

Annual Report

1st April 2023 – 31st March 2024

Leeds Weekend Care Association

Registered Charity Number - 1077162

Company Limited by Guarantee Number – 3827833

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Our Mission

To make a positive difference to the lives of disabled children and teenagers in Leeds

Our Purpose is:

- To deliver safe, fun, exciting, inclusive activities, and environments
- To encourage friendship, independence, exploration and understanding
- To provide a much-needed break for parents and caregivers
- To recruit, retain and train enthusiastic, energetic, and experienced staff
- To advocate for those whose voice is often ignored or not heard.
- To build a community that welcomes and celebrates difference.

Our Guiding Principles are:

- To improve the lives of families with disabled children and young people.
- To recognise and understand the needs of parents and carers and to work closely with them in shaping and delivering our services.
- To encourage a positive approach to children and young people with disabilities on our projects and in the wider community.
- To promote the recognition of young people with disabilities as important and integral members of society.
- To provide equality of provision and access to service users regardless of disability, gender, ethnic origin, skin colour, race, religion, or sexual orientation.
- To provide a positive, developmental environment for all our staff.

Our Values are:

- **Fun** - We believe that having fun and making friends is fundamental to a person's happiness. Fun is a release. It provides freedom, enjoyment, fulfilment and connection.
- **High Quality** - We provide safe, creative, exciting, collaborative spaces/experiences for our children, staff and volunteers. We always strive to be, and do, better.
- **Inclusive** - We support, value and respect each other. Shared values and goals help everyone reach their full potential.
- **A Can-Do Attitude** - We focus on what our children, staff and volunteers can do. By recognising and celebrating achievements, big and small, we empower individuals and our community.
- **Honesty** - We take responsibility for our successes and failures. We are open to what is possible, not afraid to fail, and we learn quickly.

Chair's Report to AGM



It is with great pleasure that I write my initial Chairperson Annual Report for Leeds Weekend Care Association (LWCA), for the financial year ending 31st March 2024. I became a trustee in June 2018 then became Chair in June 2023.

The period to March 2024 has been another year where LWCA has experienced some logistical challenges such as securing and retaining staffing, and issues with premises and the sharing tenants. However throughout all of this, the skills, experience and sheer hard work of all at LWCA has shone through to ensure that we continue to provide a high quality, fun service for our users, and give their families crucial downtime with peace of mind that their loved ones are being well cared for.

LWCA continues to be extremely appreciative of the support from those various organisations, legacy trusts and individuals who have very kindly provided financial support during the year. We also acknowledge the continuing role played by Leeds City Council, both in their financial provision and as a key sponsor and stakeholder.

Post the end of this financial year we secured an agreement with Leeds Mencap to provide our weekend service from their premises: a move which I know was greatly welcomed by staff and volunteers, and so far has proved to be a great success - long may this continue! I would like to use this report to put on record our sincere thanks to Leeds Mencap for their all-round professionalism and support regarding our move.

Last but not least, I, on behalf of the board of trustees, would like to offer our heartfelt thanks to Liz Sunderland, (Short Breaks Services Manager) and her supporting team who work so hard during the week to ensure the activities at Weekenders Club and the Out and About project run smoothly. As trustees we also want to thank all the staff and volunteers for their efforts, often having to work in very testing situations but always done with the utmost professionalism and dedication"

A handwritten signature in black ink, appearing to read 'R. Hewson', followed by a horizontal flourish.

Richard Hewson
Chair of Trustees



MEET THE TEAM

Executive Management Committee

Management Committee Members during the year 1st April 2023 - 31 March 2024

We have a minimum of six meetings per year plus our AGM in July. These are held via virtual meetings or at our office of the Leeds Weekend Care Association.

Richard Hewson	Chair
David Bossingham	Treasurer
Georgina Nijjar	Secretary
Caroline Bond	Trustee
Ellie Brown	Trustee
Marianne Hewitt	Trustee
Adam Barclay	Trustee
Hafsa Sharif	Trustee

Office Staff

Liz Sunderland	Service Manager
Lisa Sheader	Office Manager
Liz Colbeck	Office Assistant

Scheme Staff

Chantelle Pearce	Senior Play Leader
Lorraine Dempsey	Deputy Play Leader
Caroline Grayson	Deputy Play Leader
Caragh McHugh	Deputy Play Leader

SERVICE MANAGER'S REPORT TO AGM



Our Projects

Weekenders Club is a Saturday play scheme for children and young people aged between 5 and 17 years old, living in Leeds, who have inclusive needs. Our eligibility criteria includes children from a broad spectrum of additional needs including those with complex care needs for which our experienced staff team undergo specific medical training.

Social workers or lead professionals make referrals to our service on a young person's behalf, although we also accept referrals directly from families.

Each child/young person attends one session each month. Morning sessions run from 9.30 a.m. until 12.30 p.m.; afternoon sessions run from 1.30 p.m. until 4.30 p.m. We have been operating from Queenswood Education Centre (formerly Vine College), Becketts Park, Leeds 6. This venue has enabled us to accommodate children and young people with physical difficulties as the site has an inclusive environment including ramps, hoists, a personal care suite and wheelchair-accessible spaces, both indoors and outdoors.

Activities include large play equipment such as a bouncy castle, trikes, go carts and lots of sports equipment. It is important that our children spend energy indoors and outdoors during the time they are with us, as well as have the opportunity to play on equipment they may not have access to at home. We like them to go back to their families - tired and happy! Our creative team manage to make each session different; based loosely on weekly themes, we encourage all the children to get involved with games, art, making and baking (and eating!).

Teen Scene Teen Scene runs under the umbrella of Weekenders Club but has a group all of its own. The age range is 14-17 and is a great way to meet up with friends and embark on group activities with a little more independence. Often, we have young people who move on from Teen Scene and 'graduate' to the Out and About Project when they feel they have grown out of a play scheme environment and are ready for more age-appropriate activities in the community with their peers.

Each session runs with 15 young people, most of whom are allocated their own 'key worker' to facilitate them accessing all the equipment and resources. Weekend breaks are in high demand and there is a waiting list for Weekenders Club. However, we continue to endeavour to move through this as quickly as possible; as soon as someone leaves, we fill the place.

The Out and About Project is for teenagers between the ages of 14 and 17, to go out together with our staff. Youngsters are facilitated to take part in activities which teenagers typically enjoy. We have around one event each week so aim for 52 outings in the year, although this year we had 66 and have planned the same for 2024-25. This is to avoid having a waiting list; simply the more teenagers who join, the more trips we do! In this way, we can meet demand in a timely manner.

Reflection

The first thought which springs to mind is the dynamic and cohesive team I am fortunate to work within. This includes trustees, staff (both administrative and those who work directly with our children and young people) and our brave volunteers, often for whom, this is their first taste of working in the care sector with children and young people with inclusive needs. From limited experience to a lifetime's worth of experience, they all bring enthusiasm and a 'can do' attitude which invariably sees us through the challenges presented to us.

Those challenges broadly come under three categories: Staffing, Venue and Finance. This year we have had challenges under all three headings.

Staffing We have been short staffed for over two years, needing to use our 'bank staff' to increase their scheduled shifts to ensure we run with the right ratio of children to staff each session to run safely, according to each child's individual supervision needs. I am delighted to say that, at this point, we have a full team, putting less pressure on those who have elected not to work every Saturday.

Venue Weekenders Club has operated from a Council owned building (Queenswood Education Centre) for 12 years, sharing the space with Vine College who used the building Monday to Friday. Sharing the building has, historically, not been ideal. The building itself has been poorly maintained for decades. Huge efforts on a weekly basis were spent just tackling environmental issues such as security, broken windows, ineffective heating, old plumbing and leaks; just to mention a few issues although there is a long list! We were given notice by the Council, following their explanation that the building was to be decommissioned.

Long story short. With little notice and a tight deadline, we moved our Weekenders Club Play Scheme. The move itself spans over two accounting periods but it is worth updating here how this has played out.

On 1st June 2024, we moved Weekenders Club to The Vinery Centre, East End Park, Leeds 9 – the home of Leeds Mencap. Their purpose-built community hub is perfect for the needs of our children and young people. A building, only 8 years old, which boasts activity rooms, a soft play area, a safe, well-equipped playground, a state-of-the-art sensory room and high quality personal care suite. Yes – the move was stressful and yes – it was worth it! I'm compelled to mention the teamwork of everyone involved in getting us there. There were folk who physically shifted everything; those who coped with all the administrative elements of moving and those who were involved in the early stages of planning and decision making. Not least, were the families and children, some of whom may have had to forfeit their scheduled session (to be replaced) but have been brave enough to make the change with us. It's not easy for many of our children to manage any change in their lives. Our world, for them, often presents as a confusing and unpredictable place, but so far, they have moved out of their comfort zone and it's rewarding to see them enjoying the new space.

Leeds Mencap is a charity we have been closely affiliated with for over 25 years. Indeed, our first play scheme opened from their Hawthorne Nursery (in their old building at East End Park) on 6th June 1998, almost 26 years to the day from when we returned to them! We also operate our Out and About Project's youth club nights from The Vinery Centre. It feels like coming home! Thank you to all at Leeds Mencap for your support and warm welcome.

Finance As a small charity, underfunded by the Council, there will always be a concern around sustainability.

We are operating within the specification and targets of a five-year Council contract which ended on 31st March 2024. Over this time period, the needs of our cohort of children and young people have changed. At the start of the contract, in April 2019, around a third of our children had 1:1 supervision needs. Currently, this has risen to 92% of our children needing an allocated worker. This obviously means; to keep the same numbers of children, we have had to increase the staffing. This is not tenable. Although we have been given a further extension of 6 months' funding for 2024/5, we are awaiting a revised contract from Leeds City Council. We have therefore become dependent on using funds raised, independent of the Council grant.

Set against the economic backdrop of tight Council budgets and families feeling the pinch has been difficult. We kept our fees for families the same during the year and put our faith in our freelance fundraiser, Sam Lambert, to make up the shortfall.

Fundraising

Fundraising is therefore an essential part of our charity's work. Sam Lambert sends out Appeal Letters and each year we give her a target, representative of the shortfall. This systematically increases year on year as our grant remains the same, but wages and inflation rise. Thankfully, she never flinches when I reveal what we need to keep the service stable.

Finally

I would like to express my grateful thanks to those who perform their own vital role in contributing to the ongoing success of our charity....

