

# CARING TOGETHER IN WOODHOUSE & LITTLE LONDON

England & Wales · Charity number 1138782

## Details

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**Status** Registered

**Legal form** Charitable company

**Company number** [07402794](#)

**Registered** 2010-11-02

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

## Contact

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**Address** Caring Together  
Woodhouse Community Centre  
127 Woodhouse Street  
Leeds  
LS6 2PY

**Phone** 01132430298

**Email** [info@caringtogether.org.uk](mailto:info@caringtogether.org.uk)

**Website** [www.caringtogether.org.uk](http://www.caringtogether.org.uk)

## Activities

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**Objects:** 1) THE RELIEF OF OLDER PEOPLE (WITHOUT DISTINCTION OF COLOUR, ETHNIC ORIGIN, NATIONALITY, POLITICAL OR RELIGIOUS OPINION OR SEX) IN ANY WAY CONSIDERED TO BE CHARITABLE IN LAW AS THE TRUSTEES MAY DETERMINE IN WOODHOUSE AND LITTLE LONDON AND ITS NEIGHBOURHOOD IN THE CITY OF LEEDS AND IN PARTICULAR BY: PROMOTING THE MENTAL AND PHYSICAL WELFARE OF OLDER PEOPLE AND RELIEF OF THOSE WITH DISABILITIES, ADVANCING THE EDUCATION OF OLDER PEOPLE IN MATTERS SUCH AS FINANCE, HEALTH, HOUSING, SECURITY AND WELFARE ENTITLEMENT. TO FURTHER ANY CHARITABLE PURPOSE AS THE TRUSTEES MAY DETERMINE.

**Activities:** Provide a wide range of educational/social activities, individual support, advice and advocacy to support older people living in the Woodhouse and Little London areas of inner city Leeds.

## Classification

- **How:** Provides Human Resources, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, The Prevention Or Relief Of Poverty
- **Who:** Elderly/old People

## Geography

- **Area of benefit:** WOODHOUSE AND LITTLE LONDON AND ITS NEIGHBOURHOOD IN THE CITY OF LEEDS
- Leeds City

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£134,512	£146,465	-	-
2024-03-31	£143,121	£146,110	-	-
2023-03-31	£135,247	£137,894	-	-
2022-03-31	£119,743	£125,635	-	-
2021-03-31	£157,545	£143,510	-	-

## Trustees

Name	Role	Appointed
Al Garthwaite	Chair	2019-09-16
ANN SHAW		
Ben Anson		2013-08-16
DAVID WIGGLESWORTH		
Maureen Kershaw		2022-11-14
Myrna Ruttledge		2018-10-15
Sue Lonergan		2025-01-20
Susan Head		2025-01-20
TRACEY NOBLE		2012-10-15

**CARING TOGETHER IN WOODHOUSE & LITTLE LONDON**

England & Wales - Charity number 1138782

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# Accounts

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# **Caring Together in Woodhouse & Little London**

Charity number 1138782

A company limited by guarantee number 07402794

## **Annual Report and Financial Statements**

**for the year ended 31 March 2025**



# **Caring Together in Woodhouse & Little London**

## **Annual Report and Financial Statements for the year ended 31 March 2025**

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

# **Caring Together in Woodhouse & Little London**

## **Trustees' report for the year ended 31 March 2025**

### **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:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Al Garthwaite	Chair	
Ann Shaw	Secretary	
David Wigglesworth		
Tracey Noble		
Ben Anson		
Myrna Ruttledge		
Abigail Marshall Katung		Resigned 25 June 2025
Maureen Kershaw		
Sue Lonergan		Appointed 20 January 2025
Susan Head		Appointed 20 January 2025
<b>Charity number</b>	1138782	Registered in England and Wales
<b>Company number</b>	07402794	Registered in England and Wales
<b>Registered and principal address</b>	<b>Bankers</b>	
127 Woodhouse Street	Virgin Money	Unity Trust Bank
Leeds	Jubilee House	PO Box 7193
LS6 2PY	Gosforth	Planetary Road
	Newcastle upon Tyne	Willenhall
	NE3 4PL	WV1 9DG

### **Independent examiner**

Katy Sargeant

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

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is a company limited by guarantee and was formed on 11 October 2010. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2025**

### **Objectives and activities**

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

The relief of older people (without distinction of colour, ethnic origin, nationality, political or religious opinion or sex) in any way considered to be charitable in law as the trustees may determine in Woodhouse and Little London and its neighbourhood in the City of Leeds and in particular by:

Promoting the mental and physical welfare of older people and relieve those with disabilities.

Advancing the education of older people on matters such as finance, health, housing, security and welfare entitlement.

To further any other charitable purposes as the trustees may determine.

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

Work with older people offering advice, support and activity groups as well as assistance with transport and shopping.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the relief of those in need by reason of age.

#### **Achievements and performance**

Caring Together continued to evolve during 2024-25. While aspects of our range of services remained familiar, the types of support requested has become more complex. Consequentially, the types of funding applications that we have made have better reflected the multi-faceted nature of the local demands for assistance.

We have made a range of applications both to traditional supporters and in response to less generalised opportunities both locally and nationally. We have managed to retain the support of long term funders which is gratifying given that these are mostly local charitable foundations that are familiar with the work that we do. The fact that these trusts have shown faith in our work and judgements over many years is very important to us and indicates that others see our work as being of value.

The Little London and Woodhouse Tower Blocks Project funded by the transforming MH Grants delivered a year of sometimes very intensive support to older adults with mental health issues in the 9 tower blocks of Little London and Woodhouse. The characterisation of 'complexity' from our perspective was quite simple. Aside from a diagnosis of a mental health condition or obvious presenting problems, there had to be at least one other issue, be that one of co-morbidity, a lifestyle issue or factors relating to risk or safety. The support was predicated on the basis of seeing beyond an individual's presenting behaviours and to ask, 'What does this person need?' rather than 'What is wrong with this person?' This is our second year of funding and this support has proved invaluable in enabling us to set defined amounts of time aside to address the growing numbers of people requiring support in this area.

We also received funding through the Household Support Fund to provide assistance to individuals or households experiencing financial hardship. The funding allowed Caring Together the opportunity to respond quickly to the needs of those requiring emergency support via a method most suited to their circumstances. All those people that are currently members of Caring Together were eligible for support as well as those referred via our local delivery partners. We have excellent local links with health, housing and other support structures and received many referrals from these sources. One-off self referrals were welcome but all possible means was used to get them to accept membership of Caring Together in order to provide a wider level of support to them and to identify the issues that led to their difficulties. Membership, which is of course free, offered access to a wide range of social, informational, advice, therapeutic and health related activities.

We continued to offer a wide range of exercise options to our members. This ranged from Tai Chi Qigong, Chair Based Sessions, both facilitated by outside practitioners and In house exercise groups.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2025**

### **Achievements and performance (continued)**

We also continued to work alongside the Leeds United Foundation in running an exercise session followed by one-to-one blood pressure, healthy eating and healthy weight advice. This link has proved invaluable and will definitely be revisited and be a part of our repertoire for next year.

We continued to organise trips out, meals out and excursions, both local, to, for instance, Hawthorne Farm, the Royalty in Otley, and Lotherton Hall, and further flung ventures to Salts Mill and Chester. And of course, our annual and now perennial Christmas bash took place at the Britannia hotel in Bramhope.

Our Spring, Summer and Winter Get Together's (aligned with the autumn party at Christmas) continued to be popular and well attended and have proved to be a great way to demarcate the year. These celebratory boundaries allow us to better provide structure to the year and having these markers allows us to plan the year into 4 distinct groups of activity sections.

Alongside the above we had regular Lunchtime specials, Drop-ins, Nostalgia sessions, Coffee afternoons, local meals out, Film Afternoons and Winter Warmers.

Our local and City Wide connections and partnership working has continued to increase. Examples (not exhaustive) include local G.P.s, Neighbourhood Teams, Mental Health services, Carers Services, Retirement Living, Leeds Respiratory Service, Pharmacies, Interpreter Services, Podiatry services, Legal Services, A.S. Behaviour Team, Community PCSO's, Foodbanks , ASC Safeguarding, Housing Benefit, Debt Services, Local Councillors, Hearing Aid Clinic, Green Doctor, Fire Services, Gardening Services , Leeds BID Services, Sight loss clinics, Silverline , Presto, Engage Leeds, Bus Pass services, Blue Badges, local schools and universities etc.

The performance of the staff team, Trustee board and volunteers and the keen appreciation of our work expressed by our members has, despite the increase in work load, made 2024-25 a very positive and satisfying year and one of which we are justly proud.

### **Financial review**

The net expense for the year was £11,953, including net expenditure of £3,103 on unrestricted funds and net expenditure of £8,850 on restricted funds.

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £68,514.

The purpose of holding reserves is to enable the smooth running of the charity and to allow for an orderly winding up should the charity need to close. The trustees have determined policy limits of between 6 and 9 months of annual budgeted expenditure to meet this purpose. Based on the 25/26 budgeted expenditure, reserves should be between £78k and £117k.

The Trustees note the free reserves have fallen below the policy lower limit. Our ongoing fundraising strategy aims to increase our net income during 2025/26 and so raise reserves back above the threshold.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2025**

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the 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 judgements 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;

- 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 with 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 (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 22/9/2025

David Wigglesworth (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Independent examiner's report to the trustees of Caring Together in Woodhouse & Little London**

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 7 to 13.

### **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.

Katy Sargeant

8/10/2025

**West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2025**

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
<b>Income from:</b>					
Grants and donations	(2)	84,417	46,667	131,084	139,417
Group and activity contributions		2,752	-	2,752	2,846
Fundraising		281	-	281	636
Bank interest		395	-	395	222
<b>Total income</b>		<b>87,845</b>	<b>46,667</b>	<b>134,512</b>	<b>143,121</b>
<b>Expenditure on:</b>					
Salaries, NIC's, pensions and payroll	(3)	76,623	44,222	120,845	116,654
Staff travel expenses		634	-	634	745
Events and activities		-	5,966	5,966	5,012
Equipment and materials		1,937	661	2,598	2,560
Training		129	-	129	160
Travel, transport and trips		-	4,107	4,107	3,203
Volunteer expenses		-	121	121	197
Premises costs		2,082	-	2,082	8,191
Phone, internet and postage		2,917	440	3,357	4,058
Printing and stationery		1,742	-	1,742	1,417
Advertising and publicity		500	-	500	481
Insurance		1,017	-	1,017	871
Affiliations and subscriptions		79	-	79	113
Independent examination		876	-	876	876
Management and administration		1,569	-	1,569	883
IT support		363	-	363	184
Sundry expenses		-	-	-	25
Depreciation		480	-	480	480
<b>Total expenditure</b>		<b>90,948</b>	<b>55,517</b>	<b>146,465</b>	<b>146,110</b>
<b>Net income / (expenditure)</b>		<b>(3,103)</b>	<b>(8,850)</b>	<b>(11,953)</b>	<b>(2,989)</b>
<b>Fund balances brought forward</b>		<b>72,278</b>	<b>16,809</b>	<b>89,087</b>	<b>92,076</b>
<b>Fund balances carried forward</b>	(4)	<b>69,175</b>	<b>7,959</b>	<b>77,134</b>	<b>89,087</b>

All incoming resources and resources expended derive from continuing activities.

**Caring Together in Woodhouse & Little London**  
**Balance sheet**  
**as at 31 March 2025**

	2025	2025	2025	2024
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 661	-	661	1,141
<b>Total fixed assets</b>	<u>661</u>	<u>-</u>	<u>661</u>	<u>1,141</u>
<b>Current assets</b>				
Debtors and prepayments	(6) 85	-	85	919
Cash at bank and in hand	(7) 70,202	7,959	78,161	90,766
<b>Total current assets</b>	<u>70,287</u>	<u>7,959</u>	<u>78,246</u>	<u>91,685</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(8) 1,773	-	1,773	3,739
<b>Total current liabilities</b>	<u>1,773</u>	<u>-</u>	<u>1,773</u>	<u>3,739</u>
<b>Net current assets / (liabilities)</b>	<u>68,514</u>	<u>7,959</u>	<u>76,473</u>	<u>87,946</u>
<b>Net assets</b>	<u>69,175</u>	<u>7,959</u>	<u>77,134</u>	<u>89,087</u>
<b>Funds</b>				
Unrestricted funds	69,175	-	69,175	72,278
Restricted funds	-	7,959	7,959	16,809
<b>Total funds</b>	<u>69,175</u>	<u>7,959</u>	<u>77,134</u>	<u>89,087</u>

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 are 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 FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 22/9/2025

David Wigglesworth (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Notes to the accounts**

### **for the year ended 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 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 £500 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:

Equipment: 15% per year

##### **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.

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2025**

<b>2 Grants and donations</b>	2025	2025	2025	2024
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
A M Fenton Trust	-	2,000	2,000	-
Charles Brotherton Trust	200	-	200	200
Charles Lewis Foundation	-	360	360	-
Inman Charity	-	4,000	4,000	-
Leeds Benevolent Society for Single Ladies	30,000	-	30,000	30,000
Leeds City Council (LCC)	49,707	-	49,707	53,851
Leeds Community Foundation (LCF)	-	12,251	12,251	21,863
Leeds Older People's forum (LOPF)	-	4,420	4,420	6,038
Members and supporters donations	4,510	-	4,510	7,635
Sir George Martin Trust	-	3,000	3,000	-
The Brelms Trust	-	5,000	5,000	-
The Harrison and Potter Trust	-	12,636	12,636	9,220
Wade's Charity	-	3,000	3,000	3,000
The Albert Hunt Trust	-	-	-	3,000
Barchester Charitable Foundation	-	-	-	1,610
The Liz and Terry Bramall Foundation	-	-	-	3,000
	<u>84,417</u>	<u>46,667</u>	<u>131,084</u>	<u>139,417</u>

<b>3 Staff costs and numbers</b>	2025	2024
	£	£
Gross salaries	108,716	103,004
Social security costs	11,237	12,274
Employment allowance	(5,000)	(5,000)
Pensions	5,436	5,862
Payroll costs	456	514
	<u>120,845</u>	<u>116,654</u>

The average number of employees during the year was 3, being an average of 3.2 full time equivalent (2024: 3.4, 3.2 FTE). There were no employees with emoluments above £60,000.

<b>Defined contribution pension scheme</b>	2025	2024
	£	£
Costs of the scheme to the charity for the year	456	514
Amount of any contributions outstanding at the year end	48	-

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2025**

<b>4 Restricted funds</b>	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Anonymous donation	4,616	-	4,028	-	588
LCF Strategic Resilience	1,250	-	1,250	-	-
LCF Transforming Mental Health	2,723	12,251	14,974	-	-
The Harrison and Potter Trust	5,970	12,636	11,235	-	7,371
The Liz and Terry Bramall Found'n	2,250	-	2,250	-	-
Inman Charity	-	4,000	4,000	-	-
Brelms	-	5,000	5,000	-	-
AM Fenton Trust	-	2,000	2,000	-	-
Sir George Martin Trust	-	3,000	3,000	-	-
Wades	-	3,000	3,000	-	-
LOPF HSF	-	4,420	4,420	-	-
Charles Lewis Foundation	-	360	360	-	-
	<u>16,809</u>	<u>46,667</u>	<u>55,517</u>	<u>-</u>	<u>7,959</u>

<b>Fund name</b>	<b>Purpose of restriction</b>
Anonymous donation	Towards transport costs.
LCF Strategic Resilience	Towards supporting the manager's salary.
LCF Transforming Mental Health	Towards supporting the staff salaries.
The Harrison and Potter Trust	Towards activity costs.
The Liz and Terry Bramall Found'n	Towards activity costs.
Inman Charity	Towards activity costs and salaries.
Brelms	Towards activity costs.
AM Fenton Trust	Towards activity costs.
Sir George Martin Trust	Towards activity costs.
Wades	Towards activity costs.
LOPF HSF	Towards welfare costs.
Charles Lewis Foundation	Towards activity costs.

<b>5 Tangible assets</b>	Group equipment	Total
<u>Cost</u>	£	£
At 1 April 2024	3,201	3,201
Additions	-	-
At 31 March 2025	<u>3,201</u>	<u>3,201</u>
 <u>Depreciation</u>		
At 1 April 2024	2,060	2,060
Charge for year	480	480
At 31 March 2025	<u>2,540</u>	<u>2,540</u>
 <u>Net book value</u>		
At 31 March 2025	<u>661</u>	<u>661</u>
At 31 March 2024	<u>1,141</u>	<u>1,141</u>

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2025**

<b>6 Debtors and prepayments</b>	2025	2024
	£	£
Debtors	-	840
Prepayments	85	79
	<u>85</u>	<u>919</u>

<b>7 Cash at bank and in hand</b>	2025	2024
	£	£
Cash at bank	77,778	90,489
Cash in hand	383	277
	<u>78,161</u>	<u>90,766</u>

<b>8 Creditors and accruals</b>	2025	2024
	£	£
Creditors	849	1,698
Accruals	876	876
Other creditors	48	1,165
	<u>1,773</u>	<u>3,739</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 £46,636 (previous year: £49,831).

**Operating leases**

Expected future minimum lease payments over the remaining life of the	2025	2024
	£	£
Within one year	650	650
In the second to fifth years inclusive	1,680	2,330
Over five years from the balance sheet date	-	-
	<u>2,330</u>	<u>2,980</u>

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities including comparatives for all funds**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2025**

	2025 Unrestricted funds £	2024 Unrestricted funds £	2025 Restricted funds £	2024 Restricted funds £	2025 Total funds £	2024 Total funds £
<b>Income</b>						
Grants and donations	84,417	88,842	46,667	50,575	131,084	139,417
Group and activity contributions	2,752	2,846	-	-	2,752	2,846
Fundraising	281	636	-	-	281	636
Bank interest	395	222	-	-	395	222
<b>Total income</b>	<b>87,845</b>	<b>92,546</b>	<b>46,667</b>	<b>50,575</b>	<b>134,512</b>	<b>143,121</b>
<b>Expenditure</b>						
Salaries, NIC's, pensions and payroll	76,623	83,924	44,222	32,730	120,845	116,654
Staff travel expenses	634	745	-	-	634	745
Events and activities	-	2,189	5,966	2,823	5,966	5,012
Equipment and materials	1,937	2,269	661	291	2,598	2,560
Training	129	160	-	-	129	160
Travel, transport and trips	-	1,501	4,107	1,702	4,107	3,203
Volunteer expenses	-	197	121	-	121	197
Premises costs	2,082	7,476	-	715	2,082	8,191
Phone, internet and postage	2,917	4,058	440	-	3,357	4,058
Printing and stationery	1,742	1,417	-	-	1,742	1,417
Advertising and publicity	500	481	-	-	500	481
Insurance	1,017	871	-	-	1,017	871
Affiliations and subscriptions	79	113	-	-	79	113
Independent examination	876	876	-	-	876	876
Management and administration	1,569	883	-	-	1,569	883
IT support	363	184	-	-	363	184
Sundry expenses	-	25	-	-	-	25
Depreciation	480	480	-	-	480	480
<b>Total expenditure</b>	<b>90,948</b>	<b>107,849</b>	<b>55,517</b>	<b>38,261</b>	<b>146,465</b>	<b>146,110</b>
<b>Net income / (expenditure)</b>	<b>(3,103)</b>	<b>(15,303)</b>	<b>(8,850)</b>	<b>12,314</b>	<b>(11,953)</b>	<b>(2,989)</b>
<b>Fund balances brought forward</b>	<b>72,278</b>	<b>87,581</b>	<b>16,809</b>	<b>4,495</b>	<b>89,087</b>	<b>92,076</b>
<b>Fund balances carried forward</b>	<b>69,175</b>	<b>72,278</b>	<b>7,959</b>	<b>16,809</b>	<b>77,134</b>	<b>89,087</b>

**CARING TOGETHER IN WOODHOUSE & LITTLE LONDON**

England & Wales - Charity number 1138782

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# Accounts

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Supporting Older People in our Community since 1995

Registered Charity Number 1138782  
Company Limited by Guarantee: 07402794

Caring Together in Woodhouse & Little London

Annual Report 2024

#### OFFICE

127 Woodhouse Street  
Leeds  
LS6 2PY

0113 2430298

info@caringtogether.org.uk  
www.caringtogether.org.uk

facebook.com/  
caringtogetherleeds  
Twitter: @caringtogether1

#### OUR TRUSTEES

Cllr Al Garthwaite – Chair  
Ann Shaw – Secretary  
David Wigglesworth  
Ben Anson  
Tracey Noble  
Ann Dudzinski  
Myrna Ruttledge  
Cllr Abigail Marshall-Katung  
Maureen Kershaw  
Ann Dudzinski (resigned  
November 2023)

#### PATRONS

The Lord Mayor of Leeds  
Hilary Benn MP

#### STAFF

John O'Dwyer – Manager  
Valerie McGregor – Advice  
& Support Worker/Deputy  
Manager  
Lisa Argyle – Advice &  
Support Worker  
Ashley Rose – Finance Worker

The relief of older people (without distinction of colour, ethnic origin, nationality, political or religious opinion or sex) in any way considered to be charitable in law as the trustees may determine within the geographic area of Woodhouse and Little London and its neighbourhood within the City of Leeds.

To promote the mental and physical welfare of older people and relieve those with disabilities.

# Aims & Objectives

Caring Together in Woodhouse and Little London is established for the following objects

To advance the education of older people on matters such as finance, health, housing, security and welfare entitlements.

To further any other charitable purposes as the trustees may determine for the benefit of the residents in the area of benefit.



# Foreword



**Hilary Benn MP**  
Patron

It is with heartfelt thanks, but also sadness, that I write these words for the Caring Together Annual Report for the last time.

For over 20 years I have had the enormous privilege of being your Patron. However, from the next general election, I will no longer be representing the Woodhouse and Little London ward as a result of the boundary changes.

I will instead be standing in the new Parliamentary constituency of Leeds South. Therefore, I will reluctantly have to step down as your Patron.

I will take with me so many happy memories of people, places and activities down the years. Caring Together's work is so important and the strength of the organisation owes everything to the dedication of your committed staff and volunteers to whom we owe an enormous debt of gratitude.

I congratulate you on holding fast to your enduring commitment to help and support older people to lead active and healthy lives, and I wish you and your members every possible success and happiness for the future.

# 'Caring Together ' Wordsearch



<b>BENEFITS</b>	<b>ENGAGEMENT</b>	<b>FUN</b>
<b>MOVEMENT</b>	<b>HOUSING</b>	<b>SOCIAL</b>
<b>TOGETHER</b>	<b>CARING</b>	<b>FILMS</b>
<b>GALLIVANTING</b>	<b>KINDNESS</b>	<b>RESPECT</b>
<b>STROLLING</b>	<b>CREATIVITY</b>	<b>FRIENDS</b>
<b>HEARTYFOOD</b>	<b>LAUGHTER</b>	<b>SINGING</b>
<b>SUPPORTIVE</b>		



# Chair's Report

Once again I am delighted to contribute to the Annual Report of Caring Together in Woodhouse and Little London. Every year the charity goes from strength to strength, offering vital advice and support to individual people as well as an ever-increasing and wide-ranging programme of interesting, exciting events and activities.

This year I had the honour of serving as Lord Mayor of Leeds, and in that capacity visited Caring Together with my Lady Mayoress, Honorary Alderwoman Angela Gabriel BEM, and one of my student consorts from Leeds Beckett University. We came to the AGM and Summer Get Together and greatly enjoyed them, and of course the annual Christmas Dinner. It was, as always, great to meet members and hear their views on the future, and how Caring Together can help fulfil their needs.

