

**Joanna Leeds**

Charity number 1138640

**Annual Report and Financial Statements**  
**for the year ended 31 December 2024**



**Annual Report and Financial Statements**  
**for the year ended 31 December 2024**

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**Prepared by West Yorkshire Community Accountancy Service CIO**

# Joanna Leeds

## Trustees' report for the year ended 31 December 2024

### 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	Dates
Angharad Turner-Fielder	Chair	
Ifan Greville	Treasurer	Resigned 30 May 2024
David Adams	Treasurer	Appointed 30 May 2024
Heather France	Secretary	
Lana Northey		
Lisa Wainwright		Appointed 21 January 2025
Olamide Ojo		Appointed 17 September 2024
Alice Rebecca Brencher		Appointed 16 July 2024

Charity number	1138640	Registered in England and Wales
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Registered and principal address	Bankers
Joanna House	CAF Bank Ltd
1 Sydenham Street	25 Kings Hill Avenue
Leeds	Kings Hill
LS11 9RR	West Malling
	ME19 4JQ

Independent examiner  
Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO  
Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation which converted from a charitable company on 8 October 2020 and is governed by a constitution as amended on 20 November 2022.

### Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the trustees at a duly convened meeting.

## **Joanna Leeds**

### **Trustees' report (continued) for the year ended 31 December 2024**

#### **Objectives and activities**

##### **The charity's objects**

To relieve the charitable needs of vulnerable women, particularly those who are at risk of or involved in prostitution in Leeds, or such other locations as the trustees may from time to time think fit, and to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected to the charitable work of the charity.

##### **The charity's main activities**

Joanna works with women, particularly those at risk of or involved in prostitution in Leeds. Through practical and emotional support, befriending and mentoring we aim to enable these women to exit prostitution and sustain a new life.

##### **Public benefit statement**

In setting our objectives and planning our activities Joanna Project's trustees have given serious consideration to the Charity Commission's general guidance on public benefit. Our focus in particular is on improving the safety, health and wellbeing of the vulnerable women in contact with the charity, in accordance with Joanna Project's purpose.

##### **Achievements and performance**

We celebrated turning 20 with a garden party attended by around 50 guests; our guest list included local councillors, partners, supporters, volunteers, and staff present and past, and was a wonderful celebration of 20 years supporting women who need a place to belong and feel safe. We had a mural painted on our garden wall which was co-produced with the women we support and is a beautiful mark of having been "here" for 20 years. We also launched our new strategic plan 2024 – 2029.

This year has also seen some areas of development to the work we do. We have always visited women at New Hall HMP, but this year have been able to invest in this area of work giving time to one of our workers to visit once a month and to follow up with them on release. As a result, we have seen women released from prison into suitable accommodation and with everything in place they need to give the best chance of a fresh start.

We have also invested more staff time in our Evening Outreach employing a worker for 15 hours a week including one evening per week on Evening Outreach and the rest of the time to spend investing in women who we have got to know through our outreach but have not yet made the step into support from our daytime team. We have seen success from this investment and an increase in daytime visits from women we previously only saw on our Evening Outreach. This has been hugely exciting for us as an organisation as it's always been an aspiration to shorten the gap between women meeting us on outreach to then accessing daytime support.

Other things to celebrate this year have been a much more intentional shift towards more co-production and inclusion of those with lived experience. This has included having an ex-service user on our interview panels which was introduced in November 2023. And we have also recruited two members who previously accessed support with us onto our volunteer team; they are thriving in this role and it's been great to see them using their own skills and life experience to support those who are still in need of support.

We have also begun some significant pieces of work with other partner agencies this year; a testament to our standing and reputation among other services in Leeds. Most significantly, we have been part of the partnership involved in making Leeds a "MEAM approach city" (Making Every Adult Matter); an initiative to help local areas design and deliver better coordinated services for people experiencing multiple disadvantage. It's currently being used by partnerships of statutory and voluntary agencies in 50 local areas across England. We had our partnership interview in August 2024 and found out we had been successful in September; a significant achievement not just for us but for our city, and something we are proud to be part of.

We have continued to work on achieving the Cultural Cohesion Quality Mark which all staff and Trustees signed up to in 2023. We welcomed a new Director in March 2025 and go into the next financial year with eight members of staff and seven Trustees.

