

**Quakers in Yorkshire  
Trustees**

**Minutes for meeting  
held at Carlton Hill on Saturday 17 February 2024**

**Present:** Christine Abbott, Dawn Beck, Pat Gerwat, David Heslop, Roy Love, David Olver, Digby Swift, Richard Vesey.

**Prevented:** David Bunney, Ruth McTighe.

Quaker Faith & Practice 19.49 and introduction to 'An Ordered People' has been read in our opening worship.

**QYT-2024-02-01. Welcome**

We welcome Christine Abbott and Dawn Beck as new trustees to this meeting. Christine was appointed by QiY on 14 October 2023 on the nomination of York AM and Dawn by QiY on 20 January 2024 on the nomination of Brighthouse West Yorkshire AM.

Paper QYT-2024-02-02 lists the Trustees serving this year.

**QYT-2024-02-02. Minutes**

The minutes of the meeting held on 16 September 2023 have been circulated electronically and received today.

**QYT-2024-02-03. Clerk's Report**

We receive paper QYT-2024-02-03 with the Clerk's report. This covers the following items: Quarterly meetings in October and January; Youth Development Worker and Local Development Worker; Funding for Youth Development Worker; Yorkshire Quaker Governance; Data consent form; 2024 Book of Members and Attenders.

We have noted the changes in number of members and attenders between 2021 and 2024 and we have briefly discussed the possible causes.

**QYT-2024-02-04. Simplifying Yorkshire Quaker Governance**

(a) Recommendation

We note that the Yorkshire Quaker Governance Group (formerly Simplifying Charitable Functions Group) has published a recommendation to the seven AMs that there should be a single charitable body with the area meetings retained for fostering worship and witness. Area and local meetings are currently considering the recommendation with responses requested by the end of April 2024.

We have raised some of the issues which are emerging in the discussions taking place in area meetings and local meetings.

(b) QiY charitable body

The recommendation did not comment on whether the single charitable body should also include QiY, or QiY should remain a separate charity.

We have discussed the options and do not see the need for a separate QiY charitable body. There is nothing special which we do which could not be integrated into a single charity.

(c) Progress in other regions

Three other regions of the Yearly Meeting are moving forward with simplification and we have heard of developments in London, Scotland and Wales.

**QYT-2024-02-05. Financial matters** (paper QYT-2024-02-05)

(a) Financial Summary

Roy Love has introduced the Financial Summary for the year end 2023. We note that these are interim numbers. Both income and expenditure recovered after the pandemic as activities returned to in-person events.

(b) Annual review of the Reserves Policy.

The Reserves Policy states that the minimum level of the free reserves (excluding Restricted and Endowed Funds) should be greater than one quarter of the expected annual expenditure. This year, the free reserves satisfy the requirement.

(c) Investment Group report.

A meeting of the Investment Group (Treasurer, Clerk, Richard Vesey) was held with Rathbone Greenbank on 23 November 2023 and a report is received. The performance of the investments over the last year were reviewed. For the second year running, ethical and sustainable investments have performed poorly compared to the technology and general equities. This has impacted the capital value of our funds but the yield has remained similar to recent years.

(d) Preparation of the Annual Report and Accounts for 2023.

The Clerk will draft an annual report for 2023 which will be circulated to trustees for comment. This and the draft annual accounts prepared by the Treasurer will then go to Crozier Jones for examination.

**QYT-2024-02-06. Grant applications**

We have received an application from Harrogate meeting to support work to improve the disability access to the meeting house (paper QYT-2024-02-06). The total cost of the project is estimated to be around £74,000.

We have discussed the application and agree that whilst we are sympathetic to the aim, we will engage with Harrogate meeting to determine how best we can assist to achieve their objective.

**QYT-2024-02-07. Outreach Projects Committee**

The Outreach Projects Committee which has been through a lean time but now seems to be reviving. The Nominations Committee has been unable to find a clerk so they currently operate without a clerk and share tasks.

Historically the Outreach Projects Committee was the replacement for Quaker Outreach Yorkshire which organised activities and gave grants. In recent years, the Outreach Projects Committee has met either online or by email and considered requests for grants – usually from local meetings who wish to organise some form of outreach.

They used to be given a budget of £10,000 but in recent year there has been few applications for grants and pre-pandemic they gave grants averaging £4,000 per annum. They hope that this year there will be more applications prompted by the George Fox 400th anniversary.

