

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LTD

England & Wales · Charity number 1137501

Details

Other names CCACP LTD

Status Registered

Legal form Charitable company

Company number [06864933](#)

Registered 2010-08-16

Register [View on the Charity Commission register](#)

Contact

Address 6 Armley Ridge Road
Leeds
LS12 3NP

Phone 01138245829

Email steve.a@ccacp.org.uk

Website www.meetingpointleeds.org.uk

Activities

Objects: TO DEVELOP THE CAPACITY AND SKILLS OF THE MEMBERS OF THE SOCIALLY AND ECONOMICALLY DISADVANTAGED COMMUNITY OF ARMLEY AND THE SURROUNDING AREA IN SUCH A WAY THAT THEY ARE BETTER ABLE TO IDENTIFY, AND HELP MEET, THEIR NEEDS AND TO PARTICIPATE MORE FULLY IN SOCIETY.THE PROVISION OF FACILITIES FOR RECREATION OR OTHER LEISURE TIME OCCUPATION IN ARMLEY AND THE SURROUNDING AREA WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THOSE PERSONS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL OR ECONOMIC CIRCUMSTANCES.

Activities: The charity's main activities are Services for Asylum Seekers and Refugees including:Drop-in, Advocacy and Support, Women's Activities, Language and Well-being support groups.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Economic/community Development/employment
- **Who:** Other Defined Groups

Geography

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

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£87,776	£92,119	-	-
2024-03-31	£71,429	£79,080	-	-
2023-03-31	£59,229	£72,223	-	-
2022-03-31	£78,830	£70,153	-	-
2021-03-31	£96,885	£60,402	-	-

Trustees

Name	Role	Appointed
Rev Philip Arnold	Chair	2020-09-28
Anne McCaffrey		2025-07-20
CAROL ANN WEIR		2012-12-18
Helen Olga Fiorenza Radelaar		2020-03-10
Joyce Le Masurier		2018-11-06
LAURENCE MATTHEW DILWORTH		
PHILIP ROGER LE MASURIER		
Stephen Appleton		2013-11-04

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LTD

England & Wales - Charity number 1137501

Accounts

**CHRIST CHURCH ARMLEY
COMMUNITY PROJECTS LIMITED
Annual Report and Financial Statements
For the period 1 April 2024 to 31 March 2025**

Registered charity number 1137501
A company limited by guarantee number 06864933

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED



Annual Report and Financial Statements

For the period 1 April 2024 to 31 March 2025

Contents

	Page
Trustees' Report	
Chair's introduction	1
Reference and administrative information	2
History and governance	3
Charity objectives and public benefit	4
Key quantitative measures	4
Meeting Point	5
Financial review	12
Statement of trustees' responsibilities	13
Independent examiner's report	14
Financial statements	
Statement of financial activities	15
Balance sheet	16
Notes to the accounts	17-20

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Trustees' report for the period 1 April 2024 to 31 March 2025

Chair's introduction



Steve Appleton
Chair of Directors

I am pleased to introduce the Trustees' Annual Report and Financial Statements for 2024/25. The report sets out how Christ Church Armley Community Projects Limited ('the Charity') has fulfilled its charitable objectives during the past year through the Meeting Point project.

There have been important changes during the year. Emma Crossley who had been our Project Manager for many years decided it was time to move on at the end of May 2024. Emma had led Meeting Point through many challenging times including Covid-19 when staff and volunteers adapted the project so it could keep going throughout the pandemic. Whilst we were sorry to see Emma move on, we are glad that it was a positive decision to enable her to focus on her growing footcare business.

I am most grateful to Judith Shalkowski who became our Interim Project Manager (June to September 2024) and to Claire Hunt who together ably led Meeting Point whilst trustees focused on recruiting a new Project Manager. Our volunteers also played a big part in sustaining Meeting Point during this time being adaptable, constructive, and understanding at a time of change and uncertainty.

I am delighted that the trustees appointed Asiyeh Soork as Project Manager starting September 2024. Asiyeh brings many skills to the role grounded in her personal experiences of the refugee and asylum-seeker system.

Our staff and volunteer teams are diverse with each member bringing different skills, background experiences and perspectives to the work of Meeting Point. It works so well, I believe, because there is a high level of commitment and a willingness to work together coupled with respect for the way differing contributions can complement each other to achieve the shared aims of supporting refugees and asylum seekers.

The trustees remain aware of our responsibilities as a charity to have full regard to public benefit in planning and delivering our activities. The Charity provides services without regard to race, religion, culture or gender or sexual orientation. For me, one of the strengths of Meeting Point is the willingness to reach out to those in need without prejudice or judgement. Our ability to do so effectively is considerably enhanced by working in partnership with others. Our report sets out more information about how we work with our partners and the difference it makes to our beneficiaries. I would like to specifically mention our hosts, Christ Church Parochial Church Council, and the wider congregation for their longstanding support.

On behalf of the trustees, I wish to thank our funding partners and individual donors who give generously to enable our work to take place. The financial statements show the grant-making bodies that supported us during the year. I also wish to thank many other partners who regularly provide us with food and other items for distribution for refugees and asylum seekers.

The trustees have assessed the Charity's finances for the year ahead and have reasonable grounds for considering that the Charity remains a going concern able to meet its financial liabilities as they fall due and able to continue core activities as planned.

I am also grateful for the support and wisdom of my fellow trustees and the valuable contribution to trustee meetings made by the Project Manager and the volunteer and beneficiary representatives.

In conclusion, the role of the charitable and voluntary sector in supporting refugees and asylum seekers remains vital and Meeting Point will continue to play a full part in supporting refugees and asylum seekers in Leeds.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Reference and administrative details of the Charity, its Trustees and Advisors

The Trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Notes	Dates
Steve Appleton	Chair		Re-appointed July 2022
Philip Arnold		Christ Church PCC appointee	Appointed September 2020
Laurence Dilworth	Finance Director	Christ Church PCC appointee	Appointed December 2012
Kathleen Hynes			Re-appointed July 2023
Joyce Le Masurier			Re-appointed July 2022
Philip Le Masurier		Christ Church PCC appointee	Appointed November 2009
Helen Radelaar			Appointed July 2023
Ann Weir			Re-appointed June 2024

Charity Number 1137501 Registered in England and Wales

Company Number 06864933 Registered in England and Wales

Registered Address 22 Hill End Crescent LEEDS LS12 3PW	Working Address Christ Church Upper Armley Armley Ridge Road LEEDS LS12 3LE	Postal Address CCACP Ltd 81 Blue Hill Lane LEEDS LS12 4NT	Bankers Unity Trust Bank plc Four Brindleyplace BIRMINGHAM B1 2JB
--	--	--	--

Independent Examiner
Simon Bostrom FCIE
West Yorkshire Community Accounting Service CIO
Stringer House
34 Lupton Street
LEEDS
LS10 2QW

Insurers
Aviva Insurance Limited
Pitheavlis
PERTH
SCOTLAND
PH2 0NH

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Brief history of the Meeting Point project

Meeting Point was set up by Christ Church in 2003 initially in partnership with the local Further Education College, to provide social support to asylum seeker and refugee students. The funding for this lasted only a few months, but Christ Church continued the drop-in on a voluntary basis.

In 2004/05 grants were received to develop the project and employ staff. Meeting Point has always operated from its base at Christ Church, Upper Armley in West Leeds and celebrated its 15-year anniversary during July 2018.

The Charity assumed responsibility for Meeting Point on 1 January 2011. The ever-changing needs of the project have been identified by consultation with beneficiaries, community members and partner agencies and this continues to be the case for Meeting Point.

Structure and Governance

The Charity is a Company Limited by Guarantee and was incorporated on 31 March 2009 and registered as a charity on 16 August 2010. It is governed by a Memorandum as amended by special resolution at the Annual General Meeting on 16 November 2009 and by Articles of Association as amended by special resolutions at the Annual General Meetings on 1 November 2010 and on 27 June 2021. The liability of the members in the event of the Company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the Charity are also the directors for the purpose of company law and are appointed by the members at the Annual General Meeting (AGM). The Memorandum and Articles give the right to Christ Church Parochial Church Council to appoint four trustees. A third of the trustees, appointed by members, retires by rotation each year at the AGM and may offer themselves for re-election. Co-opted trustees retire at the next AGM and may seek election.

The Charity primarily recruits trustees by personal contact through the Charity's 'Meeting Point' project and through Christ Church Upper Armley. New trustees receive guidance about their role and responsibilities as charity trustees and company directors.

All trustees give their time voluntarily and receive no remuneration or other benefits.

Management

The trustees met eight times during the year to oversee the strategic direction of the Charity and to exercise stewardship and governance of Meeting Point, the Charity's sole project. The trustees agreed in March 2020 that meetings could be held virtually using technology. Trustee meetings during the year have all been in-person.

The Project Manager, two beneficiaries' representatives and one volunteer's representative attend Board meetings as non-voting members to improve engagement and to ensure trustee decision-making is better informed. Staff also attend trustee meetings.

The Project Manager has responsibility for the day-to-day management.

Emma Crossley resigned as Project Manager leaving at the end of May 2024. Judith Shalkowski became Interim Project Manager until the trustees appointed Asiyeh Soork as Project Manager in September 2024.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Charity objectives and public benefit

Public Benefit

The Charity's Objects

The Objects, as set out in the Memorandum and Articles of Association are:

- 1) to develop the capacity and skills of the members of the socially and economically disadvantaged community of Armley and the surrounding area in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society; and
- 2) the provision of facilities for recreation or other leisure time occupation in Armley and the surrounding area with the object of improving the conditions of life of those persons who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social or economic circumstances.

The Charity's main activities

The trustees give serious consideration to the Charity Commission's guidance on public benefit in planning and delivering the Charity's activities. The trustees seek to fulfil the Charity's objectives primarily through Meeting Point, a project working with refugees and asylum seekers.

Public benefit Statement

In setting our objectives and planning our activities the trustees have given serious consideration to the Charity Commission's general guidance on public benefit. The Charity's achievements and performance are set out in detail in the Meeting Point project report on pages 5 to 11.

The table below summarises key quantitative measures for the weekly drop-in, an important part of Meeting Point's activities.

Quantitative measures	2024/25	2023/24	2022/23
Beneficiary attendances at the drop-in or food bank	5,505	4,917	4,897
Food parcels distributed to beneficiaries	3,882	3,619	3,511
Hot meals or take-away meals provided to beneficiaries	5,561	4,930	2,900

Safeguarding

The trustees are committed to the protection, prevention of harm and promotion of the wellbeing and development of children, young people, and vulnerable adults. The trustees approved an updated policy for the Safeguarding of Children, Young People and Adults in January 2025. Safeguarding is a standing item on the agenda of all trustees' meetings.

During the year no safeguarding matters were reported to the relevant public authorities nor to the Charity Commission under the serious incident reporting procedure.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Meeting Point

"Meeting Point is more than just a service — it's a lifeline of kindness, resilience, and hope. Your team brings light into the lives of so many, and we're deeply grateful for all that you do."

Project Manager's report (Asiyeh Soork)

2024/25 was a positive and busy year for Meeting Point. We remained open and on the front line, offering both short-term emergency support and longer-term wellbeing and integration work for refugees and asylum seekers. Despite ongoing pressures and changes in the wider immigration landscape, Meeting Point continues to be a welcoming, inclusive space where people can find practical help, community, and hope.

Global conflicts — including those in Ukraine, Sudan, and Gaza — have driven even more people to seek sanctuary in the UK, while national policy changes have made life more uncertain and complex for many. We have seen a growing number of people coming to us for support with legal issues, housing problems, and basic rights. While Meeting Point is not able to offer legal advice or provide housing directly, we do what we can — making referrals to trusted agencies, signposting to appropriate services, and advocating where possible. These areas have become more urgent than ever, and we have responded with care and determination, even when stretched.

Our group work and additional services have continued to grow this year. In this report, you'll read about the ongoing success of our English classes and Women's Group, as well as new initiatives such as the Digital Lab and our strengthened partnerships — including with Migrant Help. After recognising a significant need for support with e Visa conversions, we began offering practical help through our Help Desk. To better support more complex cases, we later welcomed a representative from Migrant Help to attend our drop-in sessions. This on-site collaboration has enabled us to assist over 100 individuals in successfully navigating the e Visa process.

The Digital Lab, funded by the Leeds Digital Inclusion Fund, has also played a vital role in meeting the IT needs of refugees and people seeking asylum. We were also excited to welcome Police students to the drop-in and Women's Group, where they completed their placement by advising our beneficiaries how to stay safe online and running workshops at Women's group focused on personal safety and awareness.



Meeting Point is open to all refugees and asylum seekers. We believe it strengthens our work to bring people together across different stages of their journey — from those just starting the asylum process to those who have received a positive outcome. Everyone is treated with the same respect, care, and commitment.

This year, over 59 nationalities were represented at Meeting Point, continuing to enrich our work and our community. Despite cultural differences and language barriers, we have sustained a warm and welcoming space where people feel safe, heard, and supported. Thanks to the support of funders, partners, and volunteers, we



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

continue to look forward with hope.

"It really made me feel better prepared and confident. Thank you."

Volunteers

This year, our work simply wouldn't have been possible without the incredible dedication of our volunteer team. Many of our longstanding volunteers have continued their invaluable support, and we've also welcomed new faces who have settled in wonderfully. We were delighted to host students on placement from both Leeds Trinity University and Leeds Beckett University, whose contributions have added great value. Around half of our volunteers are also beneficiaries themselves, bringing insight and empathy to the support they offer. Each week, around 25 volunteers support our Monday sessions and around 10 assist on Wednesdays, keeping the project running smoothly. We are deeply thankful for their time, care, and commitment — they are truly at the heart of Meeting Point.



"I always walk away a bit lighter after singing with the group."

A few words from our current volunteer representative, Anne McCaffrey:

Meeting Point continues to have a fantastic team of volunteers. This year we have been fortunate to have had an increasing number of volunteers who are also beneficiaries. This is useful as these volunteers are often able to help in certain situations with interpreting and translating for beneficiaries who have little or no English.

This year we have also had two sets of volunteers from Leeds University and Trinity University. They have contributed well to the drop in.

On a Monday there are often 15-20 volunteers consistently turning up, working hard and most importantly providing a friendly welcome to the beneficiaries. The volunteers continue to have various roles including collecting food donations from supermarkets and then working with the donations to provide the beneficiaries with hot and cold food to eat at the drop in and food parcels to take home. Two volunteers teach English each week. There are always one or two volunteers registering new beneficiaries on a Monday and this can be a busy job as some weeks there can be up to 9 new beneficiaries. There is a volunteer assigned to welcoming new beneficiaries and showing them round the drop in. The advice and help desk are usually manned by staff now but volunteers will help if they can and now the new digital lab is often manned by volunteers too. Volunteers also manage the clothing donations and the sanitary products. When there they are very happy in their roles. Volunteers are regularly asked whether they would like to try out a different role and some do like to experience a different aspect of the drop in.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

A piece from our volunteer Lucy Holloway:

I feel very proud to be part of Meeting Point. Despite such challenges as the cost of living, reduced donations, and even the risk of violence against asylum seekers and refugees, this diverse group of people at Meeting Point do their utmost to provide assistance and a safe place. I hope they can continue to do this vital work for as long as it's needed.

A few words from our beneficiary representative, Alesya Moisenko

Socialising, a nice and welcoming atmosphere! I always look forward to Mondays. The service is excellent, with an understanding and supportive team. It always feels like a family atmosphere — like visiting relatives and sharing a good meal. We're truly amazed by the support we receive; it goes far beyond our expectations. We really enjoy everything, and the trips have been so helpful for our mental wellbeing. Thank you so much for everything you do.



Monday Provision

"It's more than just support — it feels like someone truly sees us."

Our Monday drop-in continues to be at the heart of Meeting Point's work — a welcoming and safe space where refugees and people seeking asylum can come to connect, relax, and access a wide range of essential support.

Each week, we offer hot and cold meals, including freshly prepared vegetarian food, alongside refreshments. Clients also have access to food parcels, toiletries, period products, clothing, and household essentials. Through our Help Desk, individuals can access advocacy support, hardship payments, and bus tickets. We also provide onward referrals to services such as Leeds Baby Bank, Baby Basics, Leeds Northwest Foodbank, Reduce Reuse Kids Clothes Project, and Give a Gift.



Thanks to our ongoing partnership with Christ Church and the Acts 435 platform, 84 individuals received small grants to meet urgent personal needs — from bedding and kitchen equipment to children's school uniforms.

Clients are also supported directly by outreach partners who attend the drop-in, including Migrant Help, Advonet, Manuel Bravo Project (Interpreter service LVIS), Citizens Advice and other local refugee and employment services.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Our food provision continues to be generously supported by FareShare, Neighbourly, and Costco redistribution schemes, alongside weekly donations from The Headingly Greengrocer and members of the local community.

This year has seen the highest demand for our services to date. Between April 1st, 2024, and March 31st, 2025, we recorded 5,505 visits to the drop-in by 677 individuals and welcomed 360 new clients to the project. Over this period, we distributed:

- 3,882 food parcels
- 5,561 hot meals
- 428 hardship payments
- 1,955 bus tickets
- 2,583 period products
- Thousands of clothing items



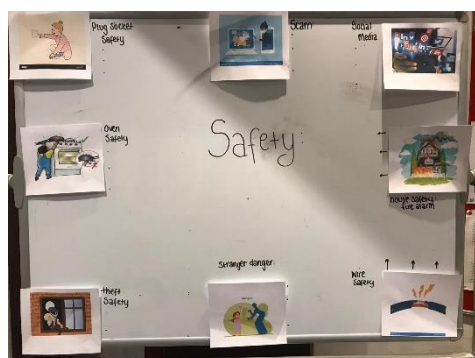
We also delivered 1,964 one-to-one support sessions, helping clients with housing issues, form-filling, healthcare and school access, digital needs, and more.

Additionally, we supported many newly arrived or recently housed clients with basic household items to help them settle into unfurnished properties.

"Meeting Point gives me hope every week. When I come here, I remember I'm not alone."

Women's Group

Across the 2024-25 year, the Meeting Point Women's Group was active in pursuing their interests, creative skills, going on outings, and connecting with each other and partner organisations. The group had an eventful year with many opportunities organised by the team, including partner organisations providing women with new skills and activities. We welcomed new women who enjoyed making friends and crossing cultures. We continue to plan and each Wednesday we benefit from lunch together and activities over the two hours.



This year we held the following activities: Digital Skills instruction and support; Safety talks (Sarah from Police and students); Song writing and dance workshops (Marianne); Vinted workshop; Start-A-Heart workshop; English-based BINGO; Self-defence workshop; Pamper (threading, massage, spas, facials and haircuts (the team and Leeds City College), which included children's activities; Crafts - cardmaking, sewing, knitting, crocheting, jewellery making; Singing - (LUUMIC university students); Healthy habits: Cooking (Get Cooking Project), baking and gut health; Women's health (Kemi from MESMAC); and house plant care. Their unique gifts at the Christmas

Fair raised funds for our Christmas lunch together.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Pregnant or new mums were involved in an art project with an NHS Midwife that went on display in Leeds.



All activities at Women's Group are planned to involve the women and considering their interests. More than 58 women were able to benefit greatly this year. We are always impressed with the skills of beneficiaries themselves, which they bring and share with each other.

The team continues to provide a range of skills including preparing and serving lunch, welcoming and registering, interpretation, caring for children, leading activities, alongside the responsibilities to prepare and tidy away. Partners and visitors remark on the friendly and multi-cultural activities and the women promote Meeting Point as a charity to their friends and contacts.

Summer trip:

During the summer, despite travel challenges related to anti-immigration unrest and rioting, over 50 women and children travelled by train for a special day out filled with outdoor games, lunch, and creative activities such as face painting and crafts.

As safety was a concern with reports of riots in the news, we carefully assessed our plans for the journey from Leeds to North Yorkshire by bus and train. Staff and volunteers worked hard to keep families informed, offering guidance on how to manage potential risks. We also consulted with the Rail Authority and police, and were warmly welcomed at the station, where security was provided to ensure the group's safety.

Thanks to the generosity of Impulse Decisions staff and members of St Robert's Church, Pannal, everyone returned home feeling cared for — with gifts and ice creams in hand, and hearts full of joy.

Here's what we shared as a thank you from the trip:

"Thank you ever so much for such a wonderful day out and all the special moments with you all. Each year we get very excited to spend the day with you — it's often the highlight of our summer, as we can't afford to travel or give our children new adventures.

You have been so generous with your time, energy, the lovely thoughtful gifts, and the delicious food. You helped us create beautiful memories of friendship.

We know you care about us all year long — and it means so much to have you in our lives. Especially in these recent days, your welcome and kindness mean even more.

Thank you for the beautiful lunch, the fun activities, for seeing us to and from the train, and for the funding that made a trip to the countryside possible.

We feel indebted to you — yet you leave us feeling happy, satisfied, seen, befriended, and loved."

One attendee summed it up perfectly:

"The whole family loved the day out. We were so happy all day — and going on the train was a new experience."

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

In addition to the trip, summer activities also included supporting families to register and pay for local BREEZE events, helping children enjoy more community-based summer fun.



English Classes

The English classes have continued Mondays and Wednesdays this year. Many of the students come to both classes. The emphasis has always been on teaching functional language to give the students the skills they need to help them at Meeting Point and in the wider community eg how to introduce themselves to new people, ask for food and drink and clothing. Other topics introduced in the English classes have included: going shopping, going to the library, going to the doctors, calling emergency services and cooking and recycling.

The focus has been on Speaking and Listening but this year more students have mastered how to write and say their names and addresses clearly. This is a difficult skill when you haven't any literacy skills in any language.



Student numbers have increased during the year and peaked at about 24 on a Monday in February/March 2025. As this group was large, Linda (Volunteer Teaching Assistant), kindly stepped in and took a small group of 4/5 students who were very new to English for a separate class. Students have been from Afghanistan, Iran, Kurdistan (Iraq), Ukraine, and Sudan with occasional students from other African countries eg Eritrea, Ethiopia, Angola.

Meeting Point Allotment

Our local allotment, under the careful planning and care of Alesya, has become a tranquil space with opportunities for volunteers and beneficiaries to join in with preparing, watering and harvesting a wide range of vegetables. This year volunteer students even joined in by preparing the soil. We often receive seedlings from donors and home-grown produce is always gratefully received at the project.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Case studies

Digital lab and e-VISAs

Throughout the quarter, we promoted our digital lab to support new skills, access to internet, employment help, providing SIMs and e-VISA assistance. We were able to engage in other services such as Migrant Help appointments and train volunteers to support e-VISA needs. Examples of beneficiaries that were helped: “I had no idea that my phone could do so much. I’m much better at using it and helping others.” “The volunteer helped me to submit paperwork for my child’s school and learn how to use their website.” “With the lab, we could learn how to search for school places, it really helped.” “It was a relief to have my e-VISA set up, thank you.” The volunteers benefited by learning new skills and seeing those digitally excluded benefiting each week.

Sewing instruction

The women’s group was contacted by a local sewing instructor who wanted to consider volunteering to train women on how to design and sew their own items. Previously, the volunteer seamstresses were limited in training and through the new volunteer everyone is inspired to be creative and learn new skills. Her expertise is helping the group to have more opportunities for shopping and fashion ideas.

