

BURMANTOFTS SENIOR ACTION CIO

England & Wales · Charity number 1175661

Details

Other names	Burmantofts Community Friends
Status	Registered
Legal form	CIO
Registered	2017-11-09
Register	View on the Charity Commission register

Contact

Address	Burmantofts Senior Action CIO 75B Stoney Rock Lane Leeds
Phone	01132489191
Email	info@bsaleeds.org.uk
Website	http://www.burmantofts.org.uk/

Activities

Objects: TO RELIEVE THOSE WHO ARE IN NEED BY REASON OF THEIR OLD AGE IN THE BURMANTOFTS AND RICHMOND HILL WARD AND THE NEIGHBOURING AREAS OF THE METROPOLITAN DISTRICT OF LEEDS IN SUCH WAYS AS THE TRUSTEES SHALL THINK FIT, IN PARTICULAR, BUT NOT EXCLUSIVELY BY: THE PROVISION OF ACTIVITIES, SUPPORT AND SERVICES TO ENABLE THEM TO LIVE INDEPENDENT LIVES IN THEIR OWN HOMES, REDUCE ISOLATION AND POVERTY AND PROMOTE SAFE AND HEALTHY LIVING.

Activities: Burmantofts Senior Action mission is to enhance the lives of older people aged 60 plus in and around LS9 East Leeds. BSA has a focus on improving the quality of peoples' lives by helping them to live independently in their own homes, reduce social isolation, loneliness and assist with individual support with weekly activities such as lunch clubs and fitness groups.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Disability, The Prevention Or Relief Of Poverty, Other Charitable Purposes
- **Who:** Elderly/old People, People With Disabilities

Geography

- Leeds City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£326,236	£275,155	-	-
2023-12-31	£238,050	£222,339	-	-
2022-12-31	£163,213	£134,766	-	-
2021-12-31	£100,193	£80,545	-	-
2020-12-31	£101,194	£77,966	-	-

Trustees

Name	Role	Appointed
Councillor Denise Ragan	Chair	2019-08-22
Aghar Khan		2022-07-13
Alganesh Habtemariam		2023-01-13
Donald Forrester		2022-10-05
Elaine Barrow		2023-06-15
Farooq Muzammal		2023-07-25
Janet Reynolds		2025-09-18
Jean Stafford		2022-09-01
Laura Mason		2025-05-20
Moirá Flynn		2022-03-22
PAUL ANTHONY KELLY		2017-04-17

Accounts

Burmantofts

COMMUNITY FRIENDS

ANNUAL IMPACT REPORT

Supporting over 55s with social opportunities and early intervention community care!

Lower Ground Floor, 75B Stoney Rock Lane,
Leeds, LS9 7TB

Telephone: 0113 248 9191

Email: info@burmantofts.org.uk

Website: www.burmantofts.org.uk

CHARITY REGISTRATION NO: 1175661



Annual Report Summary

Burmantofts Community Friends (BCF) is the working name of Burmantofts Senior Action CIO. Our charity is dedicated to supporting over 500 older people, aged 55+, living in LS9, East Leeds each year. At BCF, we work closely with older individuals, their families, carers, and local communities to combat social isolation and alleviate poverty. Our mission is to empower older people to live independently in their own homes, maintaining their dignity, wellbeing, and quality of life.

Throughout the year, BCF has continued to make a significant impact in the lives of local older residents, providing vital services that promote independence, community engagement, and improved mental and physical health. Our services are designed not just to meet immediate needs, but to foster lasting connections and provide long-term support that helps older people thrive.

We remain committed to reducing social isolation and poverty amongst older people, offering a range of services that ensure our community's seniors have the resources and support they need to stay engaged, active, and connected.

As we move forward, BCF continues to build on its successes, with a deep commitment to addressing the challenges faced by older people in our area, ensuring they are heard, supported, and respected. Thank you to all our staff, volunteers, supporters, and partners for their dedication and commitment to the cause. Together, we can make a positive difference in the lives of older people across our community.

Tom Armstrong, CEO



FINANCE



INCOME	CORE GRANT	OTHER GRANTS
£326,236	£60,406	£243,737

CONTRIBUTIONS	EXPENDITURE
£22,093	£275,155

DELIVERY COSTS	STAFF	OVERHEADS
£40,325	£181,408	£53,422



FUNDS	RESTRICTED
£177,879	£72,560



Full accounts available on:

<https://www.gov.uk/government/organisations/charity-commission>

PROJECT NUMBERS

1900+ Hours of social support given

OVER 4500 Hot meals provided to BCF members

5520 Volunteer hours given to BCF
this equates too over £60k of inkind support given

450 Local residents supported

BCF Member Quotes

WHAT DOES BCF
MEAN TO YOU?

BCF MEANS A
LOT TO US, WE'D
MISS IT IF
WASN'T HERE.
TERRY



FRIENDSHIP,
EVERYONE IS REALLY
WELCOMING AND
IT'S NICE TO SEE
FAMILIAR FACES
EACH WEEK.
ROBERT



EVERYTHING, WE
WOULDN'T GET
OUT OTHERWISE.
WE LIVE FOR THE
TRIPS AND BINGO
BASH EVENTS!
SHIRLEY AND
WENDY



MY HIGHLIGHT IS
GETTING OUT
EVERY TUESDAY
AND WEDNESDAY
TO KEEP FIT AND
LUNCH CLUB
WITH FRIENDS.
WENDY



2025 AND BEYOND

We've got big plans for the year ahead! In 2025, we're excited to introduce our first community car, helping more people access our services with easier travel options. We've also launched new groups and activities, offering more weekly social opportunities than ever before. Some new team members have joined us, and some have moved on – but our mission remains the same: to help older people live healthier, happier lives.

And as always, we ask you – our wonderful members – how can we support you even better in the year ahead?

THANK
YOU!

SPECIAL THANKS TO OUR FUNDERS

CLARION FUTURES

LEEDS CITY COUNCIL (LCC)

LEEDS COMMUNITY FOUNDATION (LCF)

LEEDS OLDER PEOPLES FORUM (LOPF)

LEEDS BENEVOLENT SOCIETY SINGLE LADIES (LBSSL)

LEEDS UNIVERSITY

LIZ AND TERRY BRAMALL FOUNDATION

NATIONAL LOTTERY COMMUNITY FUND

TOUCHSTONE

SKY UK

WADES CHARITY

WINDMILL COMMUNITY TRANSPORT

THANK YOU FOR THE KIND SUPPORT

Burmantofts Senior Action CIO t/a Burmantofts Community Friends
Charity number 1175661

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

Burmantofts Community Friends

Annual Report and Financial Statements

for the year ended 31 December 2024

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Burmantofts Community Friends

Trustees' report for the year ended 31 December 2024

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

Charity name

The legal name of the charity is "Burmantofts Senior Action CIO", but the charity operates under the name "Burmantofts Community Friends"

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

Name	Position	Dates
Denise Ragan	Chair	
Paul Kelly		
Donald Forrester	Treasurer	
Jean Stafford		
Tricia Gradys		
Moria Flynn		
Aghar Khan		
Alganesh Habtemariam		
Elaine Barrow		
Farooq Muzammal		
Laura Mason		Appointed May 2025

Key personnel

Key personnel	Position
Tom Armstrong	CEO

Charity number 1175661 Registered in England and Wales

Registered and principal address

Lower Ground Floor
75B Stoney Rock Lane
Leeds
LS9 7TB

Bankers

Virgin Bank	United Trust Bank
94-96 Briggate	1 Ropemaker Street
Leeds	London
LS1 6NP	EC2Y 9AW

Independent examiner

Paul Cowham FCA DChA

Paul Cowham Accountancy Service

Withington Works
Withington Baths
30 Burton Road
Manchester, M20 3EB

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) association formed on 9 November 2017 and is governed by a constitution.

Burmantofts Community Friends

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

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Objectives and activities

The charity's objects

Every year Burmantofts Community Friends mission is to improve the lives of older people aged 55+ living in Burmantofts LS9, East Leeds, and the surrounding areas. We work with older people, their families, carers and communities and aim to reduce social isolation, tackle poverty and help them to live independently and with the best life possible.

The charity's main activities

Burmantofts Community Friends (BCF) — the working name of Burmantofts Senior Action CIO (BSA) — was established in 1995 by local residents committed to improving the quality of life for older people in the Burmantofts area of Leeds. Since its inception, the organisation has grown significantly and, in recent years, has strengthened both its reach and impact.

The charity has 10 key objectives:

- Reduce social isolation and loneliness.
- Identify gaps in provision for support.
- Support older people to live independently.
- Promote social inclusion for all communities.
- Be an open and friendly place for local people to drop in.
- Improve digital inclusion and access to support.
- Try to improve the environment where older people live.
- Reduce the burden on NHS services by improving community care.
- Work with partner organisations who bring additional services to our area.
- Be a force for good, championing the wishes and needs of older people.

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.

Achievements and performance

2024 was a year of continued growth and innovation. Our work focused on expanding services, strengthening our team, and deepening our community partnerships. We remain dedicated to supporting people aged 55 and over, with an emphasis on inclusion, wellbeing, and community resilience.

Total membership now exceeds **550 local residents**. **Over 60%** of members actively engage with BCF services and activities

We now offer over **16 weekly social activities**, in addition to regular groups/events/trips including: Community Cooking Group, Men's Social Group, Cinema Club.

BCF's staff team expanded to **10 key roles**, enabling improved delivery of services across: digital inclusion, cost-of-living and benefits support, early intervention and community healthcare, asset-based community development.

The organisation is overseen by a Board of Trustees comprising 10 individuals from varied professional and community backgrounds. Key roles — Chair, Vice-Chair, Treasurer, and Company Secretary — are all actively held.

Burmantofts Community Friends

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

Achievements and performance (continued)

Our principal achievements during 2024 included:

1. Membership Growth

Targeted outreach and improved service offerings have increased membership and strengthened engagement across diverse demographic groups within Burmantofts.

2. Staff Team Development

All core staffing positions are now filled, allowing us to focus on both **service delivery** and **strategic growth**.

3. Expansion of Activities

We introduced several new initiatives, including:

- Women's Wellbeing Group
- Memory Support Group
- Supported Shopping Service
- Weekly Digital Drop-in Sessionsactivities.

4. Volunteer Engagement

Our volunteer base has grown considerably. A key initiative supports highly isolated individuals by enabling them to safely leave their homes and reconnect with community life along expansion of our befriending services.

5. Health and Wellbeing Initiatives

Through our partnership with the **NHS** and **Leeds Older People's Forum**, BCF delivered:

- A weekly **Health & Wellbeing Hub**
- Community support for those at risk of hospitalisation or needing help return to home after a hospital stay.

6. Digital Inclusion

As a cornerstone of our service model, digital inclusion continues to be prioritised.

Community-based digital skills training supports older people in accessing services, reducing isolation, and improving confidence with technology.

Financial review

Overall, there was a surplus for the year of £51,081 (2023: £15,711). This was made up of a surplus under unrestricted funds of £10,029 (2023: £53,638), and a surplus in restricted funds of £41,052 (2023 a deficit of £37,927). The charity grew by about 37% over the year, based on income, and the trustees are pleased with the result.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £94,319.

Once a year the trustees of BCF consider the level of reserves that it is prudent for the organisation to hold. Consideration is given to redundancy liabilities, lease agreements and any other significant factors that should be taken into account if the organisation were to close. This is currently set to three months of operating costs, equating to £70k. Expenditure in 2025 is expected to increase further. The opening reserve of £94,319 is expected to be very close to the target reserve.

Approved by the board of trustees on 26 August 2025



D Ragan (Chair)

Burmantofts Community Friends

Independent Examiner's Report to the trustees of Burmantofts Senior Action CIO t/a Burmantofts Community Friends

I report to the charity trustees on my examination of the accounts of Burmantofts Senior Action CIO for the year ended 31 December 2024

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 for 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

Since the Company's gross income exceeded £250,000, your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the company 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

Signed: *Paul Cowham*

Name: Paul Cowham FCA DChA

Date: 11/09/2025

Paul Cowham Accountancy

Withington Works
Withington Baths
30 Burton Road
Manchester, M20 3EB

Burmantofts Community Friends
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 December 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:					
Charitable activities	(3)	85,240	240,958	326,198	238,020
Investment income	(4)	38	-	38	30
Total income		<u>85,278</u>	<u>240,958</u>	<u>326,236</u>	<u>238,050</u>
Expenditure on:					
Charitable activities	(5)	<u>81,749</u>	<u>193,406</u>	<u>275,155</u>	<u>222,339</u>
Total expenditure		<u>81,749</u>	<u>193,406</u>	<u>275,155</u>	<u>222,339</u>
Net income / (expenditure) for the year	(7)	3,529	47,552	51,081	15,711
Transfers between funds		<u>6,500</u>	<u>(6,500)</u>	<u>-</u>	<u>-</u>
Net movement in funds for the year		10,029	41,052	51,081	15,711
Fund balances brought forward		<u>95,290</u>	<u>31,508</u>	<u>126,798</u>	<u>111,087</u>
Fund balances carried forward		<u>105,319</u>	<u>72,560</u>	<u>177,879</u>	<u>126,798</u>

All incoming resources and resources expended derive from continuing activities.

Burmantofts Community Friends

Balance sheet

as at 31 December 2024

		2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(12)	-	-	-	-
Total fixed assets		-	-	-	-
Current assets					
Debtors	(13)	621	5,850	6,471	7,333
Investments		30,000	-	30,000	-
Cash at bank and in hand		76,894	68,870	145,764	120,962
Total current assets		107,515	74,720	182,235	128,295
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(14)	2,196	2,160	4,356	1,497
Total current liabilities		2,196	2,160	4,356	1,497
Net current assets / (liabilities)		105,319	72,560	177,879	126,798
Net assets		105,319	72,560	177,879	126,798
Funds					
Unrestricted funds	(16)	105,319	-	105,319	95,290
Restricted funds	(15)	-	72,560	72,560	31,508
Total funds		105,319	72,560	177,879	126,798

The financial statements were approved by the board of trustees on

Date: 26 August 2025

Signed: *D Forrester*

(Treasurer)

Name .. D Forrester

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024

1 Accounting policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a Basis of preparation

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 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.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 section 1A.

b Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

c Income

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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

C Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

D Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

E Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

F Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.
- Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the direct costs and support costs relating to such activities.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

h Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 6.

i Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

j Tangible fixed assets

Individual fixed assets costing £2,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures and fittings	4 years
Office equipment	4 years

k Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

l Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

m Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

n Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

o Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 8. There were no outstanding contributions at the year end.

