

THE UNIVERSITIES' CHAPLAINCY IN LEEDS TRUST

England & Wales · Charity number 1128626

Details

Status	Registered
Legal form	Charitable company
Company number	03848337
Registered	2009-03-18
Register	View on the Charity Commission register

Contact

Address	University Of Leeds Woodhouse Lane Leeds LS2 9JT
Phone	01133435071
Email	chaplaincy@leeds.ac.uk
Website	www.unichaplaincy.org.uk

Activities

Objects: 3. THE CHARITY'S OBJECTS ("OBJECTS") ARE TO PROMOTE THE CHRISTIAN RELIGION IN LEEDS AND ELSEWHERE BY THE PROVISION OF PREMISES, FACILITIES, MAINTENANCE, PERSONNEL, SUPPORT, ENCOURAGEMENT AND SUCH OTHER SERVICES AS THE CHARITY MAY FROM TIME TO TIME CONSIDER APPROPRIATE FOR: 3.1 THE WORK AND MINISTRY OF THE PERSONS APPOINTED TO UNDERTAKE RELIGIOUS SERVICES, COUNSELLING AND GIVE SPIRITUAL DIRECTION AND TO BE CHAPLAINS= (INCLUDING LAY WORKERS) AT THE UNIVERSITY OF LEEDS AND/OR LEEDS METROPOLITAN UNIVERSITY AND THEIR AFFILIATED INSTITUTIONS OR ANY OF THEM; AND 3.2 ADVICE AND COUNSELLING ON THE EDUCATION AND WELLBEING OF STUDENTS, STAFF AND MEMBERS OF SUCH UNIVERSITIES.

Activities: The Universities' Chaplaincy in Leeds Trust serves the University of Leeds, Leeds Beckett University, Leeds Arts University and University of Law (Leeds); supporting the spiritual welfare of students and staff of all faiths and world views. The key aspects of our day to day commitments are: pastoral care, spirituality, worship, ethics and values; community building and community cohesion.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Religious Activities
- **Who:** Children/young People, The General Public/mankind

Geography

- **Area of benefit:** LEEDS
- Leeds City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£128,702	£141,646	-	-
2024-08-31	£97,248	£83,381	-	-
2023-08-31	£84,802	£80,467	-	-
2022-08-31	£80,523	£74,007	-	-
2021-08-31	£85,628	£72,549	-	-

Trustees

Name	Role	Appointed
Charles Maluila		2020-07-20
Dr Darron William Dixon CEng FIMMM		
Dr Robert Brian Moore		2025-08-01
MICHAEL JOHN KELLY		
Michael Geoffrey John Byde		2021-11-03
Professor Veronica Margaret O'Mara		2020-01-02
Rev Lynne Grey		2018-01-23
Rev Rosalind May Selby		2025-01-22
Thomas Charles William Shaw		2017-06-23

THE UNIVERSITIES' CHAPLAINCY IN LEEDS TRUST

England & Wales - Charity number 1128626

Accounts

REGISTERED COMPANY NUMBER: 03848337 (England and Wales)
REGISTERED CHARITY NUMBER: 1128626

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended
31 August 2025

for

The Universities' Chaplaincy in Leeds
Trust

Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

**The Universities' Chaplaincy in Leeds
Trust**

**Contents of the Financial Statements
for the Year Ended 31 August 2025**

	Page
Report of the Trustees	1 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7 to 8
Notes to the Financial Statements	9 to 15

**The Universities' Chaplaincy in Leeds
Trust**

**Report of the Trustees
for the Year Ended 31 August 2025**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2025. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03848337 (England and Wales)

Registered Charity number
1128626

Registered office
Chaplaincy
Emmanuel Centre University of Leeds
Woodhouse Lane
Leeds
West Yorkshire
LS2 9JT

Trustees

M J Kelly	Roman Catholic Diocese of Leeds	
Dr D W Dixon-Hardy	University of Leeds	
T C W Shaw	Yorkshire Baptist Association	
L M Grey	Leeds Diocese of the Church of England	
Prof. P Cardew	Leeds Beckett University	
A I Fraser	Methodist Church	- resigned 05.11.2024
Prof. V M O'Mara	Quaker	
C J Maluila	Lutheran Church	
Dr A Arrigoni	Leeds Beckett University	
Dr T Wilson	Co-opted to represent Orthodoxy	- resigned 23.07.2025
Dr M G J Bye	University of Leeds	
Rev. Prof. S J Robinson	Trust Chair – WYCT appointment	- resigned 31.12.2025
Prof. P D Howdle	Methodist Church	- appointed 09.01.2025 & resigned 27.06.2025
Rev. Dr R M Selby	United Reformed Church	- appointed 22.01.2025
Dr R B Moore	Methodist Church	- appointed 01.08.2025

Independent examiner

Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, being the Memorandum and Articles of a charitable company limited by guarantee, as defined by the Companies Act 2006.

The Universities' Chaplaincy in Leeds Trust

Report of the Trustees - continued for the Year Ended 31 August 2025

Recruitment and appointment of new trustees

The Charity is governed by the Memorandum and Articles dated 24th September 1999 as amended in March 2009.

The trustees are appointed according to the Articles of Association of 2009 and comprise not less than 3 and no more than 15 in number.

The Council of the University of Leeds and the Vice-Chancellor of Leeds Beckett University may each appoint and remove by notice in writing one trustee.

The trustees may co-opt up to two members of staff from the above two Universities (but for the avoidance of doubt only one from each University) who are willing to be trustees, and may cause their co-option to cease.

In addition to the University Staff Trustees co-opted by the board, the trustees may co-opt up to two further trustees who are willing to act, and may cause their co-option to cease.

West Yorkshire Churches Together (WYCT) shall appoint an individual to be trustee and a trustee so appointed will hold office of the chair of the trustees' meeting.

Except for persons appointed per the above no person shall be appointed or reappointed a trustee unless they are duly and properly nominated by a member of the Charity and have consented to act (or continue to act) as a trustee. The members of the Charity are those Churches who covenanted together to form the charity as listed in the Articles of Association.

In the year ending 31 August 2025 a United Reformed Church Trustee was appointed, the Methodist Church Trustee was replaced twice and the Co-opted Trustee to represent Orthodoxy resigned; a replacement is still being sought.

Trustees' responsibilities

The business of the Charity shall be managed by the trustees who may exercise all the powers of the Charity.

The trustees shall expend the funds of the Charity in such a manner as they shall consider most beneficial for the achievement of the objects, invest in the name of the Charity such part of the funds as they may see fit, direct the sale or transposition of any such investment and expend the proceeds of any such sale in furtherance of the objects of the Charity.

The Charity has 4 permanent employees who are all part time:- 1 Co-ordinating Chaplain, 2 Chaplaincy Service Managers and 1 International Students' Chaplain. The Charity also employed 1 part time student outreach worker on a fixed term contract basis. All Trust staff work closely with the Chaplains and the Chaplaincy Service Managers report regularly to the Chair of the Board of Trustees.

The Board meets formally 4 times per year for which it receives detailed papers prepared and distributed one week in advance. The co-ordinating and lead chaplains attend the meetings of the board to ensure good and comprehensive communications.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Universities' Chaplaincy in Leeds Trust

Report of the Trustees - continued for the Year Ended 31 August 2025

OBJECTIVES AND ACTIVITIES

Background

The Universities' Chaplaincy in Leeds Trust serves the staff and students across the University of Leeds, Leeds Beckett University, The University of Law in Leeds and Leeds Arts University. This means supporting the spiritual welfare of in excess of 68,000 students and 12,000 staff of all faiths and all world views. The Trust has historically worked within the oversight of West Yorkshire Churches Together (WYCT), a group of church bodies who covenanted to work together ecumenically to help provide a chaplaincy service at these universities. Chaplains are from nine different Christian denominations and include volunteers, stipendiary and non-stipendiary clergy.

Day to day work

The key aspects of our day to day commitments are:

- Pastoral Care
- Spiritual and Worship
- Ethics and Values
- Community Building and Community Cohesion
- Advice on matters of faith to the Universities' senior managers.

ACHIEVEMENT AND PERFORMANCE

Achievements

The Co-ordinating chaplain continues to work closely with the Chaplaincy Service Managers.

Carmen Costanza continued her role as a Student Outreach Worker, focused on digital outreach, communications on 5 campuses within Leeds, links with student societies and events, and helping maintain the profile of the chaplaincy for students and staff.

The Trustees continue to have an excellent working relationship with the senior managers of the Universities.

The Universities continue to value the contribution of the Chaplaincy to the community life of the universities, with Leeds Arts University welcoming ongoing involvement with Chaplaincy outreach to their students.

The significant activities of the day to day work continue. These include:

1. Pastoral support for staff and students continues through groups, worship activities and one-to-one pastoral care.
2. An increased range of outreach activities and events that were designed to introduce people to the Chaplaincy and encourage them to build links with us.
3. Crisis support continues to be much appreciated by each University in the support of students, staff and their families at times of trauma, death and world catastrophes.
4. At Leeds Beckett we have built on the good relations already in place. As lead chaplain, the Revd. Tim Nicholls has taken a full role in Leeds Beckett's wellbeing provision. He attends regular team meetings as well as serving on committees, such as equality, diversity and building new outreaches and chaplaincy services across the 2 campuses.
5. Robin Fishwick is the Lead Chaplain at Leeds Arts University, and has been involved in extensive outreach work and has served on a number of University Committees.
6. Fa Marc Homsey is lead chaplain for University of Law Leeds and has made good links with the wellbeing team.
7. Involvement in multi faith developments at the University of Leeds, in particular co-hosting or facilitating inter-faith events.

The Universities' Chaplaincy in Leeds Trust

Report of the Trustees - continued for the Year Ended 31 August 2025

FINANCIAL REVIEW

Financial review

The financial result for the year shows a deficit of £12,944. Reserves have decreased to £107,506. Expenditure was £141,646. The trust is well placed to develop its Chaplaincy work going forward. The Service Level Agreement (SLA) with the University of Leeds was renewed on 1 September 2022 for a period of 5 years until August 2027, the SLA with Leeds Beckett University was renewed on 1 September 2023 for a further 3 years until August 2026, the SLA with Leeds Arts University was renewed on 1 September 2023 for a period of 3 years until August 2026, and the SLA with the University of Law was renewed on 1 September 2023 for 3 years until August 2026.

FUTURE AIMS

The future aims include:

1. Increasing chaplaincy provision through staff appointments, effective use of volunteers and interns, and range of activities, both digital and in person.
2. Developing ways to increase spiritual awareness and opportunity amongst the staff and student populations, via online or in person means.
3. Assisting all the universities in their development of a strategy to provide faith-based support to their diverse communities.

Approved by order of the board of trustees on 9/3/2026 and signed on its behalf by:



.....
Dr M G J Byde - Trustee

**Independent Examiner's Report to the Trustees of
The Universities' Chaplaincy in Leeds
Trust**

Independent examiner's report to the trustees of The Universities' Chaplaincy in Leeds Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2025.

Responsibilities and basis of report

As the charity's trustees of the 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 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 2011 ('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 matters have come to my attention in connection with the examination giving me cause to believe:

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.



