



Annual Report

2024-2025



Crossgate, Otley, LS21 3AA

Registered Charity Number 1150684

Company Number 8224902

tel: 01943 463965

website:

www.otleyactionforolderpeople.org.uk

email: info@otleyactionforolderpeople.org.uk

Contents

Aims and Objectives as Set Out in the “Articles of Association”	3
Otley Action for Older People Structure 2024-2025	5
Otley Action for Older People Members	10
Chair’s Remarks	11
Project Manager’s Report	12
Otley Action Activities	13
What Happened in 2024-2025	15
Otley Action Finance – Fundraising and Donations	27

Aims and Objectives as Set Out in the “Articles of Association”

“The charity is established to relieve the following charitable needs of older people living in Otley, Pool and Arthington:

1. To relieve poverty
2. To preserve and protect good health
3. To advance education; and
4. To promote the social inclusion of such people who are excluded from society because they are house-bound, or who are unable to drive or easily access public transport and to assist them to integrate into society by such means as the trustees deem fit.”

Background

Otley Action for Older People (OAOP) is a long-established and successful community-based organisation working for the older population of Otley, Pool and Arthington. It was initiated in 1995 and granted charitable status in 1996. The original charity number was 1060379 and Otley Action registered with the Charity Commission at the time setting itself the clear objectives as listed in the original constitution.

OAOP is open to all people over 60 within the Otley, Pool-in-Wharfedale and Arthington areas. Otley Action for Older People is a member of the Leeds Neighbourhood Network Scheme (NNS) a network of voluntary sector organisations working with defined communities to identify and address local priorities and work in partnership with statutory services to support independent living for older people.

OAOP primarily targets activities and services to the needs of low-income older people, older people with disabilities and those threatened by or experiencing social exclusion. However, there is an open-door policy and thus activities are open to people over the age of 60, except where there are defined criteria.

The organisation is in the North-West of the Leeds Metropolitan District. Otley, Pool and Arthington are set within a rural area and are outside the Leeds Regeneration Area.

According to the last census, there are over 4500 older people living within Otley (which equates to approximately 31% of the population in Otley, which stands at around 14,500). 3.1% were reported to be Black, Asian or a minority ethnicity in Otley.

OAOP currently has 1504 registered members, of which 0.6% are registered as Black, Asian or a minority ethnicity. 60% of our members are aged between 75 and 84 and 31% are aged over 85. These figures show that over 30% of the eligible population in Otley are registered with Otley Action.

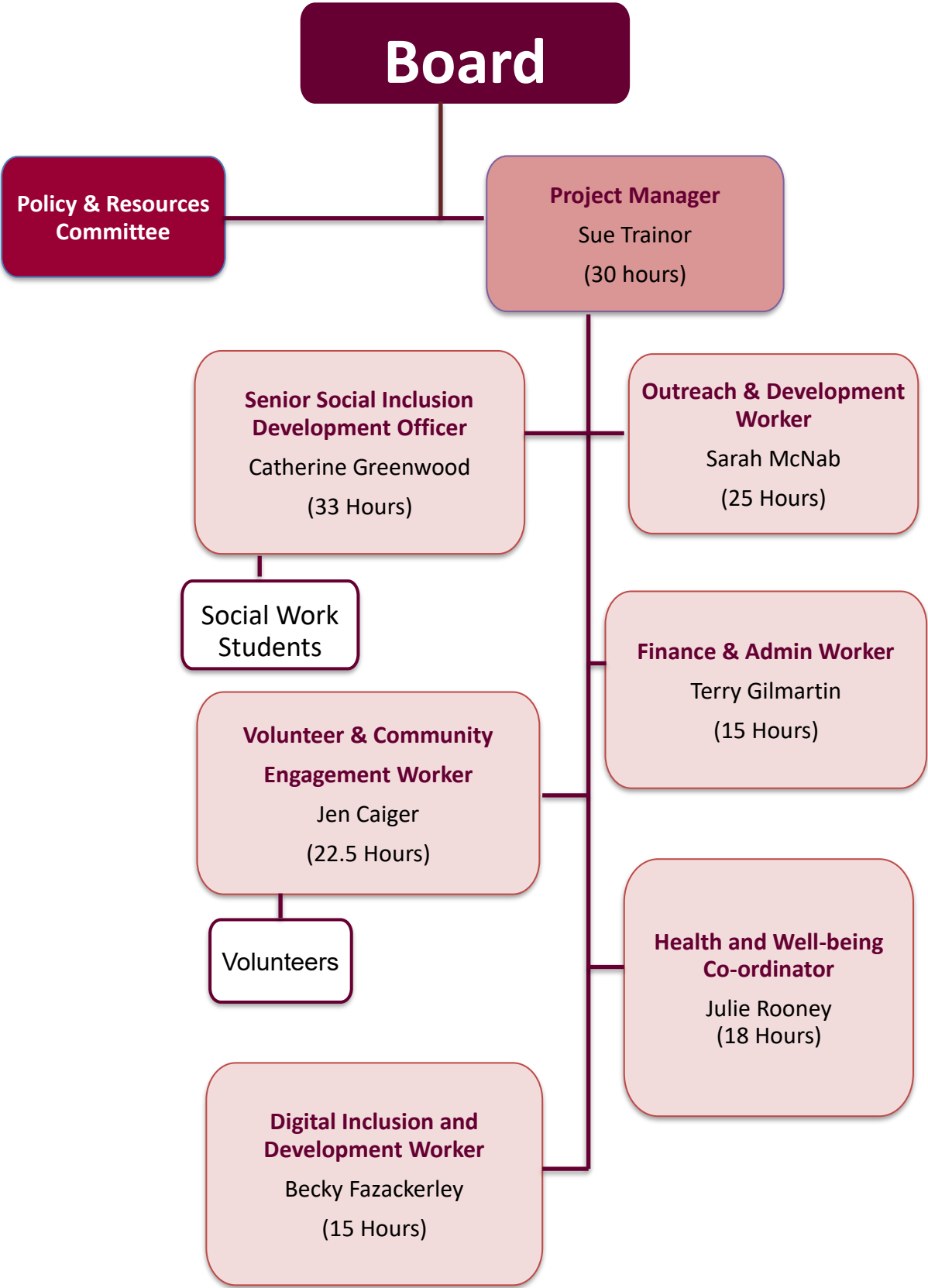
OAOP has seven staff members to manage the workload of the charity. There are over 100 volunteers from a wide range of backgrounds and of varying ages and cultures. The volunteer workforce receives training and support and as such are competent and able to support our older people. The staff team organises, manages, and oversees the volunteers and provides practical and emotional support to them and our members. Our Board of Directors are made up of local older people and members of the local community. This ensures co-production in the development of services that we provide, and decisions made, and also provides governance of the organisation. We value our members and actively seek feedback from observation and consultation. Consultation and feedback from members are integral to our improvement policies and we actively seek this.

As an organisation, we have a continual improvement philosophy and a desire to increase the quality of services and outcomes available to older people in our community.

Otley Action for Older People (OAOP) provides activities and services for adults over the age of 60. The primary aims focus on social inclusion and equality. This is enacted by enabling reductions in poverty, increasing active participation and providing person-centred support for people to live in their own homes for as long as possible.

Services include home visits, assessments, information and signposting, transport to hospital and doctors' appointments, befriending, wheelchair hire, shopping, lunch clubs, exercise classes, social groups and outings.

Otley Action for Older People Structure 2024-2025



Otley Action for Older People Board of Directors

**Alisa Bearpark
(Chair)**



**Pauline Padden
(Treasurer)**



**Frank Jordan
(Secretary)**



Tim Dalby



Pamela Gill



Nigel Gill



John Eveleigh



Gill Chapman



Doris Gagen



Stuart Page



**Sue Trainor
(Company Secretary)**



Otley Action for Older People Staff Team



Project Manager	Sue Trainor
Senior Social Inclusion Development Officer	Catherine Greenwood
Outreach and Development Worker	Sarah McNab
Volunteer & Community Engagement Officer	Jen Caiger
Finance and Admin Worker	Terry Gilmartin
Digital Inclusion Development Worker	Becky Fazackerley
Health and Well-being Co-ordinator	Julie Rooney



Left to Right Catherine, Jen, Joe, Sarah, Sue, and Terry

Staff Changes in 2024-2025

Joe Woollin

Joe Woollin was the young dynamic Digital Inclusion Worker that revolutionised how Otley Action interacted with older people and digital support. Joe was an inspiration to all that worked with him and alongside him. His enthusiasm was contagious and for a 23-year-old young man he had a head on his shoulders way older than his years. We were fortunate to have Joe for 2 years but knew he was destined for greater things in the future.

We were very sorry to say farewell to Joe in February 2025, as he started an exciting new role with West Midlands Police Force. We all wish him the best with his future career, and he is missed by all staff, volunteers and service users at Otley Action. Good luck and do stay in touch!



Julie Rooney

Julie Rooney started work with Otley Action on the 1st July 2024 as the ENHANCE Co-ordinator. Julie was well known to Otley Action as she had been the lead Practice Nurse involved in “All Legs Allowed” the first Lindsey Leg Club in the North of England set up in 2017. This was a joint venture between the NHS, Lindsey Leg Club and OAOP. Unfortunately, due to the pandemic it closed and never re-opened.



However, as Julie was a highly respected worker when she announced her retirement from the NHS in 2024 the perfect opportunity arose at the same time; the ENHANCE project. Julie was looking for a part time role with Otley Action and this was a perfect match. As well as successfully running the project, in the past year Julie

has also set up the Hosiery and Leg Care group and developed the Dementia Café and the Chiropodist services.

Social Work Students on Placement in 2024-2025

Phoebe Thompson Second Year University of Leeds	(Passed)
Alisha Mehmood Second Year University of Leeds	(Passed)

Volunteers

We have a fantastic team of registered volunteers, with the eldest being 97! They bring a wealth of experience and expertise with them from diverse backgrounds, all with the common ethos of wanting to care for the older population of Otley, Pool and Arthington. Collectively, they are responsible for running the 15 Social Groups that we run every week.

There are currently 102 active volunteers registered with us. Our volunteers fall into several categories:

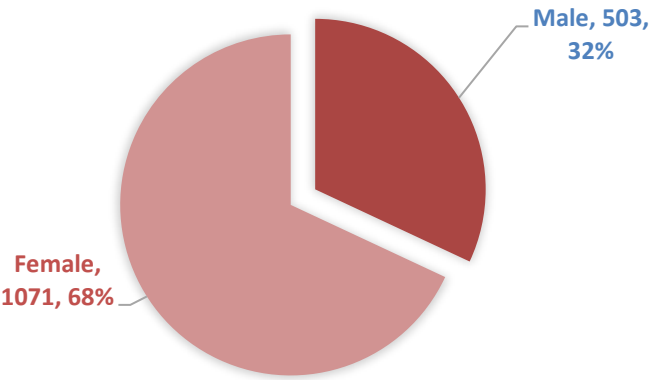
Befrienders	18
Car Scheme Drivers	23
Bus Drivers / Escorts	30
Reception / Admin	8
Group Work	27

Our volunteer workforce is fundamental to the work we do, without them Otley Action would not be the force that it is or have the presence in Otley it has. We have grown steadily over the years, and this is largely due to the hard work and dedication of our volunteer workforce. We continue to be amazed at the commitment of our volunteers. Whether it is going above and beyond as a befriender or taking a lady to a hospital appointment 100 miles away – no job is too big or small and our army of volunteers will find a way to make things happen.

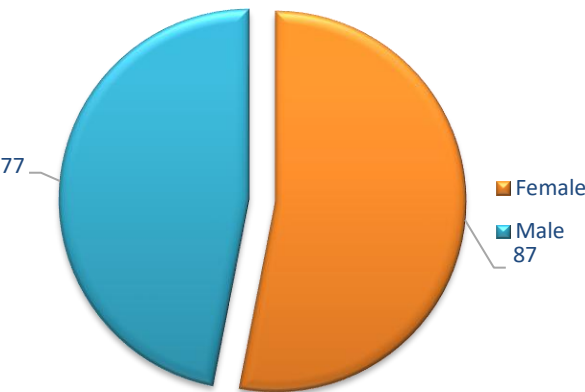
Otley Action for Older People Members

As of March 2025, we had 1574 members registered with Otley Action. There were 1071 women and 503 men. Of these members, 164 are registered as having memory loss. 87 of these are women and 77 are men.

