

# **All Saints Landmark Centre**

Charity number 1093667

A company limited by guarantee number 04291829

## **Annual Report and Financial Statements for the year ended 31 December 2023**



# **All Saints Landmark Centre**

## **Annual Report and Financial Statements for the year ended 31 December 2023**

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**Prepared by West Yorkshire Community Accountancy Service CIO**

# **All Saints Landmark Centre**

## **Trustees' report for the year ended 31 December 2023**

### **Reference and administrative details of the charity, its trustees and advisors**

The trustees during the financial year and up to and including the date the report was approved were:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Rev Derek Jones	Chair	
Sahr Thomas Gbatta	Treasurer	Appointed 27 June 2023
Mavis Rouse		
Janet Firth		
Benoit Mussanzi Wa Mussangu		
Margaret Blackwell		
Jennifer Williams		

**Charity number** 1093667 Registered in England and Wales

**Company number** 04291829 Registered in England and Wales

<b>Registered and principal address</b>	<b>Bankers</b>	
All Saints Church	Virgin Money	CCLA Investment Mgt Ltd
Little Horton Green	14 Broadway	Senator House
Bradford	Bradford	85 Queen Victoria Street, London
BD5 0NG	BD1 1EZ	EC4V 4ET

### **Independent examiner**

Rhys North ACA

### **West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is a company limited by guarantee and was formed on 21 September 2001. It is governed by a memorandum and articles of association, as amended 3 June 2003. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM except for the officiating Minister of All Saints, Horton and any trustees nominated by All Saints, Horton Parochial Church Council.

### **Objectives and activities**

#### **The charity's objects**

To promote the benefit of the residents of the Parish of All Saints Horton in the City of Bradford, in particular through the relief of poverty, sickness, disability and old age, the advancement of education and training, providing facilities for recreation and leisure-time occupation, and other purposes beneficial to the community which are charitable in law.

#### **The charity's main activities**

Runs community activities for the benefit of the people of the geographical region of the Parish of All Saints Church Little Horton.

Runs a significant group for young people with special needs and their families.

Runs a twice weekly drop in for IT access and support, as well as support around employability.

# **All Saints Landmark Centre**

## **Trustees' report (continued) for the year ended 31 December 2023**

### **Public benefit statement**

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the relief of poverty, the advancement of training and providing facilities for recreation and leisure time activities.

### **Achievements and performance**

All Saints Landmark Centre exists for the alleviation of the impact of life in a disadvantaged and deprived community. In 2023 we have done this mainly through IT and Job search support, which also helps overcome digital exclusion, as well as provision of food parcels to help those facing food poverty and insecurity, and through our longstanding weekly provision for young people with additional needs. In addition, we have sought out valuable partnerships to help us respond to our local community as best we can.

We are grateful for the ongoing relationship with All Saints Church, in whose building we are housed. In 2023 we have seen a significant rise in our ability to respond to local food insecurity thanks to the investment by the City of Bradford Metropolitan District Council and the government's Holiday Activities and Food programme. This provision has allowed us to offer in excess of 500 parcels to families and individuals in need over 2023, as well as providing a space of welcome and often a listening ear when they have needed it. This project has also allowed some space to 'join the dots' with our existing work, and to lead beneficiaries from one provision, on to more specific support through our weekly IT and job search drop ins.

A generous donation from SCOPE in Bradford at their winding up in late 2022 has allowed our provision for young people to continue to flourish, and young people and parents continue to be grateful for the activities and attention that the project offers them.

### **Financial review**

The net expenditure for the year was £220, including net expenditure of £658 on unrestricted funds and net income of £438 on restricted funds, after transfers.

The funding climate remains difficult in the ongoing wake of the impact of the corona virus. We are grateful to those funders who have continued to support our work, and especially to the City of Bradford MDC, whose support through the allocation of HSF funding has allowed us to carry out our charitable objectives in a new and significant way in the last 18 months.

While we recognise that any ongoing dependency on grant funding makes many small charities vulnerable to some extent, we are confident that we have secure funding to continue our core work, and are hopeful that we will be able to further grow and consolidate our work in 2024.

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £8,071.

The All Saints Landmark Centre believes that in order to provide security and stability to the organisation and its staff, sufficient funds need to be held in reserve for unexpected situations or cash flow difficulties.

It also needs to have enough money to carry out legal obligations in the event of the organisation having to wind up. In particular the organisation must ensure that it would be able to pay salaries, redundancy costs and any obligations under any leases or other contracts.

Given the growing uncertainty within the cost of living crisis, the trustees will discuss at their first meeting following the AGM an updated policy to work towards a target of 6-12 months running costs. We recognise this as aspirational at the moment, but have maintained a minimum reserve which would cover any redundancy and winding up costs should they ever be needed. Based on budgeted 2024 expenditure target reserves equate to between £22,125 and £44,250.

