of the JJBS before. The JJBS has instigated a scheme where members can buy out their LEP with a once off payment. Many of our members have used this scheme. We urge all members who have a liability to start paying it off as quickly as possible.

The new Woodland Cemetery at Cheshunt is now being used on a regular basis. Over the next year or so the JJBS staff will move from Sukkat Shalom to the cemetery where new offices will be built.



## Related Charities - Jack Petchey Awards

We have Bronze status for the Jack Petchey Awards.

The age group for getting the award is 11 – 25 and young people can't get it again in the same institution. The children have to spend the £200 on things that will benefit the 11 – 25 age range. Should our membership numbers increase in the future then we can apply for the Silver Award to be reinstated. Anyone can nominate a young person for the award so we look forward to receiving new nominations next year.

The Jack Petchey Achievement Award Scheme programme is running in over 2,000 schools, colleges and youth organisations across London and Essex.

The scheme is open to applications from schools, clubs and youth groups. The scheme contributes millions of pounds each year to support youth work in London and Essex.



The Achievement Award Scheme aims to enable schools, colleges and youth organisations to recognise, reward and celebrate the achievements of their young people.

Achievement Awards are designed to recognise a wide range of achievement. The scheme works well because young people themselves are involved in nominating and selecting the winners.



## East Anglia Synagogues Together

The synagogue forms part of the East Anglia Synagogues Together, set up and ECAMPS.

These groups both organise various functions and events during the year.

## Plans for the Future of the Building and significant works carried out during this year.

Apart from all of the general maintenance issues, appliance testing etc. a number of projects have been completed this year.

We have installed 3 new blow air heaters in the synagogue and a new additional boiler. This has vastly improved the temperature we can get in the synagogue in the Winter. We have also installed a Nest System in order for us to be able to control when they come on, remotely. This addition to the heating system will not only assist the level of heat in the synagogue but will also help to keep gas costs down. It is worth mentioning that a considerable audit of our gas and electricity costs was carried out by our Assistant Treasurer Jeff Lustig. This resulted in our changing suppliers and reducing our costs considerably.

During the year we had to do some remedial work to the synagogue roof and repair some damage to the Cheder Block roof. A new Hearing Loop was installed into the synagogue prior to the High Holydays last year. This will greatly help those members who attend synagogue who are hard of hearing.

We installed new sleepers to the side fence in order to create a designated flower bed and protect the new fence from damage from cars.

We have installed new light fittings into the foyer of the synagogue after 1 of the old ones failed. We now need to repair and paint the foyer ceiling. Several benches have been donated to the synagogue by members of the community.

For the next financial year the Finance committee have drawn up a list of small works which need to be carried out during the year. We need to fix the flooring to front of Bimah. This part of the floor was pulled up during the heating upgrade. We plan to box in some of the pipework to the new heating system and paint the exposed pipes. We feel that the time has come to repaint the railings which encircle the building. Also the side door to the synagogue needs some attention due to considerable draught problems.

Other than this we have no **major** projects to consider during 2017/18. If you feel that there is anything that we are neglecting in the buildings please let us know.

**Jocelyn Shepherd**  
Chair of House

## Treasurer's Report



This is my third year as Honorary Treasurer. The Finance Committee continue to employ a bookkeeping service to help with the accounts and Sage management. As far as management goes our thanks go to our Administrator Frank Godson who continues to be involved in all aspects of finance particularly by assisting with banking, collecting arrears in subscriptions, managing the Funeral Fund and providing Council with statistics and data. During the year we could not have managed the Synagogue without the invaluable help of the Finance Committee. They have helped me to control the finances during the year. The Finance Committee consists of Steve Wynne, Myself, Jeff Lustig, Jocelyn Shepherd & Frank Godson. During the year Jeff Lustig our Assistant Treasurer was given a number of tasks relating our phone lines & insurance. The outcome of the various exercises was to lead to savings on both types of expenditure. I am pleased to be able to continue to report that, as in the previous few years, the financial year

ended 30th June 2017 has seen the Synagogue finances continue to remain very healthy. In the main we have been able to absorb increased expenditure, including salary increases, JJBS subscriptions and general running costs through increases to some of our subscription rates and savings on expenditure

Following a recommendation from the Finance Committee, with effect from 1st July 2017, the Synagogue Council has approved a modest increase in some categories of subscriptions rates. As a result of this we continue to ask our members to change their standing orders promptly when they are asked for an increase. We also ask that our members help us to save time by remembering to quote their **Family Code** when paying subscriptions or making other payments. Almost all our income comes from subscriptions, however we do receive, a few donations each year, receipts from the sale of High Holyday tickets and rent from the JJBS. In regard to the latter the JJBS will be building new offices at the



regional hustings. The Board continued to present its Jewish Living Exhibition at venues around the country and arrange Jewish way of life tours for school children. The tours include visits to synagogues, a kosher lunch, and exposure to other aspects of the Jewish community. Working with the Union of Jewish Students, the Board launched the "Bridges Not Boycotts" campaign on UK university campuses. The campaign aims to provide an alternative narrative to the movement to impose boycotts, divestment and sanctions on Israel. The campaign was predominantly student-led, but supported by the Board.

The Board commissioned reports into the state of Jewish education and synagogue membership. These reports are available on the Board's website as a resource for the whole community to enable planning and strategic development. This year, Rachel Savage continued to serve as

a member of the Board's Constitution Committee and the Finance and Organisation Division, where she serves on the organisational change subgroup. The organisational change group put some of its conclusions to the Board at its 2017 meeting, where some were accepted by Deputies.

Further changes are expected to be voted on by Deputies later in 2017. The synagogue contributed £2,300.00 to the Board this year. The synagogue makes a contribution from the subscriptions of most members and invites members to make contributions over and above this.

## Rachel Savage



## Cheder Children

## Related Charities - Board of Deputies



The Board of Deputies of British Jews is an organisation that represents the British Jewish community by promoting and defending the religious and civil liberties of Jews. Based on its size, Sukkat Shalom was entitled to elect two Deputies to the Board for the 2015-2018 term. However when elections were held in March 2015, only the existing Deputy Rachel Savage, stood. Rachel is currently serving her second term on the Board. No further potential Deputies have come forward in the community since then. Sukkat Shalom continues to look for someone willing to be its second Deputy. We are also entitled to send an official observer to the Board who is under 35 years of age. If you are interested please let us know. The Board operates through four divisions: finance and organisation (concerned with

the governance and finance of the Board itself), communities and education (promoting cross-communal activities including education and social care), international (interfacing with Jewish communities around the world and representatives of foreign governments in the UK) and defence and interfaith relations (defending religious practices, standing up to anti-Semitism and promoting good relationships with other faith groups). The Board has continued to represent the Jewish community over the past year. In the political realm, the Board produced manifestos for the Scottish and UK Parliamentary and Welsh and Northern Ireland Assembly elections in 2017 setting out the Jewish community's policy priorities. All candidates were invited to subscribe to the "ten commitments" set out in the manifestos. The Board also organised a number of general election hustings: a national event held at a regular Board meeting to which Deputies and non-Deputies were invited, and a number of

cemetery sometime in the near future this will eventually lead them to move out of the offices in the shul. As was the case last year our membership has increased by a small number this year with very little increase of income from this source. In spite of this we are still showing a surplus and we were able to add monies to the Heating Fund. In view of this we were able to use this fund to improve our heating system at a cost of about £11,000.00.