## **Joanna Leeds**

### **Trustees' report (continued) for the year ended 31 December 2024**

#### **Financial review**

The net expenditure for the year was £10,740, including net expenditure of £21,257 on unrestricted funds and net expenditure of £-10,517 on restricted funds.

#### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £81,734.

Joanna Project's reserves policy is to hold free reserves (unrestricted funds not committed or invested in tangible assets) of between 3 and 6 months of total annual expenditure in order to enable the smooth running of the charity and to allow for an orderly winding up should the charity need to close.

Approved by the board of trustees on 20 May 2025

David Adams (Trustee)

# **Joanna Leeds**

## **Independent examiner's report to the trustees of Joanna Leeds**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 December 2024, which are set out on pages 6 to 12.

### **Responsibilities and basis of report**

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 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 charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

21 May 2025

### **West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

# Joanna Leeds

## Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 December 2024

	Notes	2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
<b>Income from:</b>					
Grants	(2)	26,250	113,742	139,992	132,653
Donations		50,456	-	50,456	44,827
Fundraising		1,190	-	1,190	1,109
Gift aid		10,987	-	10,987	4,475
Interest income		2,140	-	2,140	1,719
Other income		717	-	717	1,680
<b>Total income</b>		<u>91,740</u>	<u>113,742</u>	<u>205,482</u>	<u>186,463</u>
<b>Expenditure on:</b>					
Salaries, NIC and pensions	(3)	85,720	80,038	165,758	131,673
Payroll charges		1,230	-	1,230	944
Staff travel and expenses		83	143	226	245
Training and other staff costs		883	1,246	2,129	4,855
Freelance staff		-	-	-	5,813
Local outreach		962	3,469	4,431	4,547
Rent, rates and service charge		-	5,747	5,747	5,719
Utilities		3,215	1,877	5,092	5,460
Security		1,316	372	1,688	1,806
Building and garden expenses		311	425	736	1,066
Food and consumables		2,606	4,092	6,698	8,734
Printing, postage and stationery		116	52	168	228
Telephone		2,365	45	2,410	1,229
Internet, website and computer expenses		4,120	660	4,780	4,812
Office expense		90	599	689	233
Membership and subscriptions		472	155	627	430
Insurance		154	729	883	841
Independent examination		990	-	990	1,200
Vehicle expense		2,302	2,076	4,378	6,385
Other expense		1,332	1,500	2,832	385
Depreciation		4,730	-	4,730	4,730
<b>Total expenditure</b>		<u>112,997</u>	<u>103,225</u>	<u>216,222</u>	<u>191,335</u>
<b>Net income / (expenditure)</b>		<u>(21,257)</u>	<u>10,517</u>	<u>(10,740)</u>	<u>(4,872)</u>
<b>Fund balances brought forward</b>		<u>105,391</u>	<u>26,992</u>	<u>132,383</u>	<u>137,255</u>
<b>Fund balances carried forward</b>	(4)	<u>84,134</u>	<u>37,509</u>	<u>121,643</u>	<u>132,383</u>

All incoming resources and resources expended derive from continuing activities.

**Joanna Leeds**  
**Balance sheet**  
**as at 31 December 2024**

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 2,400	-	2,400	7,130
<b>Total fixed assets</b>	<u>2,400</u>	<u>-</u>	<u>2,400</u>	<u>7,130</u>
<b>Current assets</b>				
Debtors and prepayments	(6) 772	6,377	7,149	3,881
Cash at bank and in hand	(7) 81,952	31,132	113,084	122,572
<b>Total current assets</b>	<u>82,724</u>	<u>37,509</u>	<u>120,233</u>	<u>126,453</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(8) 990	-	990	1,200
<b>Total current liabilities</b>	<u>990</u>	<u>-</u>	<u>990</u>	<u>1,200</u>
<b>Net current assets</b>	<u>81,734</u>	<u>37,509</u>	<u>119,243</u>	<u>125,253</u>
<b>Net assets</b>	<u>84,134</u>	<u>37,509</u>	<u>121,643</u>	<u>132,383</u>
<b>Funds</b>				
Unrestricted funds	84,134	-	84,134	105,391
Restricted funds	-	37,509	37,509	26,992
<b>Total funds</b>	<u>84,134</u>	<u>37,509</u>	<u>121,643</u>	<u>132,383</u>

The financial statements were approved by the board of trustees on 20 May 2025

David Adams (Trustee)