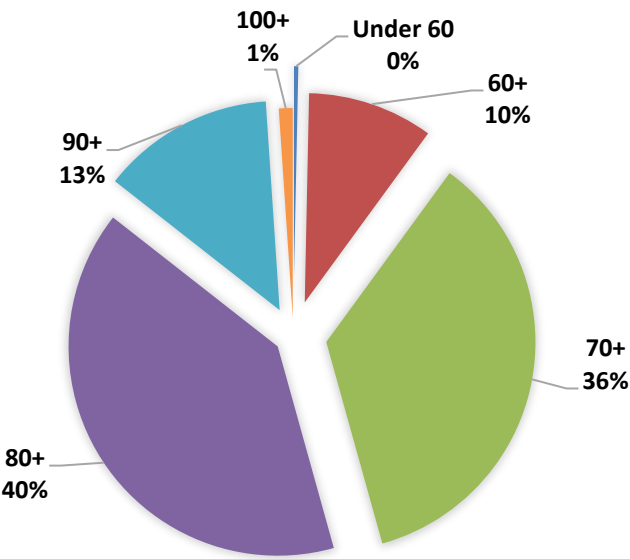
Gender of Service Users



Gender of Service Users with Memory Problems



Age Groups of Service Users



Chair's Remarks



As always, the last 12 months have flown by at Otley Action! So much to note and so much to celebrate. Our wonderful staff and volunteers have continued to ensure the organisation provides an excellent service to Otley residents. Regular dates for the lunch club and meal delivery services, so appreciated by our service users, and the other diary regulars of quiz, memory café, community and internet café are the very core of our numerous activities.

We are very fortunate to have such a strong team, led by Sue, bringing their expertise to provide all the other services that make Otley Action so special; with trips out, support with applications, renewals and coping with the internet to name but a few. Members of the board have enjoyed being part of the team, underpinning the work done week in week out.

It seems we have a powerful machine here, helping us all to keep going and looking forward to a bright future. Whatever your personal contribution is, board member, staff, volunteer or service user please keep doing what you do! Our success is based in being together.

Ailsa Bearpark

Chair of Otley Action for Older People

Project Manager's Report



Looking back on the past year there have been a lot of great achievements; thanks to the ongoing support from the Board, staff, volunteers, and the local community. It is this coming together that makes Otley Action so successful and a wonderful organisation to be a part of. There have been many milestones this year but here are a few of the standout moments, accomplishments, and happenings.

In April 2024 we were awarded a grant of £18,000 to deliver the citywide ENHANCE project in our area. The grant was funded by Leeds Community Health (LCH), and it was great that we could recruit Julie Rooney, a retired nurse, to carry out this work. In partnership with Leeds Older People's Forum, AVSED and the Yeadon Neighbourhood Team we were able to work with patients experiencing long term health conditions providing non-clinical interventions.

In June 2024, our brand-new bespoke Mercedes Sprinter minibus was finally delivered in time for the summer season. We are so grateful to all our funders and to the numerous groups and individuals that donated to us to bring this to fruition.

In September 2024 we were delighted when we received a call out of the blue and were informed that we were the fortunate beneficiaries of the Postcode Lottery and offered a grant of £70,000 as part of the Millionaire Street Grant Fund. We were very local to the winning postcode, and as a charity with a big impact in the local community they were satisfied that we met their criteria. We are endeavouring to put this money to good use supporting our members.

Our truly exceptional Digital Inclusion Worker Joe Woollin in his second year continued to wow staff, volunteers, and members alike. For a young man of 23 he had exceptional skills, patience, and a way with him that reassured you that you were not alone in your endeavours. In March 2025 whilst we were not surprised, we were sad to see him move on to pastures new with an exciting new role with West Midlands Police. His legacy is outstanding, as he identified and challenged digital inequalities in health care, banking and other industries. With Joe initially employed at the age of 21 and Terry our administration worker at the age of 74 demonstrates the values and inclusivity that Otley Action hold dear to.

There is much more that could be highlighted and so much that Otley Action can be grateful for, so it goes without saying a very big thank you to each one of you for the wonderful support that is always forthcoming.

Sue Trainor

Project Manager

Otley Action for Older People / Annual Report 2024/25

Otley Action Activities

Regular Services and Activities from 01/04/2024 – 31/03/2025

Advice and Information

- Registration of members
- Support for Individuals & community groups
- Signposting and referrals
- Newsletters

Transport and Mobility

- OAOP minibus transport
Volunteer Car Scheme
- Wheelchair Accessible
Transport – Wheelchair
Clamp
- Wheelchair and
equipment loan

Social Activities

- Fish and chip delivery service
- Meal Deliveries
- Lunch Club
- Mini-bus trips
- Christmas and Easter Parties
- Quizzes
- Art class
- Choir
- Memory Café
- Tai Chi
- Zumba
- Indoor Bowls
- Community Café
- Foot Health Care Clinic
- Bingo

Practical Help

- Shopping support
- Gardener vetting service
- Contractor's list
- Care and Repair referrals
- Volunteering
- IT and digital support

Social Care

- Home visiting and
assessments
- Befriending
- Telephone contact
- Blue Badge
- Bus Passes
- Attendance Allowance
applications
- Housing support
- Form filling and financial
queries

Health Activities

- Tai Chi classes
- Chair-based Exercise
- Zumba Gold classes
- Winter indoor bowls
- Outdoor Bowling
- Healthy Legs
- Chiropodist

Regular Groups and Activities - Timetable of Events

Day	Activity	Venue	Time	Clients per week (Average)
Monday	Breakfast Café & Internet Support	Chippendale Centre	10am-11.30pm	12
Monday	Memory Café 1 st Monday of the month	Chippendale Centre	12pm	10
Monday	Quiz 2 nd Monday of the month	Chippendale Centre	12pm	22
Monday	Bingo	Labour Rooms	2pm	16
Monday	Welcome Space November-March	Chippendale Centre	1pm	10
Tuesday	Otley Luncheon Club	Chippendale Centre	12pm	25
Tuesday	Art Class	Chippendale Centre	2pm	14
Tuesday	Welcome Space November-March	Chippendale Centre	10am	10
Wednesday	Healthy Legs	Otley Action Offices	12-2pm	5
Wednesday	Pool Luncheon Club	Wharfedale Court	12pm	18
Wednesday	Chair Based Exercise	Chippendale Centre	3pm	18
Thursday	Choir	Black Horse Courtyard	11am	13
Thursday	Otley Lunch Club	Chippendale Centre	1pm	28
Thursday	Tai-chi	Beech Hill Church	2pm	18
Friday	Indoor bowling (Seasonal)	Otley Methodist Church	10am	16
Friday	Community Café	Chippendale Centre	12.30pm	20
Friday	Zumba Gold	Bridge Church	2pm	22
Friday	Foot Clinic Every other month 2 x sessions	Otley Action Offices	12.30pm	14
Friday	Welcome Space November-March	Chippendale Centre	12.30pm	14

What Happened in 2024-2025

ENHANCE

In March 2024 we partnered with AVSED in a bid for funding from Leeds Community Health for the citywide ENHANCE project to cover the Otley and Yeadon ward. The bid was successful, and our share of the pot was £18,000. The funding was to support Leeds Community Health (LCH) to reduce the time that health practitioners were spending visiting patients on non-medical interventions. This was a 12-month project working alongside Yeadon Neighbourhood Team.



The data above relates to Enhance work by AVSED and Otley Action for Older People (May 24-March 25)
*Yearly-equivalent amount of successful benefit claims made with support from Enhance

Success story – AVSED

Lionel (*name changed*) phoned AVSED to absolutely sing our praises for helping him with the dentist appointment last week. He'd practised walking up the slight hill to the bus stop with his Physio and he did it on his own to attend his dentist appointment. He was very emotional and said it was the first time he'd been out on his own in over 40 weeks and couldn't have done it without the support of AVSED. He now wants to try and attend a social group and can't wait to start his life again thanks to his Enhance support from AVSED.

Success story – Otley Action for Older People

Annie (*name changed*) was referred to Enhance after developing severe weakness, slurred speech and problems swallowing. She was unable to leave her house or take care of her basic needs and, through conversations with her Enhance worker, it became clear she was also worried about her dog. Annie was supported to claim Attendance Allowance and to choose a carer to support her with her personal care, dog walking, her medication and preparing meals daily. Annie is feeling much happier and has extra income to put towards her care costs.



New Minibus for Otley Action

In June 2024, our brand-new bespoke Mercedes Sprinter minibus was finally delivered in time for the summer season. This was the culmination of 2 years of fundraising effort in which time we were able to raise the £85,000 required. A lot of consultation went into the design to ensure that we were able to get exactly what our service users deserved. We are indeed grateful to all our funders and to the numerous groups and individuals that donated to us. Many thanks to all our funders, our major funders being: The Big Lottery Awards for All; The Clothworkers Foundation; Bernard Sunley; The Mangoletsi Trust; West Riding Masonic Community Fund, whose support has been instrumental in achieving our goal. A big thank you also goes to all those groups and individuals that generously donated towards the vehicle without whose support this would not have been possible.



Hosiery and Leg Health Clinic

Julie has secured the service of Jen Earnshaw (Medi UK Ltd) Service Manager for our Hosiery and Leg Health drop-in sessions on a Wednesday from 12 noon until 2.30. Jen used to be our service provider for The Leg Club at OAOP a few years ago. This will be in partnerships with the G.P Practices in Otley. Anyone needing hosiery can attend our sessions – no appointment needed. Jen and Julie have a planning meeting on Wednesday 14th August at the Chippendale Centre and the intention is to start the weekly sessions on Wednesday 21st August. As Julie still holds a Nursing qualification, she can advise on all aspects of leg health and care.

Community Networking Lunch

Throughout the year Otley Action have continued to support the bi-monthly community network lunch. With Third Sector Consultancy facilitating the events we have met at various locations such as the Chippendale Centre, The Parish Church, Otley Methodist Church and Otley Courthouse. We now have over 30 community groups registered with regular attendance between 15-20. Funding has been attained by Otley Action to support the ongoing success of this network. OAOP applied to OTC for funding to support the Community Network lunches in the coming year. We have been awarded £420 to cover six lunches and will need to complete a brief evaluation in February 2025.

Year 3 End of Year Lottery Report – August 2024

Summary

We are now at the end of our third year of “Let’s Enable Otley” and about to enter our final year. We have seen significant advancements in most areas. Our I.T. support and Volunteer Co-ordinator have worked tirelessly together and have generally enabled our older people to become more confident and empowered thanks to the support of our outstanding volunteer workforce. It never fails to impress the level of commitment and the variety of skills that are being used by volunteers in support of our older people.

Since the start of the project, we have seen an unprecedented increase in the number of members registered with us and in March 2021 we had 1176 registered members and by March 2024 we had 1521. Thanks to the LEO project we are busier than ever, and we now need to prepare for the final year and beyond.

So much has been achieved this year and things couldn’t have gone better. We now have our brand-new accessible minibus with tail lift, more volunteers than ever to support this and we are working closely with other community groups which we are finding to be mutually beneficial. Our 2024 extensive consultation is now completed and the report available. This report is invaluable to the Board and will form the basis of our strategic planning from 2024 onwards. It will also inform the direction of our future funding strategy.

The Postcode Lottery

In September 2024 we were delighted when we were called out of the blue and informed that we were the fortunate beneficiaries of the Postcode Lottery. We were selected and offered a grant of £70,000 as part of the Millionaire Street Grant Fund. We were informed that as we are very local to the winning postcode, and we make a big impact in the local

area they were satisfied that we met their criteria. We are endeavouring to put this money to good use supporting our members.

Leeds Community Anchor Network (LCAN)

We joined the Leeds Community Anchor Network in 2023 as the lead organisation supporting the disadvantaged in Otley and Yeadon, distributing the Housing Support Fund to those effected by the financial crisis. We also administered the payments for the Welcome Spaces throughout the area. This has continued in this financial year and will continue into 2026. This is a partnership with Voluntary Action Leeds distributing government funding.

