

Registered CIO 1183406

Annual Report Seacroft Friends and Neighbours

For
the

period 1st October 2021 to 30th September 2022.

Seacroft Friends and Neighbours, 1081 York Road, Leeds, LS14 6JB (Registered Office)	Contact number:	0113 2734979
Seacroft Friends and Neighbours, Kentmere Community Centre, Kentmere Avenue, Leeds LS14 1BW	Contact number:	0113 2323662

Website: <https://www.seacroftfriends.org.uk>

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1. INTRODUCTION

Seacroft Friends & Neighbours (SFN) is one of the 37 Neighbourhood Network Schemes operating in the UK. Seacroft is categorised as one of the most deprived in the UK by government metrics. It is also a place of great character and history where many people have lived their whole lives and have a strong connection to. Our main objectives are:

- to support people over 60 in our community to live at home;
- reduce isolation and loneliness amongst older people;
- maintain or improve personal health and wellbeing.

We do this through the provision of flexible, dedicated, sustainable and quality services, personal contact, and the provision of activities and opportunities to socialise. We have a small team of dedicated, trained staff and an active team of amazing volunteers. We work closely with many local healthcare providers and support services. Our trustees continue to give up their time and provide their experience in support of the organisation and ensure that it complies with local and national regulations .

During the period 1st October 2021 to 30th September 2022 we continued to suffer from the impact of government restrictions associated with Covid imposed during 2020/21.

Namely that we found:

- clients suffering from more complex healthcare needs/personal issues;
- the proportion of people with complex needs increased;
- visible deterioration in physical mobility in more of our clients;
- increased anxiety about getting out of the house.

In our experience, individuals suffered more as a result of the restrictions than from covid. The staff team prioritised vulnerable clients and implemented an 'exceptional circumstances' protocol in response to these issues.

The ongoing need to isolate staff and clients if they tested positive for covid even if they felt well resulted in staff being absent from work as they or family members were required to isolate. Staff and volunteers rallied around each other to cover during these periods of absence. Where they could, staff worked from home to maintain the services.

Contact by telephone was maintained where clients were unable or unwilling to leave home. We continued to provide transport using the minibus to medical appointments and to attend lunch clubs where required.

We have continued to develop our financial systems and controls as would be expected in a well-run, organisation of this size and complexity. We report back to funders and to the Charities commission in line with our responsibilities.

Shirley M. Dann MRPharmS, BSc Chair of Trustees, Seacroft Friends and Neighbours

2. PERSONNEL

During the year staff turnover has been low. We recruited a driver/activity worker which allows us to use the minibus to transport clients. Following an introductory period Carol Lockwood was appointed the project co-ordinator, Neil Thompson was appointed to the post of deputy co-ordinator, the roles were evaluated using the public sector roles as a baseline. We obtained funding to support the appointment of a temporary catering lead to provide meals and organise food purchases. Staffing as at end Sept 2022:

Trustees	6
Staff	6
Volunteers	23

At this time the staffing level was felt to be suitable while Carol and Neil settled into the new roles and because it took time to restart after Covid. Covid also impacted on the ability of staff to take holidays and extensions were granted to accommodate this.

We have fewer volunteers than in the previous year however we anticipate this will increase again as activities and travel/movement increases. Volunteers provide support in the following areas:

- Transport assistants
- Telephone contact
- Befrienders
- Crafts
- Lunch Club
- Activities
- Trips

On average around 300 volunteer hours are contributed each month. Our trustees also freely donate their time and skills. Without this support, we would not be able to maintain the high level of services we currently provide to older residents in Seacroft.

3. IMPACT of COVID

Whilst the main Covid restrictions were lifted, others remained in place and covid was still circulating. Our staffing levels, ability to take holidays and to hold Trustee meetings were adversely impacted as staff, trustees, volunteers and clients became unwell and had to isolate to reduce the risk of transmission. Everyone did their best

to cope with being unwell and with the constraints and additional workload, whilst maintaining the services.

4. CLIENTS

Whilst the covid restrictions were in place our telephone befriending service provided vital social interaction our most isolated, immobile and vulnerable clients.

As restrictions eased we returned to face-to-face interactions.

We have reviewed our client list to check it is correct. Removing duplicates or if people have moved or sadly passed away. We have 951 clients who we have some level of contact with. As an example, in one quarter (Year 3 /Q2) we had direct involvement with 426 clients and gained 44 clients.

Some clients attend several activities in person, others are supported at home, some are in contact but do not currently use the services but they know how to contact us should they need to. This last category is important, it can help people to remain independent for longer if they know support is available if they need it.

5. FINANCE

Quick Books was introduced in the previous financial year. Introducing the software was the first stage. Over the last 12 months a significant amount of work has been carried out to implement the changes, add controls, train staff so that the system actually works. We are very grateful to Heera Singh from HSL for his training and support and to John Scott our Treasurer and Carol Lockwood our Project Co-ordinator for the significant amount of time and effort they have put into getting the system working as we need it to. We now have a robust system of financial controls as would be expected in an organisation of our size and complexity.

Financial Position at 30/09/2022

A full set of accounts has been prepared and will be submitted with the annual return to the Charities commission. The accounts have been prepared by HSL Accountancy Solutions and agreed by the Trustees.

