

Leeds Baby Bank

Charity number 1179029

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



Leeds Baby Bank

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

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Prepared by West Yorkshire Community Accountancy Service CIO

Leeds Baby Bank

Trustees' report for the year ended 31 March 2024

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

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

Name	Position	Dates
Chantal Nogbou	Co Chair, Co Treasurer	
Faye Freeman	Co Chair, Co Treasurer	
Philippa Cartwright		Resigned 15 January 2024
Emma Gledhill		Resigned 7 October 2024
Rachel Robinson		
Laura Bennett	Secretary	
Matthew Deering		Appointed 3 April 2023
Naberay McGuffie		Appointed 2 October 2023, resigned 30 May 2024

Charity number 1179029 Registered in England and Wales

Registered and principal address	Bankers
Unit 4,5 and 6, Upper Balcony	Lloyds Bank
4 St. Johns Centre	65-68 Briggate
Leeds	Leeds
LS2 8LQ	LS1 6LH

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) foundation formed on 3 July 2018 and is governed by a constitution.

Method of recruitment and appointment of trustees

The trustees are appointed by the trustees following an official recruitment process.

Leeds Baby Bank

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

Objectives and activities

The charity's objects

To relieve poverty among families with young children, principally aged 0 to 4, and pregnant women, in conditions of need, hardship or distress within the Leeds area, for the public benefit, by:

- a) providing essential equipment and other items for children aged 0 to 4 and pregnant women.
- b) providing support through groups, drop-ins, events and projects benefitting the wider family.
- c) providing information on local agencies, charities or groups who may offer further support.

The charity's main activities

The Leeds Baby Bank provides pre-loved maternity, baby and toddler essentials to families in need across Leeds.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular prevention or relief of poverty.

Achievements and performance

During 2023-24 we saw demand for our services increase, both in referrals and at our Outreach service in the community. We saw an increase in particular in the number of families requiring beds for their babies and young children, especially around the winter months.

The whole Leeds Baby Bank team worked hard to support families in need, providing essential baby items and equipment. In 2023 we provided over 34,000 items to families, supporting over 3,600 children. We could only do this thanks to our amazing volunteers and our supporters who donated their pre-loved baby items, gifted items off our wish list and raised funds for the charity.

Financial review

The net income for the year was £73,129, including net income of £122,727 on unrestricted funds and net expenditure of £49,598 on restricted funds after transfers.

Reserves policy

Our target reserves fund is set at £83,000 to ensure ongoing charity activities. This is to cover approximately six months of premises costs and three months of all other expenditure lines in the budget. This level of reserves would enable us to continue our work supporting families by providing baby items and equipment, as well as delivering the Outreach programme on a weekly basis while ongoing funding was sourced.

The charity's free reserves, excluding fixed assets, at the year end were £173,315.

There has been a significant increase in the amount of unrestricted donations to the charity this year, resulting in the free reserves exceeding the policy target by approximately £90,000. As we move into our new premises our costs will increase and these funds will be used for this purpose.

Approved by the board of trustees on 06/01/2025

Chantal Nogbou (Trustee)

Leeds Baby Bank

Independent examiner's report to the trustees of Leeds Baby Bank

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2024, which are set out on pages 5 to 12.

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

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow 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 fellow of ACCA 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 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

08/01/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Leeds Baby Bank
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:					
Grants and donations	(2)	178,384	155,264	333,648	214,656
Bank interest		480	-	480	57
Other income		-	-	-	195
Total income		<u>178,864</u>	<u>155,264</u>	<u>334,128</u>	<u>214,908</u>
Expenditure on:					
Wages, NI and pensions	(3)	29,048	42,227	71,275	81,433
Payroll charges		480	240	720	747
Recruitment		-	-	-	444
Consultancy and professional fees		-	-	-	2,652
Travel and transport		113	-	113	7
Van running costs		1,160	706	1,866	998
Utilities		2,154	3,415	5,569	4,419
Volunteer expenses		19	-	19	69
Resources for referrals		12,793	148,244	161,037	60,098
Resources for unit		2,259	1,641	3,900	5,956
Printing, postage and stationery		99	117	216	222
Phone		1,434	-	1,434	1,385
Computers, IT and software		391	-	391	353
Training		947	-	947	1,300
Database		-	2,664	2,664	2,874
Fundraising costs		274	-	274	184
Insurance		2,709	79	2,788	2,774
Gifts		300	-	300	390
Independent examination		1,386	-	1,386	1,020
Other expenses		918	71	989	176
Health and Safety		-	-	-	433
Rates		-	1,348	1,348	-
Depreciation		3,125	-	3,125	3,125
Interest paid on HP		-	638	638	765
Total expenditure		<u>59,609</u>	<u>201,390</u>	<u>260,999</u>	<u>171,824</u>
Net income / (expenditure)		<u>119,255</u>	<u>(46,126)</u>	<u>73,129</u>	<u>43,084</u>
Transfers between funds		<u>3,472</u>	<u>(3,472)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>122,727</u>	<u>(49,598)</u>	<u>73,129</u>	<u>43,084</u>
Fund balances brought forward		<u>50,588</u>	<u>66,310</u>	<u>116,898</u>	<u>73,814</u>
Fund balances carried forward	(4)	<u>173,315</u>	<u>16,712</u>	<u>190,027</u>	<u>116,898</u>