Thank you to our colleagues in Leeds City Council for their continued financial support of our work.

Thank you to our board of trustees who guide L.W.C.A. through the gauntlet of all the above challenges with endurance, wise consideration and a collective wealth of experience. Thank you to Richard Hewson who agreed to take the role of Chairperson in June 2023 following Caroline Bond's temporary reprieve from board duties; and welcome back to Caroline who rejoined us in the role of trustee.

Our intrepid volunteers are to be applauded. What they lack in experience, they make up for in enthusiasm, and a willingness to learn.

Thanks, are also due to:

Our Office Assistant, Liz Colbeck, whose role consistently deviates from her job description. She is heavily relied upon to invent time efficient systems, wrestle with our ever-changing technology, and is willing to, and capable of, turning her attention to whatever pressing issue has just come to the top of the priority list.

Our Senior Play Leader at Weekenders Club who doubles up as the Out and About Project's Group Leader – Chantelle Pearce. She has been with us for 18 years now and her wealth of experience is valuable to us all. Thank you to the children and young people and families who use our service, for being the sole reason why Chantelle is still here. You all give her both pleasure and motivation.

Our Office Manager, Lisa Sheader – we all benefit from her expertise and her overt enthusiasm for supporting everyone at L.W.C.A. as well as her excellent communication with other agencies in Leeds.

The fabulous staff team who win my admiration every Saturday. I simply love watching them work with the children. The time I spend at the scheme is my pleasure point in every week.

Final thanks are to the parents, carers, and their children – it is **your** project and a privilege to work for you.

A handwritten signature in cursive script, reading 'Liz Sunderland'.

Liz Sunderland
Short Breaks Services Manager

DONATIONS AND FUNDRAISING 2023-2024

We are grateful for the support of our children's families, friends of Leeds Weekend Care Association, Trustees, and our staff and volunteers (and their families, friends, and neighbours) We have continued to benefit from Sam Lambert's experience and skill in the past year, as well as the following who have given generously.

Donor	Description	Amount
Amazon Smile	Cash back on Amazon purchases	£41.12
Friends & Families		£1,255.06
London Marathon	Refund for unused place (previous a/c period)	£396.00
Supported Giving	Donations Platform (linked to website)	£1,139.18
Trusts	The Cotton Industry War Memorial Trust	£5,000.00
Trusts	The Potel Charitable Trust	£250.00
Trusts	The David Lister Charitable Trust	£2,000.00
Trusts	The Masonic Charitable Trust (grant 3 of 3-year grant)	£5,000.00
Trusts	The LAPA Charitable Trust	£1,000.00
Trusts	The B.S. Charitable Foundation	£50.00
Trusts	The Sylvia and Colin Shepherd Charitable Trust	£1,000.00
Trusts	Marsh Charitable Trust	£500.00
Trusts	Castanea Trust	£3,000.00
Trusts	The Trees of John R Murray Charitable Trust	£3,000.00
Trusts	The Alchemy Foundation	£1,000.00
Trusts	The Webb Family Charitable Trust	£2,500.00
Trusts	David Solomon Charitable Trust	£500.00
Trusts	The Blakemore Foundation	£100.00
Trusts	The Michael and Morven Heller Charitable Foundation	£1,000.00
Trusts	The Michael & Anna Wix Charitable Trust	£200.00
Trusts	The Liz and Terry Bramall Charitable Foundation	£5,000.00
Trusts	Ladbroke Coral Trust	£1,000.00
Trusts	Usborne Publishing Limited	£750.00
Trusts	The Mollie Croysdale Charitable Trust	£500.00
Trusts	The Lennox Hannay Charitable Trust	£1,000.00
Trusts	The Ardwick Trust	£100.00
Trusts	Anonymous	£500.00
Trusts	A M Fenton Trust	£3,000.00
Trusts	R E Chadwick Charitable Trust	£500.00
Trusts	Irving Memorial Trust	£2,000.00
Trusts	Squire Patton Boggs	£250.00
Trusts	The Barnard Kenneth Hufton Trust	£1,000.00
Trusts	Culra Charitable Trust	£500.00
Trusts	The Pat Newman Memorial Trust	£750.00
Trusts	W L Pratt Charitable Trust	£2,000.00
Trusts	Happy Days Children's Charity (for Out & About trip)	£191.10
Trusts	Beryl Sleigh Charitable Trust	£10,000.00
Trusts	The Christine Hall Trust	£500.00
Trusts	The Earl and Countess of Harewood's Charitable Trust	£500.00
Virgin Money	Virgin Money Cashback	£52.19
TOTAL		£59,024.65

"Here we have captured some of our memorable moments from Weekender's Club during 2023-2024."



Testimonials

Erin D – Weekenders Club

My daughter Erin doesn't have many words, but she simply calls Weekenders "Friends". When she sees her little rucksack on a Saturday, she knows that's where she's going. The surroundings are very familiar to her now & she knows the staff & other children. I think it's important for her to do things away from me & my husband, as she spends the vast majority of her time outside school with us. It gives me & my husband a little bit of quality time together, to maybe go for a coffee or do some jobs around the house.

Lillie S – Teen Scene

The 'Teen Scene' service for me and my daughter Lillie is indispensable! Lillie has friends at school but like a lot of teens like her she finds socialising outside of an educational setting very difficult and filled with anxiety. Going to the same setting and seeing the same people each time is extremely comforting for her and she thoroughly enjoys it and the fabulous activities on offer! For me and her dad personally we love seeing our daughter socialising and enjoying her time with others her age and coming home feeling so much happier for going, we especially love how trustworthy and caring the people are, we really feel peace of mind knowing she's going to have a great time 😊

Harvey K – Weekenders Club

Harvey gains so much from coming each month, from social skills, communication, being part of a group, making friends having fun and more. The staff are always so friendly and welcoming each time and seem excited to have him for the day which is an amazing feeling as a parent. We would really be lost without weekenders. Thanks for having us!

Joshua A – Out & About

Our grandson attends some of the Out and About activities, we feel it has created an environment in which he feels comfortable in his interactions with others and therefore has played a part in his increased confidence. The group activities create an opportunity for young people to be themselves in a non-judgmental caring environment and most importantly have fun! We get great pleasure in seeing his joy and excitement when he gets the list of future activities. A shout out to Chantelle and the team for the on the going support.



INFORMATION

Client Statistics – Weekenders & Teen Scene

1st April 2023– 31st March 2024

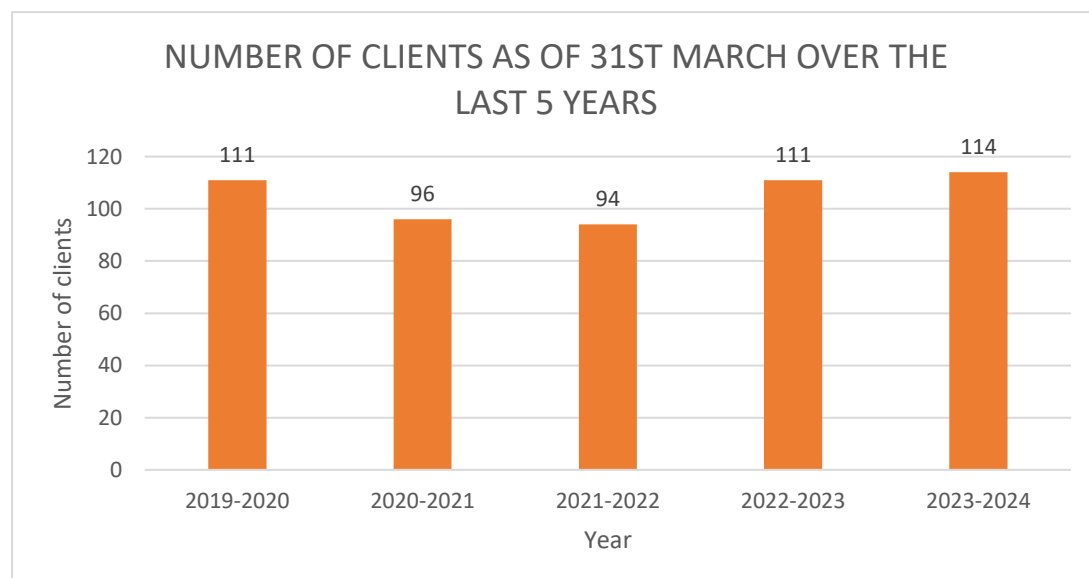
Total number of clients at Weekenders Club as at 31st March 2024: **114**

132 clients accessed the service during 2023-2024.

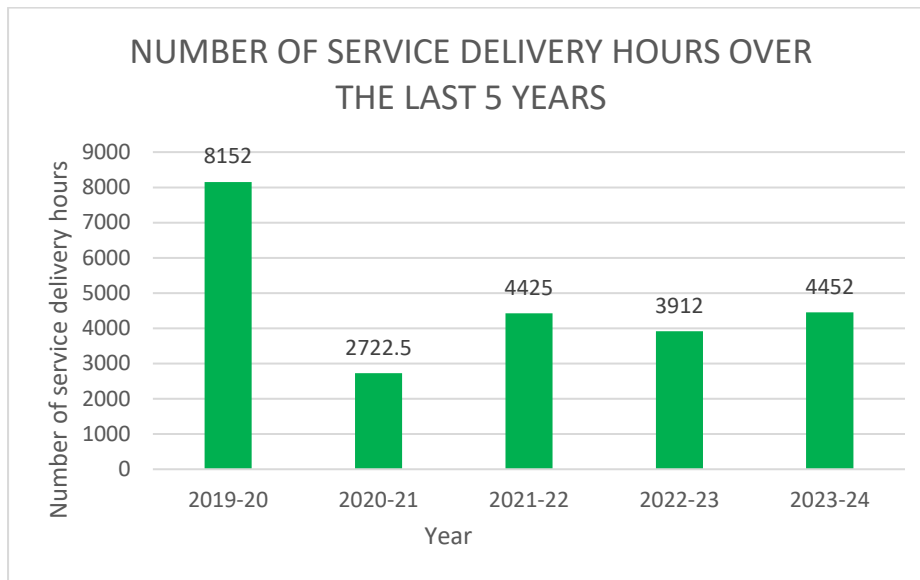
Number of new clients who joined the scheme during this year: **22**

Number of clients who left the scheme during this year: **22 (8 of these joined and left in the same financial year)**

The following chart shows a comparison for number of clients with the previous 4 years:



Between 1st April 2023 – 31st March 2024 Weekenders Club provided **4,452** hours of short breaks in total.