As at 30/9/2022

	Unrestricted Funds	Restricted Funds	Total Funds
Income	£21,303	£224,124	£245,427
Expenditure	£ 3,646	£195,184	£198,830

Comprehensive cash flow forecasts have been introduced, showing when funding streams stop/change and where there are peaks and troughs in cash flow allowing us to plan more effectively and ensure that there is sufficient cash available to support operations. A 'buildings' reserve fund was set up as part of our business continuity strategy. We review our reserves policy regularly to try to ensure that we have the financial means to provide an ongoing quality service.

6. FUNDING

Several discussions have taken place regarding the funding provided by Leeds City Council. The current 5-year funding ends Sep 2023. Councillors have indicated that the potential extension to the funding should go ahead, but that the amount may be reduced. The trustees are cognisant of this and will seek additional funds where required.

We acknowledge that the charity depends on funding and are grateful to those who provide financial support. Some funds have been closed (Co-op dementia fund, de-fibrillator fund, LCC covid fund, OPF covid fund, covid resilience fund (Lottery funding), hardship fund, HAP fund for key safes, HUB covid fund).

Source of funding	Purpose	Status
Leeds Benevolent Society - Single ladies	In line with Charity objectives	One-off
Leeds City Council Swift Funding	Frailty project work	Funding extended till end Nov 2022
Leeds City Council Core funding - Adult Social Care	Rent, staff	Continues till Sept 2023
Lunch club grant	Lunch Club support This was previously two funds (North and South) it has been amalgamated into one since the merger.	Current
Enhance funding LCC	Provides additional healthcare support. Refer to section 9.2.	Current

We continue to apply for funds both independently and as a Seacroft collective. Personal donations continue to enhance our works; these donations are often from existing clients grateful for support or families of former clients.

We acknowledge the security of Leeds City Council Grant which forms a large part of our current income and which runs until 30 September 2023. We had an overall net income for the period refer to full accounts for detailed figures.

No expenses were claimed by any of the trustees. Accounts for the period have been prepared and following independent audit by HSL and are issued as a separate document. Both will be submitted to the Charities Commission in line with regulations.

Overall our financial position is healthy and we have built in some resilience taking into account the potential drop in Council Funding. We review where money is spent to ensure that it is spent in compliance with the funding purpose and that restricted funds are used within their limitations. We try to get good value for money whilst recognising that quality is important.

7. PREMISES AND EQUIPMENT

Chapel FM re-opened and files were transferred to the new office. From a GDPR perspective this is a more secure storage space.

A new lease for the use of premises at Kentmere Road was negotiated allowing for continued use of office space and use of rooms for activities.

Both units cater for children and young people as well as older residents. Where our in-house activities are reduced around Easter/Christmas it allows Chapel FM and Kentmere to provide more holiday activities for young people. This helps us and the facilities to make best use of the premises. We continue to provide support to those who need it through home deliveries.

Both premises are in good condition and are accessible to all, we can get the minibus close to the entrance. We have an ongoing awareness of buildings in the local area and are open minded about the possibility of sole use premises. We provide directly or through partners, electronic equipment and training to clients to enable them to communicate with family, do online shopping, bills, or read, play games.

8. TRANSPORT

Our minibus is used regularly to transport clients to and from lunch clubs and activities. It is also used to get people to appointments and for trips.

We offer and provide door-to-door transport in a covid safe environment (where this was a requirement). It is much appreciated by those using the service who would struggle to get to the centres by other means.

9. SERVICES PROVIDED

9.1 SUPPORT

Staff have to deal with far more complex cases for a variety of reasons: including reductions in statutory services, increased anxiety, isolation and mobility as a direct result of Covid restrictions.

We carry out home visits where required to assess needs and check progress on actions. Just a visit alone can be helpful as clients know they are not on their own.

Support services include:

- enabling clients to get support from other groups and agencies;
- assistance to get to health appointments;
- emergency prescription service;
- hearing aid clinics;
- support to access benefits and financial aid, including pension credit;
- emergency hot meal delivery;
- one-to-one intensive casework
- telephone welfare checks;
- jigsaw exchange;
- help in dealing with emergencies including deaths, funerals and sudden illness;
- in the event of no other options, we can help with essential equipment;
- emergency shopping;
- telephone befriending;
- technology loan and support.

In one quarter (Year3/Q2) we gave individual advice to 298 people, so over 1000 in 12 months.

In one case actions included:

- Supplied folders and files and helped X organise, bills etc in an order they could then access, more easily
- Helped arrange GP appointment, to address anxiety, now receiving counselling.
- Helped cancel expensive Broadband contract, sold to husband after his Dementia diagnosis. Helped set up new contract. Cancelled Sky contract no longer needed.
- Helped to buy a new smart phone, X can now 'WHATS APP' video call Australia and is no longer paying an excessive amount every month for a phone.
- Applied for Attendance allowance for her husband.
- Still to do: Support to improve confidence using phone and IPAD, apply for Blue Badge and apply for Council Tax Discount.

These actions were beneficial from a financial perspective, they reduced anxiety and stress and improved quality of life for the person. Improved confidence and positive feelings about the future.

9.2 HEALTH, FRAILITY AND WELLBEING

Older peoples' well-being and independence are within our constitutional / charitable over-arching aims.

Our Health Lead (SWIFT funded) continued to work within the city-wide Frailty Project.

Seacroft Friends and Neighbours helped clients with practical support, dealing with housing issues, aids adaptations, referral or support with podiatry, continence, hearing and medical interventions to try to keep that independence.