The Household Support Fund (HSF) is a central government fund. Leeds City Council (LCC) asked the Leeds Community Anchor Network (LCAN) to distribute money across the network and wider partners to cover all electoral wards of the city to support some of the most vulnerable families and individuals with food, fuel, and other essential costs. Otley Action were asked to support people in LS21. To the year ending 31st March 2025, we were awarded £10,500 of government funding to distribute. A lot of this money was awarded to local families to provide meals during the school holidays with nominations coming from local schools.

Leeds Digital Inclusion Fund

In October 2024 we were awarded £9,885 from the Leeds Community Foundation from the Leeds Digital Inclusion Fund. This money was to support local sheltered housing complexes in our area. The money was to pay for six Apple/Android tablets, internet connectivity, promotional materials and staff hours.

Lunch Club Grant Applications

In support of the three Otley action lunch clubs, we have been advised that our three-lunch club grant applications were successful. We have been awarded £1816.23 for the two Otley lunch clubs and £1556.77 for the Pool lunch club. The reason for the difference in amounts is because we do not pay rent for Pool.

July-August 2024 Consultation

In the spring of 2024, working with Third Sector Consultancy our four yearly consultation was set in motion. Events were held with staff, volunteers and service users to get an overview of our services from all angles. In August of that year the consultation report was

produced which we were able to share with our funders and the Board and was used to inform our Business Plan moving forward.

Otley Action for Older People ~ Consultation Report ~ July/Aug 2024

Executive Summary

Otley Action has grown significantly since the last full consultation 5 years ago, growing from around 1000 members to over 1500 members. Significant changes include moving to a new building in 2021, an increased role within the community, increased staffing from 3 to 6. We have continued to consult with people regularly. This has enabled us to improve services and update our annual business plan.

We have seen an increase in demand for our services which has happened alongside considerable reduction in local services and amenities. We are seeing people in greater need due to the cost-of-living crisis. We are now accessing more state benefits for members from £90,000 in 2019 to £210,000 in 2024. The regular users of Otley Action constitute 40% of membership. We will continue to look at ways to increase engagement in our services. It has been our aim with this consultation to further understand the needs of members, volunteers, staff and the wider community to address how we would like to develop and

Contents	Page
Executive Summary	1
Methodology	2
Summary of key findings: <ul style="list-style-type: none"> • Our Impact - what does Otley Action do well • What OA could do better or differently • Ideas for changed services with people living longer 	3
Consultation Results	3
Members face to face consultation	3
Member newsletter and phone surveys	6
Volunteer face to face consultation	7
Volunteer online survey	9
Partner organisation online survey	12
Partner feedback from community network forum	15
Staff face to face consultation	16
Board consultation	17
Conclusion	18

improve.

One flaw in the consultation process is that we've not consulted with carers. We will aim to do this over the coming 6 months. We would like to thank all those who took part and gave us their suggestions.

Christmas at Otley Action

Wreath Making Class

Due to popular demand, the wreath making class made a return this year. Our florist Sam brought beautiful foliage and materials, and our members all made stunning wreaths to decorate their homes. Mulled wine and mince pies were served to get everyone in the festive spirit!



Christmas Party

Our annual Christmas Party was held on 5th December and was another great success. We had an unprecedented number of guests this year, but once we had a jiggle about with tables, we got everyone seated comfortably and the festive celebrations commenced. A lovely buffet was hand made by our dedicated volunteers, Emma James provided excellent entertainment and got everyone singing along, and an enthusiastic crowd up dancing! We wrapped up the party with a game of Bingo, coffee and mince pies and a visit from the man in red himself! A special thank you to all our volunteers for their help on the day and to Professional Leads for their support and help too and for providing the mince pies, Roses chocolates and Christmas Crackers.



Projects and Activities

Art Exhibition

On Friday the 28th of February we hosted an art exhibition at the Chippendale Centre from 12:30 to 2:30pm. Our fabulous art group led by Tracey Krupianka-Scott displayed their wonderful creations



Summer Fun Day

On Thursday 11th July we hosted a Summer Fun Day at Otley Rugby Club from 12 to 3pm. We had some fun stalls and games, lots of lovely fresh food and drinks and some great prizes up for grabs. The staff oversaw a stall or game on the day and entertainment was provided by a singing trio, Christopher and the Robins.

Short Break

We arranged a 3-night short break to Lytham from the 7th to 10th of October 2024. There were 8 service user who enjoyed a four-night break at the Clifton Park Hotel. The places were offered to people who had not yet been away with us and would struggle to go away independently. The cost of £390 per person covered dinner, bed, breakfast, fuel and daily support from our wonderful volunteers.

Skipkko – Camera Connections

Skipkko are an arts organisation based in Holbeck, South Leeds and were formed in 1988 by two female artists. For more than 30 years they have been committed to developing creative projects with communities across the North of England. In March 2025, Skipkko worked in partnership with Otley Action to deliver 3 Camera Connections sessions. These

creative sessions were perfect for anyone who has always fancied having a dabble at photography, but no experience and didn't require expensive equipment! The sessions were delivered by Skippko and during the sessions, identity through portraiture was explored. The sessions were held on the 12th 19th and 26th March 1 to 3pm at the Chippendale Centre.

Leeds Community Anchor Network (LCAN)

LCAN have recruited community groups from all over the city to take part in a listening exercise, and we are representing LS21. We have received £1,100 for our participation in the project. Sarah has attended 3 'listening well' workshops to brainstorm the most effective way to communicate with people in our community and get the feedback LCAN require for their research and final report. The purpose of the project is to highlight people's likes and dislikes of their local communities and to look at how things can be improved. We will now engage with 20 to 30 people from LS21 and ask three key questions:

- "What word best describes your community?"
- "What do you love in your community?"
- "How can we make your community an even better place, now and for future generations?"

These responses will be recorded and reported back to LCAN. From the 20-30 people, we will aim to recruit around 10 people to take part in a focus group to delve a bit deeper into common themes that arise from the above three questions.

The final report will give insight into how people feel about the communities they live in across the city and it will shape the work that LCAN and VAL do over the course of the next 12 months.

Meal Deliveries

We deliver hot, two course meals Monday to Wednesday every week and we charge £5 for this. When the project was launched in spring 2023, we received a grant to subsidise these costs. However, the grant has since expired.

The demand for this service is also continuing to grow and we are now delivering up to 15 hot meals, Monday to Wednesday, every week.

Due to the meals no longer being subsidised, and because the number of people accessing this service has more than doubled, we unfortunately had to increase the cost of this service from £5 to £6, with effect from 1st May 2024.

OTC Mayoral Charity of the Year

In May 2024, the newly appointed Mayor Penny Robinson announced her charities for the coming year. Penny an avid supporter of ours chose Otley Action and the air Ambulance as her two charities.

Airport Tour

We enjoyed a landside tour of the airport last week. 9 service users enjoyed a great morning at the airport with a tour led by Dan King who is PRM manager and deals with passenger accessibility. The plan is to return for an airside tour in the early autumn.



Befriending

We currently have 22 active befrienders, who between them have 31 established befriender relationships with individual service users. Over the past year our befrienders have carried out approximately 450 shopping trips and conducted around 1400 home visits and telephone conversations. Home visits can also include going out for a cup of tea or participating in another activity together outside of the home, for example we have one befriender who enjoys playing chess a couple of times per week with his befriender.

One service user, Susan, who lives alone and due to her medical issues was rarely able to leave her home, was paired with a wonderful volunteer who visits her regularly and gets her out of her house when possible. Thanks to her befriender, Susan was recently able to join in with one of our day trips to a local Dogs Trust centre. Susan and her befriender have developed a lovely friendship, and both tell us how much they have benefited from meeting each other.

Men's Group Trips

Our Men's Group have enjoyed two exciting trips over the summer. In July they went to Bangers and Cash in Thornton Le Dale, and in August they went to Settle where they attended a talk at the Victoria Hall, followed by lunch which was provided by the hall. This was followed by an enjoyable walking tour of Settle, of which all the proceeds went to the Flowerpot Festival in Settle.

Here are a few pictures of the group enjoying the history of Settle!





Dementia Training

On Wednesday the 28th of February Sarah Prescott from Leeds Older Peoples Forum came to deliver a 'Dementia Friends' training session. 12 volunteers attended the training. Sarah has offered to revisit and deliver further training sessions for the staff and volunteers.

Training

Date	Training	Number of attendees
20 th August 2023	Food Hygiene	15
25 th /27 th October 2023	Excel Spreadsheets - Staff	7
28 th February 2024	Dementia Friends	13
24 th January 2024	Safeguarding Vulnerable Adults	12

Trips and Outings

- Filey Day Trip
- Autumn leaves country drive
- Stop off at the local tea rooms
- Salts Mill
- Gallery and Restaurant
- Washburn Heritage Centre
- Harlow Carr Gardens
- Lunch and a presentation
- Beverley Day Trip
- Pie and peas supper at the Chippendale Centre followed by a drive around the Leeds Christmas lights
- Black Sheep Brewery Tour
- Horticap – Harrogate Nursery Gardens, shop and tearoom

Otley Action Finance – Fundraising and Donations

Clothworkers Foundation

An application was submitted to the Clothworkers Foundation earlier in the year requesting £15,000 towards the final costs of the minibus. We were delighted to be informed in March that our application had been successful. We now await the grant agreement to be signed and returned before the funds can be released.

Lunch Club Grant Applications

Applications for the three lunch clubs have now been completed and submitted. We will be notified of the outcome of these applications in April/May.

Windmill Community Transport

Catherine applied to Windmill Community Transport for funds to support the short break in the Autumn. We have been awarded £339 towards our costs.

Carnival Stars

We have been approached by Nicola Horner regarding Otley Carnival to host the Carnival Stars throughout the summer holidays. We have agreed to host 2 students at a time on Tuesday and Thursday at our lunch clubs.

Millionaire Street – information for selected good causes

Each week People's Postcode Lottery players in a winning postcode share a £1 Million Millionaire Street prize. This prize is split between tickets in the full winning postcode. We are delighted that local good causes based in the Millionaire Street winning postcode areas for each month will be awarded a share of £1 Million too.

Why have you been selected?

It was great to be able to deliver the news that Otley Action for Older People has been selected to be offered a grant of £70,000 as part of the Millionaire Street Grant Fund.

'Your organisation has been selected to be supported with a grant, either because you are a previous applicant to one of our Community Programmes Trusts, or because you are very local to the winning postcode, and we can see that you make a

big impact in your community. We understand from our research that you work within one of our priorities areas and have checked your record on Charities Commission or Companies House to review the governance of your organisation and are satisfied that this meets our criteria.'

The Factory Shop

The Factory Shop gave us a donation of £100.

Pool Methodist Charity shop

Pool Methodist church charity shop gave us a £100 donation.

Defibrillators

Over the year we also received a number of very generous donations from members and community groups following our campaign to raise funds for a defibrillator over the year. We managed to raise £1,390 towards the cost of the defibrillator and the training of over 20 people in how to use it. We are so grateful to those that generously donated to this very worthy cause.