Other major items purchased during the year included a hearing loop, an updated honours board, new light fittings in the foyer of the synagogue and the creation of a designated flower bed to the main fence using wooden sleepers. Our loan to the bank will be paid off by April 2018.

Finally, your synagogue Council and the Finance Committee continue to keep expenditure to a minimum along with any increases in subscriptions. They do this voluntarily. If you feel that you have any financial expertise to offer we would be very pleased to hear from you.

**Mitzi Kalinsky**  
**Honorary Treasurer**

## Head of Security

Security within SSRS remains a priority for your Council. We are grateful for the team of 10 members who offer to provide security on the High Holy Days, evening services, Shabbat service and anytime we have a service separate from these. Many thanks to them. Angela Jacobs provides support by preparing a rota for certain services and the Security team thank her for her diligence.

Support from the local police is appreciated and they can be seen every day patrolling the area and making sure we have no problems. The Community Security Trust continues to provide some support but they are becoming stretched as Synagogues merge creating an area to cover with fewer synagogues in it so they have had to prioritise their patrols. We are now equipped with radios which enable us to contact the CST control Centre if we require assistance and we have also been given radios for local use around the Synagogue. The new pedestrian gate enables an exit from the grounds without the need to open the main gates providing a further level of security. I would ask that if you are permitted to enter the car park by anyone other than the security volunteer you wait for the gates to close before parking. Also, there may be times when we restrict parking and we ask for your understanding in this regard. **Steve Wynne**

## Senior Wardens Report



In September 2016 we had the High Holidays where before Rosh Hashanah we hosted the ECAMPS Selichot service and on Rosh Hashanah afternoon returned to the home of Alfred and Alice Sellar for the Tashlich tea. On Chanukah we had a Friday night chavurah celebration (this particular year, unfortunately, without musical entertainment. It will again be provided next year. On Purim we were joined in the service by the Cheder children to sing some Purim songs with Mitzi Kalinsky. Besides Selichot a number of other events were held jointly with other synagogues in the area including the Tu Bishvat Seder and Erev Yom Hashoah service, (the latter hosted was by us) also the Erev Shavuot

Tikkun Leyl held at Woodford Synagogue where we had an extremely interesting lecture on "the history of Golders Green" The other Seder held during the year was our traditional communal Seder on the second night of Passover. We had one Bat Mitzvah during the year and one Bar Mitzvah the day after the

end of the financial year. we wish mazeltov to Emily Sweeney and Ethan Fox and their families. Finally, as well as the above events, we continued with our monthly Friday night Chavurah meal services, our weekly Saturday morning services (including some new study and singing sessions) and our monthly Lunch and Learn sessions, none of which would be possible without the continued support and hard work of our Rabbi Larry Beker, lay readers and Wardens, to all of whom I say a hearty thank you. **Melvin Pedro**

## Trustees Report

This Trustees Report is produced for the benefit of the Charity Commissioners, our members and any prospective new members. The Trustees Report is designed to give a complete overview of the synagogue in general and the synagogue's various activities and services which are carried out throughout the year. It also gives details of our employees' activities, information about risk, plans for the future, information on some standard documents and details of our involvement with several other charities. This Report is finalised on the 30th June each

## Charitable Expenditure

The synagogue collects donations each year during its High Holyday Appeal. These monies are paid to a number of nominated worthy Charities which are selected by the synagogue Council.

The charities supported this year (September 2016) were, The Essex & East London Branch of the polio Fellowship & The Leo Baeck College.

## Lettings

The synagogue has a policy of hiring out the building to the community at large for a small fee. This is in order to ensure that this valuable asset which has been supported by the National Lottery and English Heritage is accessible to the public in general. Any person or group of people can apply to the Administrator for such use and depending on the type of use an agreement can be reached on a let.



This year we hired it out for a meeting of the residents from Clock Court. This is likely to be a regular booking. Also for an engagement party for a resident of Clock Court.

## Insurance

The synagogue currently insures the buildings and its contents with Ecclesiastical Insurance Office plc, London Regional Centre, Beaufort House, Brunswick Road, Gloucester, GL1 1JZ. Our brokers are Arthur J. Gallagher & Co

We also have employers liability cover as well as insurance for personal accidents.

The Council has clarified the situation re insurance cover for those carrying out security duties and have confirmation that we are covered for these activities.

During the year the synagogue made no claims to the insurance company

A copy of the Policy booklet is available to those that wish to see it on the synagogue foyer table.

An Insurance certificate is displayed on our notice boards.

**Ecclesiastical**



Arthur J. Gallagher & Co.

### Tallit & Kippot



All males entering the synagogue must have their heads covered. All Jewish males over 13 should wear tallit where appropriate.

Females may wear Tallit if they wish and will be required to wear tallit if they carry a Torah Scroll.

The synagogue has a stock of kippot and tallit in the foyer for the use of visitors.

### Communications Policy

The synagogue communicates with its members through regular mailings, the Shema (our newsletter), the website, our facebook page and fairly regular announcements via e mail. The synagogue answer phone also takes messages which are collected daily.

Please note that we do not have an office which is manned on a daily basis. If you wish to speak to somebody please leave a message on the answerphone or email.

[admin@sukkatshalom.me.uk](mailto:admin@sukkatshalom.me.uk)

### Mobile Phones

The use of mobile phones for calls or texting is prohibited in the synagogue on Shabbat and Festivals. Should you need to carry your mobile phone into the synagogue you must switch it off or have it on silent.

You must leave the synagogue building before answering a call if it is on silent or vibrate.



### Synagogue History

The synagogue and its buildings have a considerable History some of which is included in a small booklet which is available on request.



We will also conduct lectures based on the History of the Wanstead Orphanage Site, on request from outside organisations.

The picture shows the synagogue when it was at Bedford House in the 1980's.

year even though it is posted to members in October. The content of this Trustees Report reflects synagogue business up to the end of June 30th 2017. All new members receive a copy of this Report as do the Charity Commissioners.

### Education Report Cheder

The numbers of children attending religion school is 11 which is encouraging. The children preparing for Bar or Bat Mitzvah sometimes participate in the Shabbat morning service by arrangement with the Religious Activities Committee.



Jocelyn Shepherd our Head Teacher will be retiring at the end of July and it is hoped that Bryony Bathie will take her place from September. Jocelyn has been our Head Teacher for over 16 years and a great deal of thanks go to her for sustaining the Cheder during difficult times. Whilst other Chederim have closed we have remained open and we intend to do so for the foreseeable future. Sue Rosner

who was our Head of Education for a number of years stood down at the last AGM having served her 7 years on Council. Many thanks go to her for her years of service.

We continue to update our Cheder and Education Handbook and send this to all members with children aged 6-11. All families should know that in order to have a Bar or Bat Mitzvah at Sukkat Shalom the child has to attend Cheder for a minimum of 2 years. There are also other conditions which are all listed in the Cheder Hand Book. We tried to develop Youth Activities this year with help from Shelby Silver. However due to a poor take up the activities have now ceased. If your children are interested in attending the Cheder or if you feel that you can help with our children's education in some way please let me know.

### Karen Watch

#### Mixed Faith Activities

The synagogue, Rabbi Becker & Mitzi Kalinsky in particular participate in a number of ways with all of the mixed faith groups in the area. We regularly advertise their events in our Shema, on our website and from the Bimah on Shabbat mornings. We also offer up the building for events and meeting free of charge.

