

Neighbourhood Action in Farnley, New Farnley & Moor Top
Income and Expenditure Accounts for the year ended 31st March 2024

Charity Assist Accountants Ltd

Certified Public Accountants and Charity Independent Examiners

Unit 27 Batley Enterprise Centre

513 Bradford Road Batley West Yorkshire

WF17 8LL

Neighbourhood Action in Farnley, New Farnley & Moor Top
Income and Expenditure Accounts for the year ended 31st March 2024

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Basic information

Address

307 Lower Wortley Road

Leeds

LS12 4QA

Bank

CAF Bank

25 Kings Hill Avenue

Kings Hill

Kent

MF19 4JQ

Accountants

Charity Assist Accountants Ltd

Unit 27 Batley Enterprise Centre

513 Bradford Road

Batley

WF17 8LL

Charity registration number

1110016

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Trustees' Annual Report for the period						
From	Period start date			To	Period end date	
	1 st	April	2023		31 st	March

Section A Reference and administration details

Charity name

Neighbourhood Action In Farnley, New Farnley & Moor Top

Other names charity is known by

Registered charity number (if any)

1110016

Charity's principal address

307 Lower Wortley Road

Leeds

Postcode

LS12 4QA

Names of the charity trustees who manage the charity

Trustee name

1 Diane Lynn Shipman

3 Christine Towler

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Standard registration :15 June 2005
How the charity is constituted (eg. trust, association, company)	Association
Trustee selection methods (eg. appointed by, elected by)	<p>Potential Trustees meet with the Chair and the Manager before being invited to observe a Committee Meeting. New Trustees are appointed when required and to broaden the base of experience and skills available within the Committee. On appointment all new Trustees will receive any required training and an induction pack containing:</p> <ul style="list-style-type: none"> a) publicity leaflet b) the latest annual accounts and annual review c) minutes of the latest Committee Meeting d) details of all Committee Members and Staff e) relevant Charity Commission publications and a copy of our Equality and Diversity policy

Section C Objects and activities

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

The objects of the charity are

1. To provide for the public, particularly those who are older or have a learning disability or physical or sensory disability, in the Area of Benefit in the interest of social welfare, facilities for recreation and leisure-time occupation, for the purpose of relaxation and with the object of improving the condition of life of the said inhabitants.
2. To promote and protect the good health of the public, particularly those who are older or have a learning disability or physical or sensory disability, in the Area of Benefit.
3. To advance the education of the public, particularly those who are older or have a learning disability or physical or sensory disability, in the Area of Benefit by the provision of facilities for lifelong learning.

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

Supporting the older to enable them to maintain their independence & health to combat social isolation and enhance their quality of life by providing groups, activities, signposting and one to one support. Current groups include: 2 x Gentle Exercise classes, Pub Lunches, Shopping, Dementia Support Group, Befriending Project, 6-week classes.

Charity commission requires the trustees of a charity to:

- Select suitable accounting policies, apply them consistently, make judgement and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless there is a reason to believe that the Association will not continue for the foreseeable future.

The Trustees are responsible for the keeping of proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charity Act 2011. They are also responsible for safeguarding the assets of the association and hence to take reasonable steps for the prevention and detection of fraud and other irregularities.

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Section D Achievements and performance

The areas covered by Neighbourhood Action are part urban, which includes a nationally recognised Super Output (deprived) area, and many rural and wide-spread locations with a mixture of social and private housing. 10% of our members live in the Super Output Area.

There were 521 older people on our database at the end of March 2024, of which a third are active members and regular attendees of our activities. We also provide direct and indirect support to their families, carers and friends.

Our main achievements this year was to continue our groups and services at our usual high standard despite of the wide-reaching effects of Brexit and the rising economic challenges our members and the organisation itself faces.