All incoming resources and resources expended derive from continuing activities.

Leeds Baby Bank
Balance sheet
as at 31 March 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) -	-	-	3,125
Total fixed assets	-	-	-	3,125
Current assets				
Debtors and prepayments	(6) 7,205	875	8,080	2,009
Cash at bank and in hand	(7) 168,070	15,837	183,907	116,256
Total current assets	175,275	16,712	191,987	118,265
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(8) 1,960	-	1,960	4,492
Total current liabilities	1,960	-	1,960	4,492
Net current assets / (liabilities)	173,315	16,712	190,027	113,773
Net assets	173,315	16,712	190,027	116,898
Funds				
Unrestricted funds	173,315	-	173,315	50,588
Restricted funds	-	16,712	16,712	66,310
Total funds	173,315	16,712	190,027	116,898

The financial statements were approved by the board of trustees on 06/01/2025

Chantal Nogbou (Trustee)

Leeds Baby Bank

Notes to the accounts

for the year ended 31 March 2024

1 Accounting policies

Basis of accounting

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

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

The accounting policies have changed in that the charity has moved to accruals accounting from receipts and payments based accounts.

The accounts for the previous year have been restated to reflect this change. Details of the changes can be found in the notes.

Going concern

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

Incoming resources

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

Grants and donations

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

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

Expenditure and liabilities

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

Taxation

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

Tangible fixed assets

Tangible fixed assets costing more than £1000 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:

Motor vehicles: 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.

Leeds Baby Bank
Notes to the accounts continued
for the year ended 31 March 2024

2 Grants and donations	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Asda Foundation	-	1,000	1,000	1,500
Brelms Trust	-	5,000	5,000	5,000
Groundwork Comic Relief	-	6,300	6,300	4,800
Leeds Christian Community Trust (LCCT)	-	44,750	44,750	-
Leeds Community Foundation (LCF)	-	3,240	3,240	20,000
Prince of Wales (PoW) Coronation Fund	-	5,000	5,000	-
Sir George Martin Trust	-	3,000	3,000	3,000
The DWF Foundation	-	2,100	2,100	-
The Keith Howard Foundation	-	10,000	10,000	-
The National Lottery Community Fund (NCLF)	-	68,624	68,624	9,933
Wades Charity	-	6,000	6,000	-
Ardonagh	-	-	-	5,000
Assura Community Fund	-	-	-	2,000
Caddick	-	-	-	5,000
Comic Relief - Cost of Living Appeal	-	-	-	5,500
Freemasons	-	-	-	7,550
Hill Dickinson	-	-	-	1,352
Julia and Hans Rausing Trust	-	-	-	14,645
Leeds City Council	-	-	-	40,000
Leeds City Council (Kickstart)	-	-	-	8,011
Mazars	-	-	-	15,070
St James's Place	-	-	-	10,000
United Way	-	-	-	1,500
Other grants and donations incl gift aid	178,384	250	178,634	54,795
	<u>178,384</u>	<u>155,264</u>	<u>333,648</u>	<u>214,656</u>

3 Staff costs and numbers	2024	2023
	£	£
Gross salaries	70,080	80,374
Social security costs	4,314	3,982
Employment allowance	(4,314)	(3,982)
Pensions	1,195	1,059
	<u>71,275</u>	<u>81,433</u>