The frailty work looks at a personalised care, designed around improving self-management skills to help people improve/maintain their mobility and strength. This is key to enabling clients to continue to live at home. We had 40 clients receiving support through SWIFT, however this is coming to an end. Further funding is being sought through the ENHANCE scheme. Leeds Older Peoples forum are aware that communication between the NHS and partners such as Seacroft Friends and Neighbours could be better, and if it was, referrals would likely increase. They are working with all partners to improve this.

We are registered as a dementia friendly organisation. Three members of staff are trained dementia champions. All members of staff are trained in 'mental health first aid'.

How many members in total have you helped to minimise the need for hospital admission?	23
How many members have you supported in relation to hospital discharge?	19
How many members have you provided education and/or support to self manage long term conditions	46
How many members have you supported to identify and access appropriate medical care/health services?	44

9.3 REFERRALS

We refer clients to other groups/services and we also receive referrals.

We made referrals out on behalf of older people to groups such as:

GP's	Nurses	Social Services	Benefits
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Continence	Disability adaptations	Obtain Equipment	LCC bins
Carers Leeds	Hearing and Sight loss	Councillors	Key safes
Chiropody	Telecare	Gardener	Memory support
Mental health	Ambulance	Power Attorney of	Safer Leeds
Library	Occupational Therapist	Falls service	Presto meal delivery
LCC Housing/ adaptations	Voluntary sector organisations	Green Doctor cold homes	

Referrals

In one quarter we received 44 new referrals as shown in the table below. 26 clients who we were already working with were referred to new services. A total of 70 referrals received in one quarter and an estimated 250 in a year.

New client referrals	Self-referrals	4
	Family/friends/carers	4
	Social services	4
	Health services	12
	Social prescribing	6
	Other sources	14
Existing members referred internally	Access a new service area/area of support	26

Anonymous example of referral and outcome.

As a specific example, a client was referred to us who was caring for her partner who was immobile. She had no other support at the time. Home visit was undertaken discussed how to sort out a break, checked benefits were in place. Referred for a telecare alarm. Discussed social groups that are available and the use of transport. Client reported feeling grateful for the support.

9.4 ACTIVITIES

We provide activities relating to health and fitness, wellbeing and general enjoyment as well as lunches. The table below lists regular activities and who we partner with.

Chair based exercise class (in conjunction with Yorkshire Dance)	Lunch Clubs We aim to provide 3 days food provision	Craft Group (supported by Leeds City College)
Health and Wellbeing Support Group (SWIFT)	Mobile Lunch Club	Singing Group (in partnership with Chapel FM) dementia friendly includes lunch
	Cake and coffee peer support group	

In addition to our regular activities, we held some special events through the year:

- **Christmas** - we held Christmas lunches and provided small gifts
- **International Women's Day** - lunch, flowers and chocolates were provided to the Tuesday lunch group to celebrate International women's day
- **Easter** - cards and Easter eggs were handed out to approx. 100 clients.
- **Queens Platinum Jubilee** - a party was held clients were provided with a meal, a gift and were entertained.
- **Summer holiday trip** - staff organised and supported clients to take part in a trip to Scarborough.

As an example, the table below indicates how many people have taken part in activities in one quarter alone.

Activity	Number of participants in one quarter
Chairbased exercise- Monday session	88
Lunch Club - Monday	264
Lunch club Tuesday / Outings	123
Lunch club Wednesday	308
Craft group	154
Chair based exercise/ dance Friday	77
Thursday lunch club	132
Dementia support	88
Singing sensation- open voices	246
Mans world	64
Ladies coffee and cake	88
Hearing aid support	44
Befrienders	396
Emergency shopping	44
Emergency prescription collection	32
Tech support	88
Newsletter	951
Handy man service	36
Patient transport	6
Jigsaw exchange	42
Knitt and knatter	42

Activity	Number of participants in one quarter
Day trips	120

During lockdown, the loss of any social life and not being able to meet up and see people was extremely harmful for physical and mental health. Being able to get out and socialise and attend activities has been especially valued following the Covid restrictions.

These activities have several important benefits, which include:

- help to maintain or improve mobility;
- reduce feelings of isolation and loneliness;
- allow staff to assess the health of those attending (seeing people regularly allows staff to see deterioration which may not be obvious to others where contact is less frequent);
- help to maintain nutritional levels;
- help to make people feel valued (gifts);
- provide interest and enjoyment.

We provide many of our services at no cost, we ask for a small contribution for some of the activities but we ensure that clients are not excluded for financial reasons.

9.5 MONITORING

We use Lamplight to submit reports and complete a quarterly return for Leeds City Council. We have discussions with the commissioning group and partners which help us to ensure we are applying the right standards. Accounts are audited. We monitor progress of the organisation by capturing actions in an action log and review progress in trustee meetings.

10. WORKING IN PARTNERSHIP

One of the strengths of the organisation is the ability to liaise and work alongside other organisations. This is a key strength of the organisation and their ability to provide support to older people who are in greatest need. We accept referrals and help clients get the help they need from other service providers. We continue to work in partnership with the WASP (We Are Seacroft Partnership) offering intergenerational opportunities.