Otley Action Finance – Fundraising and Donations Summary Table

Date	Project	Amount
02/04/2024	Leeds City Council – Core Funding	£17,384.41
09/04/2024	West Riding Masonic Charities - minibus	£15,000.00
17/05/2024	Leeds City Council – Lunch Club Grant	£1,556.77
17/05/2024	Leeds City Council – Lunch Club Grant	£1,816.23
17/05/2024	Leeds City Council – Lunch Club Grant	£1,816.23
22/05/2024	Bernard Sunley Foundation Minibus	£5,000.00
24/05/2024	Big Lottery - Main Grants	£26,368.00
05/06/2024	Windmill Community Transport – Grant towards mini break	£339.00
06/06/2024	Minibus sale – Mick Kirby	£5,500.00
12/06/2024	ENHANCE Funding	£4,500.00
18/06/2024	The Clothworkers Foundation	£15,000.00
01/07/2024	Leeds City Council – Core Funding	£17,384.41
09/07/2024	Housing Support Fund	£5,500.00
16/07/2024	Leeds City Council – MICE money intergenerational	£255.00
31/07/2024	DFT MAIN - BSOG	£403.79
07/08/2024	Pool Methodist Church Shop Donation	£100.00
07/08/2024	HMRC – Gift Aid	£2,414.65
28/08/2024	ENHANCE Funding	£4,500.00
30/09/2024	Leeds City Council – Core Funding	£17,384.41
31/10/2024	Postcode Lottery Grant	£70,000.00
01/11/2024	Leeds Community Foundation – Digital Inclusion	£9,885.34
22/11/2024	Big Lottery – Main Grants	£26,368.00
28/11/2024	CAF Vouchers – staff support	£500.00
06/12/2024	ENHANCE Funding	£4,500.00
11/12/2024	Sarah Jackson Fund – Christmas donation	£200.00
17/12/2024	Voluntary Action Leeds – Welcome Space Grant	£3,600.00
17/12/2024	Voluntary Action Leeds – Housing Support Fund	£5,000.00
01/01/2025	Leeds City Council – Core Funding	£17,384.41
28/02/2025	ENHANCE	£4,500.00

Otley Action for Older People Detailed Income and Expenditure Account For Year Ended 31st March 2025

	2025	2024
Income	£	£
Grants, Donations and Fundraising	286,864	329,673
Fees and Charges	8,027	9,915
Contributions to Activities	30,013	25,224
Luncheon Club	28,362	20,946
Community Car Scheme	2,068	2,549
Bank Interest	5,914	6,413
Student Placements	560	2,800
Employers Allowance	5,000	5,000
Sale of minibus	5,500	-
Introduction fee	-	657
Sponsorship	-	250
Total Income	372,308	403,427
Expenditure		
Office and Room Rent	20,365	10,000
Light and Heat	6,458	7,410
Subscriptions	648	551
Telephone	2,365	2,752
Printing, Stationery & Postage	1,894	1,685
Insurance	959	995
Repairs, Renewals & Refurbishments	4,364	5,218
Depreciation	21,594	-
I T Support & Equipment	6,755	4,241
Independent Examination	1,550	1,550
Professional Fees/Consultancy	10,800	13,898
Miscellaneous	734	476
Publicity	2,017	2,310
	80,503	51,086
Minibus & Van Expenses	6,618	7,154
Trips, Social Events & Activities	38,648	39,417
Luncheon Club	24,279	20,781
	69,545	67,352
Salaries	143,160	128,031
Employers National Insurance	11,178	10,137
Pension Contributions	29,728	26,168
Payroll Fees	1,233	1,124
Training	585	1,620
Volunteer Expenses	3,319	4,003
DBS Checks	630	509
	189,833	171,592
Total Expenditure	339,881	290,030
Net Surplus for the Year	32,427	113,397
Funds Brought Forward	349,101	235,704
Funds Carried Forward	381,528	349,101

Leeds
Community
Foundation



Leeds Community
Healthcare
NHS Trust



OTLEY ACTION FOR OLDER PEOPLE

DIRECTORS' REPORT AND UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

OTLEY ACTION FOR OLDER PEOPLE

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

INDEX

Page

1.	Significant Information
2.	Report of the Directors
3.	Independent Examiners Report
4.	Statement of Financial Activities
5.	Balance Sheet
6.	Statement of Cashflows
7 - 15	Notes to Accounts

OTLEY ACTION FOR OLDER PEOPLE

LEGAL AND ADMINISTRATIVE INFORMATION

Directors

John Eveleigh
Doris Gagen
Pamela Gill
Ailsa Bearpark
Nigel Gill
Gillian Chapman
Frank Jordan
Timothy Dalby
Pauline Padden
Stuart Page

Secretary

Susan Trainor

Charity number

1150684

Company number

08224902

Registered office

Otley Old Peoples Welfare Centre
Crossgate
Otley
West Yorkshire
LS21 3AA

Independent Examiner

Kevin J Meddings MAAT
Kevin Meddings Accountancy Services
55 Crowther Avenue
Calverley
Leeds
West Yorkshire
LS28 5SA

OTLEY ACTION FOR OLDER PEOPLE

LEGAL AND ADMINISTRATIVE INFORMATION (CONTINUED)

Bankers

Virgin Money
94 – 96 Briggate
Leeds
West Yorkshire
LS1 6ND

Monmouthshire Building Society
Monmouthshire House
John Frost Square
Newport
Monmouthshire
NP20 1PX

The Charity Bank Ltd
Fosse House
182 High Street
Tonbridge
Kent
TN9 1BE

Charities Aid Foundation
Shawbrook Bank
Lutea House
Warley Hill Business Park
The Drive
Great Warley
Brentwood
Essex
CM13 3BE

Cambridge & Counties Bank
Charnwood Court
5b New Walk
Leicester
Leicestershire
LE1 6TE

OTLEY ACTION FOR OLDER PEOPLE

DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their report and accounts for the year ended 31 March 2025.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association and constitution, the Companies Act 2006 and the Charities Act 2011.

Structure governance and management

The charity is a company limited by guarantee and was incorporated on 21 September 2012. The charity was registered with the Charity Commission on 4 February 2013.

The directors who served during the year were:

John Eveleigh
Doris Gagen
Pamela Gill
Ailsa Bearpark
Nigel Gill
Gillian Chapman
Frank Jordan
Timothy Dalby
Pauline Padden
Stuart Page

Appointment of Directors:

The charity may by ordinary resolution:

1. Appoint an existing member who is willing to act to be a director; and
2. Determine the rotation in which any additional directors are to retire.

No person other than a director retiring by rotation may be appointed a director at any general meeting unless:

1. He or she is recommended for re-election by the directors; or
2. Not less than 14, no more than 35 clear days before the date of the meeting; the charity is given a notice that:
 - a. Is signed by a member entitled to vote at the meeting;
 - b. States the member's intention to propose the appointment of a person as a director.

None of the directors has any beneficial interest in the company. All of the directors are members of the company and guarantee to contribute £10 in the event of a winding up.

All directors have voting rights.

Organisational Structure

Otley Action for Older People is managed by the directors in accordance with the Constitution and Memorandum and Articles of Association. The directors meet on a regular basis every 6 weeks with the Annual General Meeting held each year.

All decisions other than routine day-to-day planning and project management decisions are brought before the directors for discussion and ratification. The staff team report to the directors through regular written reports. There is a supervision structure within the staff team. The work of the organisation is also undertaken in keeping with our written policies (see below) and the conditions laid down by our various funders.

OTLEY ACTION FOR OLDER PEOPLE

DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2025

Relationships

Otley Action is part of the Leeds Neighbourhood Network Scheme a highly regarded network of 36 organisations supporting older people throughout the city of Leeds. We work closely with the other networks within the geographical boundary.

We joined the Leeds Community Anchor Network in 2023 as the lead organisation supporting the disadvantaged in Otley and Yeadon distributing the Housing Support Fund to those effected by the financial crisis. We also administered the payments for the Welcome Spaces throughout the area. This has continued in this financial year and will continue into 2026. This is a partnership with Voluntary Action Leeds distributing government funding.

Throughout the year we partnered with Leeds Older People's Forum and Leeds Community Health (LCH) on the ENHANCE Project. This relationship was ongoing throughout the year.

We also partner with the Big Lottery Fund are funded by them until August 2025.

We are part of the Local Care Partnership running projects in partnership with health and social care and the voluntary sector.

We work closely with Chevin Medical and Yeadon Health teams, the local medical centres. We partner with the social prescribing teams and regularly refer to and from them. Locally we are part of the Otley Community Group consisting of Otley Town Council, local schools, churches, food bank to name a few. Otley Action initiated a Community Network Lunch after the pandemic which has grown into a network of over 35 community groups that come together bi-monthly to share ideas and information.

Each year Otley Action provides placements for Leeds Beckett University and Bradford University for Social Work students, providing work supervision and mentoring. We have recently taken first year nursing students as part of their training.

Objectives and activities

The charity's objects are to relieve the following charitable needs of older people living in Otley, Pool and Arthington:

1. To relieve poverty.
2. To preserve and protect good health.
3. To advance education.
4. To promote the social inclusion of such people who are excluded from society because they are house-bound or who are unable to drive or easily access public transport and to assist them to integrate into society by such means as the directors deem fit.

The directors have complied with their duty to have due regard to guidance published by the Charities Commission with particular reference to the advancement of education and health and the relief of poverty. This is outlined further below.

Otley Action continues to work with some of the most frail and vulnerable older people in society. By March 2025, our membership exceeded 1,500. Many of those accessing services being between 80 -100 years old. Almost 20% of our registered members are now over the age of 90. Members include older people with physical disabilities, wheelchair users and wheelie walker and stick users, visual impairment, and those with dementia, depression, and anxiety issues. Many of these people are housebound and socially isolated and desperately in need of social interaction. These older people are unable to get out of their own homes without support and suitable transport that considers individual needs.

We continued to partner with Leeds City Council and Voluntary Action Leeds responding to the financial crisis by taking lead roles as a Welcome Space provider and a Housing Support Fund distributor.

OAOP received Household Support Funding (HSF) again in October 2024. A small pot of money to support individuals and families experiencing difficulties.

OTLEY ACTION FOR OLDER PEOPLE

DIRECTORS' REPORT (continued) **FOR THE YEAR ENDED 31 MARCH 2025**

The Household Support Fund (HSF) is a central government fund. Leeds City Council (LCC) asked the Leeds Community Anchor Network (LCAN) to distribute money across the network and wider partners to cover all electoral wards of the city to support some of the most vulnerable families and individuals with food, fuel, and other essential costs. Otley Action were asked to support people in LS21.

In June 2024 our brand-new bespoke Mercedes Sprinter minibus was finally delivered in time for the summer season. This was the culmination of 2 years of fundraising effort in which time we were able to raise the £85,000 required. A lot of consultation went into the design to ensure that we were able to get exactly what our service users deserved. We are indeed grateful to all our funders and to the numerous groups and individuals that donated to us.

In April 2024 we were invited to apply for a grant to join the city-wide ENHANCE project which had been running for two years. We partnered with AVSED and submitted a joint bid for the allocated amount of £40,000. The bid was successful, and we agreed to accept £18,000 for our part of the work with AVSED taking the lead. The project was managed by Leeds Older People's Forum and funded by Leeds Community Health (LCH). We were able to appoint Julie Rooney, a semi-retired nurse to the post which involved working with the Yeadon Neighbourhood Team. Throughout this time, we worked with numerous individuals in the community that were experiencing long term health conditions but also had non-clinical issues that they needed support with.

In September 2024 we were delighted when we were called out of the blue and informed that we were the fortunate beneficiaries of the Postcode Lottery. We were selected and offered a grant of £70,000 as part of the Millionaire Street Grant Fund. We were informed that as we were very local to the winning postcode, and we make a big impact in the local area they were satisfied that we met their criteria. We are endeavouring to put this money to good use supporting our members.

In October 2024 we were awarded £9,885 from Leeds Community Foundation from the Leeds Digital Inclusion Fund. This money was to support local sheltered housing complexes in our area. The money was to pay for 6xApple/Android tablets, internet connectivity, promotional materials and staff hours.

In the spring of 2024, working with Third Sector Consultancy our five yearly consultation was set in motion. Events were held with staff, volunteers and service users to get an overview of our services from all angles. In August of that year the consultation report was produced which we were able to share with our funders and the Board and was used to inform our Business Plan moving forward.

The Community Network Lunch initiated by Otley Action continued to thrive in this period attracting new members. The bi-monthly event continues to provide a useful platform for community groups to come together and share their hopes and inspirations.

Throughout the year we have run groups addressing social isolation and loneliness; supporting people with anxiety and depression; low-level memory problems, dementia, and long-term conditions such as diabetes, arthritis, chronic obstructive pulmonary disease; supporting people to stay healthy; assistance with end-of-life issues and bereavement; supporting carers and help with advocacy.

Our car scheme has provided services to health-related appointments; one to one shopping services and outings.

Our befriending service provides one to one support for the loneliest and socially isolated who generally live alone. We provide lunch clubs; physical activities; the Memory and Inclusion project as well as the Internet Café.