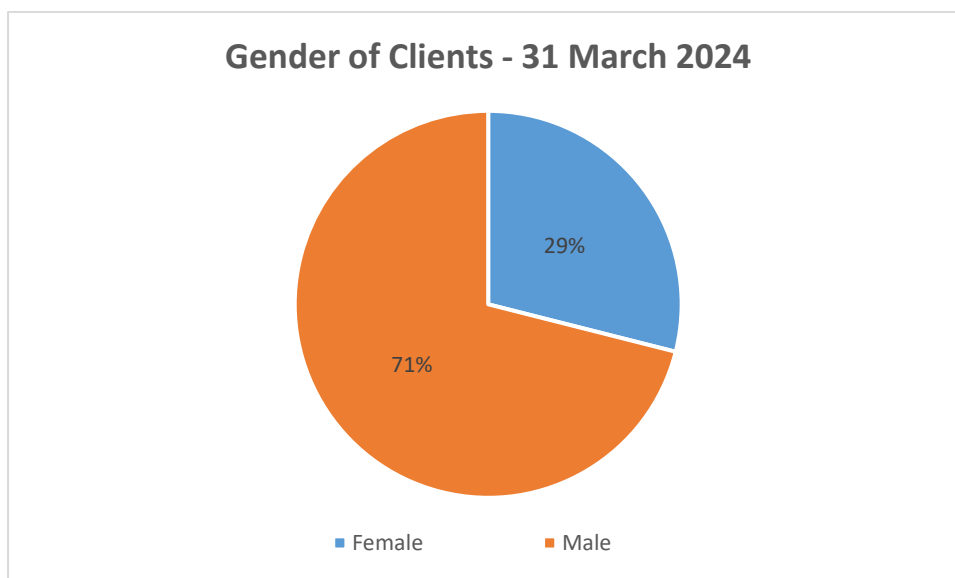


Waiting List

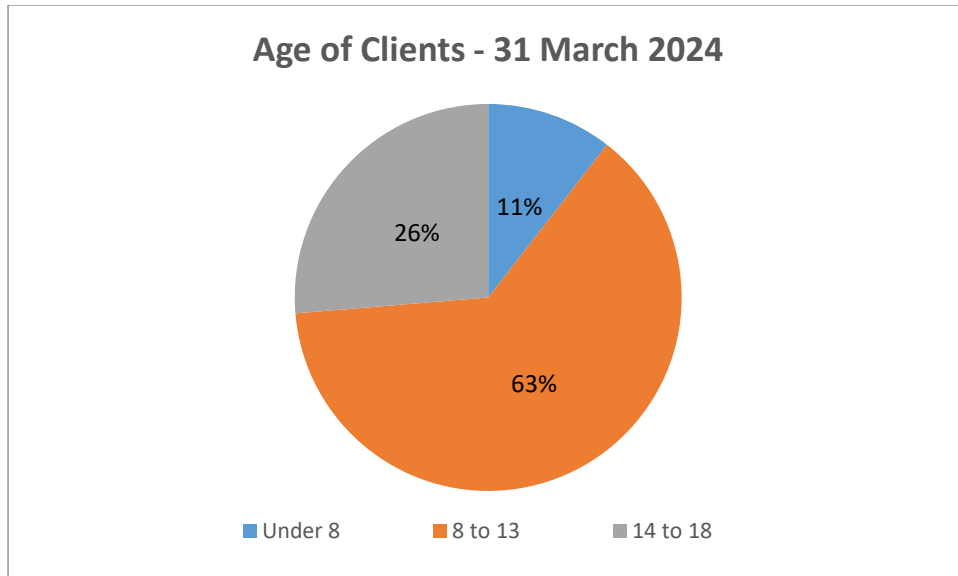
As of the 31st of March 2024, there were 18 clients on our waiting list and the demand has increased significantly. We aim to get back to maximum capacity of clients in 2024-2025 to reduce our waiting list.

Client Stats

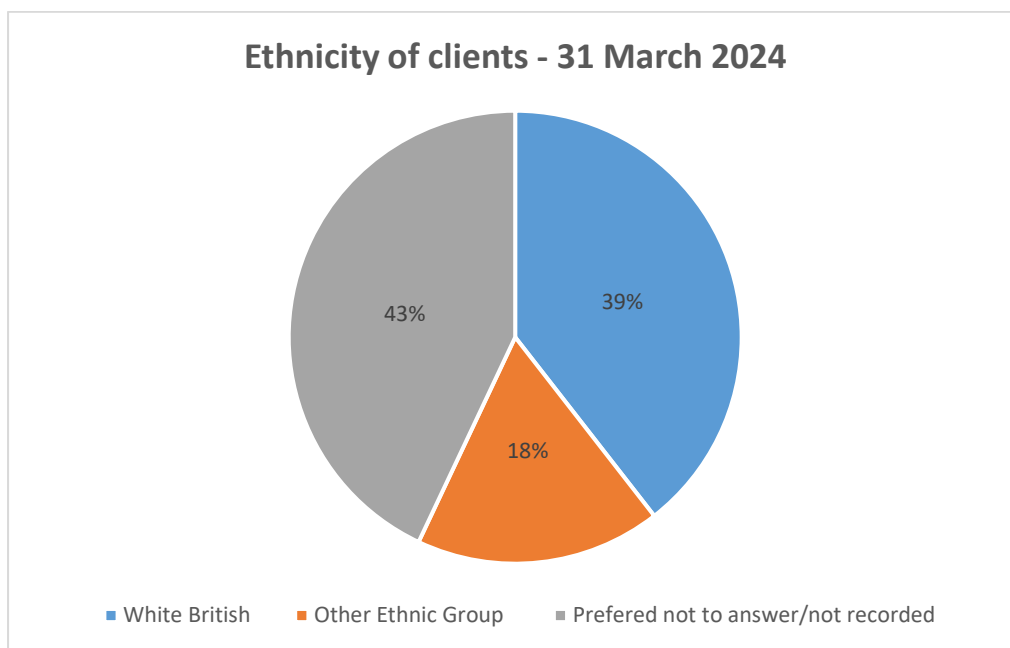
Gender of our clients at the end of March 2024



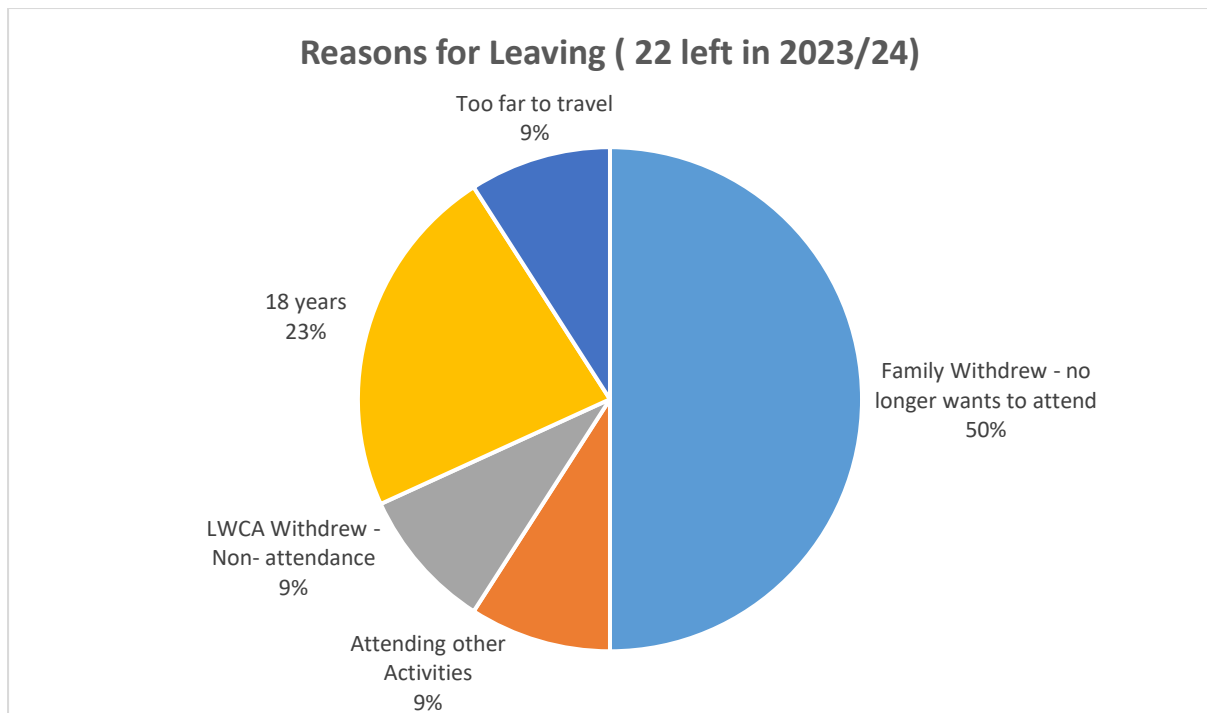
Our client age range at the end of March 2024



Ethnicity of clients at the end of March 2024



Reasons for Leaving 2023-2024



“Weekenders Showcase of Activities”



Here are some of the wonderful pieces of artwork made at the scheme!





We usually organise around four events per month for the teens who attend the Out and About Project. This is anything from bowling, climbing, cinema, eating out, snooker, theatre, full days out in the school holidays, trampolining; basically, anything teens would like to do!

Client Statistics

1st April 2023– 31st March 2024

Number of clients attending Out & About as at 31st March 2024: **34 clients**

45 clients accessed the service during 2023-2024.

Number of new clients who joined the scheme during this year: **7**

Number of clients who left the scheme during this year: **18**

Service delivery hours - **1,704 hours.**

Here are all 65 trips which the Out & About Project's enjoyed during April-March 2023-2024!

EVENT	No. OF EVENTS IN THE YEAR
Bowling & Food	12
Mencap Night In	24
Puttstars Golf	4
Cinema & McDonalds	0
Panto(Robin Hood)	1
Theatre	3
Forbidden Corner	1
Gravity	4
Snooker	4
Laserzone	4
Yorkshire Wildlife	1
Stockeld Xmas Adventure	1
Clip 'n' Climb	2
Park & Picnic	1
Circus Zyair	1
Ninja Warriors	2

"Here we have captured some of our memorable moments at the Out & About Project during 2023-2024."



