

REGISTERED COMPANY NUMBER: 03061633 (England and Wales)
REGISTERED CHARITY NUMBER: 1051368

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2023
FOR
BURMANTOFTS COMMUNITY PROJECTS**

Thomas Coombs Limited
Chartered Accountants
3365 The Pentagon
Century Way
Thorpe Park
Leeds
West Yorkshire
LS15 8ZB

BURMANTOFTS COMMUNITY PROJECTS

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FOR THE YEAR ENDED 31ST DECEMBER 2023**

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BURMANTOFTS COMMUNITY PROJECTS

REFERENCE AND ADMINISTRATIVE DETAILS FOR THE YEAR ENDED 31ST DECEMBER 2023

TRUSTEES	A E Heron (Chair) C M Bassant (Vice Chair) R L Andrews N Gibson (resigned 11/7/23) D F Taylor S W Jaines (resigned 30/5/23) A Khan (appointed 28/3/23) S Meeson A D Nicholl J H Smith D N Oboite (appointed 30/5/23) M E Andrews (resigned 11/7/23)
COMPANY SECRETARY	J H Smith
REGISTERED OFFICE	St Agnes Church Hall 23 Shakespeare Close Leeds LS9 7UQ
REGISTERED COMPANY NUMBER	03061633 (England and Wales)
REGISTERED CHARITY NUMBER	1051368
INDEPENDENT EXAMINER	Thomas Coombs Limited Chartered Accountants 3365 The Pentagon Century Way Thorpe Park Leeds West Yorkshire LS15 8ZB
BANKERS	Virgin Money 329 Harehills Lane Leeds LS8 5BW

BURMANTOFTS COMMUNITY PROJECTS

REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2023

The Trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st December 2023. The Trustees have adopted the provisions of 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 and Republic of Ireland (Charities SORP (FRS 102)) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

The charity's objectives

Any charitable purpose for the benefit for the community of Burmantofts, and its vicinity within the City of Leeds and throughout the UK, in particular the advancement of education, the protection and preservation of good health and the relief of poverty, deprivation, isolation, sickness and distress.

What Burmantofts Community Projects does

Burmantofts Community Projects (BCP) is an independent charity based in Leeds. From its small, local beginnings back in 1987 it has become a prominent provider of free legal debt advice, money guidance and benefits claim support throughout Leeds, as well as training and consulting to organisations nationally.

The need we address is the alleviation of debt and poverty in Leeds and the UK. The majority of our clients live in areas of highest deprivation in Leeds, many of which are in the top 1% of areas of highest deprivation in England. The demand for our services has never been higher and continues to increase.

We are recognised by our partners as experts in helping people who are in chaos or crisis and the most vulnerable in society. We have a reputation for resolving complex issues and receive a large volume of referrals from Citizens Advice, Leeds City Council, Department of Work and Pensions (DWP) and Social Prescribers on behalf of GPs and mental health charities.

Our work has attracted interest and recognition from the money advice sector as well as politicians across the spectrum (locally and nationally), Money and Pensions Service (MaPS) and Advice UK. We are authorised by the Financial Conduct Authority (FCA) and hold the Advice Quality Standard at Generalist level.

How we support our clients and partners

To achieve our aims there are currently several service streams, all of which dovetail to provide a seamless overall service experience for clients:

- **Debt Advice (Ebor Gardens Advice Centre)** – legal and holistic debt advice including Debt Relief Orders, bankruptcy, insolvency and court representation
- **Money Buddies** – financial capability, well-being and emergency debt advice delivered in hubs throughout Leeds, in NHS hospitals and in Food Banks
- **Benefit Buddies** – helping complete benefit applications and guiding clients through the complexity of claims including attending assessments and appeals at tribunal
- **Energy Advice** – provide advice on energy issues through the Energy Redress scheme
- **Fuel Vouchers** – distribute fuel vouchers to clients who cannot top up their meters
- **Food Vouchers** – distribute food vouchers to clients who have no food
- **Debt Relief Order Fund** – paid for client's fee for Debt Relief Orders, where they were financially eligible
- **The Money Buddies Network** – consulting, supervising and training 3rd sector, local authorities and debt advice agencies throughout the UK on how to deliver financial capability services

BURMANTOFTS COMMUNITY PROJECTS

REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2023

Our impact

1. Reduced indebtedness and improving financial outcomes

Statistics 01/01/2023-31/12/2023 by service stream

	Money Buddies	Benefit Buddies	Debt Advice
Clients helped	3,554	1,422	1,588
Financial gains	£10,848,520	£6,289,418	£7,378,462
Average financial gain per client	£3,052	£4,423	£4,646

In addition to the above we also helped 5,994 clients by signposting them to organisations better suited to their enquiries, e.g. housing advice.

The cost-of-living crisis continued to significantly affect the people using our services, with most of them being left with deficit budgets, and needing food banks and fuel vouchers. Average financial gains per client have significantly increased over 2022, partly reflecting the increased level of issues clients were facing. On occasions in 2023 we were receiving over 20 referrals a day, and we saw increases in cases of safeguarding, people feeling domestic abuse and people in emergency homelessness situations. Complex casework, accompanied with people facing mental health challenges, remained significantly high.

Money Buddies financial capability improvements – uplift

Financial Capability Area	Initial average score (out of 10)	Final average score (out of 10)	Uplift (out of 10)
Budgeting	4.8	8.8	4.0
Feeling in control of money	4.8	8.7	3.9
Mental health eased/improved	4.6	8.8	4.2
Optimism for the future	4.6	9.1	4.5
Understanding my money better	4.8	9.2	4.3

Most of our clients in 2023 had debt issues and, as with the previous year, they continued to experience high levels of anxiety and stress, exacerbated by complexities of their cases, housing concerns, people feeling suicidal and safeguarding issues. All of this contributed to the severity of their mental health challenges. The uplift (out of ten) is a relatively high increase and indicates the people we help felt the service had made a difference to them.