OTLEY ACTION FOR OLDER PEOPLE

DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2025

Policies

These are policies we have reviewed this year:-

Accessible Information Policy documents
Bullying and Harassment Policy documents
Complaints and Compliments Policy and Confidentiality Policy
Data Protection Policy documents
Disciplinary Policy documents
Environment Policy documents
Equality and Diversity Policy documents
Financial Standing Order and Reserves Policy documents
Grievance Policy
Health and Safety Policy documents
Lone Worker Policy documents
Needs Risk and Support Planning
Safeguarding Vulnerable Adults
Training Policy documents
Volunteering Policy documents
GDPR Policy

Financial Review

The organisation made a surplus of £32,427 (2024 - surplus of £113,397) in this financial year.

The core activities of the organisation incurred a deficit of £24,021 prior to any fund transfers.

The total reserves of the organisation at 31 March 2025 amounted to £381,528.

Of this £45,617 relates to specific restricted funded projects and is due to be spent in the 2025/26 financial year.

General reserves, now amount to £164,873 following a transfer of £14,129 to our designated Contingency Fund and includes £64,783 in respect of the depreciated cost of the new Minibus. The remaining £100,090 is available to support the current ongoing work of the organisation.

The organisation has 2 designated funds; the Contingency Fund referred to below and the Transport Fund which at 31 March 2025 had a balance of £11,894 and had been established to support the costs of running the Minibus.

The main risks that the organisation is subject to are covered through our insurance policies. There are, however, a number of risks which we cannot insure against including withdrawal or cessation of funding from outside bodies and the need to cover employee redundancy terms. It is, therefore, the policy of Otley Action for Older People to hold back a part of our resources as reserves to allow us to meet our obligations in the event of unexpected circumstances.

The organisation's policy is to hold in a separate designated fund a sum equivalent to 6 months running costs (excluding depreciation) which is approximately £159,144. Following a transfer of £14,129 from unrestricted funds this policy has been confirmed at the year end.

Investment Policy

Short term funds are placed in deposit accounts to maximise the Charity's income.

OTLEY ACTION FOR OLDER PEOPLE

DIRECTORS' REPORT (continued) **FOR THE YEAR ENDED 31 MARCH 2025**

Plans for the Future

Our four-year grant from the Big Lottery comes to an end in August 2025. This fund has played a key part in the development of our Digital Inclusion Project and our Volunteer Community Development work which will continue in the coming year. As funding sources become more competitive, we are widening our net to access other options to ensure that the good work continues.

In the spring/summer of 2025 a programme of events and activities are planned to engage and support our town and community. This includes a Supporting Independent Living Event, a Volunteer Showcase Event, Outreach Week and a Dementia Roadshow.

We are currently developing our Dementia Day Care Service thanks to an Awards For All grant received from The Big Lottery Fund. We are intending to increase the frequency, duration and attendance over the coming year to ensure that those with dementia and their carers are catered for.

In 2026 we will be celebrating our 30th Anniversary so plans will be underway to ensure our many accomplishments and achievements over the past 30 years are recognised. A day of celebration is planned where this work can be acknowledged and celebrated. .

Statement of Directors Responsibilities

The directors of Otley Action for Older People are responsible for preparing the Directors Annual report and accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare accounts for each financial year. Under company law the directors must not approve the accounts unless they are satisfied that they 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 that period. In preparing these accounts the directors are required to:-

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

The directors are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of accounts may differ from legislation in other jurisdictions.

The directors are responsible for maintaining proper accounting records which disclose at anytime the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006, and the Charities Act 2011. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board of directors

Ailsa Bearpark

Director

Dated:

OTLEY ACTION FOR OLDER PEOPLE

3.

INDEPENDENT EXAMINERS REPORT

TO THE DIRECTORS OF OTLEY ACTION FOR OLDER PEOPLE

I report on the accounts of the charity for the year ended 31 March 2025 which are set out on pages 4 to 15.

Respective responsibilities of director and examiner

The directors of Otley Action for Older People are responsible for the preparation of the accounts. The directors consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:-

- (a) which gives me reasonable cause to believe that in any material respect the requirements:-
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Reporting by Charities; have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin J Meddings MAAT

Kevin Meddings Accountancy Services
55 Crowther Avenue
Calverley
Leeds
West Yorkshire
LS28 5SA

Dated:

OTLEY ACTION FOR OLDER PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

	Note	General Fund £	Designated Fund £	Restricted Funds £	2025 £	2024 £
Income						
Donations and Legacies	2	9,090	-	2,306	11,396	121,295
Investment Income		5,914	-	-	5,914	6,413
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		15,004	-	2,306	17,310	127,708
Income from Charitable Activities	3	177,179	8,792	169,027	354,998	275,719
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Income		192,183	8,792	171,333	372,308	403,427
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Expenditure						
Charitable Activities	4	216,204	6,618	117,059	339,881	290,030
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenditure		216,204	6,618	117,059	339,881	290,030
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Net Income/(Expenditure)/ Net movement in funds before transfers		(24,021)	2,174	54,274	32,427	113,397
Transfer between funds		79,290	14,129	(93,419)	-	-
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Net Income/(Expenditure)/ Net Movement in funds after transfers		55,269	16,303	(39,145)	32,427	113,397
Total funds brought forward		109,604	154,735	84,762	349,101	235,704
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried forward		164,873	171,038	45,617	381,528	349,101
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

OTLEY ACTION FOR OLDER PEOPLE

BALANCE SHEET AS AT 31 MARCH 2025

	Notes	General fund	Designated funds	Restricted funds	2025 Total funds	2024 Total funds
Fixed Assets	7	64,783	-	-	64,783	-
Current Assets						
Cash at Bank and in Hand		103,444	171,152	46,527	321,123	301,331
Debtors and prepayments	8	560	-	-	560	52,567
Total Assets		168,787	171,152	46,527	386,466	353,898
Creditors: Amounts Falling Due Within One Year	9	(3,914)	(114)	(910)	(4,938)	(4,797)
Total Assets less Current Liabilities		164,873	171,038	45,617	381,528	349,101
The Funds of the Charity						
Restricted Funds	11	-	-	45,617	45,617	84,762
Unrestricted Funds						
Designated Funds	12	-	171,038	-	171,038	154,735
General Fund		164,873	-	-	164,873	109,604
Total Charity Funds		164,873	171,038	45,617	381,528	349,101

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on

Ailsa Bearpark

Director

Company Registration No: 08224902

OTLEY ACTION FOR OLDER PEOPLE

STATEMENT OF CASHFLOWS
AS AT 31 MARCH 2025

	Notes	2025 £	2024 £
Cash generated by operating activities	14	13,878	52,810
Cashflow from investing activities			
Interest income		5,914	6,413
		<hr/>	<hr/>
Increase in cash equivalents in the year		19,792	59,223
Cash equivalents at the beginning of the year		301,331	242,108
		<hr/>	<hr/>
Total cash equivalents at the end of the year		321,123	301,331
		<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

1. Accounting Policies

a. Accounting Convention

The accounts are prepared under the historical cost convention unless otherwise stated.

The accounts are prepared in accordance with Accounting and Reporting by Charities; Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) published on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

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

Having considered future planned activities and the resources available to the charity, the directors are satisfied that the financial statements should continue to be prepared on the going concern basis.

b. Incoming Resources

Donations and legacies are included in full in the Statement of Activities when receivable.

Fees and charges, income from activities and all other related income is accounted for when received by the charity.

Income from investments is included in the year in which it is receivable.

Revenue grants for specific projects are credited to the Statement of Financial Activities when received and unspent amounts are carried forward in the form of restricted reserves.

c. Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries.

Governance costs includes those costs associated with meeting the constitutional and statutory requirements of the charity.

All costs are allocated between the expenditure categories on the Statement of Financial Activities (SOFA) on a basis designed to reflect the use of the resource.

d. Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:-

Tools and Equipment	4 years
Office Equipment	4 years
Motor Vehicles	4 – 10 years

e. Taxation

As a registered charity the association 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.

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

f. **Pensions**

The charity contributes to deferred contribution pension schemes for all of its employees.

g. **Fund Accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Funds may be designated at anytime by the directors if such a purpose is identified.

Restricted funds are subject to specific conditions by donors as to how they may be used.

2. Donations and Legacies

	2025 £	2024 £
Donations:		
Crowdfunder	814	3,563
CAF Charity Vouchers	500	2,500
Lymm Mayo Community Shop Trust	250	500
Otley Over 80's Club (Defibrillator Fund)	500	-
Angela Ellis (Defibrillator Fund)	500	-
Funeral of Marilyn Smith	500	-
Windhill Community Transport	339	-
Mrs J M Smith (Defibrillator Fund)	250	-
Sarah Jackson Community Wish	200	-
Legacy of James Brannigan	-	95,310
Yorkshire Building Society	-	1,990
Co-op Local Community Fund	-	1,272
Legacy of Keith Foster	-	1,000
Trustees of Abbey House	-	500
Skipton Building Society	-	500
Rotary Club of Otley Chevin	-	361
Otley Chamber of Trade	-	270
Donations and Fundraising	7,543	13,529
	<hr/>	<hr/>
	11,396	121,295
	<hr/>	<hr/>

3. Income from Charitable Activities

	General £	Designated £	Restricted £	2025 Total £	2024 Total £
Grants for unrestricted purposes	139,538	-	-	139,538	94,788
Grants for restricted purposes	-	765	135,165	135,930	113,590
Contribution to Activities	32,081	-	-	32,081	27,773
Fees & Charges	-	8,027	28,362	36,389	30,861
Student Placements	560	-	-	560	2,800
Employers Allowance	5,000	-	-	5,000	5,000
Sale of Minibus	-	-	5,500	5,500	-
Introduction fee	-	-	-	-	657
Sponsorship	-	-	-	-	250
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	177,179	8,792	169,027	354,998	275,719
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
Grants for unrestricted purposes		
Leeds City Council	69,538	69,788
People's Postcode Lottery	70,000	-
Garfield Weston Foundation	-	25,000
	<hr/>	<hr/>
	139,538	94,788
	<hr/>	<hr/>
	2025 £	2024 £
Grants for Restricted and Designated Purposes		
Leeds City Council Luncheon Club	5,189	8,196
Bus Service Operators Grant	765	691
The National Lottery Community Fund Lets Enable Otley	52,736	50,510
Leeds City Council Welcome Spaces Fund	3,600	6,100
Leeds Community Health (LCH) AVSED (Enhance)	18,000	-
The Clothworkers' Foundation (Minibus)	15,000	-
West Riding Masonic Charities Limited (Minibus)	15,000	-
Leeds City Council Housing Support Fund	10,500	-
Leeds Community Foundation (Leeds Digital Inclusion Fund)	9,885	-
Bernard Sunley Foundation (Minibus)	5,000	-
Leeds MICE (Intergenerational Project)	255	-
Leeds City Council Hub Funding	-	15,405
Awards For All	-	10,000
The Mangoletsi Trust	-	5,500
BW Legal Services	-	5,215
The McCarthy & Stone Foundation	-	4,000
Leeds Older Peoples Forum (Meal Deliveries)	-	3,705
Leeds Older Peoples Forum (Brighter Days)	-	1,148
Leeds Community Anchor Network	-	1,100
Otley Town Council	-	820
Leeds City Council	-	500
Pool Parish Council	-	400
Leeds Older Peoples Forum (Health and Wellbeing Event)	-	300
	<hr/>	<hr/>
	135,930	113,590
	<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

4. Charitable Activities

	2025 £	2024 £
Office and Room Rent (includes back payment)	20,365	10,000
Light and Heat	6,458	7,410
Subscriptions	648	551
Telephone	2,365	2,752
Printing, Stationery & Postage	1,894	1,685
Insurance	959	995
Repairs, Renewals and Refurbishments	4,364	5,218
I T Support & Equipment	6,755	4,241
Professional Fees/Consultancy	10,800	13,898
Miscellaneous	734	476
Publicity	2,017	2,310
Minibus & Van Expenses	6,618	7,154
Trips, Social Events & Activities	38,648	39,417
Luncheon Club	24,279	20,781
Salaries	143,160	128,031
Employers National Insurance	11,178	10,137
Pension Contributions	29,728	26,168
Payroll Fees	1,233	1,124
Training	585	1,620
Volunteer Expenses	3,319	4,003
Depreciation	21,594	-
Governance Costs (note 5)	2,180	2,059
	<hr/>	<hr/>
	339,881	290,030
	<hr/>	<hr/>

5. Governance Costs

	2025 £	2024 £
DBS Checks	630	509
Independent Examiner's Fee	1,550	1,550
	<hr/>	<hr/>
	2,180	2,059
	<hr/>	<hr/>

6. Staff Costs

	2025 £	2024 £
Salaries	143,160	128,031
Employers National Insurance	11,178	10,137
Pension Contributions	29,728	26,168
	<hr/>	<hr/>
	184,066	164,336
	<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

The charity considers its key management personnel to be the Directors and the Project Manager Susan Trainor.