Financial Information

Statement of Financial Activities for the Year Ended 31 March 2024

	<u>Note</u>	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>2024</u> £	<u>Total</u> <u>2023</u> £
INCOME					
Contributions & donations		59,037	-	59,037	37,625
Client fees		24,662	-	24,662	20,383
Grants	1	157,581	-	157,581	157,581
Bank interest & sundry income		<u>6,295</u>	<u>-</u>	<u>6,295</u>	<u>747</u>
TOTAL INCOME		247,575	-	247,575	216,336
EXPENDITURE					
Raising funds		19,127	-	19,127	19,728
Charitable activities		143,362	-	143,362	118,577
Other		<u>51,749</u>	<u>-</u>	<u>51,749</u>	<u>51,630</u>
TOTAL EXPENDITURE	2	214,238	-	214,238	189,935
NET INCOME		33,337	-	33,337	26,401
Balance brought forward at 1 April 2023		300,262	-	300,262	273,861
Fund transfer		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Balance carried forward at 31 March 2024		<u><u>333,599</u></u>	<u><u>-</u></u>	<u><u>333,599</u></u>	<u><u>300,262</u></u>

The statement of financial activities includes all gains and losses in the year. All income and expenditure derive from continuing activities.

Balance Sheet as at 31 March 2024

		<u>2024</u>		<u>2023</u>	
	<u>Note</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Fixed Assets					
Tangible assets	3		500		500
Current Assets					
Debtors and prepayments		493		705	
Short term bank deposits		185,685		42,098	
Cash at bank and in hand		<u>149,472</u>	<u>335,650</u>	<u>260,205</u>	<u>303,008</u>
			336,150		303,508
Creditors: Amounts falling due					
within one year			2,551		3,246
Net assets			<u>333,599</u>		<u>300,262</u>
Unrestricted funds			333,599		300,262
Restricted funds			—		—
Total funds			<u>333,599</u>		<u>300,262</u>

Notes to the Financial Activities for the Year Ended 31 March 2024

Note 1. Grants

	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>2024</u> £	<u>Total</u> <u>2023</u> £
Leeds Social Services	157,581	-	157,581	157,581
Total	<u>157,581</u>	<u>-</u>	<u>157,581</u>	<u>157,581</u>

Note 2. Expenditure

	<u>Raising</u> <u>Funds</u> £	<u>Charitable</u> <u>Activities</u> £	<u>Support</u> <u>Costs</u> £	<u>Total</u> <u>2024</u> £	<u>Total</u> <u>2023</u> £
Staff costs & volunteer expenses	16,680	102,964	40,522	160,166	139,876
Rent & rates	1,060	15,878	4,241	21,179	17,924
Training	-	-	-	-	1,305
Scheme costs, events & travel	-	24,520	-	24,520	16,718
Audit & accountancy	-	-	1,440	1,440	1,440
Depreciation	-	-	-	-	692
Office costs	<u>1,387</u>	<u>-</u>	<u>5,546</u>	<u>6,933</u>	<u>11,980</u>
	<u>19,127</u>	<u>143,362</u>	<u>51,749</u>	<u>214,238</u>	<u>189,935</u>

Note 3. Tangible fixed assets

	<u>Office</u> <u>Equipment</u> £	<u>Toys &</u> <u>Resources</u> £	<u>Total</u> £
Cost			
At 1 April 2023	8,052	8,443	16,495
Additions in year	-	-	-
Disposals in year	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2024	<u>8,052</u>	<u>8,443</u>	<u>16,495</u>

Continued/...

Depreciation

At 1 April 2023	7,552	8,443	15,995
Charge for year	-	-	-
Eliminated on disposal	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2024	<u>7,552</u>	<u>8,443</u>	<u>15,995</u>
Net book value at 31 March 2024	<u>500</u>	<u>-</u>	<u>500</u>
Net book value at 31 March 2023	<u>500</u>	<u>-</u>	<u>500</u>

Leeds Weekend Care Association Limited

(A company limited by guarantee)

Registered Charity Number 1077162

Company Number 3827833

Annual Report and Financial Statements

For The Year Ended 31 March 2024

Leeds Weekend Care Association Limited

Registered Charity Number 1077162

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For The Year Ended 31 March 2024

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Leeds Weekend Care Association Limited

Legal and Administrative Information

For The Year Ended 31 March 2024

Status

The organisation is a charitable company limited by guarantee.

Executive Management Committee

Richard Hewson	Chairperson
David Bossingham	Treasurer
Georgina Nijjar	Secretary
Caroline Bond	Trustee
Ellie Brown	Trustee (Temporary maternity leave from August 2023)
Marianne Hewitt	Trustee
Adam Barclay	Trustee
Hafsa Sharif	Trustee

Registered Office

Suite 4, Gledhow Mount Mansion
Roxholme Grove
Leeds
LS7 4JJ

Reporting Accountants

Farrar Smith Chartered Accountants
Unit 11, Fusion Court
Aberford Road
Garforth
Leeds
LS25 2GH

Leeds Weekend Care Association Limited

Report of the Management Committee

For The Year Ended 31 March 2024

The management committee presents its annual report together with the financial statements of the charity for the year ended 31 March 2024.

Our Mission

Leeds Weekend Care Association (Weekenders Club) is a local independent charity with one aim: -

To make a positive difference to the lives of disabled children and teenagers in Leeds.

Our Purpose

- To deliver safe, fun, exciting, inclusive activities, and environments.
- To encourage friendship, independence, exploration and understanding.
- To provide a much-needed break for parents and caregivers.
- To recruit, retain and train enthusiastic, energetic, and experienced staff.
- To advocate for those whose voice is often ignored or not heard.
- To build a community that welcomes and celebrates difference.

Our Guiding Principles

- To improve the lives of families with disabled children and young people.
- To recognise and understand the needs of parents and carers and to work closely with them in shaping and delivering our services.
- To encourage a positive approach to children and young people with disabilities on our projects and in the wider community.
- To promote the recognition of young people with disabilities as important and integral members of society.
- To provide equality of provision and access to service users regardless of disability, gender, ethnic origin, skin colour, race, religion, or sexual orientation.
- To provide a positive, developmental environment for all our staff and volunteers.

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 13 August 1999, and registered as a charity on 25 August 1999. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment and Appointment of Management Committee

The members of the Executive Management Committee are also charity trustees for the purposes of charity law and under the company's Articles. Existing members are required to be re-elected at the Annual General Meeting. Throughout the year, any prospective members are nominated through the monthly management committee meetings.

Some trustees are parents of children with disabilities and therefore have experience of the difficulties families face in finding suitable respite care. Trustees are encouraged to incorporate their accumulated skills and experience from personal and work-related backgrounds and bring it to the organisation. Associate Committee Members are encouraged to attend the management committee meetings and are people who have, or have previously had, an interest in the charity through their employment in other agencies relating to social care of young people, respite for families and the issues surrounding disability. Associate members do not have voting rights; however, the knowledge and expertise they bring is invaluable; making contributions to discussions as well as aiding us to forge links with outside agencies who are involved in similar work. The management committee welcomes associate members who may not be able to attend management committee meetings on a regular basis but are interested in helping to fundraise for the organisation.

Members of the management committee who served during the year and up to the date of this report are set out on page 1.

Leeds Weekend Care Association Limited

Report of the Management Committee (Continued)

For The Year Ended 31 March 2024

Trustee Induction and Training

Some trustees are active in aspects of the day-to-day organisation of LWCA. Trustees also have a role to play in disciplinary matters and complaints. One of our trustees is (as of June 2023) appointed as the designated Safeguarding Officer on the board and provides support to the Senior Play Leader who is our operational Safeguarding Officer. Those in safeguarding roles have undergone the necessary and appropriate training. Committee members are invited to attend training courses to assist in the smooth running and efficiency of the management committee, ensuring that the skills and experience of individual members is shared to the benefit of the organisation.

Risk Management

The management committee has conducted its own review of the major risks to which the charity is exposed, and systems have been developed to mitigate those risks. Internal control risks are minimised by the implementation of procedures for authorisation of material transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients, and visitors to the projects.

Organisational Structure

Leeds Weekend Care Association has a management committee which meets every two months with additional meetings for the AGM in July and budget setting in February. The committee is responsible for the strategic direction and policy of the charity. At present the Trustees are from a variety of professional and personal backgrounds relevant to the work of the charity. From time to time, it is necessary to invite guests to management committee meetings to inform the committee on Government policy changes, new initiatives, or new funding.

The Short Breaks Services Manager takes responsibility for the day-to-day operational management of the organisation. This role is part-time (25 hours per week). The role includes the supervision of the Office Manager, Office Assistant and Senior Play Leader. The part-time Office Manager (30 hours per week) supports the afore-mentioned team in the provision of quality short breaks services for children with disabilities between the ages of 5 and 18 years.

The main project is the Weekenders Club Play Scheme for children between the ages of 5 and 13 years. The play scheme operates 47 Saturdays per year. Teen Scene operates within the Weekenders Club Play Scheme for young people between the ages of 14 and 18 years. One Saturday a month is dedicated to them. The Senior Play Leader is in charge on site on Saturdays and is supported by two Deputy Play Leaders as well as a Senior Care Worker, Care Workers, and volunteers.

There is a group leader for the smaller LWCA project; the “Out and About Project” for teenagers with inclusive needs, supported by the Short Breaks Services Manager. The age range in this project is 14-18 years.

Those young people who fall into the 14–18-year-old category will, according to their individual needs, either be placed on site in the Teen Scene group or, subject to being able to meet their needs, may join the Out and About Project which accesses social and leisure facilities (off-site) in the local community. Our Weekenders Club play scheme venue has been at Queenswood Education Centre in Leeds 6 since 2012, but moved to new premises on 1st June 2024

Objectives and Activities

Leeds Weekend Care Association is a local, independent charity with these aims: -

Our Mission Statement

To make a positive difference to the lives of disabled children and teenagers within the Leeds area by providing innovative leisure activities and top-quality care.

Leeds Weekend Care Association Limited

Report of the Management Committee (Continued)

For The Year Ended 31 March 2024

Our Objectives

Leeds Weekend Care Association purpose is: -

- To deliver safe, fun, exciting, inclusive activities, and environments
- To encourage friendship, independence, exploration and understanding
- To provide a much-needed break for parents and caregivers.
- To recruit, retain and train enthusiastic, energetic, and experienced staff.
- To advocate for those whose voice is often ignored or not heard.
- To build a community that welcomes and celebrates difference.