BCP's performance and activities continued to build in 2023, when we:

- Engaged and supported Leeds City Council with the Household Support Scheme and Energy Redress by distributing over £92,700 in food and fuel vouchers and wider essentials to vulnerable people. Knowing that families could stay warm for longer and feed their children was rewarding for all our staff, who quite regularly went more than the extra mile to help people.
- Provided pop-up outreach services at Post-Offices in Leeds.
- Provided a Debt Relief Order service, which contributed to the payment of Debt Relief Orders for those who qualified.
- Engaged with Local Councillors and created a direct pathway for them to refer to the Money Buddy services.
- Led and chaired the Leeds Debt Forum at the St George's Centre in Leeds, where Rachel Reeves (MP) attended to lend her support to the work that we do in Leeds.
- Continued to chair the Leeds and West Yorkshire Debt Advice Network.
- Revamped the Money Buddy training programme, for both internal and external training opportunities.
- Passed the Advice Quality Standards (AQS) audit, with minimal adjustments.
- Passed the MaPS Quality Standards audits.
- Reviewed Debt Advice and related services in relation to the FCA's new Consumer Duty requirements to ensure we are delivering good outcomes for our clients.

BURMANTOFTS COMMUNITY PROJECTS

REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2023

2. Improving our clients' health, well-being and optimism, helping create space for future planning and accessibility

One of our missions is to get to the root cause of poverty, deprivation and isolation, and address it. Our Money Buddies and Benefit Buddies outreach services are all face to face and demand for help often exceeds our capacity. Our debt advice services are delivered by face-to-face, telephone or digital options depending on what people accessing the service want or need. We found that financial phobia is on the increase and after support from our Money Buddies, Benefit Buddies and Debt Advisers, the people we helped were reporting they were experiencing less stress and anxiety, and were feeling less suicidal, where the root cause of their problems was their financial circumstances before they sought help from us. Our being able to provide solutions to the problems that people were presenting with, had a huge positive impact and people told us they were more optimistic for the future which we noted from our client feedback records.

Our website was developed so that it can be read in many different languages, and we can be accessed via telephone, face to face appointment, Microsoft Teams virtual meeting, email, post and face-to-face drop-in as well as using the website contact forms. We have a diverse staff that can speak many different languages and we also have access to Language Line for MaPS funded cases.

3. Contributing to Leeds's financial inclusion strategy and collaborative partnership working

We continued to work closely with the local authority's Financial Inclusion Steering Group and partners across the city to contribute to the city's strategic approach in the alleviation of debt and poverty. For example, we chaired the citywide Leeds Debt Forum in November 2023, which brings multiple organisations together to act as a voice for the vulnerable and those in poverty. We regularly had a presence at Leeds City Council's Financial Inclusion Steering Group's quarterly meetings, which guide the Council's direction and priorities. In addition we chair the Leeds and West Yorkshire Debt Advice Network, a renowned pressure group, which brings front line debt advisers together so they can collaborate with each other in managing demand for services as well as working with the Local Authority in tackling debt, poverty and isolation.

4. Social justice and policy change at national level

Throughout 2023 we collated case studies where we felt that there was social injustice, and we used social media and contacts with our local MPs to campaign for change. We worked closely with AdviceUK and Citizens Advice on their campaigns for change and we worked closely with We Are Debt Advisers, who also campaigned for change when it came to funding debt advice. We continued to have a good relationship with the local MPs, who would often touch base with us to learn from what we were seeing at ground roots level, as well as work closely with our partners in Leeds who were seeing similar issues. In 2023 we took part in programmes of a few national media outlets, including You and Yours on Radio 2, to help get the message across of the social injustice that people we helped were seeing, as the cost-of-living crisis was hitting all our clients very hard.

Our track record

The quality of advice and support we provide is what we take great pride in. Having developed a national award-winning financial capability project in Money Buddies, working with local and national politicians to improve the lives of the vulnerable and in crisis we have applied our learnings to develop new projects such as Benefit Buddies. The work we do is what is important to us. Some of the awards we have received are:

- Winner Institute of Money Advisers – Best New Financial Capability Project 2014
- Winner Centre for Social Justice- Debt 2017
- Winner Institute of Money Advisers – Money Adviser 2019
- Runner up Institute of Money Advisers – Best Financial Capability Project 2019
- Runner up Institute of Money Advisers- Best Partnership Working 2019
- Runner up Institute of Money Advisers – Best Partnership Working 2022
- Runner up Institute of Money Advisers – Best Financial Capability Project 2022
- Winner Institute of Money Advisers – Best Debt Team 2022

BURMANTOFTS COMMUNITY PROJECTS

REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2023

The charity's main activities in 2023

In 2023 as we had just about recovered from the impact of the 2020/2021 pandemic and services were now fully resumed throughout Leeds, with the Benefit Buddies service in full swing, our debt advice service continued to be delivered both face-to-face and over the telephone, with only the odd service not running because of covid. However, following the pandemic the cost-of-living crisis hit hard with more people presenting with deficit budgets and still needing the face-to-face debt advice services. Cases remained more complex to manage than prior to the pandemic, as the country was heading for a recession and even more safeguarding issues presented themselves. Housing and homelessness issues were on the rise, and more people presented with suicidal thoughts and significant mental health challenges. All of this also impacted on the staff delivering the services.

We were able to offer both fuel and food vouchers to our clients with not enough money to live on through other projects (such as Household Support Fund and the last of Energy Savings Trust), although this had a significant impact on the amount of work needing to be done in relation to administration of the various projects.