2 Legal status of the charity

The charity is a Charitable Incorporated Organisation (CIO) and has no share capital.

3 Income from charitable activities

	Unrestricted £	Restricted £	2024 £	2023 £
Clarion Futures	-	4,016	4,016	-
Leeds City Council	60,906	6,150	67,056	93,895
Leeds Community Foundation (LCF)	180	35,125	35,305	24,954
Leeds Older People's Forum (LOPF)	200	65,941	66,141	57,236
Leeds Benevolent Society	-	20,000	20,000	20,000
Leeds University	1,100	-	1,100	-
Liz and Terry Bramall Foundation	-	5,000	5,000	-
George Martin Trust	-	-	-	3,000
National Lottery Community Fund	-	94,656	94,656	-
Touchstone	-	1,500	1,500	-
University College London	-	250	250	-
Wades Charity	-	2,000	2,000	3,000
Windmill	-	2,000	2,000	1,000
Donations	610	1,820	2,430	868
Give a Gift	-	-	-	4,900
Space 2	-	-	-	4,500
Sky	-	2,500	2,500	3,300
Department of Work and Pensions	189	-	189	1,567
Other income	908	-	908	280
Contributions and sales	21,147	-	21,147	19,520
Total	85,240	240,958	326,198	238,020
<i>Total by fund 2023</i>	<i>84,089</i>	<i>153,931</i>	<i>238,020</i>	

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

3 Income from charitable activities (continued)

	<i>Unrestricted</i>	<i>Restricted</i>	<i>Total 2023</i>
	<i>£</i>	<i>£</i>	<i>£</i>
<i>Leeds City Council</i>	60,906	32,989	93,895
<i>Leeds Community Foundation (LCF)</i>	-	24,954	24,954
<i>Leeds Older People's Forum (LOPF)</i>	1,300	55,936	57,236
<i>Leeds Benevolent Society</i>	-	20,000	20,000
<i>George Martin Trust</i>	-	3,000	3,000
<i>Wades Charity</i>	-	3,000	3,000
<i>Windmill</i>	-	1,000	1,000
<i>Donations</i>	866	2	868
<i>Give a Gift</i>	-	4,900	4,900
<i>Space 2</i>	-	4,500	4,500
<i>Sky</i>	-	3,300	3,300
<i>Department of Work and Pensions</i>	1,567	-	1,567
<i>Other income</i>	280	-	280
<i>Contributions and sales</i>	19,170	350	19,520
<i>Total</i>	<u>84,089</u>	<u>153,931</u>	<u>238,020</u>

4 Investment income

	<i>Unrestricted</i>	<i>Restricted</i>	<i>2024</i>	<i>2023</i>
	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>
Income from bank deposits	38	-	38	30
	<u>38</u>	<u>-</u>	<u>38</u>	<u>30</u>

5 Analysis of expenditure on charitable activities

	<i>Total 2024</i>	<i>Total 2023</i>
	<i>£</i>	<i>£</i>
Staff costs	181,408	121,361
Accommodation	6,429	7,590
Project costs	40,325	42,803
Governance costs (see note 6)	12,856	11,003
Support costs (see note 6)	34,137	39,582
	<u>275,155</u>	<u>222,339</u>
	<i>2024</i>	<i>2023</i>
	<i>£</i>	<i>£</i>
Restricted expenditure	193,406	177,611
Unrestricted expenditure	81,749	44,728
	<u>275,155</u>	<u>222,339</u>

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

6 Analysis of governance and support costs

	Basis of apportionment	Support £	Governance £	Total 2024 £
Staff costs	Time spent	21,004	-	21,004
Office costs	Staff hours	13,133	-	13,133
Independent examination	Staff hours	-	800	800
Legal and professional	Staff hours	-	12,056	12,056
		<u>34,137</u>	<u>12,856</u>	<u>46,993</u>

	Basis of apportionment	Support £	Governance £	Total 2023 £
Staff costs	Time spent	18,838	-	18,838
Office costs	Staff hours	20,744	-	20,744
Independent examination	Staff hours	-	800	800
Legal and professional	Staff hours	-	10,203	10,203
		<u>39,582</u>	<u>11,003</u>	<u>50,585</u>

7 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2024 £	2023 £
Depreciation	-	-
Independent examiner's fee	<u>800</u>	<u>800</u>

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

8 Staff costs

Staff costs during the year were as follows:

	2024 £	2023 £
Wages and salaries	179,515	125,342
Social security costs	8,969	5,216
Pension costs	10,242	7,088
Payroll charges and recruitment	2,312	1,255
Training and travel	1,374	1,298
	<u>202,412</u>	<u>140,199</u>
Allocated as follows:		
Charitable activities	181,408	121,361
Support costs	21,004	18,838
	<u>202,412</u>	<u>140,199</u>

No employees has employee benefits in excess of £60,000 (2023: Nil).

The average number of staff employed during the period was 10 (2023: 6).

The average full time equivalent number of staff employed during the period was 6.2 (2023: 4.4).

The key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits of the key management personnel of the charity were £39,667 (2023: £35,901).

9 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2023: Nil).

No members of the management committee received travel or subsistence expenses during the year (2023: £0).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including quarantees, during the year (2022: nil).

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

10 Government grants

The government grants recognised in the accounts were as follows:

	2024 £	2023 £
Leeds City Council	67,056	93,895
	<u>67,056</u>	<u>93,895</u>

There were no unfulfilled conditions and contingencies attaching to the grants

11 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

12 Fixed assets: tangible assets

	IT Equipment £	Fixtures & fittings £	Total £
Cost			
At 1 January 2024	1,847	1,456	3,303
Additions	-	-	-
At 31 December 2024	<u>1,847</u>	<u>1,456</u>	<u>3,303</u>
Depreciation			
At 1 January 2024	1,847	1,456	3,303
Charge for the year	-	-	-
At 31 December 2024	<u>1,847</u>	<u>1,456</u>	<u>3,303</u>
Net book value			
At 31 December 2024	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2023	<u>-</u>	<u>-</u>	<u>-</u>

13 Debtors

	2024 £	2023 £
Debtors	3,750	6,810
Prepayments	2,721	523
	<u>6,471</u>	<u>7,333</u>

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

14 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors and accruals	4,356	1,497
	<u>4,356</u>	<u>1,497</u>

15 Analysis of movements in restricted funds

	Balance at 1 January 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 December 2024 £
Bringing Older People Together	-	74,682	(56,400)	-	18,282
Community projects	-	6,500	(1,765)	-	4,735
Digital support projects	13,743	9,066	(22,809)	-	-
Enhance	1,851	49,691	(44,200)	(6,500)	842
Food Project	-	19,974	(7,396)	-	12,578
Leeds Benevolent Society	8,031	20,000	(16,458)	-	11,573
Lunch Clubs	4,535	5,449	(4,302)	-	5,682
MICE	300	450	(750)	-	-
Resilience	1,059	15,000	(16,059)	-	-
Sky UK	-	2,500	(2,500)	-	-
Stay Well This Winter	1,989	2,979	(4,968)	-	-
Trips Fund	-	4,900	(4,900)	-	-
Vehicle Fund	-	6,820	-	-	6,820
Volunteering projects	-	22,947	(10,899)	-	12,048
Wellbeing Fund	-	-	-	-	-
Total	<u>31,508</u>	<u>240,958</u>	<u>(193,406)</u>	<u>(6,500)</u>	<u>72,560</u>

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

15 Analysis of movements in restricted funds (continued)

<i>Previous reporting period</i>	<i>Balance at 1 January 2023</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>Balance at 31 December 2023</i>
	£	£	£	£	£
Advancecare	-	500	(500)	-	-
Asda	524	-	(524)	-	-
Covid response	-	5,000	(5,000)	-	-
Digital support	9,840	29,728	(20,103)	(5,722)	13,743
Enhance	1,211	43,071	(35,393)	(7,038)	1,851
Gardening Group	-	1,000	(1,000)	-	-
George Martin Trust	1,481	3,000	(4,481)	-	-
Hatchwell	-	4,900	(4,043)	(857)	-
Jimbo's Fund	2,892	-	(2,892)	-	-
LCC ASC	38,735	-	(38,735)	-	-
Leeds Benevolent Society	8,348	20,000	(20,317)	-	8,031
Let's Talk Transport	424	-	(424)	-	-
Lunch Clubs	3,255	4,685	(3,405)	-	4,535
MICE	100	300	(100)	-	300
Resilience	-	15,000	(13,941)	-	1,059
Sky	-	3,300	(3,300)	-	-
Stay Well This Winter	1,229	12,365	(10,975)	(630)	1,989
Taxi East	67	-	(67)	-	-
Trips Fund	-	1,352	(1,352)	-	-
Wades	3,514	3,000	(6,514)	-	-
Wellbeing Fund	(2,185)	6,730	(4,545)	-	-
Total	69,435	153,931	(177,611)	(14,247)	31,508

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

15 Analysis of movements in restricted funds (continued)

Name of restricted fund	Description, nature and purposes of the fund
Bringing Older People Together	This is a new project funded by the Big Lottery to deliver a range of activities for older people in the community.
Enhance	This is a city wide project to support older people once they have been discharged from hospital. The transfer relates to a management fee.
Digital support projects	These are projects to support older people with IT equipment and digital issues.
Food Project	This is funded by Awards For All to cover the cost of a chef's salary to prepare healthy meals.
Leeds Benevolent Society	To fund an outreach worker.
Lunch Clubs	Towards the cost of running two lunch clubs.
MICE	To help with the cost of producing newsletters.
Resilience	This is help towards the cost of building the capacity of the charity.
Sky UK	This is a contribution towards the cost of events.
Stay Well This Winter	Towards the cost of the Staying Warm This Winter project.
Trips Fund	Contributions towards the cost of outings.
Vehicle Fund	These are contributions towards the cost of purchasing an adapted vehicle.
Volunteering projects	This is a project to expand the volunteer base and then support them.
Wellbeing Fund	Towards the cost of office improvements.

16 Analysis of movement in unrestricted funds

	Balance at 1 January 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 December 2024 £
General fund	95,290	85,278	(81,749)	(4,500)	94,319
Designated fund	-	-	-	11,000	11,000
	<u>95,290</u>	<u>85,278</u>	<u>(81,749)</u>	<u>6,500</u>	<u>105,319</u>

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 December 2023 £
General fund	41,652	84,119	(44,728)	14,247	95,290
	<u>41,652</u>	<u>84,119</u>	<u>(44,728)</u>	<u>14,247</u>	<u>95,290</u>

Name of	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds.
Designated fund	The trustees have agreed to allocate this sum from reserves towards the cost of an adapted vehicle

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

18 Analysis of net assets between funds

	General fund £	Restricted funds £	Total £
Tangible fixed assets	-	-	-
Net current assets/(liabilities)	105,319	72,560	177,879
Creditors of more than one year	-	-	-
Total 2024	105,319	72,560	177,879

	<i>General fund £</i>	<i>Restricted funds £</i>	<i>Total £</i>
<i>Tangible fixed assets</i>	-	-	-
<i>Net current assets/(liabilities)</i>	<i>95,290</i>	<i>31,508</i>	<i>126,798</i>
<i>Creditors of more than one year</i>	-	-	-
<i>Total 2023</i>	<i>95,290</i>	<i>31,508</i>	<i>126,798</i>

19 Contingent assets

There were no contingent assets.

20 Contingent liability

There were no contingent liabilities.

21 Post balance sheet events

There were no significant post balance sheet events.

Burmantofts Senior Action CIO t/a Burmantofts Community Friends
Charity number 1175661

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

Burmantofts Community Friends

Annual Report and Financial Statements

for the year ended 31 December 2024

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Burmantofts Community Friends

Trustees' report for the year ended 31 December 2024

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

Charity name

The legal name of the charity is "Burmantofts Senior Action CIO", but the charity operates under the name "Burmantofts Community Friends"

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

Name	Position	Dates
Denise Ragan	Chair	
Paul Kelly		
Donald Forrester	Treasurer	
Jean Stafford		
Tricia Gradys		
Moria Flynn		
Aghar Khan		
Alganesh Habtemariam		
Elaine Barrow		
Farooq Muzammal		
Laura Mason		Appointed May 2025

Key personnel

Key personnel	Position
Tom Armstrong	CEO

Charity number 1175661 Registered in England and Wales

Registered and principal address

Lower Ground Floor
75B Stoney Rock Lane
Leeds
LS9 7TB

Bankers

Virgin Bank	United Trust Bank
94-96 Briggate	1 Ropemaker Street
Leeds	London
LS1 6NP	EC2Y 9AW

Independent examiner

Paul Cowham FCA DChA

Paul Cowham Accountancy Service

Withington Works
Withington Baths
30 Burton Road
Manchester, M20 3EB

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) association formed on 9 November 2017 and is governed by a constitution.

Burmantofts Community Friends

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

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Objectives and activities

The charity's objects

Every year Burmantofts Community Friends mission is to improve the lives of older people aged 55+ living in Burmantofts LS9, East Leeds, and the surrounding areas. We work with older people, their families, carers and communities and aim to reduce social isolation, tackle poverty and help them to live independently and with the best life possible.

The charity's main activities

Burmantofts Community Friends (BCF) — the working name of Burmantofts Senior Action CIO (BSA) — was established in 1995 by local residents committed to improving the quality of life for older people in the Burmantofts area of Leeds. Since its inception, the organisation has grown significantly and, in recent years, has strengthened both its reach and impact.