Partners include:

LS14 Trust	Fall into Place	local GPs
Local police	Leeds Community Spaces	SCOT
Chapel FM	NHS colleagues	Seacroft and Killingbeck Councillors

11. TRUSTEES

There has been no change in Trustee's during the year, trustees agreed to continue in their roles. Declaration of interest forms are up to date.

Name	Positions held	Appointed	Next Review date
Pearl Allen	Member Trustee Member of HR/policies and procedures sub committee	2/12/21	2 nd Dec 2024
Sheonagh Clarke	Member of HR/policies and procedures sub committee Deputy Chair of trustees	25/3/21	25th Mar 2024
Shirley Dann	Chair of Trustees Secretary Member of HR/policies and procedures sub committee and finance and property sub committee	2/12/21	2 nd Dec 2024
Mick Firth	Member of finance and property sub committee	3/12/20	3rd Dec 2023
Graham Hyde	Member of finance and property sub committee	2/12/21	2 nd Dec 2024
John Scott	Treasurer Member of finance and property sub committee	15/4/21	15 th April 2024

The annual report for the period ending Sept 2020 and the independently audited accounts were submitted to the Charities commission using their online filing system and CIO information held by the Charities commission was updated by the Chair of Trustees.

12. POLICIES, PROCEDURES and TRAINING

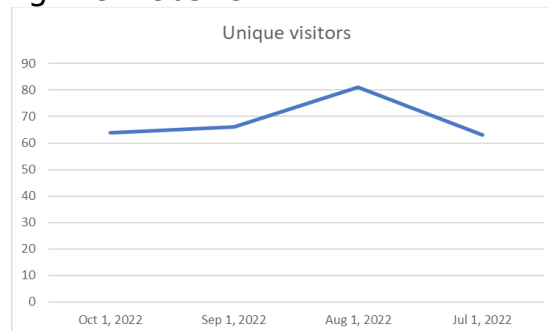
We have systems in place to satisfy Safeguarding, GDPR, Health & Safety, DBS, Food Hygiene, Finance and other statutory requirements as required by the Charities Commission. We have an up-to-date organisation chart. Mandatory staff training has been carried out and a significant amount of training completed in relation to the use of Quick Books. In addition to annual training staff attended food hygiene training. Four members of staff completed dementia/mental health training.

The Government restrictions imposed during 2020 and into 2021 caused immense hardship and suffering to many of our clients and staff. These have been shown to

have caused more harm than good and they went against previously agreed plans. As trustees we will monitor the government position and challenge future controls of this nature. We will also respond to Government consultations to give a voice to older residents who may not be able to do this themselves.

13. PROMOTING OUR SERVICES AND GETTING FEEDBACK

We sent out a newsletter to clients in Spring and Winter. We receive referrals from other organisations which allow us to offer services to those who may not have heard of us. We are listed as part of the national Neighbourhood network scheme online. We have an update active web site which was put together by one of our staff members. We can view the traffic to our website and duration of visit to see how many people are using the website.



We get involved in local events in particular with Chapel FM and the LS14 Collective, which helps to promote the services. We are located centrally in Seacroft and both buildings are used by others, making us visible in the community. We actively ask for feedback and listen to those who use the services. We asked for feedback on the quality of the meals served at lunch club and on the range of activities. We constantly review what we provide and whether it is meeting the needs of older people in Seacroft.

14. ACKNOWLEDGEMENTS

We greatly appreciate the input from our trustees. Working within the constitution, their expertise, advice and guidance freely given is vital to the operation of the charity.

We are grateful to our wonderful volunteers, without whom the charity would not be able to support as many people.

Our thanks to Adults and Health who are pivotal in the Neighbourhood Networks and to the Commissioners who support us with advice, support and information.

It is through donations and funders we are able to continue delivering high quality, friendly, caring services to the community of Seacroft and East Leeds. We are grateful for the continued financial support received from the Leeds Single Ladies Benevolent Society. Their donations help us to support the most vulnerable clients of our elderly community.

We recognise the substantial contribution made by Leeds City Council which enables us to provide continuity of services and to make long term plans to support local older residents.

We appreciate the work carried out by the managers at Chapel FM and Kentmere Community Centre who maintain these facilities.

SFN staff and volunteers played a major role in ensuring that key services supporting older residents in Seacroft continued to be delivered through challenging times. A huge debt of thanks is owed to all SFN staff and volunteers who support clients' needs. In particular thanks go to Carol Lockwood, Scheme Co-ordinator and Deputy Neil Thompson who have led the team through another challenging year.

15. CONCLUSION

We successfully restarted activities and services that had been stopped due to the Covid restrictions.

We firmly believe that our organisation is a key part of the **'preventative model of public services, based on developing community-based resources and assets'** which the Council recognise is vitally important. We achieve this through: a team of trained staff and volunteers; knowing people in, and working closely with, the local community; providing services and activities that support independence, health and wellbeing, reducing loneliness and isolation. We provide a cost-effective service by targeted effective expenditure, voluntary support and working with others.

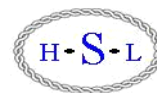
SFN's primary focus is supporting older people in Seacroft. We have done this through our provision of activities, referrals, assistance and services. We will continue to work with commitment, building community spirit and lifting the mood amongst the client group and encouraging new people to join seeking funding in order to do this. We are committed to achieving a high standard of support to clients through training, policies, procedures, monitoring and working with others.

