

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 2025

Richmond Hill Elderly Action Limited

Annual Report and Financial Statements

for the year ended 31 March 2025

Contents	Page
Trustees' report	2 to 5
Examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the accounts	9 to 14

Richmond Hill Elderly Action Limited

Trustees' report for the year ended 31 March 2025

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	Resigned June 2025
Mr Roger Shooter	Treasurer	
Ms Pam Walker		
Mrs Frances Brett		
Cllr. Asghar Khan	Co-opted	
Mr Andrew Milburn		
Miss Bernie Gahan		
Mr Nicholas Clements	Chair	From June 2025

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	United Trust Bank	Cambridge & Counties Bank
94-96 Briggate	One Ropemaker Street	Charnwood Court
Leeds	London	5B New Walk
LS1 6NP	EC2Y 9AW	Leicester LE1 6TE

Independent examiner

Simon Bostron

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 2025

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.

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 financial year was another successful one, but it started with the loss of two staff members through redundancy. After a lot of consideration, forward planning and funding analysis, trustees and management had to make these redundancies to secure RHEA's financial future.

In going from a team of 8 staff to a team of 6, RHEA began looking in April at service delivery and what levels could be maintained against this new capacity. Trustees are pleased to report that only one of our daily activities had to unfortunately end which was run by one of the now redundant roles. Every effort was made to contact the attendees and offer alternatives.

Every other service level was maintained with the phone line still being staffed, all requests for home visits met, no closures due to lower staffing levels etc which is testament to the staff and volunteers who absorbed and responded to the change.

In the 2024/2025 financial year, RHEA:

- Was open to members and the public every single working day of the year.
- 455 people dropped into the community centre to ask a question or get advice whether they were RHEA members or members of the public.
- 136 spaces created on average every week at our daily activities: that's 6,800 a year.
- 511 visits made to people at home to talk in privately and confidentially and to offer support around a variety of issues.
- 144 return trips made using RHEA's accessible minibus to collect people from their door and take them home again with physical and practical support for those who need it.
- 32 different one-off events were hosted throughout the year from celebrations to awareness days which attracted 629 people.
- Approximately 2750 hot, fresh meals were served as part of our lunch club offer.
- 9 people were supported to source, apply for and secure better suited accommodation.
- Volunteers generously gave 2260 hours of their time to support with running of activities, acting as a trustee, befriending, buddying and more.
- Free legal advice was given to 10 different people from a supporting law firm.

Richmond Hill Elderly Action Limited

Trustees' report (continued) for the year ended 31 March 2025

Achievements and performance (continued)

We also continued strong partnerships with Leeds City Council, Adult Social Care, the Community Anchor, Leeds Safeguarding Adults Board and Leeds Older People. Our funders are a big part of our partnership work and we were fortunate to welcome new funding organisations this year, welcoming McCarthy Stone, Garfield Weston and The Charles and Elsie Sykes Trust as new supporters of our work.

Financial review

The deficit for the year was £45,082, made up of net expenditure of £45,242 on unrestricted funds and a net surplus of £160 on restricted funds.

Reserves policy

Reserves are made up of total unrestricted funds less fixed assets. The total of reserves at 31/03/25 was £161,312. This total includes £25,494 which has been put aside to cover future costs of running the minibus, costs not covered by future income streams. This leaves a net free reserve of £135,818.

The policy is to hold a minimum of six month's running costs to cover future funding uncertainties. At the current level of spending the reserve equates to approximately 6 months, and the aim is to maintain the reserve at this level.

Plans for the future

The most obvious and most important plan is to keep RHEA financially sound which we have started by streamlining our expenditure whilst seeking new funding sources for any new service we might establish.

The Community Greengrocer and employment of a new part time support role are ideas that trustees and management have discussed at length before but won't be implemented with the full costs being covered by a new funder. Funding from Reaching Communities enters its third and final year so we will be looking to reapply to them to keep the role going with full costs recovered and may also include an additional Project Support role into the application. We also need to, and have been trying to, employ a cook for the various lunch clubs that we offer as the responsibility is currently falling on other staff and taking away from their roles which is counterproductive. Trustees would also welcome the recruitment of additional trustees to encourage new insight and support, and to balance out responsibilities.

As we enter the penultimate year of our main contract with Adult Social Care, there will be a lot of work around making sure that we are in the strongest position possible to write and submit a winning application that will go a long way in securing the future of older people's services across Richmond Hill.

Richmond Hill Elderly Action Limited

Trustees' report (continued) for the year ended 31 March 2025

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:

Name ROGER SHOOTER

Date: 19/11/25

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 2025, which are set out on pages 7 to 14.

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.

