

**HOLBECK TOGETHER**  
(A Company Limited by Guarantee)

**UNAUDITED**

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

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**HOLBECK TOGETHER**  
**(A Company Limited by Guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 MARCH 2022**

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<b>Trustees</b>	J R England, (Chair) A Hopper, (Vice Chair) M Addawoo S Cawthray C Cochrane J B Curbison A Gabriel A Hepburn P G Hodgkinson K R Wint
<b>Company registered number</b>	03657728
<b>Charity registered number</b>	1075934
<b>Registered office</b>	The Old Box Office 99 Domestic Street Leeds West Yorkshire LS11 9NS
<b>Chief executive officer</b>	Elissa Newman
<b>Bankers</b>	Unity Trust Bank plc Nine Brindleyplace Birmingham B1 2HB
<b>Senior Management Team</b>	Elissa Newman - Chief Executive Officer Clare Holmes - Operations Manager

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## **HOLBECK TOGETHER**

### **(A Company Limited by Guarantee)**

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## **TRUSTEES' REPORT**

### **FOR THE YEAR ENDED 31 MARCH 2022**

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#### **Trustees Report for the year ended 31 March 2022**

The trustees present their annual report together with the financial statements of the charity for the year to 31 March 2022. The annual report serves the purpose of both a trustees report and a directors report under company law. The trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice ('SORP') applicable to charities preparing their accounts in accordance with the financial reporting standard applicable in the UK and Republic of Ireland (FRS102 issued in October 2019).

Since the company qualifies as small under section 382 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

#### **Structure, Governance and Management**

##### **Governing Document**

The charity registered with the Charity Commission on 10 June 1999, under number 1075934 and was incorporated as a company limited by guarantee, company number 03657728, on 28 October 1998. The governing documents of the charity are the memorandum and articles of association. The articles of association were revised on 23 May 2019. By special resolution dated 27 September 2019 the charity changed its name from Holbeck Elderly Aid to Holbeck Together.

##### **Appointment of Trustees, induction and training**

The Board of Trustees is the governing body of the charity. The Board has produced a skills matrix for current trustees and will use this information to appoint from time to time new trustees taking account of skills, knowledge, experience and enthusiasm for the cause of the charity. All new trustees are provided with an induction pack which includes details of their responsibilities as trustees (including guidance from the Charity Commission on trustees' roles and responsibilities). New trustees undertake informal training including meeting with the CEO to understand the activities of the charity, including visits to St Matthews centre and reviewing the financial reporting for the charity. During the year under review there were no changes to report on the composition of the Board.

##### **Risk management**

A strategic risk register is in place and is overseen by a lead trustee. The Risk Register is an agenda item at each board meetings and has been reviewed and updated on a regular basis. Ongoing risk management includes recent board led audits of financial processes and procedures and safeguarding. Trustees remain satisfied that there are systems in place to mitigate exposure to the major risks identified in the risk register, specifically financial risk, reputational risk, and policies and procedures to ensure safe services are delivered.

##### **Safeguarding**

Building on our roots supporting older people to live healthy and active lives in the community, we place safeguarding at the heart of everything we do. This is particularly important as the charity extends its remit to support all members of the community with particular emphasis on families and children through our school holiday work. The board has now appointed a trustee to take a safeguarding lead, and an audit of safeguarding procedures and practice has been undertaken. All board members will complete or refresh their safeguarding training in the next financial year.

##### **Fundraising Policy**

The charity has an active fundraising strategy approved by the board and reviewed on a regular basis. This strategy

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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identifies grant making trusts and potential corporate donors that the charity is already working with or is seeking to submit successful funding applications. The charity does not undertake any fundraising door to door activity; ask for donations on the street; share or sell peoples data; or cold call for fundraising purposes. The charity does not contract with any third-party organisation to raise funds on its behalf. The charity has developed its own shop to sell to the public donated items, and this is a growing source of income.

The charity does work with external consultants in the preparation of funding applications; however, the board maintains oversight of all fundraising activities. Due to its size, the charity does not, include itself within the Fundraising Regulator regime.

Much of the funding received is subject to performance review either through written report or face to face meetings with donor organisations.