Signed:

Position: Chair of Trustees

Shirley M. Dann MRPharmS, BSc

Date:



Accountancy Solutions

SEACROFT FRIENDS AND NEIGHBOURS

Financial statements for the
year ended 30th September 2022

Charity number: 1183406

Charitable Incorporated Organisation
Registered England and Wales

SEACROFT FRIENDS AND NEIGHBOURS
Contents of the financial statements
for the period ended 30th September 2022

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SEACROFT FRIENDS AND NEIGHBOURS
Administrative details
for the period ended 30th September 2022

Registered Charity number 1183406

Trustees and Management Committee

Shirley Dann	– From 14 May 2019
John Scott	– From 15 April 2021
Graham Hyde	– From 04 July 2019
Michael Firth	– From 21 May 2019
Pearl Allen	– From 13 May 2019
Sheonagh Clarke	- From 25 March 2021

Administrative address

Seacroft Friends and Neighbours
1081 York Road,
Leeds
LS14 6JB

Bankers

Yorkshire Bank Plc
32 Town Street
Leeds.
LS18 4RJ

Independent Examiner

Heera Singh FMAAT
HSL Accountancy Solutions Ltd
Enterprise House
61a Carr House
Doncaster
DN1 2BY

SEACROFT FRIENDS AND NEIGHBOURS
The trustees present their annual report
for the period ended 30th September 2022

The trustees submit their annual report and financial statements for the year ended 30th September 2022.

Governing document

The organisation is operated under the rules of its constitution which was adopted 14th May 2019.

Objectives and activities

Within the Seacroft area to relieve persons aged 60 or over who are in need by reason of their ages, ill health, disability, financial hardship or other disadvantage, in particular but not exclusively by the provision of assistance including information, advice and support, to relieve the needs of such persons in such ways the trustees shall think fit.

Achievement and performance

(Refer to annual report for additional information).

In addition to our regular activities, we held some special events through the year:

Christmas – we held Christmas lunches and provided small gifts

International Women's Day - lunch, flowers and chocolates were provided to the Tuesday lunch group to celebrate International women's day

Easter - cards and Easter eggs were handed out to approx. 100 clients.

Queens Platinum Jubilee – a party was held clients were provided with a meal, a gift and were entertained.

Summer holiday trip – staff organised and supported clients to take part in a trip to Scarborough.

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During lockdown, the loss of any social life and not being able to meet up and see people was extremely harmful for physical and mental health. Being able to get out and socialise and attend activities has been especially valued following the Covid restrictions.

Achievement and performance (continued)

These activities have several important benefits, which include:

- help to maintain or improve mobility;
- reduce feelings of isolation and loneliness;
- allow staff to assess the health of those attending (seeing people regularly allows staff to see deterioration which may not be obvious to others where contact is less frequent);
- help to maintain nutritional levels;
- help to make people feel valued (gifts);
- provide interest and enjoyment.

We provide many of our services at no cost, we ask for a small contribution for some of the activities but we ensure that clients are not excluded for financial reasons.

Statement of Public Benefit

The public benefit from our work can be seen with an enhanced quality of life for older residents, improving wellbeing with advice, support and signposting. Advocacy with health and financial issues to reduce inequalities seen in this area. A reduction in social isolation from bringing people together, having regular contact with staff and other residents allowing friendships to form. We help provide a link to their community helping residents feel informed, included and consulted.

Statement of trustees' responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP; where applicable
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees declare that they have approved the above report.

Signed on behalf of the trustees

Signed: Shirley M. Dann Position: Chair of Trustees
Shirley M. Dann MRPharmS, BSc
Date: 24 July 2023

**Independent examiners report to the trustees of
SEACROFT FRIENDS AND NEIGHBOURS
for the period ended 30th September 2022**

I report on the accounts of the charity for the ended 30th September 2022 which are set out on pages 5 to 6.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr Heera Singh FMAAT
HSL Accountancy Solutions Ltd
Enterprise House
61a Carr House
Doncaster
DN1 2BY

Date: 25th July 2023

SEACROFT FRIENDS AND NEIGHBOURS
**Statement of Financial Activities (Incorporating the Income and expenditure account)
for the period ended 30th September 2022**

		Unrestricted funds £	Restricted fund £	Total 2022 £	Total 2021 £
Income from:	Notes				
Grants and donations	2				
Donations		20,121		20,121	16,927
Grants			224,124	224,124	266,599
Investments					
Bank interest		1,182		1,182	763
Total		21,303	224,124	245,427	284,289
Expenditure on:	4				
Cost of fundraising		630	38,541	39,172	30,661
Charitable activities		3,016	156,643	159,658	194,026
Total		3,646	195,184	198,830	224,687
Net income/(expenditure)		17,657	28,940	46,597	59,601
Transfers between funds	12	0	0	0	0
Net movement in funds after transfers		17,657	28,940	46,597	59,601
Total funds brought forward at 1st October 2021		234,479	84,113	318,592	258,991
Total funds carried forward 30th September 2022		252,136	113,053	365,190	318,592

The accounting policies and notes on pages 7 to 10 form part of these financial statements.