## Education Report Adult



We continue to run our weekly Tuesday Text Study class and Wednesday Access to Judaism Course. We also have Hebrew Tutorial on a Wednesday, prior to the Access to Judaism Course, which is run by Andrew Lewis.

The Text Study classes have been led by Rabbi Larry Becker.



The Access to Judaism course is designed with the needs of those undergoing conversion in mind but all are welcome to attend.



The class is taught by Rabbi Larry Becker, Rabbi Lisa Barrett of SWESRS and Rabbi Richard

Jacobi of East London & Essex Liberal Synagogue, and in their absence, by Andrew Lewis.

The venue switches between Sukkat Shalom, SWESRS &

East London & Essex Liberal Synagogue on a termly basis. We also continue to hold our informal 'Lunch and Learn' sessions after Shabbat morning services once a month.

**Andrew Lewis- Adult Education**

## Schools – Colleges & Groups

We are sponsors of the Clore Tikva School in Barkingside and many of our children attend this school.

We also hosted a number of schools, Guide groups, Beaver groups, teachers etc. for visits to the synagogue during the year. Many children who visit the synagogue are of other faiths and the interest that is shown in the synagogue by these organisations is very encouraging.

We have been allowing such groups to visit the synagogue for some years now. These visits educate the children in Judaism and encourage them to understand a little more about what we do and how we worship. Many thanks go to Rabbi Becker for organising these visits and attending to the groups on the day.

## Photography & Video

### Shabbat

Photographs or Videos are not to be taken during services or Kiddush on Shabbat. Photographs and Videos can be taken outside of the synagogue building after a service. Photographs of the Bar or Bat Mitvah should be taken in the synagogue at the rehearsal.

### Festivals

The above applies to the following Festivals:- Simchat Torah, Rosh Hashanah, Yom Kippur, 1<sup>st</sup> and last days of Pesach, Sukkot and Shavuot. Photographs or Videos can be taken on Purim, Chanukah, or Tu B'shvat

### Weddings

We allow photographs and video in the synagogue at all weddings. The photographer or videographer must be unobtrusive, must not block the view of the attendees and must position all equipment such that it does not pose a danger to those attending. Photographers and videographers are not allowed into the Bedeken area. Photographs and videoing of the actual signing of the Marriage register is not permitted. Photographs and video can be taken once it is complete.

## Close Circuit Television Policy



The synagogue has installed a CCTV system throughout the grounds of the synagogue site.

The system is monitored from within the building via a screen and the 9 cameras mounted on the outside of the main building and 1 within the building. Within the building there is a recording device which records all movements via the cameras onto a hard drive.

The purpose of the system is to help secure the building from vandalism and burglary whilst it is unoccupied and to monitor the movement of visitors. It is also used to help admit congregants to the building during services and events. Data that has been recorded will be used for legal purposes if a crime has been committed on the site. A router has been installed in order to allow the CST, Jocelyn Shepherd & Frank Godson, the Administrator, to monitor the site over 24 hours or as required from off site and home.

### **Vulnerable Adults Policy**

Sukkat Shalom Reform Synagogue is committed to ensuring that vulnerable people who use our services are not abused and that working practices minimise the risk of such abuse.

All Staff, Volunteers, Trustees & Council Members of Sukkat Shalom Reform Synagogue have a duty to identify abuse and report it. Vulnerable adults are people who are over 18 years of age and are getting or may need help and services to live in the community.

### **Photography Policy** *Photographs and Videos of*

#### **Children & Members**

From time to time some members of the synagogue will take photographs and videos at functions, festivals and events which include the children currently at our Cheder. On some occasions children who are guests of our members will be captured as well.

It is also important that we include some photographs of the children in our newsletter (Shema) and our website as they enliven the pages, boost the esteem of the child and give credit for their roles at the Cheder.

Children are also excited at seeing their photograph in print and we would not want to spoil this.

Please be assured that we will never print a photograph of a child other than in a normal setting. Also we will never distort or alter the photographs in such a way as to demean the child. Finally we will never post the name of a child next to the photograph.

In spite of this we understand that some parents can be very sensitive about these matters and should you not want any photograph either singularly or in a group of your child included in the Shema or on our website please could you write or e-mail the synagogue Administrator and he will see that it is noted on the child's records.

We will always take great care to make sure that the child is not aware of this decision. Please do remember that the onus is on you as a parent to make this decision. Finally if you bring guest children to the synagogue you will also be responsible for making such a decision on behalf of the parent of the guest child as well. We know that this all sounds a bit officious however we are charged by the authorities to be correct in these matters.

### **The Synagogue's Designated and Restricted Funds**

The synagogue currently has a number of Restricted and Designated Funds as shown in our Annual Accounts. They are as follows:-

#### **Funeral Fund** *Restricted*

This Fund contains all of those monies given to us by members for the purpose of paying off their JJBS Late Entry Payments (LEP). Plus a surplus to cover the risk of any defaulters.

We encourage all of our members in this category to deposit monies with the synagogue over time in order to fix the payment for all time with the JJBS. We also regularly update all members with a liability to the LEP, who deposit money into this Fund, as well as those who are liable for an LEP and who do not make a contribution. All LEP due to the JJBS have to be recovered from the member on joining the community, over time, by regular payments, on death or before a tombstone is consecrated. It is clearly better to settle this debt prior to death in order to avoid complications at the time of a funeral. If you receive a statement from the synagogue and you have chosen not to pay over the liability you must pass this information on to your next of kin. The LEP has taken the place of the ARAP.

**The Late Entry Payment rate will increase from January 2018.**

**The LEP increases as costs rise in regard to the running of the cemeteries.**

#### **Heating Fund** *Designated*

This Fund has now closed as the improvements to the heating system in the synagogue have been carried out.

#### **Scroll Cover Fund** *Designated*

We are looking at commissioning a new Ark curtain during 2017/18.



We are also hoping to purchase a brand new Torah Scroll during 2017/18.

### **Rabbi's Discretionary Fund**

*Restricted*

The Council of the synagogue decided to set up this Fund for the sole use of the Rabbi.

The rules for this Fund are as per the document posted on the website.

This Fund is administered by the Rabbi and the Treasurer.



### **Jack Petchey Fund**

*Restricted*

We regularly receive monies from this scheme. The money is awarded to members and children of members of the synagogue who have assisted the work of the synagogue in a special way. The money received has to be spent on items as laid down by the Jack Petchey Awards Scheme.



### **Cheder Education Fund**

*Restricted*

This is money has been collected from those families that have children in the Cheder. The money is used for stationary and other equipment that relates to general education in the community both for children and adults..

### **High Holyday Appeal Fund**

*Designated*

Every year the money that we collect via the High Holyday Appeal is put into this Fund temporarily until it is sent to the various causes as agreed by Council.

### **General Donations**

We are always looking for members and friends of the community to donate to these Funds and indeed start new ones. Should you wish to make a donation please approach any Council member or the Administrator and he will explain how you can go about forwarding the money. Once again we thank everybody who has made a donation to the synagogue in the last financial year.



And significant titled positions within the synagogue. There is always regular reference at Council meetings to our current financial position and there is always regular monitoring of any reductions in membership income which is our main source of revenue.

Our membership was fairly stable this year. Increases in membership help to reduce the risk of any deficit in our finances. However we have a large number of older members so the number of deaths is increasing this has a significant effect on our growth.

The synagogue regularly updates the insurance policy it has on the buildings etc. We have very comprehensive cover. This year we sought to find a more competitive cost for our policy with nothing forthcoming.