Housing issues continue to be raised with the team - (damp, impact of temporary housing)

We regularly become aware of housing concerns and as much as possible engage other services with referrals and provide authority to act paperwork. The housing with damp issues when housing is slow to respond often causes health issues for children and their families. When we can intervene, we find that communication and lack of English has contributed to problems. Involving the volunteer community interpreters has meant a swift engagement and better success. One family replied: “Thank you for your help to explain the problem and get back to housing. We couldn’t have done it without you.” Later in 2025, we will partner with an art-based charity to develop songs for a theatre production highlighting housing issues such as damp and poor accommodation.

Looking Ahead

We’re looking forward to another busy and purposeful year at Meeting Point. With continued support from all valued funders, we aim to strengthen the foundations we’ve built — honouring the long-standing partnerships that have supported us for many years, while deepening the newer collaborations we’ve recently established, such as Migrant Help, Citizens Advice, and Manuel Bravo. These collaborations will help us provide more joined-up support in key areas such as housing, wellbeing, digital access, and employment.

We’re also excited to welcome new students on placement from local universities, expand our Digital Lab, and continue offering English classes, community activities, and emotional support that foster connection and confidence.

None of this would be possible without our incredible volunteers, funders, and supporters — thank you for being a vital part of our journey.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Financial Review

Income for the year 2024/25 together with reserves were sufficient to enable us to provide a full set of onsite activities for refugees and asylum seekers. We have also funded some trips. A substantial award in spring 2024 along with funding through the Household Support Scheme have been our financial backbone during the year.

The numbers attending the project continue to increase week on week.

Incoming resources for the Charity totalled £87,776 for 2024/25 which represents an increase of £16,347 on the previous year's income of £71,429. Income from regular giving (and associated gift aid) provided £13,750 of income this last year (approx. 15.5%), an increase on last year's £11,904.

Expenditure for the year was £92,119 being an increase of £13,039 from last year's expenditure of £79,080. This reflects higher staff costs and rent. Staff pay is linked to NJC pay scales and the flat rate increase was 11.5%. The rent increase was 20% and included significant increases in heating costs. Expenditure on hardship payments and prepaid fares is dependent on donations and grants received for the purpose.

Overall, there was a net loss for the year of £4,343. At 31 March 2025 the Charity holds reserves totalling £59,804 of which £16,190 are restricted to be spent on specified purposes (Note 5 to the accounts) and £43,614 are unrestricted to be spent at the trustees' discretion. All the Charity's year end liabilities are covered by available funds. We go into the new financial year with only a small balance of restricted funds. A number of funding application bids are in, but a significant fundraising effort is needed.

The trustees have assessed that the existing level of reserves, for 2025/26 and anticipated regular income is likely to be about 75% of the required funding for Meeting Point activities throughout 2025/26. Funding applications are already submitted to cover part of the year's shortfall and further applications are planned.

The Charity continues to closely monitor its finances during the year and to manage the scale of its activities to ensure it can meet its liabilities as they fall due.

Reserves Policy

The reserves policy, approved by the Board January 2018, aims to maintain free reserves to cover between 3 and 9 months' running costs to protect the Charity's core activities from any short-term funding shortfall. In addition, the trustees have set aside free reserves to meet the estimated costs of staff redundancies and closure costs should they crystallise in future. This does not imply any expectation that staff will need to be made redundant but recognises that the funding environment means trustees should act prudently to ensure funds are available to fulfil all contractual liabilities.

Unrestricted funds total £43,614 at 31 March 2025 which, after set aside of £5,423, represents 4.5 months' worth of budgeted expenditure for the Charity's core activities. This figure falls within the range adopted by the trustees. The trustees regularly monitor the level of reserves to comply with the reserves policy.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Statement of Trustees' Responsibilities

The individuals who were trustees at some point during the year ended 31 March 2024 are pictured below.



Steve Appleton
(Chair)



Rev Phil Arnold



Laurence Dilworth



Kath Hvnes



Joyce le Masurier



Philip le Masurier



Helen Radelaar



Ann Weir

The trustees (who are also the directors for the purpose of company law) are responsible for preparing the Trustees' Report and Financial Statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements; and
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose the reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the Board of Trustees:

Signed: Steve Appleton (Chair of Trustees)

Date: 9 June 2025

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Independent examiner's report to the trustees of Christ Church Armley Community Projects Limited

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2025, which are set out on pages 15 to 20.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Simon Bostrom FCIE

13/06/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Statement of Financial Activities (including summary income and expenditure account) for the period 1 April 2024 to 31 March 2025

	Notes	2024/25 Unrestricted funds £	2024/25 Restricted funds £	2024/25 Total funds £	2023/24 Unrestricted funds £	2023/24 Restricted funds £	2023/24 Total funds £
Incoming resources							
Grants & donations	(2)	13,035	73,192	86,227	27,703	42,187	69,890
Fundraising		-	12	12	2	159	161
Interest Earned		1,537	-	1,537	1,308	-	1,308
Other		-	-	-	70	-	70
Total incoming resources		14,572	73,204	87,776	29,083	42,346	71,429
Resources expended							
Staff costs	(3)	15,493	28,077	43,570	15,203	23,659	38,862
Events & activities		733	16,566	17,299	586	13,141	13,727
Facilities & rent	(4)	336	6,164	6,500	1,500	4,500	6,000
Office expenses		1,873	2,972	4,845	1,147	-	1,147
Hardship payments & expenses		-	14,472	14,472	409	15,156	15,565
Professional services		2,821	-	2,821	1,069	-	1,069
Insurance		1,302	-	1,302	1,221	-	1,221
Training		281	100	381	238	-	238
Volunteer expenses		165	60	225	-	520	520
Independent examination fee	(12)	630	-	630	630	-	630
Advertising & publicity		74	-	74	49	52	101
Total resources expended		23,708	68,411	92,119	22,052	57,028	79,080
Net income/ (expenditure)		(9,136)	4,793	(4,343)	7,031	(14,682)	(7,651)
Fund balances brought forward		52,750	11,397	64,147	45,719	26,079	71,798
Fund balances carried forward	(5)	43,614	16,190	59,804	52,750	11,397	64,147

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Balance Sheet as at 31 March 2025

	Notes	31 March 2025 Unrestricted funds £	31 March 2025 Restricted funds £	31 March 2025 Total funds £	31 March 2024 Total funds £
Current assets					
Stock	(7)	-	770	770	747
Debtors and prepayments	(8)	229	151	380	924
Cash at bank and in hand	(9)	46,966	16,111	63,077	65,124
Total current assets		47,195	17,032	64,227	66,795
Current liabilities: amounts falling due within one year					
Creditors and accruals	(10)	3,581	842	4,423	2,648
Total current liabilities		3,581	842	4,423	2,648
Net current assets/(liabilities)		43,614	16,190	59,804	64,147
Net assets		43,614	16,190	59,804	64,147
Funds					
Unrestricted funds		43,614	-	43,614	52,750
Restricted funds	(6)	-	16,190	16,190	11,397
Total funds		43,614	16,190	59,804	64,147

For the year ending 31 March 2025 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with the Financial Reporting Standard 102 (effective January 2019).

The financial statements, which include notes 1 to 12, were approved at a meeting of the trustees and signed on its behalf by:

Signed: Kath Hynes

Date: 9 June 2025

Finance Director

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2024 to 31 March 2025

1. Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102)(effective 1 January 2019) and with the Charities Act 2011.

The Charity constitutes a public benefit entity as defined by FRS102.

Going concern

The trustees have assessed the Charity's going concern and are satisfied that there are no material uncertainties about the Charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the Charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the Charity has unconditional entitlement to the resources. Future instalments on multi-year grants are only recognised when the trustees are virtually certain that conditions for future payment have been satisfied.

Gifts in kind

The Charity receives gifts of food, second hand clothes, footwear and household items for use at the Meeting Point drop-in and for distribution to asylum seekers and refugees. As the fair value of donated items is non-material they are not recognised in the financial statements.

The work of volunteers is not included in the financial statements.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the Charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Employee benefits

Annual leave untaken at year end is recognised as a liability to the extent that it may be carried forward.

Leases

Rents under operating leases are charged on a straight-line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Taxation

As a charity the organisation is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £2,500 are capitalised and included at cost including any incidental acquisition expenses. Gifted assets are shown at the value to the Charity on receipt.

Stock

Stock is valued at the lower of cost and net realisable value.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or grant making body.

Further explanation of the nature and purpose of each fund is included in Note 5 to the accounts.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2024 to 31 March 2025

2 Grants and donations

	2024/25 Unrestricted funds	2024/25 Restricted funds	2024/25 Total funds	2023/24 Total funds
Meeting Point	£	£	£	£
Leeds City Council (Leeds Migration Partnership)	-	34,006	34,006	-
Unity in Poverty Action	-	14,200	14,200	13,950
Evan Cornish Foundation	-	10,000	10,000	-
Leeds Community Foundation (Digital Inclusion Fund)	-	9,897	9,897	-
St. Robert's Pannel PCC	1,427	-	1,427	-
The Tilehouse Trust	1,000	-	1,000	-
Asda Community Foundation	-	600	600	-
Leeds City Council (MICE)	200	-	200	-
Community Organisations Cost of Living Fnd (N.Lottery)	-	-	-	27,332
Sir George Martin Trust	-	-	-	2,500
Neighbourly (Sainsburys)	-	-	-	1,500
Neighbourly (Lidl)	-	-	-	1,000
Yorkshire Building Society Charity	-	-	-	1,000
Community Foundation for Lancashire (Hills)	-	-	-	1,000
Wade's Charity	-	-	-	800
St. Robert's Pannel PCC	-	-	-	1,186
Other donations	10,408	4,489	14,897	19,622
Total grants and donations	13,035	73,192	86,227	69,890

3 Staff costs and numbers

	2024/25	2023/24
	£	£
Gross salaries	42,318	37,979
Pensions	1,252	883
Total staff costs	43,570	38,862

Defined contribution pension scheme

	2024/25	2023/24
	£	£
Costs of the scheme to the charitable company for the year	1,252	883

The number of employees analysed by activity and expressed as full time equivalents (FTE)

	2024/25	2023/24
	FTE	FTE
Meeting Point	1.4	1.4
Core administration	0.1	0.1
Total	1.5	1.5

The average number of employees during the year was 3 (3 2023/24) being an average of 1.5 FTEs (1.5 2023/24). All employees were part-time for both 2024/25 and 2023/24.

There were no employees with emoluments above £60,000 (nil 2023/24).

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2024 to 31 March 2025

4 Operating leases

The charitable company uses part of Christ Church Upper Armley under licence from the Parochial Church Council (PCC) as a base for its activities. The agreement can be terminated by either party without penalty so no future commitments arise. The Charity paid £6,500 to the PCC (£4,200 2023/24) for the use of the building and provision of cleaning.

5 Restricted Funds

Meeting Point:

Asda Community Foundation
Community Foundation for Lancashire (Hills)
Destitution Fund
English Language Classes Fund
Evan Cornish Foundation
Leeds City Council (Leeds Migration Partnership)
Leeds Community Foundation (Digital Inclusion Fund)
Neighbourly (Lidl)
Neighbourly (M&S)
Neighbourly (Sainsburys)
Unity in Poverty Action
Women's Group Fund
Yorkshire Building Society Charity

Total Restricted Funds

Balances 1 April 2024 £	Incoming resources £	Expended resources £	Balances 31 March 2025 £
-	600	-	600
1,000	-	(1,000)	-
4,465	4,295	(5,556)	3,204
12	-	-	12
-	10,000	(4,156)	5,844
-	34,006	(33,736)	270
-	9,897	(5,615)	4,282
756	-	(322)	434
743	-	(743)	-
1,200	-	(1,200)	-
747	14,200	(14,447)	500
1,474	206	(636)	1,044
1,000	-	(1,000)	-
11,397	73,204	(68,411)	16,190

Restricted Fund

Asda Community Foundation
Community Foundation for Lancashire (Hills)
Destitution Fund
English Language Classes Fund
Evan Cornish Foundation
Leeds City Council (Leeds Migration Partnership)
Leeds Community Foundation (Digital Inclusion Fund)
Neighbourly (Lidl)
Neighbourly (M&S)
Neighbourly (Sainsburys)
Unity in Poverty Action
Women's Group Fund
Yorkshire Building Society Charity

Purpose of restriction

For food
For Summer trips
For hardship payments to asylum seekers and refugees
For English language classes
For salaries, rent and project costs
For salaries, rent and project costs
For digital inclusion provision
For food
For food
For rent and salaries
For provision of food and related costs
For Women's Group work and activities
For salaries

6 Stock

First West Yorkshire bus tickets
Total

31/03/2025 £	31/03/2024 £
770	747
770	747

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2024 to 31 March 2025

7 Debtors & Prepayments

	31 March 2025	31 March 2024
	£	£
Debtors	198	571
Prepayments	182	353
Total	<u>380</u>	<u>924</u>

No debtors have been impaired and are expected to be fully settled within 12 months.

8 Cash at bank and in hand

	31 March 2025	31 March 2024
	£	£
Unity Trust Bank	62,626	64,540
Lloyds Bank	346	
Petty cash	105	584
Total	<u>63,077</u>	<u>65,124</u>

9 Creditors and accruals

	31 March 2025	31 March 2024
	£	£
Trade creditors	920	777
Accruals	3,503	1,871
Total	<u>4,423</u>	<u>2,648</u>

10 Trustee remuneration, expenses and donations

No trustee received any remuneration or other benefits, either directly or indirectly, or any expenses during the year (nil 2023/24).

The total donations received from trustees during the year was £600 (£1,200 2023/24).

11 Related party transactions

Key management personnel

Employee benefits of the charitable company's key management personnel totalled £16,945 for the year (£18,335 2023/24). The Project Manager post is the key management personnel.

Other related party transactions

Christ Church Upper Armley Parochial Church Council (the PCC) is a related party of the charitable company. Under the company's articles of association the PCC has the right to appoint 4 trustees out of a maximum of 12.

Reverend Phil Arnold is the chair of the PCC and Stephen Appleton is a member of the PCC.

The charitable company paid the PCC £6,500 for use of the church building (2023/24 £6,000). In November 2024 the PCC became the lead for the contract with a third party provider of phone and internet services and £357 was payable to the PCC under the new arrangement. The charitable company owed PCC £75.54 at 31 March 2025 (nil at 31 March 2024).

12 Independent examination

The estimated £630 fee payable to West Yorkshire Community Accounting Services (WYCAS) (£630 2023/24), as reported on the Statement of Financial Activities, relates solely to independent examination. The charitable company also paid WYCAS £281 during 2024/25 (£270 2023/24) for a licence to use QuickBooks Online.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LTD

England & Wales - Charity number 1137501

Accounts

**CHRIST CHURCH ARMLEY
COMMUNITY PROJECTS LIMITED
Annual Report and Financial Statements
For the period 1 April 2023 to 31 March 2024**

Registered charity number 1137501
A company limited by guarantee number 06864933

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED



Annual Report and Financial Statements

For the period 1 April 2023 to 31 March 2024

Contents

	Page
Trustees' Report	
Chair's introduction	1
Reference and administrative information	2
History and governance	3
Charity objectives and public benefit	4
Key quantitative measures	4
Meeting Point	5
Financial review	13
Statement of trustees' responsibilities	14
Independent examiner's report	15
Financial statements	
Statement of financial activities	16
Balance sheet	17
Notes to the accounts	18

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Trustees' report for the period 1 April 2023 to 31 March 2024

Chair's introduction



Steve Appleton
Chair of Directors

I am pleased to introduce the Trustees' Annual Report and Financial Statements for 2023/24. The report sets out how Christ Church Armley Community Projects Limited ('the Charity') has fulfilled its charitable objectives during the past year through the Meeting Point project.

We celebrated Meeting Point's 20th anniversary in May 2023 with a vibrant and well-attended community event bringing together people from many diverse backgrounds. Looking back, we are so thankful for the very many people who have supported Meeting Point over the years. The needs of refugees and asylum seekers are ongoing so we look forward to continue providing vital support in the years ahead.

The project is underpinned by a Christian ethos which is an important legacy from the foundation of the project by Christ Church Upper Armley Parochial Church Council ('the PCC'). Although the Charity is separate from the PCC, we maintain good working relationships and I am very thankful for the continuing support of the PCC and the church congregation.

The trustees remain aware of our responsibilities as a charity to have full regard to public benefit in planning and delivering our activities. The Charity provides services without regard to race, religion, culture or gender or sexual orientation. For me, one of the strengths of Meeting Point is the willingness to reach out to those in need without prejudice or judgement. Our ability to do so effectively is considerably enhanced by working in partnership with others. Our report sets out more information about how we work with our partners and the difference it makes to our beneficiaries.

On behalf of the trustees, I wish to thank our funding partners and individual donors who give generously to enable our work to take place. The financial statements show the grant-making bodies that supported us during the year. I also wish to thank many other partners who regularly provide us with food and other items for distribution for refugees and asylum seekers.

The trustees have assessed the Charity's finances for the year ahead and have reasonable grounds for considering that the Charity remains a going concern able to meet its financial liabilities as they fall due and able to continue core activities as planned.

I also wish to thank staff and volunteers who are the backbone of Meeting Point and make extensive and varied contributions to the project's many achievements. A high level of teamwork is essential to the successful services that Meeting Point provides and I am incredibly impressed by the ability of staff, volunteers, and beneficiaries to work together to achieve shared aims supporting refugees and asylum seekers.

I am also grateful for the support and wisdom of my fellow trustees and the valuable contribution to trustee meetings made by the Project Manager and the volunteer and beneficiary representatives.

As I write my remarks, we have learned that our Project Manager, Emma Crossley, has decided to move on to new challenges. All trustees are incredibly grateful to Emma for her inspiring leadership of Meeting Point over the past 12 years and we wish her well for the future. The Board has agreed an interim plan to ensure the continuing stability of Meeting Point provision and appointed Judith Shalkowski as Interim Project Manager whilst we recruit a permanent Project Manager.

In conclusion, the role of the charitable and voluntary sector in supporting refugees and asylum seekers remains vital and Meeting Point will continue to play a full part in supporting refugees and asylum seekers in Leeds.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Reference and administrative details of the Charity, its Trustees and Advisors

The Trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Notes	Dates
Steve Appleton	Chair		Re-appointed July 2022
Philip Arnold		Christ Church PCC appointee	Appointed September 2020
Laurence Dilworth	Finance Director	Christ Church PCC appointee	Appointed December 2012
Kathleen Hynes			Re-appointed July 2023
Joyce Le Masurier			Re-appointed July 2022
Philip Le Masurier		Christ Church PCC appointee	Appointed November 2009
Helen Radelaar			Appointed July 2023
Ann Weir			Re-appointed June 2021

Charity Number 1137501 Registered in England and Wales

Company Number 06864933 Registered in England and Wales

Registered Address 22 Hill End Crescent LEEDS LS12 3PW	Working Address Christ Church Upper Armley Armley Ridge Road LEEDS LS12 3LE	Postal Address CCACP Ltd 81 Blue Hill Lane LEEDS LS12 4NT	Bankers Unity Trust Bank plc Four Brindleyplace BIRMINGHAM B1 2JB
--	--	--	--

Independent Examiner
Simon Bostrom FCIE
West Yorkshire Community Accounting Service CIO
Stringer House
34 Lupton Street
LEEDS
LS10 2QW

Insurers
Aviva Insurance Limited
Pitheavlis
PERTH
SCOTLAND
PH2 0NH

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Brief history of the Meeting Point project

Meeting Point was set up by Christ Church in 2003 initially in partnership with the local Further Education College, to provide social support to asylum seeker and refugee students. The funding for this lasted only a few months, but Christ Church continued the drop-in on a voluntary basis.

In 2004/05 grants were received to develop the project and employ staff. Meeting Point has always operated from its base at Christ Church, Upper Armley in West Leeds.

The Charity assumed responsibility for Meeting Point on 1 January 2011. The ever-changing needs of the project have been identified by consultation with beneficiaries, community members and partner agencies and this continues to be the case for Meeting Point.

Structure and Governance

The Charity is a Company Limited by Guarantee and was incorporated on 31 March 2009 and registered as a charity on 16 August 2010. It is governed by a Memorandum as amended by special resolution at the Annual General Meeting on 16 November 2009 and by Articles of Association as amended by special resolutions at the Annual General Meetings on 1 November 2010 and on 27 June 2021. The liability of the members in the event of the Company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the Charity are also the directors for the purpose of company law and are appointed by the members at the Annual General Meeting (AGM). The Memorandum and Articles give the right to Christ Church Parochial Church Council to appoint four trustees. A third of the trustees, appointed by members retire by rotation each year at the AGM and may offer themselves for re-election. Co-opted trustees retire at the next AGM and may seek election.

The Charity primarily recruits trustees by personal contact through the Charity's 'Meeting Point' project and through Christ Church Upper Armley. New trustees receive guidance about their role and responsibilities as charity trustees and company directors.

All trustees give their time voluntarily and receive no remuneration or other benefits.

Management

The trustees met seven times during the year to oversee the strategic direction of the Charity and to exercise stewardship and governance of Meeting Point, the Charity's sole project. The trustees agreed in March 2020 that meetings could be held virtually using technology. Trustee meetings during the year have been a mix of in-person and on-line.

The Project Manager and representatives of service users and volunteers attend Board meetings as non-voting members to improve engagement and to ensure trustee decision-making is better informed. Staff may also attend trustee meetings.

The Project Manager has responsibility for the day-to-day management.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Charity objectives and public benefit

Public Benefit

The Charity's Objects

The Objects, as set out in the Memorandum and Articles of Association are:

- 1) to develop the capacity and skills of the members of the socially and economically disadvantaged community of Armley and the surrounding area in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society; and
- 2) the provision of facilities for recreation or other leisure time occupation in Armley and the surrounding area with the object of improving the conditions of life of those persons who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social or economic circumstances.

The Charity's main activities

The trustees give serious consideration to the Charity Commission's guidance on public benefit in planning and delivering the Charity's activities. The trustees seek to fulfil the Charity's objectives primarily through Meeting Point, a project working with refugees and asylum seekers.

Public benefit Statement

In setting our objectives and planning our activities the trustees have given serious consideration to the Charity Commission's general guidance on public benefit. The Charity's achievements and performance are set out in detail in the Meeting Point project report on pages 5 to 12.

The table below summarises key quantitative measures for the weekly drop-in, an important part of Meeting Point's activities.

Quantitative measures	2023/24	2022/23	2021/22
Beneficiary attendances at the drop-in or food bank	4,917	4,897	4,405
Food parcels distributed to beneficiaries	3,619	3,511	3,652
Hot meals or take-away meals provided to beneficiaries	4,930	2,900	5,000

Safeguarding

The trustees are committed to the protection, prevention of harm and promotion of the wellbeing and development of children, young people and adults. The trustees approved an updated policy for the Safeguarding of Children, Young People and Adults in January 2024. Safeguarding is a standing item on the agenda of all trustees' meetings.

During the year no safeguarding matters were reported to the relevant public authorities nor to the Charity Commission under the serious incident reporting procedure.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Meeting Point

"The Meeting Point team is a source of inspiration and encouragement to all of us - we love and appreciate you all!"

Project Manager's report (Emma Crossley)

Meeting Point celebrated a momentous 20-year anniversary this year – a wonderful achievement for such a fabulous project. To mark the occasion, we put on an open celebratory drop-in, opening it up to other organisations and the local community, resulting in quite a remarkable afternoon of community cohesion, food, music, magic and dancing. Thank you to the team who made it possible, and for all those involved in any way, shape, or form over the past 20 years. You all made it possible!