Our Guiding Principles

- To improve the lives of families with disabled children and young people.
- To recognise and understand the needs of parents and carers and to work closely with them in shaping and delivering our services.
- To encourage a positive approach to children and young people with disabilities on our projects and in the wider community.
- To promote the recognition of young people with disabilities as important and integral members of society.
- To provide equality of provision and access to service users regardless of disability, gender, ethnic origin, skin colour, race, religion, or sexual orientation.
- To provide a positive, developmental environment for all our staff and volunteers.

Our Values

Our values underpin how we work as an organisation, and as individuals within it.

Fun - We believe that having fun and making friends is fundamental to a person's happiness. Fun is a release. It provides freedom, enjoyment, fulfilment, and connection.

High Quality - We provide safe, creative, exciting, collaborative spaces/experiences for our children, staff, and volunteers. We always strive to be and do better.

Inclusive - We support, value, and respect each other. Shared values and goals help everyone reach their full potential.

A Can-Do Attitude - We focus on what our children, staff and volunteers can do. By recognising and celebrating achievements, big and small, we empower individuals and our community.

Honesty - We take responsibility for our successes and failures. We are open to what is possible, not afraid to fail, and we learn quickly.

Achievements and Performance of Short Breaks

The main areas of charitable activity are in the provision of short breaks for children with disabilities, including those with complex care needs.

During 2023-24 Weekenders Club continued to operate half-day sessions each Saturday, splitting the sessions into a morning session and an afternoon session, with 15 clients attending each session for 3 hours. We delivered a total of 4,452 service delivery hours for Weekenders Club. Leeds City Council understand our restricted activity, unable to return to full day sessions due to the high needs of our client group and acknowledge the hard work and commitment of our staff and volunteers.

Weekenders Club was awarded a contract of £140,000 from Leeds City Council covering the period April 2023 to March 2024. The Out and About Club was awarded a grant of £17,581.38 from Leeds City Council covering the period April 2023 to March 2024.

Leeds Weekend Care Association Limited

Report of the Management Committee (Continued)

For The Year Ended 31 March 2024

Out and About Project: At the end of the year 2023/24, we had 34 young people attending; the target is 30 but we have some margin of flexibility to increase this. 18 clients left during 2023/24, and 7 new clients started during the year. There was no waiting list. Service delivery hours for the Out and About Project was 1,704 and this was achieved from 65 events. The target number of service delivery hours was 1,518. Exceeding the target was engineered to meet the growing demand for the provision.

Weekenders Club: At the end of the year 2023/24, we had 114 children attending Weekenders Club (the target was 120). A total of 22 clients left during 2023/24 (8 of whom joined and left during the same financial period). A total of 22 new children started during the year. The Weekenders Club operates a waiting list system. At the end of the year there were 18 families on the waiting list. Our intention is to keep the waiting list low. A panel meeting is held every six weeks (TADAR) to present applications and ensure each child/young person's needs are considered, with an outcome that they are either allocated to the waiting list or referred on to a different placement to ensure equity, within a structured procedure.

WEEKENDERS CLUB ACTIVITY TABLE FROM 2010-11

Year	Hours Delivered	Target Hours	Over/Under Delivery
2010-11	11,637.5	11,000.0	637.5
2011-12	11,949.0	11,000.0	949.0
2012-13	10,695.0	11,000.0	-305.0
2013-14	11,765.0	11,000.0	765.0
2014-15	11,427.0	11,000.0	427.0
2015-16	10,601.5	11,000.0	-398.5
2016-17	10,212.0	11,000.0	-788.0
2017-18	10,017.0	11,960.0	-1,943.0
2018-19	10,400.0	10,387.0	13.0
2019-20	8,152.0	9,776.0	-1,624.0
2020-21	2,722.5	9,165.0	-6,422.5
2021-22	4,425.0	9,165.0	-4,730.0
2022-23	3,192.0	7,866.0	-4,674.0
2023-24	4,452.0	7,866.0	-3,414.0
Total after 14 years	121,647.50		

* Since 2010/11 we have produced an average of 8,689 service delivery hours per annum.

The table demonstrates the impact of the changing supervision needs of our clients over recent years as well as the reduction from a full-day service to 3-hour sessions. At the beginning of the above record (2010-11), 29% of our clients were assessed as needing 1:1 supervision. Currently, 92% of our cohort of registered children at Weekenders Club are assessed as needing 1:1 supervision. Although operating a 'group model' the reality is the majority of our children have a diagnosis of autism and individual care is a necessity. Leeds City Council acknowledge the shortfall in target service delivery hours, and the restriction on numbers, and has since provided a more realistic target for the service.

The Weekenders Club play scheme and the Out and About Project are funded by the Leeds City Council Children's Services in two parts in advance: April and October.

Leeds Weekend Care Association Limited

Report of the Management Committee (Continued)

For The Year Ended 31 March 2024

Financial Review

Weekenders Club was awarded a contract of £140,000 for 2023/24. Leeds City Council are currently reviewing their contracts for all short breaks providers in Leeds and have taken the decision to grant 6 months' funding for Weekenders Club based on the existing contract; up to 30 September 2024 (£70,000.00 to be paid in April 2024). The options are to retender or to extend the existing contract to the end of the financial year 2024/25.

The Out and About Project was awarded a grant of £17,581.38 for 2023/24. The Leeds City Council grant agreement for the Out and About Project states this grant will end 31/03/2024. As with Weekenders Club, the grant for the Out and About Project was agreed for 6 months only, up to 30 September 2024 with a slight increase from the previous year to £9,394.18 for 6 months' funding (compared with £8,790.69 in 2023/24); a difference of £603.49.

A significant proportion of incoming resources pay for staffing costs. The high staff to children ratio makes this an inevitable expense, our children now being supervised on a 1:1 staffing ratio (for Weekenders Club). This is because the children referred to us have significant disabilities, both behavioural and health, which is managed with intensified supervision and appropriate training.

Donations and fundraising during 2023/24 amounted to £59,024.65. The largest percentage of this additional income was from trusts, representing over 95% of donations. Our freelance fundraiser, through contacting trusts with our appeal letter, has reaped the highest income during 2023/24 from donations in the history of our charity.

Principal Funding Sources

Weekenders Club (and the subsidiary project, Teen Scene) and the Out and About Project are the two projects operating in the year 2023/24. Fees from parents/carers for the Weekenders Club are reviewed annually. For 2023/24 there was a slight increase from the previous four years; from £11 per 3-hour session to £12.00 per session. Fees represent a nominal contribution which becomes part of our unrestricted funding. The Out and About Project also has a family contribution system to represent a proportion of the cost of each outing. This contribution varies according to the type of event. Youth Club nights at The Vinery for 2½ hours are the least, costing £12.00 and the most expensive was a full day out at The Forbidden Corner at a cost to families of £24.00. We plan to keep these contributions stable in 2024/25 in recognition of the rising cost of living.

Reserves policy

The management committee maintains reserves such that there are sufficient finances available to maintain the short-term running of its current activities in the event of a sudden decline or cessation of its funding. The level of reserves held should allow sufficient time for the management committee to find alternative sources of funding. We estimate 6 months running costs would be £110,000.00 and therefore this figure is representative of our reserves.

Plans for Future Periods

Our longevity is based on our ability to adapt to the ever-changing backdrop of social care and possible further cuts along with rising inflation will unavoidably affect our service. As we are anticipating a reduction in Council funding, alongside an increased need in the city for respite care, particularly at the weekends and during school holidays, and an intensity in need in individual clients referred to us, we will continue to use the services of our freelance Grants and Trusts Fundraiser who works for LWCA on a piecemeal basis, sending out appeal letters to trusts and foundations.

Our funding from Leeds City Council for the first half of 2024/25 will be: **Weekenders Club £70,000** and **Out and About Project £9,394.18**; paid April 2024.

Leeds Weekend Care Association Limited

Report of the Management Committee (Continued)

For the Year Ended 31 March 2024

Plans for Future Periods – Cont'd

Leeds City Council are keen on targeted short breaks for Weekenders Club to come under a contract framework rather than a grant. This would mean, rather than making a grant application each year, Weekenders Club would bid for a longer-term contract; with the facility to grant year on year extensions. The Out and About Project will be under grant, rather than contract conditions. The significant difference between a grant and a contract is that a contract will be prescriptive and LWCA would need to meet the criteria presented. The grant system is an opportunity for LWCA to present a model of the service and Leeds City Council make the decision on whether they are willing to fund what we offer. The advantage of a contract is that we have security for multiple years with the opportunity to budget beyond one year. The advantage of the grant is that LWCA have more autonomy in the model of service.

We are currently operating half-day sessions (3-hours) at the Weekenders Club play scheme. One of our priorities for 2024/25 is to continue to reduce the client waiting list and operate at maximum capacity; 15 children and young people at each session. We will continue to increase the strength of the staff team, ensuring that we have sufficient numbers of volunteers in our volunteer program to replace experienced staff as they leave, whilst maintaining a core team to support new staff and volunteers.

Key to our operation is a suitable venue to run our Weekenders Club playscheme from. Our site at Queenswood Education Centre, Leeds 6 (formerly Vine College), a building owned by Leeds City Council, became unavailable to us. We learnt, in February 2024, that we had to find an alternative venue, with little notice. We have since secured a site at The Vinery Centre, Leeds 9, (owned by Leeds Mencap) and moved into their purpose-built community hub on 1st June 2024. This is a much-improved environment for our children and young people, with a variety of place spaces, soft play area, safe outdoor space and a popular, well-equipped large, sensory room.

Responsibilities of the management committee

Company law requires the management committee to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the management committee is required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The management committee is responsible for keeping proper accounting records, which disclose, with reasonable accuracy, the financial position of the charity and which enable them to ensure that the financial statements comply with applicable laws and regulations. They are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the management committee by:



.....
Richard Hewson
Chairperson

Dated : 15 July 2024

Leeds Weekend Care Association Limited
Independent Examiner's Report to the Members of
Leeds Weekend Care Association Limited
For The Year Ended 31 March 2024

We report on the accounts of the company for the year ended 31 March 2024, which are set out on pages 9 to 14.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied ourselves that the charity is not subject to audit under company law and is eligible for independent examination, it is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to our attention.

