

ILKLEY AND DISTRICT GOOD NEIGHBOURS

ANNUAL REPORT 2020 – 2021



ILKLEY AND DISTRICT GOOD NEIGHBOURS

The Management Committee present their Report and Accounts for the financial year 1 April 2020 to 31 March 2021.

Objectives and Activities

Our continuing aim is to support independent living and improve the lives of vulnerable people in the Ilkley District.

Risk Management

The Trustees have a risk management strategy which comprises;

- An annual review of the risks the charity may face
- The establishment of systems and procedures to mitigate any risks identified in the review
- The implementation of procedures designed to minimise any potential impact on the charity

A key element in the management of financial risks is the setting of a reserves policy which is regularly reviewed by trustees and the drawing up of a financial procedures document. Procedures are in place within the Good Neighbours office to ensure compliance with the health and safety of staff, volunteers and individuals from member groups.

ILKLEY AND DISTRICT GOOD NEIGHBOURS TRUSTEES 2020/2021

Penny Coulthard	Chair
Ed Duguid	Vice Chair
Jim Manson	Vice Chair
Peter Kierman	Hon Treasurer
Pamela Brunger	Hon Secretary
John Jewitt	Company Secretary
Liz Binns	
John Bray	
Anita Dunford	
Adrienne Heavisides	
Judy Hutton	
Yvonne Kierman	
Simon Settle – Co opted February 2021	

Councillor Peter Mate represented Ilkley Parish Council at meetings of the Committee

HON PRESIDENT

Brian Mann

BEFRIENDING CO-ORDINATOR

Joanna G

SHOPASSIST CO-ORDINATOR

Charlotte Atkinson

VOLUNTEER CO-ORDINATOR

Jessica Jeffrey

MOVING ON CO-ORDINATOR

Hannah Walton

CHAIR'S REPORT

This annual report covers the period April 2020 – March 2021, which has been the most extraordinary year for all of us. The Covid-19 pandemic challenged us all both personally and as a charity in so many different ways; but I think we have come out of it a stronger organisation that is even more closely embedded in the local community.

Our trustee board met physically in early March 2020 for a strategic awayday, not realising that would be the last time anyone would meet in person for more than a year. We were soon into contingency planning for what might happen and then reacting as quickly as we could as the government advice changed.

We quickly had to change the nature of the services we offer away from face to face, as demand for our help increased especially from those shielding and some volunteers themselves were shielding. Immediately our Moving On Group had to close and we switched to supporting the members through regular phone calls. Similarly, our befriending service moved to being phone-based and had increased requests as social isolation increased.

Our ShopAssist moved to change from accompanied shopping to a “shop and drop” where a volunteer called the client for their shopping list, went to the supermarket and then dropped off the shopping. This involved a time-consuming invoicing procedure to which some dedicated trustees devoted much time managing, until we could employ a staff member to manage it.

In Ilkley we were fortunate to have community leaders that quickly set up the Ilkley Corona Response group to share resources, issues and support during this period. This helped to mobilise and co-ordinate different organisations and was a great source of moral support. We were fortunate to be part of the Ilkley Corona Response line that enabled people needing help and those wishing to volunteer to register. It was amazing to see over 400 people in Ilkley coming forward to volunteer their services and help us meet the extra demand for our services. We feel fortunate to have been part of such a connected team with representatives from CAB&D, the local GPs, councillors, churches and other community groups.

Our staff have been simply amazing during the last year. They have had to continually react and change the way they operate, whilst balancing the challenges of home working, home schooling and other personal challenges. Some have also joined the organisation without being able to meet anyone in person. They have also dealt with a considerable increase in workload and helped our clients in all sorts of ways from iPad chargers, to support after bereavement and more complex situations.

Our ShopAssist co-ordinator Judith Ellis retired in October and Jess Jeffreys our volunteer co-ordinator also left us, both after incredible work during the early lockdown. Charlotte Atkinson joined us as the ShopAssist co-ordinator in November and has quickly settled in, despite not being able to meet many of our clients and volunteers. Hannah Wilson has now replaced Amy Robinson, who decided not to return after her maternity leave, as Moving On co-ordinator and is excited that the group has just been able to re-start. She is also managing the ShopAssist administration for us. In November we welcomed Lucy Steer as our manager and lead on the Test & Trace project, who has helped us improve our staff and volunteer support and office processes. With Jo continuing as our Befriending co-ordinator we have an extremely strong and committed team who bring a great mix of experience and energy.

We are grateful to the individuals, organisations and funds that have helped make all this possible, including Bradford Council, The Co-op Community Fund, The National Lottery Community Fund, Bradford Resilience Fund, Tesco Community Grants, Rotary Club of Ilkley, Ilkley Corona

Response Group, Ilkley Round Table, WW Spooner Charitable Trust and an increased number of individual donations. Funding is always a challenge and we continue to submit funding bids and work with partners in the local community.

We welcomed Simon Settle as a new trustee who brings with him great expertise in the fundraising arena and I am grateful for all my fellow trustees' support during the year. The trustees have been incredibly hands-on during the pandemic, taking on many significant tasks at short notice. We are lucky to have a very active and hands-on group of trustees who manage and run many of our events and services.

We could also not operate without our 80+ volunteers who help with shopping, befriending, odd jobs, Moving On, admin in the office and a whole range of tasks, we are lucky to have such an active community supporting us in their own time. It has been great to welcome new volunteers during the pandemic, some of whom have been able to continue volunteering with us.

We are all feeling optimistic about the future as we can start to re-open services and meet amongst ourselves and with clients and volunteers in a limited face to face manner. Although this may have been the most challenging year for us individually and as an organisation, we have continued to grow and develop the organisation. By supporting each other and the wider support of the Ilkley community, we can be satisfied that we have made a real difference to the lives of those who needed it most.

Penny Coulthard
Chair

MANAGER'S REPORT

Since joining IDGN at the beginning of November 2020, it was obvious to me the huge amount of work the charity had engaged in during the COVID Pandemic. During such unusual and unexpected times, they had re-established the different schemes very quickly and efficiently to ensure all their current clients and the many more that needed assistance were all catered for. The co-ordinators increased their numbers by huge amounts during the initial lockdown and this naturally took a great deal of administration and passion from all involved. This is also testament to the amazing support of the trustees and volunteers without whom it could not function.

