

COMPANY REGISTRATION NUMBER 5819387

LEEDS LUTHERAN CHURCH HOUSE TRUST

COMPANY LIMITED BY GUARANTEE

UNAUDITED FINANCIAL STATEMENTS

31 MAY 2024

Charity Number 1117471

**LEEDS LUTHERAN CHURCH HOUSE TRUST
(A COMPANY LIMITED BY GUARANTEE)**

**FINANCIAL STATEMENTS
YEAR ENDED 31 MAY 2024**

**COMPANY REGISTRATION NUMBER: 5819387
REGISTERED CHARITY NUMBER: 1117471**

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LEEDS LUTHERAN CHURCH HOUSE TRUST
(A COMPANY LIMITED BY GUARANTEE)

MEMBERS OF THE BOARD

Registered charity name	Leeds Lutheran Church House Trust
Charity number	1117471
Company registration number	5819387
Principal office	9 Alma Road Leeds West Yorkshire LS6 2AH
Registered office	9 Alma Road Leeds West Yorkshire LS6 2AH
Trustees	Rev J Nelson Mrs C Scott Rt Rev W A Jagucki Rev M Hardy (until 18 th of January 2024) Mrs B Lockwood
Secretary	Rev J Nelson (until 28 th of January 2024) Mrs B Lockwood (from 28 th of January 2024)

LEEDS LUTHERAN CHURCH HOUSE TRUST

(A COMPANY LIMITED BY GUARANTEE)

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MAY 2024

The trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 May 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Reference and administrative details are shown in the schedule of members of the board on page 1 of the financial statements.

THE TRUSTEES

The trustees who served the company during the period were as follows:

Rev J Nelson
Rev M Hardy (until 18th of January 2024)
Rt Rev W A Jagucki
Mrs B Lockwood
Mrs C Scott

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 17th May 2006 and registered as a charity on 5th January 2007. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and Appointment of Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Executive Committee. The Executive Committee consists of at least three and not more than six individuals, all of whom must be members. The Executive Committee must include at least one representative from the German Evangelical Lutheran Church and two representatives from St Luke's Lutheran Church.

Under the requirements of the Memorandum and Articles of Association one third (or the number nearest one third) of the Executive Committee must retire at each AGM, those longest in office retiring first and the choice between any of equal service being made by drawing lots. A retiring member of the Executive Committee who remains qualified may be reappointed and after serving for a continuous period of six years would normally be expected to stand down for at least one year before standing again.

The trustees retiring and offering themselves for re-election are: Mrs C Scott, Rev J Nelson

All members of the Executive Committee give their time voluntarily and received no benefits from the charity.

LEEDS LUTHERAN CHURCH HOUSE TRUST (A COMPANY LIMITED BY GUARANTEE)

TRUSTEES ANNUAL REPORT (*continued*)

YEAR ENDED 31 MAY 2024

Organizational Structure

The Leeds Lutheran Church House Trust has an Executive Committee of up to six members who meet at least three times a year. At present the Executive Committee has six members. An Administrator may also sit on the Executive Committee but has no voting rights.

OBJECTIVES AND ACTIVITIES

Our charity's objects as set out in the objects contained within the company's memorandum of association are:

The advancement of the Christian faith in the Lutheran tradition.

The focus of our work

Our main objective for the year continued to be the advancement of the Christian faith in the Lutheran tradition. The strategies we used to meet this objective included:

Maintaining compliance with the requirements of running a House in Multiple Occupation.

General improvements of the property (9 Alma Road), the charity's main income source.

Promoting fellowship and co-operation in education, study and worship among Lutherans.

Providing services of worship, religious teaching, facilities or services to allow believers to practice their Lutheran faith or follow its doctrines.

How our activities deliver public benefit

Who used or benefited from our services?

The facilities provided to the various congregations are available to all members of the public who wish to worship within the Christian faith in general and the Lutheran tradition in particular.

The usual activities of the charity include the provision of premises (church) for worship; meeting rooms for the congregations and other local groups.

ACHIEVEMENTS AND PERFORMANCE

The charity ensured that its property was regularly cleaned, maintained and kept in good repair. The contract for the regular maintenance of the firefighting equipment continues.

The charity has provided a place of worship to the two lead congregations, in addition to providing related services e.g. office and social facilities.