In the early part of 2023 we had a waiting list of up to 140 people, because all advice services in Leeds were overwhelmed and clients insisted that they stayed on our waiting list despite knowing it would be some time before they could be seen. During 2023 we took the decision to close the waiting list and book appointments two weeks in advance, which was consistent with what our colleagues working for other services were doing in Leeds. Through the Leeds and West Yorkshire Debt Advice Network all front-line money advisers had built up a good working relationship with each other and we were able to collaborate on sharing the workload when we were oversubscribed. This arrangement worked very well and helped us all manage the demand on our services.

We started the year with 20 members of staff, and this soon increased to 23. We maintained that staffing level and in addition to having one long standing Money Buddy volunteer, we also had two other volunteers to work alongside Money Buddies and Benefit Buddies. By the end of December 2023 we were delivering services in 33 sites across Leeds, as well as remotely over the phone and from the central hub.

We are still short of space at the central hub where we are based, and the staff remain working in a rota so as to manage numbers in the building. Even though we were through the pandemic, we also still had preventative measures in place (including risk assessments) to protect staff and people accessing the service. Hybrid working and the use of digital technology has become the new normal for staff whilst we find larger appropriate premises.

All projects continued to over-perform in relation to the number of people that we were expected to help. In addition to the exceptional performance on quantity, the last quality audit of our debt advice service in December 2023 evidenced we were meeting 93% on our quality of advice, which is over target.

The Money and Pensions Service (MaPS) funding continued to be a challenge, even though there was confirmation of funding for debt advice services commencing from 1st February 2023 for 26 months. The funding level remained the same meaning a 10% cut in real terms, as salaries and costs had increased in line with inflation. It did not provide enough to fully cover staff salaries and we had to fund some of this from our reserves. We were fortunate to be able to do this in 2023, and we lost no MaPS funded adviser hours, but this is a challenge to continue doing as our unrestricted reserves are limited.

We continued to use social media, including taking part in interviews on various national and local TV news programmes, plus attended and supported the We Are Debt Advisers campaign group, AdviceUK meetings and MaPS Advisory Groups with a view to try and influence positive changes to the MaPS contract. We also met regularly with MaPS to talk about the funding challenges that the contract was presenting, especially around the fact it was not enough to pay for all the salaries to run the project. Whilst some of this work proved beneficial and some pressure was taken off the extensive quality of advice measures and reviews, the impact on the new contract wasn't as much as we would like to have seen. Funding for the debt advice sector continues to be a concern.

As the MaPS funding had so many challenges over the past few years, many debt advisers left the sector. On one of our recruitment drives for debt advisers, we saw no applications at all for the debt adviser role. Through the national meeting groups that we attended we learned that this was in line with what other organisations in the sector were facing, both locally and nationally.

BURMANTOFTS COMMUNITY PROJECTS

REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2023

Benefit Buddies was in its final year of the Big Lottery funding, which we were able to extend by three months until the end of November 2023. This is a project that was in a great deal of demand, which we were able to support with dedicated volunteers as well as paid staff. The project was very successful, making a huge impact on people's lives with significant financial gains. In comparison to the Money Buddies project, the Benefit Buddies project was relatively small but with big outcomes. At the end of the project in November 2023 the performance of this project was at 150% of target. We managed to retain the full staff team within the organisation, including some redeployment.

Money Buddies' main Leeds City Council project funding changed during 2023, as it moved from Area Committee funding to grant funding from Leeds City Council. Some of the Area Committee Money Buddy services were front-loaded financially by BCP. The move to central council grant funding gave us more stability for the main Money Buddy project, which was needed, however, the funding was only for one year (until the end of March 2024). This meant that we were still having to fundraise for the main Money Buddy project year on year. In terms of performance, all the Money Buddy funded projects exceeded their targets, with the Trussell Trust funded Money Buddy project ending the year at over 198% of target.

Money Buddy training was revamped in 2023, expanding from a two-day training course to a four-day training course. The revamp of the training meant that we could go into more detail, incorporating principles and values more, and complimenting it with a training booklet and homework. Feedback on the training was that it was very good, and it covered all the actions a Money Buddy was required to take. We had recruited a Training and Development Manager who oversaw all the training of the staff and volunteers in 2023 and who delivered the Money Buddy training face to face.

FINANCIAL REVIEW

The financial statements comply with the Companies Act and the Statement of Recommended Practice on Accounting by Charities and the conditions in the Company's Memorandum and Articles of Association. The movement in funds is shown on the Statement of Financial Activities on page 11.

The charity's total income for the financial year was £886,899 (2022 - £1,122,468). Total expenditure was £1,022,204 (2022 - £869,323) resulting in a deficit for the year of £135,305 (2022 yielded a surplus of £253,145).

The charity continued to face the challenges of securing long term and more general funding. We continue to work towards diversifying our funding, so that we are not totally reliant on one source of funding, but the demand for funding has increased across the advice sector and funding available is unfortunately limited. Reductions in overall funding secured as at the end of 2023 meant the charity made the difficult decision to restructure in early 2024 so the charity could continue and funded services were maintained.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £85,164.

The charity has resolved to maintain a particular fund level (termed "Emergency Reserves") amounting at present to a minimum of £68,459 to meet estimated closure costs, including redundancy costs, of the charity.

The charity is dependent on funding to sustain its activities, as earned income alone is unlikely to allow its projects to continue in operation in the event of funding ceasing or being substantially reduced for whatever reason.

The charity has therefore decided that it should aspire to hold unrestricted funds, in addition to the above emergency reserves, amounting to not less than three months' running costs. When compared to expenditure for 2023, estimated running costs for 3 months total £200,000.

