

**LEYS COMMUNITY DEVELOPMENT INITIATIVE  
(A COMPANY LIMITED BY GUARANTEE)  
TRUSTEES REPORTS AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

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Registered No: 6918476

Registered Charity No: 1137129

**DIRECTORS**

Sasha East (Chair) (reappointed 1 May 2019)  
Steph Green  
Ines Kretzschmar  
Prof. Denise Morrey-Carter  
Penny Wood (resigned 1 May 2018, reappointed 1 May 2019)  
Catherine M E Chapman (Treasurer) (appointed 1 May 2018, resigned 1 May 2020)  
Lekh Raj (Treasurer 6<sup>th</sup> May 2020)  
Melissa Latchman (appointed on 10<sup>th</sup> February 2021)  
Robert Davies (10<sup>th</sup> February 2021)

**REGISTERED OFFICE**

Blackbird Leys Youth & Community Centre  
Blackbird Leys Road  
Oxford  
OX4 6HW

**INDEPENDENT EXAMINER**

Colin Mills  
Critchleys Audit LLP  
Chartered Accountants  
Beaver House  
23-38 Hythe Bridge Street  
Oxford  
OX1 2EP

**BANKERS**

NatWest Bank  
121 High Street  
Oxford  
OX1 4DD

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

## 1. REPORT OF THE TRUSTEES

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17,	To promote any charitable purposes for the benefit of the Leys, Oxford and surrounding area, to relieve poverty and financial hardship, and to provide leisure facilities for individuals needing them by reason of youth, age, infirmity, disability, poverty or similar circumstances, also to provide education and training facilities.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para.18 and 1.19	In the period under review, the main activities undertaken to further the charity's purpose are as follow: In response to the lockdown at the end of March 2020 sessions were delivered online or detached. CDI partnered with Wolvercote Young People's Club to successfully deliver these projects in the community. The trustees confirm that in making decisions about activities they have had taken into account the Charity Commissions guidelines on Public benefit.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Contribution made by volunteers	Para 1.38	The Leys CDI is almost entirely dependent upon volunteers to supplement the services of the paid staff (all part time), to create the organisations strategy, to line manage the program and to provide frontline services.

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The CDI's strengths lie in being locally focused and working with and through local networks. By pulling together the skills and resources of committed individuals, voluntary organisations, Local Authorities and the business sector, it can cross boundaries and explore new ways of working. It strives to ensure that outside resources are targeted and co-ordinated to serve the genuine needs of the local community, and that the ideas and wishes of local people are fed into wider infrastructure planning. The office bases in the Blackbird Leys Youth & Community Centre and in the Clockhouse help it to achieve these objectives. CDI collaborated with Wolvercote Young People's Club to deliver various online projects to young people from all over Oxfordshire. Further details can be found in the annual report presented at the AGM.

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Charity remains solvent with £66,425 of funds in hand (FY1920 29,960) for the planned activities. Existing reserves are adequate to cover and continue programs beyond the short run. The charity remains dependent on a continuous flow of grants, fees and micro donations.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The policy is to hold reserves to pay for one month of salaries plus statutory redundancy for the staff. We have used remaining reserves to keep youth programs going and adapt sessions to online and detached during the Covid pandemic.
Amount of reserves held	Para 1.22	Total unrestricted funds £10,719 (2019 =£2,267), Total restricted funds £55,707 (2019=27,694)
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	We strongly believe that there is no uncertainty about the charity continuing as a going concern and accounts are prepared on that basis.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Small grants and donations from individuals and trusts, fee income from charitable activities, rental income from the Glow hall and fundraising activities.
Investment policy and objectives including any social investment policy adopted.	Para 1.46	The funds are placed with BMO Global Asset Management. The trustees are satisfied how this account is run and we may add more funds to this reserve.
A description of the principal risks facing the charity.	Para 1.46	The principal risks are as follows: (i) Harm to a beneficiary in the course of a project. (ii) Reputation damage caused by action of ourselves, an associate or similar organisation. (iii) Loss of support from Catalyst or Oxford City council and loss of use of premises for Clockhouse and Glow Hall. (iv) Unable to recruit trustees or volunteers.
Plans for the Future		The Development Worker for the Clockhouse Project is established in their role and has built a very good relationship with the user group. The project is now re starting the in person groups after the lifting of Covid restrictions. This follows a successful Covid plan using online, telephone and doorstep support. The Charity Manager has implemented a fundraising plan and has recruited a Youth Project Development Manager, a Lead Youth Worker and will be appointing a Youth Project Worker. Both the Clockhouse Development Worker and the Charity Manager have built a good working relationship with the Trustees, and key supporters like Catalyst, Oxford City and County Council. All Trustees are pleased with their performance and supporting them where they require guidance. We worked with Wolvercote Young People's Club to deliver youth programmes online during Covid restrictions and aim to work in similar projects where we can share resources etc.  Other aims for the year are to expand and develop the Youth Project, partner with other groups to fund and deliver a parental support project, increase multiple year funding support and increase the Administrative support for the charity.