Basis of independent examiner's report

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

Independent examiner's statement

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

(1) which gives us reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Farrar Smith Chartered Accountants
Unit 11, Fusion Court
Aberford Road
Leeds
LS25 2GH

Dated: 15 July 2024

Leeds Weekend Care Association Limited

Statement of Financial Activities
For The Year Ended 31 March 2024

	<u>Note</u>	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>2024</u> £	<u>Total</u> <u>2023</u> £
INCOME					
Contributions & donations	2	59,037	-	59,037	37,625
Client fees	2	24,662	-	24,662	20,383
Grants	3	157,581	-	157,581	157,581
Bank interest & sundry income		<u>6,295</u>	<u>-</u>	<u>6,295</u>	<u>747</u>
TOTAL INCOME		247,575	-	247,575	216,336
EXPENDITURE					
Raising funds		19,127	-	19,127	19,728
Charitable activities		143,362	-	143,362	118,577
Other		<u>51,749</u>	<u>-</u>	<u>51,749</u>	<u>51,630</u>
TOTAL EXPENDITURE	4	214,238	-	214,238	189,935
NET INCOME		33,337	-	33,337	26,401
Balance brought forward at 1 April 2023		300,262	-	300,262	273,861
Fund transfer		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Balance carried forward at 31 March 2024		<u>333,599</u>	<u>-</u>	<u>333,599</u>	<u>300,262</u>

The statement of financial activities includes all gains and losses in the year. All income and expenditure derive from continuing activities.

Leeds Weekend Care Association Limited

Balance Sheet as at 31 March 2024

	<u>Note</u>	<u>2024</u>	<u>2023</u>
		£	£
Fixed Assets			
Tangible assets	9	500	500
Current Assets			
Debtors and prepayments	10	493	705
Short term bank deposits		185,685	42,098
Cash at bank and in hand		<u>149,472</u>	<u>260,205</u>
		335,650	303,008
		336,150	303,508
Creditors: Amounts falling due within one year	11	2,551	3,246
		_____	_____
Net assets		<u>333,599</u>	<u>300,262</u>
Unrestricted funds		333,599	300,262
Restricted funds		_____	_____
		-	-
Total funds	12	<u>333,599</u>	<u>300,262</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

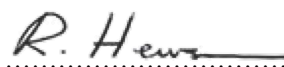
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

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

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

Signed on behalf of the management committee by:



Richard Hewson
Trustee

Dated: 15 July 2024

Leeds Weekend Care Association Limited

Notes to the Financial Statements

For The Year Ended 31 March 2024

Note 1. Accounting Policies

General

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), issued October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources Expended

All expenditure is included on an accruals basis and has been classified under 'Natural' headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

Grants

Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Depreciation Policy

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which is estimated at 4 years for Office Equipment and 3 years for Toys and Resources.

Fund Accounting

Unrestricted funds are incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds. Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

Note 2. Donations and similar incoming resources

	2024	2023
	£	£
Contributions & donations	59,037	37,625
Client fees & private funding	<u>24,662</u>	<u>20,383</u>
	<u>83,699</u>	<u>74,832</u>

Leeds Weekend Care Association Limited

Notes to the Financial Statements (Continued)

For The Year Ended 31 March 2024

Note 3. Grants

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>Funds</u>	<u>Funds</u>	<u>2024</u>	<u>2023</u>
	£	£	£	£
Leeds Social Services	157,581	-	157,581	157,581
Total	157,581	-	157,581	157,581

Note 4. Expenditure

	<u>Raising</u>	<u>Charitable</u>	<u>Support</u>	<u>Total</u>	<u>Total</u>
	<u>Funds</u>	<u>Activities</u>	<u>Costs</u>	<u>2024</u>	<u>2023</u>
	£	£	£	£	£
Staff costs & volunteer expenses	16,680	102,964	40,522	160,166	139,876
Rent & rates	1,060	15,878	4,241	21,179	17,924
Training	-	-	-	-	1,305
Scheme costs, events & travel	-	24,520	-	24,520	16,718
Audit & accountancy	-	-	1,440	1,440	1,440
Depreciation	-	-	-	-	692
Office costs	1,387	-	5,546	6,933	11,980
	19,127	143,362	51,749	214,238	189,935

Note 5. Net incoming resources for the year

	<u>2024</u>	<u>2023</u>
	£	£
This is stated after charging		
Depreciation	-	692
Independent examiners remuneration	1,440	1,440
	1,440	2,132

Leeds Weekend Care Association Limited

Notes to the Financial Statements (Continued)

For The Year Ended 31 March 2024

Note 6. Staff costs

Staff costs were as follows

	<u>2024</u>	<u>2023</u>
	£	£
Salaries, wages & expenses	154,865	135,887
Pension contributions	3,945	3,355
ISA & CRB checking fees	647	619
Social security costs	709	15
	<u>160,166</u>	<u>139,876</u>

Note 7. Staff Numbers

The average monthly headcount was 25 staff.

No employee received emoluments of more than £60,000 during the year.

Note 8. Trustee Remuneration and Related Party Transactions

No members of the management committee received any remuneration or travel expenses during the year.

Note 9. Tangible fixed assets

	<u>Office Equipment</u>	<u>Toys & Resources</u>	<u>Total</u>
	£	£	£
Cost			
At 1 April 2023	8,052	8,443	16,495
Additions in year	-	-	-
Disposals in year	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2024	<u>8,052</u>	<u>8,443</u>	<u>16,495</u>
Depreciation			
At 1 April 2023	7,552	8,443	15,995
Charge for year	-	-	-
Eliminated on disposal	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2024	<u>7,552</u>	<u>8,443</u>	<u>15,995</u>
Net book value at 31 March 2024	<u>500</u>	<u>-</u>	<u>500</u>
Net book value at 31 March 2023	<u>500</u>	<u>-</u>	<u>500</u>

Leeds Weekend Care Association Limited

Notes to the Financial Statements (Continued)

For The Year Ended 31 March 2024

Note 10. Debtors and prepayments

	<u>2024</u>	<u>2023</u>
	£	£
Accounts receivable	93	305
Prepayments	<u>400</u>	<u>400</u>
	<u>493</u>	<u>705</u>

Note 11. Creditors : Amounts falling due within one year

	<u>2024</u>	<u>2023</u>
	£	£
Other Creditors	1,111	1,806
Accrued expenses	<u>1,440</u>	<u>1,440</u>
	<u>2,551</u>	<u>3,246</u>

Note 12. Movements in funds

	<u>At 1 April</u>	<u>Fund</u>	<u>Income</u>	<u>Expenditure</u>	<u>At 31 March</u>
	<u>2023</u>	<u>Transfer</u>			<u>2024</u>
	£	£	£	£	£
Unrestricted funds	300,262	-	247,575	(214,238)	333,599
Restricted funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total funds	<u>300,262</u>	<u>-</u>	<u>247,575</u>	<u>(214,238)</u>	<u>333,599</u>

Note 13. Taxation

As a registered charity the Association is generally exempt from Income Tax and Capital Gains Tax, but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Leeds Weekend Care Association Limited

(A company limited by guarantee)

Registered Charity Number 1077162

Company Number 3827833

Annual Report and Financial Statements

For The Year Ended 31 March 2024

Leeds Weekend Care Association Limited

Registered Charity Number 1077162

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For The Year Ended 31 March 2024

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Leeds Weekend Care Association Limited

Legal and Administrative Information

For The Year Ended 31 March 2024

Status

The organisation is a charitable company limited by guarantee.

Executive Management Committee

Richard Hewson	Chairperson
David Bossingham	Treasurer
Georgina Nijjar	Secretary
Caroline Bond	Trustee
Ellie Brown	Trustee (Temporary maternity leave from August 2023)
Marianne Hewitt	Trustee
Adam Barclay	Trustee
Hafsa Sharif	Trustee

Registered Office

Suite 4, Gledhow Mount Mansion
Roxholme Grove
Leeds
LS7 4JJ

Reporting Accountants

Farrar Smith Chartered Accountants
Unit 11, Fusion Court
Aberford Road
Garforth
Leeds
LS25 2GH

Leeds Weekend Care Association Limited

Report of the Management Committee

For The Year Ended 31 March 2024

The management committee presents its annual report together with the financial statements of the charity for the year ended 31 March 2024.

Our Mission

Leeds Weekend Care Association (Weekenders Club) is a local independent charity with one aim: -

To make a positive difference to the lives of disabled children and teenagers in Leeds.

Our Purpose

- To deliver safe, fun, exciting, inclusive activities, and environments.
- To encourage friendship, independence, exploration and understanding.
- To provide a much-needed break for parents and caregivers.
- To recruit, retain and train enthusiastic, energetic, and experienced staff.
- To advocate for those whose voice is often ignored or not heard.
- To build a community that welcomes and celebrates difference.

Our Guiding Principles

- To improve the lives of families with disabled children and young people.
- To recognise and understand the needs of parents and carers and to work closely with them in shaping and delivering our services.
- To encourage a positive approach to children and young people with disabilities on our projects and in the wider community.
- To promote the recognition of young people with disabilities as important and integral members of society.
- To provide equality of provision and access to service users regardless of disability, gender, ethnic origin, skin colour, race, religion, or sexual orientation.
- To provide a positive, developmental environment for all our staff and volunteers.

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 13 August 1999, and registered as a charity on 25 August 1999. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment and Appointment of Management Committee

The members of the Executive Management Committee are also charity trustees for the purposes of charity law and under the company's Articles. Existing members are required to be re-elected at the Annual General Meeting. Throughout the year, any prospective members are nominated through the monthly management committee meetings.

Some trustees are parents of children with disabilities and therefore have experience of the difficulties families face in finding suitable respite care. Trustees are encouraged to incorporate their accumulated skills and experience from personal and work-related backgrounds and bring it to the organisation. Associate Committee Members are encouraged to attend the management committee meetings and are people who have, or have previously had, an interest in the charity through their employment in other agencies relating to social care of young people, respite for families and the issues surrounding disability. Associate members do not have voting rights; however, the knowledge and expertise they bring is invaluable; making contributions to discussions as well as aiding us to forge links with outside agencies who are involved in similar work. The management committee welcomes associate members who may not be able to attend management committee meetings on a regular basis but are interested in helping to fundraise for the organisation.

Members of the management committee who served during the year and up to the date of this report are set out on page 1.