SEACROFT FRIENDS AND NEIGHBOURS
Balance sheet
As at 30th September 2022

	Notes	2022 £	2021 £
Fixed Assets		9,178	12,474
Current Assets			
Debtors		6,250	7,500
Cash at bank & in hand		350,612	299,268
		<u>356,862</u>	<u>306,768</u>
Creditors - amounts due within one year		-850	-650
Net current assets/liabilities		356,012	306,118
Net assets		<u>365,190</u>	<u>318,592</u>
Fund represented by			
Unrestricted funds		252,136	234,479
Restricted funds		113,053	84,113
Total		<u>365,190</u>	<u>318,592</u>

The financial statements on pages 6 and 7 were approved by the Trustees and signed on their behalf by:

Signed: Shirley M. Dann Position: Chair of Trustees
 Shirley M. Dann MRPharmS, BSc

Date: 24 July 2023

1 Accounting policies

1.1 Basis of preparation

These accounts (financial statements) have been prepared under the historic cost convention, with items recognised at cost or transaction value, unless otherwise stated in the relevant note(s), in accordance with:

(a) The Charities Act 2011

(b) Accounting & Reporting by Charities: Statement of Recommended Practice (Charities SORP FRS102) (effective January 2015)

The charity meets the definition of a public benefit entity as defined by FRS 102. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

1.2 Incoming resources

These are included in the Statement of Financial Activities (SoFA). Incoming resources are recognised when:

(a) The company becomes entitled to the resources

(b) The directors are virtually certain they will receive the resources; and

(c) The monetary value can be measured with sufficient reliability

Where incoming resources have related expenditure (as with fund-raising or contract income) the incoming resources and related expenditure are reported gross in the SoFA. Grants and donations are only included in the SoFA when the company has unconditional entitlement to the resources. Contractual income is only included in the SoFA once the related goods or performance related services have been delivered. Investment income is included in the accounts when receivable.

1.3 Expenditure

Expenditure is charged to the statement of financial activities on an accruals basis, inclusive of any VAT which cannot be recovered. Expenditure is classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable expenditure comprises those costs incurred in the delivery of the charity's activities and services for its beneficiaries, including both direct and support costs.

Governance costs include those costs associated with meeting constitutional and statutory requirements, including Accountancy fees.

1.4 Fund accounting

Restricted funds are funds received from donors which are subject to restrictions on the purposes for which they may be used of which have been raised for a specific project. Unrestricted funds are those where there are no externally imposed restrictions. These include funds freely available to the charity for expenditure or appropriation to reserves for internally designated purposes.

1.5 Assets

Tangible assets are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost, or, if gifted, at the value to the company on receipt. The rates applicable are;

Office equipment - 20% on cost

Motor vehicles - 25% reducing

1.6 Taxes

The company is not VAT registered. As a Charity the company is exempt from taxation on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of chargeable gains Act section 505 of the Taxes Act 1988 or s256 of the Taxation of chargeable gains Act 1992 to the extent that these are applied to its charitable objects.

1.7. Creditors

Creditors 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 are normally recognised at their settlement amount, usually the invoice amount. Accrued charges are normally valued at their settlement amount.

1.8. Debtors

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

SEACROFT FRIENDS AND NEIGHBOURS
Notes to the financial statements
for the period ended 30th September 2022

2 Grants

	General Fund	Restricted Fund	Total 2022	Total 2021
	£	£	£	£
Grants and donations				
Covid Resilience Fund (Lottery)	0		0	8,942
Hardship Fund	0		0	5,000
Lunch Clubs	0	8,821	8,821	8,963
LCC - Adult Social Care	0	155,276	155,276	144,599
LCC Swift funding - frailty project	0	20,000	20,000	37,500
Leeds Benevolent Society - single ladies	0	20,000	20,000	25,000
Enhance Funding	0	20,027	20,027	0
LCC Covid Fund	0		0	24,724
OPF Covid Fund	0		0	1,550
Defib collection	0		0	1,079
HAP for Key Safes	0		0	4,950
HUB Covid	0		0	3,792
Other	0		0	500
Donations	20,121		20,121	16,927
	20,121	224,124	244,245	283,526

3 Expenditure on:

	General Fund	Restricted Fund	Total 2022	Total 2021
	£	£	£	£
Cost of raising funds				
Members costs	134	18,077	18,211	12,414
Instructor costs	0	885	885	447
Staff expenses	372	3,424	3,796	3,104
Volunteer expenses	54	2,298	2,352	1,599
Food supplies	0	13,252	13,252	10,988
Training	70	606	676	2,109
	630	38,541	39,172	30,661
Charitable activities	£	£	£	£
Wages	0	137,428	137,428	154,489
Rent	0	6,396	6,396	5,288
Insurance	0	895	895	1,367
Telephone	0	393	393	2,470
Postage and stationery	0	1,411	1,411	2,442
Motor vehicles - depreciation	0	2,585	2,585	3,430
Computer equipment - depreciation	711		711	711
Support costs				
Office costs	12	6,647	6,659	10,064
Transport	2,292	887	3,179	13,765
	3,016	156,643	159,658	194,026

SEACROFT FRIENDS AND NEIGHBOURS
Notes to the financial statements
for the period ended 30th September 2022

4 Tangible fixed assets

	Motor Vehicles	Office equipment	Total
	£	£	£
Cost	18,558	3,557	22,115
Additions			0
Disposals			0
At 30th September 2022	18,558	3,557	22,115
Depreciation			
At 1st October 2021	8,218	1,423	9,641
Charge this period	2,585	711	3,296
At 30th September 2022	10,803	2,134	12,937
Net book value at 30th September 2022	7,755	1,423	9,178
Net book value at 30th September 2021	10,340	2134	12,474

5 Debtors and creditors

	2022	2021
	£	£
Debtors		
Trade debtors	6,250	7,500
Creditors (amounts falling due in one year)	£	£
Other creditors	-850	-650

6 Trustees remuneration, benefits and expenses

There were no trustees' remuneration in the period of these accounts.