- 'Friendly Fridays' Memory Loss Support Group: A memory loss support group with a light lunch and activities /speakers with free transport provided by the Leeds Access Bus. Every Friday for 2.5 hours (44 weeks in 2023/24) average attendance **8**; on register **12**.
- New Farnley Gentle Exercise: An instructor-led, chair-based exercise group, 1 hour activity with a social afterwards. Every Wednesday (43 weeks in 2023/24) average attendance **5**; on register **13**
- Farnley Gentle Exercise: Same format as New Farnley above. Every Thursday (46 weeks in 2023/24) average attendance **8**; on register **16**, though steadily rising.
- The Zoom Quiz group continued to meet almost every Wednesday, with an average of **6** participants taking it in turn to set questions; on register **8**
- Farnley Coffee Morning: Unfortunately, the volunteer who had been running the Coffee Morning retired from this post after recovery from illness, and this group is currently on hold due to staff/volunteer capacity.
- The monthly Pub Lunch minibus outing occurred **8** times during the year with an average of **11** Members enjoying a door-to-door drive out to a pub within a 10-mile radius.
- We took **12** people to the Leeds Playhouse to see 'Oliver' and **3** people made their way to Headingley Cricket grounds to take advantage of watching a County Match for free.
- The annual coach trip took **21** members to Bridlington; **30** members booked on.
- We held **6** events throughout the year- the Coronation Coffee Morning (attendance **11**), the 20th Anniversary Event for Neighbourhood Action, A Strawberries & Cream Garden Get-Together in memory of our late Trustee Ann Braviner (attendance **28**), the Halloween Tea Party (attendance **9**), the annual Christmas Party (attendance **40**) and the St.Valentine's Soup & Roll Event (attendance **20**). The 20th Anniversary Event (attendance **85**) was held instead of the AGM with voting being conducted during the event and by post.
- The Digital Inclusion work is steadily increasing, with more people asking for help with completing online forms, such as Blue Badge application; we still have an average of **1** enquiry per week. **17** one-to-one sessions were conducted throughout the year, either in their own homes or in the office and **2** individuals were helped with more advanced learning issues.

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- As well as producing and distributing our own quarterly newsletter, which goes out to every household on our membership list, we delivered the last issue of the Shine magazines to **55** members.
- **123** home visits and around **200** one-to-one advice and support meetings were carried out throughout the year.
- **24** new referrals were made, either by family, self or external agencies and **43** existing members were referred to services within Neighbourhood Action.

Each new and existing Member Referral requires one or more home visits to assess their needs and suitability for our activities and subsequent work is done trying to find appropriate services, be that via Neighbourhood Action or through other agencies; ensuring the physical and mental wellbeing of the older person is our main priority.

Many of our existing Members, who in the past have not been 'active', have started accessing services, due to changes in circumstances, health and economics, increasing our already substantial workload covered by a small staff team, who are all part-time, totalling 67 hours per week.

Our Volunteers continue to play a major part in our organisation, without them we would not be able to regularly and continually provide the activities that we do. We have a core of very dedicated volunteers with many others giving their time on an ad hoc basis, though all of them are DBS checked. In total they gave around 900 hours last year. We recruited 2 new volunteers and 2 left, bringing the number of volunteers to 27 at the end of the year 2023/24. Staff and Volunteers participated in the following training: Food Safety Level 2, Intro to Web Design, Emergency First Aid at Work, Dementia Awareness.

Our partnership working is going from strength to strength; in 2023/24 we have successfully maintained existing bonds and established new ones to make the service for older people in this area more cohesive and accessible. Partners include: all West Leeds Neighbourhood Network Schemes, in particular Armley Helping Hands; Hawksworth Older People's Services (HOPS) ; the Lower Wortley, New Farnley and Farnley Community Centres; Hawthorn Mill Assisted Housing Complex (Connect Housing); Housing Officers from Leeds Homes; staff from Farnley Academy and all local Councillors.