# **Joanna Leeds**

## **Notes to the accounts**

### **for the year ended 31 December 2024**

#### **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 note(s) to these accounts. The financial statements 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 Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

##### **Going concern**

The trustees 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, if it is more likely than not that the trustees 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.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

##### **Expenditure and liabilities**

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

##### **Taxation**

As a charity the organisation benefits from rates relief and 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 £1000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Motor vehicles: over 4 years

Software : over 10 years

##### **Pensions**

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

##### **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 through the terms of an appeal.

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

##### **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.

# Joanna Leeds

## Notes to the accounts continued

### for the year ended 31 December 2024

#### 2 Grants and donations

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
29th May 1961 Charitable Trust	-	3,000	3,000	-
Athena	-	3,000	3,000	-
Basis Yorkshire	-	2,712	2,712	4,588
Holbeck Together	-	1,000	1,000	-
Leeds City Council : Inspire Fund	-	1,500	1,500	8,925
Leeds Women's Aid	750	-	750	1,700
Lloyds Bank Foundation	25,500	-	25,500	25,500
National Lottery Community Fund	-	63,093	63,093	62,164
Sir George Martin Trust	-	3,000	3,000	-
TalkTalk	-	800	800	-
The Anchor Foundation	-	4,000	4,000	-
The Wharfedale Foundation	-	12,500	12,500	-
West Yorks Combined Authority	-	19,137	19,137	-
Leeds Community Foundation	-	-	-	15,000
Groundwork UK	-	-	-	1,455
The Pilgrim Trust	-	-	-	8,321
Voluntary Action Leeds	-	-	-	1,500
Wades Charity	-	-	-	3,000
Abbey House Settlement	-	-	-	500
	<u>26,250</u>	<u>113,742</u>	<u>139,992</u>	<u>132,653</u>

#### 3 Staff costs and numbers

	2024	2023
	£	£
Gross salaries	150,912	120,024
Social security costs	12,667	10,646
Employment allowance	(5,000)	(5,000)
Pensions	<u>7,179</u>	<u>6,003</u>
	<u>165,758</u>	<u>131,673</u>

The average number of employees during the year was 6.5, being an average of 5 full time equivalent (2023: 5.1, 4.3 FTE). There were no employees with emoluments above £60,000.

#### Defined contribution pension scheme

	2024	2023
	£	£
Costs of the scheme to the charity for the year	7,179	6,003

# Joanna Leeds

## Notes to the accounts continued

### for the year ended 31 December 2024

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
29th May 1961 Trust fund	-	3,000	-	-	3,000
Anchor Foundation	-	4,000	4,000	-	-
Athena	484	3,000	2,179	-	1,305
Resilience Fund (LCF)	4,286	-	4,286	-	-
Leeds City Council	-	1,500	1,500	-	-
LCC Rent	7,882	-	5,747	-	2,135
Mayor's Fund	-	19,137	15,361	-	3,776
Sir George Martin Trust	-	3,000	393	-	2,607
TalkTalk	-	800	800	-	-
NL fund	14,340	63,093	65,711	-	11,722
Warm Spaces -Holbeck Together	-	1,000	1,000	-	-
Wharfedale Foundation	-	12,500	-	-	12,500
Winter Warmer -Basis Yorkshire	-	2,712	2,248	-	464
	<u>26,992</u>	<u>113,742</u>	<u>103,225</u>	<u>-</u>	<u>37,509</u>

Fund name	Purpose of restriction
29th May 1961 Trust fund	Towards Outreach & Support Worker salary
Anchor Foundation	Towards outreach & support Worker salary costs in relation to work with women facing multiple complex disadvantages
Athena	Towards sexual health programmes.
Resilience Fund (LCF)	Towards salaries, consultancy and any other costs towards the resilience of the charity.
Leeds City Council	Towards mural.
LCC Rent	Towards costs of Joanna House rent.
Mayor's Fund	Towards salary of complex needs worker
Sir George Martin Trust	Towards core costs
TalkTalk	Towards software upgrade & laptop
NL fund	Towards salaries of volunteer coordinator, outreach & support worker and running expenses.
Warm Spaces -Holbeck Together	Towards core costs
Wharfedale Foundation	Towards admin and finance manager salary
Winter Warmer -Basis Yorkshire	Towards warm clothing, mileage & outreach staff time.