Jill Wright BA FCA

Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

Date: 30 March 2026

**The Universities' Chaplaincy in Leeds
Trust**

**Statement of Financial Activities
for the Year Ended 31 August 2025**

	Notes	Unrestricted fund £	Restricted fund £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		411	-	411	1,618
Charitable activities					
Charitable activities costs		96,490	28,405	124,895	93,316
Other trading activities	2	140	-	140	-
Investment income	3	<u>3,256</u>	<u>-</u>	<u>3,256</u>	<u>2,314</u>
Total		<u>100,297</u>	<u>28,405</u>	<u>128,702</u>	<u>97,248</u>
EXPENDITURE ON					
Charitable activities					
Charitable activities costs	4	55,248	62,158	117,406	74,949
Governance costs		<u>2,375</u>	<u>21,865</u>	<u>24,240</u>	<u>8,432</u>
Total		<u>57,623</u>	<u>84,023</u>	<u>141,646</u>	<u>83,381</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	13	42,674 <u>(55,618)</u>	(55,618) <u>55,618</u>	(12,944) <u>-</u>	13,867 <u>-</u>
Net movement in funds		(12,944)	-	(12,944)	13,867
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>120,450</u>	<u>-</u>	<u>120,450</u>	<u>106,583</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>107,506</u></u>	<u><u>-</u></u>	<u><u>107,506</u></u>	<u><u>120,450</u></u>

The notes form part of these financial statements

**The Universities' Chaplaincy in Leeds
Trust**

**Balance Sheet
31 August 2025**

	Notes	Unrestricted fund £	Restricted fund £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	10	1,245	-	1,245	2,230
CURRENT ASSETS					
Debtors	11	329	-	329	236
Cash at bank		<u>111,011</u>	<u>7,845</u>	<u>118,856</u>	<u>153,968</u>
		111,340	7,845	119,185	154,204
CREDITORS					
Amounts falling due within one year	12	(5,079)	(7,845)	(12,924)	(35,984)
		<u>106,261</u>	<u>-</u>	<u>106,261</u>	<u>118,220</u>
NET CURRENT ASSETS					
		<u>107,506</u>	<u>-</u>	<u>107,506</u>	<u>120,450</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>107,506</u>	<u>-</u>	<u>107,506</u>	<u>120,450</u>
NET ASSETS					
		<u>107,506</u>	<u>-</u>	<u>107,506</u>	<u>120,450</u>
FUNDS					
Unrestricted funds	13			<u>107,506</u>	<u>120,450</u>
TOTAL FUNDS					
				<u>107,506</u>	<u>120,450</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

**The Universities' Chaplaincy in Leeds
Trust**

**Balance Sheet - continued
31 August 2025**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on
9/3/2026
..... and were signed on its behalf by:



.....
Dr M G J Byde - Trustee

**Notes to the Financial Statements
for the Year Ended 31 August 2025**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A;
- the requirement of paragraph 33.7.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Support costs have been allocated based on the time spent on charitable activities and governance costs.

Tangible fixed assets

Tangible fixed assets are stated at purchase cost, net of depreciation.

Depreciation is provided on all tangible assets at rates calculated to write off the cost less estimated residual value of each asset on a straight line basis over its expected useful life as follows:

Fixtures and fittings	- 20% on reducing balance
Computer equipment	- 33% on cost

Residual value represents the estimated amount which would currently be obtained from disposal of an asset after deducting estimated costs of disposal, if the asset were already at an age and in the condition expected at the end of its estimated useful life.

The gain or loss arising on the disposal of an asset is determined on the difference between the sale proceeds and the carrying value of the asset, and is recognised in the profit and loss account.

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2025**

1. ACCOUNTING POLICIES - continued

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The Trust operates a defined contribution pension scheme. Contributions payable to the Trust's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

Financial assets and financial liabilities are recognised when the company becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

All financial assets and liabilities are initially measured at transaction price (including transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

The following assets and liabilities are classified as basic financial instruments - cash and bank balances, trade creditors and other creditors.

Cash and bank balances, trade creditors and other creditors are measured at the amortised cost equivalent to the undiscounted amount of cash or other consideration expected to be paid or received.

Impairment of assets

Financial assets and financial liabilities are recognised when the company becomes a party to the contractual provisions of the instrument.

Assets are assessed for indicators of impairment at each balance sheet date. If there is objective evidence of impairment, an impairment loss is recognised in profit and loss as described below.

Non financial assets

An asset is impaired when there is objective evidence that, as a result of one or more events that occurred after initial recognition, the estimated recoverable value of the asset has been reduced. The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use.

Financial assets

For financial assets carried at cost less impairment, the impairment loss is the difference between the asset's carrying amount and the best estimate of the amount that would be received for the asset if it were sold at the reporting date.

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2025**

1. ACCOUNTING POLICIES - continued

Impairment of assets

Where indicators exist for a decrease in impairment loss, and the decrease can be related objectively to an event occurring after the impairment was recognised, the prior impairment loss is tested to determine reversal. An impairment loss is reversed on an individual impaired financial asset to the extent that the revised recoverable value does not lead to a revised carrying amount higher than the carrying value had the impairment loss not been recognised.

2. OTHER TRADING ACTIVITIES

	2025 £	2024 £
Room letting	<u>140</u>	<u>-</u>

3. INVESTMENT INCOME

	2025 £	2024 £
Deposit account interest	<u>3,256</u>	<u>2,314</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Grant funding of activities £	Support costs (see note 5) £	Totals £
Charitable activities costs	60,553	295	56,558	117,406
Governance costs	<u>-</u>	<u>-</u>	<u>24,240</u>	<u>24,240</u>
	<u>60,553</u>	<u>295</u>	<u>80,798</u>	<u>141,646</u>

5. SUPPORT COSTS

	Human resources £	Governance costs £	Totals £
Charitable activities costs	34,880	21,678	56,558
Governance costs	<u>14,949</u>	<u>9,291</u>	<u>24,240</u>
	<u>49,829</u>	<u>30,969</u>	<u>80,798</u>

Activity	Basis of allocation
Information technology	Allocation based on time spent
Human resources	Allocation based on time spent
Governance costs	Allocation based on time spent

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2025**

5. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

			2025	2024
	Charitable activities costs £	Governance costs £	Total activities £	Total activities £
Computer costs	-	-	-	250
Wages	33,855	14,510	48,365	33,895
Social security	57	25	82	-
Pensions	943	404	1,347	2,044
Interest payable and similar charges	25	10	35	7
Accountancy fees	3,780	1,620	5,400	4,050
Legal and professional fees	<u>17,898</u>	<u>7,671</u>	<u>25,569</u>	<u>1,915</u>
	<u>56,558</u>	<u>24,240</u>	<u>80,798</u>	<u>42,161</u>

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2025	2024
	£	£
Depreciation - owned assets	<u>985</u>	<u>1,332</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2025 nor for the year ended 31 August 2024.

Trustees' expenses

There were £nil (2024 : £64) of trustees' expenses paid for the year ended 31 August 2025.

8. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2025	2024
Charitable	4	3
Governance	<u>1</u>	<u>1</u>
	<u>5</u>	<u>4</u>

No employees received emoluments in excess of £60,000.

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2025**

9. FEES FOR EXAMINATION OF THE ACCOUNTS

	2025 £	2024 £
Independent examiner's fees for reporting on the accounts	1,410	1,410
Accountancy services	3,990	2,640

10. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 September 2024 and 31 August 2025	<u>3,126</u>	<u>31,898</u>	<u>35,024</u>
DEPRECIATION			
At 1 September 2024	2,630	30,164	32,794
Charge for year	<u>99</u>	<u>886</u>	<u>985</u>
At 31 August 2025	<u>2,729</u>	<u>31,050</u>	<u>33,779</u>
NET BOOK VALUE			
At 31 August 2025	<u>397</u>	<u>848</u>	<u>1,245</u>
At 31 August 2024	<u>496</u>	<u>1,734</u>	<u>2,230</u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Prepayments	<u>329</u>	<u>236</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade creditors	132	126
Social security and other taxes	2,436	1,996
Other creditors	3,926	3,986
Deferred income	1,483	25,587
Accrued expenses	<u>4,947</u>	<u>4,289</u>
	<u>12,924</u>	<u>35,984</u>

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2025**

13. MOVEMENT IN FUNDS

	At 1.9.24 £	Net movement in funds £	Transfers between funds £	At 31.8.25 £
Unrestricted funds				
General fund	120,450	42,674	(55,618)	107,506
Restricted funds				
Restricted funds	-	(55,618)	55,618	-
TOTAL FUNDS	<u>120,450</u>	<u>(12,944)</u>	<u>-</u>	<u>107,506</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	100,297	(57,623)	42,674
Restricted funds			
Restricted funds	28,405	(84,023)	(55,618)
TOTAL FUNDS	<u>128,702</u>	<u>(141,646)</u>	<u>(12,944)</u>

Comparatives for movement in funds

	At 1.9.23 £	Net movement in funds £	Transfers between funds £	At 31.8.24 £
Unrestricted funds				
General fund	106,583	50,166	(36,299)	120,450
Restricted funds				
Restricted funds	-	(36,299)	36,299	-
TOTAL FUNDS	<u>106,583</u>	<u>13,867</u>	<u>-</u>	<u>120,450</u>

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2025**

13. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	93,938	(43,772)	50,166
Restricted funds			
Restricted funds	3,310	(39,609)	(36,299)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>97,248</u>	<u>(83,381)</u>	<u>13,867</u>

£55,618 (2024 : £36,299) was transferred from the general fund to the restricted fund to make up the shortfall on the fund.

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2025.

15. CAPITAL

The company is limited by guarantee and has no share capital.

The liability of the members in the event of a winding up is limited to £10 per member.

THE UNIVERSITIES' CHAPLAINCY IN LEEDS TRUST

England & Wales - Charity number 1128626

Accounts

REGISTERED COMPANY NUMBER: 03848337 (England and Wales)
REGISTERED CHARITY NUMBER: 1128626

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended
31 August 2024

for

The Universities' Chaplaincy in Leeds
Trust

Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

**The Universities' Chaplaincy in Leeds
Trust**

**Contents of the Financial Statements
for the Year Ended 31 August 2024**

	Page
Report of the Trustees	1 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 14

**The Universities' Chaplaincy in Leeds
Trust**

**Report of the Trustees
for the Year Ended 31 August 2024**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03848337 (England and Wales)

Registered Charity number
1128626

Registered office
Chaplaincy
Emmanuel Centre University of Leeds
Woodhouse Lane
Leeds
West Yorkshire
LS2 9JT

Trustees

M J Kelly	Roman Catholic Diocese of Leeds	
Dr D W Dixon-Hardy	University of Leeds	
Professor R C Whiting	United Reformed Church	- resigned 22.03.2024
T C W Shaw	Yorkshire Baptist Association	
L M Grey	Leeds Diocese of the Church of England	
Professor P Cardew	Leeds Beckett University	
A I Fraser	Methodist Church	
Professor V M O'Mara	Quaker	
C J Maluila	Lutheran Church	
Dr A Arrigoni	Leeds Beckett University	
Dr T Wilson	Co-opted to represent Orthodoxy	
Dr M G J Byde	University of Leeds	
Rev. Prof. S J Robinson	Trust Chair – WYCT appointment	

Company Secretary
A Dudzinski

Independent examiner
Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, being the Memorandum and Articles of a charitable company limited by guarantee, as defined by the Companies Act 2006.

The Universities' Chaplaincy in Leeds Trust

Report of the Trustees for the Year Ended 31 August 2024

Recruitment and appointment of new trustees

The Charity is governed by the Memorandum and Articles dated 24th September 1999 as amended in March 2009.