We have a number of members suitably qualified in first aid. We have some first aiders who can administer CPR to anybody on site if they required it. Should you **not** want CPR administered to you, if required, you need to register this with the Synagogue Administrator. Some of our members are also CST trained and as such help with the general security of the building and its members. When Trustees and Council members leave office they are

asked to destroy all data that they have of our members on their computers unless they are given specific authority to keep it. The latter would only occur if they were performing a role within the community that required its use. Also we require that all paper documentation is returned to the synagogue, handed to a successor in office or destroyed when a person leaves office. All archived data is now stored inside a locked cupboard inside the synagogue. Computer data is backed up regularly and stored in the archive cupboard. The cupboard has restricted access. All members are reminded that they **MUST** inform the Administrator of any changes to the information that they provided when they joined. This includes: phone numbers, addresses, email addresses, changes in family arrangements, marriages, divorces, new births etc. No pictures of Council Members or their contact details are published in the Shema, on Facebook or on the website without their permission.

### **Risk - Child Protection**

The synagogue has a policy on Child Protection and it was put into place during June 2008. The Child Protection Officer, Tracy Pedro, is also responsible for all of our DBS checks. All new checks were carried out this year.

## Risk - General

The Trustees (Council members) are responsible for the management of the risks faced by the charity. The Trustees continue to monitor areas of risk within the synagogue. A Fire Risk document is in place as is a Health and Safety document. A Fire Risk Assessment was carried out during the year and all was in order. The synagogue makes a series of announcements before any major service or function. These relate to means of escape, parking etc. The electrical appliances are checked each year as are the fire extinguishers. Currently the main financial risk to the synagogue is a decrease in membership with a subsequent loss of income. A further risk is our liability to the Late Entry Payments (LEP) (formerly the Age Related Adjustment payment) due to the JJBS. This particular risk is mitigated by collecting regular payments from some members plus a premium on payments. The current value of our General Funds exceeds our liabilities apart from the liability to the JJBS LEP. These payments are dealt with on a regular basis by the Administrator who regularly tries to encourage members to forward their liability to the JJBS thus freezing the amount for all

time. Our finances are reviewed regularly by the Finance Committee and the Treasurers monitor each other. We conduct our finances using internet banking and we leave it to the Treasurers to monitor each other in this regard. The Administrator produces regular financial updates for Council members and views the bank statements.

Arrears in subscriptions are monitored regularly by the Administrator and kept to a minimum. Serious cases of arrears result in deletion, of membership of the synagogue, surcharges and loss of burial rights.

The synagogue continues to be sensitive to the financial circumstances of its members and takes steps to relieve hardship (in relationship to subscriptions) where it is considered to be possible. Key controls used by the charity (synagogue) include regular meetings of the Trustees (Council). There are also regular meetings of the Religious Activities Committee and the Finance Committee. The Education Committee has started to meet more regularly. Formal agendas and minutes are set for such meetings. Also detailed terms of reference which are within our Codes of Practice document are set for all committees

## Membership Report

During the past financial year 1st July 2016 to the end of June 2017, 23 (27) adults have joined the synagogue. One child of a member reaching 21 years old joined the synagogue during the year. On the down side 21 (24) members were deleted for non payment of fees, have left to join other synagogues, have moved or have left for reasons of hardship. Sadly also 5 (4) of our members died during the year.

Along with the new members we have added 7 new children to our numbers and lost 2, In regard to Associate Members, 3 (4) new Associate Members have joined the community and 2 (2), have taken up Full Membership. This gave us a net increase of 3 new member for the whole 12 months the one of the poorest increases for many years. Our membership at end of July 2016 was 415 (412) Full Members and 30 Associate Members. With deaths in the community increasing due to an ageing membership and fewer members joining, growth in income will be curtailed. This will mean a greater likely hood of subscriptions increasing in the future. We are generally satisfied that any resignations or deletions during the year were not

due to dissatisfaction with the management of the community.

In the rare event that a member has a grievance with any person who helps to run the synagogue they can apply to submit the grievance formally to Council. Council have formalised a complete Grievance Procedure document which thankfully was not used this year.

With the economy continuing to be difficult and the squeeze on incomes continuing this will affect the generation of new members and may cause us to lose a few more. We always do our best to help those feeling the pinch in order to keep them on as members during difficult times.

**Please speak to our Treasurer if you are finding it difficult to pay your subscription.**

Also please remember to recommend us to your friends and family.

(The brackets show last year's figures 2015/16)

**Frank Godson**  
**Synagogue Administrator**



## Bridge Group

A Bridge Group was formed over 10 years ago and now it meets at East London and Essex Liberal Synagogue Marlborough Road



South Woodford generally once a week. On a Wednesday at 7.30pm.

This group is open to any member of the synagogue or guests who wish to play. This is a social exercise not a revenue creating function. We each contribute 50p per week.

4-12 people play regularly and we would like additional players to join the group.

Anybody who would like to join this group or who would like to learn how to play can be given tuition by Sid Barrett who attends most weeks and who knows his stuff.



## Weddings

The synagogue carried out 4 (4 last year) weddings during the financial year both in the synagogue and at outside venues. We have 5 weddings booked for 2017/178



Our Senior Marriage Registrar is **Sylvie**

**Sugarman.** Our Assistant Marriage Secretary is Tracy Pedro. Sylvie officiated at all of the weddings this year.

We are looking for 1 or 2 more members to come forward and train as Marriage Secretaries.

Weddings are organised by our Administrator Frank Godson and conducted by Rabbi Larry Becker.

## Synagogue Grounds

Reeva Godson supervises the upkeep of the grounds & gardens whilst Brian Jones does the physical work. We are lucky to have Brian work for us particularly during the autumn when there is considerable leaf drop. Apart from some new planting we had to install a new fence along the side of the grounds adjacent to the apartments in Victory Road. The fence became unstable this year during a fairly violent storm. The fence

## Website & Facebook

The synagogue has a website which is updated regularly.



Our website is fully functional and is maintained by our Synagogue Administrator. The website is a very good tool for letting our members and the wider world know what we are doing and achieving. It has also greatly assisted in attracting people interested in joining the synagogue.

The website also holds copies of the following standard documents: our Kashrut Policy, Child Protection Policy Bar/Bat Mitzvah Rules, Constitution (Laws of the Community), Minutes of the AGM. Other documents may be added during the next financial year.

The synagogue also has a page on Facebook which is updated regularly. Please add us if you have a Facebook account.

The website, calendar and the Shema are the main tools with which we communicate with our members.

## Kashrut

The synagogue has a formal Kashrut policy.



A copy of this policy can be seen on our website. It can also be obtained from the Administrator on request.

In general we would prefer that our members, members children and visitors did not eat food, suck sweets or chew gum in the synagogue during services.

We would also rather that you left the synagogue and went to the foyer to feed or attend to children.

All foods brought into the synagogue must be Kosher. This includes synagogue functions, private functions, visits and Chavurahs. All foods brought into the synagogue during Pesach must be Kosher for Pesach. We have special utensils, bowls etc. that we use for the Pesach period. These are stored in special cabinets to the rear of the Ark.

Our synagogue utility room and the synagogue buildings in general are cleaned for Pesach (Passover).

## Burial or Cremation

The synagogue provides for its Full members and its Associate Members with burial rights to be buried at the Western Cemetery, Bullsmoor Ride, Cheshunt.