It is a privilege to Chair an organisation with such hard working staff, who are always responsive to the community. Many thanks to them and to the Trustees who spend time ensuring the effective running of the charity.

All best wishes for the years ahead.

Al Garthwaite  
Chair





# Activities

This past year has been another successful one for Caring Together with maintenance of the standards that we have set ourselves. It has been hectic and the demands for and on our service have been quite considerable. This can be a double edged sword. On the one hand, it is an affirmation of our success in spreading the messages of what we do and local people's confidence in this. On the other hand, it is also a reflection of the increased pressures and demands on other parts of the Health and Social Care Sector.

Our social activities continue to be well attended, from our many drop-ins, film afternoons and celebration events, to our seasonal socials and joint events with local partners. We have continued to offer a range of trips out and excursions, all with accessible transport provided, to local parks and attractions as well as larger outings, including this year, to Scarborough. We have organised consistent opportunities to eat out at local cafes and restaurants, including a trip to Murghatroyds for fish and chips and a Christmas Meal at the Britannia Hotel.

Exercise continues to be a mainstay of our provision. Tai Chi Qigong, Pilates, chair based exercise and Dance Fusion being some of the

options offered. These sessions were all really well attended and are an important strand in what helps to keep the local older population healthy and well and free from the effects of loneliness and isolation. Offering such an array of different exercise offerings means that we are able to keep things fresh and attract people with different levels of expectation, needs and interests. These represent only a small section of our groups. We constantly change what we offer in response to members' wishes and taking advantages of opportunities coming our way.

We have received a considerable increase in requests for assistance with food provision. Many of these were from outside of our area. In some instances we were only able to provide guidance as to how to obtain food parcels or similar but in others, especially in cases of obvious need outside of opening hours of food banks, we gave direct assistance ourselves.

2023/24 was a year in which Caring Together finely tuned many of the aspects of our provision that were already in place though as yet not formally defined. Our response to requests for support around mental health was to dedicate increased time to this area of need. We were successful in obtaining funding through the Mental Health Transformation



Grants to provide support to those referred to Caring Together with complex mental health needs. This project operates as part of the locality model on which all of our work is predicated. The support is local, with recognised support workers who can react to issues and incidents with greater speed than those with a greater geographical spread. In addition, one of our most effective facilitators is by word of mouth.

As in previous years, we offered an intensive Winter of Activity and support for older people in Woodhouse and Little London. We offered a combination of social activity; exercise classes and home visits to over 400 members delivered by paid staff and volunteers.

Indeed, most of our work is less visible but constitutes the largest part of our service provision. This is our one to one support. This is an area which has seen the greatest expansion in response to demand and the types of support being requested appears to have become more complex. Financial support, perhaps understandably, remains a constant part of our repertoire and is a daily constituent part of our support workers schedules. We offer help with benefits from referral through to tribunal stage which is a rarity nowadays. This strand of our work has resulted in many thousands of pounds in extra benefits



entitlements being accrued by our members over the past year.

We have continued to work closely with local partners in helping to deliver a well rounded service that helps to considerably address areas of need amongst our older population relating to their health, social needs and independence. This has included Health Centres, Housing Teams, PCSO's and universities as well as other locally based third sector and statutory service providers. It is important to resist the urge to duplicate services and to recognise the benefits of cooperation and harnessing the talents of other organisations, groups and community activists.

All of this work doesn't happen by accident. It takes a great deal of time and effort, forward thinking and planning. As always, this happens because our most treasured resources, our members, volunteers, staff team and trustees invest so much into ensuring that we stay relevant, vibrant and attuned to the needs of the local areas. I would like to take the opportunity to once again thank them for yet another rewarding year in the history of Caring Together.

John O'Dwyer - Manager



# Grants & Donations

Caring Together in Woodhouse & Little London  
is grateful for the following grants and donations in 2023/24

The Albert Hunt Trust	£3,000
Barchester Charitable Foundation	£1,610
Charles Brotherton Trust	£200
The Harrison & Potter Trust	£9,220
Leeds Benevolent Society for Single Ladies	£30,000
Leeds City Council	£53,851
Leeds Community Foundation	£21,863
Leeds Older People's Forum	£6,038
The Liz and Terry Bramall Foundation	£3,000
Wade's Charity	£3,000
Members and Supporter donations	£7,635

## Thank You

Caring Together is deeply grateful to many individuals and supporters. Patrons, Trustees and all our volunteers and helpers.

All our funders and those individuals who generously donate to us.

The other agencies and organisations and local businesses who support us and our members in so many ways. Last, but very definitely not least, to the local community for supporting our project in so many different ways.

## In Memoriam

We, sadly, lost a number of members during the period covered by this report (01/04/2023 – 31/03/24)

Leslie Harrison  
Margaret Owen  
Doreen Oatridge  
Pamela Byrne  
David Lowe  
Belle Ridsdale  
Syl York

Janet Wallace  
Marie (Kim) Bennett  
Jean Stockdill  
Peter Kelly  
Margaret Charlesworth  
Tony Woodley  
Maureen Jefferson

If we have inadvertently omitted anyone from this list, please accept our sincere apologies and please let us know.



Leeds Benevolent Society  
For Single Ladies

Charles Brotherton  
Trust





# Finance Report

We operated on the basis of a planned deficit over the year as there were alterations to our base at Charing Cross that needed to be factored in. This work, which entailed reducing the size of our office space while increasing the size of the activities space, has proved to be a resounding success. It is now a much better venue for a range of uses with increased capacity and suitable for some of the exercise sessions that previously would have had to be organised in other venues.

The main reasons for the deficit were increases in employment, activities, premises alterations and general running costs. The work on the premises itself cost over £8k. The fact that the deficit was just short of £3k is therefore a reasonable return on our investment.

Our funding, aside from donations and members fees for some activities and events, came from 18 different sources. This was quite an achievement but also symptomatic of the fact that Caring Together has relied on a large number of smaller annual grants over the past few years to maintain our services. While this does spread the risks, we need to focus on a more sustainable funding structure over the next few years and set aside time to complete

applications for larger and multi-year funding. A plan is already in place to work towards this.

Many of these funding sources were long standing supporters of Caring Together, aware of our work and the value which they place in it. Some are however first time funders. It is imperative over the next year that we showcase our work to them and ensure the possibility of future investments in our services.

Caring Together's fixed reserves excluding fixed assets, at the year-end were £71,137. This is slightly below the lower level of our reserves policy which is 6-9 months. We will work to increase this over the next year so that it falls again within those boundaries.

This next year could prove challenging for all in the charitable sector. Funding is becoming tighter with greater competition for resources. We are confident that we will be able to rise to this challenge.

We would like to offer a massive thank you to all those who fund our services, from charitable trusts through to those who donate regularly via money boxes or who offer individual donations. There are too many of you to mention, but you know who you are, and so do we. Your generosity is appreciated by all who use our services.

# Impact Report

We have worked with  
**424**  
older people  
this year



Female  
256



Male  
168

Under 60



37

60-69



102

70-79



125

80-89



114

90+



45



**1,642**

visits/drop-ins



**6,700**

phone calls



**2,314**

emails/letters



**128**

website/social media

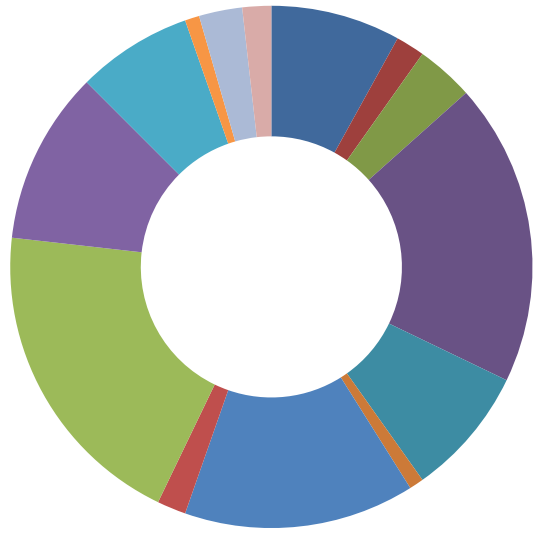
## Issues Covered

- Advocacy
- Benefits advice/assistance
- Cost of living advice
- Help with letters and forms
- Enquiry about the work of NNS's
- External events/groups
- General advice/support
- Health and Wellbeing
- Other agencies on behalf of members
- Outreach & publicity
- Social activity
- Transport
- Trips/outings
- Volunteer input



## Referrals to Other Agencies

- ASC
- Carers Support
- Care & Repair
- Cost of Living/Financial support
- Disability adaptations/services
- Fire Service
- Food Support
- Grant making organisations
- Health Services
- Housing Repairs
- Housing - other issues
- LBSSL
- Telecare
- Will making/legal advice



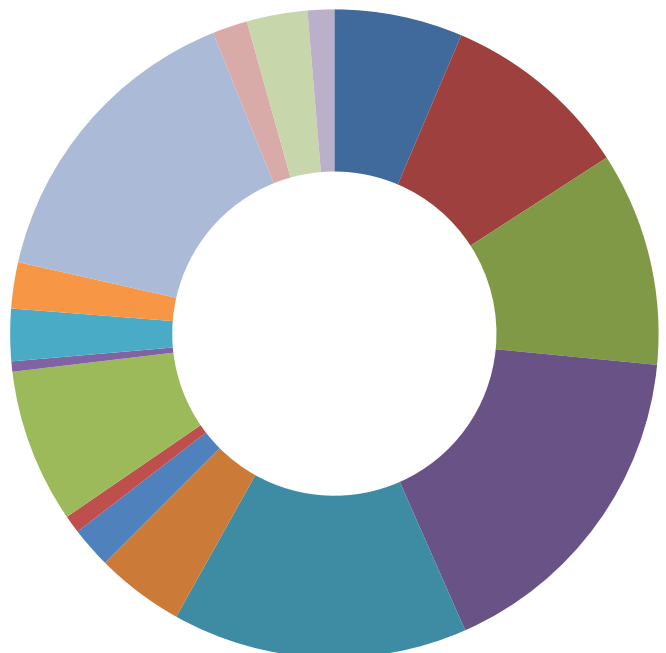
**2,553**

attendances at our social/educational activities this year

- 'Warm Space' at Caring Together premises over the winter and including weekly Soup and Roll days between January and March.
- Live music/singing with Luumic and Irish Arts
- Legal advice drop in with local solicitor, Information session on digital switchover, Dying matters event.
- Winter warmth/wellbeing items given out
- Coronation Celebration Event, Summer Get-together, Light Night celebration and Annual General Meeting in November.
- Christmas Celebration event with carol singers from Luumic in Charing Cross Square.
- Day trip to Scarborough and local outings including shopping, nature and places of interest, with assistance when needed
- Civic Reception for members with the Lord Mayor at Civic Hall
- Film afternoons and occasional visits to Hyde Park Picture House
- Pantomime at Carriageworks Theatre
- Christmas Lunch at Britannia Hotel and lunch out at Murgatroyds
- Reminiscence/oral history with Maureen and 'power of persuasion' project with Abbey House Museum
- Easter eggs given out – donated by members at Nuffield Gym
- Benefits advice and support from claim through assessments, appeal and tribunal if needed. Bringing in much needed extra income for members
- Cost of living advice and support
- Food/toiletries available for members who may need them
- 'Lending library' of books, magazines, dvds in our premises

## Social & Educational Activities

- Celebrations/events
- Trips & Outings
- Dance
- Drop in/coffee
- Exercise
- Film
- Bereavement Support
- Lunch together
- Pilates
- Tai Chi Qui Gong (pilot session)
- Oral history/reminiscence
- Skills Share craft
- Soup/Winter Warmth
- Walking
- Information/Awareness session
- AGM





Promoting the Welfare of  
Older People in the Community

# **Caring Together in Woodhouse & Little London**

Charity number 1138782

A company limited by guarantee number 07402794

## **Annual Report and Financial Statements**

**for the year ended 31 March 2024**



# **Caring Together in Woodhouse & Little London**

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

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Statement of financial activities	7
Balance sheet	8
Notes to the accounts	9 to 13

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

# **Caring Together in Woodhouse & Little London**

## **Trustees' report for the year ended 31 March 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:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Al Garthwaite	Chair	
Ann Shaw	Secretary	
David Wigglesworth		
Tracey Noble		
Ben Anson		
Ann Dudzinski		Resigned 5 November 2023
Myrna Ruttledge		
Abigail Marshall Katung		
Maureen Kershaw		

**Charity number** 1138782 Registered in England and Wales

**Company number** 07402794 Registered in England and Wales

#### **Registered and principal address**

127 Woodhouse Street  
Leeds  
LS6 2PY

#### **Bankers**

Virgin Money	Unity Trust Bank
Jubilee House	PO Box 7193
Gosforth	Planetary Road
Newcastle upon Tyne	Willenhall
NE3 4PL	WV1 9DG

#### **Independent examiner**

Katy Sargeant

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

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

#### **Structure, governance and management**

The charity is a company limited by guarantee and was formed on 11 October 2010. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

#### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

# **Caring Together in Woodhouse & Little London**

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

### **Objectives and activities**

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

The relief of older people (without distinction of colour, ethnic origin, nationality, political or religious opinion or sex) in any way considered to be charitable in law as the trustees may determine in Woodhouse and Little London and its neighbourhood in the City of Leeds and in particular by:

Promoting the mental and physical welfare of older people and relieve those with disabilities.

Advancing the education of older people on matters such as finance, health, housing, security and welfare entitlement.

To further any other charitable purposes as the trustees may determine.

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

Work with older people offering advice, support and activity groups as well as assistance with transport and shopping.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the relief of those in need by reason of age.

#### **Achievements and performance**

I always enjoy writing a piece for the accounts as it allows a rare opportunity, among competing and never ending deadlines, to sit back and reflect on the work that we do and usually, to ponder on how we managed to do so much, with a small team, in such a short space of time.

We operated on the basis of a planned deficit over the year as there were alterations to our base at Charing Cross that needed to be factored in. This work, which entailed reducing the size of our office space while increasing the size of the activities space, has proved to be a resounding success. It is now a much better venue for a range of uses with increased capacity and suitable for some of the exercise sessions that previously would have had to be organised in other venues.

Our funding, aside from donations and members fees for some activities and events, came from 18 different sources. This was quite an achievement but also symptomatic of the fact that Caring Together has relied on a large number of smaller annual grants over the past few years to maintain our services. While this does spread the risks, we need to focus on a more sustainable funding structure over the next few years and set aside time to complete applications for larger and multi-year funding. A plan is already in place to work towards this.

Aside from the successful applications we had a number of applications that we were close to being awarded, but through perhaps inexperience in these areas, that we missed out on. One such area was Asset Based Community Development (ABCD). This is something that we are extremely interested in focussing on and we feel that we are well placed within our community to implement. This will be a whole organisational and member's focus that will engage the vast array of in-house experience and skills, local community knowledge and a volunteer base committed to showcasing the best that these 2 proud and vibrant areas can offer.

One example of a successful funding bid was through the Mental Health Transformation Grants to provide support to those referred to Caring Together with complex mental health needs. This project operates as part of the locality model on which all of our work is predicated. The support will be local, with recognised support workers who can react to issues and incidents with greater speed than those with a greater geographical spread. In addition, one of our most effective facilitators will be word of mouth.

Exercise, in its many forms, continues to be popular and we always strive to deliver this in as wide a variety as possible to maintain interest and provide choice. Examples over the year have included our long running chair based exercise sessions as well as Pilates and Dance Fusion.

# **Caring Together in Woodhouse & Little London**

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

### **Achievements and performance**

Our social activities continue to be well attended, from our many drop-ins, film afternoons and celebration events to our seasonal socials and joint events with local partners. We have continued to offer a range of trip out and excursions, all with accessible transport provided, to local parks and attractions as well as larger outings, including this year, to Scarborough. We have organised consistent opportunities to eat out at local cafes and restaurants, including a trip to Murghatroyds for fish and chips and a Christmas Meal at the Britannia Hotel.

We received a considerable increase in requests for assistance with food provision. Many of these were from outside of our area. In some instances we were only able to provide guidance as to how to obtain food parcels or similar but in others, especially in cases of obvious need outside of opening hours of food banks, we gave direct assistance ourselves.

Most of our work is less visible but constitutes the largest part of our service provision. This is our one to one support. This is an area which has seen the greatest expansion in response to demand and the types of support being requested appears to have become more complex.

We are really pleased with the work of Caring Together over 2023/24. This report is merely a snapshot of what we do. The guidance from our board, the faith in us shown by our members, the tremendous input of our volunteers and the vision, dedication and commitment of the staff team has once again proved indispensable. Allied with the generosity of our funders and the faith that they continue to show in our work, this has created the conditions for our maintenance of standards and our ability to function and continue to provide good quality services to Older People in Woodhouse and Little London.

### **Financial review**

The net expenditure for the year was £2,989, including net expenditure of £15,303 on unrestricted funds and net income of £12,314 on restricted funds.

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £71,137.

The purpose of holding reserves is to enable the smooth running of the charity and to allow for an orderly winding up should the charity need to close. The trustees have determined policy limits of between 6 and 9 months of annual budgeted expenditure to meet this purpose. Based on the 24/25 budgeted expenditure, reserves should be between £75k and £112k.

The Trustees note the free reserves have fallen below the policy lower limit. Our ongoing fundraising strategy aims to increase our net income during 2024/25 and so raise reserves back above the threshold.

# **Caring Together in Woodhouse & Little London**

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

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the 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 judgements 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;

- 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 with 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 (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 10/10/2024

Maureen Kershaw (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Independent examiner's report to the trustees of Caring Together in Woodhouse & Little London**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2024, which are set out on pages 7 to 13.

### **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.

Katy Sargeant

11/10/2024

**West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2024**

	Notes	2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
<b>Income from:</b>					
Grants and donations	(2)	88,842	50,575	139,417	133,307
Group and activity contributions		2,846	-	2,846	1,812
Fundraising		636	-	636	60
Bank interest		222	-	222	68
<b>Total income</b>		<u>92,546</u>	<u>50,575</u>	<u>143,121</u>	<u>135,247</u>
<b>Expenditure on:</b>					
Salaries, NIC's, pensions and payroll	(3)	83,924	32,730	116,654	118,727
Staff travel expenses		745	-	745	738
Events and activities		2,189	2,823	5,012	3,145
Equipment and materials		2,269	291	2,560	950
Training		160	-	160	179
Travel, transport and trips		1,501	1,702	3,203	2,327
Volunteer expenses		197	-	197	29
Premises costs		7,476	715	8,191	1,310
Phone, internet and postage		4,058	-	4,058	3,195
Printing and stationery		1,417	-	1,417	900
Advertising and publicity		481	-	481	466
Insurance		871	-	871	894
Affiliations and subscriptions		113	-	113	148
Speakers and trainers fees		-	-	-	2,565
Independent examination		876	-	876	876
Management and administration		883	-	883	495
IT support		184	-	184	119
Sundry expenses		25	-	25	436
Depreciation		480	-	480	395
<b>Total expenditure</b>		<u>107,849</u>	<u>38,261</u>	<u>146,110</u>	<u>137,894</u>
<b>Net income / (expenditure)</b>		<u>(15,303)</u>	<u>12,314</u>	<u>(2,989)</u>	<u>(2,647)</u>
<b>Fund balances brought forward</b>		<u>87,581</u>	<u>4,495</u>	<u>92,076</u>	<u>94,723</u>
<b>Fund balances carried forward</b>	(4)	<u>72,278</u>	<u>16,809</u>	<u>89,087</u>	<u>92,076</u>

All incoming resources and resources expended derive from continuing activities.

**Caring Together in Woodhouse & Little London**  
**Balance sheet**  
**as at 31 March 2024**

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 1,141	-	1,141	1,052
<b>Total fixed assets</b>	<u>1,141</u>	<u>-</u>	<u>1,141</u>	<u>1,052</u>
<b>Current assets</b>				
Debtors and prepayments	(6) 919	-	919	46
Cash at bank and in hand	(7) 73,660	17,106	90,766	106,990
<b>Total current assets</b>	<u>74,579</u>	<u>17,106</u>	<u>91,685</u>	<u>107,036</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(8) 3,442	297	3,739	16,012
<b>Total current liabilities</b>	<u>3,442</u>	<u>297</u>	<u>3,739</u>	<u>16,012</u>
<b>Net current assets / (liabilities)</b>	<u>71,137</u>	<u>16,809</u>	<u>87,946</u>	<u>91,024</u>
<b>Net assets</b>	<u>72,278</u>	<u>16,809</u>	<u>89,087</u>	<u>92,076</u>
<b>Funds</b>				
Unrestricted funds	72,278	-	72,278	87,581
Restricted funds	-	16,809	16,809	4,495
<b>Total funds</b>	<u>72,278</u>	<u>16,809</u>	<u>89,087</u>	<u>92,076</u>

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

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are 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 FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 10/10/2024

Maureen Kershaw (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Notes to the accounts**

### **for the year ended 31 March 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 £500 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:

Equipment: 15% per year

##### **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.

# Caring Together in Woodhouse & Little London

## Notes to the accounts continued

### for the year ended 31 March 2024

#### 1 Accounting policies continued

##### 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.

#### 2 Grants and donations

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
The Albert Hunt Trust	3,000	-	3,000	-
Barchester Charitable Foundation	-	1,610	1,610	-
Charles Brotherton Trust	200	-	200	150
The Harrison and Potter Trust	-	9,220	9,220	8,126
Leeds Benevolent Society for Single Ladies	30,000	-	30,000	-
Leeds City Council (LCC)	50,007	3,844	53,851	54,807
Leeds Community Foundation (LCF)	-	21,863	21,863	20,100
Leeds Older People's forum (LOPF)	-	6,038	6,038	-
The Liz and Terry Bramall Foundation	-	3,000	3,000	-
Wade's Charity	3,000	-	3,000	-
Leeds Benevolent Society for Single Ladies	-	-	-	31,000
Leeds Bereavement Forum	-	-	-	120
Oblong	-	-	-	2,000
Sylvia and Colin Shepherd Charitable Trust	-	-	-	500
Woodhouse and Hyde Park Local Care P'ship	-	-	-	3,125
Members and supporters donations	2,635	5,000	7,635	13,379
	<u>88,842</u>	<u>50,575</u>	<u>139,417</u>	<u>133,307</u>

#### 3 Staff costs and numbers

	2024	2023
	£	£
Gross salaries	103,004	108,298
Social security costs	12,274	9,603
Employment allowance	(5,000)	(5,000)
Pensions	5,862	5,332
Payroll costs	514	494
	<u>116,654</u>	<u>118,727</u>

The average number of employees during the year was 3.4, being an average of 3 full time equivalent (2023: 4, 3.1 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	5,862	5,332
Amount of any contributions outstanding at the year end	1,165	-

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2024**

<b>4 Restricted funds</b>	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Barchester Charitable Foundation	-	1,610	1,610	-	-
LOPF Brighter Days	-	1,148	1,148	-	-
Anonymous donation	-	5,000	384	-	4,616
LOPF Healthy Well and Warm	-	4,890	4,890	-	-
LCF Strategic Resilience	1,250	15,000	15,000	-	1,250
LCF Transforming Mental Health	-	4,084	1,361	-	2,723
LCP Woodhouse & Hyde Park	3,125	-	3,125	-	-
LCC HAP Salary Support 23/24	-	3,844	3,844	-	-
LCC Stay Well This Winter	-	2,779	2,779	-	-
The Harrison and Potter Trust	-	9,220	3,250	-	5,970
Leeds Bereavement Forum	120	-	120	-	-
The Liz and Terry Bramall Found'n	-	3,000	750	-	2,250
	-	-	-	-	-
	<u>4,495</u>	<u>50,575</u>	<u>38,261</u>	<u>-</u>	<u>16,809</u>

<b>Fund name</b>	<b>Purpose of restriction</b>
Barchester Charitable Foundation	Towards exercise classes.
LOPF Brighter Days	Winter Warmth activities.
Anonymous donation	Towards transport costs.
LOPF Healthy Well and Warm	Winter Warmth activities.
LCF Strategic Resilience	Towards supporting the Manager's salary.
LCF Transforming Mental Health	Towards supporting the Staff salaries.
LCP Woodhouse & Hyde Park	For warm space provision and hardship support.
LCC HAP Salary Support 23/24	Towards activity costs.
LCC Stay Well This Winter	Winter Warmth activities.
The Harrison and Potter Trust	Towards activity costs.
Leeds Bereavement Forum	Towards funding bereavement support.
The Liz and Terry Bramall Found'n	Towards activity costs.

