

Aireborough Supported Activities Scheme

Charity number 1167044

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



West Yorkshire Community Accounting Service

Aireborough Supported Activities Scheme

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

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Prepared by West Yorkshire Community Accountancy Service CIO

Aireborough Supported Activities Scheme

Trustees' report for the year ended 31 March 2023

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

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

Name	Position	Dates
Christine Parapia	Chairperson	
Sarah Lee	Vice Chair	
Emma Stenton	Treasurer	
Andrew Mosby		
Nicola Davison		
Kathleen Hunter		Resigned 3 December 2022
Suzanne Akeroyd		Appointed 3 July 2023

Project Manager

Jo Galasso

Charity number 1167044 Registered in England and Wales

Registered and principal address

Farnhill
Kelcliffe Lane
Guiseley
Leeds
LS20 9DE

Bankers

Santander UK plc	Shawbrook Bank Limited	Scottish Widows Bank
Bridle Road	Lutea House	67 Morrison Street
Bootle	Warley Hill Business Park	Edinburgh
L30 4GB	Great Warley	EH3 8YJ
	Brentwood	
	CM13 3BE	

Independent examiner

Alan Dodd FCCA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) foundation formed on 11 May 2016 and is governed by a constitution as amended on 4 July 2019.

Method of recruitment and appointment of trustees

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

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

Objectives and activities

The charity's objects

The objects of the charitable incorporated organisation are to promote the health and wellbeing of children and young people with additional needs and their families in the Aireborough area and Leeds district without distinction of sex, political, religious or other opinions. Our objects are to provide welfare and support via recreational activities and short breaks to improve the quality of life of the said children and their families.

The charity's main activities

We run holiday play schemes, activity days and residential short breaks for children & young people with additional needs who live in Leeds.

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the relief of those with special needs.

Achievements and performance

We continued to provide valuable provision to children and young people with additional needs – Easter and Summer play schemes and 11 activity days in April, May, August, October, December and February.

We did six residentials - April, May, September; two in October and one in March 2023.

We provided places for 156 children which equated to 7,830 hours provision.

Financial review

The net payments for the year were £13,006, including net payments of £12,593 on unrestricted funds and net payments of £413 on restricted funds.

TTP is a business based in Horsforth and when they were looking for local charities to donate to we were nominated by Stuart Andrew; he has supported ASAS previously and knew of the work we undertake for children with additional needs; we were extremely surprised and pleased to find out we'd been donated £10k and on Friday 27 May 2022 we were invited to a Celebration Event to accept the cheque.

Reserves policy

The charity's free reserves at the year end were £137,407.

The Trustees of ASAS have agreed that the cash reserves should be no less than 12 months running costs (the approximate average over the last 3 years is £140K).

ASAS holds assets to fund planned expenditure over the next 3 years and has approximately £445,000 in cash, deposited across 3 financial institutions at present with a minimum rating of 'A' or where all deposits are within the FSA protected amount of £85,000.

ASAS received a substantial donation of £430k several years ago from a charitable trust on the understanding that it would provide financial stability for the charity for many years to come. When we were granted this large donation from The Rene Horton Charitable Trust, this was to futureproof us as the grants and contracts we have don't cover all our annual costs.

This donation was an expendable endowment as the trustees were not under any duty to apply the funds for the purposes of the charity but have the power to convert the funds to 'income'.

Aireborough Supported Activities Scheme

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

Funds in deficit

There were negative balances of £2,765 on the LCC Play scheme 23-24 fund and £1,306 on the LCC Short breaks scheme 23-24 fund at the year end. The funding for both schemes was received after the year end.

Approved by the board of trustees on 9/10/2023

Christine Parapia (Trustee)

Aireborough Supported Activities Scheme

Independent examiner's report to the trustees of Aireborough Supported Activities Scheme

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2023, which are set out on pages 6 to 9.

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.

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.

Alan Dodd FCCA

9/10/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Aireborough Supported Activities Scheme