LEEDS LUTHERAN CHURCH HOUSE TRUST (A COMPANY LIMITED BY GUARANTEE)

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MAY 2024

FINANCIAL REVIEW

Against a backdrop of limited resources and insecurities over income, it has continued to be difficult to plan or develop our activities.

Principal Funding Sources

The principal funding source for the charity is currently the rental income from a maximum number of four rooms let on Assured Shorthold Tenancies.

Investment Policy

Aside from retaining prudent amount in reserves each year, most of the charity's funds are to be spent in the short term so there are no funds for long term investment.

Reserves Policy

The trustees have examined the charity's requirements for reserves in the light of the main risks to the organisation and aim to have reserves of unrestricted funds not committed or invested in tangible fixed assets equivalent to 12 months of expenditure. The reserves are needed to meet the working capital requirements of the charity and the Trustees are confident that at this level they would be able to continue current activities of the charity in the event of a significant drop in income.

RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also directors of the Leeds Lutheran Church House Trust for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law the Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;

- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

**LEEDS LUTHERAN CHURCH HOUSE TRUST
(A COMPANY LIMITED BY GUARANTEE)**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MAY 2024

RESPONSIBILITIES OF THE TRUSTEES *(continued)*

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006 and the Charities Act 2011. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Registered office:
9 Alma Road
Headingley
Leeds
LS6 2AH

Signed by order of the Trustees

B Lockwood
Company Secretary

Date

LEEDS LUTHERAN CHURCH HOUSE TRUST
(A COMPANY LIMITED BY GUARANTEE)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE
INCOME AND EXPENDITURE ACCOUNT)**

FOR THE YEAR ENDED 31 MAY 2024

	Not e	Unrestrict ed Funds £	Restrict ed Funds £	Total Funds 2024 £	Total Funds 2023 £
Income					
Voluntary income	2	6,778	-	6,778	3,250
Activities for generating funds	3	22,196	-	22,196	21,071
Total income		28,974	-	28,974	24,321
Expenditure					
Charitable Activities	4/5	(25,656)	-	(25,656)	(19,938)
Governance costs	6	(240)	-	(240)	(240)
Total expenditure		(25,896)	-	(25,896)	(20,178)
Net incoming resources for the year/net income for the year		3,078	-	3,078	4,142
Reconciliation of funds					
Total funds brought forward		39,254	406,500	445,754	441,612
Total funds carried forward		42,333	406,500	448,833	445,754

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

LEEDS LUTHERAN CHURCH HOUSE TRUST
(A COMPANY LIMITED BY GUARANTEE)

BALANCE SHEET

31 MAY 2024

	Note	2024 £	2023 £
FIXED ASSETS			
Tangible assets	9	438,773	438,347
CURRENT ASSETS			
Cash at bank		13,220	10,822
CREDITORS: Amounts falling due within one year	10	(3,160)	(3,414)
NET CURRENT ASSETS		10,060	7,407
TOTAL ASSETS LESS CURRENT LIABILITIES		448,833	445,754
CREDITORS: Amounts falling due after more than one year	11	0	0
NET ASSETS		448,833	445,754
FUNDS			
Restricted income funds	12	406,500	406,500
Unrestricted income funds		42,333	39,254
TOTAL FUNDS		448,833	445,754

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477(2), and that no member or members have requested an audit pursuant to section 476(1) of the Act.

The trustees acknowledge their responsibilities for:

- (i) ensuring that the company keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the Act relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

These financial statements were approved by the members of the committee on the **insert date** and are signed on their behalf by:

B Lockwood
Trustee
Company Registration Number: 5819387

LEEDS LUTHERAN CHURCH HOUSE TRUST
(A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MAY 2024

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), the Charities Act 2011 and the Companies Act 2006. The charity constitutes a public benefit entity as defined by FRS 102.

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the company is small.

Income

Voluntary income, including donations, gifts and legacies, are of a general nature and are recognized where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Grants in respect of income are credited to the statement of financial activities as income or carried forward as restricted fund if in respect of future costs or overheads.

Investment income is recognised on a receivable basis.

Fund accounting

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

Designated funds are unrestricted funds earmarked by the trustees for particular specific future purposes or projects.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or within the objectives of the charity.

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

Expenditure

Expenditure is recognised when a liability is incurred.

Charitable activities include expenditure associated with costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Support costs include central functions and have been allocated to an activity cost category on a basis consistent with the use of resources, e.g. allocating costs by floor areas, per capita, or by staff costs by time spent and other costs by their usage.