The first few months of my position have also been unusual, working from home and only meeting my fellow colleagues and trustees over Zoom, however, they could not have been more welcoming and supportive during this time. They assisted in guiding me to where my role sits and what I can do to support both the staff and trustees. I feel I have a good understanding of my position and where I can continue to develop and grow IDGN.

Quite an important part of my role is the Anchor for the Test & Trace Engagement Programme reporting to CAB&D. We have been able to give some valuable insight regarding the community's personal feelings and experiences of COVID and then latterly the vaccination roll out. These are sent monthly to CAB&D and sent on to Bradford Council.

The trustees and staff team have been amazing and have really helped guide and support me since joining the team. We have worked on some objectives together, including streamlining office systems and processes such as a centralised database. We have also set up another form of fundraising through individuals' online purchases (easyfundraising), which although will only accrue small amounts, they will all add up throughout the year.

The last month of 2020 was quite busy as the vaccine roll out started with the over 80s and many of them had no form of transport and were very nervous to leave their homes. As no-one was in the office during this period, the phones were directed to the IDGN mobile and almost all of the calls were for transport requests to Ilkley Community Transport. Together with the help of ICT trustees and volunteers we were able to offer many people transport which was much appreciated.

January 2021 The VCS Alliance announced the ABCD small grants scheme. They approached me to be the Lead Anchor on this project alongside the Test & Trace. This was agreed with the trustees and an additional number of hours per week were included. This has been another valuable project to the community and once again strengthened IDGN's relationships with other grassroot groups. This was successfully completed at the end of February.

Myself and the team pulled together a 'Feel Good Booklet' to post out to all of our clients to lift the general mood of a third lockdown. The booklet included a wordsearch, logo quiz, bird watching tick list, an art or prose competition, wellbeing hints and tips and IDGN trustee book recommendations. These were posted to all our clients and the feedback was lovely. It gave a well needed lift to all.

Alongside this, IDGN started the first Volunteer Newsletter as a new offering and a great way to connect with and thank our volunteers. We offered a reward gateway membership where they can receive money off online shopping plus a fitness & wellness section. There were also personal stories from our volunteers alongside general information and a questionnaire. The questionnaire highlighted that overwhelmingly our volunteers are very happy and want to continue with IDGN for the foreseeable future. There was mention of more training which I am currently working on for 2021.

Overall, for what have been a very challenging 12 months, IDGN have remained strong, constant and a great strength to all. Their resilience should be commended and I feel very proud to join such a valuable part of the community.

Lucy Steer Manager

SHOPASSIST

The last year has been transformational for the ShopAssist service. Between them, Judith Ellis, Jess Jeffrey and Judy Hutton created a whole new service to maintain access to fresh food for the existing elderly clients as well as for new clients who were shielding or vulnerable due to the pandemic. The service pivoted from coming alongside a client to enable them to help themselves (ShopAssist) to a service which did it for them (Shop & Drop).

The Shop & Drop scheme was devised, the new internal systems were put in place and additional volunteers were recruited at record speed. The support provided by the rest of the IDGN team to enable the changes was phenomenal: Peter Kierman, Adrienne Heavisides and Hannah Walton stepped in to manage the financial side of the service, which had never before been part of ShopAssist.

As a newcomer to the role in November 2020, when Shop & Drop had been running for several months, I can but applaud the Herculean task that my predecessors achieved.

In the financial year 20-21, the Shop & Drop service provided 1422 deliveries of food. These peaked at approximately 170 deliveries during May 2020, with June 2020 not far behind on 150. Thereafter the deliveries averaged about 130 per month.

ShopAssist was operating a sizeable waiting list at the start of the pandemic so one of the first jobs for the team was to ring every client on the list to ascertain what support they required. Following this exercise, the team had a clearer idea of the latent demand and could begin to match clients and volunteers.

The service has supported 60 clients over the last year. Some of these have received a shop every week whereas others have received emergency cover for a short period.



Demand at the height of the pandemic in Spring 2020 was huge but fortunately so was the supply of volunteers coming through the Ilkley Coronavirus Response team.

We have been exceedingly fortunate to have had 63 caring and dedicated people volunteer with Shop & Drop over the last year. Some have dipped in to help during the pandemic and others have stayed with us from ShopAssist or joined us permanently in the last few months. We could not run this service without them and I am incredibly grateful for their selfless commitment.

The feedback from clients about the Shop & Drop service has been wonderful. The following quotes from clients and family members demonstrate the value of this service;

Ruth is providing me with such splendid support, the scheme is first class [...] and so important for people in my situation. Thank you to everyone involved. (AB, April 2020)

In my past, and in different parts of the country, I have done things like meals on wheels, charity shops, bits and bobs where needed. Until now, I never really understood just how much it meant to them and now I know just how much it means to me! Thank you all from the bottom of my heart for all you are doing. (SM, May 2020)

ShopAssist is an essential service and has been invaluable to us; you couldn't put a price on it. Knowing Mum is being looked after is a huge relief. It became even more necessary early on in the pandemic when online shopping slots were very difficult to get. I really was in despair about how to look after Mum as the family is so spread out. Finding ShopAssist and, in particular, Steve, who has been excellent, has been a huge weight lifted and real peace of mind for the family. It's also been good for Mum to have someone popping by regularly for a chat. (MC, May 2021)

Nigel is a star and thank you all for everything you have done for Mum during the pandemic - it really has been a life saver and such a comfort for Erika and I (JW, May 2021)

Going forward, we intend to continue to offer the Shop & Drop service alongside the ShopAssist service which will re-commence once Covid restrictions allow.

Thanks go to all ShopAssist volunteers, regular shoppers and also those giving emergency and holiday cover. Your help is much appreciated.

Charlotte Atkinson
ShopAssist Coordinator

BEFRIENDING

It would be an understatement to say that this year has been the hardest and busiest I have ever known whilst working as Befriending co-ordinator and this will not be a surprise to anyone. Our services were most needed albeit in an adapted form having to change to telephone befriending rather than visiting or going out with our clients.

We had an upsurge in interest for volunteering and many more referrals of people who needed assistance all through a new helpline. We specially want to thank Mary Hamilton of Community Action (CAB&D) and Penny Coulthard of IDGN for managing this helpline on behalf of the Ilkley Corona Virus Response group.