The charity has 10 key objectives:

- Reduce social isolation and loneliness.
- Identify gaps in provision for support.
- Support older people to live independently.
- Promote social inclusion for all communities.
- Be an open and friendly place for local people to drop in.
- Improve digital inclusion and access to support.
- Try to improve the environment where older people live.
- Reduce the burden on NHS services by improving community care.
- Work with partner organisations who bring additional services to our area.
- Be a force for good, championing the wishes and needs of older people.

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.

Achievements and performance

2024 was a year of continued growth and innovation. Our work focused on expanding services, strengthening our team, and deepening our community partnerships. We remain dedicated to supporting people aged 55 and over, with an emphasis on inclusion, wellbeing, and community resilience.

Total membership now exceeds **550 local residents**. **Over 60%** of members actively engage with BCF services and activities

We now offer over **16 weekly social activities**, in addition to regular groups/events/trips including: Community Cooking Group, Men's Social Group, Cinema Club.

BCF's staff team expanded to **10 key roles**, enabling improved delivery of services across: digital inclusion, cost-of-living and benefits support, early intervention and community healthcare, asset-based community development.

The organisation is overseen by a Board of Trustees comprising 10 individuals from varied professional and community backgrounds. Key roles — Chair, Vice-Chair, Treasurer, and Company Secretary — are all actively held.

Burmantofts Community Friends

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

Achievements and performance (continued)

Our principal achievements during 2024 included:

1. Membership Growth

Targeted outreach and improved service offerings have increased membership and strengthened engagement across diverse demographic groups within Burmantofts.

2. Staff Team Development

All core staffing positions are now filled, allowing us to focus on both **service delivery** and **strategic growth**.

3. Expansion of Activities

We introduced several new initiatives, including:

- Women's Wellbeing Group
- Memory Support Group
- Supported Shopping Service
- Weekly Digital Drop-in Sessionsactivities.

4. Volunteer Engagement

Our volunteer base has grown considerably. A key initiative supports highly isolated individuals by enabling them to safely leave their homes and reconnect with community life along expansion of our befriending services.

5. Health and Wellbeing Initiatives

Through our partnership with the **NHS** and **Leeds Older People's Forum**, BCF delivered:

- A weekly **Health & Wellbeing Hub**
- Community support for those at risk of hospitalisation or needing help return to home after a hospital stay.

6. Digital Inclusion

As a cornerstone of our service model, digital inclusion continues to be prioritised.

Community-based digital skills training supports older people in accessing services, reducing isolation, and improving confidence with technology.

Financial review

Overall, there was a surplus for the year of £51,081 (2023: £15,711). This was made up of a surplus under unrestricted funds of £10,029 (2023: £53,638), and a surplus in restricted funds of £41,052 (2023 a deficit of £37,927). The charity grew by about 37% over the year, based on income, and the trustees are pleased with the result.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £94,319.

Once a year the trustees of BCF consider the level of reserves that it is prudent for the organisation to hold. Consideration is given to redundancy liabilities, lease agreements and any other significant factors that should be taken into account if the organisation were to close. This is currently set to three months of operating costs, equating to £70k. Expenditure in 2025 is expected to increase further. The opening reserve of £94,319 is expected to be very close to the target reserve.

Approved by the board of trustees on 26 August 2025



D Ragan (Chair)

Burmantofts Community Friends

Independent Examiner's Report to the trustees of Burmantofts Senior Action CIO t/a Burmantofts Community Friends

I report to the charity trustees on my examination of the accounts of Burmantofts Senior Action CIO for the year ended 31 December 2024

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 for 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

Since the Company's gross income exceeded £250,000, your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the company 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

Signed: *Paul Cowham*

Name: Paul Cowham FCA DChA

Date: 11/09/2025

Paul Cowham Accountancy

Withington Works
Withington Baths
30 Burton Road
Manchester, M20 3EB

Burmantofts Community Friends
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 December 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:					
Charitable activities	(3)	85,240	240,958	326,198	238,020
Investment income	(4)	38	-	38	30
Total income		<u>85,278</u>	<u>240,958</u>	<u>326,236</u>	<u>238,050</u>
Expenditure on:					
Charitable activities	(5)	<u>81,749</u>	<u>193,406</u>	<u>275,155</u>	<u>222,339</u>
Total expenditure		<u>81,749</u>	<u>193,406</u>	<u>275,155</u>	<u>222,339</u>
Net income / (expenditure) for the year	(7)	3,529	47,552	51,081	15,711
Transfers between funds		<u>6,500</u>	<u>(6,500)</u>	<u>-</u>	<u>-</u>
Net movement in funds for the year		10,029	41,052	51,081	15,711
Fund balances brought forward		<u>95,290</u>	<u>31,508</u>	<u>126,798</u>	<u>111,087</u>
Fund balances carried forward		<u>105,319</u>	<u>72,560</u>	<u>177,879</u>	<u>126,798</u>

All incoming resources and resources expended derive from continuing activities.

Burmantofts Community Friends

Balance sheet

as at 31 December 2024

		2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(12)	-	-	-	-
Total fixed assets		-	-	-	-
Current assets					
Debtors	(13)	621	5,850	6,471	7,333
Investments		30,000	-	30,000	-
Cash at bank and in hand		76,894	68,870	145,764	120,962
Total current assets		107,515	74,720	182,235	128,295
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(14)	2,196	2,160	4,356	1,497
Total current liabilities		2,196	2,160	4,356	1,497
Net current assets / (liabilities)		105,319	72,560	177,879	126,798
Net assets		105,319	72,560	177,879	126,798
Funds					
Unrestricted funds	(16)	105,319	-	105,319	95,290
Restricted funds	(15)	-	72,560	72,560	31,508
Total funds		105,319	72,560	177,879	126,798

The financial statements were approved by the board of trustees on

Date: 26 August 2025

Signed: *D Forrester*

(Treasurer)

Name .. D Forrester

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024

1 Accounting policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a Basis of preparation

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 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.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 section 1A.

b Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

c Income

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.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

C Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

D Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

E Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

F Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.
- Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the direct costs and support costs relating to such activities.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

h Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 6.

i Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

j Tangible fixed assets

Individual fixed assets costing £2,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures and fittings	4 years
Office equipment	4 years

k Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

l Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

m Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

n Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

o Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 8. There were no outstanding contributions at the year end.

2 Legal status of the charity

The charity is a Charitable Incorporated Organisation (CIO) and has no share capital.

3 Income from charitable activities

	Unrestricted £	Restricted £	2024 £	2023 £
Clarion Futures	-	4,016	4,016	-
Leeds City Council	60,906	6,150	67,056	93,895
Leeds Community Foundation (LCF)	180	35,125	35,305	24,954
Leeds Older People's Forum (LOPF)	200	65,941	66,141	57,236
Leeds Benevolent Society	-	20,000	20,000	20,000
Leeds University	1,100	-	1,100	-
Liz and Terry Bramall Foundation	-	5,000	5,000	-
George Martin Trust	-	-	-	3,000
National Lottery Community Fund	-	94,656	94,656	-
Touchstone	-	1,500	1,500	-
University College London	-	250	250	-
Wades Charity	-	2,000	2,000	3,000
Windmill	-	2,000	2,000	1,000
Donations	610	1,820	2,430	868
Give a Gift	-	-	-	4,900
Space 2	-	-	-	4,500
Sky	-	2,500	2,500	3,300
Department of Work and Pensions	189	-	189	1,567
Other income	908	-	908	280
Contributions and sales	21,147	-	21,147	19,520
Total	85,240	240,958	326,198	238,020
<i>Total by fund 2023</i>	<i>84,089</i>	<i>153,931</i>	<i>238,020</i>	

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

3 Income from charitable activities (continued)

	<i>Unrestricted</i>	<i>Restricted</i>	<i>Total 2023</i>
	<i>£</i>	<i>£</i>	<i>£</i>
<i>Leeds City Council</i>	60,906	32,989	93,895
<i>Leeds Community Foundation (LCF)</i>	-	24,954	24,954
<i>Leeds Older People's Forum (LOPF)</i>	1,300	55,936	57,236
<i>Leeds Benevolent Society</i>	-	20,000	20,000
<i>George Martin Trust</i>	-	3,000	3,000
<i>Wades Charity</i>	-	3,000	3,000
<i>Windmill</i>	-	1,000	1,000
<i>Donations</i>	866	2	868
<i>Give a Gift</i>	-	4,900	4,900
<i>Space 2</i>	-	4,500	4,500
<i>Sky</i>	-	3,300	3,300
<i>Department of Work and Pensions</i>	1,567	-	1,567
<i>Other income</i>	280	-	280
<i>Contributions and sales</i>	19,170	350	19,520
<i>Total</i>	<u>84,089</u>	<u>153,931</u>	<u>238,020</u>

4 Investment income

	<i>Unrestricted</i>	<i>Restricted</i>	<i>2024</i>	<i>2023</i>
	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>
Income from bank deposits	38	-	38	30
	<u>38</u>	<u>-</u>	<u>38</u>	<u>30</u>

5 Analysis of expenditure on charitable activities

	<i>Total 2024</i>	<i>Total 2023</i>
	<i>£</i>	<i>£</i>
Staff costs	181,408	121,361
Accommodation	6,429	7,590
Project costs	40,325	42,803
Governance costs (see note 6)	12,856	11,003
Support costs (see note 6)	34,137	39,582
	<u>275,155</u>	<u>222,339</u>
	<i>2024</i>	<i>2023</i>
	<i>£</i>	<i>£</i>
Restricted expenditure	193,406	177,611
Unrestricted expenditure	81,749	44,728
	<u>275,155</u>	<u>222,339</u>

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

6 Analysis of governance and support costs

	Basis of apportionment	Support £	Governance £	Total 2024 £
Staff costs	Time spent	21,004	-	21,004
Office costs	Staff hours	13,133	-	13,133
Independent examination	Staff hours	-	800	800
Legal and professional	Staff hours	-	12,056	12,056
		<u>34,137</u>	<u>12,856</u>	<u>46,993</u>

	Basis of apportionment	Support £	Governance £	Total 2023 £
Staff costs	Time spent	18,838	-	18,838
Office costs	Staff hours	20,744	-	20,744
Independent examination	Staff hours	-	800	800
Legal and professional	Staff hours	-	10,203	10,203
		<u>39,582</u>	<u>11,003</u>	<u>50,585</u>

7 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2024 £	2023 £
Depreciation	-	-
Independent examiner's fee	<u>800</u>	<u>800</u>

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

8 Staff costs

Staff costs during the year were as follows:

	2024 £	2023 £
Wages and salaries	179,515	125,342
Social security costs	8,969	5,216
Pension costs	10,242	7,088
Payroll charges and recruitment	2,312	1,255
Training and travel	1,374	1,298
	<u>202,412</u>	<u>140,199</u>
Allocated as follows:		
Charitable activities	181,408	121,361
Support costs	21,004	18,838
	<u>202,412</u>	<u>140,199</u>

No employees has employee benefits in excess of £60,000 (2023: Nil).

The average number of staff employed during the period was 10 (2023: 6).

The average full time equivalent number of staff employed during the period was 6.2 (2023: 4.4).

The key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits of the key management personnel of the charity were £39,667 (2023: £35,901).

9 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2023: Nil).

No members of the management committee received travel or subsistence expenses during the year (2023: £0).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including quarantees, during the year (2022: nil).

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

10 Government grants

The government grants recognised in the accounts were as follows:

	2024 £	2023 £
Leeds City Council	67,056	93,895
	<u>67,056</u>	<u>93,895</u>

There were no unfulfilled conditions and contingencies attaching to the grants

11 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

12 Fixed assets: tangible assets

	IT Equipment £	Fixtures & fittings £	Total £
Cost			
At 1 January 2024	1,847	1,456	3,303
Additions	-	-	-
At 31 December 2024	<u>1,847</u>	<u>1,456</u>	<u>3,303</u>
Depreciation			
At 1 January 2024	1,847	1,456	3,303
Charge for the year	-	-	-
At 31 December 2024	<u>1,847</u>	<u>1,456</u>	<u>3,303</u>
Net book value			
At 31 December 2024	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2023	<u>-</u>	<u>-</u>	<u>-</u>

13 Debtors

	2024 £	2023 £
Debtors	3,750	6,810
Prepayments	2,721	523
	<u>6,471</u>	<u>7,333</u>

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

14 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors and accruals	4,356	1,497
	<u>4,356</u>	<u>1,497</u>

15 Analysis of movements in restricted funds

	Balance at 1 January 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 December 2024 £
Bringing Older People Together	-	74,682	(56,400)	-	18,282
Community projects	-	6,500	(1,765)	-	4,735
Digital support projects	13,743	9,066	(22,809)	-	-
Enhance	1,851	49,691	(44,200)	(6,500)	842
Food Project	-	19,974	(7,396)	-	12,578
Leeds Benevolent Society	8,031	20,000	(16,458)	-	11,573
Lunch Clubs	4,535	5,449	(4,302)	-	5,682
MICE	300	450	(750)	-	-
Resilience	1,059	15,000	(16,059)	-	-
Sky UK	-	2,500	(2,500)	-	-
Stay Well This Winter	1,989	2,979	(4,968)	-	-
Trips Fund	-	4,900	(4,900)	-	-
Vehicle Fund	-	6,820	-	-	6,820
Volunteering projects	-	22,947	(10,899)	-	12,048
Wellbeing Fund	-	-	-	-	-
Total	<u>31,508</u>	<u>240,958</u>	<u>(193,406)</u>	<u>(6,500)</u>	<u>72,560</u>