The trustees are appointed according to the Articles of Association of 2009 and comprise not less than 3 and no more than 15 in number.

The Council of the University of Leeds and the Vice-Chancellor of Leeds Beckett University may each appoint and remove by notice in writing one trustee.

The trustees may co-opt up to two members of staff from the above two Universities (but for the avoidance of doubt only one from each University) who are willing to be trustees, and may cause their co-option to cease.

In addition to the University Staff Trustees co-opted by the board, the trustees may co-opt up to two further trustees who are willing to act, and may cause their co-option to cease.

West Yorkshire Churches Together (WYCT) shall appoint an individual to be trustee and a trustee so appointed will hold office of the chair of the trustees' meeting.

Except for persons appointed per the above no person shall be appointed or reappointed a trustee unless they are duly and properly nominated by a member of the Charity and have consented to act (or continue to act) as a trustee. The members of the Charity are those Churches who covenanted together to form the charity as listed in the Articles of Association.

In the year ending 31 August 2024 the United Reformed Church appointed Trustee resigned and a replacement is still being sought.

Trustees' responsibilities

The business of the Charity shall be managed by the trustees who may exercise all the powers of the Charity.

The trustees shall expend the funds of the Charity in such a manner as they shall consider most beneficial for the achievement of the objects, invest in the name of the Charity such part of the funds as they may see fit, direct the sale or transposition of any such investment and expend the proceeds of any such sale in furtherance of the objects of the Charity.

The Charity has 5 permanent employees: 1 co-ordinating chaplain, 1 international student chaplain, 2 chaplaincy service managers (both part time) and 1 part time student outreach worker who was employed from June 2024. The chaplaincy service managers work closely with the chaplains and report regularly to the chair of the board of trustees.

The Board meets formally 4 times per year for which it receives detailed papers prepared and distributed one week in advance. The co-ordinating and lead chaplains attend the meetings of the board to ensure good and comprehensive communications.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Background

The Universities' Chaplaincy in Leeds Trust serves the staff and students across the University of Leeds, Leeds Beckett University, The University of Law in Leeds and Leeds Arts University. This means supporting the spiritual welfare of in excess of 68,000 students and 12,000 staff of all faiths and all world views. The team works within the oversight of West Yorkshire Churches Together (WYCT), a group of church bodies who have covenanted to work together ecumenically to help provide a chaplaincy service at these universities. Chaplains are from nine different Christian denominations and include volunteers, stipendiary and non-stipendiary clergy.

The Universities' Chaplaincy in Leeds Trust

Report of the Trustees for the Year Ended 31 August 2024

Day to day work

The key aspects of our day to day commitments are:

- Pastoral Care
- Spiritual and Worship
- Ethics and Values
- Community Building and Community Cohesion
- Advice on matters of faith to the Universities' senior managers.

ACHIEVEMENT AND PERFORMANCE

Achievements

The Co-ordinating chaplain continues to work closely with the Chaplaincy Service Managers.

Carmen Costanza was employed as a Student Outreach Worker, starting in June 2024. Her role is focused on digital outreach, communications on 5 campuses within Leeds, links with students societies and events, and helping maintain the profile of the chaplaincy for students and staff.

The Trustees continue to have an excellent working relationship with the senior managers of the Universities.

The Universities continue to value the contribution of the Chaplaincy to the community life of the universities, with Leeds Arts University welcoming increased involvement with Chaplaincy outreach to their students.

The significant activities of the day to day work continue. These include:

1. Pastoral support for staff and students continues through groups, worship activities and one-to-one pastoral care.
2. An increased range of outreach activities and events that were designed to introduce people to the Chaplaincy and encourage them to build links with us.
3. Crisis support continues to be much appreciated by each University in the support of students, staff and their families at times of trauma, death and world catastrophes.
4. At Leeds Beckett we have built on the good relations already in place. As lead chaplain, the Revd. Tim Nicholls has taken a full part in Leeds Beckett's wellbeing and Student Support Services provision. He attends regular team meetings as well as serving on committees, such as equality and diversity, developing new faith and prayer spaces and facilities and building new outreaches and chaplaincy services across the two campuses.
5. Robin Fishwick is the Lead Chaplain at Leeds Arts University, and has been involved in extensive outreach work and has served on a number of University Committees.
6. Fa Marc Homsey is lead chaplain for University of Law Leeds and is developing a monthly drop in service, and has made good links with the wellbeing team and safeguarding.
7. Involvement in multi faith developments at the University of Leeds, in particular co-hosting or facilitating inter-faith events.

FINANCIAL REVIEW

Financial review

The financial result for the year shows a surplus of £13,867. Reserves have increased to £120,450. Expenditure was £83,381, in line with expected annual expenditure. The trust is therefore well placed to develop its Chaplaincy work going forward. The Service Level Agreement (SLA) with the University of Leeds was renewed on 1 September 2022 for a period of 5 years until August 2027, the SLA with Leeds Beckett University was renewed on 1 September 2023 for a further 3 years until August 2026, the SLA with Leeds Arts University was renewed on 1 September 2023 for a period of 3 years until August 2026, and the SLA with the University of Law was renewed on 1 September 2023 for 3 years until August 2026.

**The Universities' Chaplaincy in Leeds
Trust**

**Report of the Trustees
for the Year Ended 31 August 2024**

FUTURE AIMS

The future aims include:

1. Increasing chaplaincy provision through staff appointments, effective use of volunteers and interns, and range of activities.
2. Developing ways to increase spiritual awareness and opportunity amongst the staff and student populations, in particular via online means.
3. Assisting all the universities in their development of a strategy to provide faith-based support to their diverse communities.

Approved by order of the board of trustees on*30 January 2025*..... and signed on its behalf by:



.....
Rev. Prof. S J Robinson - Trustee

**Independent Examiner's Report to the Trustees of
The Universities' Chaplaincy in Leeds
Trust**

Independent examiner's report to the trustees of The Universities' Chaplaincy in Leeds Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2024.

Responsibilities and basis of report

As the charity's trustees of the 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 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 2011 ('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 matters have come to my attention in connection with the examination giving me cause to believe:

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.



Jill Wright BA FCA

Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

Date: 3rd February 2025

**The Universities' Chaplaincy in Leeds
Trust**

**Statement of Financial Activities
for the Year Ended 31 August 2024**

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		1,618	-	1,618	486
Charitable activities					
Charitable activities costs		90,006	3,310	93,316	83,003
Other trading activities	2	-	-	-	256
Investment income	3	<u>2,314</u>	<u>-</u>	<u>2,314</u>	<u>1,057</u>
Total		<u>93,938</u>	<u>3,310</u>	<u>97,248</u>	<u>84,802</u>
EXPENDITURE ON					
Charitable activities					
Charitable activities costs	4	42,528	32,421	74,949	71,222
Governance costs		<u>1,244</u>	<u>7,188</u>	<u>8,432</u>	<u>9,245</u>
Total		<u>43,772</u>	<u>39,609</u>	<u>83,381</u>	<u>80,467</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	13	50,166 <u>(36,299)</u>	(36,299) <u>36,299</u>	13,867 <u>-</u>	4,335 <u>-</u>
Net movement in funds		13,867	-	13,867	4,335
RECONCILIATION OF FUNDS					
Total funds brought forward		106,583	-	106,583	102,248
TOTAL FUNDS CARRIED FORWARD		<u>120,450</u>	<u>-</u>	<u>120,450</u>	<u>106,583</u>

The notes form part of these financial statements

**The Universities' Chaplaincy in Leeds
Trust**

**Balance Sheet
31 August 2024**

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	10	2,230	-	2,230	2,734
CURRENT ASSETS					
Debtors	11	236	-	236	403
Cash at bank		<u>122,399</u>	<u>31,569</u>	<u>153,968</u>	<u>115,160</u>
		122,635	31,569	154,204	115,563
CREDITORS					
Amounts falling due within one year	12	(4,415)	(31,569)	(35,984)	(11,714)
		<u>118,220</u>	<u>-</u>	<u>118,220</u>	<u>103,849</u>
NET CURRENT ASSETS					
		<u>120,450</u>	<u>-</u>	<u>120,450</u>	<u>106,583</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>120,450</u>	<u>-</u>	<u>120,450</u>	<u>106,583</u>
NET ASSETS					
		<u>120,450</u>	<u>-</u>	<u>120,450</u>	<u>106,583</u>
FUNDS					
Unrestricted funds	13			<u>120,450</u>	<u>106,583</u>
TOTAL FUNDS					
				<u>120,450</u>	<u>106,583</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 30 January 2025 and were signed on its behalf by:



Rev. Prof. S J Robinson - Trustee

The notes form part of these financial statements

**Notes to the Financial Statements
for the Year Ended 31 August 2024**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A;
- the requirement of paragraph 33.7.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Support costs have been allocated based on the time spent on charitable activities and governance costs.

Tangible fixed assets

Tangible fixed assets are stated at purchase cost, net of depreciation.

Depreciation is provided on all tangible assets at rates calculated to write off the cost less estimated residual value of each asset on a straight line basis over its expected useful life as follows:

- | | |
|-----------------------|---------------------------|
| Fixtures and fittings | - 20% on reducing balance |
| Computer equipment | - 33% on cost |

Residual value represents the estimated amount which would currently be obtained from disposal of an asset after deducting estimated costs of disposal, if the asset were already at an age and in the condition expected at the end of its estimated useful life.

The gain or loss arising on the disposal of an asset is determined on the difference between the sale proceeds and the carrying value of the asset, and is recognised in the profit and loss account.

1. ACCOUNTING POLICIES - continued

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The Trust operates a defined contribution pension scheme. Contributions payable to the Trust's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

Financial assets and financial liabilities are recognised when the company becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

All financial assets and liabilities are initially measured at transaction price (including transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

The following assets and liabilities are classified as basic financial instruments - cash and bank balances, trade creditors and other creditors. These are all measured at the amortised cost equivalent to the undiscounted amount of cash or other consideration expected to be paid or received.

Impairment of assets

Financial assets and financial liabilities are recognised when the company becomes a party to the contractual provisions of the instrument.

Assets are assessed for indicators of impairment at each balance sheet date. If there is objective evidence of impairment, an impairment loss is recognised in profit and loss as described below.

Non financial assets

An asset is impaired when there is objective evidence that, as a result of one or more events that occurred after initial recognition, the estimated recoverable value of the asset has been reduced. The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use.

Financial assets

For financial assets carried at cost less impairment, the impairment loss is the difference between the asset's carrying amount and the best estimate of the amount that would be received for the asset if it were sold at the reporting date.

Where indicators exist for a decrease in impairment loss, and the decrease can be related objectively to an event occurring after the impairment was recognised, the prior impairment loss is tested to determine reversal. An impairment loss is reversed on an individual impaired financial asset to the extent that the revised recoverable value does not lead to a revised carrying amount higher than the carrying value had the impairment loss not been recognised.