All in all, it has been a positive year for Meeting Point, but once again the global and national picture has been disruptive. The war in Ukraine has continued and once more, as I write this, we see conflict and horrendous tragedy taking place in the Middle East. Thousands of desperate people continue to seek sanctuary in the UK, met by an increasingly hostile and dysfunctional immigration policy environment. Often it is small front line third sector organisations that have to deal with the forefront of this and here at Meeting Point, we have seen higher numbers than ever before coming to us for support.

Early in the year we were delighted to partner with ChildsSide to run a series of Life in the UK workshops for Ukrainian and other families new to the UK on integration and family life in the UK. We were also excited to welcome medical students to the drop-in to run CPR training to the community as part of their 'Restart a Heart' campaign. Other new additions included having The Growth Company run outreach clinics at the project, focussing on employment and housing support for refugees, as well as visits from MESMAC (sexual health and HIV testing) and Citizens UK who build grass roots social justice campaigns. Meeting

Point is a small team and we could not provide the level of support that we do without our working partners, so a big thank you to all who have worked alongside us this year.

'Such a lovely place to be. You just come here and smile and say hello. The food, the clothes and household items are all amazing'.



Staff and volunteers

The staff team, and a large proportion of the volunteer team, has remained unchanged this year. Some volunteers have moved on or found employment but we have several other new starters



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

who have settled in well. We have also welcomed students on placement from both Leeds Trinity and Leeds Beckett Universities. We are proud to retain such a committed and diverse volunteer team, approximately half of which are beneficiaries, and welcome approximately 25 on Mondays and 10 on Wednesdays, to keep the project running as it does.

A few words from our current volunteer representative, Anne McCaffrey:

Meeting Point continues to have a fantastic team of volunteers. On a Monday there are a consistent team of regular volunteers turning up, working hard and most importantly providing a friendly welcome to the beneficiaries.

The volunteers have various roles including driving to supermarkets to collect food donations and then working with the donations to provide the beneficiaries with hot and cold food to eat at the drop in and food parcels to take home. Two volunteers teach English each week. Two volunteers register new beneficiaries and provide support and advice. A group of volunteers always sorts and supervises the giving out of clothing, period products and household items.

The volunteers all say they are very happy in their roles. The roles are changed for those who like to try different things, this way they can then learn about the different aspects of the drop-in. Two new volunteers have been recruited from Trinity University since March. They have settled in well also enjoy the work.

This February a celebration for volunteers was held after the drop-in with a visiting magician and free pizzas for dinner. The volunteers appreciated this event which was a way of thanking them for their continued support.

A piece from our volunteer Helen Ford:

I really enjoy being a volunteer at The Meeting Point. I love being part of the team: there is laughter, news, a bit of friendly teasing and some interesting cross-cultural conversations while we work together. I mostly help in the kitchen, and each week is a surprise to know what food has come – but peeling lots of eggs for egg mayonnaise sandwiches is a regular fixture! We know how much The Meeting Point is needed, as beneficiaries pour in during the afternoon, keen to eat, collect food bags, choose clothes and goods and get advice. It is a reminder of the hard life of an asylum seeker when someone says (fairly frequently) 'I'm so hungry' and when those egg mayonnaise sandwiches all disappear.

A piece from our volunteer Lucy Holloway:

I have been volunteering with Meeting Point for over a year, and hope to continue for many more. It's a diverse group of lovely people, working together to make donations stretch as far as possible to help people of all ages, who are sadly often vulnerable and unfairly vilified.

I've volunteered with various charities and organisations, including other asylum seeker/refugee charities, and none have done what Meeting Point does in creating such a safe, welcoming place for people in the most difficult of circumstances to spend time together, relax, and hopefully get some relief and respite. Much as I would prefer it if an organisation like Meeting Point did not need to exist, while it does, I hope

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

they can continue to do the excellent work they've been doing for over two decades, and that they receive the recognition they deserve. I am grateful that I get to be a part of it.

A few words from our beneficiary representative, Alesya Moisenko

We are receiving a great support and understanding from both staff and volunteers. They are there to help and make our day nice, and feeling as a family gives us strength to the week ahead. I look forward to Mondays...my best day of the week! We feel looked after. They are amazing people that look after us; what a great support when you need it. Staff and volunteers are the very best to help and support us.



'Your whole team can rightly feel proud to have reached this milestone: it's not easy for any small charity to keep going year after year. So well done!'

Monday Provision

"I always feel welcome here, that's what makes this place so special,"

The drop-in continues to be a safe social space for refugees and asylum seekers to come and meet and access support. At the drop-in clients can access hot and cold food that we prepare on site, as well as refreshments, food parcels, toiletries, period products, clothing, and household goods. They can also access advocacy and support, hardship payments and the opportunity to meet with other organisations there in outreach capacity – employment support/ refugee projects/ advocacy.



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Food is sourced from local supermarkets (via Fareshare and Neighbourly redistribution programmes); donated by The Headingley Greengrocer as well as from the local community.

Numbers benefiting from our provision have increased this year to the highest it's ever been. In the year ending 31st March 2024, we had 4917 visits to the drop-in by 653 individuals and welcomed 318 new clients to the project (these figures are double what they were ten years ago). We gave out 3619 food parcels, 4930 meals, thousands of clothing items, 384 hardship payments, 2728 bus tickets and 2003 period products. 3337 contact visits were also held, supporting clients with a range of advocacy and support issues. In addition to this, a number beneficiaries were helped with 'My New Home' deliveries, supporting their transition from one home to another. More than ever were helped with deliveries of items for a new baby and referrals were made to Leeds Baby Bank, Baby Basics, Leeds North West Foodbank, Reduce Reuse Kids Clothes Project, and Give a Gift. In partnership with Christ Church, the Christian giving platform Acts 435 helped 65 of our clients with cash needs for various items.



We anticipate need to increase in 2024/25, as the cost of living crisis continues to affect us all and the environment for asylum seekers and refugees becomes ever more hostile and challenging.

"These kind people didn't stop caring for us and this thought, this love, I will keep carrying with me as I go."

English classes

The face-to-face English classes have continued this year and have been held twice a week with two different teachers. The classes are on Mondays 1-2pm and on Wednesdays 10.15 – 11.45am. The classes now have consistently 10-14 students each. On a Monday there is a volunteer classroom assistant who has also taken the class independently when the Monday teacher has been away.

The first languages of the students are: Ukrainian, Pushto (Afghanistan), Kurdish (Iraq), Amharic (Ethiopia), Women from Afghanistan form the majority of the students in both classes. Two teenagers have been attending with their mother while they wait for school places. They make very rapid progress in class. This year there has been a continued focus on teaching the students to say, write and spell their names, addresses and phone numbers. This is an essential skill for many situations in everyday life and also very important in emergency situations. Progress has been slow as many of the women are not literate in their mother tongue and do not have the experience of holding a pen and forming letters. The purchase of white boards and dry wipe marker pens has helped a lot with this activity. All students can now say their names and addresses clearly. Other vocabulary has been covered e.g. food, clothing, household items, colours. Verbs and pronouns have been taught and the students can form simple sentences and ask

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

simple questions in class. There is some carry over to everyday situations as witnessed by a member of staff over hearing one of the students speaking English in a local supermarket.



Women's Group (Judith Shalkowski – Project Worker)

The Women's Group at Meeting Point had a most wonderful and eventful year with many opportunities organised by the team, including via partner organisations providing women with new skills and activities. While some women move on to education, volunteering and employment, new women join the group and benefit from making new friends and enjoying each other. We continue to plan and each week benefit from a healthy lunch and activities over the two hours on Wednesdays.



This year we held the following activities: BINGO (learning more English with our word BINGO games and prizes); Pamper (also with henna and haircuts, and children's activities); Crafts - cardmaking, lantern making, sewing, knitting, crocheting, jewellery making; Singing - with LUUMIC university students and the New Connections Project; Cooking and baking – (banana bread is one of our favourites and we even sold some on our Christmas stall (unique gifts made - raising funds for our Christmas lunch together); Sculpture workshops and Henry Moore Institute (guided trip to an amazing Art Exhibition); Health and Wellbeing - mindfulness, art journals, prayer times, health talks, gut health, and house plant care.

In May to July, over 18 women were involved in an amazing project, New Connections, with Leeds Conservatoire and Orchestra Live which meant weeks of writing songs, practicing and singing for a concert performance in Leeds. Ten of the women performed the songs they wrote and were accompanied by the orchestra who learned and performed the music. They were grateful for the exciting opportunity to create new music and take part in such an dynamic project.



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Once again, at the end of the school year, over 50 beneficiaries including their children were able to travel by train to North Yorkshire and enjoy a day of play with BINGO games, lunch and face painting, thanks to the volunteers at Impulse Decisions and St Roberts Church, Pannal. Everyone went home feeling so cared about and with some lovely gifts, ice lollies and prizes. Summer activities also involved paying for and getting families signed up to BREEZE events near their homes and accompanying women without children to visit museums near Meeting Point.



In February half term, the team supported a Leeds city trip for over 50 adults and 50 children to attend free activities: Leeds City Museum, Leeds City Library, and the Playhouse. The women received further information on how to access other museums and activities across Leeds and info on transportation.

All activities at Women's Group are planned involving the women themselves and taking account of their interests, and over 58 were able to benefit greatly this year. We are always impressed with the skills of beneficiaries themselves, which they bring and share with each other.

The team continues to provide a range of skills including preparing and serving lunch, welcoming and registering, casework, caring for children, leading activities, alongside the responsibilities to prepare and tidy away the venue. Partners and visitors remark on the friendly and multi-cultural activities present and the women work to promote Meeting Point as a charity to their friends and contacts.

In the future, we plan to help women to access further opportunities such as: personal and home safety and repair, child safety, female health, local trips, IT instruction, and gentle exercise.

Leeds Together for Ukraine Fund - Life in the UK Workshops, in partnership with ChildsSide

In June, as part of the Leeds Together for Ukraine Fund, 45 Meeting Point beneficiaries engaged with one of three workshops, led by ChildsSide CIC.

Individual women and parents benefited from reduced isolation and information on UK opportunities, up-to-date info on parenting in the UK, and links to local and national organisations to support their new life in the UK. Community interpreters facilitated dynamic conversations and supported the four languages per workshop. The events provided refreshments, free bus passes, and extra resources as well as childcare to 15 children. Participants engaged well, provided overwhelmingly positive comments, evaluated the sessions as excellent and went away with helpful resources.



"Having been for the first ChildsSide programme this has been like a recall or refreshing my mind on what to do if I cannot figure out if I am stuck. So this has been so helpful that I'm going home with new approaches on how to manage my struggles and very hopeful."

"This event taught me how to live in this country more easily. Thank you very much."

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

The Allotment

Meeting Point has had an allotment plot on a local site for a number of years and this year has seen huge development of the space. It has been a place of sanctuary and tranquility, improving the mental and physical health of the volunteers and beneficiaries involved. We have all benefited from the delicious fresh produce harvested from it too!



Summer Trips

"This is my summer and it's started off with a very special day! My children are so happy and that makes me happy, too, thank you!"

During the summer we were delighted to return to Scarborough with a large group of beneficiaries. We also had a wonderful day out to our friends of St Roberts Church, Pannal, as well as supporting our families to attend the Council Breeze events in and around the city parks.



Case Study

Across the past year, we saw a rise in the needs of women and their children. As families received notice of their leave to remain, they often were moved to temporary housing. One family found themselves unable to get their children to school and their accommodation was not suitable for their young children, without meals, laundry and transportation. More than ever, families needed advocacy and support to explain their problems. Often families were moved to accommodations that were moldy and difficult for children, all crowded into one room together. The project worker was able to support two families to move into more suitable housing and access support to continue education and help for basic needs.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Looking ahead

We are looking forward to another busy year ahead, and have secured funding from Leeds City Council Migration Partnership Fund to help support our work. We are looking forward to working alongside local Universities to offer students placements at the project, as well as working with local and city wide partners to help bring a varied and appropriately tailored programme of support services and activities. Thank you to everyone who has made this year possible; we certainly could not have done it without you!

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Financial Review

Income for the year 2023/24 together with reserves were sufficient to provide a full resumption of onsite activities for refugees and asylum seekers. We have also funded some trips. Two substantial awards later in the year along with funding through the Household Support Scheme have placed us in a strong financial position for the coming year.

The staff work tirelessly with the support of the team of volunteers to provide the support and activities to beneficiaries. The numbers attending the project have increased considerably in the last few months.

Incoming resources for the Charity totalled £71,429 for 2023/24 which represents an increase of £12,200 on the previous year's income of £59,229. Income from regular giving (and associated gift aid) provided £11,904 of income this last year (approx. 17%), a slight increase on last year's £11,300.

Expenditure for the year was £79,080 being an increase of £6,857 from last year's expenditure of £72,223. This reflects higher staff costs and rent. Staff pay is linked to NJC pay scales and the flat rate increase was almost 11%. Expenditure on hardship payments and prepaid fares is dependent on donations and grants received for the purpose. The fact that the total of £15,565 represents almost 20% of our expenditure reflects the financial need of our beneficiaries.

Overall, there was a net deficit for the year of £7,651. At 31 March 2024 the Charity holds reserves totalling £64,147 of which £11,397 are restricted to be spent on specified purposes (Note 5 to the accounts) and £52,750 are unrestricted to be spent at the trustees' discretion. All the Charity's year end liabilities are covered by available funds. A substantial grant of £34,000 restricted funding is already secured for 2024/25.

The trustees have assessed that the existing level of reserves, secured grant for 2024/25 and anticipated regular income is likely to be more than sufficient to sustain Meeting Point activities throughout 2024/25. Further funding bids are planned to ensure the longer-term financial security of the Project.

The Charity continues to closely monitor its finances during the year and to manage the scale of its activities to ensure it can meet its liabilities as they fall due.

Reserves Policy

The reserves policy, approved by the Board January 2018, aims to maintain free reserves to cover between 3 and 9 months' running costs to protect the Charity's core activities from any short-term funding shortfall. In addition, the trustees have set aside free reserves to meet the estimated costs of staff redundancies and closure costs should they crystallise in future. This does not imply any expectation that staff will need to be made redundant but recognises that the funding environment means trustees should act prudently to ensure funds are available to fulfil all contractual liabilities.

Unrestricted funds total £52,750 at 31 March 2024 which, after set aside of £9,536, represents 5.5 months' worth of budgeted expenditure for the Charity's core activities. This figure falls within the range adopted by the trustees. The trustees regularly monitor the level of reserves to comply with the reserves policy.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Statement of Trustees' Responsibilities

The individuals who were trustees at some point during the year ended 31 March 2024 are pictured below.



Steve Appleton
(Chair)



Rev Phil Arnold



Laurence Dilworth



Kath Hvnes



Joyce le Masurier



Philip le Masurier



Helen Radelaar



Ann Weir

The trustees (who are also the directors for the purpose of company law) are responsible for preparing the Trustees' Report and Financial Statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements; and
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose the reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the Board of Trustees:

Signed: Steve Appleton (Chair of Trustees)
Date: 4th June 2024

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Independent examiner's report to the trustees of Christ Church Armley Community Projects Limited

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2024, which are set out on pages 16 to 21

Responsibilities and basis of report Independent examiner's statement

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Simon Bostrom FCIE

10 June 2024

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Statement of Financial Activities (including summary income and expenditure account) for the period 1 April 2023 to 31 March 2024							
	Notes	2023/24	2023/24	2023/24	2022/23	2022/23	2022/23
		Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		£	£	£	£	£	£
Incoming resources							
Grants & donations	(2)	27,703	42,187	69,890	13,729	43,878	57,607
Fundraising		2	159	161	689	278	967
Interest Earned		1,308	-	1,308	612	-	612
Other		70	-	70	43	-	43
Total incoming resources		29,083	42,346	71,429	15,073	44,156	59,229
Resources expended							
Staff costs	(3)	15,203	23,659	38,862	1,508	33,590	35,098
Events & activities		586	13,141	13,727	879	11,489	12,368
Facilities & rent	(4)	1,500	4,500	6,000	-	4,200	4,200
Office expenses		1,147	-	1,147	909	290	1,199
Hardship payments & expenses		409	15,156	15,565	956	13,319	14,275
Professional services		1,069	-	1,069	1,629	-	1,629
Insurance		1,221	-	1,221	1,415	-	1,415
Training		238	-	238	170	167	337
Volunteer expenses		-	520	520	-	1,015	1,015
Independent examination fee	(12)	630	-	630	630	-	630
Advertising & publicity		49	52	101	57	-	57
Total resources expended		22,052	57,028	79,080	8,153	64,070	72,223
Net income/ (expenditure)		7,031	(14,682)	(7,651)	6,920	(19,914)	(12,994)
Fund balances brought forward		45,719	26,079	71,798	38,799	45,993	84,792
Fund balances carried forward	(5)	52,750	11,397	64,147	45,719	26,079	71,798

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Balance Sheet as at 31 March 2024

	Notes	31 March 2024	31 March 2024	31 March 2024	31 March 2023
		Unrestricted funds	Restricted funds	Total funds	Total funds
		£	£	£	£
Current assets					
Stock	(7)	-	747	747	166
Debtors and prepayments	(8)	565	359	924	601
Cash at bank and in hand	(9)	54,129	10,995	65,124	73,502
Total current assets		54,694	12,101	66,795	74,269
Current liabilities: amounts falling due within one year					
Creditors and accruals	(10)	1,944	704	2,648	2,471
Total current liabilities		1,944	704	2,648	2,471
Net current assets/(liabilities)		52,750	11,397	64,147	71,798
Net assets		52,750	11,397	64,147	71,798
Funds					
Unrestricted funds		52,750	-	52,750	45,719
Restricted funds	(6)	-	11,397	11,397	26,079
Total funds		52,750	11,397	64,147	71,798

For the year ending 31 March 2024 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with the Financial Reporting Standard 102 (effective

The financial statements, which include notes 1 to 12, were approved at a meeting of the trustees and signed on its behalf by:

Signed: Kath Hynes (Finance Director)

Date: 4th June 2024

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2022 to 31 March 2023

1. Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102)(effective 1 January 2019) and with the Charities Act 2011. The Charity constitutes a public benefit entity as defined by FRS102.

Going concern

The trustees have assessed the Charity's going concern and are satisfied that there are no material uncertainties about the Charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the Charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the Charity has unconditional entitlement to the resources. Future instalments on multi-year grants are only recognised when the trustees are virtually certain that conditions for future payment have been satisfied.

Gifts in kind

The Charity receives gifts of food, second hand clothes, footwear and household items for use at the Meeting Point drop-in and for distribution to asylum seekers and refugees. As the fair value of donated items is non-material they are not recognised in the financial statements.

The work of volunteers is not included in the financial statements.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the Charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Employee benefits

Annual leave untaken at year end is recognised as a liability to the extent that it may be carried forward.

Leases

Rents under operating leases are charged on a straight-line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Taxation

As a charity the organisation is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental acquisition expenses. Gifted assets are shown at the value to the Charity on receipt.

Stock

Stock is valued at the lower of cost and net realisable value.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or grant making body.

Further explanation of the nature and purpose of each fund is included in Note 5 to the accounts.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2023 to 31 March 2024

2 Grants and donations	2023/24	2023/24	2023/24	2022/23
	Unrestricted funds	Restricted funds	Total funds	Total funds
Meeting Point	£	£	£	£
National Lottery Community Fund (Cost of Living Fund)	12,958	14,374	27,332	10,500
Unity in Poverty Action	-	13,950	13,950	9,483
Sir George Martin Trust	-	2,500	2,500	6,018
Neighbourly (Sainsburys)	-	1,500	1,500	4,700
Neighbourly (Lidl)	-	1,000	1,000	3000
Yorkshire Building Society Charity	-	1,000	1,000	2,097
Community Foundation for Lancashire (Hills)	-	1,000	1,000	1,000
Wade's Charity	-	800	800	1,000
St. Robert's Pannel PCC	1,186	-	1,186	520
Other donations	13,559	6,063	19,622	19,289
Total grants and donations	27,703	42,187	69,890	57,607

3 Staff costs and numbers

	2023/24	2022/23
	£	£
Gross salaries	37,979	34,273
Pensions	883	825
Total staff costs	38,862	35,098

Defined contribution pension scheme

	2023/24	2022/23
	£	£
Costs of the scheme to the charitable company for the year	883	825

The number of employees analysed by activity and expressed as full time equivalents (FTE)

	2023/24	2022/23
	FTE	FTE
Meeting Point	1.4	1.4
Core administration	0.1	0.1
Total	1.5	1.5

The average number of employees during the year was 3 (3 2022/23) being an average of 1.5 FTEs (1.5 2022/23). All employees were part-time for both 2023/24 and 2022/23.

There were no employees with emoluments above £60,000 (nil 2022/23).

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2023 to 31 March 2024				
4 Operating leases				
The Charity uses part of Christ Church Upper Armley under licence from the Parochial Church Council (PCC) as a base for its activities. The agreement can be terminated by either party without penalty so no future commitments arise. The Charity paid £6,000 to the PCC (£4,200 2022/23) for the use of the building and provision of cleaning.				
5 Restricted Funds				
	Balances 1 April 2023	Incoming resources	Expended resources	Balances 31 March 2024
Meeting Point:	£	£	£	£
Communities in Crisis Fund (Leeds Community)	2,495	-	(2,495)	-
Community Foundation for Lancashire (Hills)	-	1,000	-	1,000
Community Organisations Cost of Living Fnd (Nat.Lottery)	-	14,374	(14,374)	-
Destitution Fund	2,895	6,055	(4,485)	4,465
English Language Classes Fund	464	-	(452)	12
Greater Lincolnshire Area of Sanctuary	161	-	(161)	-
Groundwork Tesco Bags of Help	170	-	(170)	-
Hillards Charitable Trust	573	-	(573)	-
Julia and Hans Rausing Trust	4,600	-	(4,600)	-
Leeds City Council (MICE)	1,000	-	(1,000)	-
Neighbourly (Aldi)	1,000	-	(1,000)	-
Neighbourly (Lidl)	484	1,000	(728)	756
Neighbourly (M&S)	912		(169)	743
Neighbourly (Sainsburys)	-	1,500	(300)	1,200
Sewing Machine Fund	96	-	(96)	-
Sir George Martin Trust	-	2,500	(2,500)	-
Together for Ukraine Fund (Leeds Community Foundat'n)	9,483	-	(9,483)	-
Unity in Poverty Action	166	13,950	(13,369)	747
Wade's Charity	-	800	(800)	-
Women's Group Fund	1,580	167	(273)	1,474
Yorkshire Building Society Charity	-	1,000	-	1,000
Total Restricted Funds	26,079	42,346	(57,028)	11,397
Restricted Fund	Purpose of restriction			
Communities in Crisis Fund (Leeds Community)	For salaries, rent, food & office costs			
Community Foundation for Lancashire (Hills)	For Summer Trips			
Community Organisations Cost of Living Fnd (Nat.Lottery)	For Salaries, Rent and Volunteer Fares			
Destitution Fund	For hardship payments to asylum seekers and refugees			
English Language Classes Fund	For English language classes			
Greater Lincolnshire Area of Sanctuary	For provision of food & other supplies			
Groundwork Tesco Bags of Help	For core project costs			
Hillards Charitable Truts	For food & fares			
Julia and Hans Rausing Trust	For salaries, rent & food			
Leeds City Council (MICE)	For Coronation event & summer trips			
Neighbourly (Aldi)	For Food, Fares and Rent			
Neighbourly (Lidl)	For Food			
Neighbourly (M&S)	For Food			
Neighbourly (Sainsburys)	For Rent and Salaries			
Sewing Machine Fund	For sewing machines, related equipment & accessories			
Sir George Martin Trust	For Core costs			
Together for Ukraine Fund (Leeds Community Foundat'n)	For salaries, rent, food & workshops			
Unity in Poverty Action	For provision of food and related costs			
Wade's Charity	For Summer Trips			
Women's Group Fund	For Women's Group work and activities			
Yorkshire Building Society Charity	For Salaries			
6 Stock	31/03/2024		31/03/2023	
	£		£	
First West Yorkshire bus tickets	0		166	
Total	747		166	

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2023 to 31 March 2024

7 Debtors & Prepayments	31 March 2024	31 March 2023			
	£	£			
Debtors	571	311			
Prepayments	353	290			
Total	924	601			
No debtors have been impaired and are expected to be fully settled within 12 months.					
8 Cash at bank and in hand	31 March 2024	31 March 2023			
	£	£			
Unity Trust Bank	64,540	73,208			
Petty cash	584	294			
Total	65,124	73,502			
9 Creditors and accruals	31 March 2024	31 March 2023			
	£	£			
Trade creditors	777	480			
Accruals	1,871	1,991			
Total	2,648	2,471			
10 Trustee remuneration, expenses and donations					
No trustee received any remuneration or other benefits, either directly or indirectly, or any expenses during the year (nil 2022/23).					
The total donations received from trustees during the year was £1,200 (£1,760 2022/23).					
11 Related party transactions					
Key management personnel					
Employee benefits of the charitable company's key management personnel totalled £18,335 for the year (£17,210 2022/23). The Project Manager is the key management personnel.					
Other related party transactions					
Christ Church Upper Armley Parochial Church Council (the PCC) is a related party of the charitable company. Under the company's articles of association the PCC has the right to appoint 4 trustees out of a maximum of 12.					
Stephen Appleton became a member of the PCC on 17 November 2019. Reverend Phil Arnold became the chair of the PCC on 22 September 2020.					
The company paid the PCC £6,000 for use of the church building (2022/23 £4,200). There were no balances with the PCC at 31 March 2024 (nil at 31 March 2023).					
12 Independent examination					
The estimated £630 fee payable to West Yorkshire Community Accounting Services (WYCAS)(£630 2022/23), as reported on the Statement of Financial Activities, relates solely to independent examination. The Charity also paid WYCAS £270 during 2023/24 (£270 2022/23) for a licence to use QuickBooks Online.					