We took on a number of new volunteers for telephone befriending and our existing volunteers converted to conversations on the phone. Some of our volunteers did odd jobs for their clients where safe to do so and several helped with shopping for Befriending clients. During the summer when rules relaxed a few of our volunteers met their clients outside.

Over the last year the Befriending scheme has accomplished 1543 actions of help of which 1280 were befriending phone calls. The remaining were meet ups outside when allowed last summer, shopping, buying other items, e.g. fish and chips and occasional jobs. Our funders Bradford Council required at least 670 actions for 2020-2021. The high number achieved is due to extra volunteers and their dedication and regularity in making phone calls. The total number of people helped was at least 44.

These are some comments Befriending clients have made in January 2021 in response to our survey about our scheme which has helped them live better lives;



The phone calls are all good.

I have benefitted from my befriender's calls- absolutely.

The telephone calls have been a most enjoyable and surprising addition to my life.

Improves my mental health.

Nice to have a conversation with someone who can talk to you in a friendly manner. ...worth waiting for each Monday am.

Lifts my mood. cheers me up, improves my mental health.

Calls are perfect as they are at the moment.

Many thanks to... I look forward to her calls.

A real friend to look forward to and grateful for your help.

Content with current provision.

Good to have the same caller. Happy with the service.

My volunteer is a lively kind lady and her phone calls are very much appreciated.

You must be very busy.

As co-ordinator I have shared with some of the suffering and anxiety of our clients, agonised over some very difficult situations with our volunteers and I am in total admiration of the way people have dealt with their individual problems or traumas and the resilience they have shown. I need to say a big thank you to every one for the support they gave me, both clients and volunteers, colleagues and trustees as we worked together to try to make individuals' situations easier. In many cases, we did, which has been so rewarding and satisfying.

Joanna
Befriending Co-ordinator

MOVING ON

With the onset of Covid-19, Moving On had to stop its weekly social group. Despite this, we found our role in reducing social isolation and distributing important information amongst our members was even more important. Most of our members are in their eighties and many have health and/or mobility issues. They have been isolated in their homes with very little face-to-face social contact this past year and we recognised from the outset that Moving On should adapt and help address the many issues raised by Covid-19.

With the onset of the March lockdown, I contacted all members who had attended Moving On in 2020 and asked if they would like us to keep in weekly phone contact with them. 44 people confirmed that they would like this. These calls were made by me, our Moving On volunteers and several trustees.

We have provided regular calls to our members and used these calls to disseminate information and assistance, for example providing information on local services such as newspaper delivery and updates on how local supermarket/butchers delivery services worked during lockdown. This allowed members to maintain their independence and provide them with control and options in a very uncertain and worrying time. It was particularly helpful for our members as they are generally not comfortable using the internet so found it hard to get local information when many services were shut.

Our phone calls gave our members opportunity to ask questions and raise concerns with us. This regular contact also helped foster strong friendships and closeness at a time of great loneliness for many. I personally got a lot out of our lovely chats!

On a bi-weekly basis, I would hold a Zoom meeting with our volunteers and Moving On trustee, Anita Dunford. The purpose of this was to:

- to get an update on how our members were coping;
- to determine whether there was any additional help we could provide to individuals or people in general; and
- to provide updates on the local Covid situation and useful information to pass round to clients.

I also sent out a bi-weekly newsletter by email. This was sent to around 23 members. In addition, it was sent to many of our volunteers, trustees and clients in other project areas of Ilkley and District Good Neighbours.

Throughout the year, we have sent occasional "happy post" to our members to keep their spirits up during lockdown. For example, last summer we sent a 12-page, printed booklet and sent it to all Ilkley & District Good Neighbour clients - 180 people in total. This contained useful local information and contacts, as well as entertainment for home and some uplifting, hand drawn pictures from local school children. We have continued to create links between our members and local schools, including sending pictures and quizzes created by school children to our members. We have also arranged for local school children to write to individual members with an invite for them to reply, if they wish.

Throughout the year I have reviewed the best ways to keep in touch with members. I am aware, however, that many members are not online and cannot access email or online video conferencing. The feedback from clients who are online was that they did not want to use video conferencing or group calls at that time. As such, we decided the best approach was to stick with regular, individual phone calls. We are aware that the internet can be incredibly useful during periods of lockdown, so I have encouraged clients throughout to build their confidence with electronic devices and provided guidance and support in this respect, where appropriate.

In terms of staff, I took over the Moving On Co-ordinator role initially as a temporary maternity leave cover for Amy Robinson. She has since decided to not return to work so I have taken over the role fully.

Finally, Moving On would not be possible without the assistance of our wonderful volunteers who support and help regularly. My particular thanks to our regular volunteers Alice and Mick Wild, Pam Booth, Barbara Brown, Margaret Meara, and trustee, Anita Dunford, who have all been invaluable this past year both to Ilkley and District Good Neighbours and the members they support.

SOCIAL EVENTS

During the last year all our planned social events were unfortunately cancelled due to the Covid-19 pandemic.

In January 2020 we were delighted to hear that we had been awarded £990 National Lottery funding to support our work with older residents of Ilkley and district. The funding from The National Lottery Community Fund, which distributes money raised by National Lottery players for good causes is the largest community funder in the UK. We had planned to use the money to fund our popular annual Yorkshire Dales excursion and afternoon tea, but this has now been postponed until it is safe to resume.

Our other planned excursions for a Christmas Lunch and our annual Pantomime trip, which previously had been funded by a kind donation from Ilkley Round Table, were also unfortunately cancelled due to the pandemic.

As we are acutely aware social isolation and loneliness is detrimental to our mental health and it is our intention to resume our social events programme as soon as it is safe to do so.

Anita Dunford
Trustee

OVER 90s PARTY

Sadly, due to the Covid crisis beginning last year, we decided that it would not have been safe to host a party for our elderly residents. The circumstances last September meant that any kind of contact between residents and volunteers would have been hazardous, so we decided to cancel the party completely and not organise any alternative event.

The Over 90s themselves were contacted early in the crisis, by telephone volunteers, to check they were being cared for. Some were allocated volunteers for shopping and befriending etc.