**5 Tangible assets**

	Group equipment	Total
<u>Cost</u>	£	£
At 1 April 2023	2,632	2,632
Additions	569	569
At 31 March 2024	<u>3,201</u>	<u>3,201</u>
<u>Depreciation</u>		
At 1 April 2023	1,580	1,580
Charge for year	480	480
At 31 March 2024	<u>2,060</u>	<u>2,060</u>
<u>Net book value</u>		
At 31 March 2024	<u>1,141</u>	<u>1,141</u>
At 31 March 2023	<u>1,052</u>	<u>1,052</u>

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2024**

<b>6 Debtors and prepayments</b>	2024	2023
	£	£
Debtors	840	46
Prepayments	79	-
	<u>919</u>	<u>46</u>

<b>7 Cash at bank and in hand</b>	2024	2023
	£	£
Cash at bank	90,489	106,881
Cash in hand	277	109
	<u>90,766</u>	<u>106,990</u>

<b>8 Creditors and accruals</b>	2024	2023
	£	£
Creditors	1,698	-
Accruals	876	876
Other creditors	1,165	15,136
	<u>3,739</u>	<u>16,012</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 £49,831 (previous year: £40,475).

**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	650	-
In the second to fifth years inclusive	2,330	-
Over five years from the balance sheet date	-	-
	<u>2,980</u>	<u>-</u>

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities including comparatives for all funds**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2024**

	2024 Unrestricted funds £	2023 Unrestricted funds £	2024 Restricted funds £	2023 Restricted funds £	2024 Total funds £	2023 Total funds £
<b>Income</b>						
Grants and donations	88,842	94,836	50,575	38,471	139,417	133,307
Group and activity contributions	2,846	1,812	-	-	2,846	1,812
Fundraising	636	60	-	-	636	60
Bank interest	222	68	-	-	222	68
<b>Total income</b>	<b>92,546</b>	<b>96,776</b>	<b>50,575</b>	<b>38,471</b>	<b>143,121</b>	<b>135,247</b>
<b>Expenditure</b>						
Salaries, NIC's, pensions and payroll	83,924	81,057	32,730	37,670	116,654	118,727
Staff travel expenses	745	738	-	-	745	738
Events and activities	2,189	2,804	2,823	341	5,012	3,145
Equipment and materials	2,269	906	291	44	2,560	950
Training	160	179	-	-	160	179
Travel, transport and trips	1,501	1,417	1,702	910	3,203	2,327
Volunteer expenses	197	29	-	-	197	29
Premises costs	7,476	1,310	715	-	8,191	1,310
Phone, internet and postage	4,058	3,195	-	-	4,058	3,195
Printing and stationery	1,417	900	-	-	1,417	900
Advertising and publicity	481	466	-	-	481	466
Insurance	871	894	-	-	871	894
Affiliations and subscriptions	113	148	-	-	113	148
Speakers and trainers fees	-	1,965	-	600	-	2,565
Independent examination	876	876	-	-	876	876
Management and administration	883	495	-	-	883	495
IT support	184	119	-	-	184	119
Sundry expenses	25	436	-	-	25	436
Depreciation	480	395	-	-	480	395
<b>Total expenditure</b>	<b>107,849</b>	<b>98,329</b>	<b>38,261</b>	<b>39,565</b>	<b>146,110</b>	<b>137,894</b>
<b>Net income / (expenditure)</b>	<b>(15,303)</b>	<b>(1,553)</b>	<b>12,314</b>	<b>(1,094)</b>	<b>(2,989)</b>	<b>(2,647)</b>
<b>Fund balances brought forward</b>	<b>87,581</b>	<b>89,134</b>	<b>4,495</b>	<b>5,589</b>	<b>92,076</b>	<b>94,723</b>
<b>Fund balances carried forward</b>	<b>72,278</b>	<b>87,581</b>	<b>16,809</b>	<b>4,495</b>	<b>89,087</b>	<b>92,076</b>

# **Caring Together in Woodhouse & Little London**

Charity number 1138782

A company limited by guarantee number 07402794

## **Annual Report and Financial Statements**

**for the year ended 31 March 2024**



# **Caring Together in Woodhouse & Little London**

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

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

# **Caring Together in Woodhouse & Little London**

## **Trustees' report for the year ended 31 March 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:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Al Garthwaite	Chair	
Ann Shaw	Secretary	
David Wigglesworth		
Tracey Noble		
Ben Anson		
Ann Dudzinski		Resigned 5 November 2023
Myrna Ruttledge		
Abigail Marshall Katung		
Maureen Kershaw		

**Charity number** 1138782 Registered in England and Wales

**Company number** 07402794 Registered in England and Wales

#### **Registered and principal address**

127 Woodhouse Street  
Leeds  
LS6 2PY

#### **Bankers**

Virgin Money	Unity Trust Bank
Jubilee House	PO Box 7193
Gosforth	Planetary Road
Newcastle upon Tyne	Willenhall
NE3 4PL	WV1 9DG

#### **Independent examiner**

Katy Sargeant

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

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

#### **Structure, governance and management**

The charity is a company limited by guarantee and was formed on 11 October 2010. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

#### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

# **Caring Together in Woodhouse & Little London**

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

### **Objectives and activities**

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

The relief of older people (without distinction of colour, ethnic origin, nationality, political or religious opinion or sex) in any way considered to be charitable in law as the trustees may determine in Woodhouse and Little London and its neighbourhood in the City of Leeds and in particular by:

Promoting the mental and physical welfare of older people and relieve those with disabilities.

Advancing the education of older people on matters such as finance, health, housing, security and welfare entitlement.

To further any other charitable purposes as the trustees may determine.

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

Work with older people offering advice, support and activity groups as well as assistance with transport and shopping.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the relief of those in need by reason of age.

#### **Achievements and performance**

I always enjoy writing a piece for the accounts as it allows a rare opportunity, among competing and never ending deadlines, to sit back and reflect on the work that we do and usually, to ponder on how we managed to do so much, with a small team, in such a short space of time.

We operated on the basis of a planned deficit over the year as there were alterations to our base at Charing Cross that needed to be factored in. This work, which entailed reducing the size of our office space while increasing the size of the activities space, has proved to be a resounding success. It is now a much better venue for a range of uses with increased capacity and suitable for some of the exercise sessions that previously would have had to be organised in other venues.

Our funding, aside from donations and members fees for some activities and events, came from 18 different sources. This was quite an achievement but also symptomatic of the fact that Caring Together has relied on a large number of smaller annual grants over the past few years to maintain our services. While this does spread the risks, we need to focus on a more sustainable funding structure over the next few years and set aside time to complete applications for larger and multi-year funding. A plan is already in place to work towards this.

Aside from the successful applications we had a number of applications that we were close to being awarded, but through perhaps inexperience in these areas, that we missed out on. One such area was Asset Based Community Development (ABCD). This is something that we are extremely interested in focussing on and we feel that we are well placed within our community to implement. This will be a whole organisational and member's focus that will engage the vast array of in-house experience and skills, local community knowledge and a volunteer base committed to showcasing the best that these 2 proud and vibrant areas can offer.

One example of a successful funding bid was through the Mental Health Transformation Grants to provide support to those referred to Caring Together with complex mental health needs. This project operates as part of the locality model on which all of our work is predicated. The support will be local, with recognised support workers who can react to issues and incidents with greater speed than those with a greater geographical spread. In addition, one of our most effective facilitators will be word of mouth.

Exercise, in its many forms, continues to be popular and we always strive to deliver this in as wide a variety as possible to maintain interest and provide choice. Examples over the year have included our long running chair based exercise sessions as well as Pilates and Dance Fusion.

# **Caring Together in Woodhouse & Little London**

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

### **Achievements and performance**

Our social activities continue to be well attended, from our many drop-ins, film afternoons and celebration events to our seasonal socials and joint events with local partners. We have continued to offer a range of trip out and excursions, all with accessible transport provided, to local parks and attractions as well as larger outings, including this year, to Scarborough. We have organised consistent opportunities to eat out at local cafes and restaurants, including a trip to Murghatroyds for fish and chips and a Christmas Meal at the Britannia Hotel.

We received a considerable increase in requests for assistance with food provision. Many of these were from outside of our area. In some instances we were only able to provide guidance as to how to obtain food parcels or similar but in others, especially in cases of obvious need outside of opening hours of food banks, we gave direct assistance ourselves.

Most of our work is less visible but constitutes the largest part of our service provision. This is our one to one support. This is an area which has seen the greatest expansion in response to demand and the types of support being requested appears to have become more complex.

We are really pleased with the work of Caring Together over 2023/24. This report is merely a snapshot of what we do. The guidance from our board, the faith in us shown by our members, the tremendous input of our volunteers and the vision, dedication and commitment of the staff team has once again proved indispensable. Allied with the generosity of our funders and the faith that they continue to show in our work, this has created the conditions for our maintenance of standards and our ability to function and continue to provide good quality services to Older People in Woodhouse and Little London.

### **Financial review**

The net expenditure for the year was £2,989, including net expenditure of £15,303 on unrestricted funds and net income of £12,314 on restricted funds.

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £71,137.

The purpose of holding reserves is to enable the smooth running of the charity and to allow for an orderly winding up should the charity need to close. The trustees have determined policy limits of between 6 and 9 months of annual budgeted expenditure to meet this purpose. Based on the 24/25 budgeted expenditure, reserves should be between £75k and £112k.

The Trustees note the free reserves have fallen below the policy lower limit. Our ongoing fundraising strategy aims to increase our net income during 2024/25 and so raise reserves back above the threshold.

# **Caring Together in Woodhouse & Little London**

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

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the 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 judgements 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;

- 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 with 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 (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 10/10/2024

Maureen Kershaw (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Independent examiner's report to the trustees of Caring Together in Woodhouse & Little London**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2024, which are set out on pages 7 to 13.

### **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.

Katy Sargeant

11/10/2024

**West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2024**

	Notes	2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
<b>Income from:</b>					
Grants and donations	(2)	88,842	50,575	139,417	133,307
Group and activity contributions		2,846	-	2,846	1,812
Fundraising		636	-	636	60
Bank interest		222	-	222	68
<b>Total income</b>		<u>92,546</u>	<u>50,575</u>	<u>143,121</u>	<u>135,247</u>
<b>Expenditure on:</b>					
Salaries, NIC's, pensions and payroll	(3)	83,924	32,730	116,654	118,727
Staff travel expenses		745	-	745	738
Events and activities		2,189	2,823	5,012	3,145
Equipment and materials		2,269	291	2,560	950
Training		160	-	160	179
Travel, transport and trips		1,501	1,702	3,203	2,327
Volunteer expenses		197	-	197	29
Premises costs		7,476	715	8,191	1,310
Phone, internet and postage		4,058	-	4,058	3,195
Printing and stationery		1,417	-	1,417	900
Advertising and publicity		481	-	481	466
Insurance		871	-	871	894
Affiliations and subscriptions		113	-	113	148
Speakers and trainers fees		-	-	-	2,565
Independent examination		876	-	876	876
Management and administration		883	-	883	495
IT support		184	-	184	119
Sundry expenses		25	-	25	436
Depreciation		480	-	480	395
<b>Total expenditure</b>		<u>107,849</u>	<u>38,261</u>	<u>146,110</u>	<u>137,894</u>
<b>Net income / (expenditure)</b>		<u>(15,303)</u>	<u>12,314</u>	<u>(2,989)</u>	<u>(2,647)</u>
<b>Fund balances brought forward</b>		<u>87,581</u>	<u>4,495</u>	<u>92,076</u>	<u>94,723</u>
<b>Fund balances carried forward</b>	(4)	<u>72,278</u>	<u>16,809</u>	<u>89,087</u>	<u>92,076</u>

All incoming resources and resources expended derive from continuing activities.

**Caring Together in Woodhouse & Little London**  
**Balance sheet**  
**as at 31 March 2024**

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 1,141	-	1,141	1,052
<b>Total fixed assets</b>	<u>1,141</u>	<u>-</u>	<u>1,141</u>	<u>1,052</u>
<b>Current assets</b>				
Debtors and prepayments	(6) 919	-	919	46
Cash at bank and in hand	(7) 73,660	17,106	90,766	106,990
<b>Total current assets</b>	<u>74,579</u>	<u>17,106</u>	<u>91,685</u>	<u>107,036</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(8) 3,442	297	3,739	16,012
<b>Total current liabilities</b>	<u>3,442</u>	<u>297</u>	<u>3,739</u>	<u>16,012</u>
<b>Net current assets / (liabilities)</b>	<u>71,137</u>	<u>16,809</u>	<u>87,946</u>	<u>91,024</u>
<b>Net assets</b>	<u>72,278</u>	<u>16,809</u>	<u>89,087</u>	<u>92,076</u>
<b>Funds</b>				
Unrestricted funds	72,278	-	72,278	87,581
Restricted funds	-	16,809	16,809	4,495
<b>Total funds</b>	<u>72,278</u>	<u>16,809</u>	<u>89,087</u>	<u>92,076</u>

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

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are 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 FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 10/10/2024

Maureen Kershaw (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Notes to the accounts**

### **for the year ended 31 March 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 £500 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:

Equipment: 15% per year

##### **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.

# Caring Together in Woodhouse & Little London

## Notes to the accounts continued

### for the year ended 31 March 2024

#### 1 Accounting policies continued

##### 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.

#### 2 Grants and donations

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
The Albert Hunt Trust	3,000	-	3,000	-
Barchester Charitable Foundation	-	1,610	1,610	-
Charles Brotherton Trust	200	-	200	150
The Harrison and Potter Trust	-	9,220	9,220	8,126
Leeds Benevolent Society for Single Ladies	30,000	-	30,000	-
Leeds City Council (LCC)	50,007	3,844	53,851	54,807
Leeds Community Foundation (LCF)	-	21,863	21,863	20,100
Leeds Older People's forum (LOPF)	-	6,038	6,038	-
The Liz and Terry Bramall Foundation	-	3,000	3,000	-
Wade's Charity	3,000	-	3,000	-
Leeds Benevolent Society for Single Ladies	-	-	-	31,000
Leeds Bereavement Forum	-	-	-	120
Oblong	-	-	-	2,000
Sylvia and Colin Shepherd Charitable Trust	-	-	-	500
Woodhouse and Hyde Park Local Care P'ship	-	-	-	3,125
Members and supporters donations	2,635	5,000	7,635	13,379
	<u>88,842</u>	<u>50,575</u>	<u>139,417</u>	<u>133,307</u>

#### 3 Staff costs and numbers

	2024	2023
	£	£
Gross salaries	103,004	108,298
Social security costs	12,274	9,603
Employment allowance	(5,000)	(5,000)
Pensions	5,862	5,332
Payroll costs	514	494
	<u>116,654</u>	<u>118,727</u>

The average number of employees during the year was 3.4, being an average of 3 full time equivalent (2023: 4, 3.1 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	5,862	5,332
Amount of any contributions outstanding at the year end	1,165	-

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2024**

<b>4 Restricted funds</b>	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Barchester Charitable Foundation	-	1,610	1,610	-	-
LOPF Brighter Days	-	1,148	1,148	-	-
Anonymous donation	-	5,000	384	-	4,616
LOPF Healthy Well and Warm	-	4,890	4,890	-	-
LCF Strategic Resilience	1,250	15,000	15,000	-	1,250
LCF Transforming Mental Health	-	4,084	1,361	-	2,723
LCP Woodhouse & Hyde Park	3,125	-	3,125	-	-
LCC HAP Salary Support 23/24	-	3,844	3,844	-	-
LCC Stay Well This Winter	-	2,779	2,779	-	-
The Harrison and Potter Trust	-	9,220	3,250	-	5,970
Leeds Bereavement Forum	120	-	120	-	-
The Liz and Terry Bramall Found'n	-	3,000	750	-	2,250
	-	-	-	-	-
	<u>4,495</u>	<u>50,575</u>	<u>38,261</u>	<u>-</u>	<u>16,809</u>

<b>Fund name</b>	<b>Purpose of restriction</b>
Barchester Charitable Foundation	Towards exercise classes.
LOPF Brighter Days	Winter Warmth activities.
Anonymous donation	Towards transport costs.
LOPF Healthy Well and Warm	Winter Warmth activities.
LCF Strategic Resilience	Towards supporting the Manager's salary.
LCF Transforming Mental Health	Towards supporting the Staff salaries.
LCP Woodhouse & Hyde Park	For warm space provision and hardship support.
LCC HAP Salary Support 23/24	Towards activity costs.
LCC Stay Well This Winter	Winter Warmth activities.
The Harrison and Potter Trust	Towards activity costs.
Leeds Bereavement Forum	Towards funding bereavement support.
The Liz and Terry Bramall Found'n	Towards activity costs.

**5 Tangible assets**

	Group equipment	Total
<u>Cost</u>	£	£
At 1 April 2023	2,632	2,632
Additions	569	569
At 31 March 2024	<u>3,201</u>	<u>3,201</u>
<u>Depreciation</u>		
At 1 April 2023	1,580	1,580
Charge for year	480	480
At 31 March 2024	<u>2,060</u>	<u>2,060</u>
<u>Net book value</u>		
At 31 March 2024	<u>1,141</u>	<u>1,141</u>
At 31 March 2023	<u>1,052</u>	<u>1,052</u>

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2024**

<b>6 Debtors and prepayments</b>	2024	2023
	£	£
Debtors	840	46
Prepayments	79	-
	<u>919</u>	<u>46</u>

<b>7 Cash at bank and in hand</b>	2024	2023
	£	£
Cash at bank	90,489	106,881
Cash in hand	277	109
	<u>90,766</u>	<u>106,990</u>

<b>8 Creditors and accruals</b>	2024	2023
	£	£
Creditors	1,698	-
Accruals	876	876
Other creditors	1,165	15,136
	<u>3,739</u>	<u>16,012</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 £49,831 (previous year: £40,475).

**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	650	-
In the second to fifth years inclusive	2,330	-
Over five years from the balance sheet date	-	-
	<u>2,980</u>	<u>-</u>

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities including comparatives for all funds**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2024**

	2024	2023	2024	2023	2024	2023
	Unrestricted	Unrestricted	Restricted	Restricted	Total	Total
	funds	funds	funds	funds	funds	funds
	£	£	£	£	£	£
<b>Income</b>						
Grants and donations	88,842	94,836	50,575	38,471	139,417	133,307
Group and activity contributions	2,846	1,812	-	-	2,846	1,812
Fundraising	636	60	-	-	636	60
Bank interest	222	68	-	-	222	68
<b>Total income</b>	<b>92,546</b>	<b>96,776</b>	<b>50,575</b>	<b>38,471</b>	<b>143,121</b>	<b>135,247</b>
<b>Expenditure</b>						
Salaries, NIC's, pensions and payroll	83,924	81,057	32,730	37,670	116,654	118,727
Staff travel expenses	745	738	-	-	745	738
Events and activities	2,189	2,804	2,823	341	5,012	3,145
Equipment and materials	2,269	906	291	44	2,560	950
Training	160	179	-	-	160	179
Travel, transport and trips	1,501	1,417	1,702	910	3,203	2,327
Volunteer expenses	197	29	-	-	197	29
Premises costs	7,476	1,310	715	-	8,191	1,310
Phone, internet and postage	4,058	3,195	-	-	4,058	3,195
Printing and stationery	1,417	900	-	-	1,417	900
Advertising and publicity	481	466	-	-	481	466
Insurance	871	894	-	-	871	894
Affiliations and subscriptions	113	148	-	-	113	148
Speakers and trainers fees	-	1,965	-	600	-	2,565
Independent examination	876	876	-	-	876	876
Management and administration	883	495	-	-	883	495
IT support	184	119	-	-	184	119
Sundry expenses	25	436	-	-	25	436
Depreciation	480	395	-	-	480	395
<b>Total expenditure</b>	<b>107,849</b>	<b>98,329</b>	<b>38,261</b>	<b>39,565</b>	<b>146,110</b>	<b>137,894</b>
<b>Net income / (expenditure)</b>	<b>(15,303)</b>	<b>(1,553)</b>	<b>12,314</b>	<b>(1,094)</b>	<b>(2,989)</b>	<b>(2,647)</b>
<b>Fund balances brought forward</b>	<b>87,581</b>	<b>89,134</b>	<b>4,495</b>	<b>5,589</b>	<b>92,076</b>	<b>94,723</b>
<b>Fund balances carried forward</b>	<b>72,278</b>	<b>87,581</b>	<b>16,809</b>	<b>4,495</b>	<b>89,087</b>	<b>92,076</b>

**CARING TOGETHER IN WOODHOUSE & LITTLE LONDON**

England & Wales - Charity number 1138782

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# Accounts

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Supporting Older People in our Community since 1995

Registered Charity Number 1138782  
Company Limited by Guarantee: 07402794

# Caring Together in Woodhouse & Little London

# Annual Report 2023

#### OFFICE

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LS6 2PY

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Twitter: @caringtogether1

#### OUR TRUSTEES

Cllr Al Garthwaite – Chair  
Ann Shaw – Secretary  
David Wigglesworth  
Ben Anson  
Tracey Noble  
Ann Dudzinski  
Myrna Ruttledge  
Cllr Abigail Marshall-Katung  
Maureen Kershaw  
(since November 2022)

#### PATRONS

The Lord Mayor of Leeds  
Hilary Benn MP

#### STAFF

John O'Dwyer – Manager  
Valerie McGregor – Advice  
& Support Worker/Deputy  
Manager  
Lisa Argyle – Community  
Resilience Worker  
Ashley Rose – Finance Worker

The relief of older people (without distinction of colour, ethnic origin, nationality, political or religious opinion or sex) in any way considered to be charitable in law as the trustees may determine within the geographic area of Woodhouse and Little London and its neighbourhood within the City of Leeds.

To promote the mental and physical welfare of older people and relieve those with disabilities.

# Aims & Objectives

Caring Together in Woodhouse and Little London is established for the following objects

To advance the education of older people on matters such as finance, health, housing, security and welfare entitlements.

To further any other charitable purposes as the trustees may determine for the benefit of the residents in the area of benefit.



# Foreword



**Rt Hon Hilary Benn**  
MP for Leeds Central and Patron of Caring  
Together in Woodhouse and Little London

It is a great pleasure to contribute these words to the Caring Together annual report.

The last year has been very difficult for many because of the cost of living crisis – with high energy and food bills in particular – and it is at times like this that Caring Together’s work is so important. The strength of the organisation owes everything to the

dedication of your committed staff and volunteers to whom we owe an enormous debt of gratitude.

I congratulate Caring Together on holding fast to your commitment to help and support older people to lead active and healthy lives.

I look forward to seeing you all again soon.