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LTD

England & Wales - Charity number 1137501

Accounts

**CHRIST CHURCH ARMLEY
COMMUNITY PROJECTS LIMITED
Annual Report and Financial Statements
For the period 1 April 2022 to 31 March 2023**

Registered charity number 1137501
A company limited by guarantee number 06864933

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED



Annual Report and Financial Statements

For the period 1 April 2022 to 31 March 2023

Contents

	Page
Trustees' Report	
Chair's introduction	1
Reference and administrative information	2
History and governance	3
Charity objectives and public benefit	4
Key quantitative measures	4
Meeting Point	5-12
Financial review	13
Statement of trustees' responsibilities	14
Independent examiner's report	15
Financial statements	
Statement of financial activities	16
Balance sheet	17
Notes to the accounts	18-21

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Trustees' report for the period 1 April 2022 to 31 March 2023

Chair's introduction



Steve Appleton
Chair of Directors

I am pleased to introduce the Trustees' Annual Report and Financial Statements for 2022/23. The report sets out how Christ Church Armley Community Projects Limited ('the Charity') has fulfilled its charitable objectives during the past year through the Meeting Point project.

Following two immensely challenging years during the height of the Covid-19 pandemic, it is great to report that Meeting Point's activities have returned to pre-pandemic scale and scope. We celebrated the committed work of staff and volunteers at a party in July 2022 which was a great opportunity to say a big 'thank you' to everyone who gave so much during the tough times of the pandemic. In fact, it has been a year of celebrations as we were honoured to receive the Jo Cox Award at Leeds City Council's Compassionate City Awards in December in recognition of the great work the project does. Finally, in May 2023 we celebrated the 20 years that Meeting Point has served the needs of refugees and asylum seekers with a vibrant and well-attended community event bringing people together from many diverse backgrounds.

The project is underpinned by a Christian ethos which is an important legacy from the foundation of the project by Christ Church Upper Armley Parochial Church Council ('the PCC'). Although the Charity is separate from the PCC, we maintain good working relationships and I am very thankful for the continuing support of the PCC and the church congregation.

The trustees remain aware of our responsibilities as a charity to have full regard to public benefit in planning and delivering our activities. The Charity provides services without regard to race, religion, culture or gender or sexual orientation. For me, one of the strengths of Meeting Point is the willingness to reach out to those in need without prejudice or judgement. Our ability to do so effectively is considerably enhanced by working in partnership with others. Our report sets out more information about how we work with our partners and the difference it makes to our beneficiaries.

On behalf of the trustees, I wish to thank our funding partners and individual donors who give generously to enable our work to take place. The financial statements show the grant-making bodies that supported us during the year. I also wish to thank many other partners who regularly provide us with food and other items for distribution for refugees and asylum seekers.

The trustees have assessed the Charity's finances for the year ahead and have reasonable grounds for considering that the Charity remains a going concern able to meet its financial liabilities as they fall due and able to continue core activities as planned.

I also wish to thank staff and volunteers who are the backbone of Meeting Point and make extensive and varied contributions to the project's many achievements. I have been incredibly impressed by the commitment of staff and volunteers alike to respond creatively to the challenge of finding alternative ways to support refugees and asylum seekers during the current pandemic.

I am also grateful for the support and wisdom of my fellow trustees and the valuable contribution to trustee meetings made by the Project Manager and the volunteer and beneficiary representatives.

In conclusion, Meeting Point has emerged strongly from the Covid-19 pandemic and I am much encouraged by the outstanding contributions of staff and volunteers which places Meeting Point in a good position for the year ahead to continue the excellent and much-needed work with refugees and asylum seekers.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Reference and administrative details of the Charity, its Trustees and Advisors

The Trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Notes	Dates
Steve Appleton	Chair		Re-appointed July 2022
Philip Arnold		Christ Church PCC appointee	Appointed September 2020
Laurence Dilworth	Finance Director	Christ Church PCC appointee	Appointed December 2012
Kathleen Hynes			Re-appointed September 2020
Joyce Le Masurier			Re-appointed July 2022
Philip Le Masurier		Christ Church PCC appointee	Appointed November 2009
Helen Radelaar			Appointed September 2020
Ann Weir			Re-appointed June 2021
Elaine Wyatt		Christ Church PCC appointee	Resigned July 2022

Charity Number 1137501 Registered in England and Wales

Company Number 06864933 Registered in England and Wales

Registered Address	Working Address	Postal Address	Bankers
22 Hill End Crescent LEEDS LS12 3PW	Christ Church Upper Armley Armley Ridge Road LEEDS LS12 3LE	CCACP Ltd 81 Blue Hill Lane LEEDS LS12 4NT	Unity Trust Bank plc Four Brindleyplace BIRMINGHAM B1 2JB

Independent Examiner
Simon Bostrom FCIE
West Yorkshire Community Accounting Service CIO
Stringer House
34 Lupton Street
LEEDS
LS10 2QW

Insurers
Aviva Insurance Limited
Pitheavlis
PERTH
SCOTLAND
PH2 0NH

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Brief history of the Meeting Point project

Meeting Point was set up by Christ Church in 2003 initially in partnership with the local Further Education College, to provide social support to asylum seeker and refugee students. The funding for this lasted only a few months, but Christ Church continued the drop-in on a voluntary basis.

In 2004/05 grants were received to develop the project and employ staff. Meeting Point has always operated from its base at Christ Church, Upper Armley in West Leeds and celebrated its 15-year anniversary during July 2018.

The Charity assumed responsibility for Meeting Point on 1 January 2011. The ever-changing needs of the project have been identified by consultation with beneficiaries, community members and partner agencies and this continues to be the case for Meeting Point.

Structure and Governance

The Charity is a Company Limited by Guarantee and was incorporated on 31 March 2009 and registered as a charity on 16 August 2010. It is governed by a Memorandum as amended by special resolution at the Annual General Meeting on 16 November 2009 and by Articles of Association as amended by special resolutions at the Annual General Meetings on 1 November 2010 and on 27 June 2021. The liability of the members in the event of the Company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the Charity are also the directors for the purpose of company law and are appointed by the members at the Annual General Meeting (AGM). The Memorandum and Articles give the right to Christ Church Parochial Church Council to appoint four trustees. A third of the trustees, appointed by members, retires by rotation each year at the AGM and may offer themselves for re-election. Co-opted trustees retire at the next AGM and may seek election.

The Charity primarily recruits trustees by personal contact through the Charity's 'Meeting Point' project and through Christ Church Upper Armley. New trustees receive guidance about their role and responsibilities as charity trustees and company directors.

All trustees give their time voluntarily and receive no remuneration or other benefits.

Management

The trustees met six times during the year to oversee the strategic direction of the Charity and to exercise stewardship and governance of Meeting Point, the Charity's sole project. The trustees agreed in March 2020 that meetings could be held virtually using technology. Trustee meetings during the year have been a mix of in-person and on-line.

The Project Manager and representatives of service users and volunteers attend Board meetings as non-voting members to improve engagement and to ensure trustee decision-making is better informed. Staff may also attend trustee meetings.

The Project Manager has responsibility for the day-to-day management.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Charity objectives and public benefit

Public Benefit

The Charity's Objects

The Objects, as set out in the Memorandum and Articles of Association are:

- 1) to develop the capacity and skills of the members of the socially and economically disadvantaged community of Armley and the surrounding area in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society; and
- 2) the provision of facilities for recreation or other leisure time occupation in Armley and the surrounding area with the object of improving the conditions of life of those persons who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social or economic circumstances.

The Charity's main activities

The trustees give serious consideration to the Charity Commission's guidance on public benefit in planning and delivering the Charity's activities. The trustees seek to fulfil the Charity's objectives primarily through Meeting Point, a project working with refugees and asylum seekers.

Public benefit Statement

In setting our objectives and planning our activities the trustees have given serious consideration to the Charity Commission's general guidance on public benefit. The Charity's achievements and performance are set out in detail in the Meeting Point project report on pages 5 to 12.

The table below summarises key quantitative measures for the weekly drop-in, an important part of Meeting Point's activities. The reduced numbers of meals provided in 2022/23 compared to previous years is due to the ending of Penny Appeal's take-away meal provision in November 2022.

Quantitative measures	2022/23	2021/22	2020/21
Beneficiary attendances at the drop-in or food bank	4,897	4,405	3,720
Food parcels distributed to beneficiaries	3,511	3,652	4,209
Hot meals or take-away meals provided to beneficiaries	2,900	5,000	5,070

Safeguarding

The trustees are committed to the protection, prevention of harm and promotion of the wellbeing and development of children, young people and adults. The trustees approved an updated policy for the Safeguarding of Children, Young People and Adults in April 2022. Safeguarding is a standing item on the agenda of all trustees' meetings.

During the year no safeguarding matters were reported to the relevant public authorities nor to the Charity Commission under the serious incident reporting procedure.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Meeting Point

'The Meeting Point team is a source of inspiration and encouragement to all of us - we love and appreciate you all!'

Project Manager's report (Emma Crossley)

Meeting Point prides itself on being a social project – a busy community place of sanctuary for people from all walks of life to come together to give, share and receive. Covid and the lockdowns prevented us from meeting as a large social group, instead stripping back provision to focus on distribution and remote support. The past few years have challenged but strengthened us as a team and to be able to return, gradually, to a busy social space again this year has been truly rewarding. We also made a welcome return to running some trips over the summer, and to inviting visitors and organisations back in to the project to run workshops, activities and outreach work.

All in all, it's been a really positive year for Meeting Point, but once again the global picture has been somewhat more disruptive. 2021/2022 saw eyes focussed on Afghanistan and the UK welcomed many families through its resettlement programme with a large number being housed in Leeds. As the refugee sector adjusted to meet this need, the situation in Ukraine deteriorated devastatingly quickly and, once again, the forced migration of thousands of innocent people became front page news. The Homes for Ukraine scheme was taken up by hundreds of households in Leeds and at Meeting Point, we have welcomed several Ukrainian families to the drop-in. Their main needs are English classes and employment advice/volunteering experience – both of which we are able to support. We are also lucky to have a number of Russian speakers on the volunteer team, to ease communication with this new cohort of beneficiaries.

It is important to remember that the majority of our beneficiaries come to us already marginalised and disadvantaged in society, and reliant on charities such as Meeting Point to meet their basic emotional and practical needs. Covid exasperated issues such as poverty, isolation, poor mental and physical health and destitution, which this year have been made even worse by the cost-of-living crisis. We have seen higher numbers than ever before coming to us for support, as well as seeing the return of older clients and established working refugees who find themselves struggling to meet their basic needs. At the same time, our donations have decreased, making for a practical and financially testing time. We have adapted budgets to include increased spending on food, and unfortunately have sometimes seen the number and size of food parcels decrease. As always though, we do whatever and as much as we can and beneficiaries are always both understanding and grateful.

'Such a lovely place to be. You just come here and smile and say hello. The food, the clothes and household items are all amazing.'

During this difficult year we have been blessed with generosity from the local community as well as funders and have been supported by both Rachel Reeves MP and our local Armley councillors. A huge highlight of the year, and one I am extremely proud of, was in December 2022, when we were honoured to win the Jo Cox award at the Leeds City Council Compassionate City Awards – a complete surprise given the fact we didn't even know we had been nominated



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

until a week before the event! This award went to 'an individual or organisation who have gone above and beyond to unite and bring different communities together, supported new communities to feel welcome, or championed issues which help to create more integrated and inclusive communities'. This sums up our small but mighty project perfectly, I think!

'Thank you for all you are doing, Meeting Point. We really thank you for our food package every week. You've got our family very happy today. We cry from happiness. We thank God that we live in a country where the people are very good and kind.'

Staff and volunteers

The staff team, and a large proportion of the volunteer team, has remained unchanged this year. Some volunteers have moved on or found employment but we have a number of other new starters who have settled in well. We are proud to retain such a committed and diverse volunteer team, approximately half of which are beneficiaries, and welcome approximately 25 on Mondays and 10 on Wednesdays, to keep the project running as it does.



To celebrate the work of the project, particularly during the pandemic, the volunteers and trustees surprised staff with a special celebratory drop-in and presentation event in the summer. The afternoon included thanks from local councillors; Steve Appleton, the chair; and a video message from Rachel Reeves MP, as well as a wonderful photo montage of the work of Meeting Point over the past two years, and lots of food and cake. It was a very special and memorable afternoon with thanks given to all those who have made, and continue to make, our work possible.

A few words from our current volunteer representative, Anne McCaffrey:

Meeting Point continues to have an amazing group of dedicated volunteers who give their time on a Monday and a Wednesday. Volunteers have a range of roles ranging from collecting food from local supermarkets, sorting food and clothes for giving out to beneficiaries, cooking and washing up at the drop-in, teaching English, providing help and advice to beneficiaries to name but a few!

This year we have a few new volunteers who are coming regularly on either a Monday or Wednesday. There are two new volunteers who are beneficiaries and they have settled into their roles very well. This year we have had a pizza lunch for volunteers to celebrate their contribution to Meeting Point. This was followed by an interesting and interactive talk from an immigration caseworker.

'After working abroad with the international community for over 20 years, we were looking for opportunities to continue to serve upon returning to the UK. Meeting Point welcomed us warmly, even as they welcome everyone who comes here in need. The love and joy are palpable, and the staff wonderfully supporting.'

A piece from new volunteer Jane Burgess:

I have been volunteering at Meeting Point for just over a year now helping on alternative weeks with the Monday drop-in and the Wednesday Women's Group and have really enjoyed getting involved with all the different aspects of these two sessions.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

On Mondays there's plenty to do starting with the collection of food donations from supermarkets, making up the food parcels... around 80 each week... sorting through donations of clothing, household items and toiletries, being part of the very creative kitchen team who produce the most amazing variety of hot and cold meals for up to and sometimes more than a hundred people every week! Happily, volunteers and staff get a chance to sample some of these when we all sit down for a meal before the doors open to the beneficiaries at 2.15pm. And then it's all hands-on deck to ensure the smooth running of the drop-in session when the whole church buzzes with people and activity.

At the Women's Group on Wednesdays a meal is also provided as they arrive at midday, some with their children. Then a range of activities have been offered throughout the year including creative writing and music/dance workshops (which culminated in performances), crafting, journaling, sewing, knitting and a chance for the women to participate in sessions related to health and education. This is great for the beneficiaries and the volunteers alike. I have particularly enjoyed the craft sessions which are a good opportunity to get alongside the women and connect with them and have been so inspired by their skills



and creativity. Another highlight has been the annual trip to Pannal where we were treated to a fun day of feasting and activities from the church there, arriving and departing by train.

So, to summarise Meeting Point is a great place to be a volunteer and it is fulfilling to be a part of this very supportive and diverse community where new people and those who have been coming for many years find somewhere to connect, where they are accepted and where so many of their needs can be met.

A few words from our beneficiary representative, Alesya Moiseenko

During the past few months, we have had some amazing and great times. The beneficiary numbers are going up and that shows that the demand for help is growing. We always have a great atmosphere and happy beneficiaries with comments that 'Monday is the best day of the week' for them. Everyone is happy and thankful for the support and help that they receive. Also, it's been noticed the great and positive impact on beneficiaries that attending the allotment has had – great at fulfilling body and soul and a great environment and opportunity to have time to talk and have fun.



Monday Provision



'I always feel welcome here, that's what makes this place so special.'

The drop-in returned to a large social gathering again early in the year. This was a much welcome return after the two-year hiatus during the Covid pandemic, during which time drop-in numbers were limited and often with social distancing measures in place.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

To hear the sound of laughter and social joy filling the hall once again has been wonderful, and a credit to those who kept the project running under such challenging circumstances.

The drop-in continues to be a safe social space for refugees and asylum seekers to come and meet and access support. At the drop-in clients can access hot and cold food and refreshments, food parcels, toiletries, sanitary products, clothing and household goods. They can also access advocacy and support, hardship payments and the opportunity to meet with other organisations there in outreach capacity – employment support/refugee projects/advocacy.

Food is sourced from local supermarkets (via FareShare and Neighbourly redistribution programmes); donated by The Headingley Greengrocer as well as from the local community. Penny Appeal were providing take-away hot meals up until December 2022, when unfortunately, they had to pull out due to internal restructuring. We have since returned to cooking hot food 'in-house' to serve at the drop-in.

Numbers benefiting from our provision have increased this year to the highest it's ever been. The table on page 4 sets out the number of visits to the drop-in, food parcels distributed and hot meals provided for each of the past 3 years. This year we welcomed 279 new clients to the project (these figures are double what they were ten years ago). We also gave 412 hardship payments, 2636 bus tickets and 2166 menstrual products. 340 contact visits were also held, supporting clients with a range of advocacy and support issues. In addition to this, a total of 23 beneficiaries were helped with 'My New Home' deliveries, supporting their transition from one home to another. An additional 20 were helped with deliveries of



items for a new baby and referrals were made to Leeds Baby Bank and Baby Basics. In partnership with Christ Church, the Christian giving platform Acts 435 helped 75 of our clients with cash needs for various items.



We anticipate a need to increase provision in 2023/2024, as the cost-of-living crisis continues to affect us all and the environment for asylum seekers and refugees becomes ever more hostile and challenging.

'These kind people didn't stop caring for us and this thought, this love, I will keep carrying with me as I go.'

English classes

Face-to-face English classes have continued to run during school term time all year. The lessons are held on a Monday 1-2pm before the drop-in and on Wednesdays 10.30am-12pm before Women's group. There are two ESOL teachers – Anne who teaches on Mondays and Annette who teaches on Wednesdays. The students are generally beginners to pre-intermediate level and the focus of the lessons is to improve their speaking and listening skills. The topics tend to be around everyday routines and activities keeping it as useful as possible for the students, eg food shopping, clothes shopping, going to the doctors, taking public

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

transport, giving personal details, having simple conversations. There has been a consistent group of students each week, some students come every week and this has a more positive impact on their English skills. Currently students are from Ukraine, Eritrea, Ethiopia, Syria, Iran, Kurdistan and Afghanistan. There are a few students who are originally from Afghanistan but who several decades ago fled to Ukraine and now have come to settle in the UK. They speak Afghan languages and Ukrainian and Russian and are now working very hard to develop their English skills. Over the course of the year 86 individuals attended Meeting Point English classes.

Women's Group (Judith Shalkowski – Project Worker)

The Women's Group at Meeting Point had a wonderful and eventful year with many opportunities including via partner organisations providing women with new skills and activities. Once the lockdown was lifted, the women were keen to take up the regular activities they had enjoyed prior to Covid-19, such as Bingo, pampers, haircuts, and children's activities and over the course of the year, 103 women have attended the group.

Following several weeks of the Root, Shoot, Bloom, Fruit project with Rommi Smith, on 11 May over 25 women were involved in a



spectacular community-wide event, where they recited poetry, prepared and served food grown locally, and videos prepared with their input informed others of Meeting Point and their life experiences. The event was covered in the West Leeds Dispatch newspaper.

Our spring holiday activities for women and families included sewing, craft, sport, games, baking and knitting at the venue, which was especially appreciated as a way of socialising again.

From April to June, several women took up fabulous weekly workshops on Dance, Theatre, and Singing which culminated in a performance in June for refugee week. The celebratory event was led by Marianne Tuckman and colleagues and involved storytelling, choreographed dancing, and theatrical acts which drew large numbers and was enjoyed by all. This was an especially empowering and skill-developing opportunity.



In June, the women were thrilled to have four weeks of singing with Joy, a previous volunteer, who led them in songs, which they always report benefits their wellbeing. Later in the month, ChildsSide provided a session for parents on supporting their children through transitions.

In September to October, Leeds City Council provided a series of workshops for newly arrived parents to support their children in school. This opportunity helped parents to gain an understanding of the British school



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

system and contribute to their child's education. It was well received and helped parents to feel more confident about their child's learning.

In January we were pleased to have the West Yorkshire Dispatch journalists lead weekly journal-writing and photography sessions, which involved more than 16 women. They were able to share their experiences of their UK life and contribute to an article in the West Leeds Dispatch newspaper.

At the end of the school year, over 50 beneficiaries including their children were able to travel by train to North Yorkshire and enjoy a day of play with games, park, lunch and face painting, thanks to the volunteers at Impulse Decisions and St Roberts Church, Pannal. The summer activities had been postponed due to Covid-19 and were a highlight for families.



All activities at Women's Group are planned involving the women and their interests, and we were able to benefit greatly this year from the skills of beneficiaries themselves, which included craft-making, baking, haircuts and pampers, and jewellery-making as well as volunteers lending skills in crafts, cardmaking and sewing, making gifts including cards and baked goods. At the Christ Church Christmas Fayre, the women had a stall which raised funds for their Christmas catered luncheon party, where they celebrated the holidays.

Recently the women have learned more about sewing machine maintenance, and were equipped with materials for healthy habits such as probiotics, getting organised, and were given plants for their homes.