Rather than allocate a nominal budget, we ask them to liaise with the Treasurer so that as many applications as possible can be supported.

#### **QYT-2024-02-08. Safeguarding**

We are not aware of any safeguarding issues since we last met.

Most of the 2023 Trustees took part in 31:8 training in the autumn and attended webinars on Gateway to Safeguarding and Safeguarding for Trustees.

We ask the Safeguarding Coordinator to facilitate the safeguarding needs of our new trustees.

#### **QYT-2024-02-09. Yorkshire Youth Work**

Jo Baynham (Yorkshire Youth Development Worker) has continued to promote youth activities across Yorkshire. He reported to the January QiY that his time could be divided into five strands: Connecting people in networks; providing opportunities to develop and deepen Quaker knowledge and understanding (including Junior Holidays, Link Group, Easter Settlement); walking alongside Quaker worshipping groups; offering information and resources to groups; developing his skills and training. He has a full programme of activities for 2024.

We have heard that the Support Group is working well. The Group is looking to inform Friends of how valuable the work is in encouraging more young Quakers in Yorkshire.

#### **QYT-2024-02-10. Glenthorne – Linton Taylor Fund**

At our last meeting we agreed to explore with Glenthorne trustees whether they would want the remaining money in the Linton Taylor Fund transferred to them. We receive their minute in paper (QYT-2024-02-07).

We have discussed the matter and agree to recommend to QiY in session that we transfer the remainder of the Linton Taylor Fund to Glenthorne Quaker Centre for the purpose of improving sustainability and subsidising courses for young people.

#### **QYT-2024-02-11. Easter Settlement**

At our last meeting we agreed to offer the Easter Settlement Planning Group a subsidy of up to £3,500 (minute QYT-2023-09-06 (c)). Their minute is received in paper QYT2024-02-08. They have decided not to provide a programme for children this year and therefore do not need the subsidy. The charges levied by Cober Hill are such that it is no longer economic for families to attend. They intend to explore other venues and consequently the 2024 Easter Settlement may be the last held at Cober Hill.

#### **14. Date of next meeting**

Saturday 15 June 2024, 10.30 to 13.00, Carlton Hill, Leeds.

The third meeting of 2024 is planned for Saturday 21 September 2024.

David Olver  
17 February 2024

**Quakers in Yorkshire  
Trustees**  
**Minutes for meeting  
held at Carlton Hill on Saturday 15 June 2024**

**Present:** Christine Abbott, Dawn Beck, Pat Gerwat, David Heslop, David Olver, Ruth McTighe.

**Prevented:** David Bunney, Roy Love , Digby Swift, Richard Vesey.

Quaker Faith & Practice 3.30 (abstract from George Fox Epistle 162 of 1658) has been read in our opening worship.

**QYT-2024-06-01. Minutes**

The minutes of the meeting held on 17 February 2024 have been circulated electronically and received today.

**QYT-2024-06-02. Clerk's Report**

We receive paper QYT-2024-06-02 with the Clerk's report. This covers the following items: April 2024 quarterly meeting, July 2024 quarterly meeting, Swarthmoor Hall, Fox 400, Yearly Meeting, Outreach Projects Committee, Book of Members and Attenders.

**QYT-2024-06-03. Treasurer**

The April QiY meeting released Roy Love, at his request, from the role of Treasurer. He remains formally a trustee. He has agreed to continue looking after the finances until a successor is found.

We have had a general discussion on the best way of managing the accounts.

**QYT-2024-06-04. Safeguarding**

Ruth McTighe has presented the annual report on Safeguarding (paper QYT-2024-06-03). She has commented that the general attitude towards safeguarding is very much better than when she started in the role of QiY Safeguarding Coordinator.

There have been three, relatively minor, safeguarding concerns during the past year. These were dealt with satisfactorily in accordance with the Safeguarding Policy.

We ask the QiY clerks to work with Arrangements Committee to (a) display the QiY Safeguarding Poster at all quarterly meetings and (b) introduce the safeguarding lead at the start of each meeting.

The Safeguarding Policy is in the process of revision and will be brought to a future meeting. BYM now has a simplified policy which can be largely copied.

We thank Ruth for her careful guidance on safeguarding matters.