Leeds Weekend Care Association Limited

Report of the Management Committee (Continued)

For The Year Ended 31 March 2024

Trustee Induction and Training

Some trustees are active in aspects of the day-to-day organisation of LWCA. Trustees also have a role to play in disciplinary matters and complaints. One of our trustees is (as of June 2023) appointed as the designated Safeguarding Officer on the board and provides support to the Senior Play Leader who is our operational Safeguarding Officer. Those in safeguarding roles have undergone the necessary and appropriate training. Committee members are invited to attend training courses to assist in the smooth running and efficiency of the management committee, ensuring that the skills and experience of individual members is shared to the benefit of the organisation.

Risk Management

The management committee has conducted its own review of the major risks to which the charity is exposed, and systems have been developed to mitigate those risks. Internal control risks are minimised by the implementation of procedures for authorisation of material transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients, and visitors to the projects.

Organisational Structure

Leeds Weekend Care Association has a management committee which meets every two months with additional meetings for the AGM in July and budget setting in February. The committee is responsible for the strategic direction and policy of the charity. At present the Trustees are from a variety of professional and personal backgrounds relevant to the work of the charity. From time to time, it is necessary to invite guests to management committee meetings to inform the committee on Government policy changes, new initiatives, or new funding.

The Short Breaks Services Manager takes responsibility for the day-to-day operational management of the organisation. This role is part-time (25 hours per week). The role includes the supervision of the Office Manager, Office Assistant and Senior Play Leader. The part-time Office Manager (30 hours per week) supports the afore-mentioned team in the provision of quality short breaks services for children with disabilities between the ages of 5 and 18 years.

The main project is the Weekenders Club Play Scheme for children between the ages of 5 and 13 years. The play scheme operates 47 Saturdays per year. Teen Scene operates within the Weekenders Club Play Scheme for young people between the ages of 14 and 18 years. One Saturday a month is dedicated to them. The Senior Play Leader is in charge on site on Saturdays and is supported by two Deputy Play Leaders as well as a Senior Care Worker, Care Workers, and volunteers.

There is a group leader for the smaller LWCA project; the “Out and About Project” for teenagers with inclusive needs, supported by the Short Breaks Services Manager. The age range in this project is 14-18 years.

Those young people who fall into the 14–18-year-old category will, according to their individual needs, either be placed on site in the Teen Scene group or, subject to being able to meet their needs, may join the Out and About Project which accesses social and leisure facilities (off-site) in the local community. Our Weekenders Club play scheme venue has been at Queenswood Education Centre in Leeds 6 since 2012, but moved to new premises on 1st June 2024

Objectives and Activities

Leeds Weekend Care Association is a local, independent charity with these aims: -

Our Mission Statement

To make a positive difference to the lives of disabled children and teenagers within the Leeds area by providing innovative leisure activities and top-quality care.

Leeds Weekend Care Association Limited

Report of the Management Committee (Continued)

For The Year Ended 31 March 2024

Our Objectives

Leeds Weekend Care Association purpose is: -

- To deliver safe, fun, exciting, inclusive activities, and environments
- To encourage friendship, independence, exploration and understanding
- To provide a much-needed break for parents and caregivers.
- To recruit, retain and train enthusiastic, energetic, and experienced staff.
- To advocate for those whose voice is often ignored or not heard.
- To build a community that welcomes and celebrates difference.

Our Guiding Principles

- To improve the lives of families with disabled children and young people.
- To recognise and understand the needs of parents and carers and to work closely with them in shaping and delivering our services.
- To encourage a positive approach to children and young people with disabilities on our projects and in the wider community.
- To promote the recognition of young people with disabilities as important and integral members of society.
- To provide equality of provision and access to service users regardless of disability, gender, ethnic origin, skin colour, race, religion, or sexual orientation.
- To provide a positive, developmental environment for all our staff and volunteers.

Our Values

Our values underpin how we work as an organisation, and as individuals within it.

Fun - We believe that having fun and making friends is fundamental to a person's happiness. Fun is a release. It provides freedom, enjoyment, fulfilment, and connection.

High Quality - We provide safe, creative, exciting, collaborative spaces/experiences for our children, staff, and volunteers. We always strive to be and do better.

Inclusive - We support, value, and respect each other. Shared values and goals help everyone reach their full potential.

A Can-Do Attitude - We focus on what our children, staff and volunteers can do. By recognising and celebrating achievements, big and small, we empower individuals and our community.

Honesty - We take responsibility for our successes and failures. We are open to what is possible, not afraid to fail, and we learn quickly.

Achievements and Performance of Short Breaks

The main areas of charitable activity are in the provision of short breaks for children with disabilities, including those with complex care needs.

During 2023-24 Weekenders Club continued to operate half-day sessions each Saturday, splitting the sessions into a morning session and an afternoon session, with 15 clients attending each session for 3 hours. We delivered a total of 4,452 service delivery hours for Weekenders Club. Leeds City Council understand our restricted activity, unable to return to full day sessions due to the high needs of our client group and acknowledge the hard work and commitment of our staff and volunteers.

Weekenders Club was awarded a contract of £140,000 from Leeds City Council covering the period April 2023 to March 2024. The Out and About Club was awarded a grant of £17,581.38 from Leeds City Council covering the period April 2023 to March 2024.

Leeds Weekend Care Association Limited

Report of the Management Committee (Continued)

For The Year Ended 31 March 2024

Out and About Project: At the end of the year 2023/24, we had 34 young people attending; the target is 30 but we have some margin of flexibility to increase this. 18 clients left during 2023/24, and 7 new clients started during the year. There was no waiting list. Service delivery hours for the Out and About Project was 1,704 and this was achieved from 65 events. The target number of service delivery hours was 1,518. Exceeding the target was engineered to meet the growing demand for the provision.

Weekenders Club: At the end of the year 2023/24, we had 114 children attending Weekenders Club (the target was 120). A total of 22 clients left during 2023/24 (8 of whom joined and left during the same financial period). A total of 22 new children started during the year. The Weekenders Club operates a waiting list system. At the end of the year there were 18 families on the waiting list. Our intention is to keep the waiting list low. A panel meeting is held every six weeks (TADAR) to present applications and ensure each child/young person's needs are considered, with an outcome that they are either allocated to the waiting list or referred on to a different placement to ensure equity, within a structured procedure.

WEEKENDERS CLUB ACTIVITY TABLE FROM 2010-11

Year	Hours Delivered	Target Hours	Over/Under Delivery
2010-11	11,637.5	11,000.0	637.5
2011-12	11,949.0	11,000.0	949.0
2012-13	10,695.0	11,000.0	-305.0
2013-14	11,765.0	11,000.0	765.0
2014-15	11,427.0	11,000.0	427.0
2015-16	10,601.5	11,000.0	-398.5
2016-17	10,212.0	11,000.0	-788.0
2017-18	10,017.0	11,960.0	-1,943.0
2018-19	10,400.0	10,387.0	13.0
2019-20	8,152.0	9,776.0	-1,624.0
2020-21	2,722.5	9,165.0	-6,422.5
2021-22	4,425.0	9,165.0	-4,730.0
2022-23	3,192.0	7,866.0	-4,674.0
2023-24	4,452.0	7,866.0	-3,414.0
Total after 14 years	121,647.50		

* Since 2010/11 we have produced an average of 8,689 service delivery hours per annum.

The table demonstrates the impact of the changing supervision needs of our clients over recent years as well as the reduction from a full-day service to 3-hour sessions. At the beginning of the above record (2010-11), 29% of our clients were assessed as needing 1:1 supervision. Currently, 92% of our cohort of registered children at Weekenders Club are assessed as needing 1:1 supervision. Although operating a 'group model' the reality is the majority of our children have a diagnosis of autism and individual care is a necessity. Leeds City Council acknowledge the shortfall in target service delivery hours, and the restriction on numbers, and has since provided a more realistic target for the service.

The Weekenders Club play scheme and the Out and About Project are funded by the Leeds City Council Children's Services in two parts in advance: April and October.

Leeds Weekend Care Association Limited

Report of the Management Committee (Continued)

For The Year Ended 31 March 2024

Financial Review

Weekenders Club was awarded a contract of £140,000 for 2023/24. Leeds City Council are currently reviewing their contracts for all short breaks providers in Leeds and have taken the decision to grant 6 months' funding for Weekenders Club based on the existing contract; up to 30 September 2024 (£70,000.00 to be paid in April 2024). The options are to retender or to extend the existing contract to the end of the financial year 2024/25.

The Out and About Project was awarded a grant of £17,581.38 for 2023/24. The Leeds City Council grant agreement for the Out and About Project states this grant will end 31/03/2024. As with Weekenders Club, the grant for the Out and About Project was agreed for 6 months only, up to 30 September 2024 with a slight increase from the previous year to £9,394.18 for 6 months' funding (compared with £8,790.69 in 2023/24); a difference of £603.49.

A significant proportion of incoming resources pay for staffing costs. The high staff to children ratio makes this an inevitable expense, our children now being supervised on a 1:1 staffing ratio (for Weekenders Club). This is because the children referred to us have significant disabilities, both behavioural and health, which is managed with intensified supervision and appropriate training.

Donations and fundraising during 2023/24 amounted to £59,024.65. The largest percentage of this additional income was from trusts, representing over 95% of donations. Our freelance fundraiser, through contacting trusts with our appeal letter, has reaped the highest income during 2023/24 from donations in the history of our charity.

Principal Funding Sources

Weekenders Club (and the subsidiary project, Teen Scene) and the Out and About Project are the two projects operating in the year 2023/24. Fees from parents/carers for the Weekenders Club are reviewed annually. For 2023/24 there was a slight increase from the previous four years; from £11 per 3-hour session to £12.00 per session. Fees represent a nominal contribution which becomes part of our unrestricted funding. The Out and About Project also has a family contribution system to represent a proportion of the cost of each outing. This contribution varies according to the type of event. Youth Club nights at The Vinery for 2½ hours are the least, costing £12.00 and the most expensive was a full day out at The Forbidden Corner at a cost to families of £24.00. We plan to keep these contributions stable in 2024/25 in recognition of the rising cost of living.

Reserves policy

The management committee maintains reserves such that there are sufficient finances available to maintain the short-term running of its current activities in the event of a sudden decline or cessation of its funding. The level of reserves held should allow sufficient time for the management committee to find alternative sources of funding. We estimate 6 months running costs would be £110,000.00 and therefore this figure is representative of our reserves.