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2024**

2. OTHER TRADING ACTIVITIES

	2024 £	2023 £
Room letting	-	176
Teaching income	-	80
	<u>-</u>	<u>256</u>

3. INVESTMENT INCOME

	2024 £	2023 £
Deposit account interest	<u>2,314</u>	<u>1,057</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Grant funding of activities £	Support costs (see note 5) £	Totals £
Charitable activities costs	40,735	485	33,729	74,949
Governance costs	-	-	<u>8,432</u>	<u>8,432</u>
	<u>40,735</u>	<u>485</u>	<u>42,161</u>	<u>83,381</u>

5. SUPPORT COSTS

	Information technology £	Human resources £	Governance costs £	Totals £
Charitable activities costs	200	28,757	4,772	33,729
Governance costs	<u>50</u>	<u>7,189</u>	<u>1,193</u>	<u>8,432</u>
	<u>250</u>	<u>35,946</u>	<u>5,965</u>	<u>42,161</u>

Activity	Basis of allocation
Information technology	Allocation based on time spent
Human resources	Allocation based on time spent
Governance costs	Allocation based on time spent

Support costs, included in the above, are as follows:

	Charitable activities costs £	Governance costs £	2024 Total activities £	2023 Total activities £
Computer costs	200	50	250	-
Wages	27,116	6,779	33,895	35,406
Pensions	1,635	409	2,044	2,558
Interest payable and similar charges	6	1	7	3
Accountancy fees	3,240	810	4,050	3,960
Legal fees	<u>1,532</u>	<u>383</u>	<u>1,915</u>	<u>4,297</u>
	<u>33,729</u>	<u>8,432</u>	<u>42,161</u>	<u>46,224</u>

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2024**

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2024	2023
	£	£
Depreciation - owned assets	<u>1,332</u>	<u>1,411</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2024 nor for the year ended 31 August 2023.

Trustees' expenses

There were £64 (2023 : £62) of trustees' expenses paid for the year ended 31 August 2024.

8. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2024	2023
Charitable	3	4
Governance	<u>1</u>	<u>1</u>
	<u>4</u>	<u>5</u>

No employees received emoluments in excess of £60,000.

9. FEES FOR EXAMINATION OF THE ACCOUNTS

	2024	2023
	£	£
Independent examiner's fees for reporting on the accounts	1,410	1,380
Accountancy services	2,640	2,580

The Universities' Chaplaincy in Leeds
Trust

Notes to the Financial Statements - continued
for the Year Ended 31 August 2024

10. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 September 2023	3,126	31,070	34,196
Additions	-	828	828
At 31 August 2024	<u>3,126</u>	<u>31,898</u>	<u>35,024</u>
DEPRECIATION			
At 1 September 2023	2,506	28,956	31,462
Charge for year	124	1,208	1,332
At 31 August 2024	<u>2,630</u>	<u>30,164</u>	<u>32,794</u>
NET BOOK VALUE			
At 31 August 2024	<u>496</u>	<u>1,734</u>	<u>2,230</u>
At 31 August 2023	<u>620</u>	<u>2,114</u>	<u>2,734</u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Prepayments	<u>236</u>	<u>403</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade creditors	126	120
Social security and other taxes	1,996	702
Other creditors	3,986	3,983
Deferred income	25,587	897
Accrued expenses	<u>4,289</u>	<u>6,012</u>
	<u>35,984</u>	<u>11,714</u>

13. MOVEMENT IN FUNDS

	At 1.9.23 £	Net movement in funds £	Transfers between funds £	At 31.8.24 £
Unrestricted funds				
General fund	106,583	50,166	(36,299)	120,450
Restricted funds				
Restricted funds	-	(36,299)	36,299	-
TOTAL FUNDS	<u>106,583</u>	<u>13,867</u>	<u>-</u>	<u>120,450</u>

The Universities' Chaplaincy in Leeds
Trust

Notes to the Financial Statements - continued
for the Year Ended 31 August 2024

13. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	93,938	(43,772)	50,166
Restricted funds			
Restricted funds	3,310	(39,609)	(36,299)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>97,248</u>	<u>(83,381)</u>	<u>13,867</u>

Comparatives for movement in funds

	At 1.9.22 £	Net movement in funds £	Transfers between funds £	At 31.8.23 £
Unrestricted funds				
General fund	102,248	43,143	(38,808)	106,583
Restricted funds				
Restricted funds	-	(38,808)	38,808	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>102,248</u>	<u>4,335</u>	<u>-</u>	<u>106,583</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	81,426	(38,283)	43,143
Restricted funds			
Restricted funds	3,376	(42,184)	(38,808)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>84,802</u>	<u>(80,467)</u>	<u>4,335</u>

£36,299 (2023 : £38,808) was transferred from the general fund to the restricted fund to make up the shortfall on the fund.

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2024**

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2024.

15. CAPITAL

The company is limited by guarantee and has no share capital.

The liability of the members in the event of a winding up is limited to £10 per member.

THE UNIVERSITIES' CHAPLAINCY IN LEEDS TRUST

England & Wales - Charity number 1128626

Accounts

REGISTERED COMPANY NUMBER: 03848337 (England and Wales)
REGISTERED CHARITY NUMBER: 1128626

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended
31 August 2023**

for

**The Universities' Chaplaincy in Leeds
Trust**

Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

**The Universities' Chaplaincy in Leeds
Trust**

**Contents of the Financial Statements
for the Year Ended 31 August 2023**

	Page
Report of the Trustees	1 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 14

The Universities' Chaplaincy in Leeds Trust

Report of the Trustees for the Year Ended 31 August 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03848337 (England and Wales)

Registered Charity number

1128626

Registered office

Chaplaincy
Emmanuel Centre University of Leeds
Woodhouse Lane
Leeds
West Yorkshire
LS2 9JT

Trustees

M J Kelly	Roman Catholic Diocese of Leeds	
Dr D W Dixon-Hardy	University of Leeds	
Professor R C Whiting	United Reformed Church	
T C W Shaw	Yorkshire Baptist Association	
L M Grey	Leeds Diocese of the Church of England	
Professor P Cardew	Leeds Beckett University	
Professor P D Howdle	Trust Chair – WYCT appointment	- resigned 01.07.2023
A I Fraser	Methodist Church	
Professor V M O'Mara	Quaker	
C J Maluila	Lutheran Church	
Dr A Arrigoni	Leeds Beckett University	
Dr T Wilson	Co-opted to represent Orthodoxy	
Dr M G J Bye	University of Leeds	
Rev. Prof. S J Robinson	Trust Chair – WYCT appointment	- appointed 01.07.2023

Company Secretary

A Dudzinski

Independent examiner

Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, being the Memorandum and Articles of a charitable company limited by guarantee, as defined by the Companies Act 2006.

The Universities' Chaplaincy in Leeds Trust

Report of the Trustees for the Year Ended 31 August 2023

Recruitment and appointment of new trustees

The Charity is governed by the Memorandum and Articles dated 24th September 1999 as amended in March 2009.

The trustees are appointed according to the Articles of Association of 2009 and comprise not less than 3 and no more than 15 in number.

The Council of the University of Leeds and the Vice-Chancellor of Leeds Beckett University may each appoint and remove by notice in writing one trustee.

The trustees may co-opt up to two members of staff from the above two Universities (but for the avoidance of doubt only one from each University) who are willing to be trustees, and may cause their co-option to cease.

In addition to the University Staff Trustees co-opted by the board, the trustees may co-opt up to two further trustees who are willing to act, and may cause their co-option to cease.

West Yorkshire Churches Together (WYCT) shall appoint an individual to be trustee and a trustee so appointed will hold office of the chair of the trustees' meeting.

Except for persons appointed per the above no person shall be appointed or reappointed a trustee unless they are duly and properly nominated by a member of the Charity and have consented to act (or continue to act) as a trustee. The members of the Charity are those Churches who covenanted together to form the charity as listed in the Articles of Association.

In the year ending 31 August 2023 the Trust Chair resigned and a new one was appointed by WYCT.

Trustees' responsibilities

The business of the Charity shall be managed by the trustees who may exercise all the powers of the Charity.

The trustees shall expend the funds of the Charity in such a manner as they shall consider most beneficial for the achievement of the objects, invest in the name of the Charity such part of the funds as they may see fit, direct the sale or transposition of any such investment and expend the proceeds of any such sale in furtherance of the objects of the Charity.

The Charity has 4 permanent employees: 1 co-ordinating chaplain, 1 international student chaplain and 2 chaplaincy service managers (both part time). There was also 1 part time student outreach worker employed in the year, up until June 2023. The student outreach worker worked closely with the chaplains and reported regularly to the chair of the board of trustees.

The Board meets formally 4 times per year for which it receives detailed papers prepared and distributed in advance. The co-ordinating and lead chaplains attend the meetings of the board to ensure good and comprehensive communications.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Background

The Universities' Chaplaincy in Leeds Trust serves the staff and students across the University of Leeds, Leeds Beckett University, The University of Law in Leeds and Leeds Arts University. This means supporting the spiritual welfare of approximately 67,000 students and 12,000 staff of all faiths and none. The team works within the oversight of our parent body, West Yorkshire Churches Together (WYCT), a group of church bodies who have covenanted to work together to provide a chaplaincy service at these universities. Chaplains are from nine different Christian denominations and include both volunteers and stipendiary clergy.

The Universities' Chaplaincy in Leeds Trust

Report of the Trustees for the Year Ended 31 August 2023

Day to day work

The key aspects of our day to day commitments are:

- Pastoral Care
- Spiritual and Worship
- Ethics and Values
- Community Building and Community Cohesion
- Advice on matters of faith to the Universities' senior managers.

ACHIEVEMENT AND PERFORMANCE

Achievements

The Co-ordinating chaplain continues to work closely with the Chaplaincy Service Managers.

Celeste Drouin Davis remained a Student Outreach Worker for 22-23, up until June 2023. Her role was focused on Digital Promotions and Outreach. She has been a valuable resource for the services provided by the Chaplaincy Team.

The Trustees continue to have an excellent working relationship with the senior managers of the Universities.

The Universities continue to value the contribution of the Chaplaincy to the community life of the universities, with Leeds Arts University welcoming increased involvement with Chaplaincy outreach to their students.

The significant activities of the day to day work continue. These include:

1. Pastoral support for staff and students continues through groups, worship activities and one-to-one pastoral care.
2. An increased range of outreach activities and events that were designed to introduce people to the Chaplaincy and encourage them to build links with us.
3. Crisis support continues to be much appreciated by each University in the support of students, staff and their families at times of trauma, death and world catastrophes.
4. At Leeds Beckett we have built on the good relations already in place. As lead chaplain, the Revd. Melvyn Kelly has taken a full part in Leeds Beckett's Wellbeing provision. He attends regular team meetings as well as serving on committees such as equality and diversity and the Carnegie ethics committee.
5. Robin Fishwick is the Lead Chaplain at Leeds Arts University, and has been involved in extensive outreach work and has served on a number of University Committees.
6. Involvement in multi faith developments at the University of Leeds, in particular co-hosting inter-faith events.

FINANCIAL REVIEW

Financial review

The financial result for the year shows a surplus of £4,335. Reserves have increased to £106,583. Expenditure was £80,467, in line with usual annual expenditure. The trust is therefore well placed to develop its Chaplaincy work going forward. The Service Level Agreement (SLA) with the University of Leeds was renewed on 1 September 2022 for a period of 5 years, the SLA with Leeds Beckett University was renewed on 1 September 2020 for a further 3 years, the SLA with Leeds Arts University was renewed on 1 September 2020 for a period of 3 years, and the SLA with the University of Law was renewed on 1 September 2022 for 1 year.

**The Universities' Chaplaincy in Leeds
Trust**

**Report of the Trustees
for the Year Ended 31 August 2023**

FUTURE AIMS

The future aims include:

1. Increasing chaplaincy provision through staff appointments, effective use of volunteers and interns, and range of activities.
2. Developing ways to increase spiritual awareness and opportunity amongst the staff and student populations, in particular via online means.
3. Assisting all the universities in their development of a strategy to provide faith-based support to their diverse communities.