Signed: Simon Bostrom

Date: 26/11/25

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 2025

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Income from:					
Charitable activities	(2)	149,030	65,858	214,888	184,304
Investments		11,652	-	11,652	8,569
Total income		<u>160,682</u>	<u>65,858</u>	<u>226,540</u>	<u>192,873</u>
Expenditure on charitable activities:					
Salaries and NI	(3)	165,499	34,537	200,036	185,740
Premises and office costs		6,907	3,541	10,448	11,634
Recruitment, training and other staff costs		48	-	48	708
Resources and other project costs		29,254	27,620	56,874	43,691
Independent examination		810	-	810	880
Legal and professional costs		-	-	-	-
Depreciation		3,406	-	3,406	5,108
Total expenditure		<u>205,924</u>	<u>65,698</u>	<u>271,622</u>	<u>247,761</u>
Net income / (expenditure)		<u>(45,242)</u>	<u>160</u>	<u>(45,082)</u>	<u>(54,888)</u>
Transfers between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(45,242)</u>	<u>160</u>	<u>(45,082)</u>	<u>(54,888)</u>
Fund balances brought forward		<u>206,554</u>	<u>21,161</u>	<u>227,715</u>	<u>282,603</u>
Fund balances carried forward	(4)	<u>161,312</u>	<u>21,321</u>	<u>182,633</u>	<u>227,715</u>

All incoming resources and resources expended derive from continuing activities.

Richmond Hill Elderly Action Limited

Balance sheet

as at 31 March 2025

		2025	2025	2025	2024
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	-	-	-	3,406
Total fixed assets		-	-	-	3,406
Current assets					
Debtors and prepayments	(6)	1,129	-	1,129	1,913
Cash at bank and in hand	(7)	164,984	21,771	186,755	231,480
Total current assets		166,113	21,771	187,884	233,393
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	4,801	450	5,251	9,084
Total current liabilities		4,801	450	5,251	9,084
Net current assets / (liabilities)		161,312	21,321	182,633	224,309
Total assets less current liabilities		161,312	21,321	182,633	227,715
Net assets		161,312	21,321	182,633	227,715
Funds					
Unrestricted funds	(12)	161,312	-	161,312	206,554
Restricted funds		-	21,321	21,321	21,161
Total funds		161,312	21,321	182,633	227,715

For the year ending 31 March 2025 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 19/11/25

Date: 19/11/25

(Trustee)

Name ... Roger Shooter

Richmond Hill Elderly Action Limited

Notes to the accounts

for the year ended 31 March 2025

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 2025

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.

Redundancy and termination costs

Redundancy and termination costs are recognised as an expense in the Statement of Financial Activities and a liability on the Balance Sheet immediately at the point the charity is demonstrably committed to either: terminate the employment of an employee or group of employees before normal retirement date; or provide termination benefits as a result of an offer made in order to encourage voluntary redundancy. The charity is considered to be demonstrably committed only when it has a detailed formal plan for the termination and is without realistic possibility of withdrawal from the plan.

Richmond Hill Elderly Action Limited

Notes to the accounts continued

for the year ended 31 March 2025

2 Income from charitable activities	2025	2025	2025	2024
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Arnold Clark	2,000	-	2,000	-
Charles & Elsie Sykes Trust	-	2,500	2,500	-
Leeds Benevolent Society	-	20,000	20,000	-
Leeds City Council	106,001	984	106,985	112,382
Leeds Community Foundation	-	5,508	5,508	5,562
Leeds Older People's Forum	-	-	-	14,017
McCarthy Stone Foundation	7,500	-	7,500	-
National Lottery Community Fund	-	10,665	10,665	10,666
Space 2	-	-	-	-
Voluntary Action Leeds	-	24,201	24,201	13,300
Windmill	-	2,000	2,000	2,000
Events proceeds	1,239	-	1,239	741
Income from activities	29,790	-	29,790	24,240
Donations	1,309	-	1,309	726
Other income	1,191	-	1,191	670
	<u>149,030</u>	<u>65,858</u>	<u>214,888</u>	<u>184,304</u>

3 Staff costs and numbers	2025	2024
	£	£
Gross salaries	172,412	166,302
Social security costs	13,617	12,834
Employment allowance	(5,000)	(5,000)
Pensions	12,571	11,604
Redundancy pay	6,436	-
	<u>200,036</u>	<u>185,740</u>

The average number employees during the year was 9, being an average of 5.7 full time equivalent (2024: 9, 5.8 FTE).