Maintenance of the burial site is handled by the Western Charitable Foundation on behalf of the Jewish Joint Burial Society.

There are sufficient plots to bury at Cheshunt for at least the next 50 years. Alternatively the synagogue can provide a cremation for members at Hainault or Golders Green crematoriums.



provide a cremation for members at Hainault or Golders Green crematoriums.

The Jewish Joint Burial Society whose offices are based at the synagogue, are now providing mixed faith burial and woodland burial at Cheshunt. Members of SSRS will be able to use these woodland facilities at an additional cost.

The new Ohel (Prayer Hall) for the Woodland area is now complete as is the roadway and entrance to the new cemetery. It is now planned to build offices on site for the JJBS staff.

## Property & Investments

The synagogue has no significant investments apart from the property at 1. Victory Road Wanstead and a small financial surplus.

The market value of the buildings and land are now considered to be in excess of £256,500.00.

The buildings are insured for reinstatement at a value of £2,900,000.

The only loan outstanding on the building will be settled in April 2018



itself was over 20 years old and needed repair, so Council agreed to completely replace it. The new fence enabled us to consider the flower bed running along its length. We have now installed timber sleepers along the fence which has defined the flower bed and its presence deters cars from damaging the new fence. The flower bed is a work in progress and in November we aim to have the fence covered with fragrant climbers. This Spring saw the most colourful display in the flowerbeds.

## Synagogue Income & Expenditure

### Income

Subscriptions	72 %
Gift Aid	13 %
Rent	4 %
Weddings	3 %
<i>High Holiday Ticket Sales</i>	
<i>BOD/ Tuition Fees</i>	
<i>Advertising/Arrears</i>	
<i>Seder Profit/Donations</i>	8 %

**Total 100%**

### Expenditure

Reform Movement	11 %
JJBS	14 %
BOD	2 %
Salaries/Wages	34 %
Loans	4 %
Repairs etc.	6 %
Heating Project	4 %
Alarm/Gates/CCTV	3 %
Gardens	1 %
Cleaning	3 %
Electricity	2 %
Gas	2 %
Insurance	4 %
Printing Post etc	3 %
Hearing Loop	2 %
<i>Kiddush/Wedding costs</i>	
<i>Water Rates/Telephone, Advertising/IT/Bookkeeping, etc. make up about 5% of expenditure</i>	

**Total 100%**

## The Shema

The Shema (synagogue newsletter) is the synagogue's main form of communication apart from the website. It is currently distributed 4 times per year.

The current compiler and Editor is Frank Godson who is looking for somebody to take it over **completely**.

If you are interested in any way please speak to Frank Godson.

July - August - September  
Tammuz - Av - Elul - Tishri  
2014



**SHEMA שמע 5774**

קהילה קדושה סוכת שלום  
Sukkat Shalom Reform Synagogue



שמיני  
2014

## Synagogue Calendar

This is now distributed with the Shema roughly 4 times a year.

The calendar contains details of all services, festivals, events, Chavurahs, Lunch & Learns & education sessions.

## Data Protection

The synagogue falls outside the regulatory powers of the data protection Act. However it will fully comply with the new rules introduced in 2017.

The synagogue does however maintain a substantial database with information on our members. This database is managed by the Database Manager Frank Godson. Certain parts of the database are regularly given with updates to some members of Council and specific members of the synagogue outside of Council. A number of members of the synagogue and Council are given permission to handle synagogue data on their home computers.

Council members who leave Council are asked to delete all sensitive membership data from their computers, including phone numbers, email addresses etc. Some of the data that we hold is divulged to the Jewish Joint Burial Society, CST and the Reform Movement. We ask all members on joining to sign a declaration allowing us to do this.

**Should you wish the Reform Movement not to receive your contact details please contact Frank Godson who will make a note on the database.**

## Other Employees

### *Mrs Jocelyn A. Shepherd*

A member of the synagogue. Jocelyn is a Council Member .

She is also the Head Teacher at the cheder and stands in for the Administrator when he is on Holiday. For both of these latter activities she receives some remuneration.

The synagogue has clearance from the Charities Commission for these payments.

### *Miss Bryony Bathie—Cheder*

A member of the synagogue.. It is hoped that Bryony Bathie will take over as Head Teacher once Jocelyn Shepherd retires.

### *Miss Talia Fox—Cheder*

A daughter of a member

## Other payments

Mitzi Kalinsky is the Treasurer of the synagogue and a Council Member.

She is also a Director of "Away with Tax" the synagogue Bookkeepers.

## Objects and activities of the Charity (Sukkat Shalom Reform Synagogue)

The objects of the Charity are the provision of Jewish religious services and cultural, educational, social, burial and cremation facilities for Jewish members of the synagogue and their dependents (under the age of 21 years old).

The synagogue is based in the UK and has most of its members living in the UK . Non Jews can attend all of these services. Non Jews who have signed up to Associate Membership with burial will be afforded burial and cremation facilities along side our Jewish Members in a special section of the JJBS Woodland Cemetery.

The synagogue also exists for such other charitable purposes which accord with the principles of the Movement for Reform Judaism or as the Council of the synagogue may from time to time determine. To this end we invite children to our building from local schools, scout groups etc. in order that they can understand a little more about Judaism.

We also allow some charities to hold events in the building at no cost to the charity concerned.

### **Promoting Interfaith Understanding**

He served as an active member of the management committee of the Redbridge Faith Forum, helping to plan and lead a number of the group's activities. He serves as Chair and a Trustee and of All Faiths and None (AFAN), a charity that provides educational material and sessions for higher education promoting understanding of and between the various faiths as well as the Agnostic/Atheistic organisations within British Society. The group is transitioning from one which exclusively focused on further education to one which also works with both secondary schools and the wider communities.

He participated in a number of specific interfaith sessions including, sessions for the Three Faiths Forum, various Adult, secondary school and Higher Educational sessions. He has worked with the Newham SACRE group who visited the synagogue, as a group, this year.

### **General**

The Rabbi acts as the face of the synagogue to the wider general community. He has also been active in local

schools both visiting various schools and hosting visits from schools to the synagogue. As well as schools we had a group of Beaver Scouts visit this year.

He also participates in discussions with various governmental bodies on a variety of issues affecting the Jewish community.

### ***These are some of the activities carried out within the community.***

Rabbi Becker is employed on a half time basis in the synagogue. However we are aware that he spends more time with us than he should. He conducts more than half of our services and attends most of the rest. He conducts all of our High Holyday services apart from 2nd day Rosh Hashanah, and any service where there is a Bar or Bat Mitzvah or other special occasion. He oversees and participates in all aspects of education.

He supervises all of our Associate Members who are undergoing Conversion. He attends all Council meetings, liaises with various members of Council and the Administrator. He is involved in Care in the community and conducts all weddings for our members. He also conducts all funerals and stone settings.

### **Honorary Life President**



The title of Honorary Life President can be bestowed on a member of the synagogue who has shown considerable commitment to its existence and who has dedicated many years of service to its cause. The title confers no special powers to the recipient and in the main is ceremonial. The Honorary Life President is entitled to attend all Council and Honorary Officers meetings and receive agendas for the same but cannot vote. During this financial year our Honorary Life President Frank Godson attended most of the Council meeting and all finance meetings as our Administrator.

### **The European Day of Jewish Culture**

is an event celebrated in several countries in Europe. The aim of this day is to organise activities related to Jewish culture and expose them to the public, with the intention that it would reveal the cultural and historical heritage of the Jewish people.