The average number of employees during the year was 4, being an average of 2.7 full time equivalent (2023: 4.6, 2.9 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2024	2023
	£	£
Costs of the scheme to the charity for the year	1,195	1,059
Amount of any contributions outstanding at the year end	205	199

Leeds Baby Bank
Notes to the accounts continued
for the year ended 31 March 2024

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Asda Foundation	-	1,000	1,000	-	-
Assura Community Fund	649	-	649	-	-
Brelms Trust	68	5,000	781	(3,472)	815
Comic Relief Cost of Living Appeal	500	-	500	-	-
PoW Coronation Food Project	-	5,000	-	-	5,000
DWF foundation	-	2,100	2,100	-	-
Feed	-	250	250	-	-
Groundwork Comic Relief	70	6,300	6,370	-	-
Hill Dickinson	1,352	-	1,352	-	-
LCC Jimbo's Fund	18,205	-	18,205	-	-
Julia and Hans Rausing Trust	14,645	-	14,645	-	-
The Keith Howard Foundation	-	10,000	940	-	9,060
LCCT Househ'd Support Fund (HSF)	-	44,750	44,750	-	-
Leeds City Council	14,908	-	14,908	-	-
Mazars	2,637	-	2,637	-	-
The National Lottery	1,874	-	1,874	-	-
NCLF - Cost of living fund	-	68,624	68,564	-	60
Sir George Martin Trust	3,000	3,000	4,223	-	1,777
St James's Place	7,561	-	7,561	-	-
LCF Stay Well This Winter	-	3,240	3,240	-	-
United Way UK	841	-	841	-	-
Wades Charity	-	6,000	6,000	-	-
	<u>66,310</u>	<u>155,264</u>	<u>201,390</u>	<u>(3,472)</u>	<u>16,712</u>

Fund name

Asda Foundation
Assura Community Fund
Brelms Trust

Purpose of restriction

Purchasing stair gates for families.
Purchasing items for our Outreach project.
Funding of the charity's van which is used for delivering to families and collecting donations. The transfer relates to the funding of the vehicle which is for the general use of the charity.

Comic Relief Cost of Living Appeal

To support the organisation and its beneficiaries during the winter months.

PoW Coronation Food Project

To support the Outreach project.

DWF foundation

To fund essential items for families in Leeds.

Feed

To fund formula milk.

Groundwork Comic Relief

Support for purchasing stock for the unit and IT support, and cost of living support.

Hill Dickinson

Items for the baby bank.

LCC Jimbo's Fund

Funding two roles within the Leeds Baby Bank team.

Julia and Hans Rausing Trust

Funding Outreach essential items for 6 months.

The Keith Howard Foundation

To fund essential items for families in Leeds.

LCCT Househ'd Support Fund (HSF)

To fund essential items for families in Leeds.

Leeds City Council

Funds will be used to support households with essential living costs.

Mazars

Purchasing a stock of children's beds to last six months.

The National Lottery

Funding charity worker role for 6 months, management time to recruit volunteers and a stock of bedding bundles.

NCLF - Cost of living fund

To fund essential items for families and core costs.

Sir George Martin Trust

Supporting families experiencing poverty.

continued overleaf

Leeds Baby Bank

Notes to the accounts continued

for the year ended 31 March 2024

4 Restricted funds purposes continued

St James's Place	Purchasing a stock of beds, prams and buggies.
LCF Stay Well This Winter	To fund winter clothes and bedding.
United Way UK	Toiletry bundles for children and adults.
Wades Charity	To fund buggies to enable families to access the outdoors.

5 Tangible assets

	Motor vehicles	Total
<u>Cost</u>	£	£
At 1 April 2023	12,500	12,500
Additions	-	-
At 31 March 2024	<u>12,500</u>	<u>12,500</u>
<u>Depreciation</u>		
At 1 April 2023	9,375	9,375
Charge for year	<u>3,125</u>	<u>3,125</u>
At 31 March 2024	<u>12,500</u>	<u>12,500</u>
<u>Net book value</u>		
At 31 March 2024	<u>-</u>	<u>-</u>
At 31 March 2023	<u>3,125</u>	<u>3,125</u>

6 Debtors and prepayments

	2024	2023
	£	£
Debtors	6,250	-
Prepayments	<u>1,830</u>	<u>2,009</u>
	<u>8,080</u>	<u>2,009</u>

7 Cash at bank and in hand

	2024	2023
	£	£
Cash at bank	183,904	116,207
Cash in hand	<u>3</u>	<u>49</u>
	<u>183,907</u>	<u>116,256</u>

8 Creditors and accruals

	2024	2023
	£	£
Hire purchase creditor	-	3,472
Accruals	<u>1,386</u>	<u>1,020</u>
Taxation and social security	369	-
Other creditors	<u>205</u>	<u>-</u>
	<u>1,960</u>	<u>4,492</u>

Leeds Baby Bank

Notes to the accounts continued

for the year ended 31 March 2024

9 Related party transactions

Trustee expenses

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

Trustee remuneration and benefits

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

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £34,191 (previous year: £0).