# 'Caring Together'

## Wordsearch

G E O V F G M T P E R G L X K  
 V I V P O V R H C E I N R I C  
 A P V I I L Y I H Y C I N X Q  
 L L U I T A U T Q S J D N R N  
 U E R R N R E N H V N N K U L  
 E G Z V P G O A T E Y A F D E  
 D C K H O O R P S E R T K E A  
 R O F T M I S S P R E S J T R  
 T M D Z N W R E R U K R D C N  
 I M A G L A I C O S S E I E I  
 M U G N I R A C X J B D Z N N  
 E N C R E A T I V E X N N N G  
 G I T A L E N T E D Q U I O B  
 K T I N V O L V E M E N T C J  
 Z Y L A N O I T A R I P S N I

We could not do what we do without the kindness of our community. Every contribution, in whatever way is valued wholeheartedly. I continue to be humbled by the generosity and spirit of each and every one. We all learn and gain so much from each of you and we are truly grateful. Thank you once again for your support, warmth and 'Caring Together'.

**Lisa of Caring Together 07436 530073**

If you would like to get involved then please email: [lisa@caringtogether.org.uk](mailto:lisa@caringtogether.org.uk) or call 07436 530073

Find the words in bold from the below list in the above word search all based around volunteering.

<b>VOLUNTEERING</b>	<b>SHARING</b>	<b>CARING</b>	<b>SUPPORTIVE</b>	<b>UNDERSTANDING</b>
<b>COMMUNITY</b>	<b>FUN</b>	<b>CREATIVE</b>	<b>GIVING</b>	<b>TALENTED</b>
<b>TIME</b>	<b>KINDNESS</b>	<b>SOCIAL</b>	<b>INSPIRATIONAL</b>	<b>CONNECTED</b>
<b>PURPOSE</b>	<b>VALUED</b>	<b>TOGETHER</b>	<b>INVOLVEMENT</b>	<b>LEARNING</b>



# Chair's Report

**Cllr Al Garthwaite**  
Chair, Caring Together in Woodhouse and Little London. Councillor for Headingley, Hyde Park and part of Woodhouse. Lord Mayor of Leeds 2023.

I have been delighted to continue my work as Chair of Caring Together this year. The organisation has continued to do good work in the local community and tackling the needs and issues of local residents.

Since the end of May I have been Lord Mayor of Leeds and, as Lord Mayor, visited Caring Together for the Summer Get-together and the Lady Mayoress and I were also delighted to welcome a group of Caring Together members to the Civic Hall and to conduct a tour of the Mayoral rooms.

Due to the Lord Mayoral duties my time has been more restricted but I keep in regular contact with Caring Together and often carry out local councilor surgeries at the Caring Together premises (second Tuesday of each month 5pm – 6pm)

I am looking forward to working with Caring Together over the year to come.





# Activities

I like this time of year. It gives an opportunity to reflect on the past year, to look at what went well, what can be improved and what impact we have had collectively as an organisation. What has been observed most clearly is how much changes year on year and what remains untouched. There are some aspects of Caring Together that would be recognisable to those involved with the organisation decades ago. These survive because they are vital, important, necessary and timeless.

Other parts of our repertoire are constantly evolving in response to need, requests from members, reacting to current realities and to keep things interesting and provide new opportunities. The year 2022-23 has been no exception. I have been proud to witness the development of new activities and the responses received to them by our members. I will not list them all here because there are too many to mention and the omission of any would be a disservice to anyone involved.

Caring Together responded proactively to the financial and health pressures exacerbated by the cost of living crisis and the compounded effects that winter places on our local older population.

As is common with many less affluent, inner city areas, Little London and Woodhouse was beginning to see the shoots of crisis for quite some time before its existence was highlighted nationally and we started to re-orientate our services accordingly.

We experienced massive increases in demand for support around daily living expenses. We were faced with a choice between economic hardship support and a reduction in social and therapeutic Groups or an expansion to meet the combined demand recognising the complementary nature of these services. We opted for the latter approach.

We expanded our repertoire of Warm Spaces by the organisation of a weekly 'Soup and A Roll' drop-in Session which took place weekly for 4 hours from January through to the end of March 2023.

Caring Together sourced funding to help provide assistance to those most in need in our area. This has involved the provision of food and other essentials and the subsidising of the purchase of white goods amongst other things. One of the biggest risks facing us relates to the economic damage that the crisis is likely to inflict nationally and the intense competition for



resources within the third sector and beyond. To minimise this, we developed an active 3-year plan for diversifying our revenue streams so that we are not over reliant on funding that can suddenly cease or be reduced.

This 3 year plan is a project that will map the current needs of our members and inform our priorities for the coming years. Caring Together has an extensive community footprint. Feedback from Leeds Adult Social Care shows that large, representative samples of all local people over the age of 55 are members of the organisation. This means that any support, health or well-being initiatives have extensive measurable impacts. We know from observation, experience and from member feedback that simple projects in isolation have limited impact. The aim of Caring Together is to help people, where possible, to maintain and/or rebuild their social lives and health, free of poverty, to as great an extent as is possible. We know that combinations of support are the best methods of achieving this.

There is a tendency for many support projects nowadays to be of a fixed term period. Caring Together offers ongoing support to people, at their own pace, which is particularly important to those experiencing memory loss and those with mental health issues and where the development of trust may be an issue. Accompanying this has been a gradual erosion of parts of frontline Health and Social Care provision. Caring Together, like many other small charities, frequently have to intervene in



areas which previously were the responsibility of statutory services. We have quickly realised, that what many older people need, particularly those living alone, is reassurance that there is help and advice available should they require this.

Our work showed to the local older community, in particular, that they were not alone, and did not have to face the consequences of hardship in isolation. Woodhouse and Little London have a strong tradition of community solidarity and it is during times of particular pressure that this characteristic comes to the fore. As a member's organisation, long standing in the community, we were able to harness that tradition and help the community collectively address the challenges that they faced.

We did that, as always, with a focused and dedicated staff team, board of trustees and core group of volunteers. It is a source of great amazement to me that their levels of enthusiasm, dedication and invention remain undiminished year after year. I believe that this freshness arises because we are not so bound up in always repeating the same things but allow the best instincts and individual talents of all to flourish and inform our work. That is, in essence who we are, and while Caring Together changes and develops and reacts, our core strengths remain, which are: to listen, understand and serve our membership and community.

John O'Dwyer - Manager



# Grants & Donations

Caring Together in Woodhouse & Little London  
is grateful for the following grants and donations in 2022/23

Charles Brotherton Trust	£150
Harrison & Potter Trust	£8,126
Leeds Benevolent Society for Single Ladies	£31,000
Leeds Bereavement Forum	£120
Leeds City Council (Adult Social Care)	£49,707
Leeds City Council (INW/HAP)	£5,000
Leeds City Council (MICE)	£100
Leeds Community Foundation (Stay Well)	£2,500
Leeds Community Foundation (Strategic)	£15,000
Leeds Community Foundation (Winter Warmth)	£2,600
Oblong	£2,000
Sylvia & Colin Shepherd Charitable Trust	£500
Woodhouse & Hyde Park Local Care Partnership	£3,125
Members & Supporter donations	£13,379

## Thank You In Memoriam

Caring Together is deeply grateful to many individuals and supporters, Patrons, Trustees and all our volunteers and helpers.

All our funders and those individuals who generously donate to us.

The other agencies and organisations and local businesses who support us and our members in so many ways. Last, but very definitely not least, to the local community for supporting our project in so many different ways.

We, sadly, lost a number of members during the period covered by this report (01/04/2022 - 31/03/2023)

Peter Hudson	Harry Carney
Clarita Wenham	Arvind Ratnaparkhi
Brenda Fryer	Alan Ridsdale
Stan Scaife	Sheila Butler
Yvonne Stickney	Brian Crispin
Edna Julius	David McDonald
Doreen Roberts	Mary Clunes
Elsie Woodburn	

If we have inadvertently omitted anyone from this list, please accept our sincere apologies and please let us know.



Leeds Benevolent Society  
For Single Ladies

Charles Brotherton  
Trust





# Finance Report

The overall financial position of Caring Together in 2022-23 has been very similar to last year in that we made a small deficit albeit not one that proves overly problematic for the organisation. Our policy of spreading our risks widely still works well for us. We received funding from 14 different sources which shows both our commitment to maintaining well developed links with a range of funders and our ability to maintain our core offer and to innovate in response to changing needs and expectations.

Caring Together's fixed reserves excluding fixed assets, at the year-end were £86,529. This reflects our reserves policy of maintaining 6-9 months of operating expenditure. We were aware of various upcoming expenses such as salary increases and building works within the office would impact on this figure which is why it was important to protect this cushion for the year ahead.

The salaries, National Insurance, Pensions and Payroll costs all collectively increased significantly over the year and we also experienced higher than budgeted costs for transport costs for activities. Our ability to withstand these increases reflected our ability to plan ahead and make savings and

our general philosophy of frugality within the organisation itself while limiting any impact on our activities and services provision.

As usual, the financial support by members and supporters of Caring Together has proved stellar. In fact, the amount raised through these sources increased by over 30% on the previous year. A huge thanks to all those who offered their support in this way. While all financial support is appreciated, that which comes from members and recipients of support and those with a close relationship with Caring Together is especially gratifying.

The finance sub-committee of the board of trustees, which reconvened after an absence of several years, has been pivotal in the financial stability of Caring Together in this calendar year. The ability to regularly meet, analyse and advise on financial developments, clarity and policy has proven immensely beneficial. Last year we reported that we still had a vacancy for a treasurer on our board of trustees. This remains the case. We will redouble our efforts this year in filling this role in order to maintain the financial stability of Caring Together.

# Impact Report

We have worked with  
**425**  
older people  
this year

 Female 267  Male 158



**1983**  
visits/drop-ins



**8200**  
phone calls



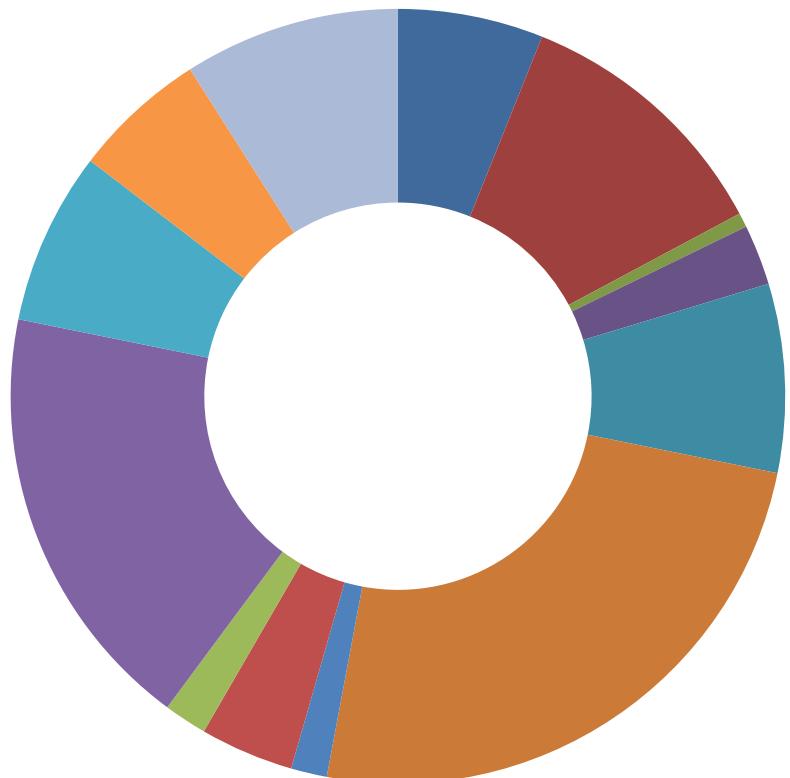
**1992**  
emails/letters



**224**  
website/social media

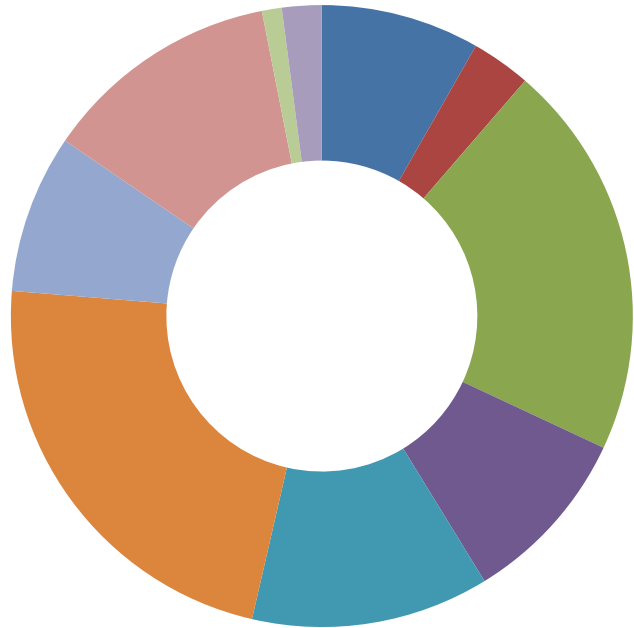
## Issues Covered

-  Advocacy
-  Benefits Advice/Support
-  Enquiry about NHS Services
-  Form filling help
-  General Advice/Support
-  Health & Wellbeing
-  Initial Assessments
-  Other Agencies on behalf of Members
-  Outreach & Publicity
-  Social Activity
-  Transport
-  Volunteering
-  Winter Wellbeing



## Referrals to Other Agencies

- Adult Social Care
- Care & Repair
- Cost of Living/Financial Support
- Disability adaptations/services
- Food support
- Health services
- Housing - other issues
- Housing Repairs
- LBSSL
- Telecare



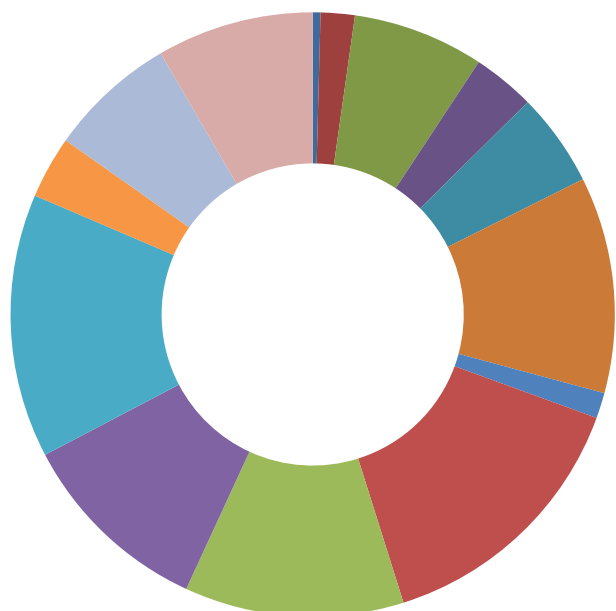
2434

attendances at our social/educational activities this year

- 'Warm Space' at Caring Together premises over the winter and including weekly Soup and Roll days between January and March.
- Benefits advice and support from claim through assessments, appeal and tribunal if needed. Bringing in much needed extra income for members
- Live music/singing at some activities/events with students from Luumic
- Winter warmth/wellbeing items given out
- Cost of living advice and support
- Golden Jubilee Celebration Event
- Online AGM in November.
- Christmas Celebration event with carol singers from Luumic in Charing Cross Square
- Local outings, with assistance if needed
- Christmas Lunch at Britannia Hotel for 40 members
- Food/toiletries available for members who may need them
- 'Lending library' of books, magazines, DVDs in our premises

## Social & Educational Activities

- AGM
- Bereavement Support
- Dance
- Dementia support drop in
- Digital skills
- Coffee & Chat get-together
- Online/inperson elevenses
- Exercise
- Pilates
- Skills Share
- Soup/Winter Warmth
- Yoga
- Outings
- Celebrations/events





Promoting the Welfare of  
Older People in the Community

# **Caring Together in Woodhouse & Little London**

Charity number 1138782

A company limited by guarantee number 07402794

## **Annual Report and Financial Statements**

**for the year ended 31 March 2023**



West Yorkshire Community Accounting Service

# **Caring Together in Woodhouse & Little London**

## **Annual Report and Financial Statements for the year ended 31 March 2023**

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Statement of financial activities	7
Balance sheet	8
Notes to the accounts	9 to 13

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

# **Caring Together in Woodhouse & Little London**

## **Trustees' report for the year ended 31 March 2023**

### **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:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Al Garthwaite	Chair	
Ann Shaw	Secretary	
David Wigglesworth		
Tracey Noble		
Ben Anson		
Ann Dudzinski		
Myrna Ruttledge		
Abigail Marshall Katung		
Maureen Kershaw		Appointed 14 November 2022
<b>Charity number</b>	1138782	Registered in England and Wales
<b>Company number</b>	07402794	Registered in England and Wales

### **Registered and principal address**

127 Woodhouse Street  
Leeds  
LS6 2PY

### **Bankers**

Virgin Money	Unity Trust Bank
Jubilee House	PO Box 7193
Gosforth	Planetary Road
Newcastle upon Tyne	Willenhall
NE3 4PL	WV1 9DG

### **Independent examiner**

Stephen Procter

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

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is a company limited by guarantee and was formed on 11 October 2010. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2023**

### **Objectives and activities**

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

The relief of older people (without distinction of colour, ethnic origin, nationality, political or religious opinion or sex) in any way considered to be charitable in law as the trustees may determine in Woodhouse and Little London and its neighbourhood in the City of Leeds and in particular by:

Promoting the mental and physical welfare of older people and relieve those with disabilities.

Advancing the education of older people on matters such as finance, health, housing, security and welfare entitlement.

To further any other charitable purposes as the trustees may determine.

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

Work with older people offering advice, support and activity groups as well as assistance with transport and shopping.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the relief of those in need by reason of age.

#### **Achievements and performance**

This has been another successful year for Caring Together. The trustees, staff team and volunteers have worked tirelessly to maintain the standards that we have set for the organisation and, I believe, have in many ways surpassed even our expectations.

Our much valued funders and supporters have once again provided us with the revenue to keep our services running and allowed us to continue on the independent and locality focussed path which has served us so well for the past 27 years.

As with previous years, we have focussed on garnering funding from a variety of sources to spread our financial risk widely. This has ranged from our main benefactor Leeds City Council, to whom we are extremely grateful for their continued support and guidance, to a range of other, mostly local, charitable foundations. We must also here applaud those local people who donate on a regular basis and who contribute so much to the meeting of our financial targets.

Financially, this has been a good year. We have only made a small deficit despite having to incorporate unexpected cost of living increases for the staff team.

This year has been an incredibly difficult time for many charities and indeed for our members. The cost of living crisis has exposed the fragile nature of many charities. We, at Caring Together, have managed to weather the crisis remarkably well, partly due to prudence, as well as planning well in advance and anticipating problems. We are aware however of the continued risks ahead for ourselves and both the statutory and voluntary sectors. During the pandemic we all talked about the importance of working collectively and sharing resources. It could be that this is now more important than ever.

We have continued to provide a broad range of activities. Some have been running for a good while. Others are new. There is not space here to give each activity justice, but a special mention must be made to our 'soup and a Roll' sessions which took place over 3 months between January and March. This was extremely well received and attended. It was lovely to witness a new social space evolving and members being so involved in planning, preparing and serving a different recipe every week.

Our membership has increased again this year, a sign that we continue to becoming more visible within the local community. Our improved location over the past few years has certainly contributed to this but the numbers approaching us after recommendations from other members is particularly gratifying. We will redouble our efforts in the year ahead to further increase our exposure, particularly amongst newer communities in Woodhouse and Little London.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2023**

### **Achievements and performance (continued)**

The individualised one to one support continues to comprise a substantial proportion of what we offer, both as stand-alone support, and in collaboration with other health and social care professionals. We always work, where possible, in a collective way and have developed good local and city-wide connections with workers across a wide range of disciplines.

Our volunteers have, as in past years, proved invaluable in allowing us to maintain and develop services. This includes local volunteers as well as those from the local universities. Their drive and enthusiasm informs so much of what we do and our ability to provide such a range of services would be very much limited without their input.

We are aware that our present base at Charing Cross needs to be upgraded to make it more suitable for our needs and those of our members. We are currently in the process of securing quotes for work to reconfigure the office so that we can accommodate more people and provide for a more usable and comfortable group and social space.

We are aware that there are challenges ahead but we face the future with confidence in what we do and our abilities, experience and knowledge to address any obstacles that we face.

We have continued to look at all elements of the organisation: Our structure, governance, support work and the breath of our provision. We do this from a strong base, recognising the need for change while constantly evaluating our repertoire to avoid stagnancy and complacency. We are in the process of developing a permanent and evolving plan for Caring Together which will limit financial and other unwanted surprises and which will keep us fresh and relevant.

I would like to express our thanks, once again, to those who show faith in our work. We look forward to repaying that faith once more in the year ahead.

### **Financial review**

The net expenditure for the year was £2,647, including net expenditure of £1,553 on unrestricted funds and net expenditure of £1,094 on restricted funds.

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £86,529.

The trustees aim to maintain sufficient reserve funds to cover between 6 and 9 months operating expenditure.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2023**

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the 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 judgements 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;

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 with 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 (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

approved by the board of trustees on 10/08/2023

David Wigglesworth (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Independent examiner's report to the trustees of Caring Together in Woodhouse & Little London**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2023, which are set out on pages 7 to 13.

### **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.

Stephen Procter

17/08/2023

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

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2023**

	Notes	2023	2023	2023	2022
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
<b>Income from:</b>					
Grants and donations	(2)	94,836	38,471	133,307	117,991
Group and activity contributions		1,812	-	1,812	1,263
Fundraising		60	-	60	467
Bank interest		68	-	68	22
<b>Total income</b>		<b>96,776</b>	<b>38,471</b>	<b>135,247</b>	<b>119,743</b>
<b>Expenditure on:</b>					
Salaries, NIC's, pensions and payroll	(3)	81,057	37,670	118,727	106,263
Staff travel expenses		738	-	738	1,036
Events and activities		2,804	341	3,145	3,834
Equipment and materials		906	44	950	818
Training		179	-	179	-
Travel, transport and trips		1,417	910	2,327	1,259
Volunteer expenses		29	-	29	161
Premises costs		1,310	-	1,310	2,124
Phone, internet and postage		3,195	-	3,195	3,052
Printing and stationery		900	-	900	816
Advertising and publicity		466	-	466	446
Insurance		894	-	894	693
Affiliations and subscriptions		148	-	148	45
Speakers and trainers fees		1,965	600	2,565	3,403
Independent examination		876	-	876	720
Management and administration		495	-	495	295
Professional fees		-	-	-	64
IT support		119	-	119	165
Sundry expenses		436	-	436	46
Depreciation		395	-	395	395
<b>Total expenditure</b>		<b>98,329</b>	<b>39,565</b>	<b>137,894</b>	<b>125,635</b>
<b>Net income / (expenditure)</b>		<b>(1,553)</b>	<b>(1,094)</b>	<b>(2,647)</b>	<b>(5,892)</b>
<b>Fund balances brought forward</b>		<b>89,134</b>	<b>5,589</b>	<b>94,723</b>	<b>100,615</b>
<b>Fund balances carried forward</b>	(4)	<b>87,581</b>	<b>4,495</b>	<b>92,076</b>	<b>94,723</b>

All incoming resources and resources expended derive from continuing activities.

