

# **Transformations Leeds**

Charity number 1156239

## **Annual Report and Financial Statements for the year ended 31 December 2020**



West Yorkshire Community Accounting Service

# **Transformations Leeds**

## **Annual Report and Financial Statements for the year ended 31 December 2020**

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**Prepared by West Yorkshire Community Accounting Service**

# **Transformations Leeds**

## **Trustees' report for the year ended 31 December 2020**

### **Reference and administrative details of the charity, its trustees and advisors**

The trustees during the financial year and up to and including the date the report was approved were:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Linda Eaves	Chair	
John Davy		Resigned July 2021
Alan Angilley	Treasurer	
Ruth Jacobs		Resigned July 2020
Eva Pearson		Appointed October 2020
<b>Charity number</b>	1156239	Registered in England and Wales

### **Registered and principal address**

Blenheim Baptist Church  
Blackman Lane  
Leeds  
LS2 9ER

### **Bankers**

The Co-operative Bank plc	CAF Bank Ltd
Customer Services	25 Kings Hill Avenue
PO Box 250	Kings Hill
Skelmersdale	West Malling
WN8 6WT	Kent
	ME19 4JQ

### **Independent examiner**

Stephen Procter

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

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

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

The charity is a Charitable Incorporated Organisation (CIO) formed on 18 March 2014.

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

The trustees of the charity are appointed at trustee meetings.

# Transformations Leeds

## Trustees' report (continued) for the year ended 31 December 2020

### Objectives and activities

#### The charity's objects

To advance the Christian faith for the benefit of the public, mainly but not exclusively, through activities involving international students, Christians, churches and other relevant organisations, in Leeds, the United Kingdom and overseas.

#### The charity's main activities

Sadly, it was not possible to hold some of our usual events in 2020, for example the normal *Living Room*, International Fresher's Week events and *Explore International* did not happen as from March there were too many Covid-19 restrictions. However, whilst this door closed, God opened a new door for us to deliver much of what we do online. This multiplied our outreach as we were able to give people around the world the opportunity to explore the Christian faith. We also adapted our leadership programme to be able to develop leaders online: those we knew as students in Leeds but are now in different countries around the world.

#### Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of religion and education.

#### Achievements and performance

Despite the challenges this year God has enabled us to develop godly leaders. Our Leeds based **God's Apprenticeship Programme** was a great success with nine apprentices from six different countries. They made the following statements about the programme:

*"It has been a life changing experience!"*

*"I enjoyed learning through the Bible readings, videos and podcasts"*

*"I've learnt how to analyse my own culture in the light of the Bible, this will help me in the future"*

*"It is so refreshing to be told that our experiences are special rather than strange and to have our points of view count for giving a different perspective. It's helped me believe I do have influence, that God did indeed mean for His church to be multicultural and I might be able to do something to contribute to that vision."*

We also started our first online *God's Apprenticeship Programme* with people who are currently in 6 different countries joining us once a month for the teaching and growing through the homework that we set.

Covid-19 didn't stop us sharing the hope of Jesus with those who don't know him! We recorded 8 talks to enable us to run our first ever online **Explore International** groups. We had 5 amazing groups, reaching out to 32 seekers from 10 countries. The guests who came have really engaged well and some have opened their hearts to God!!

Jessie, who became a Christian on 2019's *Explore international*, said that leading an online Explore group was *"a special experience...It gave me a huge sense of achievement when my non-Christian friends want to learn more about Jesus. Praise God He gave me this chance!!"*

#### Covid-19

In terms of our budget forecast, we have assumed that regular giving will be maintained at current levels, and it is possible that this may fall somewhat as the income of supporters is affected by the economic aftermath of the pandemic. However, we have had a very strong response to our annual fundraiser in March 2021, raising more than double what we normally do. Together with our current reserve levels, we are confident that there are no material uncertainties of concern. Furthermore, we are seeking to make alternative arrangements for office space, now that new work patterns have become established and this would produce significant savings in this expenditure category.

# **Transformations Leeds**

## **Trustees' report (continued) for the year ended 31 December 2020**

### **Financial review**

The net income for the year was £3,081, including net income of £3,153 on unrestricted funds and net expenditure of £72 on restricted funds.

### **Reserves policy**

The charity's free reserves at the year end were £36,481.

Our reserve policy is to have to approximately 3.5 months expenditure as reserves.

This would equate to approximately £22,000. Although the current reserves are above this level, given the uncertain economic outlook we are not taking immediate action to reduce them. The Trustees will however review the reserves in the coming year.

Signed on behalf of the board of trustees on 04/10/2021

Signed: Linda Eaves (Trustee)

# **Transformations Leeds**

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

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 December 2020, which are set out on pages 6 to 11.