10 Restatement of prior year figures due to change in accounting basis

As a result of the change in the basis of accounting from receipts and payments to accruals, there have been a number of adjustments made to the comparative figures, analysed below.

Effect of change on Statement of Financial Activities

	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £
Total expenditure			
Original figure in statutory accounts, year ended 31 March 2023	66,824	104,824	171,648
Deduct creditors (March 2022 year end)	(480)	-	(480)
Add accruals (March 2023 year end)	1,020	-	1,020
Add Prepayments (March 2022 year end)	2,687	-	2,687
Deduct prepayments (March 2023 year end)	(2,009)	-	(2,009)
Deduct hire purchase expenditure	-	(4,932)	(4,932)
Add Hire Purchase interest	-	765	765
Add depreciation	3,125	-	3,125
Restated total	<u>71,167</u>	<u>100,657</u>	<u>171,824</u>

Effect of change on fund balances as reported at 31 March 2022

	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £
Original fund balances brought forward	43,573	29,423	72,996
Movement in accruals	(480)	-	(480)
Movement in prepayments	2,687	-	2,687
Add back hire purchase expenditure	5,754	-	5,754
Deduct Hire Purchase interest	(893)	-	(893)
Deduct depreciation	(6,250)	-	(6,250)
Restated fund balances brought forward as at 31 March 2022	<u>44,391</u>	<u>29,423</u>	<u>73,814</u>

Leeds Baby Bank

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2024

	2024 Unrestricted funds £	2023 Unrestricted funds £	2024 Restricted funds £	2023 Restricted funds £	2024 Total funds £	2023 Total funds £
Income						
Grants and donations	178,384	72,945	155,264	141,711	333,648	214,656
Bank interest	480	57	-	-	480	57
Other income	-	195	-	-	-	195
Total income	178,864	73,197	155,264	141,711	334,128	214,908
Expenditure						
Wages, NI and pensions	29,048	39,498	42,227	41,935	71,275	81,433
Payroll charges	480	627	240	120	720	747
Recruitment	-	444	-	-	-	444
Consultancy and professional fees	-	1,522	-	1,130	-	2,652
Travel and transport	113	7	-	-	113	7
Van running costs	1,160	998	706	-	1,866	998
Utilities	2,154	4,419	3,415	-	5,569	4,419
Volunteer expenses	19	69	-	-	19	69
Resources for referrals	12,793	3,981	148,244	56,117	161,037	60,098
Resources for unit	2,259	5,941	1,641	15	3,900	5,956
Printing, postage and stationery	99	189	117	33	216	222
Phone	1,434	1,189	-	196	1,434	1,385
Computers, IT and software	391	339	-	14	391	353
Training	947	968	-	332	947	1,300
Database	-	2,874	2,664	-	2,664	2,874
Fundraising costs	274	184	-	-	274	184
Insurance	2,709	2,774	79	-	2,788	2,774
Gifts	300	390	-	-	300	390
Independent examination	1,386	1,020	-	-	1,386	1,020
Other expenses	918	176	71	-	989	176
Health and Safety	-	433	-	-	-	433
Rates	-	-	1,348	-	1,348	-
Depreciation	3,125	3,125	-	-	3,125	3,125
Interest paid on HP	-	-	638	765	638	765
Total expenditure	59,609	71,167	201,390	100,657	260,999	171,824
Net income / (expenditure)	119,255	2,030	(46,126)	41,054	73,129	43,084
Transfers between funds	3,472	4,167	(3,472)	(4,167)	-	-
Net movement in funds	122,727	6,197	(49,598)	36,887	73,129	43,084
Fund balances brought forward	50,588	44,391	66,310	29,423	116,898	73,814
Fund balances carried forward	173,315	50,588	16,712	66,310	190,027	116,898