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

15 Analysis of movements in restricted funds (continued)

	<i>Balance at 1 January</i>				<i>Balance at 31 December</i>
<i>Previous reporting period</i>	<i>2023</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>2023</i>
	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>	<i>£</i>
<i>Advancecare</i>	-	500	(500)	-	-
<i>Asda</i>	524	-	(524)	-	-
<i>Covid response</i>	-	5,000	(5,000)	-	-
<i>Digital support</i>	9,840	29,728	(20,103)	(5,722)	13,743
<i>Enhance</i>	1,211	43,071	(35,393)	(7,038)	1,851
<i>Gardening Group</i>	-	1,000	(1,000)	-	-
<i>George Martin Trust</i>	1,481	3,000	(4,481)	-	-
<i>Hatchwell</i>	-	4,900	(4,043)	(857)	-
<i>Jimbo's Fund</i>	2,892	-	(2,892)	-	-
<i>LCC ASC</i>	38,735	-	(38,735)	-	-
<i>Leeds Benevolent Society</i>	8,348	20,000	(20,317)	-	8,031
<i>Let's Talk Transport</i>	424	-	(424)	-	-
<i>Lunch Clubs</i>	3,255	4,685	(3,405)	-	4,535
<i>MICE</i>	100	300	(100)	-	300
<i>Resilience</i>	-	15,000	(13,941)	-	1,059
<i>Sky</i>	-	3,300	(3,300)	-	-
<i>Stay Well This Winter</i>	1,229	12,365	(10,975)	(630)	1,989
<i>Taxi East</i>	67	-	(67)	-	-
<i>Trips Fund</i>	-	1,352	(1,352)	-	-
<i>Wades</i>	3,514	3,000	(6,514)	-	-
<i>Wellbeing Fund</i>	(2,185)	6,730	(4,545)	-	-
<i>Total</i>	<u>69,435</u>	<u>153,931</u>	<u>(177,611)</u>	<u>(14,247)</u>	<u>31,508</u>

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

15 Analysis of movements in restricted funds (continued)

Name of restricted fund	Description, nature and purposes of the fund
Bringing Older People Together	This is a new project funded by the Big Lottery to deliver a range of activities for older people in the community.
Enhance	This is a city wide project to support older people once they have been discharged from hospital. The transfer relates to a management fee.
Digital support projects	These are projects to support older people with IT equipment and digital issues.
Food Project	This is funded by Awards For All to cover the cost of a chef's salary to prepare healthy meals.
Leeds Benevolent Society	To fund an outreach worker.
Lunch Clubs	Towards the cost of running two lunch clubs.
MICE	To help with the cost of producing newsletters.
Resilience	This is help towards the cost of building the capacity of the charity.
Sky UK	This is a contribution towards the cost of events.
Stay Well This Winter	Towards the cost of the Staying Warm This Winter project.
Trips Fund	Contributions towards the cost of outings.
Vehicle Fund	These are contributions towards the cost of purchasing an adapted vehicle.
Volunteering projects	This is a project to expand the volunteer base and then support them.
Wellbeing Fund	Towards the cost of office improvements.

16 Analysis of movement in unrestricted funds

	Balance at 1 January 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 December 2024 £
General fund	95,290	85,278	(81,749)	(4,500)	94,319
Designated fund	-	-	-	11,000	11,000
	<u>95,290</u>	<u>85,278</u>	<u>(81,749)</u>	<u>6,500</u>	<u>105,319</u>

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 December 2023 £
General fund	41,652	84,119	(44,728)	14,247	95,290
	<u>41,652</u>	<u>84,119</u>	<u>(44,728)</u>	<u>14,247</u>	<u>95,290</u>

Name of	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds.
Designated fund	The trustees have agreed to allocate this sum from reserves towards the cost of an adapted vehicle

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2024 (continued)

18 Analysis of net assets between funds

	General fund £	Restricted funds £	Total £
Tangible fixed assets	-	-	-
Net current assets/(liabilities)	105,319	72,560	177,879
Creditors of more than one year	-	-	-
Total 2024	<u>105,319</u>	<u>72,560</u>	<u>177,879</u>
	<i>General fund £</i>	<i>Restricted funds £</i>	<i>Total £</i>
<i>Tangible fixed assets</i>	-	-	-
<i>Net current assets/(liabilities)</i>	95,290	31,508	126,798
<i>Creditors of more than one year</i>	-	-	-
<i>Total 2023</i>	<u>95,290</u>	<u>31,508</u>	<u>126,798</u>

19 Contingent assets

There were no contingent assets.

20 Contingent liability

There were no contingent liabilities.

21 Post balance sheet events

There were no significant post balance sheet events.

Accounts

Burmantofts Senior Action CIO t/a Burmantofts Community Friends
Charity number 1175661

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

Burmantofts Community Friends
Annual Report and Financial Statements
for the year ended 31 December 2023

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Burmantofts Community Friends

Trustees' report for the year ended 31 December 2023

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

Charity name

The legal name of the charity is "Burmantofts Senior Action CIO", but the charity operates under the name "Burmantofts Community Friends"

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

Name	Position	Dates
Cllr Denise Ragan	Chair	
Paul Kelly		
Donald Forrester	Treasurer	
Jean Stafford		
Tricia Gradys		
Moria Flynn		
Aghar Khan		
Alganesh Habtemariam		Appointed January 2023
Elaine Barrow		Appointed June 2023
Farooq Muzammal		Appointed July 2023

Key personnel	Position
Tom Armstrong	CEO

Charity number 1175661 Registered in England and Wales

Registered and principal address

Lower Ground Floor
75B Stoney Rock Lane
Leeds
LS9 7TB

Bankers

Virgin Bank
94-96 Briggate
Leeds
LS1 6NP

Independent examiner

Paul Cowham FCA DChA

Paul Cowham Accountancy Service

Withington Works
Withington Baths
30 Burton Road
Manchester, M20 3EB

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) association formed on 9 November 2017 and is governed by a constitution.

Burmantofts Community Friends

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

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Objectives and activities

The charity's objects

Every year Burmantofts Community Friends mission is to improve the lives of older people aged 55+ living in Burmantofts LS9, East Leeds, and the surrounding areas. We work with older people, their families, carers and communities and aim to reduce social isolation, tackle poverty and help them to live independently and with the best life possible.

The charity's main activities

Burmantofts Community Friends (BCF) is a trading name of Burmantofts Senior Action, a Charitable Incorporated Organisation (CIO) focused on the needs of people over 55 living in LS9 East Leeds. BCF has been in operation since 1995 and partners with key stakeholders such as Leeds City Council and the NHS. We offer practical support for mental and physical wellbeing with daily activities, information, advocacy, outreach, and support services. We are managed by a board of trustees with representation from the local area.

The charity has 10 key objectives:

- Reduce social isolation and loneliness.
- Identify gaps in provision for support.
- Support older people to live independently.
- Promote social inclusion for all communities.
- Be an open and friendly place for local people to drop in.
- Improve digital inclusion and access to support.
- To improve the environment where older people live.
- Reduce the burden on NHS services by improving community care.
- Work with partner organisations who bring additional services to our area.
- Be a force for good, championing the wishes and needs of older people.

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.

Achievements and performance

During 2023 we have made significant improvements to our marketing approach by incorporating a new working name, Burmantofts Community Friends, which has increased our appeal to the wider community and has helped us to increase local resident participation. We have significantly increased our trustee board members to 10, with the key positions of Chair, Vice-Chair, Treasurer and Company Secretary all being filled. BCF has improved the management structure by promoting the Project Manager to Chief Executive Officer. This better reflects the duties and forward planning nature of the position. BCF now hosts more regular activities than at any time in its history. The CEO and trustees have developed a 5-year growth strategy that will support the future development of the organisation and encourage stability and growth. BCF's financial position is within our operational guidelines and one which trustees feel sets a solid foundation for future growth. BCF continues to focus its support on the most vulnerable members of our community with home visits, office appointments, regular social opportunities, one-off trips and events, outreach support on finance and benefits, and wellbeing telephone calls. Our partnership approach has enabled positive working relationships with other community-focused organisations. Our volunteer programme has agreed, and we have two new volunteer projects - active travel and befriending.

Burmantofts Community Friends

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

Achievements and performance (continued)

Our principal achievements during 2023 included:

1. Increased membership. We continue to work on increasing the reach and scope of our support services.
2. Developed and increased the staff team - all positions are occupied and this means we can focus our work on expansion and quality improvement.
3. An increase in the number of community events and social activities offered. Examples of new groups include men's social, women's wellbeing, memory support, supported shopping and digital drop-in activities.
4. Volunteer expansion. One of our volunteer-led projects helps to support the most isolated individuals in getting out of their home and into the community. BCF has also increased the number of active volunteers in the organisation.
5. Health and wellbeing initiatives - as part of our work with the NHS on the Enhance contract, BCF has established a weekly health and wellbeing hub and a pain clinic where local people can receive practical health support from trained professionals.
6. Digital inclusion - as part of our main support strategy, digital inclusion is one of our pillars of support. Emphasis has been placed on digital skills training in the community.

Financial review

Overall, there was a surplus for the year of £15,711. This was made up of a surplus under unrestricted funds of £53,638, and a deficit under restricted funds of £37,927. The charity grew by almost 50% over the year, and the trustees are pleased with the result.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £95,290. Once a year the trustees of BCF consider the level of reserves that it is prudent for the organisation to hold. Consideration is given to redundancy liabilities, lease agreements and any other significant factors that should be taken into account if the organisation were to close. This is currently set to three months of operating costs, equating to £30k. Expenditure in 2024 is expected to be close to £300,000. The opening reserve of £95,290 is approximately 3.5 months. The difference has been used to cover the cost of unfunded staff hours.

Approved by the board of trustees on 27/08/24

D Ragan (Chair)



Burmantofts Community Friends

Independent Examiner's Report to the trustees of Burmantofts Senior Action CIO t/a Burmantofts Community Friends

I report to the charity trustees on my examination of the accounts of Burmantofts Senior Action CIO for the year ended 31 December 2023

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

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

Signed: Paul Cowham

Name:

Paul Cowham

Date:

4 September 2024

Paul Cowham Accountancy

Withington Works
Withington Baths
30 Burton Road
Manchester, M20 3EB

Burmantofts Community Friends
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 December 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Income from:					
Charitable activities	(3)	84,089	153,931	238,020	163,192
Investment income	(4)	30	-	30	21
Total income		<u>84,119</u>	<u>153,931</u>	<u>238,050</u>	<u>163,213</u>
Expenditure on:					
Charitable activities	(5)	44,728	177,611	222,339	134,766
Total expenditure		<u>44,728</u>	<u>177,611</u>	<u>222,339</u>	<u>134,766</u>
Net income / (expenditure) for the year	(7)	39,391	(23,680)	15,711	28,447
Transfers between funds		14,247	(14,247)	-	-
Net movement in funds for the year		<u>53,638</u>	<u>(37,927)</u>	<u>15,711</u>	<u>28,447</u>
Fund balances brought forward		<u>41,652</u>	<u>69,435</u>	<u>111,087</u>	<u>82,640</u>
Fund balances carried forward		<u>95,290</u>	<u>31,508</u>	<u>126,798</u>	<u>111,087</u>

All incoming resources and resources expended derive from continuing activities.

Burmantofts Community Friends

Balance sheet

as at 31 December 2023

		2023	2023	2023	2022
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(12)	-	-	-	457
Total fixed assets		-	-	-	457
Current assets					
Debtors	(13)	603	6,730	7,333	2,831
Cash at bank and in hand		95,614	25,348	120,962	109,185
Total current assets		96,217	32,078	128,295	112,016
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(14)	927	570	1,497	1,386
Total current liabilities		927	570	1,497	1,386
Net current assets / (liabilities)		95,290	31,508	126,798	110,630
Net assets		95,290	31,508	126,798	111,087
Funds					
Unrestricted funds	(16)	95,290	-	95,290	41,652
Restricted funds	(15)	-	31,508	31,508	69,435
Total funds		95,290	31,508	126,798	111,087

The financial statements were approved by the board of trustees on

Date: 27 Aug 2024

Signed: D Forrester

(Treasurer)

Name .. D Forrester

Burmantofts Community Friends
Notes to the accounts for the year ended 31 December 2023

1 Accounting policies

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised. 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.

b Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

c Income

All incoming resources are included in the Statement of Financial Activities (SOFA) when the

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

d Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

e Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

f Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2023 (continued)

g Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.
- Expenditure on charitable activities comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the direct costs and support costs relating to such activities.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was

h Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly

I Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of

j Tangible fixed assets

Individual fixed assets costing £250 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures and fittings	4 years
Office equipment	4 years

k Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

l Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

m Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

n Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2023 (continued)

o Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme.

2 Legal status of the charity

The charity is a Charitable Incorporated Organisation (CIO) and has no share capital.