Plans for Future Periods

Our longevity is based on our ability to adapt to the ever-changing backdrop of social care and possible further cuts along with rising inflation will unavoidably affect our service. As we are anticipating a reduction in Council funding, alongside an increased need in the city for respite care, particularly at the weekends and during school holidays, and an intensity in need in individual clients referred to us, we will continue to use the services of our freelance Grants and Trusts Fundraiser who works for LWCA on a piecemeal basis, sending out appeal letters to trusts and foundations.

Our funding from Leeds City Council for the first half of 2024/25 will be: **Weekenders Club £70,000** and **Out and About Project £9,394.18**; paid April 2024.

Leeds Weekend Care Association Limited

Report of the Management Committee (Continued)

For the Year Ended 31 March 2024

Plans for Future Periods – Cont'd

Leeds City Council are keen on targeted short breaks for Weekenders Club to come under a contract framework rather than a grant. This would mean, rather than making a grant application each year, Weekenders Club would bid for a longer-term contract; with the facility to grant year on year extensions. The Out and About Project will be under grant, rather than contract conditions. The significant difference between a grant and a contract is that a contract will be prescriptive and LWCA would need to meet the criteria presented. The grant system is an opportunity for LWCA to present a model of the service and Leeds City Council make the decision on whether they are willing to fund what we offer. The advantage of a contract is that we have security for multiple years with the opportunity to budget beyond one year. The advantage of the grant is that LWCA have more autonomy in the model of service.

We are currently operating half-day sessions (3-hours) at the Weekenders Club play scheme. One of our priorities for 2024/25 is to continue to reduce the client waiting list and operate at maximum capacity; 15 children and young people at each session. We will continue to increase the strength of the staff team, ensuring that we have sufficient numbers of volunteers in our volunteer program to replace experienced staff as they leave, whilst maintaining a core team to support new staff and volunteers.

Key to our operation is a suitable venue to run our Weekenders Club playscheme from. Our site at Queenswood Education Centre, Leeds 6 (formerly Vine College), a building owned by Leeds City Council, became unavailable to us. We learnt, in February 2024, that we had to find an alternative venue, with little notice. We have since secured a site at The Vinery Centre, Leeds 9, (owned by Leeds Mencap) and moved into their purpose-built community hub on 1st June 2024. This is a much-improved environment for our children and young people, with a variety of place spaces, soft play area, safe outdoor space and a popular, well-equipped large, sensory room.

Responsibilities of the management committee

Company law requires the management committee to prepare financial statements for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the management committee is required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The management committee is responsible for keeping proper accounting records, which disclose, with reasonable accuracy, the financial position of the charity and which enable them to ensure that the financial statements comply with applicable laws and regulations. They are also responsible for safeguarding the assets of the charity and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the management committee by:



.....
Richard Hewson
Chairperson

Dated : 15 July 2024

Leeds Weekend Care Association Limited
Independent Examiner's Report to the Members of
Leeds Weekend Care Association Limited
For The Year Ended 31 March 2024

We report on the accounts of the company for the year ended 31 March 2024, which are set out on pages 9 to 14.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied ourselves that the charity is not subject to audit under company law and is eligible for independent examination, it is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to our attention.

Basis of independent examiner's report

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

Independent examiner's statement

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

(1) which gives us reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Farrar Smith Chartered Accountants
Unit 11, Fusion Court
Aberford Road
Leeds
LS25 2GH

Dated: 15 July 2024

Leeds Weekend Care Association Limited

Statement of Financial Activities
For The Year Ended 31 March 2024

	<u>Note</u>	<u>Unrestricted</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> <u>2024</u> £	<u>Total</u> <u>2023</u> £
INCOME					
Contributions & donations	2	59,037	-	59,037	37,625
Client fees	2	24,662	-	24,662	20,383
Grants	3	157,581	-	157,581	157,581
Bank interest & sundry income		<u>6,295</u>	<u>-</u>	<u>6,295</u>	<u>747</u>
TOTAL INCOME		247,575	-	247,575	216,336
EXPENDITURE					
Raising funds		19,127	-	19,127	19,728
Charitable activities		143,362	-	143,362	118,577
Other		<u>51,749</u>	<u>-</u>	<u>51,749</u>	<u>51,630</u>
TOTAL EXPENDITURE	4	214,238	-	214,238	189,935
NET INCOME		33,337	-	33,337	26,401
Balance brought forward at 1 April 2023		300,262	-	300,262	273,861
Fund transfer		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Balance carried forward at 31 March 2024		<u>333,599</u>	<u>-</u>	<u>333,599</u>	<u>300,262</u>

The statement of financial activities includes all gains and losses in the year. All income and expenditure derive from continuing activities.

Leeds Weekend Care Association Limited

Balance Sheet as at 31 March 2024

	<u>Note</u>	<u>2024</u>	<u>2023</u>
		£	£
Fixed Assets			
Tangible assets	9	500	500
Current Assets			
Debtors and prepayments	10	493	705
Short term bank deposits		185,685	42,098
Cash at bank and in hand		<u>149,472</u>	<u>260,205</u>
		335,650	303,008
		336,150	303,508
Creditors: Amounts falling due within one year	11	2,551	3,246
		_____	_____
Net assets		<u>333,599</u>	<u>300,262</u>
Unrestricted funds		333,599	300,262
Restricted funds		_____	_____
Total funds	12	<u>333,599</u>	<u>300,262</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

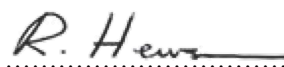
The directors acknowledge their responsibilities for:

(a) ensuring that the company keeps accounting records which comply with Section 386 & 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 & 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

Signed on behalf of the management committee by:



Richard Hewson
Trustee

Dated: 15 July 2024

Leeds Weekend Care Association Limited

Notes to the Financial Statements

For The Year Ended 31 March 2024

Note 1. Accounting Policies

General

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), issued October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources Expended

All expenditure is included on an accruals basis and has been classified under 'Natural' headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

Grants

Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable.

Depreciation Policy

Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life, which is estimated at 4 years for Office Equipment and 3 years for Toys and Resources.

Fund Accounting

Unrestricted funds are incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds. Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of management and support costs.

Note 2. Donations and similar incoming resources

	2024	2023
	£	£
Contributions & donations	59,037	37,625
Client fees & private funding	<u>24,662</u>	<u>20,383</u>
	<u>83,699</u>	<u>74,832</u>

Leeds Weekend Care Association Limited

Notes to the Financial Statements (Continued)

For The Year Ended 31 March 2024

Note 3. Grants

	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
	<u>Funds</u>	<u>Funds</u>	<u>2024</u>	<u>2023</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Leeds Social Services	157,581	-	157,581	157,581
Total	<u>157,581</u>	<u>-</u>	<u>157,581</u>	<u>157,581</u>

Note 4. Expenditure

	<u>Raising</u>	<u>Charitable</u>	<u>Support</u>	<u>Total</u>	<u>Total</u>
	<u>Funds</u>	<u>Activities</u>	<u>Costs</u>	<u>2024</u>	<u>2023</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Staff costs & volunteer expenses	16,680	102,964	40,522	160,166	139,876
Rent & rates	1,060	15,878	4,241	21,179	17,924
Training	-	-	-	-	1,305
Scheme costs, events & travel	-	24,520	-	24,520	16,718
Audit & accountancy	-	-	1,440	1,440	1,440
Depreciation	-	-	-	-	692
Office costs	<u>1,387</u>	<u>-</u>	<u>5,546</u>	<u>6,933</u>	<u>11,980</u>
	<u>19,127</u>	<u>143,362</u>	<u>51,749</u>	<u>214,238</u>	<u>189,935</u>

Note 5. Net incoming resources for the year

	<u>2024</u>	<u>2023</u>
	<u>£</u>	<u>£</u>
This is stated after charging		
Depreciation	-	692
Independent examiners remuneration	<u>1,440</u>	<u>1,440</u>
	<u>1,440</u>	<u>2,132</u>

Leeds Weekend Care Association Limited

Notes to the Financial Statements (Continued)

For The Year Ended 31 March 2024

Note 6. Staff costs

Staff costs were as follows

	<u>2024</u>	<u>2023</u>
	£	£
Salaries, wages & expenses	154,865	135,887
Pension contributions	3,945	3,355
ISA & CRB checking fees	647	619
Social security costs	<u>709</u>	<u>15</u>
	<u>160,166</u>	<u>139,876</u>

Note 7. Staff Numbers

The average monthly headcount was 25 staff.

No employee received emoluments of more than £60,000 during the year.

Note 8. Trustee Remuneration and Related Party Transactions

No members of the management committee received any remuneration or travel expenses during the year.

Note 9. Tangible fixed assets

	<u>Office Equipment</u>	<u>Toys & Resources</u>	<u>Total</u>
	£	£	£
Cost			
At 1 April 2023	8,052	8,443	16,495
Additions in year	-	-	-
Disposals in year	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2024	<u>8,052</u>	<u>8,443</u>	<u>16,495</u>
Depreciation			
At 1 April 2023	7,552	8,443	15,995
Charge for year	-	-	-
Eliminated on disposal	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2024	<u>7,552</u>	<u>8,443</u>	<u>15,995</u>
Net book value at 31 March 2024	<u>500</u>	<u>-</u>	<u>500</u>
Net book value at 31 March 2023	<u>500</u>	<u>-</u>	<u>500</u>

Leeds Weekend Care Association Limited

Notes to the Financial Statements (Continued)

For The Year Ended 31 March 2024

Note 10. Debtors and prepayments

	<u>2024</u>	<u>2023</u>
	£	£
Accounts receivable	93	305
Prepayments	400	400
	<u>493</u>	<u>705</u>

Note 11. Creditors : Amounts falling due within one year

	<u>2024</u>	<u>2023</u>
	£	£
Other Creditors	1,111	1,806
Accrued expenses	1,440	1,440
	<u>2,551</u>	<u>3,246</u>

Note 12. Movements in funds

	<u>At 1 April</u>	<u>Fund</u>	<u>Income</u>	<u>Expenditure</u>	<u>At 31 March</u>
	<u>2023</u>	<u>Transfer</u>			<u>2024</u>
	£	£	£	£	£
Unrestricted funds	300,262	-	247,575	(214,238)	333,599
Restricted funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total funds	<u>300,262</u>	<u>-</u>	<u>247,575</u>	<u>(214,238)</u>	<u>333,599</u>

Note 13. Taxation

As a registered charity the Association is generally exempt from Income Tax and Capital Gains Tax, but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.