7 Movement of funds

	Opening 01.10.2021	Incoming resources	Expended resources	Closing 30.09.2022
	£	£	£	£
Unrestricted funds	234,479	21,302	-3,646	252,136
Restricted funds				
Covid Resilience Fund (Lottery)	3090	0	-3,090	0
Hardship Fund	4678	0	-265	4,413
Lunch Clubs	5142	8,821	-13,963	0
LCC - Adult Social Care	24,812	155,276	-100,743	79,345
LCC Swift funding - frailty project	24,309	20,000	-44,309	0
Leeds Benevolent Society - single ladies	21,217	20,000	-12,814	28,403
Coop Dementia	866	0	-866	0
Enhance Funding	0	20,027	-19,135	892
	318,592	245,426	-198,830	365,190

7 Movement of funds (continued)

Leeds Benevolent Society for Single Ladies provide help to around 80 members around the city. The society have regular meetings, get-togethers and outings and offer financial help to qualifying people or groups which includes buying domestic items, grants towards holidays, paying phone bills, TV licences and providing someone to tour the various members' homes ensuring they're safe and sound.

Co-Op Dementia fund – due to covid our dementia support group couldn't meet. The funder agreed that under the circumstances the funds could be allocated to any associated dementia expense including staff costs.

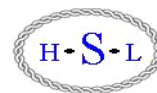
LCC Swift –These funds support clients identified as frail. We have a dedicated member of staff providing these services. SWIFT is a service to support people aged 55 years plus who may be living with frailty, severe mental health issues, social isolation and other complex issues. SWIFT helps with what matters most to people, this could include;

- ☐ Being active and healthy
- ☐ Being able to do the things you enjoy
- ☐ Being socially connected
- ☐ Living independently

LCC Core grant -The LCC Adult Social Care provides core funding which are used to pay for salaries and overheads. This funding enables us to maintain a stable and consistent service and to plan ahead.

8 Previous periods figure

The previous periods figure are provided, where available, for comparison purposes only.



Accountancy Solutions

SEACROFT FRIENDS AND NEIGHBOURS

Financial statements for the
year ended 30th September 2022

Charity number: 1183406

Charitable Incorporated Organisation
Registered England and Wales

SEACROFT FRIENDS AND NEIGHBOURS
Contents of the financial statements
for the period ended 30th September 2022

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Administrative Details	1
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Statement of Financial Activities	5
Balance Sheet	6
Notes to the accounts	7 - 10

SEACROFT FRIENDS AND NEIGHBOURS
Administrative details
for the period ended 30th September 2022

Registered Charity number 1183406

Trustees and Management Committee

Shirley Dann	– From 14 May 2019
John Scott	– From 15 April 2021
Graham Hyde	– From 04 July 2019
Michael Firth	– From 21 May 2019
Pearl Allen	– From 13 May 2019
Sheonagh Clarke	- From 25 March 2021

Administrative address

Seacroft Friends and Neighbours
1081 York Road,
Leeds
LS14 6JB

Bankers

Yorkshire Bank Plc
32 Town Street
Leeds.
LS18 4RJ

Independent Examiner

Heera Singh FMAAT
HSL Accountancy Solutions Ltd
Enterprise House
61a Carr House
Doncaster
DN1 2BY

SEACROFT FRIENDS AND NEIGHBOURS
The trustees present their annual report
for the period ended 30th September 2022

The trustees submit their annual report and financial statements for the year ended 30th September 2022.

Governing document

The organisation is operated under the rules of its constitution which was adopted 14th May 2019.

Objectives and activities

Within the Seacroft area to relieve persons aged 60 or over who are in need by reason of their ages, ill health, disability, financial hardship or other disadvantage, in particular but not exclusively by the provision of assistance including information, advice and support, to relieve the needs of such persons in such ways the trustees shall think fit.

Achievement and performance

(Refer to annual report for additional information).

In addition to our regular activities, we held some special events through the year:

Christmas – we held Christmas lunches and provided small gifts

International Women's Day - lunch, flowers and chocolates were provided to the Tuesday lunch group to celebrate International women's day

Easter - cards and Easter eggs were handed out to approx. 100 clients.

Queens Platinum Jubilee – a party was held clients were provided with a meal, a gift and were entertained.

Summer holiday trip – staff organised and supported clients to take part in a trip to Scarborough.

As an example, the table below indicates how many people have taken part in activities in one quarter alone.

Activity	Number of participants in one quarter
Chairbased exercise- Monday session	88
Lunch Club - Monday	264
Lunch club Tuesday / Outings	123
Lunch club Wednesday	308
Craft group	154
Chair based exercise/ dance Friday	77
Thursday lunch club	132
Dementia support	88
Singing sensation- open voices	246
Mans world	64
Ladies coffee and cake	88
Hearing aid support	44
Befrienders	396
Emergency shopping	44
Emergency prescription collection	32
Tech support	88
Newsletter	951
Handy man service	36
Patient transport	6
Jigsaw exchange	42
Knitt and knatter	42
Day trips	120

During lockdown, the loss of any social life and not being able to meet up and see people was extremely harmful for physical and mental health. Being able to get out and socialise and attend activities has been especially valued following the Covid restrictions.