5 Tangible assets	Software £	Motor vehicles £	Total £
<b>Cost</b>			
At 1 January 2024	4,800	16,999	21,799
At 31 December 2024	<u>4,800</u>	<u>16,999</u>	<u>21,799</u>
<b>Depreciation</b>			
At 1 January 2024	1,920	12,749	14,669
Charge for year	480	4,250	4,730
At 31 December 2024	<u>2,400</u>	<u>16,999</u>	<u>19,399</u>
<b>Net book value</b>			
At 31 December 2024	<u>2,400</u>	<u>-</u>	<u>2,400</u>
At 31 December 2023	<u>2,880</u>	<u>4,250</u>	<u>7,130</u>

# Joanna Leeds

## Notes to the accounts continued for the year ended 31 December 2024

6 Debtors and prepayments	2024	2023
	£	£
Debtors	3,150	-
Prepayments	3,999	3,593
Accrued income	-	288
	<u>7,149</u>	<u>3,881</u>

7 Cash at bank and in hand	2024	2023
	£	£
Cash at bank	112,684	122,333
Cash in hand	400	239
	<u>113,084</u>	<u>122,572</u>

8 Creditors and accruals	2024	2023
	£	£
Accruals	990	1,200
	<u>990</u>	<u>1,200</u>

## 9 Related party transactions

### Trustee expenses

No trustee received any expenses during this year or the previous year.

### Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

### Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £36,607 (previous year: £38,028).

## 10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:	2024	2023
	£	£
Within one year	5,100	5,100
In the second to fifth years inclusive	<u>11,050</u>	<u>16,150</u>
	<u>16,150</u>	<u>21,250</u>

## Joanna Leeds

### Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 December 2024

	2024 Unrestricted funds £	2023 Unrestricted funds £	2024 Restricted funds £	2023 Restricted funds £	2024 Total funds £	2023 Total funds £
<b>Income</b>						
Grants	26,250	27,700	113,742	104,953	139,992	132,653
Donations	50,456	44,827	-	-	50,456	44,827
Fundraising	1,190	1,109	-	-	1,190	1,109
Gift aid	10,987	4,475	-	-	10,987	4,475
Interest income	2,140	1,719	-	-	2,140	1,719
Other income	717	1,680	-	-	717	1,680
<b>Total income</b>	<b>91,740</b>	<b>81,510</b>	<b>113,742</b>	<b>104,953</b>	<b>205,482</b>	<b>186,463</b>
<b>Expenditure</b>						
Salaries, NIC and pensions	85,720	48,466	80,038	83,207	165,758	131,673
Payroll charges	1,230	944	-	-	1,230	944
Staff travel and expenses	83	93	143	152	226	245
Training and other staff costs	883	784	1,246	4,071	2,129	4,855
Freelance staff	-	4,661	-	1,152	-	5,813
Local outreach	962	272	3,469	4,275	4,431	4,547
Rent, rates and service charge	-	-	5,747	5,719	5,747	5,719
Utilities	3,215	3,682	1,877	1,778	5,092	5,460
Security	1,316	531	372	1,275	1,688	1,806
Building and garden expenses	311	649	425	417	736	1,066
Food and consumables	2,606	776	4,092	7,958	6,698	8,734
Printing, postage and stationery	116	67	52	161	168	228
Telephone	2,365	948	45	281	2,410	1,229
Internet, web and computer expenses	4,120	3,957	660	855	4,780	4,812
Office expense	90	173	599	60	689	233
Membership and subscriptions	472	241	155	189	627	430
Insurance	154	-	729	841	883	841
Independent examination	990	1,200	-	-	990	1,200
Vehicle expense	2,302	3,830	2,076	2,555	4,378	6,385
Other expense	1,332	64	1,500	321	2,832	385
Depreciation	4,730	4,730	-	-	4,730	4,730
<b>Total expenditure</b>	<b>112,997</b>	<b>76,068</b>	<b>103,225</b>	<b>115,267</b>	<b>216,222</b>	<b>191,335</b>
<b>Net income / (expenditure)</b>	<b>(21,257)</b>	<b>5,442</b>	<b>10,517</b>	<b>(10,314)</b>	<b>(10,740)</b>	<b>(4,872)</b>
<b>Fund balances brought forward</b>	<b>105,391</b>	<b>99,949</b>	<b>26,992</b>	<b>37,306</b>	<b>132,383</b>	<b>137,255</b>
<b>Fund balances carried forward</b>	<b>84,134</b>	<b>105,391</b>	<b>37,509</b>	<b>26,992</b>	<b>121,643</b>	<b>132,383</b>