In the future, we plan to engage women in further opportunities such as creating new music in partnership with Leeds Conservatoire. There is interest in parenting topics, local trips, and gentle exercise.

The volunteer team continues to provide a range of skills including preparing lunch, welcoming, caring for children, leading activities, alongside the responsibilities to prepare and tidy away the venue. Partners and visitors remark on a true sense of community spirit present and the women work to promote Meeting Point as a charity to their friends and contacts.



'In my country, I used to go to a friend's house and she had a sewing machine that we used to make so many things. I learned to sew and design and when I heard I could sew at Meeting Point, I was so excited. Now I have the chance to show other women how to sew like my friend in my country. Now my life comes to me with happiness, because of you.'

The Allotment

Meeting Point has had an allotment plot on a local site for a number of years and this year has seen huge development of the space. It has been a place of



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

sanctuary and tranquility, improving the mental and physical health of the volunteers and beneficiaries involved. We have all benefited from the delicious fresh produce harvested from it too!

Summer Trips

'This is my summer and it's started off with a very special day! My children are so happy and that makes me happy, too, thank you!'

During the summer we were delighted to work in partnership with New Wortley Community Centre to receive money from the Healthy Holidays scheme that enabled us to run some trips out for clients. This included a family day out to St Robert's Church in Pannal, a trip to Old Moor RSPB reserve in South Yorkshire and a large group outing of 50 to Scarborough. It was wonderful to be able to enjoy trips out together again after a two-year break and the sun shone for us on the coast, which is always a blessing!



Case Study 1

An Afghan refugee family arrived in Leeds in 2022 and started attending the Meeting Point drop-in, English classes and Women's Group. They were struggling with English language, activities for their three children, health concerns, and a poorly maintained accommodation. The project worker encouraged the mum to attend English and Women's Group, referring her to Leeds Baby Bank and Baby Basics and provided further items for her soon-to-be delivered at-risk baby. We were made aware of a serious flooding concern in the home and worked with the Leeds City Council Private Housing support office to challenge the rental agency, which resulted in a repair. Other practical help meant the family could settle well and avoid further stress, make helpful connections with friends and the community.

Case Study 2

A single Albanian mother with three young children arrived at Meeting Point in 2022 with a plea for help to furnish her basic accommodation and help feed and clothe her children. After a traumatic journey and placement in Leeds, she found Meeting Point was able to support her to find the help she needed: furnishings, clothes, food, appliances, and referrals to other organisations for other needed items. As her English improves, she feels empowered to speak with other families and find good resources and friendships and her children consider Meeting Point like a second home.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

20 Year Anniversary

Since the start of the new financial year in April 2023 we have celebrated an important milestone, our 20-year anniversary. This has not been an easy milestone to meet as a small frontline charity but one we are extremely proud to reach. Thank you to everyone who has supported us over the past 20 years; we certainly could not have done it without you!

Looking ahead

If the past few years have taught us anything it is to keep going, and that with will and imagination, amazing things are possible. We will continue to work alongside the local community and our beneficiaries to provide a service that is practical in meeting needs whilst also offering feelings of warmth, safety and compassion. We are looking forward to running some workshops in collaboration with ChildsSide on the theme of 'Life in the UK' - aimed at newly settled refugees, with an emphasis on Ukrainian families, as well as developing new interfaith and third sector partnerships.



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Financial Review

This year, the Charity's financial activity has returned to near normality as we emerged from the Covid-19 pandemic. Income for the year 2022/23 together with reserves were sufficient to provide food parcels, take-away meals and refreshments and an increase in on-site group and drop-in activities for refugees and asylum seekers. We have also funded some trips, and summer holiday activities were provided in partnership with New Wortley Community Association under the Healthy Holidays scheme.

The staff work tirelessly with the support of the team of volunteers to provide the support and activities to an ever-increasing number of beneficiaries.

Incoming resources for the Charity totalled £59,229 for 2022/23 which represents a decrease of £19,601 on the previous year's income of £78,830. However, last year's income also included £12,762 from Jimbo's Fund which was spent during 2022/23. Income from regular giving (and associated gift aid) has increased over the last couple of years and provided £11,300 of income this last year (approx. 19%).

Expenditure for the year was £72,223 being an increase of £2,070 from last year's expenditure of £70,153. Spending was only marginally higher than the previous year, mainly due to substantially less holiday activities counterbalancing the higher cost of food and rent – the latter reflecting a return to normal usage of the building and increased heating bills over winter. There was little change in the expenditure on hardship payments and prepaid fares but these payments are dependent on donations and grants received for the purpose. The fact that the total of £14,275 represents almost 20% of our expenditure reflects the financial need of our beneficiaries.

Overall, there was a net loss for the year of £12,994. At 31 March 2023 the Charity holds reserves totalling £71,798 of which £26,079 are restricted to be spent on specified purposes (Note 5 to the accounts) and £45,719 are unrestricted to be spent at the trustees' discretion. All the Charity's year end liabilities are covered by available funds.

The trustees have assessed that the existing level of reserves and anticipated regular income is likely to be sufficient to sustain Meeting Point activities throughout 2023/24. Further funding bids are planned to ensure the longer-term financial security of the Project.

The Charity continues to closely monitor its finances during the year and to manage the scale of its activities to ensure it can meet its liabilities as they fall due.

Reserves Policy

The reserves policy, approved by the Board in January 2018, aims to maintain free reserves to cover between 3 and 9 months' running costs to protect the Charity's core activities from any short-term funding shortfall. In addition, the trustees have set aside free reserves to meet the estimated costs of staff redundancies and closure costs should they crystallise in future. This does not imply any expectation that staff will need to be made redundant but recognises that the funding environment means trustees should act prudently to ensure funds are available to fulfil all contractual liabilities.

Unrestricted funds total £45,719 at 31 March 2023 which, after set aside of £8,496, represents 5.5 months' worth of budgeted expenditure for the Charity's core activities. This figure falls within the range adopted by the trustees. The trustees regularly monitor the level of reserves to comply with the reserves policy.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Statement of Trustees' Responsibilities

The individuals who were trustees at some point during the year ended 31 March 2023 are pictured below.



Steve Appleton
(Chair)



Rev Phil Arnold



Laurence Dilworth



Kath Hvnes



Joyce le Masurier



Philip le Masurier



Helen Radelaar



Ann Weir



Elaine Wyatt

The trustees (who are also the directors for the purpose of company law) are responsible for preparing the Trustees' Report and Financial Statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements; and
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose the reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the Board of Trustees:

Signed: S J Appleton.....

Name: Steve Appleton (Chair of Trustees)

Date: 19th June 2023.....

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Christ Church Armley Community Projects Limited

Independent examiner's report to the trustees of Christ Church Armley Community Projects Limited

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2023, which are set out on pages 16 to 21.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Simon Bostrom.....

Name: Simon Bostrom FCIE

20 June 2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Statement of Financial Activities (including summary income and expenditure account) for the period 1 April 2022 to 31 March 2023							
Notes		2022/23	2022/23	2022/23	2021/22	2021/22	2021/22
		Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		£	£	£	£	£	£
Incoming resources							
Grants & donations	(2)	13,729	43,878	57,607	16,475	62,328	78,803
Fundraising		689	278	967	-	-	-
Interest Earned		612	-	612	-	-	-
Other		43	-	43	27	-	27
Total incoming resources		15,073	44,156	59,229	16,502	62,328	78,830
Resources expended							
Staff costs	(3)	1,508	33,590	35,098	2,417	31,841	34,258
Events & activities		879	11,489	12,368	261	13,415	13,676
Facilities & rent	(4)	-	4,200	4,200	100	2,580	2,680
Office expenses		909	290	1,199	587	1,080	1,667
Hardship payments & expenses		956	13,319	14,275	109	14,280	14,389
Professional services		1,629	-	1,629	1,086	-	1,086
Insurance		1,415	-	1,415	927	300	1,227
Training		170	167	337	20	120	140
Volunteer expenses		-	1,015	1,015	-	316	316
Independent examination fee	(12)	630	-	630	600	-	600
Advertising & publicity		57	-	57	114	-	114
Total resources expended		8,153	64,070	72,223	6,221	63,932	70,153
Net income/ (expenditure)		6,920	(19,914)	(12,994)	10,281	(1,604)	8,677
Fund balances brought forward		38,799	45,993	84,792	28,518	47,597	76,115
Fund balances carried forward	(5)	45,719	26,079	71,798	38,799	45,993	84,792

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Balance Sheet as at 31 March 2023

		31 March 2023	31 March 2023	31 March 2023	31 March 2022
	Notes	Unrestricted funds	Restricted funds	Total funds	Total funds
		£	£	£	£
Current assets					
Stock	(7)	-	166	166	931
Debtors and prepayments	(8)	450	151	601	10,551
Cash at bank and in hand	(9)	47,338	26,164	73,502	76,616
Total current assets		47,788	26,481	74,269	88,098
Current liabilities: amounts falling due within one year					
Creditors and accruals	(10)	2,069	402	2,471	3,306
Total current liabilities		2,069	402	2,471	3,306
Net current assets/(liabilities)		45,719	26,079	71,798	84,792
Net assets		45,719	26,079	71,798	84,792
Funds					
Unrestricted funds		45,719	-	45,719	38,799
Restricted funds	(6)	-	26,079	26,079	45,993
Total funds		45,719	26,079	71,798	84,792
For the year ending 31 March 2023 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.					
The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.					
These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with the Financial Reporting Standard 102 (effective					
The financial statements, which include notes 1 to 12, were approved at a meeting of the trustees and signed on its behalf by:					
Signed: ...Kath Hynes...		Date: 19th June 2023			
Kath Hynes					
Finance Director					

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2022 to 31 March 2023

1. Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102)(effective 1 January 2019) and with the Charities Act 2011. The Charity constitutes a public benefit entity as defined by FRS102.

Going concern

The trustees have assessed the Charity's going concern and are satisfied that there are no material uncertainties about the Charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the Charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the Charity has unconditional entitlement to the resources. Future instalments on multi-year grants are only recognised when the trustees are virtually certain that conditions for future payment have been satisfied.

Gifts in kind

The Charity receives gifts of food, second hand clothes, footwear and household items for use at the Meeting Point drop-in and for distribution to asylum seekers and refugees. As the fair value of donated items is non-material they are not recognised in the financial statements.

The work of volunteers is not included in the financial statements.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the Charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Employee benefits

Annual leave untaken at year end is recognised as a liability to the extent that it may be carried forward.

Leases

Rents under operating leases are charged on a straight-line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Taxation

As a charity the organisation is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental acquisition expenses. Gifted assets are shown at the value to the Charity on receipt.

Stock

Stock is valued at the lower of cost and net realisable value.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or grant making body.

Further explanation of the nature and purpose of each fund is included in Note 5 to the accounts.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2022 to 31 March 2023

2 Grants and donations	2022/23	2022/23	2022/23	2021/22
	Unrestricted funds	Restricted funds	Total funds	Total funds
Meeting Point	£	£	£	£
Unity in Poverty Action	-	10,500	10,500	5,000
Together for Ukraine Fund (Leeds Community F'tn)	-	9,483	9,483	-
Communities in Crisis Fund (Leeds Community F'tn)	-	6,018	6,018	-
Julia and Hans Rausing Trust	-	4,700	4,700	-
Neighbourly	-	3,000	3,000	-
Healthy Holidays (Leeds Community Foundation)	-	2,097	2,097	2,000
Leeds City Council (MICE)	-	1,000	1,000	-
St. Robert's Pannel Parochial Church Council	1,000	-	1,000	1,000
Christ Church Upper Armley PCC	520	-	520	520
Jimbo's Fund (Leeds Community Foundation)	-	-	-	12,762
Brelms Trust	-	-	-	10,000
Evan Cornish Foundation	-	-	-	10,000
West Yorkshire Police	-	-	-	5,974
Allen Lane Foundation	-	-	-	4,000
Comic Relief (Groundwork)	-	-	-	4,000
Winter Wellbeing Fund (Leeds Community F'tn)	-	-	-	1,925
Hillards Charitable Trust	-	-	-	1,000
Groundwork Tesco Bags of Help	-	-	-	500
Neighbourly Community Fund	-	-	-	400
Henry Hyams Solicitors	-	-	-	277
Greater Lincolnshire Area of Sanctuary	-	-	-	200
Other donations	12,209	7,080	19,289	19,245
Total grants and donations	13,729	43,878	57,607	78,803

3 Staff costs and numbers

	2022/23	2021/22
	£	£
Gross salaries	34,273	33,491
Pensions	825	767
Total staff costs	35,098	34,258

Defined contribution pension scheme

	2022/23	2021/22
	£	£
Costs of the scheme to the charitable company for the year	825	767

The number of employees analysed by activity and expressed as full time equivalents (FTE)

	2022/23	2021/22
	FTE	FTE
Meeting Point	1.4	1.4
Core administration	0.1	0.1
Total	1.5	1.5

The average number of employees during the year was 3 (3 2021/22) being an average of 1.5 FTEs (1.5 2021/22). All employees were part-time for both 2022/23 and 2021/22.

There were no employees with emoluments above £60,000 (nil 2021/22).

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2022 to 31 March 2023

4 Operating leases

The Charity uses part of Christ Church Upper Armley under licence from the Parochial Church Council (PCC) as a base for its activities. The agreement can be terminated by either party without penalty so no future commitments arise. The Charity paid £4,200 to the PCC (£2,680 2021/22) for the use of the building and provision of cleaning.

5 Restricted Funds

	Balances 1 April 2022	Incoming resources	Expended resources	Balances 31 March 2023
Meeting Point:	£	£	£	£
Allen Lane Foundation	4,000	-	(4,000)	-
Brelms Trust	5,000	-	(5,000)	-
Communities in Crisis Fund (Leeds Community)	-	6,018	(3,523)	2,495
Destitution Fund	2,210	5,580	(4,895)	2,895
English Language Classes Fund	829	-	(365)	464
Evan Cornish Foundation	10,000	-	(10,000)	-
Greater Lincolnshire Area of Sanctuary	324	-	(163)	161
Groundwork Tesco Bags of Help	500	-	(330)	170
Healthy Holidays (Leeds Community Foundation)	-	2,097	(2,097)	-
Hillards Charitable Trust	964	-	(391)	573
Jimbo's Fund (Leeds Community Foundation)	12,762	-	(12,762)	-
Julia and Hans Rausing Trust	-	4,700	(100)	4,600
Leeds City Council (MICE)	-	1,000	-	1,000
Neighbourly	-	3,000	(604)	2,396
Sewing Machine Fund	-	750	(654)	96
Together for Ukraine Fund (Leeds Community F'n)	-	9,483	-	9,483
Unity in Poverty Action	2,173	10,500	(12,507)	166
West Yorkshire Police	5,974	-	(5,974)	-
Women's Group Fund	1,257	1,028	(705)	1,580
Total Restricted Funds	45,993	44,156	(64,070)	26,079

Restricted Fund

Purpose of restriction

Allen Lane Foundation	For core project costs
Brelms Trust	For salaries
Communities in Crisis Fund (Leeds Community)	For salaries, rent, food & office costs
Destitution Fund	For hardship payments to asylum seekers and refugees
English Language Classes Fund	For English language classes
Evan Cornish Foundation	For rent, group work, food & salaries
Greater Lincolnshire Area of Sanctuary	For provision of food & other supplies
Groundwork Tesco Bags of Help	For core project costs
Healthy Holidays (Leeds Community Foundation)	For activities during school holidays
Hillards Charitable Trust	For food & fares
Jimbo's Fund (Leeds Community Foundation)	For drop-in costs
Julia and Hans Rausing Trust	For salaries, rent & food
Leeds City Council (MICE)	For Coronation event & summer trips
Neighbourly	For food, fares & rent
Sewing Machine Fund	For sewing machines, related equipment & accessories
Together for Ukraine Fund (Leeds Community F'n)	For salaries, rent, food & workshops
Unity in Poverty Action	For provision of food and related costs
West Yorkshire Police	For salaries, rent & volunteer costs
Women's Group Fund	For Women's Group work and activities

6 Stock

	31 March 2023	31 March 2022
	£	£
First West Yorkshire bus tickets	166	931
Total	166	931

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2022 to 31 March 2023

7 Debtors & Prepayments	31 March 2023	31 March 2022
	£	£
Debtors	311	10,299
Prepayments	290	252
Total	601	10,551

No debtors have been impaired and are expected to be fully settled within 12 months.

8 Cash at bank and in hand	31 March 2023	31 March 2022
	£	£
Unity Trust Bank	73,208	76,358
Petty cash	294	258
Total	73,502	76,616

9 Creditors and accruals	31 March 2023	31 March 2022
	£	£
Trade creditors	480	118
Accruals	1,991	3,188
Total	2,471	3,306

10 Trustee remuneration, expenses and donations

No trustee received any remuneration or other benefits, either directly or indirectly, or any expenses during the year (nil 2021/22).

The total donations received from trustees during the year was £1,760 (£1,505 2021/22).

11 Related party transactions

Key management personnel

Employee benefits of the charitable company's key management personnel totalled £17,210 for the year (£16,085 2021/22). The Project Manager is the key management personnel.

Other related party transactions

Christ Church Upper Armley Parochial Church Council (the PCC) is a related party of the charitable company. Under the company's articles of association the PCC has the right to appoint 4 trustees out of a maximum of 12.

Stephen Appleton became a member of Christ Church Upper Armley Parochial Church Council (the PCC) on 17 November 2019. Reverend Phil Arnold became the chair of Christ Church Upper Armley PCC on 22 September 2020.

The company paid the PCC £4,200 for use of the church building (2021/22 £2,680). There were no balances with the PCC at 31 March 2023 (nil at 31 March 2022). The PCC gave the Charity £520 during 2022/23 for work with refugees and asylum seekers (2021/22 £520).

12 Independent examination

The estimated £630 fee payable to West Yorkshire Community Accounting Services (WYCAS) (£600 2021/22), as reported on the Statement of Financial Activities, relates solely to independent examination. The Charity also paid WYCAS £270 during 2022/23 (£252 2021/22) for a licence to use QuickBooks Online.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LTD

England & Wales - Charity number 1137501

Accounts

**CHRIST CHURCH ARMLEY
COMMUNITY PROJECTS LIMITED
Annual Report and Financial Statements
For the period 1 April 2021 to 31 March 2022**

Registered charity number 1137501
A company limited by guarantee number 06864933

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED



Annual Report and Financial Statements

For the period 1 April 2021 to 31 March 2022

Contents

	Page
Trustees' Report	
Chair's introduction	1
Reference and administrative information	2
History and governance	3
Charity objectives and public benefit	4
Key performance measures	4
Meeting Point	5-10
Financial review	11
Statement of trustees' responsibilities	12
Independent examiner's report	13
Financial statements	
Statement of financial activities	14
Balance sheet	15
Notes to the accounts	16-19

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Trustees' report for the period 1 April 2021 to 31 March 2022

Chair's introduction



Steve Appleton
Chair of Directors

I am pleased to introduce the Trustees' Annual Report and Financial Statements for 2021/22. The report sets out how Christ Church Armley Community Projects Limited ('the Charity') have fulfilled its charitable objectives during the past year through the Meeting Point project.

We have all experienced the most challenging and disruptive couple of years due to the Covid-19 pandemic. The impact on the Meeting Point project has been unprecedented. Following Government restrictions from March 2020 to reduce the spread of the virus the Charity quickly put in place safe working arrangements to maintain essential provision focused on a food bank style operation based at Christ Church. We were able to continue this vital support for refugees and asylum seekers throughout the period of restrictions. This required staff, volunteers and beneficiaries to exhibit the highest degrees of creativity and adaptability to sustain services coupled with self-discipline and commitment to ensure a safe working environment. During 2021/22 we have gradually restored many aspects of our work which had been suspended or curtailed due to the pandemic. We hope to restore more social events during the year ahead which are much-valued for building relationships and sustaining good mental health.

The project is underpinned by a Christian ethos which is an important legacy from the foundation of the project by Christ Church Upper Armley Parochial Church Council ('the PCC'). Although the Charity is separate from the PCC, we maintain good working relationships and I am very thankful for the continuing support of the PCC and the church congregation particularly during the Covid-19 restrictions.

The trustees remain conscious of our responsibilities as a charity to have full regard to public benefit in planning and delivering our activities. The Charity provides services without regard to race, religion, culture, gender or sexual orientation. For me, one of the strengths of Meeting Point is the willingness to reach out to those in need without prejudice or judgement. Our ability to do so effectively is considerably enhanced by working in partnership with others. Our report sets out more information about how we work with our partners and the difference it makes to our beneficiaries.

On behalf of the trustees, I wish to thank our funding partners and individual donors who give generously to enable our work to take place. The financial statements show the grant-making bodies that supported us during the year. I also wish to thank many other partners who regularly provide us with food and other items for distribution for refugees and asylum seekers.

The trustees have assessed the Charity's finances for the year ahead and have reasonable grounds for considering that the Charity remains a going concern able to meet its financial liabilities as they fall due and able to continue core activities as planned.

I also wish to thank staff and volunteers who are the backbone of Meeting Point and make extensive and varied contributions to the project's many achievements. I have been incredibly impressed by the commitment of staff and volunteers alike to respond creatively to the challenge of finding alternative ways to support refugees and asylum seekers during the current pandemic.

I am also grateful for the support and wisdom of my fellow trustees and the valuable contribution to trustee meetings made by the Project Manager and the volunteer and beneficiary representatives.

In conclusion, despite the impact of Covid-19 I am much encouraged by the outstanding response by staff and volunteers which places Meeting Point in a good position for the year ahead to continue the excellent and much-needed work with refugees and asylum seekers.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Reference and administrative details of the Charity, its Trustees and advisors

The Trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Notes	Dates
Steve Appleton	Chair		Re-appointed June 2019
Philip Arnold		Christ Church PCC appointee	Appointed September 2020
Laurence Dilworth	Finance Director	Christ Church PCC appointee	Appointed December 2012
Kathleen Hynes			Re-appointed September 2020
Joyce Le Masurier			Appointed June 2019
Philip Le Masurier		Christ Church PCC appointee	Appointed November 2009
Helen Radelaar			Appointed September 2020
Ann Weir			Re-appointed June 2021
Elaine Wyatt		Christ Church PCC appointee	Appointed December 2020

Charity Number 1137501 Registered in England and Wales

Company Number 06864933 Registered in England and Wales

Registered Address	Working Address	Postal Address	Bankers
22 Hill End Crescent LEEDS LS12 3PW	Christ Church Upper Armley Armley Ridge Road LEEDS LS12 3LE	CCACP Ltd 81 Blue Hill Lane LEEDS LS12 4NT	Unity Trust Bank plc Four Brindleyplace BIRMINGHAM B1 2JB

Independent Examiner

Claire Welling
West Yorkshire Community Accountancy Service CIO
Stringer House
34 Lupton Street
LEEDS
LS10 2QW

Insurers

Ecclesiastical Insurance Group plc
Benefact House
2000 Pioneer Avenue
Gloucester Business Park
Brockworth
GLOUCESTER
GL3 4AW

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

History and governance

Brief history of the Meeting Point project

Meeting Point was set up by Christ Church in 2003 initially in partnership with the local Further Education College, to provide social support to asylum seeker and refugee students. The funding for this lasted only a few months, but Christ Church continued the drop-in on a voluntary basis.

In 2004/05 grants were received to develop the project and employ staff. Meeting Point has always operated from its base at Christ Church, Upper Armley in West Leeds and celebrated its 15-year anniversary during July 2018.