## Structure, Governance and Management

Type of governing document	Para 1.25	Memorandum and Articles of Association
How is the charity constituted?	Para 1.25	A charitable company limited by guarantee
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Most of the trustees are local and all currently have qualifications and experience in youth work, project management, public service or finance. Trustees serve for three years. Most trustees donate significant time outside meetings

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		Lekh Raj
Full name(s)	SASHA EAST	LEKH RAJ
Position (eg Secretary, Chair, etc)	TRUSTEE / CHAIR	Trustee/Treasurer
Date	07.11.2021	

**2. INDEPENDENT EXAMINERS REPORT TO THE LEYS COMMUNITY DEVELOPMENT INITIATIVE**

I report to the charity trustees on my examination of the accounts of Leys Community Development Initiative (the Company) for the year ended 31 March 2021, which are set out on pages 8 to 14.

**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 report**

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 accounting 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.



**Name of examiner:** Colin Mills

**Name of firm:** Critchleys Audit LLP

**Relevant professional body:** Institute of Chartered Accountants in England and Wales

**Address:** Beaver House, 23-28 Hythe Bridge Street, Oxford, OX1 2EP

**Date:** 8 November 2021

**3. STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted and Designated funds Totals £	Restricted Income funds Totals £	31 March 2021 Totals £	31 March 2020 Totals £
<b>INCOME</b>					
<b>Grants and donations</b>					
Other Grants and Donations		12,487	68,458	80,945	51,585
<b>Income from Charitable Activities</b>					
Project activities		333	0	333	21,913
Investment Income		124	0	124	164
<b>Total income</b>		<b>12,944</b>	<b>68,458</b>	<b>81,402</b>	<b>73,662</b>
<b>EXPENDITURE</b>					
<b>Costs of raising funds</b>					
<b>Expenditure on Charitable activities</b>					
Project-related activities	3	(5,998)	(40,446)	(46,443)	(99,492)
<b>Total expenditure</b>		<b>(5,998)</b>	<b>(40,446)</b>	<b>(46,443)</b>	<b>(99,492)</b>
<b>Net income (loss) before investment gains</b>		<b>6,946</b>	<b>28,012</b>	<b>34,959</b>	<b>(25,830)</b>
Investment Gain		1,507	0	1,507	(411)
Transfer					
<b>NET INCOME AND MOVEMENT IN FUNDS</b>		<b>8,453</b>	<b>28,012</b>	<b>36,466</b>	<b>(26,241)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward at 1 April		2,266	27,694	29,960	56,201
<b>Total funds carried forward at 31 March</b>		<b>10,719</b>	<b>55,706</b>	<b>66,425</b>	<b>29,960</b>

Movements in reserves and all gains and losses recognised in the year are shown above.

## 4. STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

	Note	Unrestricted and Designated funds Totals £	Restricted Income funds Totals £	31 March 2020 Totals £
<b>INCOME</b>				
<b>Grants and donations</b>				
Big Lottery Fund		0	0	0
Other Grants and Donations		1,567	50,017	51,585
<b>Income from Charitable Activities</b>				
Project activities		11,527	10,386	21,913
Investment Income		164	0	164
<b>Total income</b>		<b>13,258</b>	<b>60,403</b>	<b>73,661</b>
<b>EXPENDITURE</b>				
<b>Costs of raising funds</b>				
<b>Expenditure on Charitable activities</b>				
Project-related activities	3	(18,037)	(81,455)	(99,492)
<b>Total expenditure</b>		<b>(18,037)</b>	<b>(81,455)</b>	<b>(99,492)</b>
<b>Net income (loss) before investment gains</b>		<b>(4,779)</b>	<b>(21,052)</b>	<b>(25,831)</b>
Investment (loss)		(411)	0	(411)
Transfer				
<b>NET INCOME AND MOVEMENT IN FUNDS</b>		<b>(5,190)</b>	<b>(21,052)</b>	<b>(26,242)</b>
<b>Reconciliation of funds</b>				
Total funds brought forward at 1 April		7,457	48,744	56,201
<b>Total funds carried forward at 31 March</b>		<b>2,267</b>	<b>27,692</b>	<b>29,959</b>