**Joanna Leeds**

Charity number 1138640

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**for the year ended 31 December 2024**



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**Prepared by West Yorkshire Community Accountancy Service CIO**

# Joanna Leeds

## Trustees' report for the year ended 31 December 2024

### 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	Dates
Angharad Turner-Fielder	Chair	
Ifan Greville	Treasurer	Resigned 30 May 2024
David Adams	Treasurer	Appointed 30 May 2024
Heather France	Secretary	
Lana Northey		
Lisa Wainwright		Appointed 21 January 2025
Olamide Ojo		Appointed 17 September 2024
Alice Rebecca Brencher		Appointed 16 July 2024

Charity number	1138640	Registered in England and Wales
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Independent examiner  
Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO  
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### Structure, governance and management

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### Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the trustees at a duly convened meeting.



# **Joanna Leeds**

## **Trustees' report (continued) for the year ended 31 December 2024**

### **Objectives and activities**

#### **The charity's objects**

To relieve the charitable needs of vulnerable women, particularly those who are at risk of or involved in prostitution in Leeds, or such other locations as the trustees may from time to time think fit, and to fulfil such other purposes which are exclusively charitable according to the law of England and Wales and are connected to the charitable work of the charity.

#### **The charity's main activities**

Joanna works with women, particularly those at risk of or involved in prostitution in Leeds. Through practical and emotional support, befriending and mentoring we aim to enable these women to exit prostitution and sustain a new life.

#### **Public benefit statement**

In setting our objectives and planning our activities Joanna Project's trustees have given serious consideration to the Charity Commission's general guidance on public benefit. Our focus in particular is on improving the safety, health and wellbeing of the vulnerable women in contact with the charity, in accordance with Joanna Project's purpose.

#### **Achievements and performance**

We celebrated turning 20 with a garden party attended by around 50 guests; our guest list included local councillors, partners, supporters, volunteers, and staff present and past, and was a wonderful celebration of 20 years supporting women who need a place to belong and feel safe. We had a mural painted on our garden wall which was co-produced with the women we support and is a beautiful mark of having been "here" for 20 years. We also launched our new strategic plan 2024 – 2029.

This year has also seen some areas of development to the work we do. We have always visited women at New Hall HMP, but this year have been able to invest in this area of work giving time to one of our workers to visit once a month and to follow up with them on release. As a result, we have seen women released from prison into suitable accommodation and with everything in place they need to give the best chance of a fresh start.

We have also invested more staff time in our Evening Outreach employing a worker for 15 hours a week including one evening per week on Evening Outreach and the rest of the time to spend investing in women who we have got to know through our outreach but have not yet made the step into support from our daytime team. We have seen success from this investment and an increase in daytime visits from women we previously only saw on our Evening Outreach. This has been hugely exciting for us as an organisation as it's always been an aspiration to shorten the gap between women meeting us on outreach to then accessing daytime support.

Other things to celebrate this year have been a much more intentional shift towards more co-production and inclusion of those with lived experience. This has included having an ex-service user on our interview panels which was introduced in November 2023. And we have also recruited two members who previously accessed support with us onto our volunteer team; they are thriving in this role and it's been great to see them using their own skills and life experience to support those who are still in need of support.

We have also begun some significant pieces of work with other partner agencies this year; a testament to our standing and reputation among other services in Leeds. Most significantly, we have been part of the partnership involved in making Leeds a "MEAM approach city" (Making Every Adult Matter); an initiative to help local areas design and deliver better coordinated services for people experiencing multiple disadvantage. It's currently being used by partnerships of statutory and voluntary agencies in 50 local areas across England. We had our partnership interview in August 2024 and found out we had been successful in September; a significant achievement not just for us but for our city, and something we are proud to be part of.

We have continued to work on achieving the Cultural Cohesion Quality Mark which all staff and Trustees signed up to in 2023. We welcomed a new Director in March 2025 and go into the next financial year with eight members of staff and seven Trustees.

## **Joanna Leeds**

### **Trustees' report (continued) for the year ended 31 December 2024**

#### **Financial review**

The net expenditure for the year was £10,740, including net expenditure of £21,257 on unrestricted funds and net expenditure of £-10,517 on restricted funds.

#### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £81,734.