The Charity assumed responsibility for Meeting Point on 1 January 2011. The ever-changing needs of the project have been identified by consultation with beneficiaries, community members and partner agencies and this continues to be the case for Meeting Point. A detailed report on Meeting Point's work for the year is set out on pages 5 to 10.

Structure and Governance

The Charity is a Company Limited by Guarantee and was incorporated on 31 March 2009 and registered as a charity on 16 August 2010. It is governed by a Memorandum as amended by special resolution at the Annual General Meeting on 16 November 2009 and by Articles of Association as amended by special resolutions at the Annual General Meetings on 1 November 2010 and on 27 June 2021. The liability of the members in the event of the Company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the Charity are also the directors for the purpose of company law and are appointed by the members at the Annual General Meeting (AGM). The Memorandum and Articles give the right to Christ Church Parochial Church Council to appoint four trustees. A third of the trustees, appointed by members, retires by rotation each year at the AGM and may offer themselves for re-election. Co-opted trustees retire at the next AGM and may seek election.

The Charity primarily recruits trustees by personal contact through the Charity's 'Meeting Point' project and through Christ Church Upper Armley. New trustees receive guidance about their role and responsibilities as charity trustees and company directors.

All trustees give their time voluntarily and receive no remuneration or other benefits.

Management

The trustees met virtually eight times during the year to oversee the strategic direction of the Charity and to exercise stewardship and governance of Meeting Point, the Charity's sole project. The trustees agreed in March 2020 that meetings could be held virtually using technology so that decision-making and management processes could continue during Covid-19 restrictions. In-person meetings resumed in March 2022.

The Project Manager and representatives of service users and volunteers attend Board meetings as non-voting members to improve engagement and to ensure Board decision-making is better informed.

The Project Manager has responsibility for the day-to-day management.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Charity objectives and public benefit

The Charity's Objects

The Objects, as set out in the Memorandum and Articles of Association are:

- 1) to develop the capacity and skills of the members of the socially and economically disadvantaged community of Armley and the surrounding area in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society; and
- 2) the provision of facilities for recreation or other leisure time occupation in Armley and the surrounding area with the object of improving the conditions of life of those persons who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social or economic circumstances.

The Charity's main activities

The trustees give serious consideration to the Charity Commission's guidance on public benefit in planning and delivering the Charity's activities. The trustees seek to fulfil the Charity's objectives primarily through Meeting Point, a project working with refugees and asylum seekers.

Public benefit Statement

In setting our objectives and planning our activities the trustees have given serious consideration to the Charity Commission's general guidance on public benefit. The Charity's achievements and performance are set out in detail in the Meeting Point project report on pages 5 to 10.

Key performance measures	2021/22	2020/21	2019/20
Beneficiary attendances at the drop-in or food bank	4,405	3,720	4,553
Food parcels distributed to beneficiaries	3,652	4,209	2,498
Hot meals or take away meals provided to beneficiaries	5,000	5,070	4,097

Risk

The trustees assessed the risks associated with use of the church building during the Covid-19 pandemic taking into account the legal position and both Government and Church of England guidelines for the use of church buildings for provision of essential services. The trustees put in place a number of arrangements to reduce the risks identified in consultation with Christ Church PCC and staff to enable the ongoing safe use of the building for provision of a food bank style operation for refugees and asylum seekers. The trustees monitored progress at its meetings during the year and adapted the safe working arrangements to respond to changes in assessed risk.

Safeguarding

The trustees are committed to the protection, prevention of harm and promotion of the wellbeing and development of children, young people and adults. The trustees approved an updated policy for the Safeguarding of Children, Young People and Adults in April 2022. Safeguarding is a standing item on the agenda of all trustees' meetings.

During the year no safeguarding matters were reported to the relevant public authorities nor to the Charity Commission under the serious incident reporting procedure.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Meeting Point

"The Meeting Point team is a source of inspiration and encouragement to all of us - we love and appreciate you all!"

Project Manager's report (Emma Crossley)

The team have been amazing this year. As we all entered the second year of the Covid pandemic, we have had to adapt to various different stages of it; the lifting and then tightening again of restrictions, the vaccination roll out and then the odd transition back to some kind of normality again as we rolled into 2022. The volunteers and staff continued to go above and beyond to support the project and beneficiaries through it all and once again, I am proud to say that Meeting Point has remained open each week, supporting refugees and asylum seekers needing support in Leeds.

During the height of the pandemic in 2020, we set up a delivery service for beneficiaries, dropping food parcels and other essential items to their homes. This was gradually scaled back in 2021 as restrictions eased and lockdown lifted and we have slowly returned to an entirely on site service again, whilst remaining 'safe' and responsible. Food parcels, a take away hot meal, clothing, toiletries and other essential items are distributed from the drop-in on Mondays and English classes and Women's Group have both recommenced meeting face to face. It has been wonderful to have people back in the building again, meeting in a social capacity once more and you can read about what's been going on in the following report.

This year we were lucky to have substantial funding from the Healthy Holidays scheme and with this we were able to run an exciting programme of family activities and trips during school holidays. This included a trip to Eureka, family outings to the cinema and the hiring out of a funfair in Roundhay Park for everyone involved in Meeting Point. We also remained open over the Christmas period, distributing gifts and festive treats to all who attended. A particular highlight for me this year has been the redesign of the Meeting Point logo, voluntarily being done by a very talented volunteer beneficiary. Thank you Nelson for your skills and talent!



The ongoing refugee crisis in both Afghanistan and Ukraine has highlighted the vulnerability of all human beings to conflict and displacement, and the fundamental importance of charities that exist to support them. Here in Leeds we are proud to be a City of Sanctuary, welcoming refugees and asylum seekers from all over the world, and Meeting Point is honoured to be a part of that. We continue to support those who have recently arrived in the country and need help navigating their way through the UK asylum system, as well as those who have been here for some time as settled refugees. That said, regardless of status, the vast majority of our beneficiaries are marginalised and disadvantaged in society, reliant on charities such as Meeting Point to meet their basic emotional and practical needs.

The fallout of Covid and the ever deepening cost of living crisis has exacerbated existing issues such as poverty, isolation and destitution as well as creating new ones, such as delays in appointments and applications and the inability to see professionals such as solicitors and case workers either on time or face to face. The need for charities and support like that at Meeting Point has in many ways never been greater.

During this difficult year we have been blessed with generosity from the local community, who have continued to donate essential items such as food and clothing, as well as grant funders and individuals who have contributed financially. It is also important to note that we would not have been able to continue our work without the ongoing work done by other agencies and working partners. Penny Appeal have continued to enable us to provide a hot take

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

away meal each week, and our food distribution partners such as FareShare and Neighbourly have continued to supply us with food donations to enable food parcels to be made up.

By remaining open we have been there to provide emotional support and reassurance at such an uncertain time. We have provided a level of continuity, reassurance and certainty to some of the most vulnerable and, alongside colleagues, volunteers and beneficiaries, I am really proud to manage such a wonderful group of people.

"To the Meeting Point family... to all the love and care you have shown us throughout the year. Regardless of the pandemic you always showed up for us, so this is to say how much we appreciate and thank you for what you do for us. With much love..."



Staff and volunteers

We continue to employ three part time staff and currently have a team of 30-40 volunteers. Like last year, the furlough scheme was not taken up by any Meeting Point staff and all have continued to work on site. A number of volunteers who had initially had to withdraw from duties began to return and new volunteers have been recruited to the team.

A few words from our current volunteer representative, Anne McCaffrey:

Meeting Point has a fantastic team of volunteers. On a Monday there can be more than ten volunteers consistently turning up and providing a friendly welcome to the beneficiaries. The volunteers work hard so that the beneficiaries receive food parcels, support and advice, hardship money, clothing, sanitary products and household items. The volunteers, when asked, all say they enjoy their roles and are happy to continue to offer their time and enthusiasm. Some new volunteers have been recruited since September.

A few words from our current beneficiary representative, Alesya Moisenko:

Another fantastic and very fulfilling and productive year. We have stayed united and caring on delivering a great service for our beneficiaries. Every week, lots of them express their thanks and appreciation for all that we do despite the circumstances. They are thankful to all volunteers and staff for everything and the extra help. They are amazed at how everything is organised and fair towards every client. That said, they are missing and looking forward to going back to a normal way at Meeting Point. Speaking to beneficiaries, some of the comments given have been: "Monday is the best day of the week"; "It would be great if it was available every day"; "every single person taking part on Mondays is fantastic and doing their best"; "we are grateful for what you are all doing for us... it's the day we look forward to!".

A few words from a current volunteer:

My husband and I are new to Meeting Point, having only begun volunteering late in 2021. From the beginning, the staff have been very welcoming, helpful, and flexible, allowing us to find our niche within the team, even making it possible for my disabled husband to help. The staff and volunteers are from all over the world, and obviously love the people we serve. I feel very privileged to be a part of this team!

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Monday drop-in provision

'96% beneficiaries surveyed in 2021 rated the drop-in as excellent'

A safe, socially distanced distribution and collection of essential items has taken place from Christ Church every Monday and we have continued to help those attending in person with bus ticket provision; almost 2000 of these were given out last year.

Food continues to be our main priority. Food parcels have been made up from fresh produce donated by supermarkets and The Headingley Greengrocer, alongside other donations from Penny Appeal and local community members.



The hot meal, provided via Penny Appeal, has continued in a take away format.

Numbers benefiting from our provision has increased this year to the highest it's ever been. In the year 2021-2022 we have had 4405 visits by 507 individuals (up by over 500 and 100 respectively); we have given out 3652 food parcels and 5000 hot meals This demonstrates not only the increasing need in the community but also our ability to scale up and meet such demand in such challenging times.

Alongside food, we have also been distributing and delivering toiletries, PPE, baby items and sanitary towels as well as a large amount of clothing and household goods. All of these items have been donated, largely by members of the public, though the menstrual products arrive through our partnership with Bloody Good Period; last year 1771 packs were given out to 204 women and girls. We have also been carrying out advocacy and support for those who need it, as well as welcoming Advonet and Linking Leeds to the drop-in who provide professional signposting and advocacy services.

Through the implementing of appropriate safety procedures, we



have enabled an element of the personal and social heart of Meeting Point to continue. Clients have told us that being able to see a friendly face, even just once a week, has been hugely beneficial for their mental health and has reduced feelings of loneliness and isolation.

In 2021-2022 we registered 301 new beneficiaries, our highest annual number since we opened in 2003 and 100 more than last year.

"Thank you for not leaving us alone in these difficult days. You are so kind and you make us happy. Please accept our deepest thanks!"



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

English provision

The English classes at Meeting Point have been running on a face to face basis since September 2021. Prior to this during the pandemic there was an opportunity for interested beneficiaries to attend a weekly online Zoom English lesson. These were well attended but only by a small number of people. The face to face classes have been held twice a week with two different teachers - on Mondays before the drop-in (1-2pm) and on Wednesdays before the Women's Group (10.15-11.45am). The classes were small to begin with and have gradually picked up to having approximately 10 students in each class. The first languages of the students are currently: Arabic, Kurdish, Spanish, Tigrinya, Farsi and Pushto. The levels of English amongst the students can be very varied. For example, the wife of a new family from Afghanistan has almost no English but other students who have lived in UK for several years and have attended college are at an Intermediate level where they want to improve their Reading and Writing as well as their Speaking and Listening. The challenge is always keeping the class suitable for all students. This year we have been able to buy some picture card resources and pens and notebooks to use in the lessons. Pictures and objects are really useful for all levels of learner.

In total, there were 374 attendances by 82 individuals over the course of the year.

Women's Group (Judith Shalkowski – Project Worker)

During 2021-2022 Women's Group at Meeting Point continued to thrive on their theme: Come and Receive, Come and Connect, and Come and Give.

The women were able to enjoy a range of activities and experiences, supported well by staff and a team of volunteers, in the midst of the Covid-19 pandemic. The group grew in numbers and women brought their friends, new volunteers joined the team, and a lovely supportive environment meant women appreciated their cultural interests.

Our play support with children meant an excellent opportunity for mums to play with their children and for children to enjoy play sessions with other children. We averaged over 10 children every week with lots of creative play ideas from the volunteers.



Over the course of the year, there were 704 attendances by 81 women to the group.

- We held Zoom sessions weekly with over 12 women committed to weekly conversations and support. During these sessions, one refugee woman engaged participants in a research project to present findings on the impact of the pandemic on women.
- For the Easter holidays 2021, we selected, purchased and put



- together extensive holiday craft packs for all children attending the drop-in.
- The Swim/Gym Project, funded by Sport England, continued as permitted by national guidance, with 30 women benefiting. The Water Babies 5-week course was held in autumn 2021.
- The women enjoyed: Jewellery making, sewing, knitting, crocheting, baking, cooking and cardmaking. Once we were able to be face to



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

face, women continued to wear masks and make them for the project and to give to others.

- The women were thrilled to play BINGO online in 2021 and in 2022 held their first BINGO session face to face, with lovely prizes from donors resulting in lots of smiles. At the end of the summer 2021, families enjoyed an afternoon of BINGO for children, which helped many children enjoy sport and other play equipment before school started.
- Regular hair-cutting and mini-pamper sessions were held with caution, all very well received, with support from LUSH and women offering haircuts and foot care.
- The summer family activities for families and single women involved a range of activities: craft, tennis lessons, table tennis lessons, cinema and soft play as well as general play activities, funded by Leeds City Council.
- The women were involved in providing feedback to Bloody Good Period in their research into Periods in a Pandemic.
- Children received regular offers of free used clothing from Pudsey Community Project – reducing waste and reusing clothing, including school uniforms.
- A summer Dance and Movement workshop series partnership meant a professional dancer, Marianne, could lead a group of over 10 women - benefiting from exercise and support, funded by Leeds Inspired.
- In September, we opened up to face to face Women's Group weekly sessions, moving the time from 1-3 to 12.15-2.15, to accommodate parents needing to get back to pick up children from school, which resulted in the group expanding.
- West Yorkshire Police provided a personal safety session and regular visits to the women's group to provide advice and support on women's safety issues.
- LUUMIC singing sessions with Leeds University Women's Group were held in the autumn 2021.
- Mindfulness & art sessions allowed women a quiet space to reflect, share and support each other.
- In winter 2022, Rommi Smith, a local poet, partnered with Meeting Point to provide a 6-week series of poetry writing which will culminate in a performance in Refugee Week 2022.
- ChildsSide CIC provided a free session on "Childhood Transitions" which provided new skills on supporting children during the pandemic.



Additional provision on offer

Acts 435 is an online giving charity, directly connecting those who want to give with those who are in genuine need of their help, through a network of local churches and charities. In partnership with Christ Church, a total of 120 beneficiaries were supported to receive Acts 435 donations during 2021-2022 for a range of needs from: baby items, health issues, school uniforms, debt, household items and food.

We have continued to run our My New Home Project and this year, 38 beneficiaries were helped with My New Home van deliveries, supporting their transition from one home to another. An additional 16 were helped with deliveries of furnishings for a new baby arriving in the home.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

The allotment

Meeting Point has had an allotment plot on a local site for a number of years and this year has seen continued development of the space. It has been a place of sanctuary and tranquility, improving the mental and physical health of the volunteers and beneficiaries involved. We have all benefited from the delicious fresh produce harvested from it too!



Case study

An Iranian wife of a political prisoner arrived in Leeds this past year with her teenage daughter after a horrendous experience and journey to the UK. She was a successful professional sports person in her country but arrived here in despair, having lost everything. She had given up hope for their future. They were given accommodation in Armley and found their way to the Meeting Point drop-in and Women's Group. Each person who heard their story was concerned about her well-being and mental health but the needs of this wife and mother and her daughter were soon responded to by the team. Referrals for mental health support, school placement, a listening ear, home visits, practical help and encouragement were soon making a difference. We were able to write references for her and she is now volunteering at two charities in Leeds, studying at college and her daughter is happily settled at school. After her Home Office interview she now awaits the decision on her asylum claim. *"I am so happy that I am doing something useful in this society. We owe you for all of your support and efforts. We will never forget your great favour".*

Looking ahead

Looking ahead, we are hoping to open up the drop-in to include a socialising space in spring 2022, introducing a 'café' space with refreshments for beneficiaries to stay and enjoy. We are going to continue providing meals in a take away format for the foreseeable future and will gradually reintroduce the social activities such as pool and table tennis. We are looking forward to partnering with New Wortley Community Centre to provide a programme of summer trips and outings to our families, and will continue to work alongside the local community and our beneficiaries to provide a service that is practical in meeting needs whilst also offering feelings of warmth, safety and compassion. Thank you to everyone who has made this year possible; we certainly could not have done it without you!



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Financial Review

The Charity's income for the year 2021/22 together with reserves were sufficient to maintain the provision of essential food supplies and some online activities to refugees and asylum seekers during the continuing Covid-19 pandemic. As the year progressed and restrictions lessened, some in-house activities resumed although we are still some way off providing the in-house activities that we provided pre-pandemic, but it is hoped these will gradually be restored over spring. As in the previous year, the trustees did not consider it appropriate to furlough any of the staff as they had taken over a number of the rolls normally covered by volunteers. However, as the activities have increased, the extra workload has been taken up by volunteers returning and new ones recruited. Staff have continued to provide advocacy, material and emotional support by face to face, telephone and Zoom. Extra holiday food and activities were provided by the generous Healthy Holidays funding.

Incoming resources for the Charity totalled £78,830 for 2021/22 which represents a decrease of £18,055 on the previous year's income of £96,885. However, the 2020/21 figure included £25,000 income for Healthy Holiday expenditure during 2021/22. This year's income also includes £12,762 received just before year end for Jimbo's expenditure during 2022/23.

Expenditure for the year was £70,153 being an increase of £9,751 from last year's expenditure of £60,402. Spending was higher than the previous year, mainly due to the increased holiday activities, sporting activities financed by a specific grant, and the gradual opening up of more activities towards year end. Increased rent reflected increased usage of the building as the year progressed. Office expenses included a new laptop to replace a life-expired pc. Volunteer expenses reduced because delivery of food parcels ceased as COVID-19 restrictions eased. Hardship payments and prepaid fares increased but this reflected increased donations and grants specifically for this purpose.

Overall, there was a net income for the year of £8,677. At 31 March 2022 the Charity holds reserves totalling £84,792 of which £45,993 are restricted to be spent on specified purposes (Note 5 to the accounts) and £38,799 are unrestricted to be spent at the trustees' discretion. All the Charity's year end liabilities are covered by available funds.

The trustees have assessed that the existing level of reserves together with funding received since the year end is likely to be sufficient to sustain Meeting Point activities throughout 2022/23 and beyond. Further funding bids are planned to ensure the longer-term financial security of the Project.

The Charity continues to closely monitor its finances during the year and to manage the scale of its activities to ensure it can meet its liabilities as they fall due.

Reserves Policy

The reserves policy, approved by the Board January 2018, aims to maintain free reserves to cover between 3 and 9 months' running costs to protect the Charity's core activities from any short-term funding shortfall. In addition, the trustees have set aside free reserves to meet the estimated costs of staff redundancies should they crystallise in future. This does not imply any expectation that staff will need to be made redundant but recognises that the funding environment means trustees should act prudently to ensure funds are available to fulfil all contractual liabilities.

Unrestricted funds total £38,799 at 31 March 2022 which, after set aside of £5,498, represents 6 months' worth of budgeted expenditure for the Charity's core activities, anticipating removal of any remaining restrictions on activities during the year due to Covid-19 guidance. This figure falls within the range adopted by the trustees. The trustees regularly monitor the level of reserves to comply with the reserves policy.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Statement of Trustees' Responsibilities

The individuals who were trustees at some point during the year ended 31 March 2021 are pictured below.



Steve Appleton
(Chair)



Rev Phil Arnold



Laurence Dilworth



Kath Hvnes



Joyce le Masurier



Philip le Masurier



Helen Radelaar



Ann Weir



Elaine Wyatt

The trustees (who are also the directors for the purpose of company law) are responsible for preparing the Trustees' Report and Financial Statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements; and
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose the reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the Board of Trustees:

Signed: ...Steve Appleton.....

Name: Steve Appleton (Chair of Trustees)

Date: ...7th June 2022.....

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Independent examiner's report to the trustees of Christ Church Armley Community Projects Limited

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2022, which are set out on pages 14 to 19.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: C Welling.....

Name: Claire Welling

Date: 8/6/2022.....

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Statement of Financial Activities (including summary income and expenditure account) for the period 1 April 2021 to 31 March 2022

	Notes	2021/22	2021/22	2021/22	2020/21	2020/21	2020/21
		Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		£	£	£	£	£	£
Incoming resources							
Grants and donations	(2)	16,475	62,328	78,803	12,080	84,760	96,840
Interest earned		27	-	27	45	-	45
Total incoming resources		16,502	62,328	78,830	12,125	84,760	96,885
Resources expended							
Staff costs	(3)	2,417	31,841	34,258	2,105	32,654	34,759
Events & activities		261	13,415	13,676	397	3,980	4,377
Facilities & rent	(4)	100	2,580	2,680	-	2,400	2,400
Office expenses		587	1,080	1,667	363	585	948
Hardship payments		109	14,280	14,389	577	13,031	13,608
Professional services		1,086	-	1,086	849	-	849
Insurance		927	300	1,227	401	800	1,201
Training		20	120	140	45	161	206
Volunteer expenses		-	316	316	343	1,141	1,484
Independent examination fee	(12)	600	-	600	570	-	570
Advertising & publicity		114	-	114	-	-	-
Total resources expended		6,221	63,932	70,153	5,650	54,752	60,402
Net income/ (expenditure)		10,281	(1,604)	8,677	6,475	30,008	36,483
Fund balances brought forward		28,518	47,597	76,115	22,043	17,589	39,632
Fund balances carried forward	(5)	38,799	45,993	84,792	28,518	47,597	76,115

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Balance Sheet as at 31 March 2022

		31 March 2022	31 March 2022	31 March 2022	31 March 2021
	Notes	Unrestricted funds	Restricted funds	Total funds	Total funds
		£	£	£	£
Current assets					
Stock	(7)	411	520	931	1,068
Debtors and prepayments	(8)	399	10,152	10,551	18,706
Cash at bank and in hand	(9)	41,177	35,439	76,616	59,211
Total current assets		41,987	46,111	88,098	78,985
liabilities: amounts falling due within one year					
Creditors and accruals	(10)	3,188	118	3,306	2,870
Total current liabilities		3,188	118	3,306	2,870
Net current assets/(liabilities)		38,799	45,993	84,792	76,115
Net assets		38,799	45,993	84,792	76,115
Funds					
Unrestricted funds		38,799	-	38,799	28,518
Restricted funds	(6)	-	45,993	45,993	47,597
Total funds		38,799	45,993	84,792	76,115
For the year ending 31 March 2022 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.					
The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.					
These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with the Financial Reporting Standard 102 (effective					
The financial statements, which include notes 1 to 12, were approved at a meeting of the trustees and signed on its behalf by:					
Signed: Kath Hynes...		Date: ...7th June 2022.			
Kath Hynes Finance Director					

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2021 to 31 March 2022

1. Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102)(effective 1 January 2019) and with the Charities Act 2011.

The Charity constitutes a public benefit entity as defined by FRS102.

Going concern

The trustees have assessed the Charity's going concern and are satisfied that there are no material uncertainties about the Charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the Charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the Charity has unconditional entitlement to the resources. Future instalments on multi-year grants are only recognised when the trustees are virtually certain that conditions for future payment have been satisfied.