## 5. BALANCE SHEET

**LEYS COMMUNITY DEVELOPMENT INITIATIVE (Company No 6918476)**  
**BALANCE SHEET AS AT 31 MARCH 2021**

	Note	2021 £	2020 £
<b>FIXED ASSETS</b>			
Investments	5	7,862	6,354
Tangible assets	6	0	1,094
		<u>7,862</u>	<u>7,448</u>
<b>CURRENT ASSETS</b>			
Debtors	7	1,062	187
Cash at bank and in hand		72,386	29,265
		<u>73,448</u>	<u>29,452</u>
<b>LIABILITIES:</b>			
Creditors falling due within one year	8	(14,885)	(6,940)
<b>NET CURRENT ASSETS</b>		<u>58,563</u>	<u>22,512</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>66,425</u>	<u>29,960</u>
<b>NET ASSETS</b>		<u>66,425</u>	<u>29,960</u>
<b>THE FUNDS OF THE CHARITY</b>			
Unrestricted funds		10,719	2,266
Restricted funds	9	55,705	27,694
		<u>66,424</u>	<u>29,960</u>

The financial statements are prepared in accordance with the provisions applicable to companies subject to the small companies regime under Companies Act 2006.

For the year ended 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

**Directors' responsibilities:**

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved and authorised for issue by the board on 7 / 11 /2021 and signed on its behalf by



Mrs S East

Chairman

## 6. NOTES TO THE FINANCIAL STATEMENTS

### 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements have been prepared in accordance with the Statement of Recommended Practice: 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), and with the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, except for fixed asset investments, which are shown at market value.

The company meets the definition of a public entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

#### 31) Income

Income generally is recognised when the charity has entitlement to the funds, any performance conditions attached to the funds have been met, it is probable that the income will be received, and the amount can be measured reliably.

Credit is taken for donations and other income on the following basis:

- Donations received, including income tax recoverable.
- Interest and other investments on an accruals basis.
- Grants receivable on an accruals basis.

Capital grants are credited to the Statement of Financial Activities in the year which they are received. Depreciation of the assets is charged in the Statement of Financial Activities each year.

#### b) Expenditure

Expenditure is recognised in the accounts once a legal or constructive obligation arises to make payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. It is included on an accruals basis, together with irrecoverable VAT. All support costs are allocated to the sole charitable activity, as it is considered the charity cannot carry out its work without incurring these costs.

#### c) Depreciation

Assets of a capital nature are shown as fixed assets and depreciated over expected lives, as follows:

Equipment	33.33% straight line
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Individual items of £500 and below are written off in the year of purchase.

#### d) Investments

Investments held as fixed assets are stated at market value at the balance sheet date.

#### e) Restricted Funds and Unrestricted Funds

The charity held only restricted funds at 1<sup>st</sup> April 2011 when the assets and liabilities of the former unincorporated charity were transferred in, and throughout the six subsequent years. In the year to 31<sup>st</sup> March 2019 two unrestricted funds were created to allow for the creation of a contingency fund for staff employed longer than the lifetime of a grant and to hold unrestricted grants for longer before allocating to programs.

#### f) Going Concern

The Charity manager was employed in November last year and has provided the charity with the much-needed boost. She has secured funding to ensure youth activities for at least for 24 months, £87k has been secured since 1<sup>st</sup> April 2021 and some grants are for two years. Catalyst Housing also provided £10k to contribute towards the cost of the Charity Manager for the second year. Trustees are provided with financial statements in every meeting. The Charity Manager has implemented a Fundraising Plan to secure funding on a 24-month basis going forward. The Clockhouse Project's closing position was £26k and it secured an extended two years on the grant from the Oxford City Council enabling to plan and deliver activities for next 12 months; the main cost being the salary of a part time Project Worker. There is a programme of funding application in place specifically for the Clockhouse Project with £10,500 already secured. We strongly believe that there is no uncertainty about the charity continuing as a going concern and accounts are prepared on that basis.

**2 NET INCOME/EXPENDITURE FOR THE YEAR**

The net income / expenditure for the year is stated after charging

	<b>31-Mar-21</b>	<b>31-Mar-20</b>
	<b>£</b>	<b>£</b>
Examiners Remuneration	990	960
Depreciation	1,094	1,243
Rent & Rate		7,040

The Glow Hall and the CD Office in the community Centre were not accessible from April 2020 to March 2021 so no Rent and Rate is applicable for this period.