Joanna Project's reserves policy is to hold free reserves (unrestricted funds not committed or invested in tangible assets) of between 3 and 6 months of total annual expenditure in order to enable the smooth running of the charity and to allow for an orderly winding up should the charity need to close.

Approved by the board of trustees on 20 May 2025

David Adams (Trustee)

# **Joanna Leeds**

## **Independent examiner's report to the trustees of Joanna Leeds**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 December 2024, which are set out on pages 6 to 12.

### **Responsibilities and basis of report**

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 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 charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

21 May 2025

### **West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

# Joanna Leeds

## Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 December 2024

	Notes	2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
<b>Income from:</b>					
Grants	(2)	26,250	113,742	139,992	132,653
Donations		50,456	-	50,456	44,827
Fundraising		1,190	-	1,190	1,109
Gift aid		10,987	-	10,987	4,475
Interest income		2,140	-	2,140	1,719
Other income		717	-	717	1,680
<b>Total income</b>		<u>91,740</u>	<u>113,742</u>	<u>205,482</u>	<u>186,463</u>
<b>Expenditure on:</b>					
Salaries, NIC and pensions	(3)	85,720	80,038	165,758	131,673
Payroll charges		1,230	-	1,230	944
Staff travel and expenses		83	143	226	245
Training and other staff costs		883	1,246	2,129	4,855
Freelance staff		-	-	-	5,813
Local outreach		962	3,469	4,431	4,547
Rent, rates and service charge		-	5,747	5,747	5,719
Utilities		3,215	1,877	5,092	5,460
Security		1,316	372	1,688	1,806
Building and garden expenses		311	425	736	1,066
Food and consumables		2,606	4,092	6,698	8,734
Printing, postage and stationery		116	52	168	228
Telephone		2,365	45	2,410	1,229
Internet, website and computer expenses		4,120	660	4,780	4,812
Office expense		90	599	689	233
Membership and subscriptions		472	155	627	430
Insurance		154	729	883	841
Independent examination		990	-	990	1,200
Vehicle expense		2,302	2,076	4,378	6,385
Other expense		1,332	1,500	2,832	385
Depreciation		4,730	-	4,730	4,730
<b>Total expenditure</b>		<u>112,997</u>	<u>103,225</u>	<u>216,222</u>	<u>191,335</u>
<b>Net income / (expenditure)</b>		<u>(21,257)</u>	<u>10,517</u>	<u>(10,740)</u>	<u>(4,872)</u>
<b>Fund balances brought forward</b>		<u>105,391</u>	<u>26,992</u>	<u>132,383</u>	<u>137,255</u>
<b>Fund balances carried forward</b>	(4)	<u>84,134</u>	<u>37,509</u>	<u>121,643</u>	<u>132,383</u>

All incoming resources and resources expended derive from continuing activities.

**Joanna Leeds**  
**Balance sheet**  
**as at 31 December 2024**

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 2,400	-	2,400	7,130
<b>Total fixed assets</b>	<u>2,400</u>	<u>-</u>	<u>2,400</u>	<u>7,130</u>
<b>Current assets</b>				
Debtors and prepayments	(6) 772	6,377	7,149	3,881
Cash at bank and in hand	(7) 81,952	31,132	113,084	122,572
<b>Total current assets</b>	<u>82,724</u>	<u>37,509</u>	<u>120,233</u>	<u>126,453</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(8) 990	-	990	1,200
<b>Total current liabilities</b>	<u>990</u>	<u>-</u>	<u>990</u>	<u>1,200</u>
<b>Net current assets</b>	<u>81,734</u>	<u>37,509</u>	<u>119,243</u>	<u>125,253</u>
<b>Net assets</b>	<u>84,134</u>	<u>37,509</u>	<u>121,643</u>	<u>132,383</u>
<b>Funds</b>				
Unrestricted funds	84,134	-	84,134	105,391
Restricted funds	-	37,509	37,509	26,992
<b>Total funds</b>	<u>84,134</u>	<u>37,509</u>	<u>121,643</u>	<u>132,383</u>

The financial statements were approved by the board of trustees on 20 May 2025

David Adams (Trustee)

# **Joanna Leeds**

## **Notes to the accounts**

### **for the year ended 31 December 2024**

#### **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 note(s) to these accounts. The financial statements 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 Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

##### **Going concern**

The trustees 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, if it is more likely than not that the trustees 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.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