**Caring Together in Woodhouse & Little London**  
**Balance sheet**  
**as at 31 March 2023**

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 1,052	-	1,052	1,447
<b>Total fixed assets</b>	<u>1,052</u>	<u>-</u>	<u>1,052</u>	<u>1,447</u>
<b>Current assets</b>				
Debtors and prepayments	(6) 46	-	46	-
Cash at bank and in hand	(7) 102,495	4,495	106,990	94,605
<b>Total current assets</b>	<u>102,541</u>	<u>4,495</u>	<u>107,036</u>	<u>94,605</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(8) 16,012	-	16,012	1,329
<b>Total current liabilities</b>	<u>16,012</u>	<u>-</u>	<u>16,012</u>	<u>1,329</u>
<b>Net current assets / (liabilities)</b>	<u>86,529</u>	<u>4,495</u>	<u>91,024</u>	<u>93,276</u>
<b>Net assets</b>	<u>87,581</u>	<u>4,495</u>	<u>92,076</u>	<u>94,723</u>
<b>Funds</b>				
Unrestricted funds	87,581	-	87,581	89,134
Restricted funds	-	4,495	4,495	5,589
<b>Total funds</b>	<u>87,581</u>	<u>4,495</u>	<u>92,076</u>	<u>94,723</u>

For the year ending 31 March 2023 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are 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 FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 10/08/2023

David Wigglesworth (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Notes to the accounts**

### **for the year ended 31 March 2023**

#### **1 Accounting policies**

##### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant 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 £500 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:

Equipment: 15%

##### **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.

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

<b>2 Grants and donations</b>	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Charles Brotherton Trust	150	-	150	150
Harrison and Potter Trust	-	8,126	8,126	4,000
Leeds Benevolent Society for Single Ladies	30,000	1,000	31,000	30,000
Leeds Bereavement Forum	-	120	120	-
Leeds City Council (Adult Social Care)	49,707	-	49,707	52,267
Leeds City Council (INW/HAP)	1,000	4,000	5,000	141
Leeds City Council (MICE)	100	-	100	-
Leeds Community Foundation (Stay Well)	-	2,500	2,500	2,475
Leeds Community Foundation (Strategic)	-	15,000	15,000	-
Leeds Community Foundation (Winter Warmth)	-	2,600	2,600	-
Oblong	-	2,000	2,000	-
Sylvia and Colin Shepherd Charitable Trust	500	-	500	500
Woodhouse and Hyde Park Local Care P'ship	-	3,125	3,125	-
52 Lives	-	-	-	400
Leeds City Council (HAP Refurb)	-	-	-	4,055
Leeds City Council (HPT)	-	-	-	10,000
Leeds Older Peoples Forum	-	-	-	1,550
Wades Charity	-	-	-	3,000
Other grants	-	-	-	(200)
Members and supporters donations	13,379	-	13,379	9,148
Other donations	-	-	-	505
	<u>94,836</u>	<u>38,471</u>	<u>133,307</u>	<u>117,991</u>

<b>3 Staff costs and numbers</b>	2023	2022
	£	£
Gross salaries	108,298	95,620
Social security costs	9,603	9,230
Employment allowance	(5,000)	(4,000)
Payroll costs	494	526
Pensions	5,332	4,887
	<u>118,727</u>	<u>106,263</u>

The average number of employees during the year was 4, being an average of 3.3 full time equivalent (2022: 4, 3.3 FTE). There were no employees with emoluments above £60,000.

<b>Defined contribution pension scheme</b>	2023	2022
	£	£
Costs of the scheme to the charity for the year	5,332	4,887
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

<b>4 Restricted funds</b>	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Leeds City Council (HPT)	3,694	-	3,694	-	-
Leeds City Council (INW/HAP)	44	-	44	-	-
Wades Charity	1,851	-	1,851	-	-
LCF Strategic Resilience	-	15,000	13,750	-	1,250
Salary Support grants	-	20,226	20,226	-	-
Woodhouse and Hyde Park LCP	-	3,125	-	-	3,125
Leeds Bereavement Forum	-	120	-	-	120
	<u>5,589</u>	<u>38,471</u>	<u>39,565</u>	<u>-</u>	<u>4,495</u>

<b>Fund name</b>	<b>Purpose of restriction</b>
Leeds City Council (HPT)	Health Partnership Teams' funding towards salary costs for staff who are supporting the most vulnerable in the community.
Leeds City Council (INW/HAP)	For purchase of office furniture.
Wades Charity	Towards activity costs.
LCF Strategic Resilience	Towards supporting the Manager's salary,
Salary Support grants	Grants from various funders combined towards supporting salary costs for the workers.
Woodhouse and Hyde Park LCP	For warm space provision and hardship support.
Leeds Bereavement Forum	Towards funding bereavement support.

**5 Tangible assets**

	Group equipment	Total
	£	£
<b>Cost</b>		
At 1 April 2022	2,632	2,632
Additions	-	-
At 31 March 2023	<u>2,632</u>	<u>2,632</u>
<b>Depreciation</b>		
At 1 April 2022	1,185	1,185
Charge for year	395	395
At 31 March 2023	<u>1,580</u>	<u>1,580</u>
<b>Net book value</b>		
At 31 March 2023	<u>1,052</u>	<u>1,052</u>
At 31 March 2022	<u>1,447</u>	<u>1,447</u>

**6 Debtors**

	2023	2022
	£	£
Other debtors	46	-
	<u>46</u>	<u>-</u>

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

<b>7 Cash at bank and in hand</b>	2023	2022
	£	£
Cash at bank	106,881	94,467
Cash in hand	109	138
	<u>106,990</u>	<u>94,605</u>

<b>8 Creditors and accruals</b>	2023	2022
	£	£
Creditors	15,136	609
Accruals	876	720
	<u>16,012</u>	<u>1,329</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 £40,475 (previous year: £40,321).

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities including comparatives for all funds**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2023**

	2023	2022	2023	2022	2023	2022
	Unrestricted	Unrestricted	Restricted	Restricted	Total	Total
	funds	funds	funds	funds	funds	funds
	£	£	£	£	£	£
<b>Income</b>						
Grants and donations	94,836	96,370	38,471	21,621	133,307	117,991
Group and activity contributions	1,812	1,263	-	-	1,812	1,263
Fundraising	60	467	-	-	60	467
Bank interest	68	22	-	-	68	22
<b>Total income</b>	<b>96,776</b>	<b>98,122</b>	<b>38,471</b>	<b>21,621</b>	<b>135,247</b>	<b>119,743</b>
<b>Expenditure</b>						
Salaries, NIC's, pensions and payroll	81,057	95,746	37,670	10,517	118,727	106,263
Staff travel expenses	738	1,036	-	-	738	1,036
Events and activities	2,804	2,582	341	1,252	3,145	3,834
Equipment and materials	906	818	44	-	950	818
Training	179	-	-	-	179	-
Travel, transport and trips	1,417	607	910	652	2,327	1,259
Volunteer expenses	29	161	-	-	29	161
Premises costs	1,310	2,124	-	-	1,310	2,124
Phone, internet and postage	3,195	3,052	-	-	3,195	3,052
Printing and stationery	900	816	-	-	900	816
Advertising and publicity	466	446	-	-	466	446
Insurance	894	693	-	-	894	693
Affiliations and subscriptions	148	45	-	-	148	45
Speakers and trainers fees	1,965	2,008	600	1,395	2,565	3,403
Independent examination	876	720	-	-	876	720
Management and administration	495	295	-	-	495	295
Professional fees	-	64	-	-	-	64
IT support	119	165	-	-	119	165
Sundry expenses	436	46	-	-	436	46
Depreciation	395	395	-	-	395	395
<b>Total expenditure</b>	<b>98,329</b>	<b>111,819</b>	<b>39,565</b>	<b>13,816</b>	<b>137,894</b>	<b>125,635</b>
<b>Net income / (expenditure)</b>	<b>(1,553)</b>	<b>(13,697)</b>	<b>(1,094)</b>	<b>7,805</b>	<b>(2,647)</b>	<b>(5,892)</b>
<b>Transfers between funds</b>	<b>-</b>	<b>4,055</b>	<b>-</b>	<b>(4,055)</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>(1,553)</b>	<b>(9,642)</b>	<b>(1,094)</b>	<b>3,750</b>	<b>(2,647)</b>	<b>(5,892)</b>
<b>Fund balances brought forward</b>	<b>89,134</b>	<b>98,776</b>	<b>5,589</b>	<b>1,839</b>	<b>94,723</b>	<b>100,615</b>
<b>Fund balances carried forward</b>	<b>87,581</b>	<b>89,134</b>	<b>4,495</b>	<b>5,589</b>	<b>92,076</b>	<b>94,723</b>

# **Caring Together in Woodhouse & Little London**

Charity number 1138782

A company limited by guarantee number 07402794

## **Annual Report and Financial Statements**

**for the year ended 31 March 2023**



West Yorkshire Community Accounting Service

# **Caring Together in Woodhouse & Little London**

## **Annual Report and Financial Statements for the year ended 31 March 2023**

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

# **Caring Together in Woodhouse & Little London**

## **Trustees' report for the year ended 31 March 2023**

### **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:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Al Garthwaite	Chair	
Ann Shaw	Secretary	
David Wigglesworth		
Tracey Noble		
Ben Anson		
Ann Dudzinski		
Myrna Ruttledge		
Abigail Marshall Katung		
Maureen Kershaw		Appointed 14 November 2022
<b>Charity number</b>	1138782	Registered in England and Wales
<b>Company number</b>	07402794	Registered in England and Wales

### **Registered and principal address**

127 Woodhouse Street  
Leeds  
LS6 2PY

### **Bankers**

Virgin Money	Unity Trust Bank
Jubilee House	PO Box 7193
Gosforth	Planetary Road
Newcastle upon Tyne	Willenhall
NE3 4PL	WV1 9DG

### **Independent examiner**

Stephen Procter

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

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is a company limited by guarantee and was formed on 11 October 2010. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2023**

### **Objectives and activities**

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

The relief of older people (without distinction of colour, ethnic origin, nationality, political or religious opinion or sex) in any way considered to be charitable in law as the trustees may determine in Woodhouse and Little London and its neighbourhood in the City of Leeds and in particular by:

Promoting the mental and physical welfare of older people and relieve those with disabilities.

Advancing the education of older people on matters such as finance, health, housing, security and welfare entitlement.

To further any other charitable purposes as the trustees may determine.

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

Work with older people offering advice, support and activity groups as well as assistance with transport and shopping.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the relief of those in need by reason of age.

#### **Achievements and performance**

This has been another successful year for Caring Together. The trustees, staff team and volunteers have worked tirelessly to maintain the standards that we have set for the organisation and, I believe, have in many ways surpassed even our expectations.

Our much valued funders and supporters have once again provided us with the revenue to keep our services running and allowed us to continue on the independent and locality focussed path which has served us so well for the past 27 years.

As with previous years, we have focussed on garnering funding from a variety of sources to spread our financial risk widely. This has ranged from our main benefactor Leeds City Council, to whom we are extremely grateful for their continued support and guidance, to a range of other, mostly local, charitable foundations. We must also here applaud those local people who donate on a regular basis and who contribute so much to the meeting of our financial targets.

Financially, this has been a good year. We have only made a small deficit despite having to incorporate unexpected cost of living increases for the staff team.

This year has been an incredibly difficult time for many charities and indeed for our members. The cost of living crisis has exposed the fragile nature of many charities. We, at Caring Together, have managed to weather the crisis remarkably well, partly due to prudence, as well as planning well in advance and anticipating problems. We are aware however of the continued risks ahead for ourselves and both the statutory and voluntary sectors. During the pandemic we all talked about the importance of working collectively and sharing resources. It could be that this is now more important than ever.

We have continued to provide a broad range of activities. Some have been running for a good while. Others are new. There is not space here to give each activity justice, but a special mention must be made to our 'soup and a Roll' sessions which took place over 3 months between January and March. This was extremely well received and attended. It was lovely to witness a new social space evolving and members being so involved in planning, preparing and serving a different recipe every week.

Our membership has increased again this year, a sign that we continue to becoming more visible within the local community. Our improved location over the past few years has certainly contributed to this but the numbers approaching us after recommendations from other members is particularly gratifying. We will redouble our efforts in the year ahead to further increase our exposure, particularly amongst newer communities in Woodhouse and Little London.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2023**

### **Achievements and performance (continued)**

The individualised one to one support continues to comprise a substantial proportion of what we offer, both as stand-alone support, and in collaboration with other health and social care professionals. We always work, where possible, in a collective way and have developed good local and city-wide connections with workers across a wide range of disciplines.

Our volunteers have, as in past years, proved invaluable in allowing us to maintain and develop services. This includes local volunteers as well as those from the local universities. Their drive and enthusiasm informs so much of what we do and our ability to provide such a range of services would be very much limited without their input.

We are aware that our present base at Charing Cross needs to be upgraded to make it more suitable for our needs and those of our members. We are currently in the process of securing quotes for work to reconfigure the office so that we can accommodate more people and provide for a more usable and comfortable group and social space.

We are aware that there are challenges ahead but we face the future with confidence in what we do and our abilities, experience and knowledge to address any obstacles that we face.

We have continued to look at all elements of the organisation: Our structure, governance, support work and the breath of our provision. We do this from a strong base, recognising the need for change while constantly evaluating our repertoire to avoid stagnancy and complacency. We are in the process of developing a permanent and evolving plan for Caring Together which will limit financial and other unwanted surprises and which will keep us fresh and relevant.

I would like to express our thanks, once again, to those who show faith in our work. We look forward to repaying that faith once more in the year ahead.

### **Financial review**

The net expenditure for the year was £2,647, including net expenditure of £1,553 on unrestricted funds and net expenditure of £1,094 on restricted funds.

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £86,529.

The trustees aim to maintain sufficient reserve funds to cover between 6 and 9 months operating expenditure.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2023**

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the 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 judgements 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;

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 with 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 (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

approved by the board of trustees on 10/08/2023

David Wigglesworth (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Independent examiner's report to the trustees of Caring Together in Woodhouse & Little London**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2023, which are set out on pages 7 to 13.

### **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.

Stephen Procter

17/08/2023

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

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2023**

	Notes	2023	2023	2023	2022
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
<b>Income from:</b>					
Grants and donations	(2)	94,836	38,471	133,307	117,991
Group and activity contributions		1,812	-	1,812	1,263
Fundraising		60	-	60	467
Bank interest		68	-	68	22
<b>Total income</b>		<b>96,776</b>	<b>38,471</b>	<b>135,247</b>	<b>119,743</b>
<b>Expenditure on:</b>					
Salaries, NIC's, pensions and payroll	(3)	81,057	37,670	118,727	106,263
Staff travel expenses		738	-	738	1,036
Events and activities		2,804	341	3,145	3,834
Equipment and materials		906	44	950	818
Training		179	-	179	-
Travel, transport and trips		1,417	910	2,327	1,259
Volunteer expenses		29	-	29	161
Premises costs		1,310	-	1,310	2,124
Phone, internet and postage		3,195	-	3,195	3,052
Printing and stationery		900	-	900	816
Advertising and publicity		466	-	466	446
Insurance		894	-	894	693
Affiliations and subscriptions		148	-	148	45
Speakers and trainers fees		1,965	600	2,565	3,403
Independent examination		876	-	876	720
Management and administration		495	-	495	295
Professional fees		-	-	-	64
IT support		119	-	119	165
Sundry expenses		436	-	436	46
Depreciation		395	-	395	395
<b>Total expenditure</b>		<b>98,329</b>	<b>39,565</b>	<b>137,894</b>	<b>125,635</b>
<b>Net income / (expenditure)</b>		<b>(1,553)</b>	<b>(1,094)</b>	<b>(2,647)</b>	<b>(5,892)</b>
<b>Fund balances brought forward</b>		<b>89,134</b>	<b>5,589</b>	<b>94,723</b>	<b>100,615</b>
<b>Fund balances carried forward</b>	(4)	<b>87,581</b>	<b>4,495</b>	<b>92,076</b>	<b>94,723</b>

All incoming resources and resources expended derive from continuing activities.

**Caring Together in Woodhouse & Little London**  
**Balance sheet**  
**as at 31 March 2023**

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 1,052	-	1,052	1,447
<b>Total fixed assets</b>	<u>1,052</u>	<u>-</u>	<u>1,052</u>	<u>1,447</u>
<b>Current assets</b>				
Debtors and prepayments	(6) 46	-	46	-
Cash at bank and in hand	(7) 102,495	4,495	106,990	94,605
<b>Total current assets</b>	<u>102,541</u>	<u>4,495</u>	<u>107,036</u>	<u>94,605</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(8) 16,012	-	16,012	1,329
<b>Total current liabilities</b>	<u>16,012</u>	<u>-</u>	<u>16,012</u>	<u>1,329</u>
<b>Net current assets / (liabilities)</b>	<u>86,529</u>	<u>4,495</u>	<u>91,024</u>	<u>93,276</u>
<b>Net assets</b>	<u>87,581</u>	<u>4,495</u>	<u>92,076</u>	<u>94,723</u>
<b>Funds</b>				
Unrestricted funds	87,581	-	87,581	89,134
Restricted funds	-	4,495	4,495	5,589
<b>Total funds</b>	<u>87,581</u>	<u>4,495</u>	<u>92,076</u>	<u>94,723</u>

For the year ending 31 March 2023 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are 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 FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 10/08/2023

David Wigglesworth (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Notes to the accounts**

### **for the year ended 31 March 2023**

#### **1 Accounting policies**

##### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant 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 £500 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:

Equipment: 15%

##### **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.

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

2 Grants and donations	2023	2023	2023	2022
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Charles Brotherton Trust	150	-	150	150
Harrison and Potter Trust	-	8,126	8,126	4,000
Leeds Benevolent Society for Single Ladies	30,000	1,000	31,000	30,000
Leeds Bereavement Forum	-	120	120	-
Leeds City Council (Adult Social Care)	49,707	-	49,707	52,267
Leeds City Council (INW/HAP)	1,000	4,000	5,000	141
Leeds City Council (MICE)	100	-	100	-
Leeds Community Foundation (Stay Well)	-	2,500	2,500	2,475
Leeds Community Foundation (Strategic)	-	15,000	15,000	-
Leeds Community Foundation (Winter Warmth)	-	2,600	2,600	-
Oblong	-	2,000	2,000	-
Sylvia and Colin Shepherd Charitable Trust	500	-	500	500
Woodhouse and Hyde Park Local Care P'ship	-	3,125	3,125	-
52 Lives	-	-	-	400
Leeds City Council (HAP Refurb)	-	-	-	4,055
Leeds City Council (HPT)	-	-	-	10,000
Leeds Older Peoples Forum	-	-	-	1,550
Wades Charity	-	-	-	3,000
Other grants	-	-	-	(200)
Members and supporters donations	13,379	-	13,379	9,148
Other donations	-	-	-	505
	<u>94,836</u>	<u>38,471</u>	<u>133,307</u>	<u>117,991</u>

3 Staff costs and numbers	2023	2022
	£	£
Gross salaries	108,298	95,620
Social security costs	9,603	9,230
Employment allowance	(5,000)	(4,000)
Payroll costs	494	526
Pensions	5,332	4,887
	<u>118,727</u>	<u>106,263</u>

The average number of employees during the year was 4, being an average of 3.3 full time equivalent (2022: 4, 3.3 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2023	2022
	£	£
Costs of the scheme to the charity for the year	5,332	4,887
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

<b>4 Restricted funds</b>	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Leeds City Council (HPT)	3,694	-	3,694	-	-
Leeds City Council (INW/HAP)	44	-	44	-	-
Wades Charity	1,851	-	1,851	-	-
LCF Strategic Resilience	-	15,000	13,750	-	1,250
Salary Support grants	-	20,226	20,226	-	-
Woodhouse and Hyde Park LCP	-	3,125	-	-	3,125
Leeds Bereavement Forum	-	120	-	-	120
	<u>5,589</u>	<u>38,471</u>	<u>39,565</u>	<u>-</u>	<u>4,495</u>

<b>Fund name</b>	<b>Purpose of restriction</b>
Leeds City Council (HPT)	Health Partnership Teams' funding towards salary costs for staff who are supporting the most vulnerable in the community.
Leeds City Council (INW/HAP)	For purchase of office furniture.
Wades Charity	Towards activity costs.
LCF Strategic Resilience	Towards supporting the Manager's salary,
Salary Support grants	Grants from various funders combined towards supporting salary costs for the workers.
Woodhouse and Hyde Park LCP	For warm space provision and hardship support.
Leeds Bereavement Forum	Towards funding bereavement support.

**5 Tangible assets**

	Group equipment	Total
	£	£
<b>Cost</b>		
At 1 April 2022	2,632	2,632
Additions	-	-
At 31 March 2023	<u>2,632</u>	<u>2,632</u>
<b>Depreciation</b>		
At 1 April 2022	1,185	1,185
Charge for year	395	395
At 31 March 2023	<u>1,580</u>	<u>1,580</u>
<b>Net book value</b>		
At 31 March 2023	<u>1,052</u>	<u>1,052</u>
At 31 March 2022	<u>1,447</u>	<u>1,447</u>

**6 Debtors**

	2023	2022
	£	£
Other debtors	46	-
	<u>46</u>	<u>-</u>

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

<b>7 Cash at bank and in hand</b>	2023	2022
	£	£
Cash at bank	106,881	94,467
Cash in hand	109	138
	<u>106,990</u>	<u>94,605</u>

<b>8 Creditors and accruals</b>	2023	2022
	£	£
Creditors	15,136	609
Accruals	876	720
	<u>16,012</u>	<u>1,329</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 £40,475 (previous year: £40,321).

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities including comparatives for all funds**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2023**

	2023	2022	2023	2022	2023	2022
	Unrestricted	Unrestricted	Restricted	Restricted	Total	Total
	funds	funds	funds	funds	funds	funds
	£	£	£	£	£	£
<b>Income</b>						
Grants and donations	94,836	96,370	38,471	21,621	133,307	117,991
Group and activity contributions	1,812	1,263	-	-	1,812	1,263
Fundraising	60	467	-	-	60	467
Bank interest	68	22	-	-	68	22
<b>Total income</b>	<b>96,776</b>	<b>98,122</b>	<b>38,471</b>	<b>21,621</b>	<b>135,247</b>	<b>119,743</b>
<b>Expenditure</b>						
Salaries, NIC's, pensions and payroll	81,057	95,746	37,670	10,517	118,727	106,263
Staff travel expenses	738	1,036	-	-	738	1,036
Events and activities	2,804	2,582	341	1,252	3,145	3,834
Equipment and materials	906	818	44	-	950	818
Training	179	-	-	-	179	-
Travel, transport and trips	1,417	607	910	652	2,327	1,259
Volunteer expenses	29	161	-	-	29	161
Premises costs	1,310	2,124	-	-	1,310	2,124
Phone, internet and postage	3,195	3,052	-	-	3,195	3,052
Printing and stationery	900	816	-	-	900	816
Advertising and publicity	466	446	-	-	466	446
Insurance	894	693	-	-	894	693
Affiliations and subscriptions	148	45	-	-	148	45
Speakers and trainers fees	1,965	2,008	600	1,395	2,565	3,403
Independent examination	876	720	-	-	876	720
Management and administration	495	295	-	-	495	295
Professional fees	-	64	-	-	-	64
IT support	119	165	-	-	119	165
Sundry expenses	436	46	-	-	436	46
Depreciation	395	395	-	-	395	395
<b>Total expenditure</b>	<b>98,329</b>	<b>111,819</b>	<b>39,565</b>	<b>13,816</b>	<b>137,894</b>	<b>125,635</b>
<b>Net income / (expenditure)</b>	<b>(1,553)</b>	<b>(13,697)</b>	<b>(1,094)</b>	<b>7,805</b>	<b>(2,647)</b>	<b>(5,892)</b>
<b>Transfers between funds</b>	<b>-</b>	<b>4,055</b>	<b>-</b>	<b>(4,055)</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>(1,553)</b>	<b>(9,642)</b>	<b>(1,094)</b>	<b>3,750</b>	<b>(2,647)</b>	<b>(5,892)</b>
<b>Fund balances brought forward</b>	<b>89,134</b>	<b>98,776</b>	<b>5,589</b>	<b>1,839</b>	<b>94,723</b>	<b>100,615</b>
<b>Fund balances carried forward</b>	<b>87,581</b>	<b>89,134</b>	<b>4,495</b>	<b>5,589</b>	<b>92,076</b>	<b>94,723</b>

**CARING TOGETHER IN WOODHOUSE & LITTLE LONDON**

England & Wales - Charity number 1138782

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# Accounts

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# **Caring Together in Woodhouse & Little London**

Charity number 1138782

A company limited by guarantee number 07402794

## **Annual Report and Financial Statements**

**for the year ended 31 March 2022**



West Yorkshire Community Accounting Service

# **Caring Together in Woodhouse & Little London**

## **Annual Report and Financial Statements for the year ended 31 March 2022**

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

# **Caring Together in Woodhouse & Little London**

## **Trustees' report for the year ended 31 March 2022**

### **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:

<b>Name</b>	<b>Position</b>
Al Garthwaite	Chair
Ann Shaw	Secretary
David Wigglesworth	
Tracey Noble	
Ben Anson	
Ann Dudzinski	
Myrna Ruttledge	
Abigail Marshall Katung	

**Charity number** 1138782 Registered in England and Wales

**Company number** 07402794 Registered in England and Wales

### **Registered and principal address**

127 Woodhouse Street  
Leeds  
LS6 2PY

### **Bankers**

HSBC Bank plc	Virgin Money
27 Blenheim Terrace	Jubilee House
Woodhouse Lane	Gosforth
Leeds	Newcastle upon Tyne
LS6 2NY	NE3 4PL

### **Independent examiner**

Stephen Procter

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

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is a company limited by guarantee and was formed on 11 October 2010. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2022**

### **Objectives and activities**

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

The relief of older people (without distinction of colour, ethnic origin, nationality, political or religious opinion or sex) in any way considered to be charitable in law as the trustees may determine in Woodhouse and Little London and its neighbourhood in the City of Leeds and in particular by:

Promoting the mental and physical welfare of older people and relieve those with disabilities.