We still work closely with GP's practices from Wortley Beck Medical Centre (Hawthorn and Whitehall), Thornton and Beechfield; Health practitioners, LINK Workers and Social Prescribers from Armley Moor Medical Centre. We have been getting many more referrals since the pilot for the Social Prescribing Scheme started in summer of 2023.

We added the Farnley Scout Hut to the venues we can utilise in our area and used it for 2 of our events after establishing this positive link with the 24th South West Leeds Scouts Group.

Sadly, this year we lost a couple of our long-standing volunteers: Ray Wicks and Dennis Harrison

38 members left the service having either passed away or moved out of the area. We gained **25** new Members.

There was no Student Placement this year.

The Organisation, as a whole, continued to demonstrate our resilience, flexibility and inventiveness, working individually as a scheme for the older people of our geographical areas, as well as working in partnership with the citywide provision for older people in Leeds even through these uncertain times of continuing financial austerity. Our prices have remained the same to reflect this, though we took the decision to raise the price of the

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voluntary membership from £8 to £10. Even this increase barely covers the general rise in prices and costs to the charity.

The Trustees and Management Committee are very grateful for the contribution the staff and volunteers make on a daily basis and for their ongoing commitment in maintaining a quality service to older people, their families and other members of the community, where relevant.

Funders

We would like to thank all our funders - their contributions allow us to carry on helping older people, including the more vulnerable ones in our communities, to access and receive the support they need. Our main funder continues to be Leeds City Council Adult Social Care. Additionally, in 2023/24 we received or continued with grants and donations from: The Charles Brotherton Foundation, The Windmill Community Transport Trust, Leeds Convalescence Society, The West Leeds Household Fund, Friends of the Elderly and Oddfellows.

Section E Financial review

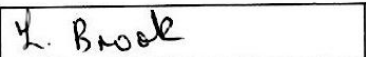
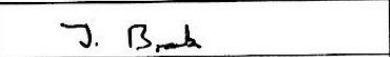
Brief statement of the charity's policy on reserves

The charity holds £15,000 in reserve in case of an emergency expense and to cover running costs.

Section F Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	LYNNE BROOK	TREVOR BROOK
Position (eg Secretary, Chair, etc)	SECRETARY	TREASURER
Date	19/9/24	

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CHARITY COMMISSION
FOR ENGLAND AND WALES

**Independent examiner's report on
the accounts**

Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Neighbourhood Action In Farnley, New Farnley & Moor Top

**On accounts for the year
ended**

31st March 2024

**Charity no
(if any)**

1110016

Set out on pages

12-13

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31 / 03 / 2024**.

**Responsibilities and
basis of report**

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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**Independent
examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

A. Q. Khan.

Date:

07/01/2025

Name:

Abdul Qudeir Khan

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

FMAAT

FCPA

Address:

Unit 27, Batley Enterprise Centre

513 Bradford Road

Batley

WF17 8LL

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Charity Name Neighbourhood Action In Farnley, New Farnley & Moor Top			Charity No	1110016		
Annual accounts for the period						
Period start date	01.04.23		To	Period end date	31.03.24	

Section A Statement of financial activities (including summary income and expenditure account)