Approved by order of the board of trustees on 22 Feb 2024 and signed on its behalf by:



.....
Rev. Prof. S J Robinson - Trustee

**Independent Examiner's Report to the Trustees of
The Universities' Chaplaincy in Leeds
Trust**

Independent examiner's report to the trustees of The Universities' Chaplaincy in Leeds Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2023.

Responsibilities and basis of report

As the charity's trustees of the 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 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 2011 ('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 matters have come to my attention in connection with the examination giving me cause to believe:

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.



Jill Wright BA FCA

Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

Date: 7th March 2024

The Universities' Chaplaincy in Leeds Trust

**Statement of Financial Activities
for the Year Ended 31 August 2023**

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		486	-	486	393
Charitable activities					
Charitable activities costs		79,627	3,376	83,003	79,948
Other trading activities	2	256	-	256	-
Investment income	3	<u>1,057</u>	<u>-</u>	<u>1,057</u>	<u>182</u>
Total		<u>81,426</u>	<u>3,376</u>	<u>84,802</u>	<u>80,523</u>
EXPENDITURE ON					
Charitable activities					
Charitable activities costs	4	36,631	34,591	71,222	66,050
Governance costs		<u>1,652</u>	<u>7,593</u>	<u>9,245</u>	<u>7,957</u>
Total		<u>38,283</u>	<u>42,184</u>	<u>80,467</u>	<u>74,007</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	13	43,143	(38,808)	4,335	6,516
		<u>(38,808)</u>	<u>38,808</u>	<u>-</u>	<u>-</u>
Net movement in funds		4,335	-	4,335	6,516
RECONCILIATION OF FUNDS					
Total funds brought forward		102,248	-	102,248	95,732
TOTAL FUNDS CARRIED FORWARD		<u>106,583</u>	<u>-</u>	<u>106,583</u>	<u>102,248</u>

The notes form part of these financial statements

The Universities' Chaplaincy in Leeds Trust

**Balance Sheet
31 August 2023**

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	10	2,734	-	2,734	3,149
CURRENT ASSETS					
Debtors	11	403	-	403	-
Cash at bank		<u>109,578</u>	<u>5,582</u>	<u>115,160</u>	<u>108,212</u>
		109,981	5,582	115,563	108,212
CREDITORS					
Amounts falling due within one year	12	(6,132)	(5,582)	(11,714)	(9,113)
		<u>103,849</u>	<u>-</u>	<u>103,849</u>	<u>99,099</u>
NET CURRENT ASSETS					
		106,583	-	106,583	102,248
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>106,583</u>	<u>-</u>	<u>106,583</u>	<u>102,248</u>
NET ASSETS					
FUNDS	13				
Unrestricted funds				<u>106,583</u>	<u>102,248</u>
TOTAL FUNDS				<u>106,583</u>	<u>102,248</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2023 in accordance with Section 476 of the Companies Act 2006.


The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on

22 Feb 2024 and were signed on its behalf by:


Rev. Prof. S J Robinson - Trustee

The notes form part of these financial statements

Notes to the Financial Statements
for the Year Ended 31 August 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A;
- the requirement of paragraph 33.7.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Support costs have been allocated based on the time spent on charitable activities and governance costs.

Tangible fixed assets

Tangible fixed assets are stated at purchase cost, net of depreciation.

Depreciation is provided on all tangible assets at rates calculated to write off the cost less estimated residual value of each asset on a straight line basis over its expected useful life as follows:

Fixtures and fittings	- 20% on reducing cost
Computer equipment	- 33% on cost

Residual value represents the estimated amount which would currently be obtained from disposal of an asset after deducting estimated costs of disposal, if the asset were already at an age and in the condition expected at the end of its estimated useful life.

The gain or loss arising on the disposal of an asset is determined on the difference between the sale proceeds and the carrying value of the asset, and is recognised in the profit and loss account.

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2023**

1. ACCOUNTING POLICIES - continued

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The Trust operates a defined contribution pension scheme. Contributions payable to the Trust's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

Financial assets and financial liabilities are recognised when the company becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

All financial assets and liabilities are initially measured at transaction price (including transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

The following assets and liabilities are classified as basic financial instruments - other debtors, cash and bank balances, trade creditors and other creditors.

Other debtors, cash and bank balances, trade creditors and other creditors are measured at the amortised cost equivalent to the undiscounted amount of cash or other consideration expected to be paid or received.

Impairment of assets

Assets are assessed for indicators of impairment at each balance sheet date. If there is objective evidence of impairment, an impairment loss is recognised in profit and loss as described below.

Non financial assets

An asset is impaired when there is objective evidence that, as a result of one or more events that occurred after initial recognition, the estimated recoverable value of the asset has been reduced. The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use.

Financial assets

For financial assets carried at cost less impairment, the impairment loss is the difference between the asset's carrying amount and the best estimate of the amount that would be received for the asset if it were sold at the reporting date.

Where indicators exist for a decrease in impairment loss, and the decrease can be related objectively to an event occurring after the impairment was recognised, the prior impairment loss is tested to determine reversal. An impairment loss is reversed on an individual impaired financial asset to the extent that the revised recoverable value does not lead to a revised carrying amount higher than the carrying value had the impairment loss not been recognised.

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2023**

2. OTHER TRADING ACTIVITIES

	2023 £	2022 £
Room letting	176	-
Teaching income	<u>80</u>	<u>-</u>
	<u>256</u>	<u>-</u>

3. INVESTMENT INCOME

	2023 £	2022 £
Deposit account interest	<u>1,057</u>	<u>182</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Grant funding of activities £	Support costs (see note 5) £	Totals £
Charitable activities costs	33,978	265	36,979	71,222
Governance costs	<u>-</u>	<u>-</u>	<u>9,245</u>	<u>9,245</u>
	<u>33,978</u>	<u>265</u>	<u>46,224</u>	<u>80,467</u>

5. SUPPORT COSTS

	Human resources £	Governance costs £	Totals £
Charitable activities costs	30,373	6,606	36,979
Governance costs	<u>7,594</u>	<u>1,651</u>	<u>9,245</u>
	<u>37,967</u>	<u>8,257</u>	<u>46,224</u>

Activity	Basis of allocation
Information technology	Allocation based on time spent
Human resources	Allocation based on time spent
Governance costs	Allocation based on time spent

Support costs, included in the above, are as follows:

	Charitable activities costs £	Governance costs £	2023 Total activities £	2022 Total activities £
Computer costs	-	-	-	666
Wages	28,325	7,081	35,406	30,985
Pensions	2,046	512	2,558	2,324
Interest payable and similar charges	2	1	3	-
Accountancy fees	3,168	792	3,960	3,840
Legal fees	<u>3,438</u>	<u>859</u>	<u>4,297</u>	<u>1,971</u>
	<u>36,979</u>	<u>9,245</u>	<u>46,224</u>	<u>39,786</u>

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2023**

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Depreciation - owned assets	<u>1,411</u>	<u>3,713</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2023 nor for the year ended 31 August 2022.

Trustees' expenses

There were £62 of trustees' expenses paid for the year ended 31 August 2023. There were no trustees' expenses paid for the year ended 31 August 2022.

8. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2023	2022
Charitable	4	4
Governance	<u>1</u>	<u>1</u>
	<u>5</u>	<u>5</u>

No employees received emoluments in excess of £60,000.

9. FEES FOR EXAMINATION OF THE ACCOUNTS

	2023	2022
	£	£
Independent examiner's fees for reporting on the accounts	1,380	1,320
Accountancy services	2,580	2,520

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2023**

10. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 September 2022	3,126	30,074	33,200
Additions	-	996	996
At 31 August 2023	<u>3,126</u>	<u>31,070</u>	<u>34,196</u>
DEPRECIATION			
At 1 September 2022	2,351	27,700	30,051
Charge for year	155	1,256	1,411
At 31 August 2023	<u>2,506</u>	<u>28,956</u>	<u>31,462</u>
NET BOOK VALUE			
At 31 August 2023	<u>620</u>	<u>2,114</u>	<u>2,734</u>
At 31 August 2022	<u>775</u>	<u>2,374</u>	<u>3,149</u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Prepayments	<u>403</u>	<u>-</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade creditors	120	114
Social security and other taxes	702	1,243
Other creditors	3,983	3,865
Deferred income	897	273
Accrued expenses	<u>6,012</u>	<u>3,618</u>
	<u>11,714</u>	<u>9,113</u>

13. MOVEMENT IN FUNDS

	At 1.9.22 £	Net movement in funds £	Transfers between funds £	At 31.8.23 £
Unrestricted funds				
General fund	102,248	43,143	(38,808)	106,583
Restricted funds				
Restricted funds	-	(38,808)	38,808	-
TOTAL FUNDS	<u>102,248</u>	<u>4,335</u>	<u>-</u>	<u>106,583</u>

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2023**

13. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	81,426	(38,283)	43,143
Restricted funds			
Restricted funds	3,376	(42,184)	(38,808)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>84,802</u>	<u>(80,467)</u>	<u>4,335</u>

Comparatives for movement in funds

	At 1.9.21 £	Net movement in funds £	Transfers between funds £	At 31.8.22 £
Unrestricted funds				
General fund	95,732	46,886	(40,370)	102,248
Restricted funds				
Restricted funds	-	(40,370)	40,370	-
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>95,732</u>	<u>6,516</u>	<u>-</u>	<u>102,248</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	75,288	(28,402)	46,886
Restricted funds			
Restricted funds	5,235	(45,605)	(40,370)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>80,523</u>	<u>(74,007)</u>	<u>6,516</u>

£38,808 (2022 : £40,370) was transferred from the general fund to the restricted fund to make up the shortfall on the fund.

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2023**

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2023.

15. CAPITAL

The company is limited by guarantee and has no share capital.

The liability of the members in the event of a winding up is limited to £10 per member.

THE UNIVERSITIES' CHAPLAINCY IN LEEDS TRUST

England & Wales - Charity number 1128626

Accounts

REGISTERED COMPANY NUMBER: 03848337 (England and Wales)
REGISTERED CHARITY NUMBER: 1128626

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended
31 August 2022

for

The Universities' Chaplaincy in Leeds
Trust

Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

**The Universities' Chaplaincy in Leeds
Trust**

**Contents of the Financial Statements
for the Year Ended 31 August 2022**

	Page
Report of the Trustees	1 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 14

**The Universities' Chaplaincy in Leeds
Trust**

**Report of the Trustees
for the Year Ended 31 August 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03848337 (England and Wales)

Registered Charity number
1128626

Registered office
Chaplaincy
Emmanuel Centre University of Leeds
Woodhouse Lane
Leeds
West Yorkshire
LS2 9JT

Trustees

M J Kelly	Roman Catholic Diocese of Leeds	
Dr D W Dixon-Hardy	University of Leeds	
Professor R C Whiting	United Reformed Church	
T C W Shaw	Yorkshire Baptist Association	
L M Grey	Leeds Diocese of the Church of England	
Professor P Cardew	Leeds Beckett University	
Professor P D Howdle	Trust Chair – WYCT appointment	
A I Fraser	Methodist Church	
Professor V M O'Mara	Quaker	
Professor R E Muers	Co-opted	- resigned 24.06.2022
C J Maluila	Lutheran Church	
Dr A Arrigoni	Leeds Beckett University	
Dr T Wilson	Co-opted to represent Orthodoxy	
Dr M G J Bye	University of Leeds	- appointed 03.11.2021

Company Secretary
A Dudzinski

Independent examiner
Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, being the Memorandum and Articles of a charitable company limited by guarantee, as defined by the Companies Act 2006.