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

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

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

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

Stephen Procter

05/10/2021

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

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

# Transformations Leeds

## Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 December 2020

	Notes	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Income from:</b>					
Grants	(2)	7,500	5,184	12,684	10,600
Regular giving		47,019	-	47,019	47,649
One-off giving		5,320	-	5,320	4,289
Sponsored and fundraising events		2,318	-	2,318	4,233
International students courses and events		1,984	-	1,984	1,475
Training courses		-	-	-	221
Explore International activities income		-	-	-	1,601
Other income		389	-	389	9
<b>Total income</b>		<b>64,530</b>	<b>5,184</b>	<b>69,714</b>	<b>70,077</b>
<b>Expenditure on:</b>					
Salaries, NIC and pensions	(3)	43,965	5,184	49,149	37,921
Payroll charges		504	-	504	436
Freelance staff		313	-	313	-
Visa sponsorship		23	-	23	557
Staff travel and subsistence		36	-	36	1,810
Training and conferences (inc Int'l Students)		1,117	-	1,117	1,219
Meeting volunteers		5	-	5	53
Team meetings		370	-	370	366
Rent and service charges		3,878	-	3,878	5,763
Equipment and IT		1,231	-	1,231	215
Website and media		1,176	-	1,176	2,065
Printing, postage and stationery		190	-	190	643
Telephones		327	-	327	173
Fundraising events and costs		857	-	857	981
Accountancy		913	-	913	1,222
Affiliate fees		125	-	125	120
Mentoring		950	-	950	1,435
Insurance		621	-	621	499
Independent examination		450	-	450	450
Bank charges		60	-	60	78
<b>Recipients</b>					
Living Room		74	-	74	1,969
God's Apprenticeship Programme		324	-	324	193
Training events (inc training volunteers)		375	-	375	1,205
Resources and books		128	-	128	11
Explore International activities		3,365	72	3,437	1,656
<b>Total expenditure</b>		<b>61,377</b>	<b>5,256</b>	<b>66,633</b>	<b>61,040</b>
<b>Net income / (expenditure)</b>		<b>3,153</b>	<b>(72)</b>	<b>3,081</b>	<b>9,037</b>
<b>Fund balances brought forward</b>		<b>33,328</b>	<b>72</b>	<b>33,400</b>	<b>24,363</b>
<b>Fund balances carried forward</b>	(4)	<b>36,481</b>	<b>-</b>	<b>36,481</b>	<b>33,400</b>

All incoming resources and resources expended derive from continuing activities.

# Transformations Leeds

## Balance sheet

as at 31 December 2020

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Current assets</b>				
Debtors	(5) 2,760	-	2,760	7,207
Cash at bank and in hand	(6) 34,901	-	34,901	30,019
<b>Total current assets</b>	<u>37,661</u>	<u>-</u>	<u>37,661</u>	<u>37,226</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Accruals	(7) 1,180	-	1,180	3,826
<b>Total current liabilities</b>	<u>1,180</u>	<u>-</u>	<u>1,180</u>	<u>3,826</u>
<b>Net current assets / (liabilities)</b>	<u>36,481</u>	<u>-</u>	<u>36,481</u>	<u>33,400</u>
<b>Total assets less current liabilities</b>	<u>36,481</u>	<u>-</u>	<u>36,481</u>	<u>33,400</u>
<b>Net assets</b>	<u>36,481</u>	<u>-</u>	<u>36,481</u>	<u>33,400</u>
<b>Funds</b>				
Unrestricted funds	36,481	-	36,481	33,328
Restricted funds	-	-	-	72
<b>Total funds</b>	<u>36,481</u>	<u>-</u>	<u>36,481</u>	<u>33,400</u>

The financial statements were approved by the board of trustees on 04/10/2021

Linda Eaves (Trustee)



# **Transformations Leeds**

## **Notes to the accounts**

### **for the year ended 31 December 2020**

#### **1 Accounting policies**

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

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

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

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

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

##### **Going concern**

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

##### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

##### **Grants and donations**

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

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

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

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

##### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

##### **Pensions**

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

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

# Transformations Leeds

## Notes to the accounts continued

### for the year ended 31 December 2020

2 Grants	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
Tabeel Trust	3,000	-	3,000	3,000
Wade's Charity	-	-	-	1,600
The Howard Foundation (1)	4,500	-	4,500	6,000
The Howard Foundation (2)	-	5,184	5,184	-
	<u>7,500</u>	<u>5,184</u>	<u>12,684</u>	<u>10,600</u>