Achievement and performance (continued)

These activities have several important benefits, which include:

- help to maintain or improve mobility;
- reduce feelings of isolation and loneliness;
- allow staff to assess the health of those attending (seeing people regularly allows staff to see deterioration which may not be obvious to others where contact is less frequent);
- help to maintain nutritional levels;
- help to make people feel valued (gifts);
- provide interest and enjoyment.

We provide many of our services at no cost, we ask for a small contribution for some of the activities but we ensure that clients are not excluded for financial reasons.

Statement of Public Benefit

The public benefit from our work can be seen with an enhanced quality of life for older residents, improving wellbeing with advice, support and signposting. Advocacy with health and financial issues to reduce inequalities seen in this area. A reduction in social isolation from bringing people together, having regular contact with staff and other residents allowing friendships to form. We help provide a link to their community helping residents feel informed, included and consulted.

Statement of trustees' responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP; where applicable
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees declare that they have approved the above report.

Signed on behalf of the trustees

Signed: Shirley M. Dann Position: Chair of Trustees
Shirley M. Dann MRPharmS, BSc
Date: 24 July 2023

**Independent examiners report to the trustees of
SEACROFT FRIENDS AND NEIGHBOURS
for the period ended 30th September 2022**

I report on the accounts of the charity for the ended 30th September 2022 which are set out on pages 5 to 6.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

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

Independent examiner's statement

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

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mr Heera Singh FMAAT
HSL Accountancy Solutions Ltd
Enterprise House
61a Carr House
Doncaster
DN1 2BY

Date: 25th July 2023

SEACROFT FRIENDS AND NEIGHBOURS
**Statement of Financial Activities (Incorporating the Income and expenditure account)
for the period ended 30th September 2022**

		Unrestricted funds £	Restricted fund £	Total 2022 £	Total 2021 £
Income from:	Notes				
Grants and donations	2				
Donations		20,121		20,121	16,927
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Investments					
Bank interest		1,182		1,182	763
Total		21,303	224,124	245,427	284,289
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Total		3,646	195,184	198,830	224,687
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Total funds carried forward 30th September 2022		252,136	113,053	365,190	318,592

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SEACROFT FRIENDS AND NEIGHBOURS
Balance sheet
As at 30th September 2022

	Notes	2022 £	2021 £
Fixed Assets		9,178	12,474
Current Assets			
Debtors		6,250	7,500
Cash at bank & in hand		350,612	299,268
		<u>356,862</u>	<u>306,768</u>
Creditors - amounts due within one year		-850	-650
Net current assets/liabilities		356,012	306,118
Net assets		<u>365,190</u>	<u>318,592</u>
Fund represented by			
Unrestricted funds		252,136	234,479
Restricted funds		113,053	84,113
Total		<u>365,190</u>	<u>318,592</u>

The financial statements on pages 6 and 7 were approved by the Trustees and signed on their behalf by:

Signed: Shirley M. Dann Position: Chair of Trustees
 Shirley M. Dann MRPharmS, BSc

Date: 24 July 2023

1 Accounting policies

1.1 Basis of preparation

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Charitable expenditure comprises those costs incurred in the delivery of the charity's activities and services for its beneficiaries, including both direct and support costs.

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Creditors 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 are normally recognised at their settlement amount, usually the invoice amount. Accrued charges are normally valued at their settlement amount.

1.8. Debtors

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

SEACROFT FRIENDS AND NEIGHBOURS
Notes to the financial statements
for the period ended 30th September 2022

2 Grants

	General Fund	Restricted Fund	Total 2022	Total 2021
	£	£	£	£
Grants and donations				
Covid Resilience Fund (Lottery)	0		0	8,942
Hardship Fund	0		0	5,000
Lunch Clubs	0	8,821	8,821	8,963
LCC - Adult Social Care	0	155,276	155,276	144,599
LCC Swift funding - frailty project	0	20,000	20,000	37,500
Leeds Benevolent Society - single ladies	0	20,000	20,000	25,000
Enhance Funding	0	20,027	20,027	0
LCC Covid Fund	0		0	24,724
OPF Covid Fund	0		0	1,550
Defib collection	0		0	1,079
HAP for Key Safes	0		0	4,950
HUB Covid	0		0	3,792
Other	0		0	500
Donations	20,121		20,121	16,927
	20,121	224,124	244,245	283,526

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Food supplies	0	13,252	13,252	10,988
Training	70	606	676	2,109
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Charitable activities	£	£	£	£
Wages	0	137,428	137,428	154,489
Rent	0	6,396	6,396	5,288
Insurance	0	895	895	1,367
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SEACROFT FRIENDS AND NEIGHBOURS
Notes to the financial statements
for the period ended 30th September 2022

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	£	£	£
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Disposals			0
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5 Debtors and creditors

	2022	2021
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Debtors		
Trade debtors	6,250	7,500
Creditors (amounts falling due in one year)	£	£
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6 Trustees remuneration, benefits and expenses

There were no trustees' remuneration in the period of these accounts.

7 Movement of funds

	Opening 01.10.2021	Incoming resources	Expended resources	Closing 30.09.2022
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LCC - Adult Social Care	24,812	155,276	-100,743	79,345
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