# **All Saints Landmark Centre**

## **Trustees' report (continued) for the year ended 31 December 2023**

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

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

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

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

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 18/06/2024

Rev Derek Jones (Trustee)

# **All Saints Landmark Centre**

## **Independent examiner's report to the trustees of All Saints Landmark Centre**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 December 2023, which are set out on pages 6 to 11.

### **Responsibilities and basis of report**

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

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

### **Independent examiner's statement**

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

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

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

Rhys North ACA

27/06/2024

**West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**All Saints Landmark Centre**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 December 2023**

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
<b>Income from:</b>					
Grants and donations	(2)	1,000	52,175	53,175	43,718
Bank interest		223	-	223	90
<b>Total income</b>		<u>1,223</u>	<u>52,175</u>	<u>53,398</u>	<u>43,808</u>
<b>Expenditure on:</b>					
Salaries and NI	(3)	1,844	23,681	25,525	17,517
Payroll charges		-	260	260	240
Rent		-	9,375	9,375	5,634
Office costs		150	-	150	96
Telephone, internet and postage		-	542	542	505
Insurance		137	-	137	148
Independent examination		900	-	900	600
Project costs		-	16,729	16,729	2,507
Freelance fees		-	-	-	10,377
<b>Total expenditure</b>		<u>3,031</u>	<u>50,587</u>	<u>53,618</u>	<u>37,624</u>
<b>Net income / (expenditure)</b>		<u>(1,808)</u>	<u>1,588</u>	<u>(220)</u>	<u>6,184</u>
<b>Transfers between funds</b>		<u>1,150</u>	<u>(1,150)</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<u>(658)</u>	<u>438</u>	<u>(220)</u>	<u>6,184</u>
<b>Fund balances brought forward</b>		<u>8,729</u>	<u>17,037</u>	<u>25,766</u>	<u>19,582</u>
<b>Fund balances carried forward</b>	(4)	<u>8,071</u>	<u>17,475</u>	<u>25,546</u>	<u>25,766</u>

All incoming resources and resources expended derive from continuing activities.

**All Saints Landmark Centre**  
**Balance sheet**  
**as at 31 December 2023**

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Current assets</b>				
Debtors	-	-	-	81
Cash at bank	8,971	19,569	28,540	26,315
<b>Total current assets</b>	<u>8,971</u>	<u>19,569</u>	<u>28,540</u>	<u>26,396</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(5) <u>900</u>	<u>2,094</u>	<u>2,994</u>	<u>630</u>
<b>Total current liabilities</b>	<u>900</u>	<u>2,094</u>	<u>2,994</u>	<u>630</u>
<b>Net current assets / (liabilities)</b>	<u>8,071</u>	<u>17,475</u>	<u>25,546</u>	<u>25,766</u>
<b>Net assets</b>	<u>8,071</u>	<u>17,475</u>	<u>25,546</u>	<u>25,766</u>
<b>Funds</b>				
Unrestricted funds				
General unrestricted funds	6,821	-	6,821	5,549
Designated funds	(6) <u>1,250</u>	<u>-</u>	<u>1,250</u>	<u>3,180</u>
Unrestricted funds	<u>8,071</u>	<u>-</u>	<u>8,071</u>	<u>8,729</u>
Restricted funds	<u>-</u>	<u>17,475</u>	<u>17,475</u>	<u>17,037</u>
<b>Total funds</b>	<u>8,071</u>	<u>17,475</u>	<u>25,546</u>	<u>25,766</u>

For the year ending 31 December 2023 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 18/06/2024

Rev Derek Jones (Trustee)



# **All Saints Landmark Centre**

## **Notes to the accounts**

### **for the year ended 31 December 2023**

#### **1 Accounting policies**

##### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

##### **Going concern**

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

##### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

##### **Grants and donations**

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

##### **Expenditure and liabilities**

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

##### **Taxation**

As a charity the organisation benefits from rates relief and 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.

##### **Pensions**

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

**All Saints Landmark Centre**  
**Notes to the accounts continued**  
**for the year ended 31 December 2023**

2 Grants and donations	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Bradford Anglican Council for Social Aid	-	3,000	3,000	-
Bradford Metropolitan District Council (BMDC)	-	39,080	39,080	18,251
Good Things Foundation	-	2,500	2,500	1,430
Sir George Martin Trust	-	2,500	2,500	-
Spooner Charitable Trust	-	1,000	1,000	-
The Brelms Trust CIO	-	4,000	4,000	4,000
Co-op Local Community Fund	-	-	-	1,305
Groundwork Ltd	-	-	-	2,825
Leeds Community Foundation	-	-	-	2,460
Scope in Bradford	-	-	-	10,444
The Leathersellers' Company	-	-	-	3,000
Other donations	1,000	95	1,095	3
	<u>1,000</u>	<u>52,175</u>	<u>53,175</u>	<u>43,718</u>