Recommended categories by activity	Unrestricted funds £ F01	Unrestricted designated F02	Restricted income funds £ F03	Endowment funds £ F04	Total funds £ F05	Prior year funds (restated) £ F06
Income (Note 3)						
Income and endowments from:						
Donations and legacies	61,385	-	-	-	61,385	60,293
Charitable activities	5,801	-	-	-	5,801	5,404
Other trading activities	-	-	-	-	-	-
Investments	-	-	-	-	-	-
Separate material item of income	289	-	-	-	289	245
Other	-	-	-	-	-	272
Total	67,475	-	-	-	67,475	66,214
Expenditure (Notes 6)						
Expenditure on:						
Raising funds	5,699	-	-	-	5,699	5,561
Charitable activities	69,192	6,686	32	-	75,910	68,685
Separate material expense item	-	-	-	-	-	-
Other	-	-	-	-	-	105
Total	74,890	6,686	32	-	81,608	74,351
Net income/(expenditure) before tax for the reporting period	- 7,415	- 6,686	- 32	-	- 14,133	- 8,137
Tax payable					-	
Net income/(expenditure) after tax before investment gains/(losses)	- 7,415	- 6,686	- 32	-	- 14,133	- 8,137
Net gains/(losses) on investments					-	
Net income/(expenditure)	- 7,415	- 6,686	- 32	-	- 14,133	- 8,137
Extraordinary items					-	
Transfers between funds					-	
Other recognised gains/(losses):						
Gains and losses on revaluation of fixed assets for the charity's own use					-	
Other gains/(losses)					-	
Net movement in funds	- 7,415	- 6,686	- 32	-	- 14,133	- 8,137
Reconciliation of funds:						
Total funds brought forward	27,429	11,521	19,802		58,752	66,889
Total funds carried forward	20,014	4,835	19,770	-	44,619	58,752

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Charity Name Neighbourhood Action in Farnley New Farnley & Moor Top	Charity No 1110016

Section B

	Unrestricted funds £ F01	Unrestricted designated £ F02	Restricted income funds £ F03	Endowment funds £ F04	Total this year £ F05	Total last year (restated) £ F06
Fixed assets						
Intangible assets (Note 15)	-	-	-	-	-	-
Tangible assets (Note 14)	-	-	-	-	-	-
Heritage assets (Note 16)	-	-	-	-	-	-
Investments (Note 17)	-	-	-	-	-	-
Total fixed assets	-	-	-	-	-	-
Current assets						
Stocks (Note 18)	-	-	-	-	-	-
Debtors (Note 19)	-	-	-	-	-	-
Investments (Note 17.4)	-	-	-	-	-	-
Cash at bank and in hand (Note 24)	21,869	4,835	19,770	-	46,474	60,466
Total current assets	21,869	4,835	19,770	-	46,474	60,466
Creditors: amounts falling due within one year (Note 20)	1,855	-	-	-	1,855	1,714
Net current assets/(liabilities)	20,014	4,835	19,770	-	44,619	58,752
Total assets less current liabilities	20,014	4,835	19,770	-	44,619	58,752
Creditors: amounts falling due after one year (Note 20)	-	-	-	-	-	-
Provisions for liabilities	-	-	-	-	-	-
Total net assets or liabilities	20,014	4,835	19,770	-	44,619	58,752
Funds of the Charity						
Endowment funds (Note 27)	-	-	-	-	-	-
Restricted income funds (Note 27)	-	-	19,770	-	19,770	19,802
Unrestricted funds	20,014	-	-	-	20,014	27,429
Unrestricted designated	-	4,835	-	-	4,835	11,521
Revaluation reserve	-	-	-	-	-	-
Total funds	20,014	4,835	19,770	-	44,619	58,752

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
<i>L. Brook</i>	LYANNE BROOK	29/10/24
<i>T. Brook</i>	TREVOR BROOK	9/10/24

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Section C **Notes to the accounts** **(cont)**

Note 3 **Income**

Analysis of income		Unrestricted funds	Unrestricted designated	Restricted income funds	Endowment funds	Total funds	Prior year
						£	£
Donations and legacies:	Donations and gifts	870	11			881	990
	Gift Aid					-	
	Legacies					-	
	General grants provided by government/other charities	58,054	950	1,000		60,004	58,879
	Membership subscriptions and sponsorships which are in substance donations	500				500	424
	Donated goods, facilities and services					-	
	Other					-	
Total		59,424	961	1,000	-	61,385	60,293
Charitable activities:	Coffe Morning	10	-			10	400
	Farnley gentle exercise	-	1,203			1,203	1,103
	Friendly Friday	-	1,782			1,782	1,280
	Fundraising/events	947	-			947	690
	Minibus	-	479			479	389
	New Farnley gentle exercise	815	-			815	1,190
	Trips	565	-			565	352
Total		2,337	3,464	-	-	5,801	5,404
Separate material item of income	Interest receivable	177	112			289	245
		-				-	-
						-	-
	Total	177	112	-	-	289	245
Other:	Bank interest					-	
	Gain on disposal of a tangible fixed asset held for charity's own use					-	
	Other	-				-	272
	Total	-	-	-	-	-	272
TOTAL INCOME		61,938	4,537	1,000	-	67,475	66,214