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

Defined contribution pension scheme	2025	2024
	£	£
Costs of the scheme to the charity for the year	6,436	-

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Exercise in Disguise	7,439	2,500	4,072	-	5,867
Household Support Fund	11,781	17,400	16,067	-	13,114
Innovation Fund	1,331	-	1,331	-	-
Leeds Benevolent Society	-	20,000	20,000	-	-
Lunch Clubs	-	2,508	2,508	-	-
Mice	103	-	103	-	-
Minibus Driver	507	10,665	11,172	-	-
Stay Well This Winter	-	3,000	3,000	-	-
Trips	-	2,984	2,000	-	984
Welcome Spaces	-	6,801	5,445	-	1,356
	<u>21,161</u>	<u>65,858</u>	<u>65,698</u>	<u>-</u>	<u>21,321</u>

Richmond Hill Elderly Action Limited

Notes to the accounts continued

for the year ended 31 March 2025

4 Restricted funds continued

Fund name	Purpose of restriction
Exercise in Disguise	To support the exercise in disguise class.
Household Support Fund	To support families at the highest risk from increased living expenses.
Innovation Fund	This fund enables us to provide resources for the members we are supporting.
Leeds Benevolent Society	To fund the Wellbeing Worker post.
Lunch Clubs	To set up and provide a befriending service.
Mice	The Mice grants support the cost of events.
Minibus Driver	This is a project to support wellbeing and independence amongst frail people.
Stay Well This Winter	To run activities over the winter months.
Welcome Spaces	This was a contribution from Windmill Community Transport towards the cost of trips.

5 Tangible assets

	Motor vehicles	Office equipment	Total
<u>Cost</u>	£	£	£
At 1 April 2024	34,049	4,078	38,127
At 31 March 2025	34,049	4,078	38,127
<u>Depreciation</u>			
At 1 April 2024	30,643	4,078	34,721
Charge for year	3,406	-	3,406
At 31 March 2025	34,049	4,078	38,127
<u>Net book value</u>			
At 31 March 2025	-	-	-
At 31 March 2024	3,406	-	3,406

6 Debtors and prepayments

	2025	2024
	£	£
Prepayments and accrued income	1,129	1,913
	<u>1,129</u>	<u>1,913</u>

7 Cash at bank and in hand

	2025	2024
	£	£
Virgin Bank	26,696	22,295
Cambridge and Counties Building Society	101,566	97,088
United Trust Bank	57,845	111,631
Equals prepaid card	505	434
Petty cash	143	32
	<u>186,755</u>	<u>231,480</u>

Richmond Hill Elderly Action Limited

Notes to the accounts continued

for the year ended 31 March 2025

8 Creditors and accruals	2025	2024
	£	£
Other creditors and accruals	5,251	9,084
Deferred income	-	-
	<u>5,251</u>	<u>9,084</u>

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 £39,460 (2024: £36,554).

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 2024	Income	Expenditure	Transfers	As at 31 March 2025
	£	£	£	£	£
General fund	173,148	160,682	198,012	-	135,818
Tangible fixed assets	3,406	-	3,406	-	-
Minibus fund	30,000	-	4,506	-	25,494
	<u>206,554</u>	<u>160,682</u>	<u>205,924</u>	<u>-</u>	<u>161,312</u>

Name of Description, nature and purposes of the fund

General fund	The free reserves after allowing for all designated funds.
Tangible fixed assets	This amount relates to the net book value of the minibus
Minibus fund	£30,000 has been designated to secure the adapted transport service for the future.

13 Analysis of net assets between funds

	General fund	Designated funds	Restricted funds	Total
	£	£	£	£
Tangible fixed assets	-	-	-	-
Net current assets/(liabilities)	135,818	25,494	21,321	182,633
Total	<u>135,818</u>	<u>25,494</u>	<u>21,321</u>	<u>182,633</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 2025

	2025 Unrestricted funds £	2024 Unrestricted funds £	2025 Restricted funds £	2024 Restricted funds £	2025 Total funds £	2024 Total funds £
Income						
Charitable activities	149,030	138,096	65,858	46,208	214,888	184,304
Investments	11,652	8,569	-	-	11,652	8,569
Total income	160,682	146,665	65,858	46,208	226,540	192,873
Expenditure						
Salaries and NI	165,499	147,343	34,537	38,397	200,036	185,740
Premises and office costs	6,907	11,406	3,541	228	10,448	11,634
Recruitment, training, other staff costs	48	558	-	150	48	708
Resources and other project costs	29,254	26,743	27,620	16,948	56,874	43,691
Independent examination	810	880	-	-	810	880
Legal and professional costs	-	-	-	-	-	-
Depreciation	3,406	5,108	-	-	3,406	5,108
Total expenditure	205,924	192,038	65,698	55,723	271,622	247,761
Net income / (expenditure)	(45,242)	(45,373)	160	(9,515)	(45,082)	(54,888)
Transfers between funds	-	-	-	-	-	-
Net movement in funds	(45,242)	(45,373)	160	(9,515)	(45,082)	(54,888)
Fund balances brought forward	206,554	251,927	21,161	30,676	227,715	282,603
Fund balances carried forward	161,312	206,554	21,321	21,161	182,633	227,715