Gifts in kind

The Charity receives gifts of food, second hand clothes, footwear and household items for use at the Meeting Point drop-in and for distribution to asylum seekers and refugees. As the fair value of donated items is non-material they are not recognised in the financial statements.

The work of volunteers is not included in the financial statements.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the Charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Employee benefits

Annual leave untaken at year end is recognised as a liability to the extent that it may be carried forward.

Leases

Rents under operating leases are charged on a straight-line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Taxation

As a charity the organisation is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental acquisition expenses. Gifted assets are shown at the value to the Charity on receipt.

Stock

Stock is valued at the lower of cost and net realisable value.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or grant making body.

Further explanation of the nature and purpose of each fund is included in Note 5 to the accounts.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2021 to 31 March 2022

2 Grants and donations		2021/22	2021/22	2021/22	2020/21
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
Meeting Point		£	£	£	£
Jimbo's Fund (Leeds Community Foundation)		-	12,762	12,762	-
Brelms Trust			10,000	10,000	5,000
Evan Cornish Foundation			10,000	10,000	10,000
West Yorkshire Police		-	5,974	5,974	5,719
Unity in Poverty Action		-	5,000	5,000	3,000
Allen Lane Foundation		-	4,000	4,000	4,000
Comic Relief (Groundwork)		-	4,000	4,000	-
Healthy Holidays (Leeds Community Foundation)		-	2,000	2,000	30,000
Winter Wellbeing Fund (Leeds Community F'n)		-	1,925	1,925	-
Hillards Charitable Trust		-	1,000	1,000	-
St. Robert's Pannel Parochial Church Council		1,000	-	1,000	1,000
Christ Church Upper Armley PCC		520	-	520	-
Groundwork Tesco Bags of Help		-	500	500	1,000
Henry Hyams Solicitors		277	-	277	-
Greater Lincolnshire Area of Sanctuary		-	200	200	725
Resilience Fund (Leeds Community Foundation)		-	-	-	9,919
29.05.61 Charitable Trust		-	-	-	3,000
Big Change Fund (Leeds Community Foundation)		-	-	-	2,500
Yorkshire Building Society Charitable Foundation		-	-	-	2,000
Leeds City Council (Community Covid Fund)		-	-	-	700
Leeds City Council (Community Wellbeing Fund)		-	-	-	500
Groundwork UK		-	-	-	500
Neighbourly Community Fund		400	-	400	400
Other donations		14,278	4,967	19,245	16,877
Total grants and donations		16,475	62,328	78,803	96,840

3 Staff costs and numbers

	2021/22	2020/21
	£	£
Gross salaries	33,491	34,005
Pensions	767	754
Total staff costs	34,258	34,759

Defined contribution pension scheme

	2021/22	2020/21
	£	£
Costs of the scheme to the charitable company for the year	767	754

The number of employees analysed by activity and expressed as full time equivalents (FTE)

	2021/22	2020/21
	FTE	FTE
Meeting Point	1.4	1.4
Core administration	0.1	0.1
Total	1.5	1.5

The average number of employees during the year was 3 (3 2020/21) being an average of 1.5 FTEs (1.5 2020/21). All employees were part-time for both 2021/22 and 2020/21.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2021 to 31 March 2022

4 Operating leases

The Charity uses part of Christ Church Upper Armley under licence from the Parochial Church Council (PCC) as a base for its activities. The agreement can be terminated by either party without penalty so no future commitments arise. The Charity paid £2,680 to the PCC (£2,400 2020/21) for the use of the building and provision of cleaning.

5 Restricted Funds

	Balances 1 April 2021	Incoming resources	Expended resources	Balances 31 March 2022
Meeting Point:	£	£	£	£
29.05.61 Charitable Trust	3,000	-	(3,000)	-
Allen Lane Foundation	4,000	4,000	(4,000)	4,000
Brelms Trust	-	10,000	(5,000)	5,000
Comic Relief (Groundwork)	-	4,000	(4,000)	-
Destitution Fund	2,357	4,694	(4,841)	2,210
English Language Classes Fund	843	-	(14)	829
Evan Cornish Foundation	1,140	10,000	(1,140)	10,000
Greater Lincolnshire Area of Sanctuary	269	200	(145)	324
Groundwork Tesco Bags of Help	998	500	(998)	500
Healthy Holidays (Leeds Community Foundation)	23,412	2,000	(25,412)	-
Hillards Charitable Trust	-	1,000	(36)	964
Jimbo's Fund (Leeds Community Foundation)	-	12,762	-	12,762
Sport England	4,268	-	(4,268)	-
Trips & Residentials Fund	2	-	(2)	-
Unity in Poverty Action	382	5,000	(3,209)	2,173
West Yorkshire Police	5,719	5,974	(5,719)	5,974
Winter Wellbeing Fund (Leeds Community F'n)	-	1,925	(1,925)	-
Women's Group Fund	1,207	273	(223)	1,257
Total Restricted Funds	47,597	62,328	(63,932)	45,993

Restricted Fund

Purpose of restriction

29.05.61 Charitable Trust	For Project Manager's salary
Allen Lane Foundation	For core project costs
Brelms Trust	For salaries
Comic Relief (Groundwork)	For salaries, rent & fares
Destitution Fund	For hardship payments to asylum seekers and refugees
English Language Classes Fund	For English language classes
Evan Cornish Foundation	For rent, group work, food & staff salaries
Greater Lincolnshire Area of Sanctuary	For provision of food & other supplies
Groundwork Tesco Bags of Help	For core project costs
Healthy Holidays (Leeds Community Foundation)	For holiday activities
Hillards Charitable Trusts	For food & fares
Jimbo's Fund (Leeds Community Foundation)	For drop-in costs
Sport England	For Women's Group costs specifically sports participation
Trips & Residentials Fund	For trips and residentials
Unity in Poverty Action	For provision of food and related costs
West Yorkshire Police	For salaries, rent & volunteer costs
Winter Wellbeing Fund (Leeds Community F'n)	For rent & fares
Women's Group Fund	For Women's Group work and activities

6 Stock

	31 March 2022	31 March 2021
	£	£
First Leeds bus tickets	-	685
First West Yorkshire bus tickets	931	383
Total	931	1,068

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2021 to 31 March 2022

7 Debtors & Prepayments	31 March 2022	31 March 2021			
	£	£			
Debtors	10,299	18,321			
Prepayments	252	385			
Total	<u>10,551</u>	<u>18,706</u>			
No debtors have been impaired and are expected to be fully settled within 12 months.					
8 Cash at bank and in hand	31 March 2022	31 March 2021			
	£	£			
Unity Trust Bank	76,358	58,782			
Petty cash	258	430			
Total	<u>76,616</u>	<u>59,212</u>			
9 Creditors and accruals	31 March 2022	31 March 2021			
	£	£			
Trade creditors	118	305			
Accruals	3,188	2,565			
Total	<u>3,306</u>	<u>2,870</u>			
10 Trustee remuneration and expenses					
No trustee received any remuneration or other benefits, either directly or indirectly, or any expenses during the year (nil 2020/21).					
11 Related party transactions					
Key management personnel					
Employee benefits of the charitable company's key management personnel totalled £16,521 for the year (£16,621 2020/21). The Project Manager is the key management personnel.					
Other related party transactions					
Christ Church Upper Armley Parochial Church Council (the PCC) is a related party of the charitable company. Under the company's articles of association the PCC has the right to appoint 4 trustees out of a maximum of 12.					
Stephen Appleton became a member of Christ Church Upper Armley Parochial Church Council (the PCC) on 17 November 2019. Reverend Phil Arnold became the chair of Christ Church Upper Armley PCC on 22 September 2020.					
The company paid the PCC £2,680 for use of the church building (2020/21 £2,400). There were no balances with the PCC at 31 March 2022 (nil at 31 March 2021). The PCC gave the Charity £520 during 2021/22 for work with refugees and asylum seekers (2020/21 nil).					
12 Independent examination					
The £600 fee paid to West Yorkshire Community Accounting Services (WYCAS) (£570 2020/21), as reported on the Statement of Financial Activities, relates solely to independent examination. The Charity also paid WYCAS £252 during 2021/22 (£252 2020/21) for a licence to use QuickBooks Online.					

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LTD

England & Wales - Charity number 1137501

Accounts

**CHRIST CHURCH ARMLEY
COMMUNITY PROJECTS LIMITED
Annual Report and Financial Statements
For the period 1 April 2020 to 31 March 2021**

Registered charity number 1137501
A company limited by guarantee number 06864933

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED



Annual Report and Financial Statements

For the period 1 April 2020 to 31 March 2021

Contents

	Page
Trustees' Report	
Chair's introduction	1
Reference and administrative information	2
History and governance	3
Charity objectives and public benefit	4
Key performance measures	4
Meeting Point	5-10
Financial review	11
Statement of trustees' responsibilities	12
Independent examiner's report	13
Financial statements	
Statement of financial activities	14
Balance sheet	15
Notes to the accounts	16-20

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Trustees' report for the period 1 April 2020 to 31 March 2021

Chair's introduction



Steve Appleton
Chair of Directors

I am pleased to introduce the Trustees' Annual Report and Financial Statements for 2020/21. The report sets out how Christ Church Armley Community Projects Limited ('the Charity') have fulfilled its charitable objectives during the past year through the Meeting Point project.

We have all experienced the most challenging and disruptive of years due to the Covid-19 pandemic. The impact on the Meeting Point project has been unprecedented. Following Government restrictions from March 2020 to reduce the spread of the virus the Charity quickly put in place safe working arrangements to maintain essential provision focused on a food bank style operation based at Christ Church. We were able to continue this vital support for refugees and asylum seekers throughout the year. This required staff, volunteers and beneficiaries to exhibit the highest degrees of creativity and adaptability to sustain services coupled with self-discipline and commitment to ensure a safe working environment. Whilst some face-to-face activities including social events had to be suspended staff and volunteers developed alternative approaches to provide ongoing support as best as possible.

The project is underpinned by a Christian ethos which is an important legacy from the foundation of the project by Christ Church Upper Armley Parochial Church Council ('the PCC'). Although the Charity is separate from the PCC, we maintain good working relationships and I am very thankful for the continuing support of the PCC and the church congregation particularly during the Covid-19 restrictions.

The trustees remain conscious of our responsibilities as a charity to have full regard to public benefit in planning and delivering our activities. The Charity provides services without regard to race, religion, culture, gender or sexual orientation. For me, one of the strengths of Meeting Point is the willingness to reach out to those in need without prejudice or judgement. Our ability to do so effectively is considerably enhanced by working in partnership with others. Our report sets out more information about how we work with our partners and the difference it makes to our beneficiaries.

On behalf of the trustees, I wish to thank our funding partners and individual donors who give generously to enable our work to take place. The financial statements show the grant-making bodies that supported us during the year. I also wish to thank many other partners who regularly provide us with food and other items for distribution for refugees and asylum seekers.

The trustees have assessed the Charity's finances for the year ahead and have reasonable grounds for considering that the Charity remains a going concern able to meet its financial liabilities as they fall due and able to continue core activities as planned.

I also wish to thank staff and volunteers who are the backbone of Meeting Point and make extensive and varied contributions to the project's many achievements. I have been incredibly impressed by the commitment of staff and volunteers alike to respond creatively to the challenge of finding alternative ways to support refugees and asylum seekers during the current pandemic.

I am also grateful for the support and wisdom of my fellow trustees and the valuable contribution to trustee meetings made by the Project Manager and the volunteer and beneficiary representatives.

In conclusion, despite the impact of Covid-19 I am much encouraged by the outstanding response by staff and volunteers which places Meeting Point in a good position for the year ahead to continue the excellent and much-needed work with refugees and asylum seekers.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Reference and administrative details of the Charity, its Trustees and advisors

The Trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Notes	Dates
Steve Appleton	Chair		Re-appointed June 2019
Philip Arnold		Christ Church PCC appointee	Appointed September 2020
Laurence Dilworth	Finance Director	Christ Church PCC appointee	Appointed December 2012
Kathleen Hynes			Re-appointed September 2020
Joyce Le Masurier			Appointed June 2019
Philip Le Masurier		Christ Church PCC appointee	Appointed November 2009
Helen Radelaar			Appointed September 2020 (first co-opted March 2020)
Ann Weir			Re-appointed September 2018
Elaine Wyatt		Christ Church PCC appointee	Appointed December 2020

Charity Number 1137501 Registered in England and Wales

Company Number 06864933 Registered in England and Wales

Registered Address	Working Address	Postal Address	Bankers
22 Hill End Crescent	Christ Church Upper Armley	CCACP Ltd	Unity Trust Bank plc
LEEDS	Armley Ridge Road	81 Blue Hill Lane	Four Brindleyplace
LS12 3PW	LEEDS	LEEDS	BIRMINGHAM
	LS12 3LE	LS12 4NT	B1 2JB

Independent Examiner
Claire Welling
West Yorkshire Community Accounting Service
Stringer House
34 Lupton Street
LEEDS
LS10 2QW

Insurers
Ecclesiastical Insurance Group
Beaufort House
Brunswick Road
GLOUCESTER
GL1 1JZ

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Brief history of the Meeting Point project

Meeting Point was set up by Christ Church in 2003 initially in partnership with the local Further Education College, to provide social support to asylum seeker and refugee students. The funding for this lasted only a few months, but Christ Church continued the drop-in on a voluntary basis.

In 2004/05 grants were received to develop the project and employ staff. Meeting Point has always operated from its base at Christ Church, Upper Armley in West Leeds and celebrated its 15-year anniversary during July 2018.

The Charity assumed responsibility for Meeting Point on 1 January 2011. The ever-changing needs of the project have been identified by consultation with beneficiaries, community members and partner agencies and this continues to be the case for Meeting Point. A detailed report on Meeting Point's work for the year is set out on pages 5 to 10.

Structure and Governance

The Charity is a Company Limited by Guarantee and was incorporated on 31 March 2009 and registered as a charity on 16 August 2010. It is governed by a Memorandum and Articles of Association as amended on 1 November 2010. The liability of the members in the event of the Company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the Charity are also the directors for the purpose of company law and are appointed by the members at the Annual General Meeting (AGM). The Memorandum and Articles give the right to Christ Church Parochial Church Council to appoint four trustees. A third of the trustees, appointed by members, retires by rotation each year at the AGM and may offer themselves for re-election. Co-opted trustees retire at the next AGM and may seek election.

The Charity primarily recruits trustees by personal contact through the Charity's 'Meeting Point' project and through Christ Church Upper Armley. New trustees receive guidance about their role and responsibilities as charity trustees and company directors.

All trustees give their time voluntarily and receive no remuneration or other benefits.

Management

The trustees met virtually eight times during the year to oversee the strategic direction of the Charity and to exercise stewardship and governance of Meeting Point, the Charity's sole project. The trustees agreed in March 2020 that meetings could be held virtually using technology so that decision-making and management processes could continue during Covid-19 restrictions.

The Project Manager and representatives of service users and volunteers attend Board meetings as non-voting members to improve engagement and to ensure Board decision-making is better informed.

The Project Manager has responsibility for the day-to-day management.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Charity objectives and public benefit

Public Benefit

The Charity's Objects

The Objects, as set out in the Memorandum and Articles of Association are:

- 1) to develop the capacity and skills of the members of the socially and economically disadvantaged community of Armley and the surrounding area in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society; and
- 2) the provision of facilities for recreation or other leisure time occupation in Armley and the surrounding area with the object of improving the conditions of life of those persons who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social or economic circumstances.

The Charity's main activities

The trustees give serious consideration to the Charity Commission's guidance on public benefit in planning and delivering the Charity's activities. The trustees seek to fulfil the Charity's objectives primarily through Meeting Point, a project working with refugees and asylum seekers.

Public benefit Statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit. The Charity's achievements and performance are set out in detail in the Meeting Point project report on pages 5 to 10.

Key performance measures	2020/21	2019/20	2018/19
Beneficiary attendances at the drop-in or food bank	3,720	4,553	3,745
Food parcels distributed to beneficiaries	4,209	2,498	2,138
Hot meals or take-away meals provided to beneficiaries	5,070	4,097	3,344

Risk

The trustees assessed the risks associated with use of the church building during the Covid-19 pandemic taking into account the legal position and both Government and Church of England guidelines for the use of church buildings for provision of essential services. The trustees put in place a number of arrangements to reduce the risks identified in consultation with Christ Church PCC and staff to enable the ongoing safe use of the building for provision of a food bank style operation for refugees and asylum seekers. The trustees monitored progress at its meetings during the year and adapted the safe working arrangements to respond to changes in assessed risk.

Safeguarding

The trustees are committed to the protection, prevention of harm and promotion of the wellbeing and development of children, young people and adults. The trustees approved an updated policy for the Safeguarding of Children, Young People and Adults in January 2020. Safeguarding is a standing item on the agenda of all trustees' meetings.

During the year no safeguarding matters were reported to the relevant public authorities nor to the Charity Commission under the serious incident reporting procedure.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Meeting Point

"The Meeting Point team is a source of inspiration and encouragement to all of us - we love and appreciate you all!"

Project Manager's report (Emma Crossley)

This year has been like no other. The Covid-19 pandemic has affected everybody, impacting on all aspects of life and living and, like many other small front-line charities across the country, Meeting Point has had to adapt in ways that would have been hard to imagine in the past. It has been a huge challenge for us but from the very beginning, the project decided to 'do as much as we can for as long as we can' and, true to word, we have been open and on site every single week.

Meeting Point prides itself on being a social project – a busy community space of sanctuary for people from all walks of life to come together to give, share and receive. Suddenly Covid and lockdown hit and we were faced with a situation in which we could no longer meet as a large social group - in many ways stripping away the fundamentals of our service. We had to very quickly adapt our work to meet national guidelines, public health requirements and our clients' needs and I am pleased and proud to say we achieved that.

As soon as the drop-in had to close, a socially distanced distribution of items began to take place on Mondays, along with a delivery service for those isolating at home, and as restrictions and guidelines have changed, so have we – adapting in a way that not only served beneficiaries but also empowered them to make decisions, be pro-active and get involved.

It is important to note that the majority of our beneficiaries started this pandemic already marginalised and disadvantaged in society and reliant on charities such as Meeting Point to meet their basic emotional and practical needs. The fallout of Covid has exasperated existing issues such as poverty, isolation and destitution as well as creating new ones, such as delays in appointments and applications and the inability to see professionals such as solicitors and case workers face to face, placing barriers on communication. This, along with lack of information and awareness about the changing situation has only served to increase anxiety. The need for charities and support like that at Meeting Point has in many ways never been greater.

There have also been the needs of staff and volunteers to consider – the fact that many of the team have families, underlying health issues or have been advised to isolate because of their age. Participation from the start has been entirely voluntary for all, with no expectation attached. For those of us on site, we have done our very best to make it as safe as possible and, thankfully, have had no Covid cases on site. All staff and volunteers were vaccinated early on in the rollout.

During this difficult year we have been blessed with generosity from the local community as well as funders and have been supported by our local Armley councillors from the start. We have been able to access funding streams for specifics such as food and PPE, and have continued to engage with funders and funding platforms online, accessing resilience and covid-specific grants.

It is also important to note that we would not have been able to stay open without the ongoing work done by other agencies and working partners. Penny Appeal have enabled us to provide a hot take away meal to beneficiaries each week, and our food distribution partners such as FareShare have continued to supply us with food donations to enable food parcels to be made up. You can read about the services we have provided in this report but fundamentally, by remaining open we have been there to provide emotional support and reassurance at such an uncertain time. We have provided a level of continuity, reassurance and certainty to some of the most vulnerable.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

I am really proud to manage such a wonderful group of people and cannot express in words the commitment and dedication that has gone into keeping Meeting Point open during the past twelve months. We may not have been able to do some of our planned trips and activities but it has made us even stronger, even more determined and even more grateful to continue our work.

"Thank you for all you are doing, Meeting Point. We really thank you for our food package every week. You've got our family very happy today. We cry from happiness. We thank God that we live in a country where the people are very good and kind".

Staff and volunteers

Staff and volunteers have remained on site working throughout. The furlough scheme was not taken up by any Meeting Point staff. A number of volunteers had to withdraw from duties and participation by anyone has been optional from the start. The number of people on site had to be significantly reduced to abide by social distancing and Church of England guidelines and there was a core group of 8-10 that remained on the premises. Volunteers have made the adaptation of service provision possible – running a delivery service, picking up and dropping off donations and by offering listening ears on the phone to clients needing to talk to someone. We have held volunteer socials online and even had a Zoom disco with a live DJ!

A few words from our current volunteer representative, Anne McCaffrey:

Meeting Point has kept going throughout the pandemic and this has been possible partly due to the continued support of a group of willing volunteers. A handful of regular volunteers have worked at Christ Church every Monday with Emma, Judith and Claire to keep the "drop in" organised and safe for everyone. They have helped to give out food parcels, toiletries, family activity packs and occasionally clothing to the beneficiaries. Other volunteers have collected food from shops and supermarkets and dropped it at Meeting Point for the food parcels. Some volunteers have delivered food parcels, toiletries and craft materials to beneficiaries who have been shielding. Some volunteers have made masks and NHS scrubs. The amazing colourful masks have been distributed to beneficiaries, volunteers and staff on a Monday.

Several volunteers have kept the allotment going and managed to provide some fresh produce for the food parcels.

All the volunteers have been very positive about their roles and have all said they have enjoyed being able to continue to provide support to Meeting Point this year.

One volunteer commented:

"I am grateful to the Meeting Point administration for allowing me to return to work and do my voluntary work, which was strengthened by the enthusiasm of my fellow volunteers, together taking care of each other".

It has been a tough year but all the active volunteers have really appreciated the opportunity to help at Meeting Point. Volunteering has got people out of their houses and given their days some purpose. As many of the volunteers have been working in isolation it will be great when things can gradually go back to normal and people can see each other again.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Monday Provision

"Thank you from all the family for the food parcels and crafts. You have helped us during the coronavirus, which would have been so very difficult for us without you. We are so happy with all of it as well as the many items for our new baby. You are keeping us going. Thank you for making smiles in our family!"

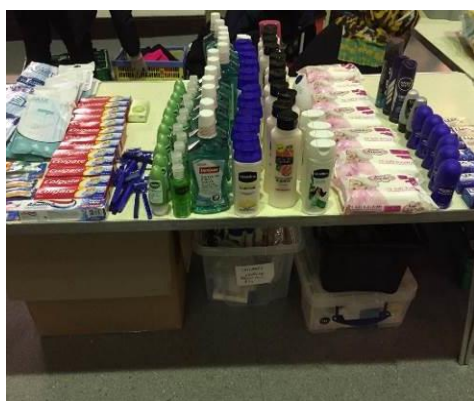
A safe, socially distanced distribution and collection of essential items has taken place from Christ Church every Monday and for those unable to attend or self-isolating, we have been operating a delivery service. We adjusted our budget to accommodate the purchase of more bus tickets and have been able to help those attending in person with ticket provision.

Food has been our priority from the outset. Food parcels have been made up from fresh produce donated by supermarkets and the Headingley Greengrocer, alongside other donations from Penny Appeal and local community members.



Penny Appeal were quick to rearrange the hot meal provision they run for us – increasing it to a weekly delivery of 100 hot, cooked take-away meals. The provision of hot food has been hugely important for us, given that so much of the pre-pandemic drop-in was focussed on the communal meal. Penny Appeal have also provided large numbers of food parcels and hygiene packs to be given out – their support has been invaluable!