Neighbourhood Action in Farnley, New Farnley & Moor Top

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Note 6

Expenditure

Analysis of expenditure		Unrestricted funds	Unrestricted designated	Restricted income funds	Endowment funds	Total funds £	Prior year (restated) £
Expenditure on raising funds:	Incurred seeking donations	-				-	-
	Incurred seeking legacies					-	
	Incurred seeking grants					-	
	Rent collection, property repairs and maintenance charges	5,699				5,699	5,561
						-	
Total expenditure on raising funds		5,699		-	-	5,699	5,561
Expenditure on charitable activities	Accountancy fees	550				550	550
	Activities expenses	266	-			266	862
	Annual return	125				125	125
	Bank charges	62				62	75
	Employment costs	118				118	105
	Entertainment costs	190	210			400	120
	Equipment expensed	1,056	172	3		1,231	944
	Exercise sessions	1,380	1,440			2,820	2,803
	Friendly friday	11	-			11	-
	Food	767	1,159	29		1,954	445
	Hall hire	2,048	2,910			4,958	3,013
	Independent examination	300				300	300
	Insurance	544				544	741
	Light and heat	2,201				2,201	1,932
	Mileage expenses	42				42	116
	Minibus costs	100	93			193	322
	Office expenses	110				110	420
	Payroll costs	432				432	-
	Pension contributions	126				126	189
	Printing, postage & stationery	2,151				2,151	1,359
	Prizes	12	27			39	
	Refreshments	38	12			50	26
	Staff cost	30	12			42	
	Subscriptions	-	207	-		207	174
	Subsistence	144	48			192	158
	Telephone & Internet	4,298	-	-		4,298	2,009
	Transport	635	392			1,027	948
	Staff training	144	-			144	82
	Staff travel	410	5			415	291
	Voluntary Action Leeds membership fees	25				25	-
	Volunteers expenses	144	-			144	146
	Volunteers travel	225	-			225	117
	Wages	49,757	-	-		49,757	50,106
	Water	751				751	207
Total expenditure on charitable activities		69,192	6,686	32	-	75,910	68,685
Separate material item of expense		-				-	
		-				-	
		-				-	
	Total	-		-	-	-	-
Other	Sundry	-				-	1
	Other	-	-			-	104
		-				-	
Total other expenditure		-	-	-	-	-	105
TOTAL EXPENDITURE		74,890	6,686	32	-	81,608	74,351

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Note 10 Details of certain types of expenditure					
Note 10.1 Fees for examination of the accounts					
<i>Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).</i>					
				This year	Last year
				£	£
Independent examiner's fees				300	300
Assurance services other than independent examination					
Tax advisory fees					
Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner					

Note 20 Creditors and accruals

20.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Accruals for grants payable				
Bank loans and overdrafts				
Trade creditors				
Payments received on account for contracts or performance-related grants				
Accruals and deferred income	1,855	1,714	-	-
Taxation and social security	-	-		
Other creditors	-	-		
Total	1,855	1,714	-	-

Note 24 Cash at bank and in hand

	This year £	Last year (restated) £
Short term cash investments (less than 3 months maturity date)	-	-
Bank savings account	26,782	26,559
Bank current account	19,549	33,667
Cash in hand	143	240
Total	46,474	60,466