BURMANTOFTS COMMUNITY PROJECTS

REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2023

FUTURE PLANS

Firstly, we aim to maintain the financial stability of the charity. We will also continue to listen to our clients to adopt new ways and enhance existing ways to help them. To help us to do this we will look to:

- **Diversify income** – Some of our services are funded by a single organisation, and if we lost that funding then the whole service would be put at risk. Therefore, we aim to have our services funded by as many funders as possible.
- **Improve funding for our core functions** – While we have project-specific funding we have a shortage of core funds to deal with the challenges of growth and manage fluctuations in project funding. We will continue to seek funding for core functions.
- **Expand our services throughout Leeds and West Yorkshire** – We would look to expand our services throughout Leeds and potentially West Yorkshire. We would also seek funding to expand our portfolio of services such as Housing and Employment advice.
- **Introduce 'Budget Masters' (Financial Capability) training** – Also known as Money Buddy training, this would be for the public and other organisations, and we would consider working more closely with employers to provide training.
- **Expand our Money Buddies Network** – We aim to further develop our Money Buddies Network throughout the UK. This could be in terms of consultancy, training, or supervision.
- **Ensure our staff continue to have annual appraisals each year and Personal Development Plans are reviewed regularly** – We believe it is important staff are properly trained in accordance with training needs identified in 121s and appraisals, and they are paid appropriately for their skills, experience and hard work.
- **Refresh our technical equipment and explore new ways of utilising technology** – This will help to make our services more efficient. We will improve our website and client access to their cases via AdvicePro, which is overseen by advisers, as well as train Money Buddies to help clients input their data.
- **Expand our use of social, local and national media** – This will help us in promoting our services, and will include creating a Money Buddy LinkedIn account.
- **Diversify our Trustee Board** – We will conduct a new skills audit and recruit Trustee Board members to fill any identified Trustee Board skills gaps as well as from the local community or with lived experience.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The legal status of Burmantofts Community Projects is that of a Company Limited by Guarantee established on 22nd May 1995.

The company is registered as a charity under The Charities Act 2011 and is governed by its Memorandum and Articles of Association as amended by special resolutions on 29th September 1995, 11th April 2011 and 15th April 2018. A review of the Articles to ensure they continue to meet the needs of the charity is nearing completion. This has not resulted in significant changes being proposed to the framework, but some articles have been clarified and terminology updated.

The members of the charity are the current Trustees as named on the Reference and Administrative Details page. The maximum liability of each member is limited to £1.

BURMANTOFTS COMMUNITY PROJECTS

REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31ST DECEMBER 2023

The Trustee Board

The charity is governed through a Trustee Board, which meets every two months as well as holding additional shorter meetings on specific subject areas when required. There are also Committees to support the Trustee Board in meeting its responsibilities. Day to day running of the organisation is delegated to the Chief Executive and BCP Senior Leadership Team. Key management remuneration is set by the Trustees and reviewed on an annual basis.

The Trustees who have held office during the year are set out on the Reference and Administrative Details page. All Trustees give their time in this capacity voluntarily.

We recruited 2 new Trustees in 2023 but we lost 3 Trustees including 2 long-standing Trustees, one of whom had been the Chair. A new Chair was appointed by the Trustee Board in July 2023. We will seek to recruit further Trustees to fill skills gaps and diversify our Board, along with developing a training programme for the current Trustees. We have 9 Trustees at present.

Individuals interested in becoming Trustees are invited to join board meetings, initially as observers. Individuals who exhibit skills suitable for the charity and show a continued interest in the activities of the charity are then invited to become a Trustee and are provided with Charity Commission publications on the responsibilities of a Trustee.

The Board of Trustees continued to work effectively in 2023. A schedule of Matters Reserved for the Board is in place together with a Scheme of Delegation for activities delegated to the Committees and Chief Executive. An effectiveness review of governance activities was commenced in late 2023, engaging a third party organisation, and was completed in early 2024. This showed BCP's overall governance effectiveness was good in comparison to other charitable organisations, with areas of key focus being financial stability, Board composition and use of digital media.

Related parties

Any individual with an interest in a matter being discussed at a meeting must declare the interest to the meeting. The chair of the meeting will then decide whether that individual should withdraw during the discussion and, if not, whether the individual should be entitled to vote on the matter under discussion.

Risk management

The Trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to enable regular reports to be produced so that the necessary steps can be taken to lessen these risks.

Report of the Trustees, incorporating a strategic report, approved by order of the Board of Trustees, as the company directors, on 19th September 2024 and signed on the Board's behalf by:



A E Heron – Trustee and Chair



J H Smith – Trustee and Treasurer

BURMANTOFTS COMMUNITY PROJECTS

STATEMENT OF TRUSTEES' RESPONSIBILITIES

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of Burmantofts Community Projects for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**INDEPENDENT EXAMINER'S
REPORT TO THE TRUSTEES OF**

BURMANTOFTS COMMUNITY PROJECTS

Independent examiner's report to the trustees of Burmantofts Community Projects ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st December 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Christopher Darwin FCA

Thomas Coombs Limited
Chartered Accountants
3365 The Pentagon
Century Way
Thorpe Park
Leeds
West Yorkshire
LS15 8ZB

Date: 19th September 2024

BURMANTOFTS COMMUNITY PROJECTS

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST DECEMBER 2023

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	13,131	-	13,131	53,716
Charitable activities	3				
Grant making		-	873,768	873,768	1,068,752
Total		13,131	873,768	886,899	1,122,468
EXPENDITURE ON					
Charitable activities	4				
Community Work		46,669	975,535	1,022,204	869,323
NET INCOME/(EXPENDITURE)					
Transfers between funds	15	(33,538) (1,836)	(101,767) 1,836	(135,305) -	253,145 -
Net movement in funds		(35,374)	(99,931)	(135,305)	253,145
RECONCILIATION OF FUNDS					
Total funds brought forward		130,951	328,595	459,546	206,401
TOTAL FUNDS CARRIED FORWARD		95,577	228,664	324,241	459,546

The notes form part of these financial statements

BURMANTOFTS COMMUNITY PROJECTS

BALANCE SHEET 31ST DECEMBER 2023

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	11	10,413	-	10,413	9,713
CURRENT ASSETS					
Debtors	12	2,742	113,564	116,306	88,068
Cash at bank and in hand		<u>85,722</u>	<u>115,100</u>	<u>200,822</u>	<u>371,365</u>
		88,464	228,664	317,128	459,433
CREDITORS					
Amounts falling due within one year	13	(3,300)	-	(3,300)	(9,600)
NET CURRENT ASSETS		<u>85,164</u>	<u>228,664</u>	<u>313,828</u>	<u>449,833</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>95,577</u>	<u>228,664</u>	<u>324,241</u>	<u>459,546</u>
NET ASSETS		<u>95,577</u>	<u>228,664</u>	<u>324,241</u>	<u>459,546</u>
FUNDS	15				
Unrestricted funds				95,577	130,951
Restricted funds				<u>228,664</u>	<u>328,595</u>
TOTAL FUNDS				<u>324,241</u>	<u>459,546</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st December 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The financial statements were approved by the Board of Trustees and authorised for issue on 19th September 2024 and were signed on its behalf by:


A E Heron – Trustee and Chair


J H Smith – Trustee and Treasurer

The notes form part of these financial statements

BURMANTOFTS COMMUNITY PROJECTS**CASH FLOW STATEMENT
FOR THE YEAR ENDED 31ST DECEMBER 2023**

	Notes	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	1	<u>(163,236)</u>	<u>221,220</u>
Net cash (used in)/provided by operating activities		<u>(163,236)</u>	<u>221,220</u>
 Cash flows from investing activities			
Purchase of tangible fixed assets		<u>(7,307)</u>	<u>(3,297)</u>
Net cash used in investing activities		<u>(7,307)</u>	<u>(3,297)</u>
		<hr/>	<hr/>
Change in cash and cash equivalents in the reporting period		(170,543)	217,923
Cash and cash equivalents at the beginning of the reporting period		<u>371,365</u>	<u>153,442</u>
 Cash and cash equivalents at the end of the reporting period		<u>200,822</u>	<u>371,365</u>

The notes form part of these financial statements

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE CASH FLOW STATEMENT FOR THE YEAR ENDED 31ST DECEMBER 2023

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2023	2022
	£	£
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(135,305)	253,145
Adjustments for:		
Depreciation charges	6,607	4,855
Increase in debtors	(28,238)	(44,820)
(Decrease)/increase in creditors	(6,300)	8,040
Net cash (used in)/provided by operations	<u>(163,236)</u>	<u>221,220</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1/1/23	Cash flow	At 31/12/23
	£	£	£
Net cash			
Cash at bank and in hand	<u>371,365</u>	<u>(170,543)</u>	<u>200,822</u>
	<u>371,365</u>	<u>(170,543)</u>	<u>200,822</u>
Total	<u>371,365</u>	<u>(170,543)</u>	<u>200,822</u>

The notes form part of these financial statements

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The trustees consider that there are no material uncertainties about the Charity's ability to continue for a period of not less than 12 months from the date of the approval of the financial statements. Accordingly the financial statements have been prepared on the going concern basis

Critical accounting judgements and key sources of estimation uncertainty

In the application of the charities accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

The costs of generating income consist of costs incurred attracting voluntary income and activities for generating funds, such as donations and grants,

Costs of charitable activities include grants made and an apportionment of overheads and administration costs.

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to external inspection and legal fees together with an apportionment of overhead and administration costs.

Tangible fixed assets

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Costs includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided to write off the cost less the estimated residual of tangible fixed assets by equal instalments over their estimated useful economic lives as follows:

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST DECEMBER 2023

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

Computer equipment - 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

The charity has financial assets and financial liabilities of a kind that qualify as basic and complex financial instruments. Basic financial instruments are measured at their settlement value in the case of current assets and liabilities and at discounted settlement value in the case of creditors falling due after more than one year.

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	<u>13,131</u>	<u>53,716</u>
	<u>13,131</u>	<u>53,716</u>

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST DECEMBER 2023

3. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2023	2022	
Grants	Community Work	£	£	
		873,768	1,068,752	
Grants received, included in the above, are as follows:				
	2023 Unrestricted £	2023 Restricted £	2023 Total £	2022 Total £
Money Buddies:				
LCC - Financial Inclusion Team	-	-	-	26,376
LCC - Inner North West	-	13,188	13,188	22,623
LCC - Inner East	-	13,188	13,188	19,659
LCC - Inner West	-	8,792	8,792	13,665
LCC - Outer West	-	17,477	17,477	4,676
LCC - Outer East	-	12,190	12,190	14,893
LCC - Inner South	-	8,792	8,792	3,188
LCC - Inner North East	-	4,396	4,396	4,494
LCC – Money Buddies 23/24	-	185,240	185,240	-
Leeds NHS	-	-	-	36,000
	-	263,263	263,263	145,574
Other Grants:				
Trussell Trust	-	109,215	109,215	25,869
Money and Pensions Service 22/23	-	16,269	16,269	144,820
National Lottery – Benefit Buddies	-	76,927	76,927	145,300
Advice UK	-	1,000	1,000	2,000
Advice UK Project	-	71	71	25,000
Money and Pensions Service 23/24	-	183,710	183,710	-
LCC - DRO Fees Project	-	25,270	25,270	-
LCC - Household Support Fund 4	-	100,000	100,000	-
National Lottery - Cost of Living	-	75,000	75,000	-
British Gas Project	-	20,800	20,800	-
Leeds Debt Forum	-	2,243	2,243	-
Money and Pensions Service 21/22	-	-	-	63,839
Energy Savings Trust - Mainstream Project	-	-	-	142,349
Energy Savings Trust - Emergency Winter Scheme	-	-	-	1,834
Hammersons - Money Buddies	-	-	-	2,000
Fuel Voucher Scheme	-	-	-	147,667
LCC - Household Support Fund	-	-	-	30,000
LCC - Household Support Fund 3	-	-	-	40,000
Sir George Martin	-	-	-	5,000
Martin Lewis	-	-	-	50,000
Martin Lewis 2	-	-	-	97,500
	-	613,505	613,505	923,178
Total Grants Received	-	873,768	873,768	1,068,752