The money for the party has stayed in the bank account and will go towards Afternoon Tea for the Over 90s clients in the 2021/2022 year end.

Adrienne C Heavisides
Trustee

CHRISTMAS PARCELS

Organised by Ilkley and District Good Neighbours, the Christmas Parcel Project, which began some 25 years ago, has always brought an annual touch of seasonal good cheer to a number of the area's older and less able residents some of whom might feel lonely and isolated during the festive period.

Because of the Covid restrictions there was doubt that this annual event would be able to go ahead. However, recognising that it was a particularly tough time for everyone and certainly for some of the older members of our community it was agreed we had to find a way to deliver the annual Christmas Parcels. So, volunteers of Ilkley and District Good Neighbours, with the help of other local organisations in the town set about making new arrangements to overcome the potential difficulties of delivering during the Covid Pandemic

Sadly because of Covid restrictions one of the highlights of this annual Christmas event could not go ahead. In previous years, students from Ilkley Grammar School had gone with the volunteers and helped to hand over the parcels. However, we hope to welcome them back next year as the recipients really enjoy seeing them at Christmas.

Nearly ninety local residents enjoyed a surprise Christmas treat of either a hamper or a potted plant delivered to them in their homes. It was heart-warming to see the reaction when we arrived at their doors with a gift.

One of the residents said: "Thank you so much for the bag of goodies. Not only will this give me enjoyable sustenance but it has already given me a spiritual lift and boost, knowing you are there with friendship, love and support"

Preparing and organising the Christmas Parcels Project is a major operation which begins several months prior to the actual event itself. It involves a range of voluntary organisations and community groups.

The charity wishes to thank the following local organisations for supporting the project: both the Rotary Clubs in Ilkley, who provided the funding for this year's event, Ben Rhydding Lodge supported by the rest of Ilkley Freemasons, who again lent us their hall for the final parcel packing and distribution, members of the Rotary Club of Ilkley Wharfedale also provided some of the drivers, Booths who provided and helped assemble some of the key parcel contents, TESCO who provided free boxes of mince pies and Aldi for their free Christmas cakes. Home Instead, a local Care provider, donated an Activity Book which was distributed along with the Christmas gifts.



In addition the charity is grateful to Ilkley Community Transport who delivered the contents of the parcels to the hall on the day. We would also like to thank the charity's own volunteers and trustees who helped pack and deliver the parcels or plants. As usual, a true community team Christmas effort by all!

Ed Duguid
Trustee

HOME AND GARDEN ASSIST REPORT

HAGA is the gardening, small home maintenance and decorating service we operate for elderly people and anyone with disabilities.

Due to the impact of Coronavirus there has been a drastic fall in the number of jobs carried out this year, as illustrated in the following chart:

TYPE OF JOB	2019/2020	2020/2021	%Change
Gardening	7	1	(86%)
Home Maintenance	24	5	(86%)
Decorating	0	0	0%
General Help	26	2	(88%)
Total jobs	57	8	(86%)

Of the total number of jobs, one needed professional involvement, while the remaining 7 were carried out by our in-house volunteers.

As usual, the jobs varied from changing a light bulb through to garden tidying, with a couple of curtain rails and a key safe along the way.

Our thanks go to our wonderful volunteers, and we look forward to an increase in jobs as Coronavirus restrictions ease and the CAB&D office reopens.

John Jewitt
Trustee

Ilkley and District Good Neighbours

Charity number 1126267

A company limited by guarantee number 06802173

Annual Report and Financial Statements for the year ended 31 March 2021



West Yorkshire Community Accounting Service

Ilkley and District Good Neighbours

Annual Report and Financial Statements for the year ended 31 March 2021

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Prepared by West Yorkshire Community Accounting Service

Ilkley and District Good Neighbours

Trustees' report for the year ended 31 March 2021

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
Penelope Jean Coulthard	Chair	
Edward Stuart Duguid	Vice-Chair	
James Ronald Manson	Vice-Chair	
Pamela Brunger	Secretary	
Peter Kierman	Treasurer	
Judy Hutton		
Elizabeth Binns		
John Bray		
Anita Dunford		
Adrienne Clare Heavisides		
John Christopher Jewitt		
Yvonne Kierman		
Simon Settle		Co-opted February 2021
Charity number	1126267	Registered in England and Wales
Company number	06802173	Registered in England and Wales

Registered and principal address

Riddings Hall
Riddings Road
Ilkley
LS29 9LU

Bankers

HSBC Bank PLC
1 Wells Road
Ilkley
LS29 9JB

Hampshire Trust Bank
PO Box 74003
London
EC2P 2QR

Lloyds Bank PLC
8 Cambridge Cres.
Harrogate
HG1 1PQ

United Trust Bank Limited
One Ropemaker Street
London
EC2 9AW

Cambridge & Counties Bank Limited
Charnwood Court
5B New Walk
Leicester LE1 6TE

Independent examiner

Stephen Procter

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 27 January 2009. It is governed by a memorandum and articles of association (as amended by special resolution 23 October 2014 and 20 May 2015). The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

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.

Ilkley and District Good Neighbours

Trustees' report (continued) for the year ended 31 March 2021

Objectives and activities

The charity's objects

To promote any charitable purposes for the benefit of the community in Ilkley, Addingham, Burley-in-Wharfedale and Menston in the local government district of Bradford Metropolitan District Council and its neighbourhood.

The charity's main activities

Support independent living, alleviate loneliness and improve the lives of older and vulnerable people in the Ilkley District.

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 supporting elderly and vulnerable people.

Achievements and performance

Ilkley Good Neighbours has continued to run schemes to relieve isolation, promote economic well-being, maintain independence, & stronger mental health.

The imposition of coronavirus restrictions in March 2020 have caused us to suspend or amend our usual activities. We have set up a shop and drop scheme for clients who have had to isolate at home. We have also kept in contact with our Befriending and Moving on clients by phone. The changes have led to some extra financial costs but we receive grants to cover all of these extra costs. Indeed the suspension of our usual activities e.g. Moving On and Social events, have reduced our expenditure & led to our reserves increasing by around £20,000. We therefore intend to scale back our grant applications in the 2021/22 financial year. A budget for the 2021/22 financial year has been drawn up on the assumption that most of our normal activities will recommence before 31 March 2022. The budget shows that we will have sufficient reserves to comfortably ride out any coronavirus restrictions.