The Universities' Chaplaincy in Leeds Trust

Report of the Trustees for the Year Ended 31 August 2022

Recruitment and appointment of new trustees

The Charity is governed by the Memorandum and Articles dated 24th September 1999 as amended in March 2009.

The trustees are appointed according to the Articles of Association of 2009 and comprise not less than 3 and no more than 15 in number.

The Council of the University of Leeds and the Vice-Chancellor of Leeds Beckett University may each appoint and remove by notice in writing one trustee.

The trustees may co-opt up to two members of staff from the above two Universities (but for the avoidance of doubt only one from each University) who are willing to be trustees, and may cause their co-option to cease.

In addition to the University Staff Trustees co-opted by the board, the trustees may co-opt up to two further trustees who are willing to act, and may cause their co-option to cease.

West Yorkshire Churches Together (WYCT) shall appoint an individual to be trustee and a trustee so appointed will hold office of the chair of the trustees' meeting.

Except for persons appointed per the above no person shall be appointed or reappointed a trustee unless they are duly and properly nominated by a member of the Charity and have consented to act (or continue to act) as a trustee. The members of the Charity are those Churches who covenanted together to form the charity as listed in the Articles of Association.

In the year ending 31 August 2022 one trustee resigned and one trustee was appointed by University of Leeds.

Trustees' responsibilities

The business of the Charity shall be managed by the trustees who may exercise all the powers of the Charity.

The trustees shall expend the funds of the Charity in such a manner as they shall consider most beneficial for the achievement of the objects, invest in the name of the Charity such part of the funds as they may see fit, direct the sale or transposition of any such investment and expend the proceeds of any such sale in furtherance of the objects of the Charity.

The Charity has 6 employees: 1 co-ordinating chaplain, 2 chaplaincy service managers (both part time), 1 part time student outreach worker, 1 part time project worker and 1 further student outreach worker who worked in ad hoc IT support capacity until November 2021. These work closely with the chaplains and report regularly to the chair of the board of trustees.

The Board meets formally 4 times per year for which it receives detailed papers prepared and distributed in advance. The co-ordinating and lead chaplains attend the meetings of the board to ensure good and comprehensive communications.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Background

The Universities' Chaplaincy in Leeds Trust serves the staff and students across the University of Leeds, Leeds Beckett University, The University of Law in Leeds and Leeds Arts University. This means supporting the spiritual welfare of approximately 63,650 students and 11,200 staff of all faiths and none. The team works within the oversight of our parent body, West Yorkshire Churches Together (WYCT), a group of church bodies who have covenanted to work together to provide a chaplaincy service at these universities. Chaplains are from nine different Christian denominations and include both volunteers and stipendiary clergy.

The Universities' Chaplaincy in Leeds Trust

Report of the Trustees for the Year Ended 31 August 2022

Day to day work

The key aspects of our day to day commitments are:

- Pastoral Care
- Spiritual and Worship
- Ethics and Values
- Community Building and Community Cohesion
- Advice on matters of faith to the Universities' senior managers.

ACHIEVEMENT AND PERFORMANCE

Achievements

The Co-ordinating chaplain continues to work closely with the Chaplaincy Service Managers.

The Trust appointed one Student Outreach Worker for 21-22, Celeste Drouin Davis, whose role was focused on Digital Promotions and Outreach. She has been a valuable resource for the services provided by the Chaplaincy Team. Juanma Jiminez-Robles moved roles from SOW to an International Students Project Worker with oversight on the Chaplaincy support to International Students. This post was fixed term until June 2022. Alice Healey continued on an ad hoc basis as IT support until November 2021.

The Trustees continue to have an excellent working relationship with the senior managers of the Universities.

The Universities continue to value the contribution of the Chaplaincy to the community life of the universities, with the University of Law and Leeds Arts University both welcoming increased involvement with Chaplaincy outreach to their students.

The significant activities of the day to day work continue. These include:

1. Pastoral support for staff and students continues through groups, worship activities and one-to-one pastoral care.
2. An increased range of outreach activities and events that were designed to introduce people to the Chaplaincy and encourage them to build links with us.
3. Crisis support continues to be much appreciated by each University in the support of students, staff and their families at times of trauma, death and world catastrophes.
4. At Leeds Beckett we have built on the good relations already in place. As lead chaplain, the Revd. Melvyn Kelly has taken a full part in Leeds Beckett's Wellbeing provision. He attends regular team meetings as well as serving on committees such as equality and diversity and the Carnegie ethics committee.
5. Robin Fishwick is the Lead Chaplain at Leeds Arts University, and has been involved in extensive outreach work and has served on a number of University Committees.
6. Involvement in multi faith developments at the University of Leeds, in particular co-hosting inter-faith events.

FINANCIAL REVIEW

Financial review

The financial result for the year shows a surplus of £6,516. Reserves have increased to £102,248. Expenditure was £74,007, still down from the usual annual expenditure of around £80,000, which is due to the lasting effects of the Covid-19 pandemic and the resulting national Lockdowns. The trust is therefore well placed to develop its Chaplaincy work going forward. The Service Level Agreement (SLA) with the University of Leeds was renewed on 1 September 2017 for a period of five years, the SLA with Leeds Beckett University was renewed on 1 September 2020 for a further 3 years, the SLA with Leeds Arts University was renewed on 1 September 2020 for a period of 3 years, and the SLA with the University of Law was renewed from September 2019 for 3 years.

**The Universities' Chaplaincy in Leeds
Trust**

**Report of the Trustees
for the Year Ended 31 August 2022**

FUTURE AIMS

The future aims include:

1. Increasing chaplaincy provision through staff appointments, effective use of volunteers and interns, and range of activities.
2. Developing ways to increase spiritual awareness and opportunity amongst the staff and student populations, in particular via online means.
3. Assisting all the universities in their development of a strategy to provide faith-based support to their diverse communities.

Approved by order of the board of trustees on 25th January 2023 and signed on its behalf by:



.....
Professor P D Howdle - Trustee

**Independent Examiner's Report to the Trustees of
The Universities' Chaplaincy in Leeds
Trust**

Independent examiner's report to the trustees of The Universities' Chaplaincy in Leeds Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2022.

Responsibilities and basis of report

As the charity's trustees of the 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 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 2011 ('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 matters have come to my attention in connection with the examination giving me cause to believe:

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.



Jill Wright BA FCA
Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

Date: 2 March 2023.....

The Universities' Chaplaincy in Leeds Trust

**Statement of Financial Activities
for the Year Ended 31 August 2022**

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		393	-	393	250
Charitable activities					
Charitable activities costs		74,713	5,235	79,948	81,866
Other trading activities	2	-	-	-	2,700
Investment income	3	182	-	182	130
Other income		-	-	-	682
Total		<u>75,288</u>	<u>5,235</u>	<u>80,523</u>	<u>85,628</u>
EXPENDITURE ON					
Charitable activities					
Charitable activities costs	4	27,107	38,943	66,050	64,826
Governance costs		1,295	6,662	7,957	7,723
Total		<u>28,402</u>	<u>45,605</u>	<u>74,007</u>	<u>72,549</u>
NET INCOME/(EXPENDITURE)		46,886	(40,370)	6,516	13,079
Transfers between funds	13	<u>(40,370)</u>	<u>40,370</u>	-	-
Net movement in funds		6,516	-	6,516	13,079
RECONCILIATION OF FUNDS					
Total funds brought forward		95,732	-	95,732	82,653
TOTAL FUNDS CARRIED FORWARD		<u>102,248</u>	<u>-</u>	<u>102,248</u>	<u>95,732</u>

The notes form part of these financial statements

The Universities' Chaplaincy in Leeds Trust

**Balance Sheet
31 August 2022**

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	10	3,149	-	3,149	5,626
CURRENT ASSETS					
Debtors	11	-	-	-	453
Cash at bank and in hand		<u>102,831</u>	<u>5,381</u>	<u>108,212</u>	<u>99,303</u>
		102,831	5,381	108,212	99,756
CREDITORS					
Amounts falling due within one year	12	(3,732)	(5,381)	(9,113)	(9,650)
		<u>99,099</u>	<u>-</u>	<u>99,099</u>	<u>90,106</u>
NET CURRENT ASSETS					
		102,248	-	102,248	95,732
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>102,248</u>	<u>-</u>	<u>102,248</u>	<u>95,732</u>
NET ASSETS					
FUNDS	13				
Unrestricted funds				<u>102,248</u>	<u>95,732</u>
TOTAL FUNDS				<u>102,248</u>	<u>95,732</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2022 in accordance with Section 476 of the Companies Act 2006.

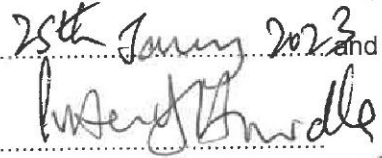
The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on

25th January 2023 and were signed on its behalf by:


P Howdle - Trustee

The notes form part of these financial statements

Notes to the Financial Statements
for the Year Ended 31 August 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A;
- the requirement of paragraph 33.7.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to incoming resources or to assets. Grants relating to incoming resources are recognised in income and endowments over the period in which the related expenditure is recognised.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs

Support costs have been allocated based on the time spent on charitable activities and governance costs.

Tangible fixed assets

Tangible fixed assets are stated at purchase cost, net of depreciation.

Depreciation is provided on all tangible assets at rates calculated to write off the cost less estimated residual value of each asset on a straight line basis over its expected useful life as follows:

Fixtures and fittings	- 20% on reducing cost
Computer equipment	- 33% on cost

Residual value represents the estimated amount which would currently be obtained from disposal of an asset after deducting estimated costs of disposal, if the asset were already at an age and in the condition expected at the end of its estimated useful life.

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2022**

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

The gain or loss arising on the disposal of an asset is determined on the difference between the sale proceeds and the carrying value of the asset, and is recognised in the profit and loss account.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The Trust operates a defined contribution pension scheme. Contributions payable to the Trust's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

Financial assets and financial liabilities are recognised when the company becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

All financial assets and liabilities are initially measured at transaction price (including transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

The following assets and liabilities are classified as basic financial instruments - other debtors, cash and bank balances, trade creditors and other creditors.

Other debtors, cash and bank balances, trade creditors and other creditors are measured at the amortised cost equivalent to the undiscounted amount of cash or other consideration expected to be paid or received.

Impairment of assets

Assets are assessed for indicators of impairment at each balance sheet date. If there is objective evidence of impairment, an impairment loss is recognised in profit and loss as described below.

Non financial assets

An asset is impaired when there is objective evidence that, as a result of one or more events that occurred after initial recognition, the estimated recoverable value of the asset has been reduced. The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use.

Financial assets

For financial assets carried at cost less impairment, the impairment loss is the difference between the asset's carrying amount and the best estimate of the amount that would be received for the asset if it were sold at the reporting date.

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2022**

1. ACCOUNTING POLICIES - continued

Impairment of assets

Where indicators exist for a decrease in impairment loss, and the decrease can be related objectively to an event occurring after the impairment was recognised, the prior impairment loss is tested to determine reversal. An impairment loss is reversed on an individual impaired financial asset to the extent that the revised recoverable value does not lead to a revised carrying amount higher than the carrying value had the impairment loss not been recognised.