The average number of employees during the year including part time was 7 (2024 – 6).

No employee earned more than £60,000.

None of the directors (or any person connected with them) received any remuneration or were reimbursed expenditure during 2025 (2024: none).

We can confirm that there are no related party transactions that require disclosure in the accounts (2024: none).

7. Fixed Assets

	Motor Vehicles £	Tools & Equipment £	Office Equipment £	Total £
Cost				
At 1 April 2024	80,555	12,093	21,639	114,287
Addition	86,377	-	-	86,377
Disposal	(40,555)	-	-	(40,555)
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2025	126,377	12,093	21,639	160,109
	<hr/>	<hr/>	<hr/>	<hr/>
Depreciation				
At 1 April 2024	80,555	12,093	21,639	114,287
Charge for the year	21,594	-	-	21,594
On Disposal	(40,555)	-	-	(40,555)
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2025	61,594	12,093	21,639	95,326
	<hr/>	<hr/>	<hr/>	<hr/>
Net Book Value				
At 31 March 2025	64,783	-	-	64,783
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2024	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>

8. Debtors and prepayments

	2025 £	2024 £
Student placement fee	560	-
Minibus deposit	-	52,567
	<hr/>	<hr/>
	560	52,567
	<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

9. Creditors and accruals

	2025 £	2024 £
Accruals	4,938	4,797

10. Pension and other post-retirement benefit commitments Defined contributions

	2025 £	2024 £
Contributions payable by the charity during the year	29,728	26,168

11. Restricted Funds

	Balance at 1 April 2024	Movement in Funds			Balance at 31 March 2025
	£	Incoming Resources £	Resources Expended £	Transfers £	£
Luncheon Clubs	20,945	33,551	(24,279)	(6,000)	24,217
The National Lottery Community Fund Lets Enable Otley	17,045	52,736	(52,281)	-	17,500
Minibus Fund	46,772	40,647	-	(87,419)	-
Leeds Community Health (LCH) AVSED (Enhance)	-	18,000	(18,000)	-	-
Leeds City Council Welcome Spaces Fund	-	3,600	(3,600)	-	-
Leeds City Council Housing Support Fund	-	10,500	(10,500)	-	-
Leeds Community Foundation (Leeds Digital Inclusion Fund)	-	9,885	(6,385)	-	3,500
Defibrillator Fund	-	1,370	(1,225)	-	145
Windhill Community Transport	-	339	(339)	-	-
Leeds MICE (Intergenerational Project)	-	255	-	-	255
Lymm Mayo Community Shop Trust	-	250	(250)	-	-
Sarah Jackson Community Wish	-	200	(200)	-	-
	84,762	171,333	(117,059)	(93,419)	45,617

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

Restricted Funds:-

Luncheon Club

There are currently three luncheon clubs held every week on a Tuesday, Wednesday and Thursday. Two of the lunch clubs are in Otley and the third one is in Pool on a Wednesday. A healthy and nutritious two-course lunch with tea or coffee is available for a small charge. Otley Action receives a grant for each of the lunch clubs from Leeds City Council.

The National Lottery Community Fund Lets Enable Otley

A four-year project funded by the Lottery Community Fund to employ a Volunteer and Community Engagement Officer. The total amount awarded over four years is £199,346. The project will allow Otley Action to consolidate their current activities (using volunteer and community resources) and use staff time to focus on core support. This is an increasing part of our service as referrals continue to become more complex and require the skills, knowledge and dedication of experienced and qualified members of staff. It has also played a big part in support of our digital inclusion project,

Minibus Fund

This fund was established to raise money towards the purchase of a new vehicle. In the current year further, grants were received from The Clothworkers' Foundation, West Ridings Masonic Charities Limited and the Bernard Sunley Foundation. Further donations were received from the public and the £5,500 Otley Action received from the sale of the old Crafter minibus was also added to the fund. The total monies raised were transferred to unrestricted funds once the new minibus was delivered in June 2024.

Leeds Community Health (LCH) AVSED (Enhance)

This money was for a 1-year pilot partnership project with AVSED to cover the Otley and Yeadon ward. It was funded by Leeds Community Health who partnered with Leeds Older People's Forum to manage and administer it. The aim of the project was to reduce the amount of time LCH were spending on non-clinical interventions working with the Yeadon neighbourhood team. Otley Action received £18,000 from Leeds Older People's Forum to manage the project.

Leeds City Council Welcome Spaces Fund

This has enabled us to give onward support to community organisations in our neighbourhood who wish to deliver activities that can bring people together in Welcome Spaces. For instance, an organisation might need a contribution to their energy bills or room hire costs. The amount distributed to each organisation is decided by Otley Action using our local knowledge of the hours required, communities covered, and funding necessary

Leeds City Council Housing Support Fund

Funding to be spent on household essentials for people on low incomes such as fuel, food and other essential bills.

Leeds Community Foundation (Leeds Digital Inclusion Fund)

This was to fund Digital inclusion outreach to Housing Complexes including computer hardware, promotional materials and associated staffing costs.

Defibrillator Fund

Otley Action received funding from the Otley Over 80's Club as well as other individuals towards the cost of one defibrillator and associated training costs.

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

Windhill Community Transport

A contribution towards a mini break to Lytham in the autumn of 2024.

Leeds MICE (Intergenerational Project)

Funding to support an Intergenerational Project which is to be undertaken in the 2025/26 financial year.

Lymm Mayo Community Shop Trust

A donation of £250 were received to purchase a cooker for one of our Service Users.

Sarah Jackson Community Wish

A donation to enable the purchase of shopping vouchers for one of our Service Users who was experiencing hard times.

12. Designated Funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2024	Movement in Funds		Transfers	Balance at 31 March 2025
	£	Incoming Resources £	Resources Expended £	£	£
Contingency Fund	145,015	-	-	14,129	159,144
Transport Fund	9,720	8,792	(6,618)	-	11,894
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	154,735	8,792	(6,618)	14,129	171,038
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

13. Commitments under operating leases

At 31 March 2025 the company had annual commitments under non-cancellable operating leases as follows:

	Land and Buildings 2025 £	2024 £
Expiry date within one year	11,400	11,400
	<hr/>	<hr/>
Expiry date within two to five years	11,400	11,400
	<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2025

14. Reconciliation of net movement in funds to net cashflow from operating activities:

	2025 £	2024 £
Net movement in funds	32,427	113,397
Add back depreciation charge	21,594	-
Less purchase of minibus	(86,377)	-
Deduct interest income	(5,914)	(6,413)
Decrease(increase) in debtors	52,007	(50,467)
Increase(decrease) in creditors	141	(3,707)
	<hr/>	<hr/>
Net cash generated by operating activities	13,878	52,810
	<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

DIRECTORS' REPORT AND UNAUDITED ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2025

OTLEY ACTION FOR OLDER PEOPLE

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

INDEX

Page

1.	Significant Information
2.	Report of the Directors
3.	Independent Examiners Report
4.	Statement of Financial Activities
5.	Balance Sheet
6.	Statement of Cashflows
7 - 15	Notes to Accounts

OTLEY ACTION FOR OLDER PEOPLE

LEGAL AND ADMINISTRATIVE INFORMATION

Directors	John Eveleigh Doris Gagen Pamela Gill Ailsa Bearpark Nigel Gill Gillian Chapman Frank Jordan Timothy Dalby Pauline Padden Stuart Page
Secretary	Susan Trainor
Charity number	1150684
Company number	08224902
Registered office	Otley Old Peoples Welfare Centre Crossgate Otley West Yorkshire LS21 3AA
Independent Examiner	Kevin J Meddings MAAT Kevin Meddings Accountancy Services 55 Crowther Avenue Calverley Leeds West Yorkshire LS28 5SA

OTLEY ACTION FOR OLDER PEOPLE

LEGAL AND ADMINISTRATIVE INFORMATION (CONTINUED)

Bankers

Virgin Money
94 – 96 Briggate
Leeds
West Yorkshire
LS1 6ND

Monmouthshire Building Society
Monmouthshire House
John Frost Square
Newport
Monmouthshire
NP20 1PX

The Charity Bank Ltd
Fosse House
182 High Street
Tonbridge
Kent
TN9 1BE

Charities Aid Foundation
Shawbrook Bank
Lutea House
Warley Hill Business Park
The Drive
Great Warley
Brentwood
Essex
CM13 3BE

Cambridge & Counties Bank
Charnwood Court
5b New Walk
Leicester
Leicestershire
LE1 6TE

OTLEY ACTION FOR OLDER PEOPLE

DIRECTORS' REPORT FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their report and accounts for the year ended 31 March 2025.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association and constitution, the Companies Act 2006 and the Charities Act 2011.

Structure governance and management

The charity is a company limited by guarantee and was incorporated on 21 September 2012. The charity was registered with the Charity Commission on 4 February 2013.

The directors who served during the year were:

John Eveleigh
Doris Gagen
Pamela Gill
Ailsa Bearpark
Nigel Gill
Gillian Chapman
Frank Jordan
Timothy Dalby
Pauline Padden
Stuart Page

Appointment of Directors:

The charity may by ordinary resolution:

1. Appoint an existing member who is willing to act to be a director; and
2. Determine the rotation in which any additional directors are to retire.

No person other than a director retiring by rotation may be appointed a director at any general meeting unless:

1. He or she is recommended for re-election by the directors; or
2. Not less than 14, no more than 35 clear days before the date of the meeting; the charity is given a notice that:
 - a. Is signed by a member entitled to vote at the meeting;
 - b. States the member's intention to propose the appointment of a person as a director.

None of the directors has any beneficial interest in the company. All of the directors are members of the company and guarantee to contribute £10 in the event of a winding up.

All directors have voting rights.

Organisational Structure

Otley Action for Older People is managed by the directors in accordance with the Constitution and Memorandum and Articles of Association. The directors meet on a regular basis every 6 weeks with the Annual General Meeting held each year.

All decisions other than routine day-to-day planning and project management decisions are brought before the directors for discussion and ratification. The staff team report to the directors through regular written reports. There is a supervision structure within the staff team. The work of the organisation is also undertaken in keeping with our written policies (see below) and the conditions laid down by our various funders.

OTLEY ACTION FOR OLDER PEOPLE

DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2025

Relationships

Otley Action is part of the Leeds Neighbourhood Network Scheme a highly regarded network of 36 organisations supporting older people throughout the city of Leeds. We work closely with the other networks within the geographical boundary.

We joined the Leeds Community Anchor Network in 2023 as the lead organisation supporting the disadvantaged in Otley and Yeadon distributing the Housing Support Fund to those effected by the financial crisis. We also administered the payments for the Welcome Spaces throughout the area. This has continued in this financial year and will continue into 2026. This is a partnership with Voluntary Action Leeds distributing government funding.

Throughout the year we partnered with Leeds Older People's Forum and Leeds Community Health (LCH) on the ENHANCE Project. This relationship was ongoing throughout the year.

We also partner with the Big Lottery Fund are funded by them until August 2025.

We are part of the Local Care Partnership running projects in partnership with health and social care and the voluntary sector.

We work closely with Chevin Medical and Yeadon Health teams, the local medical centres. We partner with the social prescribing teams and regularly refer to and from them. Locally we are part of the Otley Community Group consisting of Otley Town Council, local schools, churches, food bank to name a few. Otley Action initiated a Community Network Lunch after the pandemic which has grown into a network of over 35 community groups that come together bi-monthly to share ideas and information.

Each year Otley Action provides placements for Leeds Beckett University and Bradford University for Social Work students, providing work supervision and mentoring. We have recently taken first year nursing students as part of their training.