Covid-19

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

Financial review

The net income for the year was £20,075, including net expenditure of £1,972 on unrestricted funds and net income of £22,047 on restricted funds (after transfers).

Reserves policy

The charity's free reserves at the year end were £77,565.

In order that we can continue to fund schemes, run by Ilkley Good Neighbours, we submit applications for funding & grants to a wide range of organisations. We aim to maintain reserves of at least 2 years expenditure to ensure that the schemes do not come to an abrupt halt if we are not successful.

Ilkley and District Good Neighbours

Trustees' report (continued) for the year ended 31 March 2021

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 on 30/06/2021

Penelope Jean Coulthard (Trustee)

Ilkley and District Good Neighbours

Independent examiner's report to the trustees of Ilkley and District Good Neighbours

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2021, which are set out on pages 6 to 11.

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.

Stephen Procter

05/07/2021

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Ilkley and District Good Neighbours
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Income from:					
Collection		-	-	-	63
Donations GADS	(2)	-	-	-	942
Donations GAF	(2)	1,255	1,091	2,346	730
Donations large	(2)	500	2,500	3,000	12,044
Donations small	(2)	749	2,572	3,321	2,019
Grants	(2)	1,200	61,788	62,988	28,035
Interest		2,275	-	2,275	2,139
Legacy		-	-	-	1,733
GADS receipts		-	-	-	133
GAF receipts		82	-	82	337
Client shopping payment		-	47,049	47,049	210
Total income		6,061	115,000	121,061	48,385
Expenditure on:					
Advertising		-	194	194	192
CABAD Office services		-	3,921	3,921	5,490
CABAD Postage		7	116	123	263
CABAD Publishing and stationery		39	204	243	814
Data protection registration		-	35	35	35
Goods and services		1,772	4,384	6,156	11,389
Insurance		-	495	495	451
Independent examination		450	-	450	420
Publications and subscriptions		98	374	472	80
Room hire		-	256	256	2,167
Security checks		-	332	332	270
Staff payroll charges		-	730	730	844
Staff pension	(3)	107	952	1,059	987
Staff expenses		-	-	-	259
Staff recruitment		-	592	592	-
Staff salary	(3)	4,055	33,806	37,861	23,140
Staff training		-	70	70	-
Transport hire		-	-	-	666
Trustee expenses		-	-	-	107
Volunteer expenses		-	84	84	849
Volunteer shopping reimbursement		-	47,913	47,913	195
Total expenditure		6,528	94,458	100,986	48,618
Net income / (expenditure)		(467)	20,542	20,075	(233)
Transfers between funds		(1,505)	1,505	-	-
Net movement in funds		(1,972)	22,047	20,075	(233)
Fund balances brought forward		79,537	56,028	135,565	135,798
Fund balances carried forward	(4)	77,565	78,075	155,640	135,565

All incoming resources and resources expended derive from continuing activities.

Ilkley and District Good Neighbours

Balance sheet

as at 31 March 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(5) -	-	-	6,458
Cash at bank and in hand	(6) 79,215	78,075	157,290	129,527
Total current assets	<u>79,215</u>	<u>78,075</u>	<u>157,290</u>	<u>135,985</u>
Current liabilities:				
amounts falling due within one year				
Accruals	(7) 1,650	-	1,650	420
Total current liabilities	<u>1,650</u>	<u>-</u>	<u>1,650</u>	<u>420</u>
Net current assets	<u>77,565</u>	<u>78,075</u>	<u>155,640</u>	<u>135,565</u>
Total assets less current liabilities	<u>77,565</u>	<u>78,075</u>	<u>155,640</u>	<u>135,565</u>
Net assets	<u>77,565</u>	<u>78,075</u>	<u>155,640</u>	<u>135,565</u>
Funds				
Unrestricted funds	77,565	-	77,565	79,537
Restricted funds	-	78,075	78,075	56,028
Total funds	<u>77,565</u>	<u>78,075</u>	<u>155,640</u>	<u>135,565</u>

For the year ending 31 March 2021 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 2019).

The financial statements were approved by the board of trustees on 30/06/2021

Penelope Jean Coulthard (Trustee)

Ilkley and District Good Neighbours

Notes to the accounts

for the year ended 31 March 2021

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 2019) and with the Charities Act 2011.

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

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.

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.

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.

Ilkley and District Good Neighbours
Notes to the accounts continued
for the year ended 31 March 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Bradford Council (Befriending)	-	10,000	10,000	10,000
Bradford Council (Shop Assist)	-	10,000	10,000	10,000
Bradford Council (Moving On)	-	8,000	8,000	8,000
Bradford Resilience Fund	-	10,000	10,000	-
Bradford VCO	-	-	-	1,154
Bradford VCS Alliance	-	1,000	1,000	500
CABAD	-	9,500	9,500	-
Co-op	-	1,146	1,146	35
Groundwork UK	200	300	500	-
Ilkley Corona Response Fund	357	-	357	-
Ilkley Rotary Club	-	750	750	-
Ilkley Round Table	-	1,500	1,500	3,640
Karian and Box Ltd	-	-	-	750
Lottery Community Fund	-	9,985	9,985	-
Tesco	-	1,000	1,000	-
West Riding Masonic Lodge	-	1,000	1,000	-
Wharfedale Rotary	-	-	-	500
W W Spooner Trust	500	-	500	500
Anonymous large donation	-	-	-	5,000
All other grants and donations	2,647	3,770	6,417	3,691
	<u>3,704</u>	<u>67,951</u>	<u>71,655</u>	<u>43,770</u>

3 Staff costs and numbers	2021 £	2020 £
Gross salaries	37,861	23,140
Social security costs	936	209
Employment allowance	(936)	(209)
Pensions	1,059	987
	<u>38,920</u>	<u>24,127</u>

The average number employees during the year was 4.9, being an average of 1.8 full time equivalent (2020: 3.4, 1 FTE).