### **Custodial Trustees of the synagogue**

The Synagogue has 2 Custodial Trustees. These Trustees were appointed in 1999. They are:-

**Colin Joseph**

**Philip Tuhill**

Their joint responsibility is for the property of the synagogue which is the site at Victory Road Wanstead.

They are also responsible for health and safety matters and compliance with local authority planning regulations.

The Custodial Trustees have a right to attend all Council meetings and meetings of the Honorary Officers but cannot vote. The current Custodial Trustees have waived their right to receive minutes of Council meetings.

None of the Custodial Trustees takes an active role in the community. Once our loans are repaid to the bank the Council will address the current situation and recommend changes. Philip Tuhill has stated that he will stand down as a Custodial Trustee after the current loans to Natwest Bank are fully paid up in 2018.

## Structure of Membership

Operating procedures exist in the form of a booklet entitled Codes of Practice and Areas of Responsibility.



These procedures are updated regularly. The synagogue has several classes of membership: Full Membership, variations on Full Membership, Associate Membership and Honorary Membership and Associate Membership with burial rights.

The synagogue charges all members and some Associate Members for Burial a per-capita sum, set each year by the Council, which includes the cost of funerals offered by the Jewish Joint Burial Society and fees to the Movement for Reform Judaism. Monies are also collected and sent to the Board of Deputies of British Jews. The synagogue charges some Associate members a per-capita sum, set each year set by the Council, which excludes any voting rights and the cost of a funeral or a cremation.

## Synagogue Constitution



The Sukkat Shalom Reform Synagogue, (SSRS), is a registered charity governed by its

Constitution & Laws.

The synagogue was founded in January 1981 as the Epping Forest & District Reform Synagogue. It later changed its name to Buckhurst Hill Reform Synagogue and when we moved to Wanstead we became Sukkat Shalom Reform Synagogue. Our Charity Number is 283615.

The Charity Commissioners are notified of all Special General Meetings and changes to our Constitution. An update on all Trustees (Council Members) is sent to the Commissioners every year by our Honorary Secretary Angela Jacobs (See above)

A copy of the Constitution is available to any member who wishes to receive it and a copy is posted on our website. Please contact the Synagogue Administrator if you would like a hard copy.

## Employees

### *Rabbi Becker*

**These are the non-synagogue activities undertaken during the past year by Rabbi Becker.**



As stipulated in his contract he has participated in various activities in support of the Movement for Reform Judaism

(MRJ), the wider Jewish community, in promoting interfaith understanding and acting as the "face" of the synagogue to the wider general community.

### ***Movement for Reform Judaism (MRJ)***

He has actively participated in the Assembly of Reform Rabbis (Assembly) presenting Chidushim and Dvrei-Torah and he has sat on the Reform Beit Din.

He was a member of the Assembly of Rabbis Executive during the period covered by this report but anticipates stepping down from this role by the end of 2017. He has acted as Liaison between the Assembly of Rabbis and the Jewish Joint Burial Society. He was on the working groups drafting a new rabbinic handbook

and advisory documents with the goal of improving relationships between Rabbis and congregations within the movement. He was one of a number Rabbis drafting the Movements statement commemoration the Balfour Declaration.

### ***Activities in support of the wider Jewish Community.***

He was an active participant in planning and leading activities on behalf of ECAMPS (Eastern Counties Association of Progressive Synagogues)/East (East Anglian Synagogues Together).

He presented sessions for the Redbridge JCC and Jewish Care also engaged in various activities in support of local Jewish day schools.

He gave a presentation to the Redbridge Jewish Historical Society on The Temple Mount Salvage Project.

He has helped to plan and lead various local Jewish activities including the Yom Haatzmaut celebrations and various other events. He was the first non-Orthodox Rabbi to participate in the Yom HaZikaron observance at the Redbridge JCC.

## Employees

### **Frank Godson—Administrator**

**Frank Godson** has been employed as a part time Synagogue Administrator for the entire year. Frank attends most Council meetings as an observer. He worked for 707 hours this year (694 last year). Frank always hopes that he can return some of his duties back to the community in order to keep his hours from growing.

His time in the synagogue is spent as follows

	2016/17	2015/16
Website, Shema	8%	10%
Finance matters	18%	20%
Membership	12%	11%
House matters	10%	6%
Governance/Council	9%	8%
Phone and Mail	8%	10%
Secretarial & MRJ	6%	8%
Calender	4%	4%
Holidays	7%	7%
Religious Activity matters	4%	4%
JJBS matters	2%	2%
Database management	2%	4%

## Volunteering

If the synagogue were able to find more volunteers to take responsibility for the newsletter/Shema, weddings and some House duties the costs related to the employment of our Administrator would be considerably reduced. If you are a member of Sukkat Shalom and you are interested in helping the synagogue in any way please contact a member of Council.

## Elected Trustees of the synagogue

The Synagogue elected 11 Trustees (Council Members) in November 2016.

Each Full Member of the synagogue has the right to vote in a new Council in November of each year. Associate Members do not have a vote.

Elections are held annually with each Elected Trustee (Council Member) retiring and being eligible for re election for up to a maximum of 7 continuous years of service.

Documents for each AGM are sent out in October of each year.

After serving a continuous 7 years on Council, Council members must have at least 1 year off and cannot be co-opted onto Council during that following year.



## Elected Trustees Governance and Management of the Charity

All Trustees (Council Members) retire at the AGM in November of each year and a new Council of Trustees is elected at the AGM. The Trustees (Council Members) generally meet 11 times a year (usually on the first Tuesday of each month with the exception of August). They meet in order to act as a "Council" and in order to administer the synagogue (Charity). Should a Council member not attend at least 50% of the Council meetings they will not be eligible to stand for a position on Council the following year. There are also sub-committees covering Religious Activities, Education & Finance,

The Council in meeting makes all strategic and financial decisions on behalf of the synagogue. The Chair of Council together with the Honorary Secretary, Rabbi and Administrator oversee the day to day operations of the synagogue. All other significant decisions are made and ratified by the Council. There are informal procedures adopted for the induction and training of new Trustees (Council members).

## Trustees (Council members) July 2016- June 2017

**Reeva Godson**  
Kiddush, Gardens & Grounds  
First Elected November 2014

**Andrew Lewis**  
Lay Reader. Adult Education  
First Elected November 2013

**Simon Sugarman**  
Chair of Council from Nov. 2012  
he retired from Council in  
November 2016

**Rachel Savage**  
Board of Deputies  
First Elected Nov 2012  
Elected Chair of Council Nov.  
2014. Retired as Chair of Council  
November 2016

**Karen Watch**  
Chair of Education from November  
2016  
First Elected November 2013

**Mitzi Kalinsky**  
Elected Treasurer Nov 2014  
First Elected November 2013

**Sharon Grant**  
Elected November 2016  
Resigned March 2017

**Sue Rosner**  
Head of Education  
Jack Petchey Awards  
First Elected November 2009  
Retired from Council November 2016  
after serving 7 years.

