

**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

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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.

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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

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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.

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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.

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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



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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.

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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.

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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

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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



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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



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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.

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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.



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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.

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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.....

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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					
	Notes				
		31 March 2023	31 March 2023	31 March 2023	31 March 2022
		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.