

Richmond Hill Elderly Action Limited

Charity number 1114792

A company limited by guarantee number 05738091

Annual Report and Financial Statements for the year ended 31 March 2022

Richmond Hill Elderly Action Limited

Annual Report and Financial Statements

for the year ended 31 March 2022

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Richmond Hill Elderly Action Limited

Trustees' report for the year ended 31 March 2022

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:

Name	Position	Dates
Father Darren Percival	Chair	
Mr Roger Shooter	Treasurer	
Mr David Wharton		Resigned 09/11/21
Ms Pam Walker		
Mrs Frances Brett		
Cllr. Asghar Khan	Co-opted	
Cllr. Denise Ragan	Co-opted	
Mr Andrew Milburn		Appointed 09/11/21
Miss Bernie Gahan		Appointed 09/11/21

Key personnel	Position
Darrell Xavier	Project Manager

Charity number 1114792 Registered in England and Wales

Company number 05738091 Registered in England and Wales

Registered and principal address

Richmond Hill Community Centre
Long Close Lane
Leeds
LS9 8NP

Bankers

Virgin Bank	Hodge Bank	Cambridge & Counties Bank
329 Harehills Lane	One Central Square	Charnwood Court
Leeds	Cardiff	5B New Walk
LS9 8NP	CF10 1FS	Leicester LE1 6TE

Independent examiner

Claire Welling

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 10 March 2006. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Richmond Hill Elderly Action Limited

Trustees' report (continued) for the year ended 31 March 2022

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.

Objectives and activities

The charity's objects

1. To promote the welfare of elderly residents of the Richmond Hill area of Leeds and surrounding areas, in any manner which now or in the future may be deemed to be charitable in law.
2. To relieve poverty and to promote good health amongst elderly, disabled and otherwise disadvantaged people, and their carers, in the Richmond Hill area of Leeds and surrounding areas.
3. To advance the education of the public with particular reference to the financial, health, housing and welfare entitlements and the needs in relation to fuel, heat and light, of elderly, disabled and otherwise disadvantaged people.
4. To further any other charitable purpose or purposes.

The charity's main activities

RHEA provides social opportunities and a range of support services for people aged 55 and over to enable independence, to live well at home, to tackle isolation, and to promote physical and mental wellbeing.

RHEA provides 11 different activities every week; from healthy lunch clubs to dance classes, exercise, social groups, dementia friendly groups, men's activities and more, all to promote community cohesion and reduce any feelings of isolation and loneliness.

A lot of work is done around one-to-one support, working with people who need advice, practical support and with people who are facing difficult times or are in crisis.

Throughout the year RHEA hosts on average 25 one-off events which are designed to bring the community together, to celebrate special occasions or campaign on issues that involve older people.

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 wellbeing of older people.

Achievements and performance

This accounting period coincides with the nationwide lockdown that came into force as the Coronavirus pandemic took hold.

Although we were approaching the end of national lockdown rules, RHEA's main work was around keeping people well and safe through working with these people in their own homes. Rules around staying in and having certain "bubbles" were getting easier which allowed this work to amplify.

As people were preparing for a potential end to lockdown, it was also time to get the community centre ready for a planned reopening to the public on Monday 26th July 2021.

Much of the work that came with reopening was supporting people who, bearing in mind they had been told to shield for two years, were anxious about going out and had very real life changing events to deal with.

Financial review

The surplus for the year was £30,689, made up of net income of £14,889 on unrestricted funds and net income of £15,800 on restricted funds.

These figures are stated after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £243,282.

The policy is to hold a minimum of six month's running costs to cover future funding uncertainties. The trustees approved a budget deficit for 2022/23, which would reduce the free reserve to around £190,000. With inflation running high, the reserve is likely to fall further in 2023/24.

Richmond Hill Elderly Action Limited

Trustees' report (continued) for the year ended 31 March 2022

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.

Signed on behalf of the board of trustees:

Signed *Roger Shooter*

Name ROGER SHOOTER

DatE 30/11/22

Richmond Hill Elderly Action Limited

Independent examiner's report to the trustees of Richmond Hill Elderly Action Limited

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2022, which are set out on pages 6 to 13.

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;
- 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.

Signed: Simon Bostrom

Date: 02/12/22

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Richmond Hill Elderly Action Limited
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Income from:					
Charitable activities	(2)	142,990	58,164	201,154	179,987
Investments		4,211	-	4,211	1,130
Total income		<u>147,201</u>	<u>58,164</u>	<u>205,365</u>	<u>181,117</u>
 Expenditure on charitable activities:					
Salaries and NI	(3)	106,119	27,417	133,536	145,163
Premises and office costs		6,233	2,388	8,621	5,095
Recruitment, training and other staff costs		127	-	127	318
Resources and other project costs		11,905	12,559	24,464	13,252
Independent examination		800	-	800	800
Legal and professional costs		2,021	-	2,021	5,976
Depreciation		5,107	-	5,107	6,467
Total expenditure		<u>132,312</u>	<u>42,364</u>	<u>174,676</u>	<u>177,071</u>
Net income / (expenditure)		<u>14,889</u>	<u>15,800</u>	<u>30,689</u>	<u>4,046</u>
Transfers between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>14,889</u>	<u>15,800</u>	<u>30,689</u>	<u>4,046</u>
 Fund balances brought forward		<u>242,014</u>	<u>31,331</u>	<u>273,345</u>	<u>269,299</u>
Fund balances carried forward	(4)	<u>256,903</u>	<u>47,131</u>	<u>304,034</u>	<u>273,345</u>

All incoming resources and resources expended derive from continuing activities.