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST DECEMBER 2023

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 5) £	Support costs (see note 6) £	Totals £
Community Work	837,614	184,590	1,022,204
2022	713,702	155,621	869,323

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	2023 £	2022 £
Wages	576,023	418,547
Social security	47,089	37,042
Pensions	20,878	16,167
Payroll costs	3,805	2,844
Project expenditure	117,055	171,233
Rent, rates and water	11,733	13,463
Insurance	3,175	2,374
Light and heat	4,097	2,920
Postage and stationery	10,674	8,128
Advertising	3,013	2,524
Cleaning	7,837	7,451
Repairs and maintenance	3,206	2,495
Computer software	2,868	2,874
Subscriptions	14,087	13,018
Legal and professional fees	318	1,779
Training	5,149	5,988
Depreciation	6,607	4,855
	837,614	713,702

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST DECEMBER 2023

6. SUPPORT COSTS

	Management £	Finance £	Information technology £
Community Work	<u>81,636</u>	<u>11,524</u>	<u>20,763</u>
	Human resources £	Governance costs £	Totals £
Community Work	<u>28,483</u>	<u>42,184</u>	<u>184,590</u>

Support costs, included in the above, are as follows:

	2023 Community Work £	2022 Total activities £
Wages	124,661	102,079
Social security	12,979	10,494
Pensions	4,809	3,915
Telephone	10,908	10,032
Subscriptions	12,074	5,812
Legal and Professional fees	15,524	12,005
Sundries	335	-
Auditors' remuneration	-	9,600
Independent examination	3,300	-
Trustee expenses	-	1,684
	<u>184,590</u>	<u>155,621</u>

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST DECEMBER 2023

7. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Auditors' remuneration	-	9,600
Independent examination	3,300	-
Depreciation - owned assets	<u>6,607</u>	<u>4,855</u>

8. TRUSTEES' REMUNERATION AND BENEFITS

			2023	2022
			£	£
Name of trustee	Reason	Legal authority		
John Smith (trustee)	Employment	Governing document	<u>38,038</u>	<u>31,143</u>
			<u>38,038</u>	<u>31,143</u>

John Smith received remuneration during the year, being employed as the Finance and Contracts Administrator. The charity has received consent from the Charity Commission on the 11th April 2011 to remunerate him and the articles of association have been amended to allow for this.

No trustee received any other remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees, the Chief Executive Officer and the Finance and Contracts Administrator. The total employment costs to the Charity were £97,840 (2022: £78,929).

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st December 2023 (2022: £1,684).

9. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	700,684	520,625
Social security costs	60,068	47,537
Other pension costs	25,687	20,082
Payroll costs	<u>3,805</u>	<u>2,844</u>
	<u>790,244</u>	<u>591,088</u>

The average monthly number of employees during the year was as follows:

2023	2022
<u>25</u>	<u>21</u>

No employees received emoluments in excess of £60,000.

The average number of full time equivalent employees in the year ended 31st December 2023 was 22 (2022: 19).

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST DECEMBER 2023

10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	53,716	-	53,716
Charitable activities			
Community Work	-	1,068,752	1,068,752
Total	<u>53,716</u>	<u>1,068,752</u>	<u>1,122,468</u>
EXPENDITURE ON			
Charitable activities			
Community Work	12,813	856,510	869,323
NET INCOME	40,903	212,242	253,145
Transfers between funds	9,752	(9,752)	-
Net movement in funds	50,655	202,490	253,145
RECONCILIATION OF FUNDS			
Total funds brought forward	80,296	126,105	206,401
TOTAL FUNDS CARRIED FORWARD	<u>130,951</u>	<u>328,595</u>	<u>459,546</u>

11. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1st January 2023	24,217
Additions	7,307
At 31st December 2023	31,524
DEPRECIATION	
At 1st January 2023	14,504
Charge for year	6,607
At 31st December 2023	21,111
NET BOOK VALUE	
At 31st December 2023	10,413
At 31st December 2022	9,713

BURMANTOFTS COMMUNITY PROJECTS**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2023****12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2023	2022
	£	£
Trade debtors	113,789	81,999
Prepayments and accrued income	<u>2,517</u>	<u>6,069</u>
	<u>116,306</u>	<u>88,068</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Accruals and deferred income	<u>3,300</u>	<u>9,600</u>

14. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2023	2022
	£	£
Within one year	700	700
Between one and five years	<u>-</u>	<u>700</u>
	<u>700</u>	<u>1,400</u>