### **QYT-2024-06-05. Simplifying Yorkshire Quaker Governance**

We receive a summary report on progress from the Yorkshire Quaker Governance Group (paper QYT-2024-06-04).

We have had a short discussion on the implications for QiY of a single charity merging AMs and QiY. We agree to set up a working group to explore the issues further. We ask Christine Abbott, David Bunney and Digby Swift to join the Group.

### **QYT-2024-06-06. Financial report**

We receive the financial report for this year up to 10 June 2024 (paper QYT-2024-06-05). The income, expenditure and state of the funds are satisfactory.

### **QYT-2024-06-07. Annual Report and Accounts for 2023**

The examination of the 2023 Annual Accounts by Crozier Jones are not complete in time for this meeting so we cannot formally approve them today.

We agree that we will approve the annual report and accounts be email when they are available.

### **QYT-2024-06-08. Grant applications**

We have considered three applications for grants, two in paper QYT-2024-06-06.

#### **(a) Brighouse Burial Ground (request for annual contribution)**

Brighouse West Yorkshire AM are requesting a contribution to the upkeep of Brighouse Burial Ground. We do not wish to commit to a regular contribution as we do not know wish to commit future trustees. However we are sympathetic and agree to make a grant of £700 from the Building Fund.

#### **(b) Brighouse Burial Ground (request for contribution to repairing wall)**

Brighouse West Yorkshire AM are requesting a contribution to repairing the wall of the Brighouse Burial Ground which has collapsed. We agree to make a grant of £1,180 from the Building Fund.

#### **(c) Disability Request at Yorkshire Friends Holiday School**

We have had tabled a request to enable the inclusion of a wheelchair-using Young Quaker at the Yorkshire Friends Holiday School. We supported this applicant last year and agree to give a grant of £390 from the General Fund for this year. If the Young Quaker is able to attend Holiday School in 2025, then we will provide a similar grant in 2025.

### **QYT-2024-06-09. Yorkshire Quaker Camp**

We are glad to hear that proposals for a Yorkshire Quaker Camp in summer 2025 are proceeding satisfactorily. We agreed by email the allocation of a budget of £1,200 so that the project can proceed.

### **QYT-2024-06-10. Link Group**

The Yorkshire Link Group was restarted by Jo Baynham in December 2022 and has met regularly since then. To date Link group events have been under the auspices of Britain Yearly Meeting. It is now proposed that QiY should take over full responsibility for the Yorkshire Link Group (paper QYT-2024-06-07). The Under 19s Coordinating Group, at their meeting on 22 May, supported the transfer. Jo Baynham and Kirsty Philbrick (Quaker Life Team Leader: Children and Youth Development Work) will arrange the transfer after the next Link Group to be held at Friargate Meeting House at the end of June. They are confident that there are enough young people and volunteers to run Link Group weekends.

We are glad to take over responsibility for the Link Group so that it sits alongside Junior Holidays and Holiday School as part of the QiY youth activities. We ask the Under 19s Coordinating Group to add the Link Group to its oversight responsibilities.

The Clerk will check the Insurance Policy and Health & Safety Policy and ask the Treasurer to include the Link Group in future budgets.

We thank Jo for his work in restarting and nurturing the Link Group and in helping to enable it to fulfil the aspirations among Yorkshire Quaker teenagers.

### **QYT-2024-06-11. Supporting and coordinating youth activities**

We receive paper QYT-2024-06-08 with proposals for a change to the remit of the Under 19s Coordinating Group.

The current structure for coordinating youth activities is that the Under 19s Coordinating Group advises and coordinates the organising groups for youth activities. But it does not have delegated authority from Trustees to assist organising committees and provide advice to Trustees on compliance issues.

The Under 19s Coordinating Group has been successfully running for at least twenty years. It was the forerunner in providing advice on safeguarding issues, long before formal safeguarding roles were appointed. Now the two QiY Safeguarding Coordinators attend the Group's meetings.

We have discussed the proposal and agree to recommend to QiY in session that the remit is changed to give it delegated authority from trustees. We accept the new terms of reference (with minor changes). The name should be changed to the QiY Under 19s Committee. The membership will be as in the new terms of reference.

### **QYT-2024-06-12. Yorkshire Youth Work**

We have heard about the successful work of Jo Baynham (Yorkshire Youth Development Worker). A recent Support Group meeting was happy with the way the programme to engage more young people is progressing.