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
HAGA	2,911	25	(24)	-	2,960
Social Events	1,240	1,500	-	-	2,740
Christmas Parcels	2,296	1,000	1,030	-	2,266
Moving On	4,727	9,146	3,762	-	10,111
Befriending	25,786	11,257	7,471	-	29,572
ON	2,699	1,500	2	-	4,197
Shop Assist	10,295	10,530	7,328	3,070	16,567
Co-op	718	-	-	-	718
Volunteer Recruitment	4,841	-	1,771	(3,070)	-
Coronavirus	515	60,057	51,628	-	8,944
Lottery	-	9,985	11,348	1,363	-
Bradford Resilience	-	10,000	10,142	142	-
	<u>56,028</u>	<u>115,000</u>	<u>94,458</u>	<u>1,505</u>	<u>78,075</u>

Ilkley and District Good Neighbours

Notes to the accounts continued

for the year ended 31 March 2021

4 Restricted funds (continued)

Fund name	Purpose of restriction
HAGA	Home and Garden Assist - helping older and disabled people with gardening and small home maintenance jobs.
Social Events	For organising various social events including trips and days out.
Christmas Parcels	Parcels delivered to around 100 local older or less able residents.
Moving On	To help people make new friends and/or find new interests.
Befriending	To enhance the quality of life for those over 70 who are isolated.
ON	For the 'Over Nineties' party held each September.
Shop Assist	To help those with difficulty accessing shops by taking them to the local supermarket and assisting them with their shopping.
Co-op	For use in purchasing capital items.
Volunteer Recruitment	For work in recruiting volunteers especially for the 'Shop Assist' scheme. (Transfer of remaining balance on fund to the 'Shop Assist' scheme for service delivery).
Coronavirus	Replacement work for 'Shop Assist' during the COVID situation.
Lottery	To support the work of the charity during the COVID situation. (Transfer in respect of an overspend on the fund met from general funds).
Bradford Resilience	To support the charity in issues around resilience and post COVID. (Transfer in respect of an overspend on the fund met from general funds).

5 Prepayments

	2021 £	2020 £
Bradford CPA	-	6,458
	<u>-</u>	<u>6,458</u>

6 Cash at bank and in hand

	2021 £	2020 £
HSBC current account	32,210	7,310
United Trust Bond	77,771	76,258
Cambridge and Hampshire Banks	47,161	45,811
Lloyds Bank	148	148
	<u>157,290</u>	<u>129,527</u>

7 Accruals

	2021 £	2020 £
Bradford CPA	1,200	-
WYCAS - Independent examination	450	420
	<u>1,650</u>	<u>420</u>

8 Related party transactions

Trustee expenses

No trustee received any expenses during this year (previous year 3 trustees and £107)

Trustee remuneration and benefits

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

Ilkley and District Good Neighbours

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2021

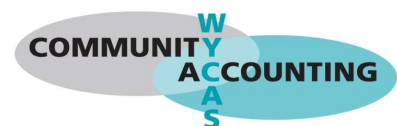
	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Collection	-	63	-	-	-	63
Donations GADS	-	-	-	942	-	942
Donations GAF	1,255	530	1,091	200	2,346	730
Donations Large	500	7,404	2,500	4,640	3,000	12,044
Donations Small	749	435	2,572	1,584	3,321	2,019
Grants	1,200	-	61,788	28,035	62,988	28,035
Interest	2,275	2,139	-	-	2,275	2,139
Legacy	-	1,733	-	-	-	1,733
GADS receipts	-	133	-	-	-	133
GAF receipts	82	337	-	-	82	337
Client shopping payment	-	-	47,049	210	47,049	210
Total income	6,061	12,774	115,000	35,611	121,061	48,385
Expenditure						
Advertising	-	192	194	-	194	192
CABAD Office services	-	825	3,921	4,665	3,921	5,490
CABAD Postage	7	41	116	222	123	263
CABAD Publishing and stationery	39	311	204	503	243	814
Data protection registration	-	35	35	-	35	35
Goods and services	1,772	1,175	4,384	10,214	6,156	11,389
Insurance	-	451	495	-	495	451
Independent examination	450	420	-	-	450	420
Publications and subscriptions	98	80	374	-	472	80
Room hire	-	193	256	1,974	256	2,167
Security checks	-	-	332	270	332	270
Staff payroll charges	-	-	730	844	730	844
Staff pension	107	-	952	987	1,059	987
Staff expenses	-	4	-	255	-	259
Staff recruitment	-	-	592	-	592	-
Staff salary	4,055	155	33,806	22,985	37,861	23,140
Staff training	-	-	70	-	70	-
Transport hire	-	-	-	666	-	666
Trustee expenses	-	107	-	-	-	107
Volunteer expenses	-	-	84	849	84	849
Volunteer shopping reimbursement	-	-	47,913	195	47,913	195
Total expenditure	6,528	3,989	94,458	44,629	100,986	48,618
Net income / (expenditure)	(467)	8,785	20,542	(9,018)	20,075	(233)
Transfers between funds	(1,505)	-	1,505	-	-	-
Net movement in funds	(1,972)	8,785	22,047	(9,018)	20,075	(233)
Fund balances brought forward	79,537	70,752	56,028	65,046	135,565	135,798
Fund balances carried forward	77,565	79,537	78,075	56,028	155,640	135,565

Ilkley and District Good Neighbours

Charity number 1126267

A company limited by guarantee number 06802173

Annual Report and Financial Statements for the year ended 31 March 2021



West Yorkshire Community Accounting Service

Ilkley and District Good Neighbours

Annual Report and Financial Statements for the year ended 31 March 2021

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Prepared by West Yorkshire Community Accounting Service

Ilkley and District Good Neighbours

Trustees' report for the year ended 31 March 2021

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
Penelope Jean Coulthard	Chair	
Edward Stuart Duguid	Vice-Chair	
James Ronald Manson	Vice-Chair	
Pamela Brunger	Secretary	
Peter Kierman	Treasurer	
Judy Hutton		
Elizabeth Binns		
John Bray		
Anita Dunford		
Adrienne Clare Heavisides		
John Christopher Jewitt		
Yvonne Kierman		
Simon Settle		Co-opted February 2021
Charity number	1126267	Registered in England and Wales
Company number	06802173	Registered in England and Wales

Registered and principal address

Riddings Hall
Riddings Road
Ilkley
LS29 9LU

Bankers

HSBC Bank PLC 1 Wells Road Ilkley LS29 9JB	Hampshire Trust Bank PO Box 74003 London EC2P 2QR	Lloyds Bank PLC 8 Cambridge Cres. Harrogate HG1 1PQ
United Trust Bank Limited One Ropemaker Street London EC2 9AW	Cambridge & Counties Bank Limited Charnwood Court 5B New Walk Leicester LE1 6TE	

Independent examiner

Stephen Procter

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 27 January 2009. It is governed by a memorandum and articles of association (as amended by special resolution 23 October 2014 and 20 May 2015). The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

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.