Advancing the education of older people on matters such as finance, health, housing, security and welfare entitlement.

To further any other charitable purposes as the trustees may determine.

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

Work with older people offering advice, support and activity groups as well as assistance with transport and shopping.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the relief of those in need by reason of age.

#### **Achievements and performance**

The past year has seen a gradual move back into work patterns similar to pre-pandemic provision levels. This is not to say that our workloads decreased over the past couple of years. Far from that! Our response during this period was exemplary and the demands on our service increased with corresponding expectations on staff time and resources. To say that we are simply proud of the work put in by the team over this period would be understating it. The imaginative and creative changes to provision, to meet the challenges imposed on us, was as gratifying to watch as it was a pleasure to provide.

The greater freedom to meet together has not meant a return to things as they used to be. While groups have resumed and individual support has become less restricted, there have been many changes in our ways of working due to learned experience, and looking with a more nuanced eye at what we provide.

Our focus on improving member's access to social media has continued with many activities and social groups available for participation in person and online. In addition, we have increased our online visibility through our website, Twitter and Facebook. As well as offering overviews of our activities and events, these offer an important source of information and advice for members who increasingly use these forums to converse with us, offer opinions on our work and to seek help with a myriad of issues.

Undoubtedly, having our new office space has helped us enormously in connecting with people in the local area. The greater visibility this affords us, on a ground level and being more centrally located, has meant an increase in passing enquiries allied with improved access. This new space feels more like it belongs to the members. It has hosted many social and therapeutic groups on a weekly basis as well as a number of celebratory events. All of these have been well attended. The group provision is more streamlined now. Instead of open-ended social and activity sessions, these tend now to be of a shorter duration with new opportunities being added all of the time. This adds a greater freshness to what we offer.

The range of support has correspondingly increased in size and scope. The demands on Caring Together for more extensive individualised support has put demands on our service but so far we have managed to meet this expectation though workloads are at capacity. Amongst our exercise and social groups it is particularly pleasing to note the development of our Carers Group, Dementia Cafe and Craft Group. The first two in collaboration with other services and the latter resurrected after requests from members.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2022**

### **Achievements and performance (continued)**

We have embraced new ways of working but are aware that we need to continue to look at different ways of working and examine all that we do in order to remain relevant and to develop an action plan for the next few years. To this end we applied to the Leeds Fund Strategic Resilience Grants and were successful in obtaining 2 years of funding to do this work. Organisationally, the funding will also help develop robust plans for collaboration with other local and city wide organisations, statutory and voluntary as well as local faith based and educational institutions.

Our trustees and other volunteers have, as always, been an inspiration over the past year. Their commitment and energy drives us on and dictates so much of what we do. Their knowledge and experience provides the bedrock of Caring Together and allows us to provide services at a level that is much greater than the size of the staff team. Our standing as an organisation and respect gained within the local community would be limited without their drive, enthusiasm, vigilance and hard work.

Our financial performance this year has been steady with small deficit recorded. We continue to attract financial support from a range of funders though need to focus on alternative sources of more long-term funding as part of our action plan.

While changes over the past couple of years have been enforced upon us and others have been instigated by ourselves, we believe that we have not lost what we consider to be our most important hard earned features. Namely, our independence, commitment to locality working and the principles of community and solidarity which underpin the ethos of Caring Together.

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

### **Financial review**

Net expenditure for the year was £5,892, including net expenditure of £9,642 on unrestricted funds and net income of £3,750 on restricted funds, after transfers.

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £87,687.

The trustees aim to maintain sufficient reserve funds to cover between 6 and 9 months operating expenditure.

The board has discussed the reserves policy and felt that the current policy, in times of economic uncertainty, should be amended to 6-9 months running costs. In addition, we are planning to have more alterations to the office this year which should considerably reduce the reserves and provide us with a more useful space to run activities.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2022**

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the 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 judgements 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;

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 with 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 (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees on 14.11.22 .....

Signed:  (Trustee)

Name: A.E. GARTHWAITE

## **Caring Together in Woodhouse & Little London**

### **Independent examiner's report to the trustees of Caring Together in Woodhouse & Little London**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2022, which are set out on pages 7 to 14.

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

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

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

#### **Independent examiner's statement**

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

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

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

Signed:  .....

Name: Stephen Procter

23/11/2022

**West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2022**

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Income from:</b>					
Grants and donations	(2)	96,370	21,621	117,991	156,524
Group and activity contributions		1,263	-	1,263	-
Fundraising		467	-	467	656
Bank interest		22	-	22	108
Other income		-	-	-	257
<b>Total income</b>		<u>98,122</u>	<u>21,621</u>	<u>119,743</u>	<u>157,545</u>
<b>Expenditure on:</b>					
Salaries, NIC's, pensions and payroll	(3)	95,746	10,517	106,263	106,009
Staff travel expenses		1,036	-	1,036	847
Events and activities		2,582	1,252	3,834	3,795
Equipment and materials		818	-	818	1,031
Training		-	-	-	25
Travel, transport and trips		607	652	1,259	-
Volunteer expenses		161	-	161	164
Premises costs		2,124	-	2,124	22,896
Phone, internet and postage		3,052	-	3,052	3,485
Printing and stationery		816	-	816	673
Advertising and publicity		446	-	446	330
Insurance		693	-	693	755
Affiliations and subscriptions		45	-	45	58
Speakers and trainers fees		2,008	1,395	3,403	1,306
Independent examination		720	-	720	720
Management and administration		295	-	295	295
Professional fees		64	-	64	103
IT support		165	-	165	488
Sundry expenses		46	-	46	135
Depreciation		395	-	395	395
<b>Total expenditure</b>		<u>111,819</u>	<u>13,816</u>	<u>125,635</u>	<u>143,510</u>
<b>Net income / (expenditure)</b>		<u>(13,697)</u>	<u>7,805</u>	<u>(5,892)</u>	<u>14,035</u>
<b>Transfers between funds</b>		<u>4,055</u>	<u>(4,055)</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>		<u>(9,642)</u>	<u>3,750</u>	<u>(5,892)</u>	<u>14,035</u>
<b>Fund balances brought forward</b>		<u>98,776</u>	<u>1,839</u>	<u>100,615</u>	<u>86,580</u>
<b>Fund balances carried forward</b>	(4)	<u>89,134</u>	<u>5,589</u>	<u>94,723</u>	<u>100,615</u>

All incoming resources and resources expended derive from continuing activities.

# Caring Together in Woodhouse & Little London

## Balance sheet

as at 31 March 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 1,447	-	1,447	1,842
<b>Total fixed assets</b>	<u>1,447</u>	<u>-</u>	<u>1,447</u>	<u>1,842</u>
<b>Current assets</b>				
Prepayments	(6) -	-	-	67
Cash at bank and in hand	(7) 89,016	5,589	94,605	100,718
<b>Total current assets</b>	<u>89,016</u>	<u>5,589</u>	<u>94,605</u>	<u>100,785</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(8) 1,329	-	1,329	2,012
<b>Total current liabilities</b>	<u>1,329</u>	<u>-</u>	<u>1,329</u>	<u>2,012</u>
<b>Net current assets / (liabilities)</b>	<u>87,687</u>	<u>5,589</u>	<u>93,276</u>	<u>98,773</u>
<b>Net assets</b>	<u>89,134</u>	<u>5,589</u>	<u>94,723</u>	<u>100,615</u>
<b>Funds</b>				
Unrestricted funds	89,134	-	89,134	98,776
Restricted funds	-	5,589	5,589	1,839
<b>Total funds</b>	<u>89,134</u>	<u>5,589</u>	<u>94,723</u>	<u>100,615</u>

For the year ending 31 March 2022 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

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

The financial statements were approved by the board of trustees on 14.11.22

Signed:  (Trustee)

Name: A.E. GARTHWAITE

# **Caring Together in Woodhouse & Little London**

## **Notes to the accounts**

### **for the year ended 31 March 2022**

#### **1 Accounting policies**

##### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant 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, 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 £500 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:

Equipment: 15%

##### **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.

# **Caring Together in Woodhouse & Little London**

## **Notes to the accounts**

### **for the year ended 31 March 2022**

#### **1 Accounting policies continued**

##### **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.

# Caring Together in Woodhouse & Little London

## Notes to the accounts continued

### for the year ended 31 March 2022

2 Grants and donations	2022		2021	
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
52 Lives	-	400	400	-
Charles Brotherton Trust	150	-	150	150
Harrison and Potter Trust	4,000	-	4,000	4,000
Leeds Benevolent Society for Single Ladies	30,000	-	30,000	20,000
Leeds City Council (Adult Social Care)	52,267	-	52,267	54,828
Leeds City Council (HAP Refurb)	-	4,055	4,055	-
Leeds City Council (HPT)	-	10,000	10,000	-
Leeds City Council (INW/HAP)	-	141	141	5,155
Leeds Community Foundation (Stay Well)	-	2,475	2,475	2,500
Leeds Older Peoples Forum	-	1,550	1,550	4,100
Sylvia and Colin Shepherd Charitable Trust	500	-	500	500
Wades Charity	-	3,000	3,000	-
Leeds City Council (INW Wellbeing)	-	-	-	1,500
Leeds City Council (MICE)	-	-	-	300
Leeds City Council (Digital)	-	-	-	770
Leeds City Council (COVID)	-	-	-	12,162
Leeds City Council/LOPF (COVID)	-	-	-	5,500
Lottery Community Fund	-	-	-	4,145
Leeds Resilience Fund	-	-	-	8,893
Charities Aid Foundation	-	-	-	8,198
Gateway Church	-	-	-	1,000
Independent Age	-	-	-	7,898
Morrisons Foundation	-	-	-	359
Sir George Martin Trust	-	-	-	2,500
Trusthouse Charitable Foundation	-	-	-	6,769
Other grants	(200)	-	(200)	-
Members and supporters donations	9,148	-	9,148	4,888
Other donations	505	-	505	409
	<u>96,370</u>	<u>21,621</u>	<u>117,991</u>	<u>156,524</u>

3 Staff costs and numbers	2022	2021
	£	£
Gross salaries	95,620	95,572
Social security costs	9,230	9,241
Employment allowance	(4,000)	(4,000)
Payroll costs	526	526
Pensions	4,887	4,670
	<u>106,263</u>	<u>106,009</u>

The average number of employees during the year was 4, being an average of 3.1 full time equivalent (2021: 4, 3.1 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2022	2021
	£	£
Costs of the scheme to the charity for the year	4,887	4,670

# Caring Together in Woodhouse & Little London

## Notes to the accounts continued

### for the year ended 31 March 2022

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Leeds City Council (Digital)	839	-	839	-	-
LCF (Seasonal Loneliness)	1,000	-	1,000	-	-
52 Lives	-	400	400	-	-
Leeds City Council (Refurb)	-	4,055	-	(4,055)	-
Leeds City Council (HPT)	-	10,000	6,306	-	3,694
Leeds City Council (INW/HAP)	-	141	97	-	44
LCF (Stay Well)	-	2,475	2,475	-	-
Leeds Older Peoples Forum	-	1,550	1,550	-	-
Wades Charity	-	3,000	1,149	-	1,851
	<u>1,839</u>	<u>21,621</u>	<u>13,816</u>	<u>(4,055)</u>	<u>5,589</u>

Fund name	Purpose of restriction
Leeds City Council (Digital)	For mobile phones, Zoom contract and online exercise sessions.
LCF (Seasonal Loneliness)	Towards salary costs.
52 Lives	Towards the costs of Christmas gift boxes for members.
Leeds City Council (Refurb)	Towards costs of refurbishment work at the centre. Grant received in arrears after work had been done and paid for from general funds. Hence the transfer by way of reimbursement.
Leeds City Council (HPT)	Health Partnership Teams' funding towards salary costs for staff who are supporting the most vulnerable in the community.
Leeds City Council (INW/HAP)	For purchase of office furniture.
LCF (Stay Well)	Towards salary costs.
Leeds Older Peoples Forum	Towards salary costs.
Wades Charity	Towards activity costs.

5 Tangible assets	Group equipment £	Total £
<b>Cost</b>		
At 1 April 2021	2,632	2,632
Additions	-	-
At 31 March 2022	<u>2,632</u>	<u>2,632</u>
<b>Depreciation</b>		
At 1 April 2021	790	790
Charge for year	395	395
At 31 March 2022	<u>1,185</u>	<u>1,185</u>
<b>Net book value</b>		
At 31 March 2022	<u>1,447</u>	<u>1,447</u>
At 31 March 2021	<u>1,842</u>	<u>1,842</u>

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2022**

<b>6 Prepayments</b>	2022	2021
	£	£
Prepayments	-	67
	<u>-</u>	<u>67</u>
<b>7 Cash at bank and in hand</b>	2022	2021
	£	£
Cash at bank	94,467	100,575
Cash in hand	138	143
	<u>94,605</u>	<u>100,718</u>
<b>8 Creditors and accruals</b>	2022	2021
	£	£
Creditors	609	1,292
Accruals	720	720
	<u>1,329</u>	<u>2,012</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 key management personnel of the charity include the trustees and Chief Officer. The total employee benefits received were £40,321 (previous year: £40,330).

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

## Caring Together in Woodhouse & Little London

### Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2022

	2022 Unrestricted funds £	2021 Unrestricted funds £	2022 Restricted funds £	2021 Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Income</b>						
Grants and donations	96,370	116,894	21,621	39,630	117,991	156,524
Group and activity contributions	1,263	-	-	-	1,263	-
Fundraising	467	656	-	-	467	656
Bank interest	22	108	-	-	22	108
Other income	-	257	-	-	-	257
<b>Total income</b>	<b>98,122</b>	<b>117,915</b>	<b>21,621</b>	<b>39,630</b>	<b>119,743</b>	<b>157,545</b>
<b>Expenditure</b>						
Salaries, NIC's, pensions and payroll	95,746	75,804	10,517	30,205	106,263	106,009
Staff travel expenses	1,036	847	-	-	1,036	847
Events and activities	2,582	3,356	1,252	439	3,834	3,795
Equipment and materials	818	1,031	-	-	818	1,031
Training	-	25	-	-	-	25
Travel, transport and trips	607	-	652	-	1,259	-
Volunteer expenses	161	164	-	-	161	164
Premises costs	2,124	14,241	-	8,655	2,124	22,896
Phone, internet and postage	3,052	3,485	-	-	3,052	3,485
Printing and stationery	816	673	-	-	816	673
Advertising and publicity	446	330	-	-	446	330
Insurance	693	755	-	-	693	755
Affiliations and subscriptions	45	58	-	-	45	58
Speakers and trainers fees	2,008	1,306	1,395	-	3,403	1,306
Independent examination	720	720	-	-	720	720
Management and administration	295	295	-	-	295	295
Professional fees	64	103	-	-	64	103
IT support	165	261	-	227	165	488
Sundry expenses	46	135	-	-	46	135
Depreciation	395	395	-	-	395	395
<b>Total expenditure</b>	<b>111,819</b>	<b>103,984</b>	<b>13,816</b>	<b>39,526</b>	<b>125,635</b>	<b>143,510</b>
<b>Net income / (expenditure)</b>	<b>(13,697)</b>	<b>13,931</b>	<b>7,805</b>	<b>104</b>	<b>(5,892)</b>	<b>14,035</b>
<b>Transfers between funds</b>	<b>4,055</b>	<b>-</b>	<b>(4,055)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>(9,642)</b>	<b>13,931</b>	<b>3,750</b>	<b>104</b>	<b>(5,892)</b>	<b>14,035</b>
<b>Fund balances brought forward</b>	<b>98,776</b>	<b>84,845</b>	<b>1,839</b>	<b>1,735</b>	<b>100,615</b>	<b>86,580</b>
<b>Fund balances carried forward</b>	<b>89,134</b>	<b>98,776</b>	<b>5,589</b>	<b>1,839</b>	<b>94,723</b>	<b>100,615</b>



**CARING TOGETHER IN WOODHOUSE & LITTLE LONDON**

England & Wales - Charity number 1138782

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# Accounts

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# Caring Together in Woodhouse & Little London

Registered Charity Number 1138782  
Company Limited by Guarantee: 07402794

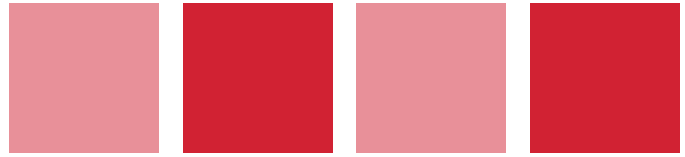


Supporting Older People in our Community since 1995



## ANNUAL REPORT 2021





Zoom Meeting

Speaker View

Karen Tobin

Lisa Argyle

**'Three Days, Three Homes, Three Zooms and Three Minds' inspired by Mandela to create art in celebration of Nelson Mandela's Birthday**

iPad

End Meeting for All

Leave Meeting

Give feedback Cancel

18:20  
15/07/2020

Type here to search

# CARING TOGETHER

## IN WOODHOUSE AND LITTLE LONDON

### OFFICE

127 Woodhouse Street  
Leeds  
LS6 2PY

Telephone: 0113 2430298  
e-mail: [info@caringtogether.org.uk](mailto:info@caringtogether.org.uk)  
[www.caringtogether.org.uk](http://www.caringtogether.org.uk)  
[facebook.com/caringtogetherleeds](https://www.facebook.com/caringtogetherleeds)  
Twitter: @caringtogether1

### PATRONS

The Lord Mayor of Leeds  
Hilary Benn MP

### OUR TRUSTEES

Cllr Al Garthwaite	Chair
Ann Shaw	Secretary
David Wigglesworth	
Ben Anson	
Tracey Noble	
Ann Dudzinski	
Myrna Ruttledge	
Cllr Abigail Marshall-Katung	
Cllr Javaid Akhtar	

## STAFF

### STAFF

John O'Dwyer	Manager
Valerie McGregor	Advice & Support Worker/Deputy Manager
Lisa Argyle	Community Resilience Worker
Ashley Rose	Finance Worker

## AIMS & OBJECTIVES

Caring Together in Woodhouse and Little London is established for the following objects:-

- The relief of older people (without distinction of colour, ethnic origin, nationality, political or religious opinion or sex) in any way considered to be charitable in law as the trustees may determine within the geographic area of Woodhouse and Little London and its neighbourhood within the City of Leeds.
- To promote the mental and physical welfare of older people and relieve those with disabilities.
- To advance the education of older people on matters such as finance, health, housing, security and welfare entitlements.
- To further any other charitable purposes as the trustees may determine for the benefit of the residents in the area of benefit.

# FOREWORD FROM OUR PATRON

It is a great honour to be asked once again to contribute these words to the Caring Together annual report.

The last year and a half has been very difficult because of the Covid pandemic - many people have sadly lost loved ones - but Caring Together has carried on its work in new ways. This shows the strength of the organisation and the dedication of our wonderful staff and volunteers to whom we owe a huge debt of gratitude.

And whatever the circumstances, the fundamental aims of Caring Together remain the same - to help older people lead active and healthy lives.

I look forward to seeing you all again before too long.

Best wishes

**Rt Hon Hilary Benn  
MP for Leeds Central  
and Patron of Caring Together  
in Woodhouse and Little London**



# CHAIR'S REPORT

Having been the Chair of Caring Together for over a year now, I am delighted to welcome this annual report with the details of the wonderful work carried out by staff during the pandemic. It's been a very difficult time for everyone, but staff have really risen to the challenge, and learnt many new ways of keeping everyone going, involved and interested as the weeks and months of lockdown rolled on. I am proud to be the chair of an organisation that employs such dynamic people.

Thank you also to all our board members, who oversee the working of the organisation with due diligence and great enthusiasm.

Turning to other matters, the move to new premises has been a great success. It is really good to have a much more accessible and visible presence right in the heart of our area of work. I am delighted to have been able to help make this possible and to see what was a dingy and dilapidated space transform into somewhere so comfortable and welcoming.

Finally, and most importantly, thank you to all the members of Caring Together, without whom the organisation could not exist, and whose participation and determination to keep going during this very difficult time has been a true inspiration. I very much look forward to seeing you all in person once again before too long.

With all best wishes

AI

**Cllr AI Garthwaite  
Chair, Caring Together in Woodhouse and Little London  
Councillor for Headingley, Hyde Park and part of Woodhouse**



# FINANCE REPORT

Caring Together entered 2020/21 confident in our abilities to attract funding for our activities and service provision. As in previous years, we opted for a strategy of spreading the risks widely and applying for smaller funding pots that allowed us to target specific areas of need. It helped that we responded to the changing circumstances necessitated by Covid with speed and were able to articulate to funders our ability to transform our ways of working in ways that were proportionate and targeted and that addressed the individual and collective needs of the community.

Much of what we have achieved would have been made extremely difficult without the funding received from a wide range of sources, not least the local authority. We thank them for the confidence that they have shown in us.

The net income for the year was £14,035, including net income of £13,931 on unrestricted funds and net income of £104 on restricted funds. The charity's free reserves, excluding fixed assets, at the year-end were £96,934.

A major expenditure over this year was the office move and associated improvements to the building which needed to be made. That we managed to fundraise for this on top of our ongoing fundraising was a significant achievement. The move should allow us to reduce our core expenditure over the years ahead.

While our income from group contributions ceased over 2020/21, many members have continued to fundraise for and donate to Caring Together. This has been greatly appreciated by us. We continue to exercise very tight control over expenditure and these individual donations make a significant contribution to group and activities costs. We have not been able to secure a position of volunteer treasurer for the board over the past year. This vacancy still exists. While we have managed to mitigate any issues relating to this through the skills present in our board of trustees and staff team, we will redouble our efforts this year to resolve this issue. If you know of anybody who would be interested in discussing with the trustees what this role entails, please make contact.