Objectives and activities

The charity's objects are to relieve the following charitable needs of older people living in Otley, Pool and Arthington:

1. To relieve poverty.
2. To preserve and protect good health.
3. To advance education.
4. To promote the social inclusion of such people who are excluded from society because they are house-bound or who are unable to drive or easily access public transport and to assist them to integrate into society by such means as the directors deem fit.

The directors have complied with their duty to have due regard to guidance published by the Charities Commission with particular reference to the advancement of education and health and the relief of poverty. This is outlined further below.

Otley Action continues to work with some of the most frail and vulnerable older people in society. By March 2025, our membership exceeded 1,500. Many of those accessing services being between 80 -100 years old. Almost 20% of our registered members are now over the age of 90. Members include older people with physical disabilities, wheelchair users and wheelie walker and stick users, visual impairment, and those with dementia, depression, and anxiety issues. Many of these people are housebound and socially isolated and desperately in need of social interaction. These older people are unable to get out of their own homes without support and suitable transport that considers individual needs.

We continued to partner with Leeds City Council and Voluntary Action Leeds responding to the financial crisis by taking lead roles as a Welcome Space provider and a Housing Support Fund distributor.

OAOP received Household Support Funding (HSF) again in October 2024. A small pot of money to support individuals and families experiencing difficulties.

OTLEY ACTION FOR OLDER PEOPLE

DIRECTORS' REPORT (continued) **FOR THE YEAR ENDED 31 MARCH 2025**

The Household Support Fund (HSF) is a central government fund. Leeds City Council (LCC) asked the Leeds Community Anchor Network (LCAN) to distribute money across the network and wider partners to cover all electoral wards of the city to support some of the most vulnerable families and individuals with food, fuel, and other essential costs. Otley Action were asked to support people in LS21.

In June 2024 our brand-new bespoke Mercedes Sprinter minibus was finally delivered in time for the summer season. This was the culmination of 2 years of fundraising effort in which time we were able to raise the £85,000 required. A lot of consultation went into the design to ensure that we were able to get exactly what our service users deserved. We are indeed grateful to all our funders and to the numerous groups and individuals that donated to us.

In April 2024 we were invited to apply for a grant to join the city-wide ENHANCE project which had been running for two years. We partnered with AVSED and submitted a joint bid for the allocated amount of £40,000. The bid was successful, and we agreed to accept £18,000 for our part of the work with AVSED taking the lead. The project was managed by Leeds Older People's Forum and funded by Leeds Community Health (LCH). We were able to appoint Julie Rooney, a semi-retired nurse to the post which involved working with the Yeadon Neighbourhood Team. Throughout this time, we worked with numerous individuals in the community that were experiencing long term health conditions but also had non-clinical issues that they needed support with.

In September 2024 we were delighted when we were called out of the blue and informed that we were the fortunate beneficiaries of the Postcode Lottery. We were selected and offered a grant of £70,000 as part of the Millionaire Street Grant Fund. We were informed that as we were very local to the winning postcode, and we make a big impact in the local area they were satisfied that we met their criteria. We are endeavouring to put this money to good use supporting our members.

In October 2024 we were awarded £9,885 from Leeds Community Foundation from the Leeds Digital Inclusion Fund. This money was to support local sheltered housing complexes in our area. The money was to pay for 6xApple/Android tablets, internet connectivity, promotional materials and staff hours.

In the spring of 2024, working with Third Sector Consultancy our five yearly consultation was set in motion. Events were held with staff, volunteers and service users to get an overview of our services from all angles. In August of that year the consultation report was produced which we were able to share with our funders and the Board and was used to inform our Business Plan moving forward.

The Community Network Lunch initiated by Otley Action continued to thrive in this period attracting new members. The bi-monthly event continues to provide a useful platform for community groups to come together and share their hopes and inspirations.

Throughout the year we have run groups addressing social isolation and loneliness; supporting people with anxiety and depression; low-level memory problems, dementia, and long-term conditions such as diabetes, arthritis, chronic obstructive pulmonary disease; supporting people to stay healthy; assistance with end-of-life issues and bereavement; supporting carers and help with advocacy.

Our car scheme has provided services to health-related appointments; one to one shopping services and outings.

Our befriending service provides one to one support for the loneliest and socially isolated who generally live alone. We provide lunch clubs; physical activities; the Memory and Inclusion project as well as the Internet Café.

OTLEY ACTION FOR OLDER PEOPLE

DIRECTORS' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2025

Policies

These are policies we have reviewed this year:-

Accessible Information Policy documents
Bullying and Harassment Policy documents
Complaints and Compliments Policy and Confidentiality Policy
Data Protection Policy documents
Disciplinary Policy documents
Environment Policy documents
Equality and Diversity Policy documents
Financial Standing Order and Reserves Policy documents
Grievance Policy
Health and Safety Policy documents
Lone Worker Policy documents
Needs Risk and Support Planning
Safeguarding Vulnerable Adults
Training Policy documents
Volunteering Policy documents
GDPR Policy

Financial Review

The organisation made a surplus of £32,427 (2024 - surplus of £113,397) in this financial year.

The core activities of the organisation incurred a deficit of £24,021 prior to any fund transfers.

The total reserves of the organisation at 31 March 2025 amounted to £381,528.

Of this £45,617 relates to specific restricted funded projects and is due to be spent in the 2025/26 financial year.

General reserves, now amount to £164,873 following a transfer of £14,129 to our designated Contingency Fund and includes £64,783 in respect of the depreciated cost of the new Minibus. The remaining £100,090 is available to support the current ongoing work of the organisation.

The organisation has 2 designated funds; the Contingency Fund referred to below and the Transport Fund which at 31 March 2025 had a balance of £11,894 and had been established to support the costs of running the Minibus.

The main risks that the organisation is subject to are covered through our insurance policies. There are, however, a number of risks which we cannot insure against including withdrawal or cessation of funding from outside bodies and the need to cover employee redundancy terms. It is, therefore, the policy of Otley Action for Older People to hold back a part of our resources as reserves to allow us to meet our obligations in the event of unexpected circumstances.

The organisation's policy is to hold in a separate designated fund a sum equivalent to 6 months running costs (excluding depreciation) which is approximately £159,144. Following a transfer of £14,129 from unrestricted funds this policy has been confirmed at the year end.

Investment Policy

Short term funds are placed in deposit accounts to maximise the Charity's income.

OTLEY ACTION FOR OLDER PEOPLE

DIRECTORS' REPORT (continued) **FOR THE YEAR ENDED 31 MARCH 2025**

Plans for the Future

Our four-year grant from the Big Lottery comes to an end in August 2025. This fund has played a key part in the development of our Digital Inclusion Project and our Volunteer Community Development work which will continue in the coming year. As funding sources become more competitive, we are widening our net to access other options to ensure that the good work continues.

In the spring/summer of 2025 a programme of events and activities are planned to engage and support our town and community. This includes a Supporting Independent Living Event, a Volunteer Showcase Event, Outreach Week and a Dementia Roadshow.

We are currently developing our Dementia Day Care Service thanks to an Awards For All grant received from The Big Lottery Fund. We are intending to increase the frequency, duration and attendance over the coming year to ensure that those with dementia and their carers are catered for.

In 2026 we will be celebrating our 30th Anniversary so plans will be underway to ensure our many accomplishments and achievements over the past 30 years are recognised. A day of celebration is planned where this work can be acknowledged and celebrated. .

Statement of Directors Responsibilities

The directors of Otley Action for Older People are responsible for preparing the Directors Annual report and accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare accounts for each financial year. Under company law the directors must not approve the accounts unless they are satisfied that they 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 that period. In preparing these accounts the directors are required to:-

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

The directors are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of accounts may differ from legislation in other jurisdictions.

The directors are responsible for maintaining proper accounting records which disclose at anytime the financial position of the charitable company and to enable them to ensure that the accounts comply with the Companies Act 2006, and the Charities Act 2011. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board of directors

Ailsa Bearpark

Director

Dated:

OTLEY ACTION FOR OLDER PEOPLE

3.

INDEPENDENT EXAMINERS REPORT

TO THE DIRECTORS OF OTLEY ACTION FOR OLDER PEOPLE

I report on the accounts of the charity for the year ended 31 March 2025 which are set out on pages 4 to 15.

Respective responsibilities of director and examiner

The directors of Otley Action for Older People are responsible for the preparation of the accounts. The directors consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:-

- (a) which gives me reasonable cause to believe that in any material respect the requirements:-
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice; Accounting and Reporting by Charities; have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin J Meddings MAAT

Kevin Meddings Accountancy Services
55 Crowther Avenue
Calverley
Leeds
West Yorkshire
LS28 5SA

Dated:

OTLEY ACTION FOR OLDER PEOPLE

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2025

	Note	General Fund £	Designated Fund £	Restricted Funds £	2025 £	2024 £
Income						
Donations and Legacies	2	9,090	-	2,306	11,396	121,295
Investment Income		5,914	-	-	5,914	6,413
		<u>15,004</u>	<u>-</u>	<u>2,306</u>	<u>17,310</u>	<u>127,708</u>
Income from Charitable Activities	3	177,179	8,792	169,027	354,998	275,719
		<u>192,183</u>	<u>8,792</u>	<u>171,333</u>	<u>372,308</u>	<u>403,427</u>
Total Income						
Expenditure						
Charitable Activities	4	216,204	6,618	117,059	339,881	290,030
		<u>216,204</u>	<u>6,618</u>	<u>117,059</u>	<u>339,881</u>	<u>290,030</u>
Total Expenditure						
Net Income/(Expenditure)/ Net movement in funds before transfers		(24,021)	2,174	54,274	32,427	113,397
Transfer between funds		79,290	14,129	(93,419)	-	-
		<u>55,269</u>	<u>16,303</u>	<u>(39,145)</u>	<u>32,427</u>	<u>113,397</u>
Net Income/(Expenditure)/ Net Movement in funds after transfers						
Total funds brought forward		109,604	154,735	84,762	349,101	235,704
		<u>164,873</u>	<u>171,038</u>	<u>45,617</u>	<u>381,528</u>	<u>349,101</u>
Total funds carried forward						

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

OTLEY ACTION FOR OLDER PEOPLE

BALANCE SHEET AS AT 31 MARCH 2025

	Notes	General fund	Designated funds	Restricted funds	2025 Total funds	2024 Total funds
Fixed Assets	7	64,783	-	-	64,783	-
Current Assets						
Cash at Bank and in Hand		103,444	171,152	46,527	321,123	301,331
Debtors and prepayments	8	560	-	-	560	52,567
Total Assets		168,787	171,152	46,527	386,466	353,898
Creditors: Amounts Falling Due Within One Year	9	(3,914)	(114)	(910)	(4,938)	(4,797)
Total Assets less Current Liabilities		164,873	171,038	45,617	381,528	349,101
The Funds of the Charity						
Restricted Funds	11	-	-	45,617	45,617	84,762
Unrestricted Funds						
Designated Funds	12	-	171,038	-	171,038	154,735
General Fund		164,873	-	-	164,873	109,604
Total Charity Funds		164,873	171,038	45,617	381,528	349,101

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on

Ailsa Bearpark

Director

Company Registration No: 08224902

OTLEY ACTION FOR OLDER PEOPLE
STATEMENT OF CASHFLOWS
AS AT 31 MARCH 2025

	Notes	2025 £	2024 £
Cash generated by operating activities	14	13,878	52,810
Cashflow from investing activities			
Interest income		5,914	6,413
		<hr/>	<hr/>
Increase in cash equivalents in the year		19,792	59,223
Cash equivalents at the beginning of the year		301,331	242,108
		<hr/>	<hr/>
Total cash equivalents at the end of the year		321,123	301,331
		<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

1. Accounting Policies

a. Accounting Convention

The accounts are prepared under the historical cost convention unless otherwise stated.

The accounts are prepared in accordance with Accounting and Reporting by Charities; Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) published on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

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

Having considered future planned activities and the resources available to the charity, the directors are satisfied that the financial statements should continue to be prepared on the going concern basis.

b. Incoming Resources

Donations and legacies are included in full in the Statement of Activities when receivable.

Fees and charges, income from activities and all other related income is accounted for when received by the charity.

Income from investments is included in the year in which it is receivable.

Revenue grants for specific projects are credited to the Statement of Financial Activities when received and unspent amounts are carried forward in the form of restricted reserves.

c. Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries.