Richmond Hill Elderly Action Limited

Balance sheet

as at 31 March 2022

		2022	2022	2022	2021
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	13,621	-	13,621	18,728
Total fixed assets		<u>13,621</u>	<u>-</u>	<u>13,621</u>	<u>18,728</u>
Current assets					
Debtors and prepayments	(6)	153	500	653	963
Cash at bank and in hand	(7)	249,645	47,201	296,846	257,573
Total current assets		<u>249,798</u>	<u>47,701</u>	<u>297,499</u>	<u>258,536</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	6,516	570	7,086	3,919
Total current liabilities		<u>6,516</u>	<u>570</u>	<u>7,086</u>	<u>3,919</u>
Net current assets / (liabilities)		<u>243,282</u>	<u>47,131</u>	<u>290,413</u>	<u>254,617</u>
Total assets less current liabilities		<u>256,903</u>	<u>47,131</u>	<u>304,034</u>	<u>273,345</u>
Net assets		<u>256,903</u>	<u>47,131</u>	<u>304,034</u>	<u>273,345</u>
Funds					
Unrestricted funds	(12)	256,903	-	256,903	242,014
Restricted funds		-	47,131	47,131	31,331
Total funds		<u>256,903</u>	<u>47,131</u>	<u>304,034</u>	<u>273,345</u>

For the year ending 31 March 2022 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 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 2015).

The financial statements were approved by the board of trustees on

Date: 30/11/22

Signed: *Roger Shooter*

(Trustee)

Name ROGER SHOOTER

Richmond Hill Elderly Action Limited

Notes to the accounts

for the year ended 31 March 2022

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 2015) and with the Charities Act 2011.

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

As a consequence, 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, 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.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

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.

Richmond Hill Elderly Action Limited

Notes to the accounts

for the year ended 31 March 2022

1 Accounting policies continued

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Computers and equipment: 33% straight line

Motor vehicles: 15% straight line

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.

Richmond Hill Elderly Action Limited
Notes to the accounts continued
for the year ended 31 March 2022

2 Income from charitable activities	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Burmanofts Senior Action	4,000		4,000	-
Forum Central			-	1,500
Groundwork			-	500
HMRC (CJRS grant)	670	-	670	1,326
Leeds Benevolent Society For Single Ladies	-	20,000	20,000	-
Leeds City Council	121,654	34,439	156,093	164,169
Leeds Community Foundation	-	3,175	3,175	3,825
Leeds Mencap			-	400
Leeds Older People's Forum	-	550	550	4,760
Voluntary Action Leeds	1,801		1,801	-
Events proceeds	893		893	-
Income from activities	7,463		7,463	546
Donations	849	-	849	2,961
Staff secondment	5,357	-	5,357	-
Other income	303	-	303	-
	<u>142,990</u>	<u>58,164</u>	<u>201,154</u>	<u>179,987</u>

3 Staff costs and numbers	2022	2021
	£	£
Gross salaries	121,058	131,072
Social security costs	8,848	9,729
Employment allowance	(4,000)	(4,000)
Pensions	7,630	8,362
	<u>133,536</u>	<u>145,163</u>

The average number employees during the year was 8, being an average of 4.7 full time equivalent (2021: 8, 5.2 FTE).

There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2022	2021
	£	£
Costs of the scheme to the charity for the year	7,630	8,362

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Computer group	1,128	-	1,128	-	-
Covid-19 grant	2,807	-	71	-	2,736
Digital Project	2,400	550	2,950	-	-
Exercise in Disguise	7,518	-	4,014	-	3,504
Food Bank	2,476	-	2,476	-	-
Innovation Fund	-	4,439	349	-	4,090
Leeds Benevolent Society	-	20,000	-	-	20,000
Lunch Clubs	1,538	3,175	4,713	-	-
SWIFt	12,798	30,000	25,997	-	16,801
Winter Monies	666	-	666	-	-
	<u>31,331</u>	<u>58,164</u>	<u>42,364</u>	<u>-</u>	<u>47,131</u>