# STAFF & ACTIVITIES

Reflecting on 2020/21 leaves me with a dilemma. So much took place within that year that it is a case of what to leave out rather than what to put in. The changes to work practices, to provision of services, to identifying the best community responses to the pandemic, were all seismic. We could have become too stretched or alternatively too restricted and rigid in our approach. Instead, none of this happened. We identified our priorities early on and, alongside community partners, developed a wide ranging response to need that was both targeted and innovative.

At the onset, we quickly realised that what many older people needed, particularly those living alone, was reassurance that there was help and advice available should they require this. All of our members were called within a short space of time and through this we gained an idea of the type of initial response that we were going to have to make.

We provided members with food and medicine supplies where needed, either directly through our own efforts or collectively through the various food hubs that emerged. We made tentative doorstep and garden visits to members that were particularly isolated and provided all members with regular current public health advice. We did this via our website, newsletters, regular mail-outs, phone calls and face to face.

Some group activities remained in place, albeit initially online alongside individual walking support and walking groups as well as support groups in the gardens of local communal establishments. All within public health guidelines. Arranging these groups, particularly the online sessions, took considerable time, effort and patience. It is a credit to staff perseverance in this area, with the support of partners, that so many members were able to access activities and much more and which has since stood them in good stead in so many other ways.

We focussed on a greater level of individualised support, much appreciated by those in receipt of this, and coped with an increased level of service demand as it presented itself. We continued our support in areas that we were heavily invested in pre pandemic such as benefits support and supporting those with mental ill health and dementia. We also recognised and worked to mitigate the emotional distress and physical issues that were made more pronounced as a result of greater levels of isolation and reduced mobility.

Our online presence increased, both in terms of quantity of information, and the numbers of members accessing this. Contributions by individual members in providing reflections and stories were particularly gratifying, and the quality of these has been remarked upon as being excellent.

Throughout all of this the staff team have been generous in their application and dedication to their work and the community. Whether working unsocial hours and weekends and not availing of anything like their full annual leave entitlements, they have embodied the principle of community and solidarity which underpins the ethos of Caring Together. It also goes without saying that our local volunteers were once again pivotal in all that we achieved and our thanks go out to them for this.



Much of what we have achieved would have been made extremely difficult without the funding received from a wide range of sources, not least the local authority. We thank them for the confidence that they have shown in us.

Many people throughout the country have expressed wishes for a return to normality. While this is understandable, I feel that many changes that have taken place will be permanent. Much has been learned from our recent experiences, particularly in recognising the value of local responses to national emergencies and of the inherent value in working side by side with all sections of our communities.

As an organisation, we have always been flexible and adaptable and able to react to changing circumstances. I feel that this has proved invaluable during this crisis. From the very start our focus was clear. We operated in a collegiate manner, between the staff team and volunteers and reacted promptly to observed need and requests for assistance. We reacted in real time to opportunities provided by both the easing of lock-down and the difficult transitions back to tighter restrictions.

The best and most important advocates of our work are our members. We thank them for their patience, their vitality, their stoicism and the faith that they showed in us. We hope that we were able to repay this faith over 2020/21 and as we move forward.

**John O'Dwyer**  
Manager

# VOLUNTEERING AKA 'COMMUNITY KINDNESS'

Volunteering at Caring Together can be something formal as well as informal. It is community kindness, in whatever way feels right at the time. We don't measure it or judge it; we just appreciate however it is offered. The Covid-19 pandemic brought about some changes and also challenges in 2020. It was a new experience for everyone yet the kindness did not diminish. And where some volunteers were unable to help in the same way due to the restrictions, we adapted.

Volunteers as always are a vital component in what we do and in our response to Covid this continued. Some of our existing volunteers took on more befriending via the phone, and others switched from meeting in person to the phone. Others joined us with making phone calls to members with others coming back who'd volunteered in the past, to those who were isolated, offering reassurance and sharing official information. This was a constant friendly welcome in the midst of the confusion and uncertainty for our members. Firm friendships and bonds were made throughout, with one continuing on from overseas via zoom.

In addition to the calls, some of the help came from volunteers own gardens or living rooms. This included bringing the newsletter together in their kitchen's or gardens and then delivering them to your door. This was the same when we brought together the festive bags. This was a huge behind the scenes task, with many helpers getting to deliver them to the doorstep too. Our money box counting also continued at volunteers' homes.

We had some also helping with getting food items, making masks, crocheting blankets, making Christmas cards for us to sell, calling round to check neighbours were ok, with others baking and sharing homemade produce and lunches together. Donating also continued, from stamps to money, to hand sanitisers. Some arranged meeting up together, suggesting various walks, helping others get to meeting points. Other acts of community kindness were from those who week in week out wrote articles for our members and community to enjoy, and helped with writing poems and quizzes. Also, sharing photographs too. Our volunteers also helped on the allotment and shared their time, knowledge and produce with us. Support also came from our trustee volunteers who continued to meet monthly to support us as a team and guide our work. Outside help also came from team members of Zurich, Student volunteers at University of Leeds and Notre Dame Sixth Form College.

We came together as a community to help together, which has been truly remarkable. Huge gratitude to you all, you are amazing!

**Lisa Argyle, Community Resilience Worker**

**If you would like to get involved then please email:**

**[lisa@caringtogether.org.uk](mailto:lisa@caringtogether.org.uk) or call 07436 530073**



## CARING TOGETHER IN WOODHOUSE & LITTLE LONDON IS GRATEFUL FOR THE FOLLOWING GRANTS AND DONATIONS IN 2020/21

Leeds City Council (Adult Social Care)	£54,828
Leeds Benevolent Society for Single Ladies	£20,000
Leeds City Council (Additional Covid Funding)	£12,162
Leeds Resilience Fund	£8,893
Charities Aid Foundation	£8,198
Independent Age	£7,898
Trusthouse Charitable Foundation	£6,769
Leeds City Council (INW/HAP)	£5,155
Leeds City Council/Leeds Older People's Forum (Covid Funds)	£5,500
Member & Supporter Donations	£5,297
Lottery Community Fund	£4,145
Leeds Older People's Forum	£4,100
Harrison & Potter Trust	£4,000
Sir George Martin Trust	£2,500
Leeds Community Foundation (Stay Well)	£2,500
Leeds City Council (Wellbeing)	£1,500
Gateway Church	£1,000
Leeds City Council (Digital)	£770
Sylvia & Colin Shepherd Charitable Trust	£500
Morrisons Foundation	£359
Leeds City Council (MICE Money)	£300
Charles Brotherton Trust	£150

## THANKS TO ALL OUR SUPPORTERS & FRIENDS

Caring Together is deeply grateful to many individuals and supporters.

Patrons, Trustees and all our volunteers and helpers

All our funders and those individuals who generously donate to us

The other agencies and organisations and local businesses who support us and our members in so many ways

Last, but very definitely not least, to the local community for supporting our project in so many different ways.

## IN MEMORIAM

We, sadly, lost a number of members during the period covered by this report (01/04/2020 – 31/03/21)

Irene Dyson

Dorothy Ball

Douglas Peacock

Diane Rainey

Alistair Simpson

Julie Meredith

Hugh Thorne

Brian Thompson

John Sproule

Royston Crockford

Francis Dempsey

Priscilla Storey

Susan Lister

Nancy McHale

Rosa Tyson

*If we have inadvertently omitted anyone from this list, please accept our sincere apologies and please let us know.*



Leeds Benevolent Society  
for Single Ladies



Leeds Community  
Foundation



Independent  
Age

The Trusthouse  
Charitable Foundation

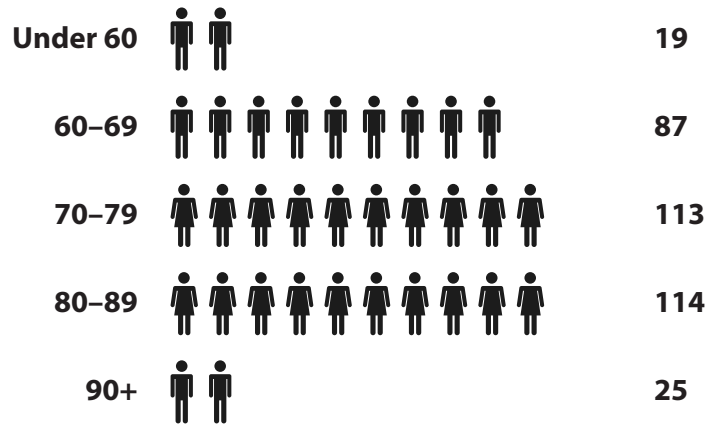
Harrison & Potter Trust

Wade's Charity  
AT THE HEART OF LEEDS

# CARING TOGETHER IMPACT REPORT

APRIL 20 MARCH 21

We have worked with 370 older people this year



1,786  
visits



10,200  
phone  
calls

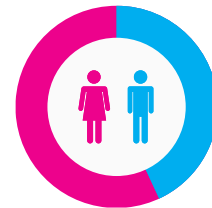


2,150  
letters/  
emails



1,502  
website/social  
media posts

229  
women



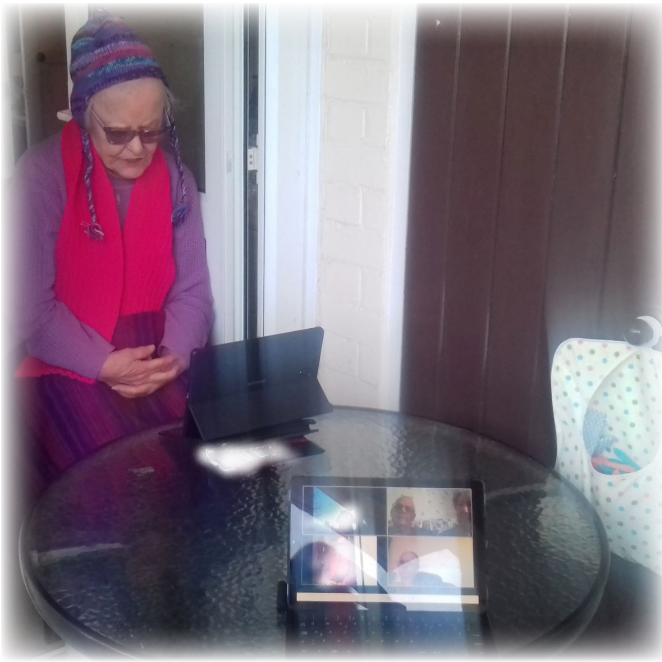
141  
men



APRIL 20 MARCH 21

# CARING TOGETHER IMPACT REPORT

- Regular phone support/well-being calls
- Volunteer telephone befriending
- Shopping for members and help with getting medicine and other essential items
- Supporting members to access other ways of getting food and medicines
- Meals and some groceries delivered with the help of Gateway Church
- Food parcels with the help of the local food hub and 'Soup&More Foodbank'
- Doorstep and Garden visits – moving to occasional indoor visits only when necessary
- Advice around finances and benefits and help to claim State Pension, Pension Credit and other benefits, bringing in significant extra income for some
- Support around disability benefits through the whole process from claiming to appeals tribunals
- Individual support advice and advocacy on a wide range of issues including, energy suppliers and fuel bills, equipment or adaptations, accessing support with care or cleaning, disabled parking badges and bus passes and many, many other issues
- Lots of IT support to help members access online services and social support
- Loaned IT equipment – from 100% Digital – to members to help them stay connected
- Walking with individual members
- Group walks
- Outdoor groups/get-togethers
- Weekly Zoom get-togethers – moving to a hybrid of online and in-person (outdoors)
- Online Afternoon Tea event
- Online film evenings
- Online Bingo
- Online Awareness sessions
- Distribution of plants, homemade jams, cakes, masks and other items given by our members to share
- Supporting Clinically Extremely Vulnerable members and others who were shielding or isolating to access local authority and government support
- Working with many other agencies, eg ASC, GPS, Dementia services, Mental Health services to provide extra support where needed
- Referrals on to other agencies
- Arranged doorstep PCSO support visits for some
- Took part in Nature Writing – a project with Nature England and University of Leeds
- Part of an art project/online celebration on Nelson Mandela's birthday
- Weekly quizzes, poems, stories from members – both on our website and facebook pages and also paper copies for some who could not access them online
- Keeping members informed about Covid 19 health messages and government rules and/or guidelines
- Promoting and informing vaccine take-up and community testing when relevant as well as supporting members to access vaccine appointments and testing when needed.
- Increased online/social media presence as an additional way to keep connected with members and to distribute important information
- 'Seasonal' gift bags for all members distributed in December
- Christmas gifts from Zurich given out
- Festive Prize Draw – all our members entered
- Winter Warmth boxes given out – donated by Seagulls ReUse
- Penpal Project – letter writing across the city with Armley Helping Hands and Seagulls ReUse
- Online musical celebration event and music and wellbeing workshops with LUUMIC
- Held our first Virtual AGM



## Promoting the Welfare of Older People in the Community



# **Caring Together in Woodhouse & Little London**

Charity number 1138782

A company limited by guarantee number 07402794

## **Annual Report and Financial Statements**

**for the year ended 31 March 2021**



West Yorkshire Community Accounting Service

# **Caring Together in Woodhouse & Little London**

## **Annual Report and Financial Statements for the year ended 31 March 2021**

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Examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the accounts	9 to 14

**Prepared by West Yorkshire Community Accounting Service**

# **Caring Together in Woodhouse & Little London**

## **Trustees' report for the year ended 31 March 2021**

### **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:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Al Garthwaite	Chair	
Ann Shaw	Secretary	
David Wigglesworth		
Tracey Noble		
Ben Anson		
Ann Dudzinski		
Myrna Ruttledge		
Abigail Marshall Katung		Appointed 23 October 2020
<b>Charity number</b>	1138782	Registered in England and Wales
<b>Company number</b>	07402794	Registered in England and Wales

### **Registered and principal address**

127 Woodhouse Street  
Leeds  
LS6 2PY

### **Bankers**

HSBC Bank plc	Virgin Money
27 Blenheim Terrace	Jubilee House
Woodhouse Lane	Gosforth
Leeds	Newcastle upon Tyne
LS6 2NY	NE3 4PL

### **Independent examiner**

Stephen Procter

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is a company limited by guarantee and was formed on 11 October 2010. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2021**

### **Objectives and activities**

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

The relief of older people (without distinction of colour, ethnic origin, nationality, political or religious opinion or sex) in any way considered to be charitable in law as the trustees may determine in Woodhouse and Little London and its neighbourhood in the City of Leeds and in particular by:

Promoting the mental and physical welfare of older people and relieve those with disabilities.

Advancing the education of older people on matters such as finance, health, housing, security and welfare entitlement.

To further any other charitable purposes as the trustees may determine.

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

Work with older people offering advice, support and activity groups as well as assistance with transport and shopping.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the relief of those in need by reason of age.

#### **Achievements and performance**

2020/21 was a challenging year for all of us. However, I feel that Caring Together, alongside community partners, rose to the challenge and responded with both hard graft and imagination.

Caring Together remained open and active throughout the year. For the most part this was as a full 7 days a week service. We recognised early on at the onset of the pandemic the need to further build capacity and greater cooperation amongst local health, housing, educational, faith and other interest groups to deal with the emergency and to prepare for the future.

We quickly adjusted from being an organisation centred on tight planning schedules to one that was, initially, reactive in nature. There was an increase in weekly contact with a greater number of people than previously, and the types of support, particularly relating to mental health and general loneliness, correspondingly expanded.

We have always worked in a collaborative way with other organisations. Our response to Covid 19 has amplified both our exposure to working in tandem with others and also the necessity of this to be maintained as we move forward.

The charity has recently moved to a new base in Charing Cross in Woodhouse. We wish this to be a new start for the organisation. This will involve at least 5 days per week community access by local older people in the area. It will be used as a base for planning and running activities and includes an enclosed office space that would be used for more confidential one to one support and advice sessions. We will allow access to other local organisations to make use of the space on a free booking system where possible. The move will aid us in looking at what we offer the whole community, not just the older population.

Caring Together does not intend to simply return to where we started at the onset of Covid 19. We wish to look with fresh eyes at what we do, our priorities and also wider community needs. However, we know that it can be easy to return to established structures that have worked in the past.

To this end, in conjunction with our staff, trustees and volunteers, we have started a series of planning meetings to look at what we have achieved, what lessons can be learned, and how we can best respond to the ending of lockdown in the interests of the health of our members.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2021**

### **Achievements and performance (continued)**

Our support has ranged from;

- Phone support to all of our hundreds of local older members.
- Developing and supervising a body of local volunteers to phone members providing emotional support.
- Developing online activities to mitigate the loss of social and exercise groups.
- Linking individuals in with existing food and medicine supply networks.
- Providing food and other supplies to those members with more complex needs.
- Maintaining and developing links with families and carers.
- Providing advice, information and support to vulnerable members.
- Developing a community response to the crisis alongside local partners

Caring Together also delivered a twin track project involving maximising the potential of digital connections to reduce isolation amongst local older people and maintain support and social structures, and, a programme of one to one and group walks targeting those who were at most at risk of the effects of inactivity during the Covid Crisis.

We will continue to offer individual and group support to individuals in the months ahead. We realise the enormous impact the crisis has had on the mental health of our communities though the extent of the impact is not yet known.

Financially, Caring Together has managed to raise the necessary funds to meet the requirements of the organisation. Aside from the funding received from Leeds City Council and other longer term funders we were successful in all of our applications for Covid related support funds. We offer our gratitude to all of those who provided us with financial assistance during this turbulent period.

### **Financial review**

The net income for the year was £14,035, including net income of £13,931 on unrestricted funds and net income of £104 on restricted funds.

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £96,934.

The trustees aim to maintain sufficient reserve funds to cover between 3 and 6 months operating expenditure.

Current reserves are well above the levels stated in the policy and this will be addressed in the coming year.

The charity has planned to run a deficit budget in the next year, and, as a major funding strand has ended and the new premises will need further work it is expected that the excess reserves will be reduced further.

### **Funds held as custodian trustee on behalf of others**

£200 currently held on behalf of Eltham Court.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2021**

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the 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 judgements 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;

- 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 with 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 (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees on 12/11/2021

David Wigglesworth (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Independent examiner's report to the trustees of Caring Together in Woodhouse & Little London**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2021, which are set out on pages 7 to 14.

### **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.

Stephen Procter

24/11/2021

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2021**

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Income from:</b>					
Grants and donations	(2)	116,894	39,630	156,524	130,540
Group and activity contributions		-	-	-	4,622
Fundraising		656	-	656	1,310
Bank interest		108	-	108	108
Trip income		-	-	-	601
Other income		257	-	257	107
<b>Total income</b>		<b>117,915</b>	<b>39,630</b>	<b>157,545</b>	<b>137,288</b>
<b>Expenditure on:</b>					
Salaries, NIC's, pensions and payroll	(3)	75,804	30,205	106,009	103,347
Staff travel expenses		847	-	847	727
Events and activities		3,356	439	3,795	5,837
Equipment and materials		1,031	-	1,031	562
Training		25	-	25	228
Travel, transport and trips		-	-	-	4,565
Volunteer expenses		164	-	164	693
Premises costs		14,241	8,655	22,896	4,695
Phone, internet and postage		3,485	-	3,485	2,880
Printing and stationery		673	-	673	1,235
Advertising and publicity		330	-	330	445
Insurance		755	-	755	599
Affiliations and subscriptions		58	-	58	75
Speakers and trainers fees		1,306	-	1,306	4,076
Independent examination		720	-	720	720
Management and administration		295	-	295	320
Professional fees		103	-	103	-
IT support		261	227	488	412
Sundry expenses		135	-	135	25
Depreciation		395	-	395	918
<b>Total expenditure</b>		<b>103,984</b>	<b>39,526</b>	<b>143,510</b>	<b>132,359</b>
<b>Net income / (expenditure)</b>		<b>13,931</b>	<b>104</b>	<b>14,035</b>	<b>4,929</b>
<b>Fund balances brought forward</b>		<b>84,845</b>	<b>1,735</b>	<b>86,580</b>	<b>81,651</b>
<b>Fund balances carried forward</b>	(4)	<b>98,776</b>	<b>1,839</b>	<b>100,615</b>	<b>86,580</b>

All incoming resources and resources expended derive from continuing activities.

# Caring Together in Woodhouse & Little London

## Balance sheet

as at 31 March 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 1,842	-	1,842	2,237
<b>Total fixed assets</b>	<u>1,842</u>	<u>-</u>	<u>1,842</u>	<u>2,237</u>
<b>Current assets</b>				
Debtors and prepayments	(6) 67	-	67	4,000
Cash at bank and in hand	(7) 98,879	1,839	100,718	83,415
<b>Total current assets</b>	<u>98,946</u>	<u>1,839</u>	<u>100,785</u>	<u>87,415</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(8) 2,012	-	2,012	3,072
<b>Total current liabilities</b>	<u>2,012</u>	<u>-</u>	<u>2,012</u>	<u>3,072</u>
<b>Net current assets / (liabilities)</b>	<u>96,934</u>	<u>1,839</u>	<u>98,773</u>	<u>84,343</u>
<b>Total assets less current liabilities</b>	<u>98,776</u>	<u>1,839</u>	<u>100,615</u>	<u>86,580</u>
<b>Net assets</b>	<u>98,776</u>	<u>1,839</u>	<u>100,615</u>	<u>86,580</u>
<b>Funds</b>				
Unrestricted funds	98,776	-	98,776	84,845
Restricted funds	-	1,839	1,839	1,735
<b>Total funds</b>	<u>98,776</u>	<u>1,839</u>	<u>100,615</u>	<u>86,580</u>

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

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

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

The financial statements were approved by the board of trustees on 12/11/2021

David Wigglesworth (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Notes to the accounts**

### **for the year ended 31 March 2021**

#### **1 Accounting policies**

##### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant 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, 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 £500 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:

Equipment: 15%

# **Caring Together in Woodhouse & Little London**

## **Notes to the accounts**

### **for the year ended 31 March 2021**

#### **1 Accounting policies**

##### **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.

# Caring Together in Woodhouse & Little London

## Notes to the accounts continued

### for the year ended 31 March 2021

<b>2 Grants and donations</b>	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Leeds City Council (Adult Social Care)	54,828	-	54,828	54,828
Leeds City Council (INW Wellbeing)	1,500	-	1,500	-
Leeds City Council (Winter Warmth)	-	-	-	1,852
Leeds City Council (Stay Well)	-	-	-	2,500
Leeds City Council (INW/HAP)	-	5,155	5,155	8,000
Leeds City Council (MICE)	300	-	300	-
Leeds City Council (Digital)	-	770	770	3,600
Leeds City Council (Additional Covid funding)	12,162	-	12,162	-
Leeds City Council/LOPF Covid	5,500	-	5,500	-
Leeds Benevolent Society for Single Ladies	20,000	-	20,000	30,000
Lottery Community Fund	-	4,145	4,145	-
Leeds Resilience Fund	-	8,893	8,893	-
Charities Aid Foundation	8,198	-	8,198	-
Gateway Church	-	1,000	1,000	-
Charles Brotherton Trust	150	-	150	150
Independent Age	-	7,898	7,898	-
Morrisons Foundation	359	-	359	-
Wades Charity	-	-	-	3,000
Sylvia and Colin Shepherd Charitable Trust	500	-	500	500
Harrison and Potter Trust	4,000	-	4,000	4,000
Sir George Martin Trust	-	2,500	2,500	-
Trusthouse Charitable Foundation	-	6,769	6,769	-
Leeds Community Foundation (Stay Well)	-	2,500	2,500	-
Leeds Community Foundation (In the City)	-	-	-	9,028
Leeds Community Foundation (Loneliness)	-	-	-	1,100
Leeds Older Peoples Forum	4,100	-	4,100	110
Anonymous donation	-	-	-	5,000
Members and supporters donations	4,888	-	4,888	6,405
Other donations	409	-	409	467
	<u>116,894</u>	<u>39,630</u>	<u>156,524</u>	<u>130,540</u>

<b>3 Staff costs and numbers</b>	2021	2020
	£	£
Gross salaries	95,572	92,327
Social security costs	9,241	8,878
Employment allowance	(4,000)	(3,000)
Payroll costs	526	526
Pensions	4,670	4,616
	<u>106,009</u>	<u>103,347</u>

The average number employees during the year was 4, being an average of 3.1 full time equivalent (2019: 4, 3.1 FTE). There were no employees with emoluments above £60,000.