Governance costs includes those costs associated with meeting the constitutional and statutory requirements of the charity.

All costs are allocated between the expenditure categories on the Statement of Financial Activities (SOFA) on a basis designed to reflect the use of the resource.

d. Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows:-

Tools and Equipment	4 years
Office Equipment	4 years
Motor Vehicles	4 – 10 years

e. Taxation

As a registered charity the association 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.

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

f. **Pensions**

The charity contributes to deferred contribution pension schemes for all of its employees.

g. **Fund Accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Funds may be designated at anytime by the directors if such a purpose is identified.

Restricted funds are subject to specific conditions by donors as to how they may be used.

2. Donations and Legacies

	2025 £	2024 £
Donations:		
Crowdfunder	814	3,563
CAF Charity Vouchers	500	2,500
Lymm Mayo Community Shop Trust	250	500
Otley Over 80's Club (Defibrillator Fund)	500	-
Angela Ellis (Defibrillator Fund)	500	-
Funeral of Marilyn Smith	500	-
Windhill Community Transport	339	-
Mrs J M Smith (Defibrillator Fund)	250	-
Sarah Jackson Community Wish	200	-
Legacy of James Brannigan	-	95,310
Yorkshire Building Society	-	1,990
Co-op Local Community Fund	-	1,272
Legacy of Keith Foster	-	1,000
Trustees of Abbey House	-	500
Skipton Building Society	-	500
Rotary Club of Otley Chevin	-	361
Otley Chamber of Trade	-	270
Donations and Fundraising	7,543	13,529
	<hr/>	<hr/>
	11,396	121,295
	<hr/>	<hr/>

3. Income from Charitable Activities

	General £	Designated £	Restricted £	2025 Total £	2024 Total £
Grants for unrestricted purposes	139,538	-	-	139,538	94,788
Grants for restricted purposes	-	765	135,165	135,930	113,590
Contribution to Activities	32,081	-	-	32,081	27,773
Fees & Charges	-	8,027	28,362	36,389	30,861
Student Placements	560	-	-	560	2,800
Employers Allowance	5,000	-	-	5,000	5,000
Sale of Minibus	-	-	5,500	5,500	-
Introduction fee	-	-	-	-	657
Sponsorship	-	-	-	-	250
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	177,179	8,792	169,027	354,998	275,719
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
Grants for unrestricted purposes		
Leeds City Council	69,538	69,788
People's Postcode Lottery	70,000	-
Garfield Weston Foundation	-	25,000
	<hr/>	<hr/>
	139,538	94,788
	<hr/>	<hr/>
	2025 £	2024 £
Grants for Restricted and Designated Purposes		
Leeds City Council Luncheon Club	5,189	8,196
Bus Service Operators Grant	765	691
The National Lottery Community Fund Lets Enable Otley	52,736	50,510
Leeds City Council Welcome Spaces Fund	3,600	6,100
Leeds Community Health (LCH) AVSED (Enhance)	18,000	-
The Clothworkers' Foundation (Minibus)	15,000	-
West Riding Masonic Charities Limited (Minibus)	15,000	-
Leeds City Council Housing Support Fund	10,500	-
Leeds Community Foundation (Leeds Digital Inclusion Fund)	9,885	-
Bernard Sunley Foundation (Minibus)	5,000	-
Leeds MICE (Intergenerational Project)	255	-
Leeds City Council Hub Funding	-	15,405
Awards For All	-	10,000
The Mangoletsi Trust	-	5,500
BW Legal Services	-	5,215
The McCarthy & Stone Foundation	-	4,000
Leeds Older Peoples Forum (Meal Deliveries)	-	3,705
Leeds Older Peoples Forum (Brighter Days)	-	1,148
Leeds Community Anchor Network	-	1,100
Otley Town Council	-	820
Leeds City Council	-	500
Pool Parish Council	-	400
Leeds Older Peoples Forum (Health and Wellbeing Event)	-	300
	<hr/>	<hr/>
	135,930	113,590
	<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

4. Charitable Activities

	2025 £	2024 £
Office and Room Rent (includes back payment)	20,365	10,000
Light and Heat	6,458	7,410
Subscriptions	648	551
Telephone	2,365	2,752
Printing, Stationery & Postage	1,894	1,685
Insurance	959	995
Repairs, Renewals and Refurbishments	4,364	5,218
I T Support & Equipment	6,755	4,241
Professional Fees/Consultancy	10,800	13,898
Miscellaneous	734	476
Publicity	2,017	2,310
Minibus & Van Expenses	6,618	7,154
Trips, Social Events & Activities	38,648	39,417
Luncheon Club	24,279	20,781
Salaries	143,160	128,031
Employers National Insurance	11,178	10,137
Pension Contributions	29,728	26,168
Payroll Fees	1,233	1,124
Training	585	1,620
Volunteer Expenses	3,319	4,003
Depreciation	21,594	-
Governance Costs (note 5)	2,180	2,059
	<hr/>	<hr/>
	339,881	290,030
	<hr/>	<hr/>

5. Governance Costs

	2025 £	2024 £
DBS Checks	630	509
Independent Examiner's Fee	1,550	1,550
	<hr/>	<hr/>
	2,180	2,059
	<hr/>	<hr/>

6. Staff Costs

	2025 £	2024 £
Salaries	143,160	128,031
Employers National Insurance	11,178	10,137
Pension Contributions	29,728	26,168
	<hr/>	<hr/>
	184,066	164,336
	<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

The charity considers its key management personnel to be the Directors and the Project Manager Susan Trainor.

The average number of employees during the year including part time was 7 (2024 – 6).

No employee earned more than £60,000.

None of the directors (or any person connected with them) received any remuneration or were reimbursed expenditure during 2025 (2024: none).

We can confirm that there are no related party transactions that require disclosure in the accounts (2024: none).

7. Fixed Assets

	Motor Vehicles £	Tools & Equipment £	Office Equipment £	Total £
Cost				
At 1 April 2024	80,555	12,093	21,639	114,287
Addition	86,377	-	-	86,377
Disposal	(40,555)	-	-	(40,555)
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2025	126,377	12,093	21,639	160,109
	<hr/>	<hr/>	<hr/>	<hr/>
Depreciation				
At 1 April 2024	80,555	12,093	21,639	114,287
Charge for the year	21,594	-	-	21,594
On Disposal	(40,555)	-	-	(40,555)
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2025	61,594	12,093	21,639	95,326
	<hr/>	<hr/>	<hr/>	<hr/>
Net Book Value				
At 31 March 2025	64,783	-	-	64,783
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2024	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>

8. Debtors and prepayments

	2025 £	2024 £
Student placement fee	560	-
Minibus deposit	-	52,567
	<hr/>	<hr/>
	560	52,567
	<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

9. Creditors and accruals

	2025 £	2024 £
Accruals	4,938	4,797

10. Pension and other post-retirement benefit commitments Defined contributions

	2025 £	2024 £
Contributions payable by the charity during the year	29,728	26,168

11. Restricted Funds

	Balance at 1 April 2024	Movement in Funds			Balance at 31 March 2025
	£	Incoming Resources £	Resources Expended £	Transfers £	£
Luncheon Clubs	20,945	33,551	(24,279)	(6,000)	24,217
The National Lottery Community Fund Lets Enable Otley	17,045	52,736	(52,281)	-	17,500
Minibus Fund	46,772	40,647	-	(87,419)	-
Leeds Community Health (LCH) AVSED (Enhance)	-	18,000	(18,000)	-	-
Leeds City Council Welcome Spaces Fund	-	3,600	(3,600)	-	-
Leeds City Council Housing Support Fund	-	10,500	(10,500)	-	-
Leeds Community Foundation (Leeds Digital Inclusion Fund)	-	9,885	(6,385)	-	3,500
Defibrillator Fund	-	1,370	(1,225)	-	145
Windhill Community Transport	-	339	(339)	-	-
Leeds MICE (Intergenerational Project)	-	255	-	-	255
Lymm Mayo Community Shop Trust	-	250	(250)	-	-
Sarah Jackson Community Wish	-	200	(200)	-	-
	84,762	171,333	(117,059)	(93,419)	45,617

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

Restricted Funds:-

Luncheon Club

There are currently three luncheon clubs held every week on a Tuesday, Wednesday and Thursday. Two of the lunch clubs are in Otley and the third one is in Pool on a Wednesday. A healthy and nutritious two-course lunch with tea or coffee is available for a small charge. Otley Action receives a grant for each of the lunch clubs from Leeds City Council.

The National Lottery Community Fund Lets Enable Otley

A four-year project funded by the Lottery Community Fund to employ a Volunteer and Community Engagement Officer. The total amount awarded over four years is £199,346. The project will allow Otley Action to consolidate their current activities (using volunteer and community resources) and use staff time to focus on core support. This is an increasing part of our service as referrals continue to become more complex and require the skills, knowledge and dedication of experienced and qualified members of staff. It has also played a big part in support of our digital inclusion project,

Minibus Fund

This fund was established to raise money towards the purchase of a new vehicle. In the current year further, grants were received from The Clothworkers' Foundation, West Ridings Masonic Charities Limited and the Bernard Sunley Foundation. Further donations were received from the public and the £5,500 Otley Action received from the sale of the old Crafter minibus was also added to the fund. The total monies raised were transferred to unrestricted funds once the new minibus was delivered in June 2024.

Leeds Community Health (LCH) AVSED (Enhance)

This money was for a 1-year pilot partnership project with AVSED to cover the Otley and Yeadon ward. It was funded by Leeds Community Health who partnered with Leeds Older People's Forum to manage and administer it. The aim of the project was to reduce the amount of time LCH were spending on non-clinical interventions working with the Yeadon neighbourhood team. Otley Action received £18,000 from Leeds Older People's Forum to manage the project.

Leeds City Council Welcome Spaces Fund

This has enabled us to give onward support to community organisations in our neighbourhood who wish to deliver activities that can bring people together in Welcome Spaces. For instance, an organisation might need a contribution to their energy bills or room hire costs. The amount distributed to each organisation is decided by Otley Action using our local knowledge of the hours required, communities covered, and funding necessary

Leeds City Council Housing Support Fund

Funding to be spent on household essentials for people on low incomes such as fuel, food and other essential bills.

Leeds Community Foundation (Leeds Digital Inclusion Fund)

This was to fund Digital inclusion outreach to Housing Complexes including computer hardware, promotional materials and associated staffing costs.

Defibrillator Fund

Otley Action received funding from the Otley Over 80's Club as well as other individuals towards the cost of one defibrillator and associated training costs.

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

Windhill Community Transport

A contribution towards a mini break to Lytham in the autumn of 2024.

Leeds MICE (Intergenerational Project)

Funding to support an Intergenerational Project which is to be undertaken in the 2025/26 financial year.

Lymm Mayo Community Shop Trust

A donation of £250 were received to purchase a cooker for one of our Service Users.

Sarah Jackson Community Wish

A donation to enable the purchase of shopping vouchers for one of our Service Users who was experiencing hard times.

12. Designated Funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2024	Movement in Funds		Transfers	Balance at 31 March 2025
	£	Incoming Resources £	Resources Expended £	£	£
Contingency Fund	145,015	-	-	14,129	159,144
Transport Fund	9,720	8,792	(6,618)	-	11,894
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	154,735	8,792	(6,618)	14,129	171,038
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

13. Commitments under operating leases

At 31 March 2025 the company had annual commitments under non-cancellable operating leases as follows:

	Land and Buildings	
	2025 £	2024 £
Expiry date within one year	11,400	11,400
	<hr/>	<hr/>
Expiry date within two to five years	11,400	11,400
	<hr/>	<hr/>

OTLEY ACTION FOR OLDER PEOPLE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2025

14. Reconciliation of net movement in funds to net cashflow from operating activities:

	2025 £	2024 £
Net movement in funds	32,427	113,397
Add back depreciation charge	21,594	-
Less purchase of minibus	(86,377)	-
Deduct interest income	(5,914)	(6,413)
Decrease(increase) in debtors	52,007	(50,467)
Increase(decrease) in creditors	141	(3,707)
	<hr/>	<hr/>
Net cash generated by operating activities	13,878	52,810
	<hr/>	<hr/>