

# Trustees' Annual Report for the period

		Period start date			Period end date		
From	01	JAN	2022	To	31	DEC	2022

## Section A Reference and administration details

Charity name **LEYLAND TRUCKS HELPING HAND**

Other names charity is known by

Registered charity number (if any) **1059788**

Charity's principal address **CROSTON ROAD**

**LEYLAND**

**LANCS**

Postcode

**PR26 6LZ**

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	GRAHAM JUST			
2	WENDY OXLEY			
3	PHIL JONES	CHAIRMAN		
4	KAREN GALLAGHER	TREASURER		
5	KAREN SUSSAMS			
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

**Name of chief executive or names of senior staff members (Optional information)**

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## Section B Structure, governance and management

**Description of the charity's trusts**

Type of governing document  
(eg. trust deed, constitution)

How the charity is constituted  
(eg. trust, association, company)

Trustee selection methods  
(eg. appointed by, elected by)

TRUST
There shall be at least three trustees. Future trustees shall be appointed by a resolution of the trustees passed at a special meeting.

**Additional governance issues (Optional information)**

You may choose to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Committee shall consist of Leyland Trucks employees, with a minimum number of 5 participants, and a maximum of 12. The aim shall be to have willing members who represent all areas of the Company's activities. The Committee shall have at least the following nominated officers; Chairman and a Treasurer.

The charity accounts are independently audited to ensure correctness and completeness.

## Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To provide a process that enables Leyland Trucks and its Employees, Customers and Suppliers to help the disadvantaged in the wider community, particularly where worthy causes are local to the plant, or are connected to our employees and their families.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

1. To provide a framework of events and activities that easily enables Leyland Trucks and its willing employees, along with customers and suppliers, to donate money, time, effort and innovation to the principal Helping Hand Charity.
2. To involve Suppliers and Customers of Leyland Trucks to contribute willingly to the Helping Hand Charity at a select number of events each year.
3. To ensure there is an accurate auditable process of collecting funds and distributing them to appropriate worthy causes.
4. To provide regular reports to the Chairman of the Helping Hands Committee to monitor the financial well-being of the Charity's activities. This shall include an auditable set of Annual Accounts produced by the end of each year, covering the Accounting Periods.
5. To make the collection and distribution of funds an enjoyable experience for all involved.

**Additional details of objectives and activities (Optional Information)**

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main  
achievements of the charity  
during the year**

Some of the more significant events that help drive funds for Helping Hand charity include:

Charity Dinner

Christmas Raffle

200 club employee donations (employee contributions)

Running, walking and cycling events.

## Section E Financial review

Brief statement of the charity's policy on reserves

Details of any funds materially in deficit

### Further financial review details (Optional Information)

You may choose to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

In addition to funds raised from organised events, Leyland Trucks also make an annual donation directly to the charity funds.

## Section F Other optional information

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

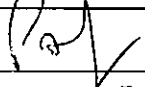
Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

	
PHILIP JONES	
CHAIR	
29/10/2023	

HELPING HAND (1059788)

BALANCE SHEET AT 31ST DECEMBER 2022

	£
<u>ASSETS</u>	
BANK ACCOUNT - CURRENT	39,770.71
BANK ACCOUNT - RESERVE	12,692.61
CASH IN HAND	2,230.10
DEBTORS	
	<u>£54,693.42</u>

LIABILITIES


UNPRESENTED CHEQUES	500.00
<u>ACCUMULATED FUND</u>	
BALANCE B/FWD 1 JANUARY 2022	45,913.52
INCREASE/DECREASE 2022 YEAR TO DATE	8,279.90
	<u>£54,693.42</u>

Pay  
19/10/23.


## INCOME AND EXPENDITURE ACCOUNT

1 JANUARY 2022 - 31ST DECEMBER 2022

	£
<b>200 CLUB</b>	
BANK RECEIPTS	7,486.50
CASH RECEIPTS	0.00
BANK PAYMENTS	0.00
CASH PAYMENTS	-3,250.00
	<hr/>
	4,236.50
<b>CHARITY DINNER</b>	
BANK RECEIPTS	14,605.18
CASH RECEIPTS	3,440.00
BANK PAYMENTS	-10,433.45
CASH PAYMENTS	-1,200.00
	<hr/>
	6,411.73
<b>CHRISTMAS DRAW</b>	
BANK RECEIPTS	680.47
CASH RECEIPTS	1,835.25
BANK PAYMENTS	-1,525.99
CASH PAYMENTS	0.00
	<hr/>
	989.73
<b>BIKE RIDE</b>	
BANK RECEIPTS	0.00
CASH RECEIPTS	0.00
BANK PAYMENTS	0.00
CASH PAYMENTS	0.00
	<hr/>
	0.00
<b>JUST GIVING</b>	
BANK RECEIPTS	4,444.56
CASH RECEIPTS	0.00
BANK PAYMENTS	0.00
CASH PAYMENTS	0.00
	<hr/>
	4,444.56
<b>GOLF DAY</b>	
BANK RECEIPTS	10,382.58
CASH RECEIPTS	170.00
BANK PAYMENTS	-13,733.19
CASH PAYMENTS	0.00
	<hr/>
	-3,180.61
<b>Fitness Classes</b>	
BANK RECEIPTS	0.00
CASH RECEIPTS	1,345.00
BANK PAYMENTS	-130.90
CASH PAYMENTS	0.00
	<hr/>
	1,214.10
<b>DONATIONS RECEIVED</b>	
BANK RECEIPTS	1,849.15
CASH RECEIPTS	259.80
	<hr/>
	2,108.95
<b>TOTAL FUNDS RAISED</b>	16,224.96
<b>ANNUAL DONATION FROM LEYLAND TRUCKS</b>	18,750.00
<b>DONATIONS MADE</b>	
BANK PAYMENTS	-27,975.99
CASH PAYMENTS	-664.00
	<hr/>
<b>SUNDRY (EXPENSES)/INCOME</b>	
BANK RECEIPTS/PAYMENTS	574.93
CASH RECEIPT/PAYMENTS	1,370.00
<b>INCREASE/DECREASE IN FUND DURING YEAR</b>	£8,279.90
<b>TOTAL INCOME</b>	65,623.42
<b>TOTAL EXPENDITURE</b>	57,343.52
<b>INCREASE/DECREASE IN FUND DURING YEAR</b>	8,279.90

  
 19/10/23

	<u>Cash</u>	<u>Bank</u>	
<b>200 Club</b>			
Receipts	0.00	7486.50	
Payments	-3250.00	0.00	
	<b>-3250.00</b>	<b>7486.50</b>	<b>4236.50</b>
<b>Charity Dinner</b>			
Receipts	3440.00	14605.18	
Payments	-1200.00	-10433.45	
	<b>2240.00</b>	<b>4171.73</b>	<b>6411.73</b>
<b>Xmas Draw</b>			
Receipts	1835.25	680.47	
Payments	0.00	-1525.99	
	<b>1835.25</b>	<b>-845.52</b>	<b>989.73</b>
<b>F2F125 Event</b>			
Receipts	0.00	0.00	
Payments	0.00	0.00	
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Just Giving</b>			
Receipts		4444.56	
Payments		0	
	<b>0.00</b>	<b>4444.56</b>	<b>4444.56</b>
<b>Linking Leyland Event</b>			
Receipts	170.00	10382.58	
Payments		-13733.19	
	<b>170.00</b>	<b>-3350.61</b>	<b>-3180.61</b>
<b>Family Fun Day</b>			
Receipts	1345.00	0.00	
Payments		-130.90	
	<b>1345.00</b>	<b>-130.90</b>	<b>1214.10</b>
<b>Misc Donations Rec'd</b>			
Receipts	259.80	20599.15	
Payments	0.00	0.00	
	<b>259.80</b>	<b>20599.15</b>	<b>20858.95</b>
<b>Misc Donations Made</b>			
Receipts	0.00	0.00	
Payments	-664.00	-27975.99	
	<b>-664.00</b>	<b>-27975.99</b>	<b>-28639.99</b>
<b>Misc</b>			
Receipts	1370.00	604.91	
Payments	0.00	-29.98	
	<b>1370.00</b>	<b>574.93</b>	<b>1944.93</b>
<b>Total</b>	<b>3306.05</b>	<b>4973.85</b>	
Check	-1858.95	10138.85	
	-5165.00	5165.00	
Total receipts	8420.05	58803.35	
Total payments	-5114.00	-53829.50	
	<b>3306.05</b>	<b>4973.85</b>	<b>8279.90</b>
inter a/c tfr	-5165.00	5165.00	0.00
Check	-1858.95	10138.85	
	-1858.95	10138.85	8279.90
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

  
 19/10/23





# Independent examiner's report on the accounts

## Section A

## Independent Examiner's Report

Report to the trustees/  
members of

Charity Name

LEYLAND TRUCKS HELPING HAND

On accounts for the year  
ended

2022

Charity no  
(if any)

1059788

Set out on pages

(remember to include the page numbers of additional sheets)

**Respective  
responsibilities of  
trustees and examiner**

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

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent  
examiner's statement**

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

**Independent  
examiner's statement**

In connection with my examination, no matter has come to my attention (other than that disclosed below \*)

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

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

19/10/2023

Name:

CASSIM TILLY

**Relevant professional  
qualification(s) or body  
(if any):**

The Chartered Institute of Management Accounts (CIMA)


**Section B****Disclosure**

Only complete if the examiner needs to highlight material problems.

Give here brief details of any items that the examiner wishes to disclose.