<b>Defined contribution pension scheme</b>	2021	2020
	£	£
Costs of the scheme to the charity for the year	4,670	4,616
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

# Caring Together in Woodhouse & Little London

## Notes to the accounts continued

### for the year ended 31 March 2021

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Leeds City Council (INW/HAP)	-	5,155	5,155	-	-
Leeds City Council (Digital)	735	770	666	-	839
Lottery Community Fund	-	4,145	4,145	-	-
Leeds Resilience Fund	-	8,893	8,893	-	-
Gateway Church	-	1,000	1,000	-	-
Independent Age	-	7,898	7,898	-	-
Sir George Martin Trust	-	2,500	2,500	-	-
Trusthouse CF	-	6,769	6,769	-	-
LCF (Stay Well)	-	2,500	2,500	-	-
LCF (Seasonal Loneliness)	1,000	-	-	-	1,000
	<u>1,735</u>	<u>39,630</u>	<u>39,526</u>	<u>-</u>	<u>1,839</u>

Fund name	Purpose of restriction
Leeds City Council (INW/HAP)	Towards refurbishment costs at the new premises.
Leeds City Council (Digital)	For mobile phones, Zoom contract and online exercise sessions.
Lottery Community Fund	Towards salary costs.
Leeds Resilience Fund	Towards salary costs.
Gateway Church	Towards refurbishment costs at the new premises.
Independent Age	Towards salary costs.
Sir George Martin Trust	Towards refurbishment costs at the new premises.
Trusthouse CF	Towards salary costs.
LCF (Stay Well)	Towards salary costs.
LCF (Seasonal Loneliness)	To provide social activities for members.

#### 5 Tangible assets

	Group equipment £	Total £
<b>Cost</b>		
At 1 April 2020	2,632	2,632
Additions	-	-
At 31 March 2021	<u>2,632</u>	<u>2,632</u>
<b>Depreciation</b>		
At 1 April 2020	395	395
Charge for year	395	395
At 31 March 2021	<u>790</u>	<u>790</u>
<b>Net book value</b>		
At 31 March 2021	<u>1,842</u>	<u>1,842</u>
At 31 March 2020	<u>2,237</u>	<u>2,237</u>

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2021**

<b>6 Debtors and prepayments</b>	2021	2020
	£	£
Debtors	-	4,000
Prepayments	67	-
	<u>67</u>	<u>4,000</u>

<b>7 Cash at bank and in hand</b>	2021	2020
	£	£
HSBC current account	71,754	54,536
Virgin Money	28,821	28,713
Cash in hand	143	166
	<u>100,718</u>	<u>83,415</u>

<b>8 Creditors and accruals</b>	2021	2020
	£	£
Creditors	1,292	2,352
Accruals	720	720
	<u>2,012</u>	<u>3,072</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 key management personnel of the charity include the trustees and Manager. The total employee benefits received by the Manager were £36,716 (previous year: £35,646).

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

## Caring Together in Woodhouse & Little London

### Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Income</b>						
Grants and donations	116,894	104,460	39,630	26,080	156,524	130,540
Group and activity contributions	-	4,622	-	-	-	4,622
Fundraising	656	1,310	-	-	656	1,310
Bank interest	108	108	-	-	108	108
Trip income	-	601	-	-	-	601
Other income	257	107	-	-	257	107
<b>Total income</b>	<b>117,915</b>	<b>111,208</b>	<b>39,630</b>	<b>26,080</b>	<b>157,545</b>	<b>137,288</b>
<b>Expenditure</b>						
Salary costs	75,804	83,135	30,205	20,212	106,009	103,347
Staff travel expenses	847	727	-	-	847	727
Events and activities	3,356	4,704	439	1,133	3,795	5,837
Equipment and materials	1,031	562	-	-	1,031	562
Training	25	228	-	-	25	228
Travel, transport and trips	-	2,301	-	2,264	-	4,565
Volunteer expenses	164	659	-	34	164	693
Premises costs	14,241	4,695	8,655	-	22,896	4,695
Phone, internet and postage	3,485	2,880	-	-	3,485	2,880
Printing and stationery	673	1,235	-	-	673	1,235
Advertising and publicity	330	335	-	110	330	445
Insurance	755	599	-	-	755	599
Affiliations and subscriptions	58	75	-	-	58	75
Speakers and trainers fees	1,306	3,124	-	952	1,306	4,076
Independent examination	720	720	-	-	720	720
Management and administration	295	320	-	-	295	320
Professional fees	103	-	-	-	103	-
IT support	261	412	227	-	488	412
Sundry expenses	135	25	-	-	135	25
Depreciation	395	918	-	-	395	918
<b>Total expenditure</b>	<b>103,984</b>	<b>107,654</b>	<b>39,526</b>	<b>24,705</b>	<b>143,510</b>	<b>132,359</b>
<b>Net income / (expenditure)</b>	<b>13,931</b>	<b>3,554</b>	<b>104</b>	<b>1,375</b>	<b>14,035</b>	<b>4,929</b>
<b>Transfers between funds</b>	<b>-</b>	<b>2,632</b>	<b>-</b>	<b>(2,632)</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>13,931</b>	<b>6,186</b>	<b>104</b>	<b>(1,257)</b>	<b>14,035</b>	<b>4,929</b>
<b>Fund balances brought forward</b>	<b>84,845</b>	<b>78,659</b>	<b>1,735</b>	<b>2,992</b>	<b>86,580</b>	<b>81,651</b>
<b>Fund balances carried forward</b>	<b>98,776</b>	<b>84,845</b>	<b>1,839</b>	<b>1,735</b>	<b>100,615</b>	<b>86,580</b>

# **Caring Together in Woodhouse & Little London**

Charity number 1138782

A company limited by guarantee number 07402794

## **Annual Report and Financial Statements**

**for the year ended 31 March 2021**



West Yorkshire Community Accounting Service

# **Caring Together in Woodhouse & Little London**

## **Annual Report and Financial Statements for the year ended 31 March 2021**

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**Prepared by West Yorkshire Community Accounting Service**

# **Caring Together in Woodhouse & Little London**

## **Trustees' report for the year ended 31 March 2021**

### **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:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Al Garthwaite	Chair	
Ann Shaw	Secretary	
David Wigglesworth		
Tracey Noble		
Ben Anson		
Ann Dudzinski		
Myrna Ruttledge		
Abigail Marshall Katung		Appointed 23 October 2020
<b>Charity number</b>	1138782	Registered in England and Wales
<b>Company number</b>	07402794	Registered in England and Wales

### **Registered and principal address**

127 Woodhouse Street  
Leeds  
LS6 2PY

### **Bankers**

HSBC Bank plc	Virgin Money
27 Blenheim Terrace	Jubilee House
Woodhouse Lane	Gosforth
Leeds	Newcastle upon Tyne
LS6 2NY	NE3 4PL

### **Independent examiner**

Stephen Procter

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is a company limited by guarantee and was formed on 11 October 2010. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2021**

### **Objectives and activities**

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

The relief of older people (without distinction of colour, ethnic origin, nationality, political or religious opinion or sex) in any way considered to be charitable in law as the trustees may determine in Woodhouse and Little London and its neighbourhood in the City of Leeds and in particular by:

Promoting the mental and physical welfare of older people and relieve those with disabilities.

Advancing the education of older people on matters such as finance, health, housing, security and welfare entitlement.

To further any other charitable purposes as the trustees may determine.

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

Work with older people offering advice, support and activity groups as well as assistance with transport and shopping.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the relief of those in need by reason of age.

#### **Achievements and performance**

2020/21 was a challenging year for all of us. However, I feel that Caring Together, alongside community partners, rose to the challenge and responded with both hard graft and imagination.

Caring Together remained open and active throughout the year. For the most part this was as a full 7 days a week service. We recognised early on at the onset of the pandemic the need to further build capacity and greater cooperation amongst local health, housing, educational, faith and other interest groups to deal with the emergency and to prepare for the future.

We quickly adjusted from being an organisation centred on tight planning schedules to one that was, initially, reactive in nature. There was an increase in weekly contact with a greater number of people than previously, and the types of support, particularly relating to mental health and general loneliness, correspondingly expanded.

We have always worked in a collaborative way with other organisations. Our response to Covid 19 has amplified both our exposure to working in tandem with others and also the necessity of this to be maintained as we move forward.

The charity has recently moved to a new base in Charing Cross in Woodhouse. We wish this to be a new start for the organisation. This will involve at least 5 days per week community access by local older people in the area. It will be used as a base for planning and running activities and includes an enclosed office space that would be used for more confidential one to one support and advice sessions. We will allow access to other local organisations to make use of the space on a free booking system where possible. The move will aid us in looking at what we offer the whole community, not just the older population.

Caring Together does not intend to simply return to where we started at the onset of Covid 19. We wish to look with fresh eyes at what we do, our priorities and also wider community needs. However, we know that it can be easy to return to established structures that have worked in the past.

To this end, in conjunction with our staff, trustees and volunteers, we have started a series of planning meetings to look at what we have achieved, what lessons can be learned, and how we can best respond to the ending of lockdown in the interests of the health of our members.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2021**

### **Achievements and performance (continued)**

Our support has ranged from;

- Phone support to all of our hundreds of local older members.
- Developing and supervising a body of local volunteers to phone members providing emotional support.
- Developing online activities to mitigate the loss of social and exercise groups.
- Linking individuals in with existing food and medicine supply networks.
- Providing food and other supplies to those members with more complex needs.
- Maintaining and developing links with families and carers.
- Providing advice, information and support to vulnerable members.
- Developing a community response to the crisis alongside local partners

Caring Together also delivered a twin track project involving maximising the potential of digital connections to reduce isolation amongst local older people and maintain support and social structures, and, a programme of one to one and group walks targeting those who were at most at risk of the effects of inactivity during the Covid Crisis.

We will continue to offer individual and group support to individuals in the months ahead. We realise the enormous impact the crisis has had on the mental health of our communities though the extent of the impact is not yet known.

Financially, Caring Together has managed to raise the necessary funds to meet the requirements of the organisation. Aside from the funding received from Leeds City Council and other longer term funders we were successful in all of our applications for Covid related support funds. We offer our gratitude to all of those who provided us with financial assistance during this turbulent period.

### **Financial review**

The net income for the year was £14,035, including net income of £13,931 on unrestricted funds and net income of £104 on restricted funds.

### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £96,934.

The trustees aim to maintain sufficient reserve funds to cover between 3 and 6 months operating expenditure.

Current reserves are well above the levels stated in the policy and this will be addressed in the coming year.

The charity has planned to run a deficit budget in the next year, and, as a major funding strand has ended and the new premises will need further work it is expected that the excess reserves will be reduced further.

### **Funds held as custodian trustee on behalf of others**

£200 currently held on behalf of Eltham Court.

# **Caring Together in Woodhouse & Little London**

## **Trustees' report (continued) for the year ended 31 March 2021**

### **Statement of trustees' responsibilities**

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the 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 judgements 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;

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 with 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 (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees on 12/11/2021

David Wigglesworth (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Independent examiner's report to the trustees of Caring Together in Woodhouse & Little London**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2021, which are set out on pages 7 to 14.

### **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.

Stephen Procter

24/11/2021

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Caring Together in Woodhouse & Little London**  
**Statement of Financial Activities**  
**(including summary income and expenditure account)**  
**for the year ended 31 March 2021**

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Income from:</b>					
Grants and donations	(2)	116,894	39,630	156,524	130,540
Group and activity contributions		-	-	-	4,622
Fundraising		656	-	656	1,310
Bank interest		108	-	108	108
Trip income		-	-	-	601
Other income		257	-	257	107
<b>Total income</b>		<b>117,915</b>	<b>39,630</b>	<b>157,545</b>	<b>137,288</b>
<b>Expenditure on:</b>					
Salaries, NIC's, pensions and payroll	(3)	75,804	30,205	106,009	103,347
Staff travel expenses		847	-	847	727
Events and activities		3,356	439	3,795	5,837
Equipment and materials		1,031	-	1,031	562
Training		25	-	25	228
Travel, transport and trips		-	-	-	4,565
Volunteer expenses		164	-	164	693
Premises costs		14,241	8,655	22,896	4,695
Phone, internet and postage		3,485	-	3,485	2,880
Printing and stationery		673	-	673	1,235
Advertising and publicity		330	-	330	445
Insurance		755	-	755	599
Affiliations and subscriptions		58	-	58	75
Speakers and trainers fees		1,306	-	1,306	4,076
Independent examination		720	-	720	720
Management and administration		295	-	295	320
Professional fees		103	-	103	-
IT support		261	227	488	412
Sundry expenses		135	-	135	25
Depreciation		395	-	395	918
<b>Total expenditure</b>		<b>103,984</b>	<b>39,526</b>	<b>143,510</b>	<b>132,359</b>
<b>Net income / (expenditure)</b>		<b>13,931</b>	<b>104</b>	<b>14,035</b>	<b>4,929</b>
<b>Fund balances brought forward</b>		<b>84,845</b>	<b>1,735</b>	<b>86,580</b>	<b>81,651</b>
<b>Fund balances carried forward</b>	(4)	<b>98,776</b>	<b>1,839</b>	<b>100,615</b>	<b>86,580</b>

All incoming resources and resources expended derive from continuing activities.

# Caring Together in Woodhouse & Little London

## Balance sheet

as at 31 March 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 1,842	-	1,842	2,237
<b>Total fixed assets</b>	<u>1,842</u>	<u>-</u>	<u>1,842</u>	<u>2,237</u>
<b>Current assets</b>				
Debtors and prepayments	(6) 67	-	67	4,000
Cash at bank and in hand	(7) 98,879	1,839	100,718	83,415
<b>Total current assets</b>	<u>98,946</u>	<u>1,839</u>	<u>100,785</u>	<u>87,415</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(8) 2,012	-	2,012	3,072
<b>Total current liabilities</b>	<u>2,012</u>	<u>-</u>	<u>2,012</u>	<u>3,072</u>
<b>Net current assets / (liabilities)</b>	<u>96,934</u>	<u>1,839</u>	<u>98,773</u>	<u>84,343</u>
<b>Total assets less current liabilities</b>	<u>98,776</u>	<u>1,839</u>	<u>100,615</u>	<u>86,580</u>
<b>Net assets</b>	<u>98,776</u>	<u>1,839</u>	<u>100,615</u>	<u>86,580</u>
<b>Funds</b>				
Unrestricted funds	98,776	-	98,776	84,845
Restricted funds	-	1,839	1,839	1,735
<b>Total funds</b>	<u>98,776</u>	<u>1,839</u>	<u>100,615</u>	<u>86,580</u>

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

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

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

The financial statements were approved by the board of trustees on 12/11/2021

David Wigglesworth (Trustee)

# **Caring Together in Woodhouse & Little London**

## **Notes to the accounts**

### **for the year ended 31 March 2021**

#### **1 Accounting policies**

##### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant 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, 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 £500 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:

Equipment: 15%

# **Caring Together in Woodhouse & Little London**

## **Notes to the accounts**

### **for the year ended 31 March 2021**

#### **1 Accounting policies**

##### **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.

# Caring Together in Woodhouse & Little London

## Notes to the accounts continued

### for the year ended 31 March 2021

<b>2 Grants and donations</b>	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Leeds City Council (Adult Social Care)	54,828	-	54,828	54,828
Leeds City Council (INW Wellbeing)	1,500	-	1,500	-
Leeds City Council (Winter Warmth)	-	-	-	1,852
Leeds City Council (Stay Well)	-	-	-	2,500
Leeds City Council (INW/HAP)	-	5,155	5,155	8,000
Leeds City Council (MICE)	300	-	300	-
Leeds City Council (Digital)	-	770	770	3,600
Leeds City Council (Additional Covid funding)	12,162	-	12,162	-
Leeds City Council/LOPF Covid	5,500	-	5,500	-
Leeds Benevolent Society for Single Ladies	20,000	-	20,000	30,000
Lottery Community Fund	-	4,145	4,145	-
Leeds Resilience Fund	-	8,893	8,893	-
Charities Aid Foundation	8,198	-	8,198	-
Gateway Church	-	1,000	1,000	-
Charles Brotherton Trust	150	-	150	150
Independent Age	-	7,898	7,898	-
Morrisons Foundation	359	-	359	-
Wades Charity	-	-	-	3,000
Sylvia and Colin Shepherd Charitable Trust	500	-	500	500
Harrison and Potter Trust	4,000	-	4,000	4,000
Sir George Martin Trust	-	2,500	2,500	-
Trusthouse Charitable Foundation	-	6,769	6,769	-
Leeds Community Foundation (Stay Well)	-	2,500	2,500	-
Leeds Community Foundation (In the City)	-	-	-	9,028
Leeds Community Foundation (Loneliness)	-	-	-	1,100
Leeds Older Peoples Forum	4,100	-	4,100	110
Anonymous donation	-	-	-	5,000
Members and supporters donations	4,888	-	4,888	6,405
Other donations	409	-	409	467
	<u>116,894</u>	<u>39,630</u>	<u>156,524</u>	<u>130,540</u>

<b>3 Staff costs and numbers</b>	2021	2020
	£	£
Gross salaries	95,572	92,327
Social security costs	9,241	8,878
Employment allowance	(4,000)	(3,000)
Payroll costs	526	526
Pensions	4,670	4,616
	<u>106,009</u>	<u>103,347</u>

The average number employees during the year was 4, being an average of 3.1 full time equivalent (2019: 4, 3.1 FTE). There were no employees with emoluments above £60,000.

<b>Defined contribution pension scheme</b>	2021	2020
	£	£
Costs of the scheme to the charity for the year	4,670	4,616
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

# Caring Together in Woodhouse & Little London

## Notes to the accounts continued

### for the year ended 31 March 2021

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Leeds City Council (INW/HAP)	-	5,155	5,155	-	-
Leeds City Council (Digital)	735	770	666	-	839
Lottery Community Fund	-	4,145	4,145	-	-
Leeds Resilience Fund	-	8,893	8,893	-	-
Gateway Church	-	1,000	1,000	-	-
Independent Age	-	7,898	7,898	-	-
Sir George Martin Trust	-	2,500	2,500	-	-
Trusthouse CF	-	6,769	6,769	-	-
LCF (Stay Well)	-	2,500	2,500	-	-
LCF (Seasonal Loneliness)	1,000	-	-	-	1,000
	<u>1,735</u>	<u>39,630</u>	<u>39,526</u>	<u>-</u>	<u>1,839</u>

Fund name	Purpose of restriction
Leeds City Council (INW/HAP)	Towards refurbishment costs at the new premises.
Leeds City Council (Digital)	For mobile phones, Zoom contract and online exercise sessions.
Lottery Community Fund	Towards salary costs.
Leeds Resilience Fund	Towards salary costs.
Gateway Church	Towards refurbishment costs at the new premises.
Independent Age	Towards salary costs.
Sir George Martin Trust	Towards refurbishment costs at the new premises.
Trusthouse CF	Towards salary costs.
LCF (Stay Well)	Towards salary costs.
LCF (Seasonal Loneliness)	To provide social activities for members.

#### 5 Tangible assets

<u>Cost</u>	Group equipment £	Total £
At 1 April 2020	2,632	2,632
Additions	-	-
At 31 March 2021	<u>2,632</u>	<u>2,632</u>
<u>Depreciation</u>		
At 1 April 2020	395	395
Charge for year	395	395
At 31 March 2021	<u>790</u>	<u>790</u>
<u>Net book value</u>		
At 31 March 2021	<u>1,842</u>	<u>1,842</u>
At 31 March 2020	<u>2,237</u>	<u>2,237</u>

**Caring Together in Woodhouse & Little London**  
**Notes to the accounts continued**  
**for the year ended 31 March 2021**

<b>6 Debtors and prepayments</b>	2021	2020
	£	£
Debtors	-	4,000
Prepayments	67	-
	<u>67</u>	<u>4,000</u>

<b>7 Cash at bank and in hand</b>	2021	2020
	£	£
HSBC current account	71,754	54,536
Virgin Money	28,821	28,713
Cash in hand	143	166
	<u>100,718</u>	<u>83,415</u>

<b>8 Creditors and accruals</b>	2021	2020
	£	£
Creditors	1,292	2,352
Accruals	720	720
	<u>2,012</u>	<u>3,072</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 key management personnel of the charity include the trustees and Manager. The total employee benefits received by the Manager were £36,716 (previous year: £35,646).

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

## Caring Together in Woodhouse & Little London

### Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Income</b>						
Grants and donations	116,894	104,460	39,630	26,080	156,524	130,540
Group and activity contributions	-	4,622	-	-	-	4,622
Fundraising	656	1,310	-	-	656	1,310
Bank interest	108	108	-	-	108	108
Trip income	-	601	-	-	-	601
Other income	257	107	-	-	257	107
<b>Total income</b>	<b>117,915</b>	<b>111,208</b>	<b>39,630</b>	<b>26,080</b>	<b>157,545</b>	<b>137,288</b>
<b>Expenditure</b>						
Salary costs	75,804	83,135	30,205	20,212	106,009	103,347
Staff travel expenses	847	727	-	-	847	727
Events and activities	3,356	4,704	439	1,133	3,795	5,837
Equipment and materials	1,031	562	-	-	1,031	562
Training	25	228	-	-	25	228
Travel, transport and trips	-	2,301	-	2,264	-	4,565
Volunteer expenses	164	659	-	34	164	693
Premises costs	14,241	4,695	8,655	-	22,896	4,695
Phone, internet and postage	3,485	2,880	-	-	3,485	2,880
Printing and stationery	673	1,235	-	-	673	1,235
Advertising and publicity	330	335	-	110	330	445
Insurance	755	599	-	-	755	599
Affiliations and subscriptions	58	75	-	-	58	75
Speakers and trainers fees	1,306	3,124	-	952	1,306	4,076
Independent examination	720	720	-	-	720	720
Management and administration	295	320	-	-	295	320
Professional fees	103	-	-	-	103	-
IT support	261	412	227	-	488	412
Sundry expenses	135	25	-	-	135	25
Depreciation	395	918	-	-	395	918
<b>Total expenditure</b>	<b>103,984</b>	<b>107,654</b>	<b>39,526</b>	<b>24,705</b>	<b>143,510</b>	<b>132,359</b>
<b>Net income / (expenditure)</b>	<b>13,931</b>	<b>3,554</b>	<b>104</b>	<b>1,375</b>	<b>14,035</b>	<b>4,929</b>
<b>Transfers between funds</b>	<b>-</b>	<b>2,632</b>	<b>-</b>	<b>(2,632)</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>13,931</b>	<b>6,186</b>	<b>104</b>	<b>(1,257)</b>	<b>14,035</b>	<b>4,929</b>
<b>Fund balances brought forward</b>	<b>84,845</b>	<b>78,659</b>	<b>1,735</b>	<b>2,992</b>	<b>86,580</b>	<b>81,651</b>
<b>Fund balances carried forward</b>	<b>98,776</b>	<b>84,845</b>	<b>1,839</b>	<b>1,735</b>	<b>100,615</b>	<b>86,580</b>