3 Staff costs and numbers	2020 £	2019 £
Gross salaries	45,504	38,687
Social security costs	2,851	(1,081)
Employment allowance	(2,851)	(2,299)
Pensions	3,645	2,614
	<u>49,149</u>	<u>37,921</u>

The average number employees during the year was 3.4, being an average of 1.9 full time equivalent (2019: 2.3, 1.2 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2020 £	2019 £
Costs of the scheme to the charity for the year	3,645	2,614
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
Explore International	72	-	72	-
The Howard Foundation	-	5,184	5,184	-
	<u>72</u>	<u>5,184</u>	<u>5,256</u>	<u>-</u>

Fund name	Purpose of restriction
Explore International	For running the 'Explore International' group.
The Howard Foundation	Towards salary costs for the development of 'Explore International'.

5 Debtors	2020 £	2019 £
Debtors	2,760	7,207
	<u>2,760</u>	<u>7,207</u>

**Transformations Leeds**  
**Notes to the accounts continued**  
**for the year ended 31 December 2020**

<b>6 Cash at bank and in hand</b>	2020	2019
	£	£
Co-operative Bank	749	2,805
CAF Bank	34,076	27,138
Petty Cash	76	76
	<u>34,901</u>	<u>30,019</u>

<b>7 Accruals</b>	2020	2019
	£	£
Accruals	1,180	3,826
	<u>1,180</u>	<u>3,826</u>

**8 Related party transactions**

**Trustee expenses**

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

**Trustee remuneration and benefits**

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

**Remuneration and benefits received by key management personnel**

The key management personnel of the charity include the trustees and the Director. The total employee benefits received by the Director were £21,272 (previous year: £21,600).

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

## Transformations Leeds

### Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 December 2020

	2020 Unrestricted funds £	2019 Unrestricted funds £	2020 Restricted funds £	2019 Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Income</b>						
Grants	7,500	9,000	5,184	1,600	12,684	10,600
Regular giving	47,019	47,649	-	-	47,019	47,649
One-off giving	5,320	4,289	-	-	5,320	4,289
Sponsored and fundraising events	2,318	4,233	-	-	2,318	4,233
International students courses	1,984	1,475	-	-	1,984	1,475
Training courses	-	221	-	-	-	221
Explore International activities	-	-	-	1,601	-	1,601
Other income	389	9	-	-	389	9
<b>Total income</b>	<b>64,530</b>	<b>66,876</b>	<b>5,184</b>	<b>3,201</b>	<b>69,714</b>	<b>70,077</b>
<b>Expenditure</b>						
Salaries, NIC and pensions	43,965	37,921	5,184	-	49,149	37,921
Payroll charges	504	436	-	-	504	436
Freelance staff	313	-	-	-	313	-
Visa sponsorship	23	557	-	-	23	557
Staff travel and subsistence	36	1,810	-	-	36	1,810
Training and conference (inc IS)	1,117	1,219	-	-	1,117	1,219
Meeting volunteers	5	53	-	-	5	53
Team meetings	370	366	-	-	370	366
Rent and service charges	3,878	5,763	-	-	3,878	5,763
Equipment and IT	1,231	215	-	-	1,231	215
Website and media	1,176	2,065	-	-	1,176	2,065
Printing, postage and stationery	190	643	-	-	190	643
Telephones	327	173	-	-	327	173
Fundraising events and costs	857	981	-	-	857	981
Accountancy	913	1,222	-	-	913	1,222
Affiliate fees	125	120	-	-	125	120
Mentoring	950	1,435	-	-	950	1,435
Insurance	621	499	-	-	621	499
Independent examination	450	450	-	-	450	450
Bank charges	60	78	-	-	60	78
<b>Recipients</b>						
Living Room	74	369	-	1,600	74	1,969
God's Apprenticeship Programme	324	193	-	-	324	193
Training events (inc volunteers)	375	1,205	-	-	375	1,205
Resources and books	128	11	-	-	128	11
Explore International activities	3,365	127	72	1,529	3,437	1,656
<b>Total expenditure</b>	<b>61,377</b>	<b>57,911</b>	<b>5,256</b>	<b>3,129</b>	<b>66,633</b>	<b>61,040</b>
<b>Net income / (expenditure)</b>	<b>3,153</b>	<b>8,965</b>	<b>(72)</b>	<b>72</b>	<b>3,081</b>	<b>9,037</b>
<b>Fund balances brought forward</b>	<b>33,328</b>	<b>24,363</b>	<b>72</b>	<b>-</b>	<b>33,400</b>	<b>24,363</b>
<b>Fund balances carried forward</b>	<b>36,481</b>	<b>33,328</b>	<b>-</b>	<b>72</b>	<b>36,481</b>	<b>33,400</b>