LEEDS LUTHERAN CHURCH HOUSE TRUST (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MAY 2024

1. ACCOUNTING POLICIES *(continued)*

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

25% Straight Line

2. VOLUNTARY INCOME

	Unrestrict ed Funds	Total Funds 2024	Total Funds 2023
Donations	£	£	£
Donations - from Finnish Saturdays Group	1,250	1,250	1,750
Donations - from Polish Lutheran Northern Trust	1,500	1,500	1,500
Donations - from Lutheran Council	3,648	3,648	0
Donations - other	380	380	0
Total	6,778	6,778	3,250

3. INCOME FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestrict ed Funds	Total Funds 2024	Total Funds 2023
	£	£	£
Rents receivable	21,586	21,586	21,071
Fundraising Activities	610	610	0

Total	22,196	22,196	21,071
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4. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestrict ed Funds	Total Funds 2024	Total Funds 2023
	£	£	£
Support costs	25,656	25,656	19,938

5. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Support costs	Total Funds 2024	Total Funds 2023
	£	£	£
Advancement of the Christian Faith in the Lutheran tradition	25,656	25,656	19,938

LEEDS LUTHERAN CHURCH HOUSE TRUST (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MAY 2024

6. GOVERNANCE COSTS

	Unrestrict ed Funds	Total Funds 2024	Total Funds 2023
	£	£	£
Accountancy fees	240	240	240

7. ANALYSIS OF SUPPORT COSTS

	2024	2023
	£	£
Staff costs	0	1,256
Rates & Water	3,020	2,911
Light & heat	7,089	8,012
Repairs & maintenance	9,274	4,029
Insurance	2,624	2,701
Internet and TV	543	750
Other administration costs	1,351	104.85
Cleaning	1,314	175
Event costs	299	0
Depreciation	142	0

TOTAL SUPPORT COSTS	25,656	19,938
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8. STAFF COSTS AND EMOLUMENTS

	2024	2023
Total staff costs were as follows:	£	£
Wages and salaries	0	1,256

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2024	2023
	No	No
Number of administrative staff	0.00	0.02
There were no employees in the year ended 31 st May 2024. The last employee was an administrator who works for 5 hours each week up to July 2023.		
1 trustee was remunerated for administrative work this year (not for the purposes of being a trustee).		
No employee received remuneration of more than £60,000 during this or last year.		

LEEDS LUTHERAN CHURCH HOUSE TRUST (A COMPANY LIMITED BY GUARANTEE)

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MAY 2024

9. TANGIBLE FIXED ASSETS

	Land and buildings	Fixtures and fittings	Total
	£	£	£
COST			
At 1 June 2023	438,347	1,740	440,087
Additions	0	568	568
Disposals	0	-568	-568
At 31 May 2024	438,347	1,740	440,087
DEPRECIATION			
At 1 June 2023	-	1,740	1,740
Charge for the year	-	142	142
Disposals		-568	-568
At 31 May 2024		1,314	1,314
NET BOOK VALUE			
At 31 May 2024	438,347	426	438,773
At 31 May 2023	438,347	-	438,347

10. CREDITORS: Amounts falling due within one year

	2023	2022
	£	£
Deferred income	2,410	2,214
Other creditors	750	1,200
	3,160	3,414

13. RESTRICTED INCOME FUNDS

	Property at 9 Alma Road, Headingley
	£
Balance as at 1 June 2023	406,500
Movement during the year	-
Balance as at 31 May 2024	406,500

The restricted income fund represents the value of the property at 9 Alma Road, Headingley, Leeds LS6 2AH. Under the terms of the gift by the Lutheran Council of Great Britain the use of this property is restricted to the charitable objects of the company. We would like to thank the Lutheran Council of Great Britain for their support in this year for the work of the Trust.

**LEEDS LUTHERAN CHURCH HOUSE TRUST
(A COMPANY LIMITED BY GUARANTEE)**

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MAY 2024**

14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets	Net current assets	Creditors due after more than one year	Total
	£	£	£	£
Restricted Income Funds				
Property at 9 Alma Road Headingley	406,500	0	0	406,500
Unrestricted Income Funds	31,847	10,486	0	42,333
Total funds	438,347	10,486	0	448,833

15. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and as such does not have share capital. In the event of winding up, each of the members and those ceasing to be members within twelve months, have undertaken to contribute towards the assets of the company for payment of debts and liabilities, such amounts as required, not exceeding £1. The number of members in the year amounted to 5.