##### **Expenditure and liabilities**

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

##### **Taxation**

As a charity the organisation benefits from rates relief and 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 £1000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Motor vehicles: over 4 years

Software : over 10 years

##### **Pensions**

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

##### **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 through the terms of an appeal.

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

##### **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.

# Joanna Leeds

## Notes to the accounts continued

### for the year ended 31 December 2024

2 Grants and donations	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
29th May 1961 Charitable Trust	-	3,000	3,000	-
Athena	-	3,000	3,000	-
Basis Yorkshire	-	2,712	2,712	4,588
Holbeck Together	-	1,000	1,000	-
Leeds City Council : Inspire Fund	-	1,500	1,500	8,925
Leeds Women's Aid	750	-	750	1,700
Lloyds Bank Foundation	25,500	-	25,500	25,500
National Lottery Community Fund	-	63,093	63,093	62,164
Sir George Martin Trust	-	3,000	3,000	-
TalkTalk	-	800	800	-
The Anchor Foundation	-	4,000	4,000	-
The Wharfedale Foundation	-	12,500	12,500	-
West Yorks Combined Authority	-	19,137	19,137	-
Leeds Community Foundation	-	-	-	15,000
Groundwork UK	-	-	-	1,455
The Pilgrim Trust	-	-	-	8,321
Voluntary Action Leeds	-	-	-	1,500
Wades Charity	-	-	-	3,000
Abbey House Settlement	-	-	-	500
	<u>26,250</u>	<u>113,742</u>	<u>139,992</u>	<u>132,653</u>

3 Staff costs and numbers	2024	2023
	£	£
Gross salaries	150,912	120,024
Social security costs	12,667	10,646
Employment allowance	(5,000)	(5,000)
Pensions	<u>7,179</u>	<u>6,003</u>
	<u>165,758</u>	<u>131,673</u>

The average number of employees during the year was 6.5, being an average of 5 full time equivalent (2023: 5.1, 4.3 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2024	2023
	£	£
Costs of the scheme to the charity for the year	7,179	6,003

# Joanna Leeds

## Notes to the accounts continued

### for the year ended 31 December 2024

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
29th May 1961 Trust fund	-	3,000	-	-	3,000
Anchor Foundation	-	4,000	4,000	-	-
Athena	484	3,000	2,179	-	1,305
Resilience Fund (LCF)	4,286	-	4,286	-	-
Leeds City Council	-	1,500	1,500	-	-
LCC Rent	7,882	-	5,747	-	2,135
Mayor's Fund	-	19,137	15,361	-	3,776
Sir George Martin Trust	-	3,000	393	-	2,607
TalkTalk	-	800	800	-	-
NL fund	14,340	63,093	65,711	-	11,722
Warm Spaces -Holbeck Together	-	1,000	1,000	-	-
Wharfedale Foundation	-	12,500	-	-	12,500
Winter Warmer -Basis Yorkshire	-	2,712	2,248	-	464
	<u>26,992</u>	<u>113,742</u>	<u>103,225</u>	<u>-</u>	<u>37,509</u>

#### Fund name

#### Purpose of restriction

29th May 1961 Trust fund  
Anchor Foundation

Towards Outreach & Support Worker salary  
Towards outreach & support Worker salary costs in relation to work with women facing multiple complex disadvantages

Athena  
Resilience Fund (LCF)

Towards sexual health programmes.  
Towards salaries, consultancy and any other costs towards the resilience of the charity.

Leeds City Council  
LCC Rent

Towards mural.  
Towards costs of Joanna House rent.

Mayor's Fund  
Sir George Martin Trust

Towards salary of complex needs worker  
Towards core costs

TalkTalk  
NL fund

Towards software upgrade & laptop  
Towards salaries of volunteer coordinator, outreach & support worker and running expenses.

Warm Spaces -Holbeck Together

Towards core costs

Wharfedale Foundation

Towards admin and finance manager salary

Winter Warmer -Basis Yorkshire

Towards warm clothing, mileage & outreach staff time.