**Objects and activities**

The objects of the charity are set out in the governing document. Holbeck Together is an independent charity whose aim is to support and assist the residents of the Holbeck neighbourhood and surrounding area in alleviating social isolation. Through the revised charitable objectives approved in 2019, the charity has expanded its reach to all people in the Holbeck and wider community and is exercising freedoms under charity law to raise funds through commercial activities. Holbeck Together has embraced the concept of the “community anchor” organisation working with local people across all generations to improve lives and strengthen community cohesion. The trustees remain committed to completing a lease agreement with Leeds City Council to manage St Matthew’s Community Centre as a key community resource, and as a landmark for social regeneration in the area. Whilst these negotiations remain ongoing, significant investment has been made improving facilities within the centre, including the social supermarket, the café area, and the fundraising shop. The new services developed in response to the Covid pandemic, such as the delivery of hot meals, have been consolidated, whilst new challenges that began to emerge towards the end of the financial year under review, notably the cost-of-living crisis, are now at the forefront of our service planning.

A summary of the charity’s activities:

1. Community Support – Holbeck Together’s community support work includes maintaining regular contact and visiting people identified as the most vulnerable in the local community. Partnerships with statutory organisations, including the NHS, and Leeds City Council, aim to deliver more accessible services and support tailored to the needs of the local community.
2. Transport services – The charity’s two minibuses are now back in regular use, enabling people in Holbeck to participate in activities organised by the charity, including a programme of trips and outings. A further vehicle has been purchased with a generous grant from the Ideas That Change Lives initiated by Leeds Community Foundation. Our vehicles regularly support similar organisations across the city, who share our charitable objectives.
3. Activities – A programme of activities is publicised through a regular newsletter and on the Holbeck Together website. The programme includes regular activities, trips and outings, celebratory events, with a greater emphasis on inter-generational activities wherever possible. School holiday support programmes for children and families commenced during 2021 with a programme of activities during the summer. This work extended into the half-term breaks with participation in the national programme to ensure children had access to a healthy meal.
4. Demand for the social supermarket continued to grow during the year with an average of 50 families being supported each week by the year end. Through the home delivery of hot meals, St Matthew’s café and meals provided in other locations the charity is proud to have been able to deliver 5932 meals in the year of which 4973 were outreach primarily to vulnerable isolating people due to covid.

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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5. The charity has continued to work in partnership with other organisations to provide specialist support services to people living in the Holbeck area, including mental health support in partnership with Touchstone and support for families from minority groups, including refugees and asylum seekers in partnership with Health for All.

**Organisation**

The Board of Trustees meet a minimum of 4 times each year to review the performance of the charity and guide the charity's strategic direction. There were no sub-committees in place during the year under review. The day to day running of the charity is delegated to the Chief Executive Officer, Elissa Newman. The CEO will draw on her staff to keep her updated on operation matters.

The Board re-confirmed its appointment of BHP Accountants to undertake the annual audit and provide a range of financial management services, with a focus on the long-term financial planning and smarter financial reporting. The charity also makes use of external expertise for marketing and communications, digital content, and the preparation of fundraising applications.

**Public benefit**

The charity's main activities are set out above in this report. All activities focus on providing social care and support to the community. The impact of the charity's work reaches beyond those directly helped and includes reducing stress and concern suffered by families and friends. The trustees acknowledge and confirm that the activities of the charity are for public benefit.

**Financial review**

a. Reserves policy – The trustees have a reserves policy for the charity which is reviewed annually. A fundamental review of the policy is underway, and it is anticipated a significantly revised policy will be adopted during 2022/23. As at 31 March 2022 the charity reported total reserves of £323,548 of which £260,802 represented unrestricted reserves. None of those reserves were designated and £28,574 were invested in fixed assets giving free reserves for the charity at 31 March 2021 of £232,228. These free reserves were represented by net cash at bank.

b. Results – the charity generated incoming resources of £406,158 in the year (2021: £483,812). Total expenditure in the year amounted to £369,524 (2021: £317,209) resulting in an overall net movement in funds in the year of £36,634 (2021: £166,603).

c. Going concern – During the year the charity implemented a fundraising strategic plan as part of the business plan for the next two years that included applications to the National Lottery and Henry Smith Foundation. At the same income generated from activities, such as the community shop and transport has continued to grow and represents a higher proportion of our overall income than in previous years. There has been further success in securing several 'one-off' grants that have enabled the charity to expand the services it offers. The charity is demonstrating the benefits of its strategy to diversify income and long-term dependency on public sector grants.