3 Income from charitable activities

	Unrestricted £	Restricted £	2023 £	2022 £
Leeds City Council	60,906	32,989	93,895	61,506
Leeds Community Foundation (LCF)	-	24,954	24,954	29,371
Leeds Older People's Forum (LOPF)	1,300	55,936	57,236	23,999
Asda	-	-	-	1,000
Leeds Benevolent Society	-	20,000	20,000	21,500
George Martin Trust	-	3,000	3,000	3,000
Veolia	-	-	-	1,000
Touchstone	-	-	-	700
Wades Charity	-	3,000	3,000	4,000
Windmill	-	1,000	1,000	1,900
University of Leeds	-	-	-	1,900
Damasq Ltd.	-	-	-	5,000
Donations	866	2	868	650
Give a Gift	-	4,900	4,900	-
Space 2	-	4,500	4,500	-
Sky	-	3,300	3,300	-
Department of Work and Pensions	1,567	-	1,567	-
Other income	280	-	280	-
Contributions and sales	19,170	350	19,520	7,666
Total	84,089	153,931	238,020	163,192
<i>Total by fund 2022</i>	<i>16,466</i>	<i>146,726</i>	<i>163,192</i>	

	Unrestricted £	Restricted £	Total 2022 £
Leeds City Council (LCC) core funding	-	60,406	60,406
LCC other grants	300	800	1,100
Leeds Community Foundation	-	29,371	29,371
Leeds Older People's Forum (LOPF)	-	23,999	23,999
Asda	-	1,000	1,000
George Martin Trust	-	3,000	3,000
Leeds Benevolent Society	-	21,500	21,500
Veolia	-	1,000	1,000
Touchstone	-	700	700
Wades Charity	-	4,000	4,000
Windmill	950	950	1,900
University of Leeds	1,900	-	1,900
Damasq Ltd.	5,000	-	5,000
Donations	650	-	650
Contributions and sales	7,666	-	7,666
Total	16,466	146,726	163,192

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2023 (continued)

4 Investment income

	Unrestricted £	Restricted £	2023 £	2022 £
Income from bank deposits	30	-	30	21
	<u>30</u>	<u>-</u>	<u>30</u>	<u>21</u>

5 Analysis of expenditure on charitable activities

	Total 2023 £	Total 2022 £
Staff costs	121,361	88,089
Accommodation	7,590	2,473
Project costs	42,803	11,196
Governance costs (see note 6)	11,003	1,980
Support costs (see note 6)	39,582	31,028
	<u>222,339</u>	<u>134,766</u>
	2023 £	2022 £
Restricted expenditure	177,611	133,266
Unrestricted expenditure	44,728	1,500
	<u>222,339</u>	<u>134,766</u>

6 Analysis of governance and support costs

	Basis of apportionment	Support £	Governance £	Total 2023 £
Staff costs	Time spent	18,838	-	18,838
Office costs	Staff hours	20,744	-	20,744
Independent examination	Staff hours	-	800	800
Legal and professional	Staff hours	-	10,203	10,203
		<u>39,582</u>	<u>11,003</u>	<u>50,585</u>
	Basis of apportionment	Support £	Governance £	Total 2022 £
Staff costs	Time spent	11,454	-	11,454
Office costs	Staff hours	19,574	-	19,574
Independent examination	Staff hours	-	1,386	1,386
Legal and professional	Staff hours	-	594	594
		<u>31,028</u>	<u>1,980</u>	<u>33,008</u>

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2023 (continued)

7 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2023 £	2022 £
Depreciation	-	827
Independent examiner's fee	800	1,386
	<u>800</u>	<u>1,386</u>

8 Staff costs

Staff costs during the year were as follows:

	2023 £	2022 £
Wages and salaries	125,342	88,661
Social security costs	5,216	7,024
Pension costs	7,088	4,765
Payroll charges and recruitment	1,255	840
Training and travel	1,298	4,245
	<u>140,199</u>	<u>105,535</u>

Allocated as follows:

Charitable activities	121,361	94,081
Support costs	18,838	11,454
	<u>140,199</u>	<u>105,535</u>

No employees has employee benefits in excess of £60,000 (2022: Nil).

The average number of staff employed during the period was 6 (2022: 5).

The average full time equivalent number of staff employed during the period was 4.4 (2022: 3.4).

The key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits of the key management personnel of the charity were £35,901 (2022: £33,912).

9 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year (2022: Nil).

No members of the management committee received travel or subsistence expenses during the year (2022: £0).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2022: nil).

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2023 (continued)

10 Government grants

The government grants recognised in the accounts were as follows:

	2023 £	2022 £
Leeds City Council	93,895	61,506
	<u>93,895</u>	<u>61,506</u>

There were no unfulfilled conditions and contingencies attaching to the grants

11 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

12 Fixed assets: tangible assets

	IT Equipment £	Fixtures & fittings £	Total £
Cost			
At 1 January 2023	1,847	1,456	3,303
Additions	-	-	-
	<u>1,847</u>	<u>1,456</u>	<u>3,303</u>
At 31 December 2023	<u>1,847</u>	<u>1,456</u>	<u>3,303</u>
Depreciation			
At 1 January 2023	1,390	1,456	2,846
Charge for the year	457	-	457
	<u>1,847</u>	<u>1,456</u>	<u>3,303</u>
At 31 December 2023	<u>1,847</u>	<u>1,456</u>	<u>3,303</u>
Net book value			
At 31 December 2023	-	-	-
At 31 December 2022	<u>457</u>	<u>-</u>	<u>457</u>

13 Debtors

	2023 £	2022 £
Debtors	6,810	2,480
Prepayments	523	351
	<u>7,333</u>	<u>2,831</u>

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2023 (continued)

14 Creditors: amounts falling due within one year

	2023 £	2022 £
Other creditors and accruals	1,497	1,386
	<u>1,497</u>	<u>1,386</u>

15 Analysis of movements in restricted funds

	Balance at 1 January 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 December 2023 £
Advancecare	-	500	(500)	-	-
Asda	524	-	(524)	-	-
Covid response	-	5,000	(5,000)	-	-
Digital support projects	9,840	29,728	(20,103)	(5,722)	13,743
Enhance	1,211	43,071	(35,393)	(7,038)	1,851
Gardening Group	-	1,000	(1,000)	-	-
George Martin Trust	1,481	3,000	(4,481)	-	-
Hatchwell	-	4,900	(4,043)	(857)	-
Jimbo's Fund	2,892	-	(2,892)	-	-
LCC ASC	38,735	-	(38,735)	-	-
Leeds Benevolent Society	8,348	20,000	(20,317)	-	8,031
Let's Talk Transport	424	-	(424)	-	-
Lunch Clubs	3,255	4,685	(3,405)	-	4,535
MICE	100	300	(100)	-	300
Resilience	-	15,000	(13,941)	-	1,059
Sky	-	3,300	(3,300)	-	-
Stay Well This Winter	1,229	12,365	(10,975)	(630)	1,989
Taxi East	67	-	(67)	-	-
Trips Fund	-	1,352	(1,352)	-	-
Wades	3,514	3,000	(6,514)	-	-
Wellbeing Fund	(2,185)	6,730	(4,545)	-	-
Total	<u>69,435</u>	<u>153,931</u>	<u>(177,611)</u>	<u>(14,247)</u>	<u>31,508</u>

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2023 (continued)

15 Analysis of movements in restricted funds (continued)

	Balance at 1 January 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 December 2022 £
Previous reporting period					
Asda	1,010	1,000	(1,486)	-	524
Mencap Leeds	1,445	-	(1,445)	-	-
Covid response	7,742	-	(7,742)	-	-
100% digital	-	10,500	(660)	-	9,840
Enhance	-	22,499	(19,413)	(1,875)	1,211
Gardening fund	612	-	(612)	-	-
George Martin Trust	-	3,000	(1,519)	-	1,481
Jimbo's Fund	-	10,828	(7,312)	(624)	2,892
Jubilee Party	-	5,927	(5,927)	-	-
LCC ASC	34,870	60,406	(56,541)	-	38,735
Leeds Benevolent Society	-	20,000	(11,652)	-	8,348
Leeds Quaker Meeting fund	228	-	(228)	-	-
Lunch Clubs	2,296	2,616	(1,657)	-	3,255
MICE	-	400	(300)	-	100
RERF	-	1,000	(1,000)	-	-
Let's Talk Transport	-	1,500	(1,076)	-	424
Taxi East	-	400	(333)	-	67
Touchstone	-	700	(700)	-	-
Trips Fund	618	950	(1,568)	-	-
Wades	-	4,000	(486)	-	3,514
Wellbeing Fund	-	-	(2,185)	-	(2,185)
Stay Well This Winter	8,870	1,000	(8,641)	-	1,229
WYPC Commissioner	783	-	(783)	-	-
Total	58,474	146,726	(133,266)	(2,499)	69,435

Burmantofts Community Friends

Notes to the accounts for the year ended 31 December 2023 (continued)

18 Analysis of net assets between funds

	General fund £	Restricted funds £	Total £
Tangible fixed assets	-	-	-
Net current assets/(liabilities)	95,290	31,508	126,798
Creditors of more than one year	-	-	-
Total 2023	95,290	(14,247)	126,798

	<i>General fund £</i>	<i>Restricted funds £</i>	<i>Total £</i>
<i>Tangible fixed assets</i>	457	-	457
<i>Net current assets/(liabilities)</i>	41,195	69,435	110,630
<i>Creditors of more than one year</i>	-	-	-
<i>Total 2022</i>	41,652	69,435	111,087

19 Contingent assets

There were no contingent assets.

20 Contingent liability

There were no contingent liabilities.

21 Post balance sheet events

There were no significant post balance sheet events.

Accounts

Burmantofts Senior Action CIO

Charity number 1175661

Annual Report and Financial Statements for the year ended 31 December 2022



Burmantofts Senior Action CIO

Annual Report and Financial Statements for the year ended 31 December 2022

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Prepared by West Yorkshire Community Accountancy Service CIO

Burmantofts Senior Action CIO

Trustees' report for the year ended 31 December 2022

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

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

Name	Position	Dates
Cllr Denise Ragan	Chair	
Paul Kelly		
Donald Forrester	Treasurer	Appointed 5 October 2022
Jean Stafford		Appointed 1 September 2022
Tricia Gradys		
Moira Flynn		Appointed 22 March 2022
Asghar Khan		Appointed 13 July 2022
Alganesh Habtemariam		Appointed 13 January 2023
Charity number	1175661	Registered in England and Wales

Registered and principal address	Bankers
Lower Ground Floor	Virgin Money
75A Stoney Rock Lane	329 Harehills Lane
Leeds	Leeds
LS9 7TB	LS8 5BW

Independent examiner

E J Beverley 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) association formed on 9 November 2017 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Objectives and activities

The charity's objects

To relieve those who are in need by reason of their old age in the Burmantofts and Richmond Hill Ward and the neighbouring areas of the metropolitan district of Leeds in such ways as the trustees shall think fit, in particular, but not exclusively by: the provision of activities, support and services to enable them to live independent lives in their own homes, reduce isolation and poverty and promote safe and healthy living.

Burmantofts Senior Action CIO

Trustees' report (continued) for the year ended 31 December 2022

Objectives and activities (continued)

The charity's main activities

Burmantofts Senior Action CIO (BSA) mission is to improve the lives of older age people (60+) in and around the area of LS9 East Leeds. BSA helps older people to live independently in their own home, find alternative appropriate accommodation, reduce social isolation and loneliness through social groups, events, and trips, promote healthy life choices, and assist with individual support. BSA works in partnership with health, social and charitable organisations in the local area and city wide. We celebrate the individual, what they have achieved in life and what they still want to achieve now; aiming to strengthen participants to be valued members of the local community.

BSA aims to:

- Relieve social isolation and loneliness.
- Identify gaps in provisions for support.
- Support older people to live independently.
- Promote social inclusion for all communities.
- Be an open and friendly place for local people to drop in.
- Improve the provisions of digital engagement in the area.
- Try to improve the environment where older people live.
- Reduce the burden on NHS services by supporting community care.
- Work with partner organisations who bring additional resources to our area.
- Be a force for good, championing the wishes and needs of older age people.

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.

Achievements and performance

During 2022 BSA has significantly strengthen its approach and services. The staff team entered its first full year under the management of Tom Armstrong as Project Manager and the team has grown to 6 members of staff. Thanks to the dedication and support of its Chair the Trustee board has grown to 8 people, including many people from the local area. BSA was not immune to the further challenges in 2022 including challenges on fundraising. However, we are pleased to report that the year saw BSA return a stable financial position and one the trustees feel sets a solid foundation for future growth. BSA continues to support the most vulnerable members of our community with wellbeing telephone calls, home visits, one-off trips and events, outreach support on finance and benefits, and food and essentials help where needed. Our partnership approach, working with other community focused organisations continues to showcase good results, as does our increased focus on volunteering.

Burmantofts Senior Action CIO

Trustees' report (continued) for the year ended 31 December 2022

Financial review

The net income for the year was £28,447, including net income of £17,486 on unrestricted funds and net income of £10,961 on restricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £41,195.

Once a year the Trustees of BSA consider the level of reserves that it is prudent for the organisation to hold. Consideration is given to redundancy liabilities, lease agreements and any other significant factors that should be taken into account if the organisation were to close. This is currently set to 3 months of operating costs, equating to £30k.

Approved by the board of trustees on 08/08/2023

D Forrester (Trustee)

Burmantofts Senior Action CIO

Independent examiner's report to the trustees of Burmantofts Senior Action CIO

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 December 2022, which are set out on pages 6 to 14.

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.

E J Beverley FCCA

10/08/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Burmantofts Senior Action CIO
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 December 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Income from:					
Grants and donations	(2)	8,800	146,726	155,526	99,989
Bank interest		21	-	21	3
Contributions and sales		7,666	-	7,666	201
Total income		16,487	146,726	163,213	100,193
Expenditure on:					
<u>Staff and volunteer costs</u>					
Salaries, NI and pension	(3)	-	94,458	94,458	41,033
Seconded staff		-	-	-	5,357
Redundancy		-	-	-	4,580
Payroll charges and recruitment		-	840	840	411
Agency staff		-	-	-	1,126
Staff travel		-	2,833	2,833	652
Staff and volunteer training and expenses		-	1,412	1,412	343
<u>Premises and administrative costs</u>					
Rent		-	4,400	4,400	4,400
Building security		-	442	442	524
Utilities		-	2,066	2,066	532
Repairs, maintenance and minor equipment		176	2,189	2,365	1,344
Insurance		357	771	1,128	1,065
Independent examination		-	1,386	1,386	600
Telephone		-	1,862	1,862	1,409
Memberships and subscriptions		-	216	216	201
Printing, photocopying, postage and stationery		-	1,543	1,543	374
Other administration costs		-	4,725	4,725	2,297
<u>Charitable activities: direct costs</u>					
Events and activities		39	6,583	6,622	2,809
Hospitality		22	2,216	2,238	265
Marketing and publicity		-	2,336	2,336	997
Room hire		79	2,394	2,473	50
Grants refunded		-	-	-	4,699
Depreciation		827	-	827	827
<u>Review costs</u>					
Professional fees		-	594	594	800
Business plan review		-	-	-	3,850
Total expenditure		1,500	133,266	134,766	80,545
Net income / (expenditure)		14,987	13,460	28,447	19,648
Transfers between funds		2,499	(2,499)	-	-
Net movement in funds		17,486	10,961	28,447	19,648
Fund balances brought forward		24,166	58,474	82,640	62,992
Fund balances carried forward	(4)	41,652	69,435	111,087	82,640

All incoming resources and resources expended derive from continuing activities.