2. OTHER TRADING ACTIVITIES

	2022 £	2021 £
Teaching income	<u>-</u>	<u>2,700</u>

3. INVESTMENT INCOME

	2022 £	2021 £
Deposit account interest	<u>182</u>	<u>130</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Charitable activities costs	34,221	31,829	66,050
Governance costs	<u>-</u>	<u>7,957</u>	<u>7,957</u>
	<u>34,221</u>	<u>39,786</u>	<u>74,007</u>

5. SUPPORT COSTS

	Information technology £	Human resources £	Governance costs £	Totals £
Charitable activities costs	533	26,647	4,649	31,829
Governance costs	<u>133</u>	<u>6,662</u>	<u>1,162</u>	<u>7,957</u>
	<u>666</u>	<u>33,309</u>	<u>5,811</u>	<u>39,786</u>

Activity	Basis of allocation
Information technology	Allocation based on time spent
Human resources	Allocation based on time spent
Governance costs	Allocation based on time spent

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2022**

5. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

			2022	2021
	Charitable activities costs £	Governance costs £	Total activities £	Total activities £
Computer costs	533	133	666	630
Wages	24,788	6,197	30,985	30,807
Social security	-	-	-	(713)
Pensions	1,859	465	2,324	2,311
Accountancy fees	3,072	768	3,840	3,780
Legal fees	<u>1,577</u>	<u>394</u>	<u>1,971</u>	<u>1,803</u>
	<u>31,829</u>	<u>7,957</u>	<u>39,786</u>	<u>38,618</u>

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation - owned assets	<u>3,713</u>	<u>7,760</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2022 nor for the year ended 31 August 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2022 nor for the year ended 31 August 2021.

8. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2022	2021
Charitable	4	5
Governance	<u>1</u>	<u>1</u>
	<u>5</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2022**

9. FEES FOR EXAMINATION OF THE ACCOUNTS

	2022 £	2021 £
Independent examiner's fees for reporting on the accounts	1,320	1,320
Accountancy services	2,520	2,460

10. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 September 2021	3,126	28,838	31,964
Additions	<u>-</u>	<u>1,236</u>	<u>1,236</u>
At 31 August 2022	<u>3,126</u>	<u>30,074</u>	<u>33,200</u>
DEPRECIATION			
At 1 September 2021	2,157	24,181	26,338
Charge for year	<u>194</u>	<u>3,519</u>	<u>3,713</u>
At 31 August 2022	<u>2,351</u>	<u>27,700</u>	<u>30,051</u>
NET BOOK VALUE			
At 31 August 2022	<u>775</u>	<u>2,374</u>	<u>3,149</u>
At 31 August 2021	<u>969</u>	<u>4,657</u>	<u>5,626</u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Other debtors	<u>-</u>	<u>453</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade creditors	114	-
Social security and other taxes	1,243	-
Other creditors	3,865	3,850
Deferred income	273	2,008
Accrued expenses	<u>3,618</u>	<u>3,792</u>
	<u>9,113</u>	<u>9,650</u>

The Universities' Chaplaincy in Leeds Trust

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2022**

13. MOVEMENT IN FUNDS

	At 1.9.21 £	Net movement in funds £	Transfers between funds £	At 31.8.22 £
Unrestricted funds				
General fund	95,732	46,886	(40,370)	102,248
Restricted funds				
Restricted funds	-	(40,370)	40,370	-
TOTAL FUNDS	<u>95,732</u>	<u>6,516</u>	<u>-</u>	<u>102,248</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	75,288	(28,402)	46,886
Restricted funds			
Restricted funds	5,235	(45,605)	(40,370)
TOTAL FUNDS	<u>80,523</u>	<u>(74,007)</u>	<u>6,516</u>

Comparatives for movement in funds

	At 1.9.20 £	Net movement in funds £	Transfers between funds £	At 31.8.21 £
Unrestricted funds				
General fund	82,653	50,919	(37,840)	95,732
Restricted funds				
Restricted funds	-	(37,840)	37,840	-
TOTAL FUNDS	<u>82,653</u>	<u>13,079</u>	<u>-</u>	<u>95,732</u>

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2022**

13. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	76,945	(26,026)	50,919
Restricted funds			
Restricted funds	8,683	(46,523)	(37,840)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>85,628</u>	<u>(72,549)</u>	<u>13,079</u>

£40,370 (2021: £37,840) was transferred from the general fund to the restricted fund to make up the shortfall on the fund.

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2022.

15. CAPITAL

The company is limited by guarantee and has no share capital.

The liability of the members in the event of a winding up is limited to £10 per member.

THE UNIVERSITIES' CHAPLAINCY IN LEEDS TRUST

England & Wales - Charity number 1128626

Accounts

REGISTERED COMPANY NUMBER: 03848337 (England and Wales)
REGISTERED CHARITY NUMBER: 1128626

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended
31 August 2021

for

The Universities' Chaplaincy in Leeds
Trust

Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

**The Universities' Chaplaincy in Leeds
Trust**

**Contents of the Financial Statements
for the Year Ended 31 August 2021**

	Page
Report of the Trustees	1 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 14

**The Universities' Chaplaincy in Leeds
Trust**

**Report of the Trustees
for the Year Ended 31 August 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 August 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

03848337 (England and Wales)

Registered Charity number

1128626

Registered office

Chaplaincy
Emmanuel Centre University of Leeds
Woodhouse Lane
Leeds
West Yorkshire
LS2 9JT

Trustees

M J Kelly	Roman Catholic Diocese of Leeds	
Dr D W Dixon-Hardy	University of Leeds	
C M Lorigan	University of Leeds	- resigned 18.08.2021
Professor R C Whiting	United Reformed Church	
T C W Shaw	Yorkshire Baptist Association	
L M Grey	Leeds Diocese of the Church of England	
Professor P Cardew	Leeds Beckett University	
Professor P D Howdle	Trust Chair – WYCT appointment	
A I Fraser	Methodist Church	
Professor V M O'Mara	Quaker	
Professor R E Muers	Co-opted	
C J Maluila	Lutheran Church	
Dr A Arrigoni	Leeds Beckett University	
Dr T Wilson	Co-opted	- appointed 24.06.2021

Company Secretary

A Dudzinski

Independent examiner

Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, being the Memorandum and Articles of a charitable company limited by guarantee, as defined by the Companies Act 2006.

The Universities' Chaplaincy in Leeds Trust

Report of the Trustees for the Year Ended 31 August 2021

Recruitment and appointment of new trustees

The Charity is governed by the Memorandum and Articles dated 24th September 1999 as amended in March 2009.

The trustees are appointed according to the Articles of Association of 2009 and comprise not less than 3 and no more than 15 in number.

The Council of the University of Leeds and the Vice-Chancellor of Leeds Beckett University may each appoint and remove by notice in writing one trustee.

The trustees may co-opt up to two members of staff from the above two Universities (but for the avoidance of doubt only one from each University) who are willing to be trustees, and may cause their co-option to cease.

In addition to the University Staff Trustees co-opted by the board, the trustees may co-opt up to two further trustees who are willing to act, and may cause their co-option to cease.

West Yorkshire Churches Together (WYCT) shall appoint an individual to be trustee and a trustee so appointed will hold office of the chair of the trustees' meeting.

Except for persons appointed per the above no person shall be appointed or reappointed a trustee unless they are duly and properly nominated by a member of the Charity and have consented to act (or continue to act) as a trustee. The members of the Charity are those Churches who covenanted together to form the charity as listed in the Articles of Association.

In the year ending 31 August 2021 one trustee resigned and one trustee (Dr Tamara Wilson) was co-opted in order to bring an Orthodox perspective to the board of trustees.

Trustees' responsibilities

The business of the Charity shall be managed by the trustees who may exercise all the powers of the Charity.

The trustees shall expend the funds of the Charity in such a manner as they shall consider most beneficial for the achievement of the objects, invest in the name of the Charity such part of the funds as they may see fit, direct the sale or transposition of any such investment and expend the proceeds of any such sale in furtherance of the objects of the Charity.

The Charity has 6 employees: 1 co-ordinating chaplain, 2 chaplaincy service managers (both part-time) and 3 part-time student outreach workers (1 of which provided IT support on an ad hoc basis). These work closely with the chaplains and report regularly to the chair of the board of trustees.

The Board meets formally 4 times per year for which it receives detailed papers prepared and distributed in advance. The co-ordinating and lead chaplains attend the meetings of the board to ensure good and comprehensive communications.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Background

The Universities' Chaplaincy in Leeds Trust serves the staff and students across the University of Leeds, Leeds Beckett University, The University of Law in Leeds and Leeds Arts University. This means supporting the spiritual welfare of approximately 63,650 students and 11,200 staff of all faiths and none. The team works within the oversight of our parent body, West Yorkshire Churches Together (WYCT), a group of church bodies who have covenanted to work together to provide a chaplaincy service at these universities. Chaplains are from nine different Christian denominations and include both volunteers and stipendiary clergy.

The Universities' Chaplaincy in Leeds Trust

Report of the Trustees for the Year Ended 31 August 2021

Day to day work

The key aspects of our day to day commitments are:

- Pastoral Care
- Spiritual and Worship
- Ethics and Values
- Community Building and Community Cohesion
- Advice on matters of faith to the Universities' senior managers.

ACHIEVEMENT AND PERFORMANCE

Achievements

The Co-ordinating chaplain continues to work closely with the Chaplaincy Service Managers.

The Student Outreach Workers have continued to be a valuable resource for the services provided by the Chaplaincy Team. The three part-time Student Outreach Workers continued from 2019-20 into 2020-21: Joseph Nelson, Juanma Jiminez-Robles and Alice Healy, with Joseph and Juanma finishing as SOWs in June 2021. Alice Healy continued on an ad hoc basis providing IT support on request.

The Trustees continue to have an excellent working relationship with the senior managers of the Universities.

The Universities continue to value the contribution of the Chaplaincy to the community life of the universities, with the University of Law and Leeds Arts University both welcoming increased involvement with Chaplaincy outreach to their students.

The significant activities of the day to day work continue. These include:

1. Pastoral support for staff and students continues through groups, worship activities and one-to-one pastoral care.
2. An increased range of outreach activities and events that were designed to introduce people to the Chaplaincy and encourage them to build links with us.
3. Crisis support continues to be much appreciated by each University in the support of students, staff and their families at times of trauma, death and world catastrophes.
4. At Leeds Beckett we have built on the good relations already in place. As lead chaplain, the Revd. Melvyn Kelly has taken a full part in Leeds Beckett's Wellbeing provision. He attends regular team meetings as well as serving on committees such as equality and diversity and the Carnegie ethics committee.
5. Robin Fishwick is the Lead Chaplain at Leeds Arts University, and has been involved in extensive outreach work and has served on a number of University Committees.
6. Involvement in multi faith developments at the University of Leeds, in particular co-hosting inter-faith events.

FINANCIAL REVIEW

Financial review

The financial result for the year shows a surplus of £13,079. Reserves have increased to £95,732. Expenditure was £72,549, down from the usual annual expenditure of around £80,000, which is due to the effects of the Covid-19 pandemic and the resulting national Lockdowns. The trust is therefore well placed to develop its Chaplaincy work going forward. The Service Level Agreement (SLA) with the University of Leeds was renewed on 1 September 2017 for a period of five years, the SLA with Leeds Beckett University was renewed on 1 September 2020 for a further 3 years, the SLA with Leeds Arts University was renewed on 1 September 2020 for a period of 3 years, and the SLA with the University of Law was renewed from September 2019 for 3 years.