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31ST DECEMBER 2023**

15. MOVEMENT IN FUNDS

	At 1/1/23	Net movement in funds	At 31/12/23
	£	£	£
Unrestricted Funds			
General fund	128,668	(35,374)	93,294
Designated Fund - Money Buddy Network	2,283	-	2,283
Restricted Funds			
Money and Pensions Service (MaPS) 22/23	(15,894)	15,894	-
National Lottery - Benefit Buddies	69,260	(69,260)	-
Energy Savings Trust - Mainstream Project	1,923	(1,923)	-
Energy Savings Trust - Emergency Winter Scheme	(350)	350	-
Advice UK - DRO Funding	3,000	1,000	4,000
Advice UK - DRO Project	19,370	(19,370)	-
Hammersons - Money Buddies	3,400	-	3,400
Energy Savings Trust - Fuel Vouchers	54,895	(54,336)	559
LCC - Household Support Fund 3	9,236	(9,236)	-
Trussell Trust	(3,184)	2,120	(1,064)
Sir George Martin Trust	4,019	(4,019)	-
Martin Lewis	35,068	(11,149)	23,919
Martin Lewis 2	97,428	(86,600)	10,828
MaPS PACE	(5)	-	(5)
Money Buddy Contracts	43,752	5,968	49,720
Big Lottery - Money Buddies	65	(65)	-
Leeds City Council – DRO Fees Project	(436)	13,971	13,535
Leeds CAB	3,200	-	3,200
Clydesdale Bank	350	-	350
LCC SIF	1,889	(1,889)	-
Proceeds of Crime	34	-	34
LCC PPE	571	-	571
National Lottery Covid-19 Fund	1,004	(1,004)	-
LCC - Household Support Fund 4	-	43,113	43,113
National Lottery - Cost of Living	-	62,749	62,749
Money and Pensions Service (MaPS) 23/25	-	(5,283)	(5,283)
British Gas Project	-	5,272	5,272
Leeds NHS	-	12,764	12,764
Leeds Debt Forum	-	1,002	1,002
	328,595	(99,931)	228,664
TOTAL FUNDS	459,546	(135,305)	324,241

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST DECEMBER 2023

15. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming Resources £	Resources Expended £	Transfers £	Movement in funds £
Unrestricted Funds				
General fund	13,131	(46,669)	(1,836)	(35,374)
Restricted Funds				
Money and Pensions Service (MaPS) 22/23	16,269	(2,510)	2,135	15,894
National Lottery - Benefit Buddies	76,927	(148,272)	2,085	(69,260)
Energy Savings Trust - Mainstream Project	-	-	(1,923)	(1,923)
Energy Savings Trust - Emergency Winter Scheme	-	-	350	350
Advice UK - DRO Funding	1,000	-	-	1,000
Advice UK - DRO Project	71	(19,699)	258	(19,370)
Hammersons - Money Buddies	-	-	-	-
Energy Savings Trust - Fuel Vouchers	-	(54,336)	-	(54,336)
LCC - Household Support Fund 3	-	(9,236)	-	(9,236)
Trussell Trust	109,215	(107,095)	-	2,120
Sir George Martin Trust	-	(4,019)	-	(4,019)
Martin Lewis	-	(11,149)	-	(11,149)
Martin Lewis 2	-	(86,600)	-	(86,600)
MaPS PACE	-	-	-	-
Money Buddy Contracts	263,263	(230,311)	(26,984)	5,968
Big Lottery - Money Buddies	-	-	(65)	(65)
Leeds City Council – DRO Fees Project	25,270	(11,299)	-	13,971
Leeds CAB	-	-	-	-
Clydesdale Bank	-	-	-	-
LCC SIF	-	(1,889)	-	(1,889)
Proceeds of Crime	-	-	-	-
LCC PPE	-	-	-	-
National Lottery Covid-19 Fund	-	-	(1,004)	(1,004)
LCC - Household Support Fund 4	100,000	(56,887)	-	43,113
National Lottery - Cost of Living	75,000	(12,251)	-	62,749
Money and Pensions Service (MaPS) 23/25	183,710	(188,993)	-	(5,283)
British Gas Project	20,800	(15,528)	-	5,272
Leeds NHS	-	(14,220)	26,984	12,764
Leeds Debt Forum	2,243	(1,241)	-	1,002
	<u>873,768</u>	<u>(975,535)</u>	<u>1,836</u>	<u>(99,931)</u>
TOTAL FUNDS	<u>886,899</u>	<u>(1,022,204)</u>	<u>0</u>	<u>(135,305)</u>

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS - continued **FOR THE YEAR ENDED 31ST DECEMBER 2023**

15. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds			
	At 1/1/22 £	Net movement in funds £	At 31/12/22 £
Unrestricted funds			
General fund	78,013	50,655	128,668
Designated fund- Money Buddy Network	2,283	-	2,283
Restricted funds			
Money and Pensions Service (MaPS) 2021/2022	(3,522)	3,522	-
Money and Pensions Service (MaPS) 2022/2023	-	(15,894)	(15,894)
National Lottery – Benefit Buddies	42,676	26,584	69,260
Energy Savings Trust – Mainstream Project	4,090	(2,167)	1,923
Energy Savings Trust – Emergency Winter Scheme	53,453	(53,803)	(350)
AdviceUK – DRO funding	1,000	2,000	3,000
AdviceUK – DRO Project	-	19,370	19,370
Martin Lewis	-	35,068	35,068
Martin Lewis 2	-	97,428	97,428
Hammersons – Money Buddies	1,400	2,000	3,400
Energy Savings Trust – Fuel Vouchers	-	54,895	54,895
Leeds City Council – Household Support Fund 3	-	9,236	9,236
Trussell Trust	-	(3,184)	(3,184)
Sir George Martin Trust	-	4,019	4,019
Money and Pensions Service (MaPS) PACE	1,094	(1,099)	(5)
Money Buddy Contracts	17,225	26,527	43,752
Big Lottery – Money Buddies	65	-	65
Leeds City Council – DRO Fees Project	-	(436)	(436)
Leeds CAB	3,200	-	3,200
Clydesdale Bank	350	-	350
Leeds City Council – SIF	1,889	-	1,889
Proceeds of Crime	34	-	34
Leeds City Council – PPE	647	(76)	571
National Lottery Covid-19 Fund	1,004	-	1,004
Community and Law Services (CALS)	1,500	(1,500)	-
	<u>126,105</u>	<u>202,490</u>	<u>328,595</u>
TOTAL FUNDS	<u>206,401</u>	<u>253,145</u>	<u>459,546</u>

