

**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

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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.

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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 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
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Independent Examiner
Simon Bostrom FCIE
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Insurers
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Pitheavlis
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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 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.

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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 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.

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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



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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.

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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.

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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



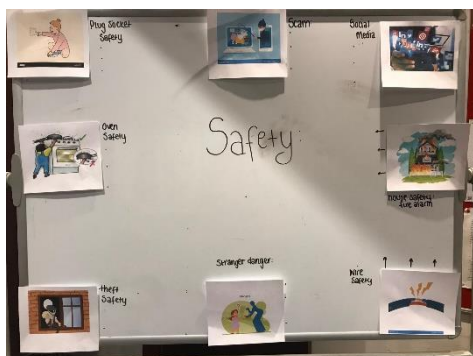
We also delivered 1,964 one-to-one support sessions, helping clients with housing issues, form-filling, healthcare and school access, digital needs, and more.

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.

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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."

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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.

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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.