**Looking ahead to the future**

Holbeck Together continues to build a solid reputation as a leading edge third sector organisation, which has stimulated media interest, and support and encouragement from the highest levels within the public sector and state. Towards the end of the financial year the charity agreed to take a lead role with other partners, including the City Council in making an application to the Government's Levelling Up Fund. Whatever the outcome, the legacy of this work could have significant implications for future community investment in Holbeck under the leadership of the charity. The St Matthews Centre will remain at the heart of our plans in the short to medium term, supporting our vision for Holbeck as a place where

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**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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people are proud to live.

All that we have achieved is only made possible through the dedication and professionalism of our small team of employed staff and our growing team of volunteers. Together they make our vision for Holbeck Together a reality; a dynamic organisation working with the people of Holbeck to improve lives and make Holbeck a place where people are proud to live.

Approved by order of the members of the board of Trustees and signed on their behalf by:

.....  
**J R England**  
(Trustee)  
Date: 10 November 2022

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**HOLBECK TOGETHER**  
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**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on its behalf by:

.....  
**J R England**

(Trustee)

Date: 10 November 2022

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**HOLBECK TOGETHER**  
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**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**Independent examiner's report to the Trustees of Holbeck Together ('the Charity')**

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2022.

**Responsibilities and basis of report**

As the Trustees of the Charity (and 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 Charity 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 the Charity's accounts 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**

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants in England & Wales, which is one of the listed bodies.

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 Charity 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.

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**INDEPENDENT EXAMINER'S REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:

Michael Jackson

Dated:

FCA DChA

**BHP LLP**

First Floor

Mayesbrook House

Lawnswood Business Park

Leeds

LS16 6QY

**HOLBECK TOGETHER**  
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

	Note	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
<b>Income from:</b>					
Donations and legacies	3	148,009	202,450	350,459	445,625
Charitable activities	4	55,643	-	55,643	38,093
Investments	5	56	-	56	94
<b>Total income</b>		<b>203,708</b>	<b>202,450</b>	<b>406,158</b>	<b>483,812</b>
<b>Expenditure on:</b>					
Charitable activities	6	135,646	233,878	369,524	317,209
<b>Total expenditure</b>		<b>135,646</b>	<b>233,878</b>	<b>369,524</b>	<b>317,209</b>
<b>Net income/(expenditure)</b>		<b>68,062</b>	<b>(31,428)</b>	<b>36,634</b>	<b>166,603</b>
Transfers between funds	14	30,171	(30,171)	-	-
<b>Net movement in funds</b>		<b>98,233</b>	<b>(61,599)</b>	<b>36,634</b>	<b>166,603</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		162,569	124,345	286,914	120,311
Net movement in funds		98,233	(61,599)	36,634	166,603
<b>Total funds carried forward</b>		<b>260,802</b>	<b>62,746</b>	<b>323,548</b>	<b>286,914</b>

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 12 to 27 form part of these financial statements.

**HOLBECK TOGETHER**  
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**REGISTERED NUMBER: 03657728**

**BALANCE SHEET**  
**AS AT 31 MARCH 2022**

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	11	28,574	19,722
		<u>28,574</u>	<u>19,722</u>
<b>Current assets</b>			
Debtors	12	54,154	2,230
Cash at bank and in hand		292,990	308,916
		<u>347,144</u>	<u>311,146</u>
Creditors: amounts falling due within one year	13	(52,170)	(43,954)
<b>Net current assets</b>		<u>294,974</u>	<u>267,192</u>
<b>Total assets less current liabilities</b>		<u>323,548</u>	<u>286,914</u>
<b>Total net assets</b>		<u><u>323,548</u></u>	<u><u>286,914</u></u>
<b>Charity funds</b>			
Restricted funds	14	62,746	124,345
Unrestricted funds	14	260,802	162,569
<b>Total funds</b>		<u><u>323,548</u></u>	<u><u>286,914</u></u>

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**HOLBECK TOGETHER**  
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**REGISTERED NUMBER: 03657728**

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**BALANCE SHEET (CONTINUED)**  
**AS AT 31 MARCH 2022**

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The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

.....  
**J R England**  
(Trustee)  
Date: 10 November 2022

The notes on pages 12 to 27 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**1. General information**

Holbeck Together is a private limited company by guarantee incorporated in England and Wales. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are given on page 2 onwards.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements 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) (issues October 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Holbeck Together meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Going concern**

The charity relies heavily on grant and donation funding in order to carry out its charitable objectives. Such income sources remain uncertain. However, the trustees believe that the charity has built an enviable reputation for delivering effective support to the community. Consequently, the trustees are confident that with improved free reserves and the time invested in building our partnerships, the charity is in a stronger position to withstand interruptions in the grant funding cycle. As at 31 March 2022 free reserves stood at £232,228 which the trustees believe is sufficient for the charity to continue in operation for the foreseeable future. The trustees believe that it is reasonable for the accounts to be drawn up on a going concern basis.

**2.3 Income**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**2. Accounting policies (continued)**

**2.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**2.5 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**2.6 Tangible fixed assets and depreciation**

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on a reducing balance basis.

Depreciation is provided on the following basis:

Plant and machinery	-	25%
Motor vehicles	-	25%
Fixtures and fittings	-	25%
Office equipment	-	25%

**2.7 Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**2. Accounting policies (continued)**

**2.8 Cash at bank and in hand**

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**2.9 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

**2.10 Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2.11 Operating leases**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

**2.12 Pensions**

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

**2.13 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**3. Income from donations and legacies**

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
<i><b>Donations</b></i>				
Donations	23,844	-	<b>23,844</b>	9,640
<i><b>Subtotal detailed disclosure</b></i>	23,844	-	<b>23,844</b>	9,640
Grants	124,165	202,450	<b>326,615</b>	435,985
<i><b>Subtotal</b></i>	124,165	202,450	<b>326,615</b>	435,985
	148,009	202,450	<b>350,459</b>	445,625
Total 2021	162,143	283,482	445,625	

**4. Income from charitable activities**

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Service delivery	55,643	<b>55,643</b>	38,093
Total 2021	38,093	38,093	

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**5. Investment income**

	Unrestricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Investment income	56	56	94
Total 2021	94	94	

**6. Analysis of expenditure on charitable activities**

*Summary by fund type*

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £	Total funds 2021 £
Service delivery	135,646	233,878	369,524	317,209
Total 2021	131,184	186,025	317,209	

**7. Analysis of expenditure by activities**

	Activities undertaken directly 2022 £	Support costs 2022 £	Total funds 2022 £	Total funds 2021 £
Service delivery	243,819	125,705	369,524	317,209
Total 2021	204,168	113,041	317,209	

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

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**7. Analysis of expenditure by activities (continued)**

**Analysis of direct costs**

	<b>Activities 2022 £</b>	<b>Total funds 2022 £</b>	<b>Total funds 2021 £</b>
Staff costs	170,113	<b>170,113</b>	164,656
Depreciation	8,084	<b>8,084</b>	5,658
Daytime activities and support	25,095	<b>25,095</b>	4,012
Lunch club	28,433	<b>28,433</b>	24,517
Transport costs	12,094	<b>12,094</b>	5,325
	<hr/> 243,819 <hr/>	<hr/> <b>243,819</b> <hr/>	<hr/> 204,168 <hr/>
Total 2021	<hr/> 204,168 <hr/>	<hr/> 204,168 <hr/>	

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**7. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	<b>Activities 2022 £</b>	<b>Total funds 2022 £</b>	<b>Total funds 2021 £</b>
Staff costs	41,717	<b>41,717</b>	59,957
Bank charges	686	<b>686</b>	497
Office expenses	4,260	<b>4,260</b>	2,666
Printing, postage and stationery	4,780	<b>4,780</b>	4,832
IT expenses	3,065	<b>3,065</b>	2,862
Marketing	7,817	<b>7,817</b>	7,421
Subscriptions	518	<b>518</b>	287
Premise expenses	2,065	<b>2,065</b>	7,961
Utilities	3,767	<b>3,767</b>	1,636
Telephone	2,429	<b>2,429</b>	2,627
Insurance	1,650	<b>1,650</b>	1,803
Consultancy	32,585	<b>32,585</b>	2,721
Legal and professional fees	5,178	<b>5,178</b>	3,326
Accountancy	13,279	<b>13,279</b>	9,930
Travel expenses	9	<b>9</b>	49
Training costs	250	<b>250</b>	140
Governance costs	1,650	<b>1,650</b>	4,326
	<b>125,705</b>	<b>125,705</b>	113,041
Total 2021	<b>113,041</b>	<b>113,041</b>	

**8. Independent examiner's remuneration**

The independent examiner's remuneration amounts to an independent examiner fee of £4,500 (2021 - £4,326).

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**9. Staff costs**

	<b>2022</b>	2021
	<b>£</b>	£
Wages and salaries	<b>192,583</b>	202,305
Social security costs	<b>11,870</b>	14,143
Contribution to defined contribution pension schemes	<b>7,377</b>	8,165
	<b>211,830</b>	224,613

The average number of persons employed by the Charity during the year was as follows:

	<b>2022</b>	2021
	<b>No.</b>	No.
Employees	<b>10</b>	8

The average headcount expressed as full-time equivalents was:

	<b>2022</b>	2021
	<b>No.</b>	No.
Employees	<b>7</b>	6

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the Charity comprises of the Senior Management Team. The total employee benefits received by the Senior Management Team amounted to £92,132 (2021 - £122,563).

**10. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2021 - £NIL).

During the year ended 31 March 2022, no Trustee expenses have been incurred (2021 - £NIL).

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**11. Tangible fixed assets**

	Plant and machinery £	Motor vehicles £	Fixtures and fittings £	Office equipment £	Total £
<i><b>Cost or valuation</b></i>					
At 1 April 2021	-	89,690	11,130	20,779	121,599
Additions	1,568	-	5,204	10,263	17,035
Disposals	-	-	-	(9,847)	(9,847)
At 31 March 2022	1,568	89,690	16,334	21,195	128,787
<i><b>Depreciation</b></i>					
At 1 April 2021	-	78,617	5,316	17,944	101,877
Charge for the year	248	2,768	2,624	2,445	8,085
On disposals	-	-	-	(9,749)	(9,749)
At 31 March 2022	248	81,385	7,940	10,640	100,213
<i><b>Net book value</b></i>					
At 31 March 2022	1,320	8,305	8,394	10,555	28,574
At 31 March 2021	-	11,073	5,814	2,835	19,722

**12. Debtors**

	2022 £	2021 £
<i><b>Due within one year</b></i>		
Trade debtors	4,547	575
Other debtors	3,120	-
Prepayments and accrued income	46,487	1,655
	54,154	2,230

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**13. Creditors: Amounts falling due within one year**

	<b>2022</b>	2021
	<b>£</b>	£
Trade creditors	<b>9,501</b>	4,610
Other creditors	<b>21,279</b>	20,000
Accruals and deferred income	<b>21,390</b>	19,344
	<hr/>	<hr/>
	<b>52,170</b>	43,954
	<hr/>	<hr/>

Included within other creditors is a loan of £20,000 (2021 - £20,000) from Leeds City Council. There is no agreement in respect of repayments therefore the loan is deemed to be repayable on demand and included in creditors: amounts falling due within one year.

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**NOTES TO THE FINANCIAL STATEMENTS  
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**14. Statement of funds**

**Statement of funds - current year**

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
<b><i>Unrestricted funds</i></b>					
General Funds - all funds	162,569	203,708	(135,646)	30,171	260,802
<b><i>Restricted funds</i></b>					
Wades	918	-	(918)	-	-
Big Lottery Fund	69,425	46,278	(95,666)	(20,037)	-
Bus service operators grant	155	1,580	(1,735)	-	-
Evan Cornish	4,839	-	(4,839)	-	-
Henry Smith	7,806	17,250	(25,056)	-	-
Leeds Fund	-	30,050	(15,050)	-	15,000
Time to Shine	-	4,980	(4,980)	-	-
Widening Partnerships	-	9,969	(8,170)	-	1,799
Digital Health Hub	-	10,000	(1,770)	-	8,230
(NHS) Leeds Hospital Charity	-	13,375	-	-	13,375
Touchstone Support	-	31,836	(26,450)	(5,386)	-
Co-Op	6,446	1,045	(7,491)	-	-
Public Health	499	-	-	(499)	-
Clothworks	2,913	-	-	(2,913)	-
Healthy Holiday	8,032	26,737	(26,893)	(640)	7,236
Masonic Charitable Foundation	5,000	5,000	(5,446)	-	4,554
Ideas that Change	14,980	-	(3,277)	-	11,703
Other restricted funds	3,332	4,350	(6,137)	(696)	849
	124,345	202,450	(233,878)	(30,171)	62,746
<b><i>Total of funds</i></b>	286,914	406,158	(369,524)	-	323,548

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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2022**

**14. Statement of funds (continued)**

**Statement of funds - prior year**

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
<b><i>Unrestricted funds</i></b>				
General Funds - all funds	89,734	200,331	(127,496)	162,569
<b><i>Restricted funds</i></b>				
Wades	1,974	-	(1,056)	918
Big Lottery Fund	14,262	149,044	(93,881)	69,425
Bus service operators grant	-	1,104	(949)	155
Evan Cornish	4,839	-	-	4,839
Henry Smith	7,806	34,400	(34,400)	7,806
Time to Shine	344	3,784	(4,128)	-
Touchstone Support	-	31,212	(31,212)	-
Co-Op	-	10,000	(3,554)	6,446
Public Health	1,352	-	(853)	499
Clothworks	-	2,969	(56)	2,913
Healthy Holiday	-	22,489	(14,457)	8,032
Masonic Charitable Foundation	-	5,000	-	5,000
Ideas that Change	-	14,980	-	14,980
Other restricted funds	-	8,500	(5,168)	3,332
	30,577	283,482	(189,714)	124,345
<b><i>Total of funds</i></b>	120,311	483,813	(317,210)	286,914

**NOTES TO THE FINANCIAL STATEMENTS**  
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**14. Statement of funds (continued)**

**Restricted funds:**

**Wades** - Towards exercise class costs.

**Big Lottery** - Towards staffing and organisational activities.

**Bus service operators grant** - Towards minibus operating costs.

**Evan Cornish** - Part funding for the volunteer co-ordinator post.

**Henry Smith** - Towards management and salary costs.

**(NHS) Leeds Hospital Charity -**

**Digital Health Hub** - Staff costs to help users access relevant information and tools digitally to improve health and wellbeing.

**Touchstone Support** - To form a new project "Your Space" focusing on mental health.

**Co-Op** - To support the salary costs in relation to Community Consultation and development.

**Public Health** - Additional support for vulnerable people through winter challenges.

**Clothworks** - For the purchase of equipment for the catering department in relation to the meal delivery service.

**Healthy Holiday** - For food parcels, cookery support, organised family activities and events through the school holidays.

**Masons Charitable Foundation** - Part funding for the volunteer co-ordinator post.

**Ideas that Change Lives** - For the development and expansion of the catering department. Contribution towards a meal delivery van, staff and marketing costs.

**Leeds Fund -**

**Time to Shine** - Programme of events throughout July to November 2021.

**Widening Partnerships** - Event held in January 2022 - e.g. food costs

**Other restricted funds** - Includes other restricted funds as follows:

**Leeds Older People's Forum** - For the provision of tablets for older people during the pandemic.

**Sir George Martin** - For the Living Well project which supports older people through events and activity packs.

**Stay Well This Winter** - Additional support for older people due to the pressures caused by COVID-19 lockdowns.

**Get Set Leeds** - Variety of sporting equipment for hire

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**15. Summary of funds**

**Summary of funds - current year**

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2022 £
General funds	162,569	203,708	(135,646)	30,171	260,802
Restricted funds	124,345	202,450	(233,878)	(30,171)	62,746
	<u>286,914</u>	<u>406,158</u>	<u>(369,524)</u>	<u>-</u>	<u>323,548</u>

**Summary of funds - prior year**

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
General funds	89,734	200,331	(127,496)	162,569
Restricted funds	30,577	283,482	(189,714)	124,345
	<u>120,311</u>	<u>483,813</u>	<u>(317,210)</u>	<u>286,914</u>

**16. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Tangible fixed assets	28,574	-	28,574
Current assets	284,398	62,746	347,144
Creditors due within one year	(52,170)	-	(52,170)
<b>Total</b>	<u>260,802</u>	<u>62,746</u>	<u>323,548</u>

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**16. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior year**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	19,722	-	19,722
Current assets	186,800	124,346	311,146
Creditors due within one year	(43,954)	-	(43,954)
<b>Total</b>	<b>162,568</b>	<b>124,346</b>	<b>286,914</b>

**17. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund. At both the current and prior year-ends, there were no outstanding amounts owed to the fund.

**18. Operating lease commitments**

At 31 March 2022 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	<b>2022</b> £	2021 £
Not later than 1 year	<b>576</b>	576
Later than 1 year and not later than 5 years	<b>864</b>	1,440
	<b>1,440</b>	2,016

The following lease payments have been recognised as an expense in the statement of financial activities:

	<b>2022</b> £	2021 £
Operating lease rentals	<b>576</b>	576

**NOTES TO THE FINANCIAL STATEMENTS**  
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**19. Related party transactions**

During the year, the Charity raised sales invoices amounting to £1,000 (2021 - £1,250) to Westward Care, a company of which Peter Hodgkinson is also a director. There was no balance outstanding at either the current or previous year-end.