Numbers benefiting from our provision has increased this year to the highest it's ever been. In the year 2020/21 we have had 3,720 attendances by 395 people; we have given out 4,209 food parcels and 5,070 hot meals and carried out 857 deliveries to clients at home. At its peak, we did 50 deliveries one Monday! This demonstrates not only the increasing need in the community but also our ability to scale up and meet such demand in such challenging times.



Alongside food, we have also been distributing and delivering toiletries, PPE, baby items and sanitary towels as well as advocacy and support information for beneficiaries. All of these items have again been donated. During periods when lockdown restrictions have been eased and non-essential retail has been able to open, we have continued to accept donations of clothing and household items to distribute to those who need. A 'click and collect' service was offered during the winter lockdown, whereby clients could request specific items and we would try and source them. 1,400 sanitary products have been distributed to 140 women during the year and 396 advocacy and support sessions have taken place.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED



As far as we are aware, we have been the only refugee and asylum project in Leeds to remain on site in a face-to-face capacity throughout the pandemic. Through the implementing of appropriate safety procedures, we have enabled an element of the personal and social heart of Meeting Point to continue. Clients have told us that being able to see a friendly face, even just once a week, has been hugely beneficial for their mental health and has reduced feelings of loneliness and isolation.

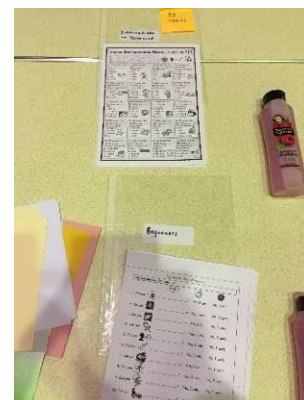
We have kept in touch with all of our beneficiaries and have either welcomed in person, delivered or made contact with all regular attendees. We have also registered 201 new beneficiaries, our highest annual number since we opened in 2003.

"Thank you for not leaving us alone in these difficult days. You are so kind and you make us happy. Please accept our deepest thanks!"

English provision

The face-to-face English classes given by volunteer teachers couldn't happen at all from March 2020. Instead, English worksheets for different levels of ability have been provided every week at the drop-in. These have been so popular amongst beneficiaries that more copies have often been needed.

Since January 2021 Meeting Point English lessons have been delivered online via Zoom for a small number of beneficiaries. A lesson has been offered once a week for pre-intermediate/intermediate students who have expressed an interest and have been able to provide an email address. So far 13 hours of Zoom lessons have been given. Some of the beneficiaries say they would like these on-line lessons to continue even when face to face classes are allowed again!



Activity packs

It has been important for us to continue to engage with the families and children who benefit from Meeting Point. We decided to pursue take-home activity packs, containing fun crafting and learning activities for families to enjoy together. In the first few months of lockdown, we distributed over 100 of these and, having found them to be successful and engaging, have continued to provide activities in this format throughout the year. We have also run Bingo sessions via Zoom for families to enjoy together with others.

In partnership with other organisations, we have provided additional activities for beneficiaries to access and take home. These have included recipe packs provided by Barca and sculpture at home kits from the Henry Moore Institute.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED



"I am knitting my way through my anxiety. It helps a lot, thanks"

Women's Group (Judith Shalkowski – Project Worker)

"I made some laundry bags for NHS staff for during lockdown with the help from Meeting Point, thanks team, you helped me not get stressed, but you keep me busy"

The Meeting Point Women's Group continued to operate over the past year, due to the Covid-19 pandemic, adapting its services, its last face to face sessions being held in March 2020. We were able to continue some of our services, distanced during the drop-in, such as individual support and practical help. We focused on individual needs with regular contact via phone calls and texts, also setting up WhatsApp groups, and online activities. Our Zoom events responded to the input from the women, and included Bingo games and prizes, LUUMIC (Leeds University music sessions), and focus group research discussions. The Sport England funded Swim or Gym Project started and stopped throughout the year due to restrictions and the women look forward to beginning their exercise programmes again in April 2021. These socially-distanced activities provided ongoing encouragement for women who were already feeling vulnerable and isolated.



Thanks to the generosity of donors and funders, we were able to identify particular needs and source items required, which was particularly helpful for pregnant women, mothers, and those who moved during the pandemic into accommodation with limited items. Women benefited from regular craft and activity packs for themselves, such as wool or material and made hundreds of masks, scarves and hats to give to others. Mothers benefited from holiday packs for their children, regular children's Bingo games and prizes, and support from organisations such as Leeds Baby Bank and Bloody Good Period. We look forward to new developments and restarting our face to face provision next year.



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

"I really loved joining the Women's Group on Zoom today. You give us all a bunch of hope. You all really deserve a big thank you - we love Meeting Point and Women's Group. You are always there beside us, you helped me from the beginning. I remember when I first came - my daughter was just 8 months old when I started the English class - and she is now 6 years old! I still feel a part of Meeting Point even during the pandemic, because you are my big family, my friends, and our community. It is a place to meet other people, to learn and talk and receive support at the same place. Thanks so much from the bottom of my heart for everything you did and still do for us."

The Allotment

Meeting Point has had an allotment plot on a local site for a number of years but this year has seen huge development of the space. It has been a place of sanctuary and tranquility during periods of lockdown, improving the mental and physical health of the volunteers and beneficiaries involved. We have all benefited from the delicious fresh produce harvested from it too!



Looking ahead

If this year has taught us anything it is to keep going, and that with will and imagination, amazing things are possible. 2021/22 will undoubtedly post its own challenges but one thing is for certain and that is that Meeting Point will continue doing whatever it can to support refugees and asylum seekers in Leeds. As lockdown restrictions begin to ease, we hope to return to some kind of normality again, with group work, social activities, trips and meals taking place together again. We will continue to work alongside the local community and our beneficiaries to provide a service that is practical in meeting needs whilst also offering feelings of warmth, safety and compassion. Thank you to everyone who has made this year possible; we certainly could not have done it without you.



CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Financial Review

The Charity's income for the year 2020/21 together with reserves were sufficient to maintain the provision of essential food supplies and some online activities to refugees and asylum seekers during the Covid-19 pandemic. At no point have the trustees considered it appropriate to furlough any of the staff as they have taken over a number of the roles normally covered by volunteers whose number have reduced due to social distancing restrictions and personal preference. Staff have also continued to provide advocacy, material and emotional support and some off-site activities, by telephone and Zoom.

Incoming resources for the Charity totalled £96,885 for 2020/21 which represents an increase of £55,750 on the previous year's income of £41,135. The Covid-19 pandemic brought a number of additional grant funding opportunities to projects that remained open during the year, which helped considerably. A further £25,000 secured just before year end for Healthy Holidays expenditure during 2021/22 has also had a favourable impact on the income total.

Expenditure for the year was £60,402 being a decrease of £4,887 from last year's restated expenditure of £65,289. Spending was below the budget for the year mainly due to little or no expenditure on group work, reduced rent due to reduced usage of the building and reduction of volunteer activity. However, this was offset by an increase of hardship payments and prepaid fares which reflected increased donations and grants specifically for this purpose.

Overall, there was a net income for the year of £36,483. At 31 March 2021 the Charity holds funds totalling £76,115 of which £47,597 are restricted to be spent on specified purposes (Note 6 to the accounts) and £28,518 are unrestricted to be spent at the trustees' discretion. All the Charity's year end liabilities are covered by available funds.

Since the year end the Charity has received a further £11,000 from grant-making bodies.

The trustees have assessed that the existing level of funds together with funding received and awarded since the year end is likely to be sufficient to sustain Meeting Point activities throughout 2021/22 and beyond. Further funding bids are planned to ensure the longer-term financial security of the Project.

The Charity continues to closely monitor its finances during the year and to manage the scale of its activities to ensure it can meet its liabilities as they fall due.

Reserves Policy

The reserves policy, approved by the Board January 2018, aims to maintain free reserves to cover between 3 and 9 months' running costs to protect the Charity's core activities from any short-term funding shortfall. In addition, the trustees have set aside free reserves to meet the estimated costs of staff redundancies should they crystallise in future. This does not imply any expectation that staff will need to be made redundant but recognises that the funding environment means trustees should act prudently to ensure funds are available to fulfil all contractual liabilities.

Unrestricted funds total £28,518 at 31 March 2021 which, after set aside of £5,497, represents 3 to 4 months' worth of budgeted expenditure for the Charity's core activities, depending on the level of restrictions on activities during the year due to Covid-19 guidance. This figure falls within the range adopted by the trustees. The trustees regularly monitor the level of reserves to comply with the reserves policy.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Statement of Trustees' Responsibilities

The individuals who were trustees at some point during the year ended 31 March 2021 are pictured below.



Steve Appleton
(Chair)



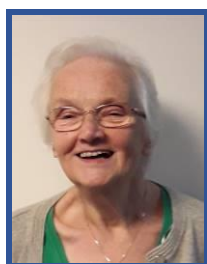
Rev Phil Arnold



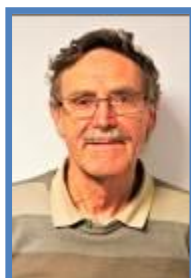
Laurence Dilworth



Kath Hvnes



Joyce le Masurier



Philip le Masurier



Helen Radelaar



Ann Weir



Elaine Wyatt

The trustees (who are also the directors for the purpose of company law) are responsible for preparing the Trustees' Report and Financial Statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the Financial Statements; and
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose the reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the Board of Trustees:

Signed: S J Appleton.....

Name: Steve Appleton (Chair of Trustees)

Date: 17 June 2021.....

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Independent examiner's report to the trustees of Christ Church Armley Community Projects Limited

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2021, which are set out on pages 14 to 20.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: C Welling.....

Name: Claire Welling

Date: 21/06/2021....

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Statement of Financial Activities (including summary income and expenditure account) for the period 1 April 2020 to 31 March 2021							
					Restated (Note 2)		
Notes		2020/21	2020/21	2020/21	2019/20	2019/20	2019/20
		Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
		£	£	£	£	£	£
Incoming resources							
Grants and donations	(3)	12,080	84,760	96,840	5,783	34,490	40,273
Fundraising		-	-	-	334	344	678
Interest earned		45	-	45	184	-	184
Total incoming resources		12,125	84,760	96,885	6,301	34,834	41,135
Resources expended							
Staff costs	(4)	2,105	32,654	34,759	8,486	24,552	33,038
Events and activities		397	3,980	4,377	950	10,816	11,766
Facilities and rent	(5)	-	2,400	2,400	-	3,741	3,741
Office expenses		363	585	948	1,815	-	1,815
Hardship payments		577	13,031	13,608	-	9,542	9,542
Professional services		849	-	849	1,148	-	1,148
Insurance		401	800	1,201	1,135	-	1,135
Training		45	161	206	-	404	404
Volunteer expenses		343	1,141	1,484	-	1,967	1,967
Independent examination fee	(13)	570	-	570	570	-	570
Advertising and publicity		-	-	-	78	-	78
Fundraising costs		-	-	-	85	-	85
Total resources expended		5,650	54,752	60,402	14,267	51,022	65,289
Net income/ (expenditure) before transfers		6,475	30,008	36,483	(7,966)	(16,188)	(24,154)
Transfers between funds (including management costs)	(6)	-	-	-	13	(13)	-
Net income/ (expenditure)		6,475	30,008	36,483	(7,953)	(16,201)	(24,154)
Fund balances brought forward		22,043	17,589	39,632	29,996	33,790	63,786
Fund balances carried forward	(6)	28,518	47,597	76,115	22,043	17,589	39,632

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Balance Sheet as at 31 March 2021

	Notes	31 March 2021	31 March 2021	31 March 2021	Restated 31 March 2020
		Unrestricted funds	Restricted funds	Total funds	Total funds
		£	£	£	£
Current assets					
Stock	(7)	-	1,068	1,068	1,277
Debtors and prepayments	(8)	505	18,201	18,706	3,547
Cash at bank and in hand	(9)	30,578	28,633	59,211	36,722
Total current assets		31,083	47,902	78,985	41,546
Current liabilities: amounts falling due within one year					
Creditors and accruals	(10)	2,565	305	2,870	1,914
Total current liabilities		2,565	305	2,870	1,914
Net current assets/(liabilities)		28,518	47,597	76,115	39,632
Net assets		28,518	47,597	76,115	39,632
Funds					
Unrestricted funds		28,518	-	28,518	22,043
Restricted funds	(6)	-	47,597	47,597	17,589
Total funds		28,518	47,597	76,115	39,632
For the year ending 31 March 2021 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.					
The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.					
These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with the Financial Reporting Standard 102 (effective January 2019).					
The financial statements, which include notes 1 to 14, were approved at a meeting of the trustees and signed on its behalf by:					
Signed: Kathleen Hynes... Date: 17 June 2021.					
Kath Hynes Finance Director					

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2020 to 31 March 2021

1. Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and the Republic of Ireland (FRS102)(effective 1 January 2019) and with the Charities Act 2011.

The Charity constitutes a public benefit entity as defined by FRS102.

Going concern

The trustees have assessed the Charity's going concern and are satisfied that there are no material uncertainties about the Charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the Charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the Charity has unconditional entitlement to the resources. Future instalments on multi-year grants are only recognised when the trustees are virtually certain that conditions for future payment have been satisfied.

Gifts in kind

The Charity receives gifts of food, second hand clothes, footwear and household items for use at the Meeting Point drop-in and for distribution to asylum seekers and refugees. As the fair value of donated items is non-material they are not recognised in the financial statements.

The work of volunteers is not included in the financial statements.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the Charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

Employee benefits

Annual leave untaken at year end is recognised as a liability to the extent that it may be carried forward.

Leases

Rents under operating leases are charged on a straight-line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Taxation

As a charity the organisation is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental acquisition expenses. Gifted assets are shown at the value to the Charity on receipt.

Stock

Stock is valued at the lower of cost and net realisable value.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the Charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or grant making body.

Further explanation of the nature and purpose of each fund is included in Note 6 to the accounts.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2020 to 31 March 2021

2. Change in accounting policies

The trustees agreed to recognise a liability for untaken annual leave which is carried forward to be taken in the next financial year. This change in accounting policy is necessary to improve the presentation of the Charity's assets and liabilities at year end. The Charity's internal policies now allow staff to carry forward more untaken leave than previously due to the impact of the Government's Covid-19 restrictions. As a result the liability for untaken annual leave carried forward is considered material which requires recognition.

Prior period adjustment

Opening balances have been restated to include the recognition of the liability for untaken leave. Comparative figures for the Statement of Financial Activities have also been restated to reflect the same basis of preparation as current year figures.

The table below sets out the impact of the restatement on last year's figures.

Statement of Financial Activities	As originally stated	Adjustment	As restated
	£	£	£
Staff costs	32,732	306	33,038
Total Resources expended	64,983	306	65,289
Net income before transfers	(23,848)	(306)	(24,154)
Net income	(23,848)	(306)	(24,154)
Fund balances carried forward	39,938	(306)	39,632
Balance Sheet			
Creditors & accruals	1,608	306	1,914
Net current assets	39,938	(306)	39,632
Net assets	39,938	(306)	39,632
Unrestricted funds	22,349	(306)	22,043
Total funds	39,938	(306)	39,632

Note 10 Creditors and Accruals has also been restated to increase opening creditors by £306.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2020 to 31 March 2021							
3 Grants and donations			2020/21	2020/21	2020/21	2019/20	
			Unrestricted	Restricted	Total	Total	
			funds	funds	funds	funds	
Meeting Point			£	£	£	£	
Healthy Holidays (Leeds Community Foundation)			-	30,000	30,000	-	
Evan Cornish Foundation			-	10,000	10,000	-	
Resilience Fund (Leeds Community Foundation)			-	9,919	9,919	-	
West Yorkshire Police			-	5,719	5,719	-	
Brelms Trust			-	5,000	5,000	-	
Allen Lane Foundation			-	4,000	4,000	-	
29.05.61 Charitable Trust			-	3,000	3,000	3,000	
Unity in Poverty Action			-	3,000	3,000	-	
Big Change Fund (Leeds Community Foundation)			-	2,500	2,500	-	
Yorkshire Building Society Charitable Foundation			-	2,000	2,000	-	
Groundwork Tesco Bags of Help			-	1,000	1,000	-	
St. Robert's Pannel Parochial Church Council			1,000	-	1,000	-	
Greater Lincolnshire Area of Sanctuary			-	725	725	-	
Leeds City Council (Community Covid Fund)			-	700	700	-	
Leeds City Council (Community Wellbeing Fund)			500	-	500	-	
Groundwork UK			500	-	500	-	
Neighbourly Community Fund			400	-	400	-	
People's Postcode Lottery			-	-	-	13,774	
Sport England			-	-	-	7,594	
Leeds University Union			-	-	-	500	
Other donations			9,680	7,197	16,877	15,405	
Total grants and donations			12,080	84,760	96,840	40,273	
4 Staff costs and numbers							
		2020/21	2019/20				
		£	£				
Gross salaries		34,005	32,289				
Pensions		754	749				
Total staff costs		34,759	33,038				
Defined contribution pension scheme				2020/21	2019/20		
				£	£		
Costs of the scheme to the charitable company for the year				754	749		
The number of employees analysed by activity and expressed as full time equivalents (FTE)							
		2020/21	2019/20				
		FTE	FTE				
Meeting Point		1.4	1.4				
Core administration		0.1	0.1				
Total		1.5	1.5				
The average number of employees during the year was 3 (3 2019/20) being an average of 1.5 FTEs (1.5 2019/20). All employees were part-time for both 2020/21 and 2019/20.							
There were no employees with emoluments above £60,000 (nil 2019/20).							
5 Operating leases							
The Charity uses part of Christ Church Upper Armley under licence from the Parochial Church Council (PCC) as a base for its activities. The agreement can be terminated by either party without financial penalty so no future commitments arise. The Charity paid £2,400 to the PCC (£3,741 2019/20) for use of the building and provision of cleaning.							

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2020 to 31 March 2021

6 Restricted Funds	Balances 1 April 2020	Incoming resources	Expended resources	Balances 31 March 2021
Meeting Point:	£	£	£	£
29.05.61 Charitable Trust	3,000	3,000	(3,000)	3,000
Allen Lane Foundation	-	4,000	-	4,000
Big Change Fund (Leeds Community Foundation)	-	2,500	(2,500)	-
Brelms Trust	-	5,000	(5,000)	-
Destitution Fund	2,074	7,197	(6,914)	2,357
English Language Classes Fund	843	-	-	843
Evan Cornish Foundation	-	10,000	(8,860)	1,140
Greater Lincolnshire Area of Sanctuary	-	725	(456)	269
Groundwork Tesco Bags of Help	-	1,000	(2)	998
Healthy Holidays (Leeds Community Foundation)	-	30,000	(6,588)	23,412
Leeds City Council (Community Covid Fund)	-	700	(700)	-
LUSH	113	-	(113)	-
People's Postcode Lottery	5,509	-	(5,509)	-
Resilience Fund (Leeds Community Foundation)	-	9,919	(9,919)	-
Sport England	4,767	-	(499)	4,268
Trips & Residentials Fund	2	-	-	2
Unity in Poverty Action	-	3,000	(2,618)	382
West Yorkshire Police	-	5,719	-	5,719
Women's Group Fund	1,281	-	(74)	1,207
Yorkshire Building Society Charitable Foundation	-	2,000	(2,000)	-
Total Restricted Funds	17,589	84,760	(54,752)	47,597
Restricted Fund	Purpose of restriction			
29.05.61 Charitable Trust	For Project Manager's salary			
Allen Lane Foundation	For core project costs			
Big Change Fund (Leeds Community Foundation)	For beneficiary travel costs			
Brelms Trust	For salaries			
Destitution Fund	For hardship payments to asylum seekers and refugees			
English Language Classes Fund	For English language classes			
Evan Cornish Foundation	For rent, group work, food & staff salaries			
Greater Lincolnshire Area of Sanctuary	For provision of food & other supplies			
Groundwork Tesco Bags of Help	For core project costs			
Healthy Holidays (Leeds Community Foundation)	For holiday activities			
Leeds City Council (Community Covid Fund)	For core project costs			
LUSH	For Women's Group costs			
People's Postcode Lottery	For drop-in core costs			
Resilience Fund (Leeds Community Foundation)	For project costs including overheads			
Sport England	For Women's Group costs specifically sports participation			
Trips & Residentials Fund	For trips and residentials			
Unity in Poverty Action	For provision of food and related costs			
West Yorkshire Police	For salaries, rent and volunteer costs			
Women's Group Fund	For Women's Group work and activities			
Yorkshire Building Society Charitable Foundation	For drop-in core costs			
7 Stock	31 March 2021		31 March 2020	
	£		£	
First Leeds bus tickets	685		971	
First West Yorkshire bus tickets	383		306	
Total	1,068		1,277	
8 Debtors & Prepayments	31 March 2021		31 March 2020	
	£		£	
Debtors	18,321		3,309	
Prepayments	385		238	
Total	18,706		3,547	

No debtors have been impaired and are expected to be fully settled within 12 months.

CHRIST CHURCH ARMLEY COMMUNITY PROJECTS LIMITED

Notes to the accounts for the period 1 April 2020 to 31 March 2021				
9	Cash at bank and in hand	31 March 2021	31 March 2020	
		£	£	
	Unity Trust Bank	58,782	36,236	
	Petty cash	429	486	
	Total	59,211	36,722	
			Restated	
10	Creditors and accruals	31 March 2021	31 March 2020	
		£	£	
	Trade creditors	305	1,021	
	Accruals	2,565	893	
	Total	2,870	1,914	
11	Trustee remuneration and expenses			
	No trustee received any remuneration or other benefits, either directly or indirectly, or any expenses during the year (nil 2019/20).			
12	Related party transactions			
	Key management personnel			
	Employee benefits of the charitable company's key management personnel totalled £15,808 for the year (£15,812 2019/20). The Project Manager is the key management personnel.			
	Other related party transactions			
	Christ Church Upper Armley Parochial Church Council (the PCC) is a related party of the charitable company. Under the company's articles of association the PCC has the right to appoint 4 trustees out of a maximum of 12.			
	Stephen Appleton became a member of Christ Church Upper Armley Parochial Church Council (the PCC) on 17 November 2019. Reverend Phil Arnold became the chair of Christ Church Upper Armley PCC on 22 September 2020.			
	The company paid the PCC £2,400 for use of the church building (2019/20 £3,741). A revised rental payment was agreed with PCC from 1 April 2020 to reflect reduced use of the church building due to the Covid-19 restrictions. There were no balances with the PCC at 31 March 2021 (nil at 31 March 2020).			
13	Independent examination			
	The £570 fee paid to West Yorkshire Community Accounting Services (WYCAS) (£570 2019/20), as reported on the Statement of Financial Activities, relates solely to independent examination. The Charity also paid WYCAS £252 during 2020/21 (£252 2019/20) for a licence to use QuickBooks Online.			
14	Contingent liabilities			
	Under the terms of the funding agreement with Sport England the grant should have been spent by Summer 2020. Sport England agreed to extend the time period within which the grant should be spent to May 2021. Due to the impact of the Government's Covid restrictions for most of 2020/21 it is unlikely that all the remaining funds will be spent by the end of May. The Charity has asked for a further extension and the outcome is uncertain. If Sport England do not agree to an extension the unspent balance of the fund will be repaid. At 31 March 2021 the unspent balance of the Sport England grant was £4,268.			