Receipts and payments account

for the year ended 31 March 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Endowment funds £	2023 Total funds £	2022 Total funds £
Receipts						
Grants and Service Level Agreements	(2)	-	111,262	-	111,262	112,472
Donations		16,329	-	-	16,329	3,498
Events and fundraising		3,045	-	-	3,045	1,117
Parents and residential contributions		17,995	-	-	17,995	12,181
Bank interest		1,648	-	-	1,648	494
Total receipts		<u>39,017</u>	<u>111,262</u>	<u>-</u>	<u>150,279</u>	<u>129,762</u>
Payments						
Salaries and NIC		41,388	70,778	-	112,166	89,241
Pension costs		1,670	483	-	2,153	5,076
Payroll costs		250	350	-	600	600
Freelance workers		455	2,034	-	2,489	2,408
Volunteer allowances		170	1,109	-	1,279	729
Training and planning		119	472	-	591	6,360
Transport and travel		94	378	-	472	369
Office and running costs		2,772	623	-	3,395	2,691
Events and activity expenses		6	6,051	-	6,057	3,167
Membership and subscriptions		-	634	-	634	2,011
Equipment and materials		641	1,045	-	1,686	999
Independent examination		220	440	-	660	702
Insurance		3,378	-	-	3,378	3,217
Rent		447	6,019	-	6,466	8,329
Residential		-	21,259	-	21,259	11,777
Total payments		<u>51,610</u>	<u>111,675</u>	<u>-</u>	<u>163,285</u>	<u>137,676</u>
Net receipts / (payments)		<u>(12,593)</u>	<u>(413)</u>	<u>-</u>	<u>(13,006)</u>	<u>(7,914)</u>
Transfers between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(12,593)</u>	<u>(413)</u>	<u>-</u>	<u>(13,006)</u>	<u>(7,914)</u>
Fund balances brought forward		<u>150,000</u>	<u>(1,027)</u>	<u>308,565</u>	<u>457,538</u>	<u>465,452</u>
Fund balances carried forward	(3)	<u>137,407</u>	<u>(1,440)</u>	<u>308,565</u>	<u>444,532</u>	<u>457,538</u>

Aireborough Supported Activities Scheme

Statement of assets and liabilities

as at 31 March 2023

	2023	2023	2023	2023	2022
	Unrestricted	Restricted	Endowment	Total	Total
	£	£	£	£	£
Cash funds					
Cash at bank	137,368	(1,440)	308,565	444,493	457,000
Cash in hand	39	-	-	39	538
Total cash funds	<u>137,407</u>	<u>(1,440)</u>	<u>308,565</u>	<u>444,532</u>	<u>457,538</u>
Other monetary assets				2023	
				£	
Aviva pension overpayment				134	
Insurance prepaid				1,689	
Residential prepaid				1,306	
Other prepayments				<u>2,765</u>	
				<u>5,894</u>	
Assets retained for the charity's own use at cost				£	
Laptop				599	
Mobile phone				250	
Projector				340	
HP Printers (2)				<u>426</u>	
				<u>1,615</u>	
Liabilities				2023	
				£	
Independent examination				1,056	
HMRC PAYE				233	
NEST pension				<u>108</u>	
				<u>1,397</u>	

The financial statements were approved by the board of trustees on 9/10/2023

Christine Parapia (Trustee)

Aireborough Supported Activities Scheme

Notes to the accounts

for the year ended 31 March 2023

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

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

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

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.

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.

Aireborough Supported Activities Scheme

Notes to the accounts continued

for the year ended 31 March 2023

2 Grants and Service Level Agreements	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Leeds City Council (LCC):	-			
Residential short breaks	-	60,000	60,000	60,000
Play scheme grants	-	39,603	39,603	39,603
Activity days	-	11,659	11,659	11,659
HMRC Coronavirus Job Retention Scheme	-	-	-	210
Arnold Clark Community Fund	-	-	-	1,000
	<u>-</u>	<u>111,262</u>	<u>111,262</u>	<u>112,472</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
LCC Play scheme 22-23	(2,027)	39,603	37,576	-	-
LCC Play scheme 23-24	-	-	2,765	-	(2,765)
LCC Short breaks 22-23	-	60,000	59,411	-	589
LCC Short breaks 23-24	-	-	1,306	-	(1,306)
LCC Activity days 22-23	-	11,659	10,617	-	1,042
Arnold Clark Community Fund	1,000	-	-	-	1,000
	<u>(1,027)</u>	<u>111,262</u>	<u>111,675</u>	<u>-</u>	<u>(1,440)</u>

Fund name	Purpose of restriction
LCC Play scheme 22-23	Towards the play scheme running costs.
LCC Play scheme 23-24	Towards the play scheme running costs.
LCC Short breaks 22-23	To provide residential short breaks to disabled children in Leeds.
LCC Short breaks 23-24	To provide residential short breaks to disabled children in Leeds.
LCC Activity days 22-23	Towards activity days running costs.
Arnold Clark Community Fund	Towards transport costs.

Endowment fund	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Rene Horton Charitable Trust	308,565	-	-	-	308,565
	<u>308,565</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>308,565</u>

Fund name	Fund purpose
Rene Horton Charitable Trust	Donation to provide financial stability for the charity.

4 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.