BURMANTOFTS COMMUNITY PROJECTS**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31ST DECEMBER 2023****15. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Transfers £	Movement in funds £
Unrestricted funds				
Free charitable reserve	53,716	(12,813)	9,752	50,655
Restricted funds				
Money and Pensions Service (MaPS) 2021/2022	63,839	(52,065)	(8,252)	3,522
Money and Pensions Service (MaPS) 2022/2023	144,820	(160,714)	-	(15,894)
National Lottery – Benefit Buddies	145,300	(118,716)	-	26,584
Energy Savings Trust – Mainstream Project	142,349	(144,516)	-	(2,167)
Energy Savings Trust – Emergency Winter Scheme	1,834	(55,637)	-	(53,803)
AdviceUK – DRO funding	2,000	-	-	2,000
AdviceUK – DRO Project	25,000	(5,630)	-	19,370
Martin Lewis	50,000	(14,932)	-	35,068
Martin Lewis 2	97,500	(72)	-	97,428
Hammersons – Money Buddies	2,000	-	-	2,000
Energy Savings Trust – Fuel Vouchers	147,667	(92,772)	-	54,895
Leeds City Council – Household Support Fund	30,000	(30,000)	-	-
Leeds City Council – Household Support Fund 3	40,000	(30,764)	-	9,236
Trussell Trust	25,869	(29,053)	-	(3,184)
Sir George Martin Trust	5,000	(981)	-	4,019
Community and Law Services (CALS)	-	-	(1,500)	(1,500)
Money and Pensions Service (MaPS) PACE	-	(1,099)	-	(1,099)
Money Buddy Contracts	145,574	(119,047)	-	26,527
Leeds City Council – DRO Fees Project	-	(436)	-	(436)
Leeds City Council – PPE	-	(76)	-	(76)
	<u>1,068,752</u>	<u>(856,510)</u>	<u>(9,752)</u>	<u>202,490</u>
TOTAL FUNDS	<u>1,122,468</u>	<u>(869,323)</u>	<u>-</u>	<u>253,145</u>

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST DECEMBER 2023

<u>Restricted funds</u>	
Name of fund	Purpose of restriction
Money and Pensions Service (MaPS) 2021/2022	Provide Debt Advice services
Money and Pensions Service (MaPS) 2022/2023	Provide Debt Advice services
Money and Pensions Service (MaPS) 2023/2025	Provide Debt Advice services
National Lottery – Benefit Buddies	To support the benefit buddy service
Energy Savings Trust – Mainstream Project	To provide an energy advice service
Energy Savings Trust – Emergency Winter Scheme	To fund the purchase and distribution of energy vouchers
Martin Lewis	To support the Money Buddy service
Martin Lewis 2	To support the Money Buddy service
AdviceUK – DRO funding	To support debt advisers processing Debt Relief Orders
AdviceUK – DRO Project	To fund a part time debt adviser to concentrate on DROs.
Hammersons – Money Buddies	To support the money buddy service
Energy Savings Trust – Fuel Vouchers	To fund the purchase and distribution of energy vouchers
Leeds City Council – Household Support Fund 3	To distribute food and fuel vouchers and purchase goods for vulnerable clients
Leeds City Council – Household Support Fund 4	To distribute food and fuel vouchers and purchase goods for vulnerable clients and provide emergency debt advice
Trussell Trust	To provide Money buddy, benefit buddy and debt advice sessions at 12 foodbanks across Leeds
Sir George Martin Trust	To enhance the funding for administration
Money and Pensions Service (MaPS) PACE	For equipment to allow debt advisers to be included in CAB's PACE system
Big Lottery – Money Buddies	Support the Money Buddy service.
Leeds City Council – DRO Fees Project	To provide a fund to pay DRO fees when the client does not have the money
Leeds CAB	To support the aims of Advice Leeds in promoting advice services in Leeds
Clydesdale Bank	Towards phone system enhancements.
Leeds City Council – SIF	To set up and maintain a Benefit Buddy Service
Proceeds of Crime	Towards security enhancements
Leeds City Council – PPE	To provide PPE and other equipment to ensure the safety of staff and clients
National Lottery Covid-19 Fund	To provide an emergency Money/Benefit Buddy service during Covid
National Lottery – Cost of Living	To provide a Benefit Buddy service until March '24 and enhance all services to provide housing advice

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST DECEMBER 2023

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British Gas Project	To pilot the use of pop up Money Buddy sites in Post Offices
Leeds Debt Forum	To provide funds to allow the Leeds Debt Forum and associated groups hold meetings and events
Leeds NHS	To fund 2 money buddy centres 22/24

Money Buddy Contracts

Leeds City Council – Financial Inclusion Team – Money Buddies	To fund 3 money buddy centres 22/23
Leeds City Council – Area Committees – Money Buddies	To fund 14 money buddy centres 22/23
Money Buddies 23/25	To provide a Money Buddies service in 22 Leeds City Council sites

Leeds NHS fund was part of the Money Buddy agreements in financial year ended 31st December 2022. In January 2023, it was agreed that this fund should be separated and set up as its own cost centre.

The Leeds Debt Forum fund was previously held by Burmantofts Community Projects as an agent, the control for this fund has now been transferred to Burmantofts Community Projects. This is further explained in note 17.

BURMANTOFTS COMMUNITY PROJECTS

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST DECEMBER 2023

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st December 2023.

17. ANALYSIS OF FUNDS RECEIVED AND HELD AS AGENT

	2023	2022
	£	£
Opening funds	1,789	2,026
Incoming	250	335
Transferred to Burmantofts Community Projects	(1,652)	-
Outgoing	(78)	(572)
Closing funds	309	1,789

At the start of the reporting period, Burmantofts Community Projects was holding £1,652 on behalf of the Leeds Debt Forum in the Ebor Gardens Advice Centre bank account. Previously these funds were not included in the accounts. It was decided that Burmantofts Community Projects will now take control of these funds to distribute, so these funds have been transferred from the amount held as an agent and recognised as restricted funds. The initial absorption is recognised as a donation.

At the year-end, £309 was held on behalf of two clients which was grant funding to meet the needs of two individuals. These funds are also not included in these accounts.