**Melvin Pedro**  
Senior Warden  
Lay Reader  
First Elected November 2010

**Steve Wynne**  
First Elected Nov 2012  
Vice Chair of Council .  
Chair of Council from November  
2016

**Angela Jacobs**  
Honorary Secretary  
Co-opted November 2009  
First Elected November 2010  
Retired from Council in November  
2017 after serving for 7 years..  
Acting Honorary Secretary since November  
2016

**Jeff Lustig**  
First Elected November 2014  
Assistant Treasurer

**Ida Lewinsohn**  
Co-Opted May 2015  
First Elected November 2015

**Jocelyn Shepherd**  
Chair of House from November  
2016. Also Head Teacher

## Attendance at Council meetings July 2016 - June 2017

Number  
Attended

<b>Andrew Lewis</b>	Adult Education	Full Year	<b>11 of 11</b>
<b>Sue Rosner</b>	Jack Petchey Awards Chair of Education	Part Year	<b>3 of 4</b>
<b>Melvin Pedro</b>	Senior Warden	Full Year	<b>7 of 11</b>
<b>Simon Sugarman</b>	Chair of House	Part Year	<b>3 of 4</b>
<b>Angela Jacobs</b>	Act/Honorary Secretary	Part Year	<b>3 of 4</b>
<b>Reeva Godson</b>	Grounds & Kiddush	Full Year	<b>7 of 11</b>
<b>Steve Wynne</b>	Head of Security Vice Chair of council Chair of Council	Full Year Full Year	<b>10 of 11</b>
<b>Rachel Savage</b>	<b>Chair of Council</b> BOD Rep.	Full Year	<b>9 of 11</b>
<b>Karen Watch</b>	Chair of Education	Full Year	<b>10 of 11</b>
<b>Mitzi Kalinsky</b>	Treasurer	Full Year	<b>11 of 11</b>
<b>Jeff Lustig</b>	Assistant Treasurer	Full Year	<b>11 of 11</b>
<b>Ida Lewinsohn</b>		Full Year	<b>5 of 11</b>
<b>Sharon Grant</b>		Part Year	<b>1 of 4</b>



קהילה קדושה סוכת שלום  
Sukkat Shalom Reform Synagogue

Registered Charity 283615



73 Cornhill London EC3V 3QQ

Chartered Accountants  
Business Advisors  
Tax Consultants

**ACCOUNTS**

**FOR THE YEAR ENDED 30<sup>th</sup> JUNE 2017**

**Sukkat Shalom Reform Synagogue  
(Registered Charity 283615)**

**Accounts  
Year Ended 30th June 2017**

**Financial Review**

The statement of financial activities for the year ended 30<sup>th</sup> June 2017 is set out in the accounts which are attached.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Trustees Governing Document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16th July 2014.

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

The Trustees (Council Members) are obliged to prepare financial statements that give a true and fair view of the state of affairs of the Charity at the end of the financial year and of its incoming resources and resources expended including the income and expenditure for the financial year. In doing so, the Trustees are required to:-

- Select suitable accounting policies and then apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the attached accounts.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enables them to ensure that the financial statements comply with the Companies Act 1985. The Trustees 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.

It is the policy of the Charity that the unrestricted funds which have not been designated for specific use should be maintained at a level equivalent to between three and six month's expenditure. The Members of Council (Trustees) consider that the reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the synagogues current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

On behalf of the Council of Sukkat Shalom Reform Synagogue

**M.Kalinsky**

**Honorary Treasurer**

**Dated:** .....

**Sukkat Shalom Reform Synagogue  
(Registered Charity 283615)**

**Accounts**

**Year Ended 30th June 2017**

**INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF COUNCIL OF SUKKAT  
SHALOM REFORM SYNAGOGUE**

I report on the accounts of the Sukkat Shalom Reform Synagogue for the year ended 30th June 2017 which are set out on pages 4-10 of this document.

**Respective responsibilities of Members of Council and examiner**

As the charity's Members of Council, you are responsible for the preparation of the financial statements; you consider that an audit is not required under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. It is my responsibility to examine the accounts under section 145 of the 2011 Act, to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act, and to state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the 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 you as 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 next statement.

**Independent examiner's statement**

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
  - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Gerald Edelman**

73 Cornhill

London

EC3V 3QQ

**Dated:** .....

**Signed**.....

**Sukkat Shalom Reform Synagogue  
(Registered Charity 283615)**

**Accounts  
Year Ended 30th June 2017**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2017 £	Total 2016 £
<b><u>Incoming resources from generated funds</u></b>					
Donations and gifts	2	317	2,300	2,617	3,005
Investment income	3	5,762	-	5,762	5,771
Incoming resources from charitable activities	4	125,723	-	125,723	129,997
Other incoming resources	5	6,154	-	6,154	5,457
<b>Total incoming resources</b>		<b>137,956</b>	<b>2,300</b>	<b>140,256</b>	<b>142,294</b>
<b><u>Resources expended</u></b>					
<b>Costs of generating funds</b>					
MRJ Capitation Fees		17,327	-	17,327	17,541
JJBS Burial Society fees		19,725	-	19,725	19,564
<b>Net incoming resources available</b>		<b>100,904</b>	<b>2,300</b>	<b>103,204</b>	<b>105,189</b>
<b>Charitable activities</b>					
Donations payable		-	2,200	2,200	1,935
Support Costs		84,496	-	83,996	93,247
<b>Total charitable expenditure</b>		<b>84,496</b>	<b>2,200</b>	<b>86,196</b>	<b>95,182</b>
Governance costs	6	700	-	700	700
<b>Total resources expended</b>	<b>7,9</b>	<b>85,196</b>	<b>2,200</b>	<b>86,896</b>	<b>95,882</b>
<b>Net income for the year/ Net movement in funds</b>		<b>16,020</b>	<b>100</b>	<b>16,120</b>	<b>9,307</b>
Fund balances at 1 July 2016		278,677	44,170	322,847	307,487
Movement on Restricted Funds	14	-	(5,593)	(5,593)	6,053
<b>Fund balances at 30th June 2017</b>	<b>14</b>	<b>294,697</b>	<b>38,677</b>	<b>333,374</b>	<b>322,847</b>

**Sukkat Shalom Reform Synagogue  
(Registered Charity 283615)**

**Balance Sheet  
Year Ended 30th June 2017**

	Notes	£	2017 £	£	2016 £
<b>Fixed assets</b>					
Tangible assets	10		268,353		257,859
<b>Current assets</b>					
Stock		920		920	
Debtors	11	17,540		28,222	
Cash at bank and in hand		73,021		68,084	
			<u>91,481</u>	<u>97,226</u>	
<b>Creditors: amounts falling due within one year</b>	12	26,460		27,493	
			<u>65,021</u>	<u>69,733</u>	
<b>Net assets/(current liabilities)</b>			<u>333,374</u>	<u>327,592</u>	
<b>Total assets less current liabilities</b>					
<b>Creditors: amounts falling due after more than one year</b>	13		-	4,745	
			<u>333,374</u>	<u>322,847</u>	
<b>Net assets</b>			<u><u>333,374</u></u>	<u><u>322,847</u></u>	
<b>Income funds</b>					
Unrestricted funds	14		294,697		278,677
Restricted funds	14		38,677		44,170
			<u>333,374</u>	<u>322,847</u>	

The accounts were approved by the members of Council on .....

.....  
**M.Kalinsky**  
Honorary Treasurer

**Sukkat Shalom Reform Synagogue  
(Registered Charity 283615)**

**Accounts  
Year Ended 30th June 2017**

**1 Accounting policies**

**1.1 Basis of preparation**

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK.

**1.2 Tangible fixed assets and depreciation**

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold land is not depreciated	
Freehold buildings	Nil
Fixtures, fittings & equipment	25% Reducing Balance
Scrolls and Appurtenances	4% Straight Line

**1.3 Books**

Expenditure on books for use by the congregation at services is expensed as incurred.