#### 5 Tangible assets

##### Cost

At 1 January 2024

Software £	Motor vehicles £	Total £
4,800	16,999	21,799
<u>4,800</u>	<u>16,999</u>	<u>21,799</u>

At 31 December 2024

##### Depreciation

At 1 January 2024

1,920	12,749	14,669
<u>480</u>	<u>4,250</u>	<u>4,730</u>
<u>2,400</u>	<u>16,999</u>	<u>19,399</u>

Charge for year

At 31 December 2024

##### Net book value

At 31 December 2024

<u>2,400</u>	<u>-</u>	<u>2,400</u>
<u>2,880</u>	<u>4,250</u>	<u>7,130</u>

At 31 December 2023



# Joanna Leeds

## Notes to the accounts continued for the year ended 31 December 2024

6 Debtors and prepayments	2024	2023
	£	£
Debtors	3,150	-
Prepayments	3,999	3,593
Accrued income	-	288
	<u>7,149</u>	<u>3,881</u>

7 Cash at bank and in hand	2024	2023
	£	£
Cash at bank	112,684	122,333
Cash in hand	400	239
	<u>113,084</u>	<u>122,572</u>

8 Creditors and accruals	2024	2023
	£	£
Accruals	990	1,200
	<u>990</u>	<u>1,200</u>

## 9 Related party transactions

### Trustee expenses

No trustee received any expenses during this year or the previous year.

### Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

### Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £36,607 (previous year: £38,028).

## 10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:	2024	2023
	£	£
Within one year	5,100	5,100
In the second to fifth years inclusive	<u>11,050</u>	<u>16,150</u>
	<u>16,150</u>	<u>21,250</u>

## Joanna Leeds

### Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 December 2024

	2024 Unrestricted funds £	2023 Unrestricted funds £	2024 Restricted funds £	2023 Restricted funds £	2024 Total funds £	2023 Total funds £
<b>Income</b>						
Grants	26,250	27,700	113,742	104,953	139,992	132,653
Donations	50,456	44,827	-	-	50,456	44,827
Fundraising	1,190	1,109	-	-	1,190	1,109
Gift aid	10,987	4,475	-	-	10,987	4,475
Interest income	2,140	1,719	-	-	2,140	1,719
Other income	717	1,680	-	-	717	1,680
<b>Total income</b>	<b>91,740</b>	<b>81,510</b>	<b>113,742</b>	<b>104,953</b>	<b>205,482</b>	<b>186,463</b>
<b>Expenditure</b>						
Salaries, NIC and pensions	85,720	48,466	80,038	83,207	165,758	131,673
Payroll charges	1,230	944	-	-	1,230	944
Staff travel and expenses	83	93	143	152	226	245
Training and other staff costs	883	784	1,246	4,071	2,129	4,855
Freelance staff	-	4,661	-	1,152	-	5,813
Local outreach	962	272	3,469	4,275	4,431	4,547
Rent, rates and service charge	-	-	5,747	5,719	5,747	5,719
Utilities	3,215	3,682	1,877	1,778	5,092	5,460
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Building and garden expenses	311	649	425	417	736	1,066
Food and consumables	2,606	776	4,092	7,958	6,698	8,734
Printing, postage and stationery	116	67	52	161	168	228
Telephone	2,365	948	45	281	2,410	1,229
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Office expense	90	173	599	60	689	233
Membership and subscriptions	472	241	155	189	627	430
Insurance	154	-	729	841	883	841
Independent examination	990	1,200	-	-	990	1,200
Vehicle expense	2,302	3,830	2,076	2,555	4,378	6,385
Other expense	1,332	64	1,500	321	2,832	385
Depreciation	4,730	4,730	-	-	4,730	4,730
<b>Total expenditure</b>	<b>112,997</b>	<b>76,068</b>	<b>103,225</b>	<b>115,267</b>	<b>216,222</b>	<b>191,335</b>
<b>Net income / (expenditure)</b>	<b>(21,257)</b>	<b>5,442</b>	<b>10,517</b>	<b>(10,314)</b>	<b>(10,740)</b>	<b>(4,872)</b>
<b>Fund balances brought forward</b>	<b>105,391</b>	<b>99,949</b>	<b>26,992</b>	<b>37,306</b>	<b>132,383</b>	<b>137,255</b>
<b>Fund balances carried forward</b>	<b>84,134</b>	<b>105,391</b>	<b>37,509</b>	<b>26,992</b>	<b>121,643</b>	<b>132,383</b>

**Joanna Leeds**

**Independent examiner's report to the trustees of Joanna Leeds**

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**Responsibilities and basis of report**

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I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 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 charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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:  Name: Simon Bostrom FCIE

21 May 2025

**West Yorkshire Community Accountancy Service CIO**  
Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW