

**Neighbourhood Action in Farnley, New Farnley & Moor Top**  
**Income and Expenditure Accounts for the year ended 31<sup>st</sup> March 2025**

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 31<sup>st</sup> March 2025**

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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 <sup>st</sup>	April	2024		31 <sup>st</sup>	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> <ol style="list-style-type: none"> <li>a) publicity leaflet</li> <li>b) the latest annual accounts and annual review</li> <li>c) minutes of the latest Committee Meeting</li> <li>d) details of all Committee Members and Staff</li> <li>e) relevant Charity Commission publications and a copy of our Equality and Diversity policy</li> </ol>

**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)**

Neighbourhood Action runs a wide range of activities and services, which include the following: telephone support, home visits and referrals, signposting, volunteering, a Memory Loss Support group, a Befriending service, various exercise classes, a weekly online Zoom quiz, 6-week courses, minibus outings and coach trips, pub lunches, events, a quarterly newsletter, Digital Inclusion work and partnership working with many of the voluntary, community and statutory organisations who provide services for older people in this area. Membership to Neighbourhood Action is free and each member (or household) receives the quarterly newsletter. There is an option to pay a voluntary subscription fee, which entitles the member to reductions on regular groups and outings.

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 are 487 older people on our database at the end of March 2025, 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 were to continue our groups and services with our usual high standard despite the challenging economic circumstances faced by our members and the organisation itself on a daily basis. We have also managed to set up 2 new groups, which proved to be extremely successful.

- 'Friendly Fridays' Memory Loss Support Group: A group with a light lunch and activities /speakers and free transport provided by the Leeds Access Bus. Every Friday for 2.5 hours (38 weeks in 2024/25) 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 (37 weeks in 2024/25) average attendance **6**; on register **14**
- Farnley Gentle Exercise: Same format as New Farnley above. Every Thursday (38 weeks in 2024/25) average attendance **9**; on register **20**, though steadily rising. The reduction in the amount of Exercise sessions held throughout the year in Farnley & New Farnley compared to last year, was due to a scheduled instructor absence. The group permanently moved to the Farnley Scout Hut in April 2024, thus cementing our excellent partnership work with the local Scout Group.
- The Zoom Quiz group continued to meet almost every Wednesday, with an average of **5** participants taking it in turn to set questions; on register **8**
- We started and ran two 7 week-long Singing courses, with funding from Leeds City Council's Cultural Investment Fund, which was enjoyed by an average of **7** members (**15** on register). They ended each course with a short performance at our major events.
- The monthly Pub Lunch minibus outing occurred **6** times during the year with an average of **10** Members enjoying a door-to-door drive out to a pub within a 10-mile radius, even though we experienced difficulties in the hiring of minibuses throughout the year.
- The annual coach trip took **39** members to Whitby. We went on 2 minibus outings, one to Hebden Bridge (**12**) and one to Roundhay Park (**8**).
- We held **2** major events last year- the AGM (attendance **41**) and the annual Christmas Party (attendance **41**).
- We started a new free event called 'The Info Social' where we combined a social get-together with disseminating relevant information in a relaxed setting. The first session in May '24 saw us host speakers from Leeds City Council Telecare and Lindsey from 'Ear To Hear' give 30-minute presentations to **8** of our members. This number steadily increased throughout the next 2 sessions- October '25 (**15** attendees) with talks on Diabetic Foot Health and Internet Banking safety to March '25 (**24** attendees) with Maeve from Public Health and Melanie from LCC Presto Services.
- The Digital Inclusion work continues to be steady- **26** issues throughout the year with each issue being solved within 1 one-to-one session but many taking up to 3

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sessions to resolve. The main work revolves around filling in online applications with the member(s), as many have not got adequate or any access to the internet, as well as being worried about going digital in the first place.

We received funding to buy a tablet, with which we can help people access the internet at home.

- We continue to produce and distribute our own quarterly newsletter, which goes out to every household on our membership list. We also send it out via email to encourage more digital involvement.
- **142** home visits and around **158** one-to-one advice and support meetings were carried out throughout the year.
- We received **31** new referrals, either by family, self or external agencies and **102** existing members were referred to services within Neighbourhood Action.
- We made **48** referrals to outside agencies.

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.

Throughout the year the volume of work may shift into different areas and directions but never dissipates, meaning that the workload covered by the small staff team, who are all part-time, totalling 67 hours per week, is continuously high.

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 and all of them are DBS checked. In total they gave around 1030 hours last year. We recruited 3 new volunteers and 4 left, bringing the number of volunteers to **26** at the end of the year 2024/25. In June 2024 we organised a social afternoon for all our volunteers- 10 attended.

Our **partnership working** is going from strength to strength; in 2024/25 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; 24th South West Leeds Scout Group, Lower Wortley Community Centre, Farnley Community Centre; New Farnley Community Centre; The West Leeds Walking Group; Voluntary Action-Leeds; Leeds Older People's Forum, Connect Housing Hawthorn Mill Supported Housing Complex; St.John's the Evangelist Church; Out Together (LGBT Support Group), OPAL, 100% Digital Leeds; HOPS; Lancasterian Schoolroom, Farnley Academy, Photography with Stephen Cole, Leeds University, The Hanover Public House, Janet from 'Rhodes Ahead' minibus hire, Dementia Action Alliance.

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 established a particularly successful partnership with the local Occupational Therapist at Beechfield Medical Centre.



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**66** members left the service having either passed away or moved out of the area.

We gained **31** 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 in 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. We realise that we will eventually have to include the reality of the general economic situation within our fee charging structure as currently and in conjunction to less positive funding application outcomes, these fees no longer cover our costs.

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 2024/25 we received or continued with grants and donations from:

The Charles Brotherton Foundation, The Charles Hayward Foundation, the WG Edwards Charitable Foundation, 100% Digital Leeds, LCC Cultural Investment Fund and Wade's Charity.

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**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)	CHRISTINE TOWLER	
Position (eg Secretary, Chair, etc)	TREVOR BROOK	TRUSTEE
Date	30/9/25	

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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**

31<sup>st</sup> March 2025

**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 / 2025**.

**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: 7.10.2025

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	01.04.24		To	Period end date	31.03.25	

**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
<b>Income (Note 3)</b>						
Income and endowments from:						
Donations and legacies	65,752	-	-	-	65,752	61,385
Charitable activities	5,651	-	-	-	5,651	5,801
Other trading activities	-	-	-	-	-	-
Investments	-	-	-	-	-	-
Separate material item of income	-	-	-	-	-	-
Other	251	-	-	-	251	289
<b>Total</b>	<b>71,654</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>71,654</b>	<b>67,475</b>
<b>Expenditure (Notes 6)</b>						
Expenditure on:						
Raising funds	5,508	-	-	-	5,508	5,699
Charitable activities	65,417	776	5,387	-	71,580	75,909
Separate material expense item	-	-	-	-	-	-
Other	14	-	-	-	14	-
<b>Total</b>	<b>70,939</b>	<b>776</b>	<b>5,387</b>	<b>-</b>	<b>77,102</b>	<b>81,608</b>
<b>Net income/(expenditure) before tax for the reporting period</b>	<b>715</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Tax payable	-	-	-	-	-	-
<b>Net income/(expenditure) after tax before investment gains/(losses)</b>	<b>715</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net gains/(losses) on investments	-	-	-	-	-	-
<b>Net income/(expenditure)</b>	<b>715</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Extraordinary items</b>						
<b>Transfers between funds</b>						
<b>Other recognised gains/(losses):</b>						
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-	-	-
Other gains/(losses)	-	-	-	-	-	-
<b>Net movement in funds</b>	<b>715</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward	20,015	4,835	19,770	-	44,620	58,752
<b>Total funds carried forward</b>	<b>20,729</b>	<b>4,059</b>	<b>14,383</b>	<b>-</b>	<b>39,171</b>	<b>44,619</b>



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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
<b>Fixed assets</b>							
Intangible assets (Note 15)						-	-
Tangible assets (Note 14)		-				-	-
Heritage assets (Note 16)						-	-
Investments (Note 17)						-	-
<b>Total fixed assets</b>		-	-	-	-	-	-
<b>Current assets</b>							
Stocks (Note 18)		-				-	-
Debtors (Note 19)		-				-	-
Investments (Note 17.4)						-	-
Cash at bank and in hand (Note 24)		22,814	4,059	14,383		41,256	46,474
<b>Total current assets</b>		22,814	4,059	14,383	-	41,256	46,474
<b>Creditors: amounts falling due within one year (Note 20)</b>		2,085				2,085	1,855
<b>Net current assets/(liabilities)</b>		20,729	4,059	14,383	-	39,171	44,619
<b>Total assets less current liabilities</b>		20,729	4,059	14,383	-	39,171	44,619
<b>Creditors: amounts falling due after one year (Note 20)</b>		-				-	-
<b>Provisions for liabilities</b>		-		-	-	-	-
<b>Total net assets or liabilities</b>		20,729	4,059	14,383	-	39,171	44,619
<b>Funds of the Charity</b>							
Endowment funds (Note 27)						-	-
Restricted income funds (Note 27)			-	14,383		14,383	19,770
Unrestricted funds		20,729			-	20,729	20,014
Unrestricted designated			4,059			4,059	4,835
Revaluation reserve						-	
<b>Total funds</b>		20,729	4,059	14,383	-	39,171	44,619

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

Signature	Print Name	Date of approval dd/mm/yyyy
	J. Brook	30/9/25
	C. Towler	1/10/25

**Neighbourhood Action in Farnley, New Farnley & Moor Top**  
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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 £
<b>Donations and legacies:</b>	Donations and gifts	296	-			296	881
	Gift Aid					-	
	Legacies					-	
	General grants provided by government/other charities	58,907	780	5,068		64,755	60,004
	Membership subscriptions and sponsorships which are in substance donations	700				700	500
	Donated goods, facilities and services					-	
	Other					-	
<b>Total</b>		<b>59,904</b>	<b>780</b>	<b>5,068</b>	<b>-</b>	<b>65,752</b>	<b>61385</b>
<b>Charitable activities:</b>	Coffe Morning	-	-			-	10
	Farnley gentle exercise	382	-	1,114		1,496	1,203
	Friendly Friday	-	-	1,594		1,594	1,782
	Fundraising/events	312	20			332	947
	Minibus	434	-			434	479
	New Farnley gentle exercise	1,114	-			1,114	815
	Singing group	218				218	
	Trips	-	463			463	565
<b>Total</b>		<b>2,460</b>	<b>483</b>	<b>2,708</b>	<b>-</b>	<b>5,651</b>	<b>5,801</b>
<b>Other:</b>	Bank interest	161				161	289
	Gain on disposal of a tangible fixed asset held for charity's own use					-	
	Gain on disposal of a programme related investment					-	
	Royalties from the exploitation of intellectual property rights					-	
	Other	90				90	-
	<b>Total</b>	<b>251</b>		<b>-</b>	<b>-</b>	<b>251</b>	<b>289</b>
<b>TOTAL INCOME</b>		<b>62,615</b>	<b>1,263</b>	<b>7,776</b>	<b>-</b>	<b>71,654</b>	<b>67,475</b>

# **Neighbourhood Action in Farnley, New Farnley & Moor Top** **Income and Expenditure Accounts for the year ended 31<sup>st</sup> March 2025**

Note 6

## Expenditure

Analysis of expenditure		Unrestricted funds	Unrestricted designated	Restricted income funds	Endowment funds	Total funds £	Prior year (restated) £
<b>Expenditure on raising funds:</b>	Incurred seeking donations	-				-	-
	Incurred seeking legacies					-	
	Incurred seeking grants					-	
	Rent collection, property repairs and maintenance charges	5,508				5,508	5,699
						-	
<b>Total expenditure on raising funds</b>		5,508		-	-	5,508	5,699
<b>Expenditure on charitable activities</b>	Accountancy fees	550				550	550
	Activities expenses	-	-			-	266
	Annual return	180				180	125
	Bank charges	60				60	62
	Employment costs	310				310	118
	Entertainment costs	800	-	30		830	400
	Equipment expensed	1,280	-	222		1,502	1,231
	Friendly friday	-	-			-	11
	Food	451	4	1,107		1,563	1,954
	Hall hire	1,455	-	2,520		3,975	4,958
	Independent examination	425				425	300
	Instructor fees	1,290		1,230		2,520	2,820
	Insurance	550				550	544
	Light and heat	1,507				1,507	2,201
	Mileage expenses	44				44	42
	Minibus costs	56	-			56	193
	Office expenses	118				118	110
	Payroll costs	450				450	432
	Pension contributions	-				-	126
	Printing, postage & stationery	1,458		1		1,459	2,151
	Prizes	5	-	10		15	39
	Refreshments	82	-			82	50
	Staff cost	-	-			-	42
	Subscriptions	40	-	-		40	207
	Subsistence	195	42			237	192
	Telephone & Internet	2,170	-	-		2,170	4,298
	Transport	407	730			1,137	1,027
	Staff training	45	-			45	144
	Staff travel	300	-	6		306	415
	Voluntary Action Leeds membership fees	-				-	25
	Volunteers expenses	92	-			92	144
	Volunteers travel	33	-	261		294	225
	Wages	50,676	-	-		50,676	49,757
	Water	388				388	750
	<b>Total expenditure on charitable activities</b>	65,417	776	5,387	-	71,580	75,909
<b>Other</b>	Other	14				14	-
		-				-	
		-				-	
	<b>Total other expenditure</b>	14	-	-	-	14	-
<b>TOTAL EXPENDITURE</b>		70,939	776	5,387	-	77,102	81,608



**Neighbourhood Action in Farnley, New Farnley & Moor Top**  
**Income and Expenditure Accounts for the year ended 31<sup>st</sup> March 2025**

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>				
			<b>This year</b>	<b>Last year</b>
			<b>£</b>	<b>£</b>
Independent examiner's fees			425	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	2,085	1,855	-	-
Taxation and social security	-	-		
Other creditors	-	-		
<b>Total</b>	<b>2,085</b>	<b>1,855</b>	<b>-</b>	<b>-</b>

**Note 24 Cash at bank and in hand**

	<b>This year</b> <b>£</b>	<b>Last year</b> <b>(restated)</b> <b>£</b>
Short term cash investments (less than 3 months maturity date)	-	-
Bank savings account	26,895	26,782
Bank current account	14,236	19,549
Cash in hand	125	143
<b>Total</b>	<b>41,256</b>	<b>46,474</b>