**The Universities' Chaplaincy in Leeds
Trust**

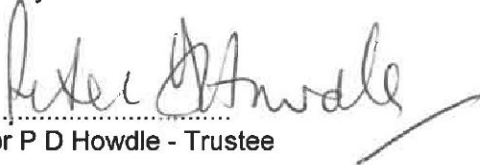
**Report of the Trustees
for the Year Ended 31 August 2021**

FUTURE AIMS

The future aims include:

1. Increasing chaplaincy provision through staff appointments, effective use of volunteers and interns, and range of activities.
2. Developing ways to increase spiritual awareness and opportunity amongst the staff and student populations, in particular via online means.
3. Assisting all the universities in their development of a strategy to provide faith-based support to their diverse communities.

Approved by order of the board of trustees on 22/1/22 and signed on its behalf by:



.....
Professor P D Howdle - Trustee

**Independent Examiner's Report to the Trustees of
The Universities' Chaplaincy in Leeds
Trust**

Independent examiner's report to the trustees of The Universities' Chaplaincy in Leeds Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 August 2021.

Responsibilities and basis of report

As the charity's trustees of the 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 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 2011 ('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 matters have come to my attention in connection with the examination giving me cause to believe:

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.



Jill Wright BA FCA
Kirk Newsholme
Chartered Accountants
4315 Park Approach
Thorpe Park
Leeds
West Yorkshire
LS15 8GB

Date: 3 February 2022

The Universities' Chaplaincy in Leeds Trust

**Statement of Financial Activities
for the Year Ended 31 August 2021**

	Notes	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		250	-	250	293
Charitable activities					
Charitable activities costs		73,866	8,000	81,866	77,959
Other trading activities	2	2,700	-	2,700	3,743
Investment income	3	129	-	129	430
Other income		-	683	683	-
Total		76,945	8,683	85,628	82,425
EXPENDITURE ON					
Charitable activities					
Charitable activities costs	4	24,783	40,043	64,826	73,372
Governance costs		1,243	6,480	7,723	7,680
Total		26,026	46,523	72,549	81,052
NET INCOME/(EXPENDITURE)		50,919	(37,840)	13,079	1,373
Transfers between funds	13	(37,840)	37,840	-	-
Net movement in funds		13,079	-	13,079	1,373
RECONCILIATION OF FUNDS					
Total funds brought forward		82,653	-	82,653	81,280
TOTAL FUNDS CARRIED FORWARD		95,732	-	95,732	82,653

The notes form part of these financial statements

**The Universities' Chaplaincy in Leeds
Trust**

**Balance Sheet
31 August 2021**

	Notes	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	10	3,173	2,453	5,626	10,952
CURRENT ASSETS					
Debtors	11	-	453	453	-
Cash at bank and in hand		<u>96,351</u>	<u>2,952</u>	<u>99,303</u>	<u>86,454</u>
		96,351	3,405	99,756	86,454
CREDITORS					
Amounts falling due within one year	12	(3,792)	(5,858)	(9,650)	(14,753)
NET CURRENT ASSETS		<u>92,559</u>	<u>(2,453)</u>	<u>90,106</u>	<u>71,701</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>95,732</u>	-	<u>95,732</u>	<u>82,653</u>
NET ASSETS		<u>95,732</u>	-	<u>95,732</u>	<u>82,653</u>
FUNDS	13				
Unrestricted funds				<u>95,732</u>	<u>82,653</u>
TOTAL FUNDS				<u>95,732</u>	<u>82,653</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 August 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 August 2021 in accordance with Section 476 of the Companies Act 2006.

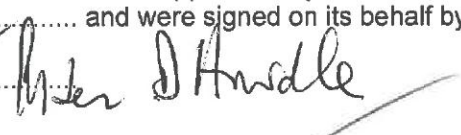
The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

.....
P Howdle - Trustee

27/1/22


The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c);
- the requirements of paragraphs 12.26, 12.27, 12.29(a), 12.29(b) and 12.29A;
- the requirement of paragraph 33.7.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to incoming resources or to assets. Grants relating to incoming resources are recognised in income and endowments over the period in which the related expenditure is recognised.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Allocation and apportionment of costs

Support costs have been allocated based on the time spent on charitable activities and governance costs.

Tangible fixed assets

Tangible fixed assets are stated at purchase cost, net of depreciation.

Depreciation is provided on all tangible assets at rates calculated to write off the cost less estimated residual value of each asset on a straight line basis over its expected useful life as follows:

Fixtures and fittings	- 20% on reducing cost
Computer equipment	- 33% on cost

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2021**

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

Residual value represents the estimated amount which would currently be obtained from disposal of an asset after deducting estimated costs of disposal, if the asset were already at an age and in the condition expected at the end of its estimated useful life.

The gain or loss arising on the disposal of an asset is determined on the difference between the sale proceeds and the carrying value of the asset, and is recognised in the profit and loss account.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The Trust operates a defined contribution pension scheme. Contributions payable to the Trust's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

Financial assets and financial liabilities are recognised when the company becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

All financial assets and liabilities are initially measured at transaction price (including transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

The following assets and liabilities are classified as basic financial instruments - other debtors, cash and bank balances and other creditors.

Other debtors, cash and bank balances and other creditors are measured at the amortised cost equivalent to the undiscounted amount of cash or other consideration expected to be paid or received.

Impairment of assets

Assets are assessed for indicators of impairment at each balance sheet date. If there is objective evidence of impairment, an impairment loss is recognised in profit and loss as described below.

Non financial assets

An asset is impaired when there is objective evidence that, as a result of one or more events that occurred after initial recognition, the estimated recoverable value of the asset has been reduced. The recoverable amount of an asset is the higher of its fair value less costs to sell and its value in use.

Financial assets

For financial assets carried at cost less impairment, the impairment loss is the difference between the asset's carrying amount and the best estimate of the amount that would be received for the asset if it were sold at the reporting date.

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2021**

1. ACCOUNTING POLICIES - continued

Impairment of assets

Where indicators exist for a decrease in impairment loss, and the decrease can be related objectively to an event occurring after the impairment was recognised, the prior impairment loss is tested to determine reversal. An impairment loss is reversed on an individual impaired financial asset to the extent that the revised recoverable value does not lead to a revised carrying amount higher than the carrying value had the impairment loss not been recognised.

2. OTHER TRADING ACTIVITIES

	2021 £	2020 £
Room letting	-	143
Teaching income	<u>2,700</u>	<u>3,600</u>
	<u>2,700</u>	<u>3,743</u>

3. INVESTMENT INCOME

	2021 £	2020 £
Deposit account interest	<u>129</u>	<u>430</u>

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Charitable activities costs	33,931	30,895	64,826
Governance costs	<u>-</u>	<u>7,723</u>	<u>7,723</u>
	<u>33,931</u>	<u>38,618</u>	<u>72,549</u>

5. SUPPORT COSTS

	Information technology £	Human resources £	Governance costs £	Totals £
Charitable activities costs	504	25,925	4,466	30,895
Governance costs	<u>126</u>	<u>6,480</u>	<u>1,117</u>	<u>7,723</u>
	<u>630</u>	<u>32,405</u>	<u>5,583</u>	<u>38,618</u>

Activity	Basis of allocation
Information technology	Allocation based on time spent
Human resources	Allocation based on time spent
Governance costs	Allocation based on time spent

The Universities' Chaplaincy in Leeds Trust

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2021**

5. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

			2021	2020
	Charitable activities costs	Governance costs	Total activities	Total activities
	£	£	£	£
Computer costs	504	126	630	612
Wages	24,646	6,161	30,807	29,539
Social security	(570)	(143)	(713)	713
Pensions	1,849	462	2,311	2,215
Accountancy fees	3,024	756	3,780	3,480
Legal fees	<u>1,442</u>	<u>361</u>	<u>1,803</u>	<u>1,840</u>
	<u>30,895</u>	<u>7,723</u>	<u>38,618</u>	<u>38,399</u>

6. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	<u>7,760</u>	<u>7,592</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 August 2021 nor for the year ended 31 August 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 August 2021 nor for the year ended 31 August 2020.

8. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2021	2020
Charitable	5	5
Governance	<u>1</u>	<u>1</u>
	<u>6</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2021**

9. FEES FOR EXAMINATION OF THE ACCOUNTS

	2021 £	2020 £
Independent examiner's fees for reporting on the accounts	1,320	1,200
Accountancy services	2,460	2,280

10. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 September 2020	3,126	26,404	29,530
Additions	<u>-</u>	<u>2,434</u>	<u>2,434</u>
At 31 August 2021	<u>3,126</u>	<u>28,838</u>	<u>31,964</u>
DEPRECIATION			
At 1 September 2020	1,915	16,663	18,578
Charge for year	<u>242</u>	<u>7,518</u>	<u>7,760</u>
At 31 August 2021	<u>2,157</u>	<u>24,181</u>	<u>26,338</u>
NET BOOK VALUE			
At 31 August 2021	<u>969</u>	<u>4,657</u>	<u>5,626</u>
At 31 August 2020	<u>1,211</u>	<u>9,741</u>	<u>10,952</u>

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Other debtors	<u>453</u>	<u>-</u>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Social security and other taxes	-	776
Other creditors	3,850	3,860
Deferred income	2,008	7,008
Accrued expenses	<u>3,792</u>	<u>3,109</u>
	<u>9,650</u>	<u>14,753</u>

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2021**

13. MOVEMENT IN FUNDS

	At 1.9.20 £	Net movement in funds £	Transfers between funds £	At 31.8.21 £
Unrestricted funds				
General fund	82,653	50,919	(37,840)	95,732
Restricted funds				
Restricted funds	-	(37,840)	37,840	-
	<u>82,653</u>	<u>13,079</u>	<u>-</u>	<u>95,732</u>
TOTAL FUNDS	<u>82,653</u>	<u>13,079</u>	<u>-</u>	<u>95,732</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	76,945	(26,026)	50,919
Restricted funds			
Restricted funds	8,683	(46,523)	(37,840)
	<u>85,628</u>	<u>(72,549)</u>	<u>13,079</u>
TOTAL FUNDS	<u>85,628</u>	<u>(72,549)</u>	<u>13,079</u>

Comparatives for movement in funds

	At 1.9.19 £	Net movement in funds £	Transfers between funds £	At 31.8.20 £
Unrestricted funds				
General fund	81,280	47,750	(46,377)	82,653
Restricted funds				
Restricted funds	-	(46,377)	46,377	-
	<u>81,280</u>	<u>1,373</u>	<u>-</u>	<u>82,653</u>
TOTAL FUNDS	<u>81,280</u>	<u>1,373</u>	<u>-</u>	<u>82,653</u>

**The Universities' Chaplaincy in Leeds
Trust**

**Notes to the Financial Statements - continued
for the Year Ended 31 August 2021**

13. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	73,999	(26,249)	47,750
Restricted funds			
Restricted funds	8,426	(54,803)	(46,377)
	<u>82,425</u>	<u>(81,052)</u>	<u>1,373</u>

£37,840 (2020: £46,377) was transferred from the general fund to the restricted fund to make up the shortfall on the fund.

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 August 2021.

15. CAPITAL

The company is limited by guarantee and has no share capital.

The liability of the members in the event of a winding up is limited to £10 per member.