The Support Group recommends that Quakers across Yorkshire will need a funded youth worker to continue in the future (paper QYT-2024-06-09). The current funding for the post is provided mainly by the seven area meetings who agreed to a three year programme ending in August 2025.

We strongly endorse the recommendation and hope we can work with BYM fund-raisers to convince AMs and Yorkshire Friends of the vital importance of ensuring that there are on-going generations of young people who will be able to re-invigorate Yorkshire Quakerism.

### **QYT-2024-06-13. Easter Settlement**

David Heslop has given us a report on this year's Easter Settlement and future events.

It was a successful event, held without a formal young peoples programme to keep the cost reasonable. Financially, the Easter Settlement was in balance, in contrast to previous years which had run at losses. The Easter Settlement Planning Group is considering what the future should be, noting that the proposed Yorkshire Quaker Camp is intended to replace some of the original reasons for Easter Settlement as an all-age event.

We are aware that there are many Friends who have benefited greatly from Easter Settlement and would be very sad to see it not continue. But we need to be realistic about what can be organised at reasonable costs. We uphold the Easter Settlement Planning Group in their discernment.

### **QYT-2024-06-14. Trustee report to July meeting of QiY**

Trustees give an annual report to the July QiY meeting. This will be done by the Clerk. This year there are a number of items to be included:

- Review of the year;
- Annual accounts;
- Recommendation to transfer the remainder of the Linton Taylor Fund to Glenthorne Quaker Centre for the purpose of improving sustainability and subsidising courses for young people;
- Recommendation to change the remit and name of the Under 19s Coordinating Group;
- Link Group transfer to our responsibility.

### **QYT-2024-06-15. Ravensworth Lodge**

Ravensworth Lodge is a residential care home in Scarborough originally set up under the auspices of Yorkshire Quarterly Meeting (the predecessor of QiY). Christine Abbott has been Clerk of the Yorkshire Friends Housing Society which owns Ravensworth Lodge. She has given us a briefing on the history, present situation and possible future scenarios.

### **QYT-2024-06-16. Date of next meeting**

Saturday 21 September 2024, 10.30 to 13.00, Carlton Hill, Leeds.

David Olver  
15 June 2024

**Quakers in Yorkshire  
Trustees**

**Minutes for meeting  
held at Carlton Hill on Saturday 21 September 2024**

**Present:** David Bunney, Pat Gerwat, David Heslop, Roy Love , Ruth McTighe,  
David Olver, Digby Swift, Richard Vesey.

**Prevented:** Christine Abbott, Dawn Beck.

Quaker Faith & Practice 15:01 (part of) has been read in our opening worship.

**QYT-2024-09-01. Minutes**

The minutes of the meeting held on 15 June 2024 have been circulated electronically and received today.

**QYT-2024-09-02. Clerk's Report**

We receive paper QYT-2024-09-02 with the Clerk's report. This covers the following items: July 2024 quarterly meeting, Fox 400 Celebrations, Yearly Meeting, Barmoor, Farfield Meeting House.

**QYT-2024-09-03. Safeguarding**

Ruth McTighe reports that two small safeguarding incidents occurred over the summer. Both incidents were dealt with appropriately – helped by excellent advice from BYM and 31:8.

Ruth will follow up on training needs this autumn. She finished as QiY Safeguarding Coordinator at the end of the year, but intends to re-write our Safeguarding Policy before then. We thank Ruth for her service.

**QYT-2024-09-04 Yorkshire Quakers**

(a) Proposal from the Yorkshire Quaker Governance Group

We have received the proposals for a single charity to be called "Yorkshire Quakers" with the objectives of simplifying the organisation of Quakerism in Yorkshire and hence helping to reinvigorate Yorkshire Quakerism. The proposals are now being considered by the seven area meetings.

David Olver, the Convenor of the Group, has answered questions. In general, we welcome the proposals and look forward to the decisions of Area Meetings.

(b) Report from Trustees working group We receive paper QYT-2024-09-09 and have had a discussion on the proposed incorporation of QiY into the Yorkshire Quakers charity.