Burmantofts Senior Action CIO

Balance sheet

as at 31 December 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) 457	-	457	1,284
Total fixed assets	<u>457</u>	<u>-</u>	<u>457</u>	<u>1,284</u>
Current assets				
Debtors and prepayments	(6) 2,831	-	2,831	5,731
Cash at bank and in hand	(7) 39,750	69,435	109,185	76,267
Total current assets	<u>42,581</u>	<u>69,435</u>	<u>112,016</u>	<u>81,998</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(8) 1,386	-	1,386	642
Total current liabilities	<u>1,386</u>	<u>-</u>	<u>1,386</u>	<u>642</u>
Net current assets / (liabilities)	<u>41,195</u>	<u>69,435</u>	<u>110,630</u>	<u>81,356</u>
Net assets	<u>41,652</u>	<u>69,435</u>	<u>111,087</u>	<u>82,640</u>
Funds				
Unrestricted funds	41,652	-	41,652	24,166
Restricted funds	-	69,435	69,435	58,474
Total funds	<u>41,652</u>	<u>69,435</u>	<u>111,087</u>	<u>82,640</u>

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

D Forrester (Trustee)

Burmantofts Senior Action CIO

Notes to the accounts

for the year ended 31 December 2022

1 Accounting policies

Basis of accounting

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

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

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

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

Going concern

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

Incoming resources

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

Grants and donations

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

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

Expenditure and liabilities

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

Taxation

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

Tangible fixed assets

Tangible fixed assets costing more than £250 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

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

Fixtures and fittings: over 4 years

IT equipment: over 4 years

Pensions

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

Fund accounting

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

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

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

Burmantofts Senior Action CIO
Notes to the accounts continued
for the year ended 31 December 2022

2 Grants and donations	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Leeds City Council (LCC) core funding	-	60,406	60,406	80,164
LCC other grants	300	800	1,100	3,000
Leeds Community Foundation (LCF)	-	29,371	29,371	4,881
Mencap Leeds	-	-	-	4,750
Leeds Older People Forum (LOPF)	-	23,999	23,999	4,000
Volition Leeds	-	-	-	2,000
Asda	-	1,000	1,000	1,000
Leeds Convalescent Society	-	500	500	-
Housing Advice	-	-	-	-
George Martin Trust	-	3,000	3,000	-
Leeds Benevolent Society	-	21,000	21,000	-
Leeds Quakers	-	-	-	-
Veolia	-	1,000	1,000	-
Touchstone	-	700	700	-
Wades Charity	-	4,000	4,000	-
Windmill	950	950	1,900	-
West Yorkshire Police Commission	-	-	-	-
University of Leeds	1,900	-	1,900	-
Damasq Ltd	5,000	-	5,000	-
Donations	650	-	650	194
	<u>8,800</u>	<u>146,726</u>	<u>155,526</u>	<u>99,989</u>

3 Staff costs and numbers	2022	2021
	£	£
Gross salaries	88,661	39,147
Social security costs	7,024	-
Pensions	4,765	1,886
	<u>94,458</u>	<u>41,033</u>

The average number of employees during the year was 5, being an average of 3.4 full time equivalent (2021: 1.4, 1 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2022	2021
	£	£
Costs of the scheme to the charity for the year	4,765	1,886

Burmantofts Senior Action CIO
Notes to the accounts continued
for the year ended 31 December 2022

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Asda 2022	-	1,000	476	-	524
Asda Christmas party	1,010	-	1,010	-	-
Mencap Leeds	1,445	-	1,445	-	-
Leeds Convalescent Society	-	500	500	-	-
Covid response	4,000	-	4,000	-	-
100% Digital	-	10,000	160	-	9,840
Enhance	-	22,499	19,413	(1,875)	1,211
Gardening Fund	612	-	612	-	-
George Martin Trust	-	3,000	1,519	-	1,481
Jimbo's Fund	-	10,828	7,312	(624)	2,892
Jubilee Party	-	5,927	5,927	-	-
LCC ASC	34,870	60,406	56,541	-	38,735
LCC Covid-19 harm minimisation	3,742	-	3,742	-	-
Leeds Benevolent Society	-	20,000	11,652	-	8,348
Leeds Quaker Meeting fund	228	-	228	-	-
Lunch Clubs	2,296	2,616	1,657	-	3,255
MICE	-	400	300	-	100
RERF	-	1,000	1,000	-	-
Let's Talk Transport	-	1,500	1,076	-	424
Taxi East	-	400	333	-	67
Touchstone	-	700	700	-	-
Trips Fund	618	-	618	-	-
Unrestricted	-	-	-	-	-
Wades	-	4,000	486	-	3,514
Wellbeing Fund	-	-	2,185	-	(2,185)
Windmill	-	950	950	-	-
Stay Well This Winter 2021	2,500	-	1,271	-	1,229
Winter warmth 2019	6,370	-	6,370	-	-
Leeds Benevolent Society	-	1,000	1,000	-	-
WYPC Commissioner	783	-	783	-	-
	<u>58,474</u>	<u>146,726</u>	<u>133,266</u>	<u>(2,499)</u>	<u>69,435</u>

Burmantofts Senior Action CIO

Notes to the accounts continued

for the year ended 31 December 2022

4 Restricted funds continued

Fund name	Purpose of restriction
Asda 2022	To fund a Christmas party and New Year celebration.
Asda Christmas party	For holding a Christmas party but used for an event in March 2022.
Mencap Leeds	To provide support to clinically vulnerable people most impacted by social distancing measures.
Leeds Convalescent Society	To fund IT classes.
Covid response	To support work during the pandemic.
100% Digital	IT equipment and furniture.
Enhance	This is a city wide project to support to support older people once they have been discharged from hospital. The transfer relates to management fees.
Gardening Fund	Funds from the Housing Advice panel and other contributions.
George Martin Trust	To support the production of activities and a newsletter.
Jimbo's Fund	To support a volunteer expansion programme. The transfer relates to management fees.
Jubilee Party	Towards the cost of a Jubilee Party.
LCC ASC	For staff salaries and project manager remuneration.
LCC Covid-19 harm minimisation	To address the challenges older people face which have been exacerbated by the pandemic.
Leeds Benevolent Society	To fund an outreach worker.
Leeds Quaker Meeting fund	Towards printer/copier costs and updating financial management package.
Lunch Clubs	Towards the costs of running Lunch Clubs.
MICE	Towards the cost of office supplies.
RERF	To fund a trip to the recycling centre.
Let's Talk Transport	Part of a city-wide initiative to improve transport for older people.
Taxi East	To fund taxis for members whilst the Access Bus was unavailable.
Touchstone	To fund 2 trial group sessions.
Trips Fund	Towards trips.
Wades	Towards the cost of trips.
Wellbeing Fund	Towards the cost of office improvements. This fund is paid in arrears when the grant is fully spent.
Windmill	Towards the cost of trips.
Stay Well This Winter 2021	Towards the Staying Warm this Winter project.
Winter warmth 2019	Towards Winter warmth activity costs.
Leeds Benevolent Society	Funding from Leeds Benevolent Society for Single Ladies to fund winter warmth packs.
WYPC Commissioner	Towards the Safer Communities project.

Burmantofts Senior Action CIO
Notes to the accounts continued
for the year ended 31 December 2022

5 Tangible assets

Cost

At 1 January 2022

Additions

At 31 December 2022

IT equipment	Fixtures and fittings	Total
£	£	£
1,847	1,456	3,303
-	-	-
<u>1,847</u>	<u>1,456</u>	<u>3,303</u>

Depreciation

At 1 January 2022

Charge for year

At 31 December 2022

924	1,095	2,019
466	361	827
<u>1,390</u>	<u>1,456</u>	<u>2,846</u>

Net book value

At 31 December 2022

At 31 December 2021

<u>457</u>	<u>-</u>	<u>457</u>
<u>923</u>	<u>361</u>	<u>1,284</u>

6 Debtors and prepayments

Debtors

Prepayments

2022	2021
£	£
2,480	5,375
351	356
<u>2,831</u>	<u>5,731</u>

7 Cash at bank and in hand

Cash at bank

Cash in hand

2022	2021
£	£
109,004	76,012
181	255
<u>109,185</u>	<u>76,267</u>

8 Creditors and accruals

Creditors

Accruals

2022	2021
£	£
-	42
1,386	600
<u>1,386</u>	<u>642</u>

Burmantofts Senior Action CIO
Notes to the accounts continued
for the year ended 31 December 2022

9 Related party transactions

Donations from trustees and related parties

The total aggregate value of unconditional donations to the charity from the trustees or related parties was £150 (2021: £nil).

Trustee remuneration and benefits

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

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £37,196 (previous year: £15,636).

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

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	2022	2021
	£	£
Within one year	1,467	4,400
In the second to fifth years inclusive	-	1,445
	<u>1,467</u>	<u>5,845</u>

Burmantofts Senior Action CIO
Statement of Financial Activities including comparatives for all funds
(including summary income and expenditure account)
for the year ended 31 December 2022

	2022 Unrestricted funds £	2021 Unrestricted funds £	2022 Restricted funds £	2021 Restricted funds £	2022 Total funds £	2021 Total funds £
Income						
Grants and donations	8,800	3,194	146,726	96,795	155,526	99,989
Bank interest	21	3	-	-	21	3
Contributions and sales	7,666	201	-	-	7,666	201
Total income	16,487	3,398	146,726	96,795	163,213	100,193
Expenditure						
<u>Staff and volunteer costs</u>						
Salaries, NI and pension	-	-	94,458	41,033	94,458	41,033
Seconded staff	-	-	-	5,357	-	5,357
Redundancy	-	-	-	4,580	-	4,580
Payroll charges and recruitment	-	-	840	411	840	411
Agency staff	-	-	-	1,126	-	1,126
Staff travel	-	24	2,833	628	2,833	652
Staff and volunteer training and exps	-	-	1,412	343	1,412	343
<u>Premises and administrative costs</u>						
Rent	-	-	4,400	4,400	4,400	4,400
Building security	-	-	442	524	442	524
Utilities	-	-	2,066	532	2,066	532
Repairs, maintenance and minor equip.	176	372	2,189	972	2,365	1,344
Insurance	357	-	771	1,065	1,128	1,065
Independent examination	-	-	1,386	600	1,386	600
Telephone	-	-	1,862	1,409	1,862	1,409
Memberships and subscriptions	-	-	216	201	216	201
Printing, photocopying, post and stat.	-	-	1,543	374	1,543	374
Other administration costs	-	150	4,725	2,147	4,725	2,297
<u>Charitable activities: direct costs</u>						
Events and activities	39	794	6,583	2,015	6,622	2,809
Hospitality	22	-	2,216	265	2,238	265
Marketing and publicity	-	-	2,336	997	2,336	997
Room hire	79	-	2,394	50	2,473	50
Grants refunded	-	-	-	4,699	-	4,699
Depreciation	827	827	-	-	827	827
<u>Review costs</u>						
Professional fees	-	-	594	800	594	800
Business plan review	-	-	-	3,850	-	3,850
Total expenditure	1,500	2,167	133,266	78,378	134,766	80,545
Net income / (expenditure)	14,987	1,231	13,460	18,417	28,447	19,648
Transfers between funds	2,499	-	(2,499)	-	-	-
Net movement in funds	17,486	1,231	10,961	18,417	28,447	19,648
Fund balances brought forward	24,166	22,935	58,474	40,057	82,640	62,992
Fund balances carried forward	41,652	24,166	69,435	58,474	111,087	82,640

Accounts

Burmantofts Senior Action CIO

Charity number 1175661

Annual Report and Financial Statements for the year ended 31 December 2021



West Yorkshire Community Accounting Service

Burmantofts Senior Action CIO

Annual Report and Financial Statements for the year ended 31 December 2021

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Statement of financial activities	6
Balance sheet	7
Notes to the accounts	8 to 14

Prepared by West Yorkshire Community Accountancy Service CIO

Burmantofts Senior Action CIO

Trustees' report for the year ended 31 December 2021

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

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

Name	Position	Dates
Cllr Denise Ragan	Chair	
Paul Kelly	Treasurer	
Tricia Gradys		
Moiria Flynn		Appointed 22 March 2022
Aghar Khan		Appointed 13 July 2022
Richard Asumadu	Treasurer	Resigned 1 June 2021
Julia Almond		Resigned 1 July 2021
Rev. Amos Kasibante		Resigned 1 April 2021
Cllr Asghar Khan		Resigned 1 September 2021
Maureen Lillywhite		Resigned 9 December 2021
Charity number	1175661	Registered in England and Wales

Registered and principal address	Bankers
Lower Ground Floor	Virgin Money
75A Stoney Rock Lane	329 Harehills Lane
Leeds	Leeds
LS9 7TB	LS8 5BW

Independent examiner

Claire Welling

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) formed on 9 November 2017 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Objectives and activities

The charity's objects

To relieve those who are in need by reason of their old age in the Burmantofts and Richmond Hill ward and the neighbouring areas of the metropolitan district of Leeds in such ways as the trustees shall think fit, in particular, but not exclusively by: the provision of activities, support and services to enable them to live independent lives in their own homes, reduce isolation and poverty and promote safe and healthy living.

Burmantofts Senior Action CIO

Trustees' report (continued) for the year ended 31 December 2021

Objectives and activities (Continued)

The charity's main activities

Burmantofts Senior Action CIO (BSA) mission is to improve the lives of older age people (60+) in and around the area of LS9 East Leeds. BSA helps older people to live independently in their own home, find alternative appropriate accommodation, reduce social isolation and loneliness through social groups, events, and trips, promote healthy life choices, and assist with individual support. BSA works in partnership with health, social and charitable organisations in the local area and city wide. We celebrate the individual, what they have achieved in life and what they still want to achieve now; aiming to support participants to be valued members of the local community.