3 Staff costs and numbers	2023 £	2022 £
Gross salaries	25,369	17,371
Social security costs	325	300
Employment allowance	(325)	(300)
Pensions	156	146
	<u>25,525</u>	<u>17,517</u>

The average number of employees during the year was 5.7, being an average of 1.2 full time equivalent (2022: 4.3, 0.9 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2023 £	2022 £
Costs of the scheme to the charity for the year	156	146
Amount of any contributions outstanding at the year end	37	30

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
IT	1,867	13,000	12,327	-	2,540
Shine	12,663	95	5,494	-	7,264
BMDC - Food Parcels	2,507	34,080	30,021	(1,150)	5,416
BMDC - Rent	-	5,000	2,745	-	2,255
	<u>17,037</u>	<u>52,175</u>	<u>50,587</u>	<u>(1,150)</u>	<u>17,475</u>

Fund name	Purpose of restriction
IT	Towards project and salary cost for IT.
Shine	Towards youth work with disabled young people.
BMDC - Food Parcels	Towards the food parcel project . Transfer relates to moving costs to unrestricted funds for overheads and management charges.
BMDC - Rent	Towards rent and building related costs.

**All Saints Landmark Centre**  
**Notes to the accounts continued**  
**for the year ended 31 December 2023**

5 Creditors and accruals	2023	2022
	£	£
Accruals	900	600
Taxation and social security	5	-
Other creditors	2,089	30
	<u>2,994</u>	<u>630</u>

6 Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
IT Project	180	-	137	-	43
Shine	3,000	-	1,793	-	1,207
	<u>3,180</u>	<u>-</u>	<u>1,930</u>	<u>-</u>	<u>1,250</u>

Fund name	Reason for designation
IT Project	To support additional work within the IT project
Shine	To support additional work within the Shine project

**7 Related party transactions**

**Trustee expenses**

No trustee received any expenses during this year or the previous year.

**Trustee remuneration and benefits**

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

Other transactions with trustees or related parties			2023	2022
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
All Saints, Horton PCC	All Saints Horton PCC has power to nominate trustees	Rent payments to All Saints, Horton PCC	9,375	5,634
Helen Jones	Wife of Derek Jones (Trustee)	Employed as a HSF project worker	1,700	883
			<u>11,075</u>	<u>6,517</u>

Regarding Helen Jones' employment, it was identified in the previous year's independent examination (carried out in August 2023), that the employment of a connected person was not allowed within the provisions of the charity's governing document. Shortly after that Helen stood down from that employment. The payments in these accounts relate to the period from January 2023 to August 2023.

**All Saints Landmark Centre**  
**Statement of Financial Activities including comparatives for all funds**  
**(including summary income and expenditure account)**  
**for the year ended 31 December 2023**

	2023 Unrestricted funds £	2022 Unrestricted funds £	2023 Restricted funds £	2022 Restricted funds £	2023 Total funds £	2022 Total funds £
<b>Income</b>						
Grants and donations	1,000	3,003	52,175	40,715	53,175	43,718
Bank interest	223	90	-	-	223	90
<b>Total income</b>	<b>1,223</b>	<b>3,093</b>	<b>52,175</b>	<b>40,715</b>	<b>53,398</b>	<b>43,808</b>
<b>Expenditure</b>						
Salaries and NI	1,844	1,770	23,681	15,747	25,525	17,517
Payroll charges	-	-	260	240	260	240
Rent	-	-	9,375	5,634	9,375	5,634
Office costs	150	-	-	96	150	96
Telephone, internet and postage	-	-	542	505	542	505
Insurance	137	-	-	148	137	148
Independent examination	900	-	-	600	900	600
Project costs	-	-	16,729	2,507	16,729	2,507
Freelance fees	-	-	-	10,377	-	10,377
<b>Total expenditure</b>	<b>3,031</b>	<b>1,770</b>	<b>50,587</b>	<b>35,854</b>	<b>53,618</b>	<b>37,624</b>
<b>Net income / (expenditure)</b>	<b>(1,808)</b>	<b>1,323</b>	<b>1,588</b>	<b>4,861</b>	<b>(220)</b>	<b>6,184</b>
<b>Transfers between funds</b>	<b>1,150</b>	<b>-</b>	<b>(1,150)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>(658)</b>	<b>1,323</b>	<b>438</b>	<b>4,861</b>	<b>(220)</b>	<b>6,184</b>
<b>Fund balances brought forward</b>	<b>8,729</b>	<b>7,406</b>	<b>17,037</b>	<b>12,176</b>	<b>25,766</b>	<b>19,582</b>
<b>Fund balances carried forward</b>	<b>8,071</b>	<b>8,729</b>	<b>17,475</b>	<b>17,037</b>	<b>25,546</b>	<b>25,766</b>