We thank the working group (Digby Swift, Christine Abbott, David Bunney) for their work. They propose to incorporate QiY committees and structures into the new Yorkshire Quakers charity, with the quarterly meetings fulfilling the role of General

Meetings for the Charitable Incorporated Organisation (CIO). The QiY responsibilities for Bootham and The Mount schools would also be incorporated into Yorkshire Quakers.

We have identified various issues which we ask the working group to consider and also ask them to keep a watching brief on developments.

We will publish the paper and also forward it to the Yorkshire Governance Group so that it can feed into the development of the single charity.

### **QYT-2024-09-05. Yorkshire Quaker Camp**

We are glad to receive proposals for a Yorkshire Quaker Camp in 2025 (paper QYT-2024-09-03). There is a relatively large Planning Group which includes Craig Barnett and Jo Baynham who are overseeing the proposals. We thank them and all the Friends who have been involved so far in this exciting new activity.

The Planning Group has selected the Fell Edge camp site at Addingham Moorside, Ilkley, for the first camp to be held 8th to 10th August 2025. A deposit of £100 has been paid.

We receive, and approve, a draft budget. The outgoings are relatively low so the standard fee can be £75 for three nights. We agree to subsidise young people in full-time education. The QiY subsidy for the 2025 Camp is currently estimated to be £2,195.

We have also had tabled a Risk Register which we approve. It will be updated as necessary.

### **QYT-2024-09-06. Easter Settlement and Spring Gathering**

We receive a report from the Easter Settlement Planning Group (paper QYT-2024-09-04). They have decided not to organise a formal Easter Settlement in 2025. It is hoped that some Friends will stay at Cober Hill over Easter, but this will not involve QiY financially, or organisationally. Hence there will be no financial risk in 2025. The Planning Group intends to actively support the Yorkshire Quaker Camp.

We thank all the Friends who have had to take these decisions and uphold them in future discernment.

### **QYT-2024-09-07. Youth activities**

#### **(a) 2024 Youth activities**

The two Junior Holiday weekends were both successful and fully booked with costs within budget. The Holiday School is slowly recovering from the reduced Covid numbers with a trend towards a younger age group. The Holiday School looks after its own compliance and safeguarding arrangements and this has much improved. A notable feature of both Junior Holidays and Holiday School is increased request for bursaries.

The Link Group is hopefully now able to run itself. The next event will be at Barmoor in December.

There is a full programme of youth activities planned for the autumn. We are grateful to the commitment and continued enthusiasm provided by Jo Baynham which is

giving the younger Quakers a real opportunity to find spiritual and social companionship under high standards of leadership.

(b) YDW future funding

The current funding for the post of Yorkshire Youth Development Worker goes up to August 2025. BYM have produced documentation reporting on the work to date and providing information so that the seven area meetings can decide whether to continue to support the post. The main paper entitled "Building All-Age Quaker Communities: Yorkshire Youth Development Worker" provides background, achievements, budget and request for funding.

We strongly support the continued funding of the Yorkshire Youth Development Worker. The post has made a real and demonstrable difference to youth activities in Yorkshire. We encourage area meetings to invest in the future of Quakerism in Yorkshire.

**QYT-2024-09-08. Ravensworth Lodge**

A report is received on the background to the sale of Ravensworth Lodge (paper QYT-2024-09-05) (see also minute QYT-2024-06-15).

Ravensworth Lodge is being sold for £435,000 to an organisation which can continue to provide care on the premises. We approve of this sale.

The proceeds of the sale, after debts have been paid, will come to Quakers in Yorkshire. In accordance with the wishes of the original donors, the money will be put into a restricted fund, which will give grants to support Friends of an appropriate age and who need care. The details will need to be worked out and agreed at a later date.

**QYT-2024-09-09. York Schools**

David Bunney has reported on a meeting he held with the Clerks of Governors of Bootham and The Mount Schools.

The relationship between QiY and the two Schools is specified in the 2001 Deed of Direction and the 2017 Memorandum of Understanding. The former gives the Schools the authority to manage their properties and the latter specifies the governance relationship. The Schools have made considerable use of their ability to buy, sell, lease property without reference back to QiY. However the Deed of Direction contains a revocation clause which states that at any time QiY can revoke the authority. This was inserted following legal advice which recommended the revocation clause. The Schools are now finding that their ability to manage their properties are constrained by the clause. They are constrained in their ability to borrow money using the assets of the Schools as collateral.