Richmond Hill Elderly Action Limited

Notes to the accounts continued

for the year ended 31 March 2022

4 Restricted funds continued

Fund name	Purpose of restriction
Computer group	To improve computer facilities and provide support to beneficiaries
Covid-19 grant	This is funding to help with the acquisition of IT equipment for members.
Digital Project	This is funding to run classes to improve IT skills.
Exercise in Disguise	To run classes in gentle exercise, dance and movement
Food Bank	This was a donation from the Rotary Club to provide for older people during the coronavirus crisis
Lunch Clubs	To set up and provide a befriending service.
SWIFt	This is a project to support wellbeing and independence amongst frail people. The transfer between funds is in respect of a management fee.
Winter Monies	To run activities over the winter months

5 Tangible assets

	Motor vehicles	Office equipment	Total
<u>Cost</u>	£	£	£
At 1 April 2021	34,049	4,078	38,127
At 31 March 2022	34,049	4,078	38,127
<u>Depreciation</u>			
At 1 April 2021	15,321	4,078	19,399
Charge for year	5,107	-	5,107
At 31 March 2022	20,428	4,078	24,506
<u>Net book value</u>			
At 31 March 2022	13,621	-	13,621
At 31 March 2022	18,728	-	18,728

6 Debtors and prepayments

	2022	2021
	£	£
Prepayments and accrued income	653	963
	<u>653</u>	<u>963</u>

7 Cash at bank and in hand

	2022	2021
	£	£
Virgin Bank	84,810	67,907
Yorkshire Bank Deposit Account	-	40,702
Cambridge and Counties Building Society	91,672	88,108
Julian Hodge Bank	60,360	60,428
United Trust Bank	60,000	-
Petty cash	4	428
	<u>296,846</u>	<u>257,573</u>

8 Creditors and accruals

	2022	2021
	£	£
Other creditors and accruals	6,136	2,969
Deferred income	950	950
	<u>7,086</u>	<u>3,919</u>

Richmond Hill Elderly Action Limited
Notes to the accounts continued
for the year ended 31 March 2022

9 Trustee expenses

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

10 Trustee remuneration and benefits

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

11 Related party transactions

Key management personnel

The key management personnel of the charity comprises the Project Manager only. The total employee benefits of the key management personnel of the charity were £35,897 (2020: £31,639).

There were no other related party transactions during this year or the previous year.

12 Analysis of movement in unrestricted funds

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	As at 31 March 2022 £
General fund	223,286	147,201	127,205	-	243,282
Minibus fund	18,728	-	5,107	-	13,621
	<u>242,014</u>	<u>147,201</u>	<u>132,312</u>	<u>-</u>	<u>256,903</u>

Name of **Description, nature and purposes of the fund**

General fund	The free reserves after allowing for all designated funds.
Minibus fund	This amount relates to the net book value of the minibus

13 Analysis of net assets between funds

	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed	-	13,621	-	13,621
Net current	243,282	-	47,131	290,413
Total	<u>243,282</u>	<u>13,621</u>	<u>47,131</u>	<u>304,034</u>

Richmond Hill Elderly Action Limited

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2022

	2022 Unrestricted funds £	2021 Unrestricted funds £	2022 Restricted funds £	2021 Restricted funds £	2022 Total funds £	2021 Total funds £
Income						
Charitable activities	142,990	134,471	58,164	45,516	201,154	179,987
Investments	4,211	1,130	-	-	4,211	1,130
Total income	<u>147,201</u>	<u>135,601</u>	<u>58,164</u>	<u>45,516</u>	<u>205,365</u>	<u>181,117</u>
Expenditure						
Salaries and NI	106,119	120,751	27,417	24,412	133,536	145,163
Premises and office costs	6,233	3,357	2,388	1,738	8,621	5,095
Recruitment, training and other staff	127	156	-	162	127	318
Resources and other project costs	11,905	5,904	12,559	7,348	24,464	13,252
Independent examination	800	800	-	-	800	800
Legal and professional costs	2,021	5,976	-	-	2,021	5,976
Depreciation	5,107	6,467	-	-	5,107	6,467
Total expenditure	<u>132,312</u>	<u>143,411</u>	<u>42,364</u>	<u>33,660</u>	<u>174,676</u>	<u>177,071</u>
Net income / (expenditure)	<u>14,889</u>	<u>(7,810)</u>	<u>15,800</u>	<u>11,856</u>	<u>30,689</u>	<u>4,046</u>
Transfers between funds	<u>-</u>	<u>4,160</u>	<u>-</u>	<u>(4,160)</u>	<u>-</u>	<u>-</u>
Net movement in funds	<u>14,889</u>	<u>(3,650)</u>	<u>15,800</u>	<u>7,696</u>	<u>30,689</u>	<u>4,046</u>
Fund balances brought forward	<u>242,014</u>	<u>245,664</u>	<u>31,331</u>	<u>23,635</u>	<u>273,345</u>	<u>269,299</u>
Fund balances carried forward	<u>256,903</u>	<u>242,014</u>	<u>47,131</u>	<u>31,331</u>	<u>304,034</u>	<u>273,345</u>