BSA aims to:

- Relieve social isolation and loneliness.
- Identify gaps in provisions for support.
- Reduce the burden on NHS services.
- Support older people to live independently.
- Promote social inclusion for all communities.
- Try to improve the environment where older people live.
- Be an open and friendly place for local people to drop in.
- Work with partner organisations who bring additional resources to our area.
- Be a force for good, championing the wishes and needs of older age people.

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.

Achievements and performance

BSA CIO was not immune to the challenges 2021 brought and much of the year was spent dealing with COVID response and supporting venerable local older people and during lockdown. BSA put into place support and contact for the most vulnerable members of the community with wellbeing telephone calls, socially distanced doorstep visits, food, and medicine deliveries.

This contact has continued when lockdown eased, and support put in place to assist people back out into the community with supported trips for shopping, assistance with banking/bills, and visits to the local area.

BSA has introduced several new and innovative support sessions with a focus on digital exclusion and healthy living, to better support local residents. These include one-to-one support sessions on digital tech, a new lunch club and line dancing exercise session.

BSA held regular celebration events where members could mix with others in a relaxed environment and receive direct support from partner organisations from across the city.

Towards the end of the year Trustees of BSA were pleased to recruit a new Project Manager with experience of working within a Neighbourhood Network charity. This new Project Manager has agreed a transformation plan with the Board of Trustees to further increase the services and support opportunities BSA offer to the over 60 residents in LS9, East Leeds.

Burmantofts Senior Action CIO

Trustees' report (continued) for the year ended 31 December 2021

Financial review

The net income for the year was £19,648, including net income of £1,231 on unrestricted funds and net income of £18,417 on restricted funds after transfers.

In the previous year the net income for the year was £23,228, including net expenditure of £1,006 on unrestricted funds and net income of £24,234 on restricted funds after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £22,882.

Once a year the Trustees of BSA consider the level of reserves that it is prudent for the organisation to hold. Consideration is given to redundancy liabilities, lease agreements and any other significant factors that should be taken into account if the organisation were to close. This is currently set to 3 months of operating costs, equating to £30k.

Signed on behalf of the board of trustees on 06/09/2022

P Kelly (Trustee)

Burmantofts Senior Action CIO

Independent examiner's report to the trustees of Burmantofts Senior Action CIO

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 December 2021, which are set out on pages 6 to 14.

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.

Claire Welling

15/09/2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Burmantofts Senior Action CIO
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 December 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Income from:					
Grants and donations	(2)	3,194	96,795	99,989	98,821
Bank interest		3	-	3	-
Contributions and sales		201	-	201	2,373
Total income		3,398	96,795	100,193	101,194
Expenditure on:					
<u>Staff and volunteer costs</u>					
Salaries, NI and pension	(3)	-	41,033	41,033	52,971
Seconded staff		-	5,357	5,357	-
Redundancy	(3)	-	4,580	4,580	-
Payroll charges and recruitment		-	411	411	571
Agency staff		-	1,126	1,126	-
Staff travel		24	628	652	62
Staff and volunteer training and expenses		-	343	343	55
<u>Premises and administrative costs</u>					
Rent		-	4,400	4,400	4,855
Building security		-	524	524	384
Utilities		-	532	532	3,657
Repairs, maintenance and minor equipment		372	972	1,344	367
Insurance		-	1,065	1,065	1,044
Independent examination		-	600	600	600
Telephone		-	1,409	1,409	1,566
Memberships and subscriptions		-	201	201	51
Printing, photocopying, postage and stationery		-	374	374	744
Other administration costs		150	2,147	2,297	1,816
<u>Charitable activities: direct costs</u>					
Events and activities		794	2,015	2,809	4,044
Hospitality		-	265	265	46
Marketing and publicity		-	997	997	158
Room hire		-	50	50	1,010
Grants refunded		-	4,699	4,699	-
Depreciation		827	-	827	827
<u>Review costs</u>					
Professional fees		-	800	800	-
Building alterations		-	-	-	888
Business plan review		-	3,850	3,850	2,250
Total expenditure		2,167	78,378	80,545	77,966
Net income / (expenditure)		1,231	18,417	19,648	23,228
Transfers between funds	(4)	-	-	-	-
Net movement in funds		1,231	18,417	19,648	23,228
Fund balances brought forward		22,935	40,057	62,992	39,764
Fund balances carried forward	(4)	24,166	58,474	82,640	62,992

All income and expenditure derive from continuing activities.

Burmantofts Senior Action CIO

Balance sheet

as at 31 December 2021

		2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Fixed assets					
Tangible assets	(5)	1,284	-	1,284	2,111
Total fixed assets		<u>1,284</u>	<u>-</u>	<u>1,284</u>	<u>2,111</u>
Current assets					
Debtors and prepayments	(6)	3,356	2,375	5,731	352
Cash at bank and in hand	(7)	20,168	56,099	76,267	77,683
Total current assets		<u>23,524</u>	<u>58,474</u>	<u>81,998</u>	<u>78,035</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	642	-	642	600
Deferred income		-	-	-	16,554
Total current liabilities		<u>642</u>	<u>-</u>	<u>642</u>	<u>17,154</u>
Net current assets / (liabilities)		<u>22,882</u>	<u>58,474</u>	<u>81,356</u>	<u>60,881</u>
Net assets		<u>24,166</u>	<u>58,474</u>	<u>82,640</u>	<u>62,992</u>
Funds					
Unrestricted funds		24,166	-	24,166	22,935
Restricted funds		-	58,474	58,474	40,057
Total funds		<u>24,166</u>	<u>58,474</u>	<u>82,640</u>	<u>62,992</u>

The financial statements were approved by the board of trustees on 06/09/2022

P Kelly (Trustee)

Burmantofts Senior Action CIO

Notes to the accounts

for the year ended 31 December 2021

1 Accounting policies

Basis of accounting

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

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

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

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

Going concern

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

Incoming resources

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

Grants and donations

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

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

Expenditure and liabilities

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

Burmantofts Senior Action CIO

Notes to the accounts

for the year ended 31 December 2021

1 Accounting policies continued

Taxation

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

Tangible fixed assets

Tangible fixed assets costing more than £250 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Fixtures and fittings: over 4 years

IT equipment: over 4 years

Pensions

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

Fund accounting

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

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

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

Burmantofts Senior Action CIO
Notes to the accounts continued
for the year ended 31 December 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £
Leeds City Council (LCC) core funding	-	80,164	80,164
LCC other grants	3,000	-	3,000
Leeds Community Foundation (LCF)	-	4,881	4,881
Mencap Leeds	-	4,750	4,750
Leeds Older People Forum (LOPF)	-	4,000	4,000
Volition Leeds	-	2,000	2,000
Asda	-	1,000	1,000
Donations	194	-	194
	<u>3,194</u>	<u>96,795</u>	<u>99,989</u>

3 Staff costs and numbers	2021 £
Gross salaries	39,147
Social security costs	-
Pensions	1,886
	<u>41,033</u>

The average number employees during the year was 2.3, being an average of 1.5 full time equivalent (2.6 FTE).

Defined contribution pension scheme	2021 £
Costs of the scheme to the charity for the year	1,886

Redundancy payments	2021 £
Total amount	4,580
Nature of the payment	Cash
Extent of funding at the Balance Sheet date	4,580

Accounting policy: Redundancy and termination costs are recognised as an expense in the Statement of Financial Activities and a liability on the Balance Sheet immediately at the point the charity is demonstrably committed to either: terminate the employment of an employee or group of employees before normal date; or provide termination benefits as a result of an offer made in order to encourage voluntary redundancy. The charity is considered to be demonstrably committed only when it has a detailed formal plan for the termination and is without realistic possibility of withdrawal from the plan.

2020
Total
funds
£
66,215
20,262
12,215
-
-
-
-
129
<u>98,821</u>

2020
£
50,024
797
<u>2,150</u>
<u>52,971</u>

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2020
£
2,150

2020
£
-
n/a
-

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Burmantofts Senior Action CIO
Notes to the accounts continued
for the year ended 31 December 2021

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers
	£	£	£	£
Gardening fund	612	-	-	-
Trips fund	618	-	-	-
WYPC Commissioner	783	-	-	-
LCF Winter warmth 2019	6,370	-	-	-
Leeds Quaker Meeting fund	412	-	184	-
LCF Time to shine	2,979	-	4,699	1,720
Asda Christmas party	10	1,000	-	-
LCC Covid-19 harm minimisation	20,262	-	16,520	-
LCF Be Warm be Safe	533	-	533	-
LCC ASC	7,478	80,164	51,052	(1,720)
Mencap Leeds	-	4,750	3,305	-
Covid Response (LOPF)	-	4,000	-	-
LCF Lunch Clubs	-	2,381	85	-
Vaccine messaging (Forum Central)	-	2,000	2,000	-
LCF Stay Well this Winter 2021	-	2,500	-	-
	<u>40,057</u>	<u>96,795</u>	<u>78,378</u>	<u>-</u>

Fund name	Purpose of restriction
Gardening fund	Funds from the Housing Advice panel and other contributions.
Trips fund	Towards trips.
WYPC Commissioner	Towards the Safer Communities project.
LCF Winter warmth 2019	Towards Winter warmth activity costs.
Leeds Quaker Meeting fund	Towards printer/copier costs and updating financial management
LCF Time to shine	To set up a men's group and a 'younger' older people group along sessions. £1,720 was transferred into this fund in respect of prior year's sp incorrectly attributed between funds.
Asda Christmas party	For holding a Christmas party but used for an event in March 20
LCC Covid-19 harm minimisation	To address the challenges older people face which have been e by the pandemic.
LCF Be Warm be Safe	Towards winter aid.
LCC ASC	For staff salaries and project manager remuneration. £1,720 was transferred out of this fund in respect of prior year's incorrectly attributed between funds.
Mencap Leeds	To provide support to clinically vulnerable people most impacted distancing measures.
Covid Response (LOPF)	To support work during the pandemic.
LCF Lunch Clubs	Towards the costs of running Lunch Clubs.
Vaccine messaging (Forum Central)	To run factual vaccine messaging to our members and provide i support to local residents regarding the Covid-19 vaccine.
LCF Stay Well this Winter 2021	Towards the Staying Warm this Winter project.

Balance c/f
£
612
618
783
6,370
228
-
1,010
3,742
-
34,870
1,445
4,000
2,296
-
2,500
58,474

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Burmantofts Senior Action CIO
Notes to the accounts continued
for the year ended 31 December 2021

5 Tangible assets

Cost

At 1 January 2021

Additions

At 31 December 2021

IT equipment	Fixtures and fittings	Total
£	£	£
1,847	1,456	3,303
-	-	-
<u>1,847</u>	<u>1,456</u>	<u>3,303</u>

Depreciation

At 1 January 2021

Charge for year

At 31 December 2021

462	730	1,192
462	365	827
<u>924</u>	<u>1,095</u>	<u>2,019</u>

Net book value

At 31 December 2021

<u>923</u>	<u>361</u>	<u>1,284</u>
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At 31 December 2020

<u>1,385</u>	<u>726</u>	<u>2,111</u>
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6 Debtors and prepayments

Debtors

Prepayments

2021	2020
£	£
5,375	-
356	352
<u>5,731</u>	<u>352</u>

7 Cash at bank and in hand

Cash at bank

Cash in hand

2021	2020
£	£
76,012	77,356
255	327
<u>76,267</u>	<u>77,683</u>

8 Creditors and accruals

Creditors

Accruals

2021	2020
£	£
42	-
600	600
<u>642</u>	<u>600</u>

Burmantofts Senior Action CIO
Notes to the accounts continued
for the year ended 31 December 2021

9 Related party transactions

Trustee expenses

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

Trustee remuneration and benefits

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

Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees and Project Manager. The total employee benefits received by the Project Manager were £15,636.

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

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	2021	2020
Within one year	4,500	4,500
In the second to fifth years inclusive	6,883	2,383
	<u>11,383</u>	<u>6,883</u>

Burmantofts Senior Action CIO

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

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Grants and donations	3,194	129	96,795	98,692	99,989	98,821
Transfer from lunch clubs	3	-	-	-	3	-
Contributions and sales	201	2,373	-	-	201	2,373
Total income	3,398	2,502	96,795	98,692	100,193	101,194
Expenditure						
<u>Staff and volunteer costs</u>						
Salaries, NI and pension	-	-	41,033	52,971	41,033	52,971
Seconded staff	-	-	5,357	-	5,357	-
Redundancy	-	-	4,580	-	4,580	-
Payroll charges and recruitment	-	-	411	571	411	571
Agency staff	-	-	1,126	-	1,126	-
Staff travel	24	-	628	62	652	62
Staff /volunteer training and exps	-	-	343	55	343	55
<u>Premises and administrative costs</u>						
Rent	-	-	4,400	4,855	4,400	4,855
Building security	-	-	524	384	524	384
Utilities	-	-	532	3,657	532	3,657
Repairs, maintenance and equipmt	372	72	972	295	1,344	367
Insurance	-	692	1,065	352	1,065	1,044
Independent examination	-	-	600	600	600	600
Telephone	-	-	1,409	1,566	1,409	1,566
Memberships and subscriptions	-	-	201	51	201	51
Printing, postage and stationery	-	-	374	744	374	744
Other administration costs	150	-	2,147	1,816	2,297	1,816
<u>Charitable activities: direct costs</u>						
Events and activities	794	2,897	2,015	1,147	2,809	4,044
Hospitality	-	27	265	19	265	46
Marketing and publicity	-	-	997	158	997	158
Room hire	-	840	50	170	50	1,010
Grants refunded	-	-	4,699	-	4,699	-
Depreciation	827	827	-	-	827	827
<u>Review costs</u>						
Professional fees	-	-	800	-	800	-
Building alterations	-	-	-	888	-	888
Business plan review	-	-	3,850	2,250	3,850	2,250
Total expenditure	2,167	5,355	78,378	72,611	80,545	77,966
Net income / (expenditure)	1,231	(2,853)	18,417	26,081	19,648	23,228
Transfers between funds	-	1,847	-	(1,847)	-	-
Net movement in funds	1,231	(1,006)	18,417	24,234	19,648	23,228
Fund balances brought forward	22,935	23,941	40,057	15,823	62,992	39,764
Fund balances carried forward	24,166	22,935	58,474	40,057	82,640	62,992

Accounts

Burmantofts Senior Action CIO

Charity number 1175661

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



Burmantofts Senior Action CIO

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

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Prepared by West Yorkshire Community Accounting Service

Burmantofts Senior Action CIO

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:

Name	Position	Dates
Cllr Denise Ragan	Chair	Appointed as Chair January 2020
Paul Kelly	Vice Chair	
Richard Asumadu	Treasurer	
Julia Almond		
Rev. Amos Kasibante		
Cllr Asghar Khan		
Tricia Gradys		Appointed February 2020
Maureen Lillywhite		Appointed July 2020

Charity number 1175661 Registered in England and Wales

Registered and principal address	Bankers
Lower Ground Floor	Yorkshire Bank Plc
75A Stoney Rock Lane	329 Harehills Lane
Leeds. LS9 7TB	Leeds. LS8 5BW

Independent examiner

Claire Welling

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 9 November 2017 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Objectives and activities

The charity's objects

To relieve those who are in need by reason of their old age in the Burmantofts and Richmond Hill ward and the neighbouring areas of the metropolitan district of Leeds in such ways as the trustees shall think fit, in particular, but not exclusively by: the provision of activities, support and services to enable them to live independent lives in their own homes, reduce isolation and poverty and promote safe and healthy living.