We ask the Schools to propose possible new wording for the Deed of Direction. We will need to take legal advice, which we hope the Schools will be willing to pay for as we have no funds for this purpose.

We hope to continue a conversation with the Schools so as to sustain them in providing Quaker education into the future.

## **QYT-2024-09-10. Financial matters**

(paper QYT-2024-09-06)

### (a) Financial summary

We receive an outline draft financial summary as at 31 August 2024 which shows that activities have been in line with budget. The overall state of the QiY finances is healthy with adequate reserves. The performance of the QiY investments has improved compared to last year which reflects improved ethical equity markets.

### (b) Forecast for 2025

The best prediction for 2025 is that the level of QiY activities will be similar to 2024. Holiday School and Junior Holidays should follow this year's pattern. Easter Settlement will not take place but there will be the new Yorkshire Quaker Camp with a similar level of subsidy. The Camp has a relatively high level of risk because it is the first such event but the fixed costs are lower.

In consequence, the financial forecast for 2025 should be comparable to 2024 and 2023 with both income and expenditure of around £70,000. The level of inflation is expected to be around 2.5%.

This means that the level of contributions from area meetings can remain at £5 per member.

### (c) Annual Report and Accounts for 2023

Crozier Jones completed the examination of the 2023 Accounts in late June and we approved them by email effectively on 3 July 2024. Quakers in Yorkshire on 15 July endorsed the Annual Report and Accounts for 2023 and they were submitted to the Charity Commission on 22 July 2024.

### (d) Procedure for 2024 Annual Accounts

Crozier Jones have offered to compile the 2024 QiY annual accounts if we supply them with the raw data. We welcome this offer and agree to pay Crozier Jones to compile and examine the 2024 QiY annual accounts.

### (e) Linton Taylor Fund

The July quarterly meeting endorsed our recommendation to transfer the remainder of the Linton Taylor Fund to Glenthorne Quaker Centre for the purpose of improving sustainability and subsidising courses for young people.

The Fund consists partly of cash and partly investments. We authorise Rathbone Greenbank to sell the investments. We ask Roy Love to arrange the sale of the investments and then transfer the Linton Taylor fund to Glenthorne Quaker Centre.

### (f) Annual Investments review

We ask Roy Love to arrange for our annual review of the performance of our investments with Rathbone Greenbank. This will be with our Investment Group (Roy Love, David Olver, Richard Vesey).

### (g) Holiday School finances

We have received a briefing on the way Holiday School is financed, They keep their own accounts and have their own Treasurer. But the Holiday School is part of QiY so at the end of each year their accounts are integrated into the QiY annual accounts. We accept the need to ensure that Holiday School always has sufficient funds in its bank account to be able to pay for approved expenditure. Hence we

authorise the QiY Treasurer to ensure that Holiday School has sufficient funds to be able to pay approved expenditure.

(h) Applications for grants

An application has been received from High Flatts Meeting, supported by Central Yorkshire AM, for a grant towards the cost of installing disabled toilet facilities.

We agree to give a grant of £4,000 from the Forrest Fund. The grant to be paid when the contract for the work is approved.

**QYT-2024-09-11. Annual Risk Register**

We have undertaken our annual review of the Risk Register by assessing the 2023 risk register (paper QYT-2024-09-07).

We have updated some entries and added the Yorkshire Quaker Camp. The Clerk will circulate the 2024 Risk Register and place a copy on the website.

**QYT-2024-09-12. Policies**

(a) We thank Christine Abbott for listing the status of policies approved by QiY Trustees (paper QYT-2024-09-08). The list shows that the following policies have not been reviewed within a three year period: Financial Procedures; Reserves Policy; Data Protection Policy; Guidelines for archive deposit

We agree to review each of these policies by email.

(b) We receive and approve an updated Health & Safety policy, noting that reference to the Yorkshire Quaker Camp needs adding.

**QYT-2024-09-13. Dates of meetings in 2025**

We agree to meet on the following dates in 2025. All meetings will be held at Carlton Hill Meeting House, Leeds.

Saturday 15 February 2025

Saturday 21 June 2025

Saturday 20 September 2025.

**QYT-2024-09-15. Date of next meeting**

We agree to next meet on Saturday 15 February 2025 at Carlton Hill, Leeds.

David Olver  
21 September 2024