Ilkley and District Good Neighbours

Trustees' report (continued) for the year ended 31 March 2021

Objectives and activities

The charity's objects

To promote any charitable purposes for the benefit of the community in Ilkley, Addingham, Burley-in-Wharfedale and Menston in the local government district of Bradford Metropolitan District Council and its neighbourhood.

The charity's main activities

Support independent living, alleviate loneliness and improve the lives of older and vulnerable people in the Ilkley District.

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 supporting elderly and vulnerable people.

Achievements and performance

Ilkley Good Neighbours has continued to run schemes to relieve isolation, promote economic well-being, maintain independence, & stronger mental health.

The imposition of coronavirus restrictions in March 2020 have caused us to suspend or amend our usual activities. We have set up a shop and drop scheme for clients who have had to isolate at home. We have also kept in contact with our Befriending and Moving on clients by phone. The changes have led to some extra financial costs but we receive grants to cover all of these extra costs. Indeed the suspension of our usual activities e.g. Moving On and Social events, have reduced our expenditure & led to our reserves increasing by around £20,000. We therefore intend to scale back our grant applications in the 2021/22 financial year. A budget for the 2021/22 financial year has been drawn up on the assumption that most of our normal activities will recommence before 31 March 2022. The budget shows that we will have sufficient reserves to comfortably ride out any coronavirus restrictions.

Covid-19

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

Financial review

The net income for the year was £20,075, including net expenditure of £1,972 on unrestricted funds and net income of £22,047 on restricted funds (after transfers).

Reserves policy

The charity's free reserves at the year end were £77,565.

In order that we can continue to fund schemes, run by Ilkley Good Neighbours, we submit applications for funding & grants to a wide range of organisations. We aim to maintain reserves of at least 2 years expenditure to ensure that the schemes do not come to an abrupt halt if we are not successful.

Ilkley and District Good Neighbours

Trustees' report (continued) for the year ended 31 March 2021

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 on 30/06/2021

Penelope Jean Coulthard (Trustee)

Ilkley and District Good Neighbours

Independent examiner's report to the trustees of Ilkley and District Good Neighbours

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2021, which are set out on pages 6 to 11.

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.

Stephen Procter

05/07/2021

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Ilkley and District Good Neighbours
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Income from:					
Collection		-	-	-	63
Donations GADS	(2)	-	-	-	942
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Grants	(2)	1,200	61,788	62,988	28,035
Interest		2,275	-	2,275	2,139
Legacy		-	-	-	1,733
GADS receipts		-	-	-	133
GAF receipts		82	-	82	337
Client shopping payment		-	47,049	47,049	210
Total income		6,061	115,000	121,061	48,385
Expenditure on:					
Advertising		-	194	194	192
CABAD Office services		-	3,921	3,921	5,490
CABAD Postage		7	116	123	263
CABAD Publishing and stationery		39	204	243	814
Data protection registration		-	35	35	35
Goods and services		1,772	4,384	6,156	11,389
Insurance		-	495	495	451
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Room hire		-	256	256	2,167
Security checks		-	332	332	270
Staff payroll charges		-	730	730	844
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Staff expenses		-	-	-	259
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Staff salary	(3)	4,055	33,806	37,861	23,140
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Total expenditure		6,528	94,458	100,986	48,618
Net income / (expenditure)		(467)	20,542	20,075	(233)
Transfers between funds		(1,505)	1,505	-	-
Net movement in funds		(1,972)	22,047	20,075	(233)
Fund balances brought forward		79,537	56,028	135,565	135,798
Fund balances carried forward	(4)	77,565	78,075	155,640	135,565

All incoming resources and resources expended derive from continuing activities.

Ilkley and District Good Neighbours

Balance sheet

as at 31 March 2021

		2021	2021	2021	2020
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Current assets					
Debtors and prepayments	(5)	-	-	-	6,458
Cash at bank and in hand	(6)	79,215	78,075	157,290	129,527
Total current assets		<u>79,215</u>	<u>78,075</u>	<u>157,290</u>	<u>135,985</u>
Current liabilities:					
amounts falling due within one year					
Accruals	(7)	1,650	-	1,650	420
Total current liabilities		<u>1,650</u>	<u>-</u>	<u>1,650</u>	<u>420</u>
Net current assets		<u>77,565</u>	<u>78,075</u>	<u>155,640</u>	<u>135,565</u>
Total assets less current liabilities		<u>77,565</u>	<u>78,075</u>	<u>155,640</u>	<u>135,565</u>
Net assets		<u>77,565</u>	<u>78,075</u>	<u>155,640</u>	<u>135,565</u>
Funds					
Unrestricted funds		77,565	-	77,565	79,537
Restricted funds		<u>-</u>	<u>78,075</u>	<u>78,075</u>	<u>56,028</u>
Total funds		<u>77,565</u>	<u>78,075</u>	<u>155,640</u>	<u>135,565</u>

For the year ending 31 March 2021 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 2019).

The financial statements were approved by the board of trustees on 30/06/2021

Penelope Jean Coulthard (Trustee)

Ilkley and District Good Neighbours

Notes to the accounts

for the year ended 31 March 2021

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 2019) and with the Charities Act 2011.

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

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.

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.

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.