The charity's main activities

Burmantofts Senior Action (BSA) CIO offers activities, advice and support through:

- Home visits and assessments
- Information and signposting - including themed events and drop in sessions
- Luncheon clubs (twice a week)
- Garden tidy up service (twice a year)
- A calendar of social activities and events such as trips, celebrations and parties.
- Chair based exercises
- Art classes
- Friendship group
- Outreach sessions in the community

Burmantofts Senior Action CIO

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

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.

Achievements and performance

BSA CIO has continued to provide a range of services, activities, and support for the elderly in our area. 2020 has been a very difficult and challenging time for all organisations due to Covid-19 but BSA continues to provide services to its members. In this circumstance, we adopted a system of telephone conversations with members and this has been very efficient and effective.

We also contracted an external consultant to restructure BSA to improve our activities and cover more of our neighbourhood.

We have again seen an increase in more complex cases in this season i.e social isolation, frailty, depression and mental health issues and we have been able to invest time in more intense 1-1 phone conversations and support following illness, bereavement, or discharge from hospital. We have also invested additional time to plan for recruitment, increasing capability and retention of volunteers to support our activity programme.

We are delighted to have successfully re-tendered for a Leeds City Council, Adults and Health Directorate, Neighbourhood Network Scheme Grant. This provides core funding towards the management and delivery of our services for an initial period of 5 years with an option to extend for a further 5 years. This will enable BSA CIO to continue to:

- Develop and deliver support, activities, and services
- Help people live independent lives
- Reduce isolation
- Reduce the impact of poverty
- Promote safe and healthy living

Financial review

The net income for the year was £23,228, including net expenditure of £1,006 on unrestricted funds and net income of £24,234 on restricted funds after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £20,824.

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the free reserves) held by the charity should be at least 3 months of the resources expended.

This equates to £16,640 based on budgeted expenditure of £66,560 for 2021.

Signed on behalf of the board of trustees:

Signed: Denise Ragan. (Trustee)

Name: Denise Ragan

Date: 19/10/2021

Burmantofts Senior Action CIO

Independent examiner's report to the trustees of Burmantofts Senior Action CIO

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 5 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.

Signed: C.Welling Name: Claire Welling

Date: 20/10/2021

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Burmantofts Senior Action CIO
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 £
Income from:					
Grants and donations	(2)	129	98,692	98,821	92,934
Transfer from lunch clubs		-	-	-	2,885
Contributions and sales		2,373	-	2,373	5,489
Total income		<u>2,502</u>	<u>98,692</u>	<u>101,194</u>	<u>101,308</u>
Expenditure on:					
Salaries, NI and pension	(3)	-	52,971	52,971	67,982
Payroll charges and recruitment		-	571	571	616
Staff travel		-	62	62	679
Staff and volunteer training		-	50	50	70
Volunteer expenses		-	5	5	587
Events and activities		2,897	1,147	4,044	13,861
Hospitality		27	19	46	3
Marketing and publicity		-	158	158	119
Printing and photocopying		-	289	289	724
Postage and stationery		-	455	455	1,020
Telephone		-	1,566	1,566	2,757
Rent		-	4,855	4,855	4,133
Room hire		840	170	1,010	2,563
Utilities		-	3,657	3,657	715
Repairs and maintenance		72	295	367	1,921
Memberships and subscriptions		-	51	51	65
Insurance		692	352	1,044	947
Independent examination		-	600	600	600
Other admin costs		-	1,816	1,816	3,936
Fundraising		-	-	-	625
Grants refunded		-	-	-	769
Building alterations and security		-	1,272	1,272	5,395
Depreciation		827	-	827	365
Business plan review		-	2,250	2,250	-
Total expenditure		<u>5,355</u>	<u>72,611</u>	<u>77,966</u>	<u>110,452</u>
Net income / (expenditure)		<u>(2,853)</u>	<u>26,081</u>	<u>23,228</u>	<u>(9,144)</u>
Transfers between funds		<u>1,847</u>	<u>(1,847)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>(1,006)</u>	<u>24,234</u>	<u>23,228</u>	<u>(9,144)</u>
Fund balances brought forward		<u>23,941</u>	<u>15,823</u>	<u>39,764</u>	<u>48,908</u>
Fund balances carried forward	(4)	<u>22,935</u>	<u>40,057</u>	<u>62,992</u>	<u>39,764</u>

All incoming resources and resources expended derive from continuing activities.

Burmantofts Senior Action CIO

Balance sheet

as at 31 December 2020

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) 2,111	-	2,111	1,091
Total fixed assets	<u>2,111</u>	<u>-</u>	<u>2,111</u>	<u>1,091</u>
Current assets				
Prepayments	-	352	352	340
Cash at bank and in hand	(6) 21,424	56,259	77,683	55,487
Total current assets	<u>21,424</u>	<u>56,611</u>	<u>78,035</u>	<u>55,827</u>
Current liabilities:				
amounts falling due within one year				
Accruals	600	-	600	600
Deferred income	-	16,554	16,554	16,554
Total current liabilities	<u>600</u>	<u>16,554</u>	<u>17,154</u>	<u>17,154</u>
Net current assets / (liabilities)	<u>20,824</u>	<u>40,057</u>	<u>60,881</u>	<u>38,673</u>
Total assets less current liabilities	<u>22,935</u>	<u>40,057</u>	<u>62,992</u>	<u>39,764</u>
Net assets	<u>22,935</u>	<u>40,057</u>	<u>62,992</u>	<u>39,764</u>
Funds				
Unrestricted funds	22,935	-	22,935	23,941
Restricted funds	-	40,057	40,057	15,823
Total funds	<u>22,935</u>	<u>40,057</u>	<u>62,992</u>	<u>39,764</u>

The financial statements were approved by the board of trustees on

Date: 19/10/2021

Signed: Denise Ragan

(Trustee)

Name: Denise Ragan

Burmantofts Senior Action CIO

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.

Tangible fixed assets

Tangible fixed assets costing more than £250 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

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

Fixtures and fittings: over 4 years

IT equipment: over 4 years

Pensions

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

Burmantofts Senior Action CIO

Notes to the accounts continued

for the year ended 31 December 2020

1 Accounting policies (continued)

Fund accounting

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

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

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

2 Grants and donations

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Leeds City Council (LCC) core funding	-	66,215	66,215	68,246
LCC other grants	-	20,262	20,262	11,932
Leeds Community Foundation (LCF)	-	12,215	12,215	5,236
Jimbos fund	-	-	-	3,804
Wades Charity	-	-	-	1,748
Asda	-	-	-	1,000
Donations	129	-	129	968
	<u>129</u>	<u>98,692</u>	<u>98,821</u>	<u>92,934</u>

3 Staff costs and numbers

	2020	2019
	£	£
Gross salaries	50,024	64,179
Social security costs	797	1,515
Pensions	2,150	2,288
	<u>52,971</u>	<u>67,982</u>

The average number employees during the year was 3, being an average of 2.6 full time equivalent (2019: 3.7, 2.5 FTE).

Defined contribution pension scheme

	2020	2019
	£	£
Costs of the scheme to the charity for the year	2,150	2,288

Burmantofts Senior Action CIO
Notes to the accounts continued
for the year ended 31 December 2020

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Gardening fund	612	-	-	-	612
Trips fund	618	-	-	-	618
WYPC Commissioner	783	-	-	-	783
LCF Winter warmth 2019	6,490	-	120	-	6,370
Leeds Quaker Meeting fund	412	-	-	-	412
LCF Time to shine	5,659	3,491	6,171	-	2,979
Asda Christmas party	360	-	350	-	10
Jimbos fund - kitchen	889	-	889	-	-
LCC Covid-19 harm minimisation	-	20,262	-	-	20,262
LCF Be Warm be Safe	-	8,724	8,191	-	533
LCC ASC	-	66,215	56,890	(1,847)	7,478
	<u>15,823</u>	<u>98,692</u>	<u>72,611</u>	<u>(1,847)</u>	<u>40,057</u>

Fund name	Purpose of restriction
Gardening fund	Funds from the Housing Advice panel and other contributions
Trips fund	Towards trips
WYPC Commissioner	Towards the Safer Communities project
LCF Winter warmth 2019	Towards Winter warmth activity costs
Leeds Quaker Meeting fund	Towards printer/copier costs and updating financial management package
LCF Time to shine	To set up a men's group and a 'younger' older people group along with taster sessions
Asda Christmas party	For holding a Christmas party
Jimbos fund - kitchen	For kitchen refurbishment costs
LCC Covid-19 harm minimisation	To address the challenges older people face which have been exacerbated by the pandemic
LCF Be Warm be Safe	Towards winter aid
LCC ASC	For staff salaries and project manager remuneration
	£1,847 transferred for the purchase of a laptop which is for general use

5 Tangible assets

	IT equipment	Fixtures and fittings	Total
<u>Cost</u>	£	£	£
At 1 January 2020	-	1,456	1,456
Additions	<u>1,847</u>	<u>-</u>	<u>1,847</u>
At 31 December 2020	<u>1,847</u>	<u>1,456</u>	<u>3,303</u>
 <u>Depreciation</u>			
At 1 January 2020	-	365	365
Charge for year	<u>462</u>	<u>365</u>	<u>827</u>
At 31 December 2020	<u>462</u>	<u>730</u>	<u>1,192</u>
 <u>Net book value</u>			
At 31 December 2020	<u>1,385</u>	<u>726</u>	<u>2,111</u>
At 31 December 2019	<u>-</u>	<u>1,091</u>	<u>1,091</u>

Burmantofts Senior Action CIO
Notes to the accounts continued
for the year ended 31 December 2020

6 Cash at bank and in hand	2020	2019
	£	£
Cash at bank	77,356	55,235
Cash in hand	327	252
	<u>77,683</u>	<u>55,487</u>

7 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. The total employee benefits received by the Project Manager in 2019 were £3,956 for 3 months.

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

Burmantofts Senior Action CIO

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 £
Income						
Grants and donations	129	968	98,692	91,966	98,821	92,934
Transfer from lunch clubs	-	2,885	-	-	-	2,885
Contributions and sales	2,373	4,444	-	1,045	2,373	5,489
Total income	2,502	8,297	98,692	93,011	101,194	101,308
Expenditure						
Salaries, NI and pension	-	9,845	52,971	58,137	52,971	67,982
Payroll charges and recruitment	-	601	571	15	571	616
Staff travel	-	-	62	679	62	679
Staff and volunteer training	-	-	50	70	50	70
Volunteer expenses	-	-	5	587	5	587
Events and activities	2,897	2,201	1,147	11,660	4,044	13,861
Hospitality	27	3	19	-	46	3
Marketing and publicity	-	-	158	119	158	119
Printing and photocopying	-	-	289	724	289	724
Postage and stationery	-	-	455	1,020	455	1,020
Telephone	-	-	1,566	2,757	1,566	2,757
Rent	-	-	4,855	4,133	4,855	4,133
Room hire	840	781	170	1,782	1,010	2,563
Utilities	-	-	3,657	715	3,657	715
Repairs and maintenance	72	811	295	1,110	367	1,921
Memberships and subscriptions	-	-	51	65	51	65
Insurance	692	267	352	680	1,044	947
Independent examination	-	-	600	600	600	600
Other admin costs	-	7	1,816	3,929	1,816	3,936
Fundraising	-	-	-	625	-	625
Grants refunded	-	-	-	769	-	769
Building alterations and security	-	-	1,272	5,395	1,272	5,395
Depreciation	827	365	-	-	827	365
Business plan review	-	-	2,250	-	2,250	-
Total expenditure	5,355	14,881	72,611	95,571	77,966	110,452
Net income / (expenditure)	(2,853)	(6,584)	26,081	(2,560)	23,228	(9,144)
Transfers between funds	1,847	1,932	(1,847)	(1,932)	-	-
Net movement in funds	(1,006)	(4,652)	24,234	(4,492)	23,228	(9,144)
Fund balances brought forward	23,941	28,593	15,823	20,315	39,764	48,908
Fund balances carried forward	22,935	23,941	40,057	15,823	62,992	39,764