**3 CHARITABLE ACTIVITIES FOR THE YEAR**

	<b>31-Mar-21</b>			<b>31-Mar-20</b>
	<b>Restricted</b>	<b>Unrestricted</b>	<b>Total</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Direct Project Activities	9,238	1,298	10,535	14,104
Equipment	0	0	0	0
Depreciation	1,094	0	1,094	1,243
Running Costs	6,983	2,881	9,864	29,096
Wages	21,455	830	22,285	53,272
Governance Costs	1,675	990	2,665	1,777
Legal and Professional	0	0	0	0
<b>Total</b>	<b>40,445</b>	<b>5,998</b>	<b>46,444</b>	<b>99,492</b>

**4 STAFF COSTS FOR THE YEAR –**

	<b>31-Mar-21</b>	<b>31-Mar-20</b>
	<b>£</b>	<b>£</b>
Salaries	22,042	52,254
Staff training, recruitment and other costs	243	532
Employers National Insurance		486
<b>Total</b>	<b>22,285</b>	<b>53,272</b>

Total staff employed for the year 1.1 Full Time Equivalent (2020 1.7 Full time Equivalent). No employees' emoluments exceeded £60,000 in the year. The management personnel were the trustees supported by the charity manager (2020 just the trustees). There were no related party transactions or material donations in either year. Expenses £577 was reimbursed to trustee who covered unavoidable costs while a debit card was being replaced; in the previous year there were no expenses.

**5 FIXED ASSET INVESTMENTS**

	<b>31-Mar-21</b>	<b>31-Mar-20</b>
	<b>£</b>	<b>£</b>
<b>F &amp; C Stewardship Responsible UK and Global Equity Fund units</b>		
At 1 April	6,355	6,766
Liquidation	-	-
Revaluation gains	1,507	(411)
<b>At 31 March</b>	<b>7,862</b>	<b>6,355</b>

**6 TANGIBLE ASSETS**

	<b>31-Mar-21</b>	<b>31-Mar-21</b>	<b>31-Mar-20</b>
	<b>Equipment</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
At 1 April	27,613	27,613	27,613
Additions in year	0	0	0
Disposals in year	0	0	0
<b>At 31 March</b>	<b>27,613</b>	<b>27,613</b>	<b>27,613</b>
<b>Depreciation</b>			
At 1 April	26,518	26,518	25,275
Charge for the year	1,095	1,095	1,243
Disposals in year	0	0	0
<b>At 31 March</b>	<b>27,613</b>	<b>27,613</b>	<b>26,518</b>
<b>Net Book Value</b>			
At 31 March 2021	0	0	
At 31 March 2020			1,094

**7 DEBTORS**

	<b>31-Mar-21</b>	<b>31-Mar-20</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Grants Debtor	0	0
Rental Debtors	1062	187
HM Revenue and Customs	0	0
<b>Total</b>	<b>1062</b>	<b>187</b>

**8 LIABILITIES: CREDITORS FALLING DUE WITHIN ONE YEAR**

	<b>31-Mar-21</b>	<b>31-Mar-20</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
HM Revenue and Customs	0	(677)
Accounts Payable	250	476
Income in advance	10,000	2,500
Other Creditors	4,634	4,641
<b>Total</b>	<b>14,884</b>	<b>6,940</b>

**9 RESTRICTED FUNDS****Movements for the year ended 31 March 2021**

<b>Funds</b>	<b>01-Apr-20</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfer</b>	<b>31-Mar-21</b>
Clockhouse Project	23,573	24,593	19,020	0	29,146
Future Proofing CDI	0	25,500	6,691	0	18,809
Creatively Clever: CDI Youth	0	12,141	12,141	0	0
Other Projects: CDI Youth	0	4,725	1,094	0	3,631
Young Women's Project	2,845	0	0	0	2,845
Holiday Projects	1,274	0	0	0	1,274
Motivate: CDI Youth	0	1,500	1,500	0	0
<b>Restricted funds</b>	<b>27,692</b>	<b>68,459</b>	<b>40,446</b>	<b>0</b>	<b>55,705</b>

**Movements for the year ended 31 March 2020**

<b>Funds</b>	<b>01-Apr-19</b>	<b>Income</b>	<b>Expenditure</b>	<b>Transfer</b>	<b>31-Mar-20</b>
Holiday Projects	3,534	31,653	-33,913	0	1,274
Term time Activities	7,046	5,054	-12,102	0	0
Young Women's Projects	2,961	100	-216	0	2,845
Clockhouse Project	35,203	23,594	-35,224	0	23,573
<b>Restricted funds</b>	<b>48,744</b>	<b>60,403</b>	<b>-81,455</b>	<b>0</b>	<b>27,692</b>

**10 ANALYSIS OF NET ASSETS BY FUND**

<b>31-Mar-21</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fixed Assets	0	7,863	7,863
Net Current Assets	10,719	47,842	58,561
	10,719	55,705	66,424

<b>31-Mar-20</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fixed Assets	1,094	6,354	7,448
Net Current Assets	1,172	21,340	22,512
	2,266	27,694	29,960

## 10 Company Information

Leys Community Development initiative is a company incorporated in England and with its registered office at Blackbird Leys Youth & Community Centre, Blackbird Leys Road, Oxford OX4 6HW, England: it is limited by guarantee and as such does not have any issued share capital. In the event of a winding up, the trustees members of the management committee are each required to contribute £1.