**1.4 Stock**

A stock of prayer books is held for the purposes of resale.

**2 Donations and Gifts**

	<b>2017</b>	2016
	<b>£</b>	£
Donations and gifts (Other donations and gifts received in the year have been credited directly to the relevant restricted fund set out in note 14)	<b>317</b>	1,070

**3 Investment income**

	<b>2017</b>	2016
	<b>£</b>	£
Rental income	<b>5,750</b>	<b>5,750</b>
Interest receivable	<b>12</b>	<b>21</b>
	<b>5,762</b>	<b>5,771</b>

**Sukkat Shalom Reform Synagogue  
(Registered Charity 283615)**

**Accounts  
Year Ended 30th June 2017**

**4 Incoming resources from charitable activities**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>Funds</b>	<b>Funds</b>	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Subscriptions/High Holy Day Appeal	111,570	1,988	<b>113,558</b>	111,808
Gift aid receivable	14,153	312	<b>14,465</b>	18,189
	<u>125,723</u>	<u>2,300</u>	<u><b>128,023</b></u>	<u>129,997</u>

**5 Other incoming resources**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Fund Raising Activities (2017: £788 Allocated to Scroll Cover Fnd)	-	913
Advertising and Book sales	<b>304</b>	-
Less: Transferred to Heating Fund		
Other income from religious activities & Tree of Life	<b>5,850</b>	4,543
	<u><b>6,154</b></u>	<u>5,456</u>

**6 Support costs**

	<b>Total</b>	<b>Total</b>
	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Staff Costs	<b>41,680</b>	45,209
Governance Costs	<b>700</b>	700
	<u><b>42,380</b></u>	<u>45,909</u>

**Sukkat Shalom Reform Synagogue  
(Registered Charity 283615)**

**Accounts**

**Year Ended 30th June 2017**

**7 Other Support Costs**

	<b>2017</b>	2016
	<b>£</b>	£
Advertising, website and software	650	1,058
Insurance	6,042	5,750
Light, heat and water	4,264	7,553
Repairs, maintenance, and gardening	5,525	8,988
Printing, postage and stationery	4,396	3,452
Telephone, communications and I.T.	1,224	1,244
Bookkeeping	1,200	900
Courses and conferences	-	320
Travelling and accommodation	648	314
Board of Deputies representation fee	2,402	2,350
Books for resale	-	69
Books	117	132
Kiddush, refreshments, religious activities and sundry	1,370	2,609
Gates, alarm and CCTV maintenance	4,337	3,074
Cleaning	4,514	3,475
Bank and mortgage interest	147	285
Depreciation	1,790	2,326
	<b>38,626</b>	43,899

**8. Members of Council and relatives**

Mrs J A Shepherd who was a Trustee (Council Member) receives remuneration from the synagogue in her capacity as Head Teacher, The Synagogue has obtained a special dispensation from the Charity Commissioners in order to pay these funds.

The following relative of a member of Council received remuneration during the year;  
Miss H F Lewis - £42

**Employees**

**Number of employees**

The average monthly number of employees during the year was:

<b>2017</b>	2016
<b>Number</b>	Number
<b>6</b>	6

**9 Employment costs**

	<b>2017</b>	2016
	<b>£</b>	£
Wages and salaries	42,380	45,909
Other pension costs	4,190	4,139
	<b>46,570</b>	50,048

**Sukkat Shalom Reform Synagogue  
(Registered Charity 283615)**

**Accounts  
Year Ended 30th June 2017**

**10 Tangible fixed assets**

	Land and buildings	Scrolls and Appurtenances	Fixtures, fittings & equipment	Total
	£	£	£	£
<b>Cost</b>				
At 1st July 2016	250,674	10,688	31,804	<b>293,166</b>
Additions	-	-	12,284	12,284
	<hr/>	<hr/>	<hr/>	<hr/>
<b>At 30th June 2017</b>	<b>250,674</b>	<b>10,688</b>	<b>44,088</b>	<b>305,450</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Depreciation</b>				
At 1st July 2016	-	8,954	26,353	<b>35,307</b>
Charge for the year	-	427	1,363	1,790
	<hr/>	<hr/>	<hr/>	<hr/>
<b>At 30th June 2017</b>	<b>-</b>	<b>9,381</b>	<b>27,716</b>	<b>37,097</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net book value</b>				
<b>At 30th June 2017</b>	<b>250,674</b>	<b>1,307</b>	<b>16,372</b>	<b>268,353</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
At 30th June 2016	250,674	1,734	5,451	<b>257,859</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

In July 2009, Barclays Bank plc had the Land and Buildings valued at £297,780.

**11 Debtors**

	2017 £	2016 £
Subscriptions receivable	-	-
Other debtors and prepayments	17,540	28,222
	<hr/>	<hr/>
	<b>17,540</b>	28,222
	<hr/> <hr/>	<hr/> <hr/>

**12 Creditors: amounts falling due within one year**

	2017 £	2016 £
Bank loans	4,603	6,001
Taxes and social security costs	930	447
Other creditors and accruals	20,927	21,045
	<hr/>	<hr/>
	<b>26,460</b>	27,493
	<hr/> <hr/>	<hr/> <hr/>

**Sukkat Shalom Reform Synagogue  
(Registered Charity 283615)**

**Accounts**

**Year Ended 30th June 2017**

<b>13 Creditors: amounts falling due after more than one year</b>	<b>2017</b>	2016
	£	£
Bank loans	<b>4,603</b>	<b>10,746</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>Analysis of loans</b>		
Wholly repayable after one year	-	<b>4,745</b>
Included in current liabilities	<b>4,603</b>	<b>6,001</b>
	<hr/>	<hr/>
	<hr/> <hr/>	<b>10,746</b>
	<hr/> <hr/>	<hr/> <hr/>
<b>Loan maturity analysis</b>		
Debt due in one year or less	<b>4,603</b>	<b>4,745</b>
In more than two years but not more than five years	-	-
In more than five years	-	-
	<hr/>	<hr/>
	<b>4,603</b>	<b>4,745</b>
	<hr/> <hr/>	<hr/> <hr/>

**14 Analysis of net assets between funds**

	Unrestricted funds	Restricted funds	Total
	£	£	£
Fund balances at 30th June 2017 are represented by:			
Tangible fixed assets	268,353	-	<b>268,353</b>
Current assets	52,904	38,577	<b>91,481</b>
Creditors: amounts falling due within one year	(26,460)	-	<b>(26,460)</b>
Creditors: amounts falling due after more than one	-	-	-
	<hr/>	<hr/>	<hr/>
	<b>294,797</b>	<b>38,477</b>	<b>333,374</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**Restricted Funds analysed as follows:**

	Balance at 30.06.16	Incoming funds	Disbursed during year	Balance at 30.06.17
	£	£	£	£
High Holy Day Fund	-	2,300	(2,200)	100
Funeral Fund	31,321	8,074	(8,576)	30,819
Religion School Fund	1,343	130	(357)	1,116
Jack Petchey Fund	1,254	750	-	2,004
Heating Fund	7,963	100	(8,063)	-
Scroll Cover Fund	300	2,349	-	2,649
Rabbi's Discretionary Fund	<u>1,989</u>	<u>-</u>	<u>-</u>	<u>1,989</u>
	<b><u>44,170</u></b>	<b><u>11,403</u></b>	<b><u>(16,996)</u></b>	<b><u>38,677</u></b>