Ilkley and District Good Neighbours
Notes to the accounts continued
for the year ended 31 March 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Bradford Council (Befriending)	-	10,000	10,000	10,000
Bradford Council (Shop Assist)	-	10,000	10,000	10,000
Bradford Council (Moving On)	-	8,000	8,000	8,000
Bradford Resilience Fund	-	10,000	10,000	-
Bradford VCO	-	-	-	1,154
Bradford VCS Alliance	-	1,000	1,000	500
CABAD	-	9,500	9,500	-
Co-op	-	1,146	1,146	35
Groundwork UK	200	300	500	-
Ilkley Corona Response Fund	357	-	357	-
Ilkley Rotary Club	-	750	750	-
Ilkley Round Table	-	1,500	1,500	3,640
Karian and Box Ltd	-	-	-	750
Lottery Community Fund	-	9,985	9,985	-
Tesco	-	1,000	1,000	-
West Riding Masonic Lodge	-	1,000	1,000	-
Wharfedale Rotary	-	-	-	500
W W Spooner Trust	500	-	500	500
Anonymous large donation	-	-	-	5,000
All other grants and donations	2,647	3,770	6,417	3,691
	<u>3,704</u>	<u>67,951</u>	<u>71,655</u>	<u>43,770</u>

3 Staff costs and numbers	2021 £	2020 £
Gross salaries	37,861	23,140
Social security costs	936	209
Employment allowance	(936)	(209)
Pensions	1,059	987
	<u>38,920</u>	<u>24,127</u>

The average number employees during the year was 4.9, being an average of 1.8 full time equivalent (2020: 3.4, 1 FTE).

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
HAGA	2,911	25	(24)	-	2,960
Social Events	1,240	1,500	-	-	2,740
Christmas Parcels	2,296	1,000	1,030	-	2,266
Moving On	4,727	9,146	3,762	-	10,111
Befriending	25,786	11,257	7,471	-	29,572
ON	2,699	1,500	2	-	4,197
Shop Assist	10,295	10,530	7,328	3,070	16,567
Co-op	718	-	-	-	718
Volunteer Recruitment	4,841	-	1,771	(3,070)	-
Coronavirus	515	60,057	51,628	-	8,944
Lottery	-	9,985	11,348	1,363	-
Bradford Resilience	-	10,000	10,142	142	-
	<u>56,028</u>	<u>115,000</u>	<u>94,458</u>	<u>1,505</u>	<u>78,075</u>

Ilkley and District Good Neighbours

Notes to the accounts continued

for the year ended 31 March 2021

4 Restricted funds (continued)

Fund name	Purpose of restriction
HAGA	Home and Garden Assist - helping older and disabled people with gardening and small home maintenance jobs.
Social Events	For organising various social events including trips and days out.
Christmas Parcels	Parcels delivered to around 100 local older or less able residents.
Moving On	To help people make new friends and/or find new interests.
Befriending	To enhance the quality of life for those over 70 who are isolated.
ON	For the 'Over Nineties' party held each September.
Shop Assist	To help those with difficulty accessing shops by taking them to the local supermarket and assisting them with their shopping.
Co-op	For use in purchasing capital items.
Volunteer Recruitment	For work in recruiting volunteers especially for the 'Shop Assist' scheme. (Transfer of remaining balance on fund to the 'Shop Assist' scheme for service delivery).
Coronavirus	Replacement work for 'Shop Assist' during the COVID situation.
Lottery	To support the work of the charity during the COVID situation. (Transfer in respect of an overspend on the fund met from general funds).
Bradford Resilience	To support the charity in issues around resilience and post COVID. (Transfer in respect of an overspend on the fund met from general funds).

5 Prepayments

	2021 £	2020 £
Bradford CPA	-	6,458
	<u>-</u>	<u>6,458</u>

6 Cash at bank and in hand

	2021 £	2020 £
HSBC current account	32,210	7,310
United Trust Bond	77,771	76,258
Cambridge and Hampshire Banks	47,161	45,811
Lloyds Bank	148	148
	<u>157,290</u>	<u>129,527</u>

7 Accruals

	2021 £	2020 £
Bradford CPA	1,200	-
WYCAS - Independent examination	450	420
	<u>1,650</u>	<u>420</u>

8 Related party transactions

Trustee expenses

No trustee received any expenses during this year (previous year 3 trustees and £107)

Trustee remuneration and benefits

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

Ilkley and District Good Neighbours

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Collection	-	63	-	-	-	63
Donations GADS	-	-	-	942	-	942
Donations GAF	1,255	530	1,091	200	2,346	730
Donations Large	500	7,404	2,500	4,640	3,000	12,044
Donations Small	749	435	2,572	1,584	3,321	2,019
Grants	1,200	-	61,788	28,035	62,988	28,035
Interest	2,275	2,139	-	-	2,275	2,139
Legacy	-	1,733	-	-	-	1,733
GADS receipts	-	133	-	-	-	133
GAF receipts	82	337	-	-	82	337
Client shopping payment	-	-	47,049	210	47,049	210
Total income	6,061	12,774	115,000	35,611	121,061	48,385
Expenditure						
Advertising	-	192	194	-	194	192
CABAD Office services	-	825	3,921	4,665	3,921	5,490
CABAD Postage	7	41	116	222	123	263
CABAD Publishing and stationery	39	311	204	503	243	814
Data protection registration	-	35	35	-	35	35
Goods and services	1,772	1,175	4,384	10,214	6,156	11,389
Insurance	-	451	495	-	495	451
Independent examination	450	420	-	-	450	420
Publications and subscriptions	98	80	374	-	472	80
Room hire	-	193	256	1,974	256	2,167
Security checks	-	-	332	270	332	270
Staff payroll charges	-	-	730	844	730	844
Staff pension	107	-	952	987	1,059	987
Staff expenses	-	4	-	255	-	259
Staff recruitment	-	-	592	-	592	-
Staff salary	4,055	155	33,806	22,985	37,861	23,140
Staff training	-	-	70	-	70	-
Transport hire	-	-	-	666	-	666
Trustee expenses	-	107	-	-	-	107
Volunteer expenses	-	-	84	849	84	849
Volunteer shopping reimbursement	-	-	47,913	195	47,913	195
Total expenditure	6,528	3,989	94,458	44,629	100,986	48,618
Net income / (expenditure)	(467)	8,785	20,542	(9,018)	20,075	(233)
Transfers between funds	(1,505)	-	1,505	-	-	-
Net movement in funds	(1,972)	8,785	22,047	(9,018)	20,075	(233)
Fund balances brought forward	79,537	70,752	56,028	65,046	135,565	135,798
Fund balances carried forward	77,565	79,537	78,075	56,028	155,640	135,565