

# **Lingfield Living Local**

Charity number 1183729

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



West Yorkshire Community Accounting Service

# **Lingfield Living Local**

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

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**Prepared by West Yorkshire Community Accountancy Service CIO**

# **Lingfield Living Local**

## **Trustees' report for the year ended 31 March 2023**

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

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

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Ambreen Ahmed	Treasurer	
Wendy Collins	Chair	
Daniel Bell		
Howard Dews		Appointed March 2022
Zoe Tucker		Appointed July 2022

**Charity number** 1183729 Registered in England and Wales

<b>Registered and principal address</b>	<b>Bankers</b>
83 Lingfield Drive	Triodos Bank UK Ltd
Leeds	Deanery Road
LS17 7HF	Bristol BS1 5AS

### **Independent examiner**

Katy Sargeant ACA

### **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 5 June 2019 and is governed by a foundation constitution.

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

The trustees of the charity are also the directors for the purposes of company law and are appointed at a duly convened meeting of the trustees.

### **Objectives and activities**

#### **The charity's objects**

The objects of the CIO are:

To develop the capacity and skills of members of the socially and economically disadvantaged community of the Lingfield and Fir Tree estates and the surrounding area in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society, as a result of one or more of the following factors: unemployment; in work poverty; financial hardship; youth or old age; ill health (physical or mental); poor educational or skills attainment; or relationship and family breakdown.

# **Lingfield Living Local**

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

### **Objectives and activities**

#### **The charity's main activities**

- Providing a welcoming Hub for community activities and a listening place for isolated or stressed local people.
- Organising one off community events.
- Planning and delivering programmes or events collaboratively with other local partners.
- Developing and maintaining good relationships with statutory agencies involved in the estate.

#### **Public benefit statement**

Lingfield Living Local exists to promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are social excluded and assisting them to integrate into society.

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**

We began the year with a great street party for the Jubilee. Our youth groups and craft groups made decorations and between them designed and ran a lemonade stall. There was face painting, chips, samosas, masses of cake, and a bouncy castle over at the Lingfield Centre, who worked with us to make the day a success. We had live music and everyone joined in with karaoke! It was such a lovely day and really brought all elements of the community together with firm bonds and friendships forged.

Our trip to the Yorkshire Wildlife Park in October was very successful - we took 50 people from the area - all ages came. We hired mobility scooters for people with mobility issues which helped as there was a lot of walking. We had a lot of laughs on the coach and everyone is keen to go again!

The youth group is going from strength to strength. We had a really spooky Halloween, the hub was suitably draped in cobwebs and broomsticks, we had a fantastic magician and lots of people came. We also had a visit from some animals, including snakes, also went down well, and there are regular craft activities and baking. Our group of fantastic young people really love coming, and really love getting stuck into community projects.

We have some new young people coming including one young man with complex additional needs. Our youth-focussed worker Becky really wanted the group to be open to all and so we have made sure that he has one on one adult time - which is often a challenge but on the whole it has been such a positive experience for the entire group. We have learned so much from one another. Our 18 year old volunteer, Isha, has been an absolute star and has been using her time volunteering with us to gain valuable experience for her future career as a primary school teacher. We would be lost without her! The youth project is so integral to everything we do now, we are so proud of how organically it has grown and how it has become naturally an intergenerational space with everyone genuinely supporting one another and getting on. An absolute pleasure to be part of.

We finally finished our project to paint the communication boxes on the estate, much delayed by covid. A group of families in one cul-de-sac created a "tree of hands" with the handprints of all the children living there. The boxes have brightened up the streets around us, and we are proud that they were all designed by local people. We are particularly touched by a box designed by our young people in memory of their friend who died tragically at the age of just 13 last year. The box is designed so that people can write messages on it when they need to.

# Lingfield Living Local

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

### Achievements and performance

Our lunch club volunteers are now very confident, and competent, at cooking the meal for our Monday lunch club. It is great to see them taking over, and even bossing us about a bit - it's what community development should be about. Similarly our long-standing volunteer Doreen takes a lot of responsibility for the craft afternoon on a Tuesday, which continues to go well.. There are usually about six people who come regularly, plus some who drop in for a chat or a cup of tea. Becky has very good ideas for activities -. several people made key rings recently and have made earrings and bracelets from jewellery kits. Others have made cushions and quilts, and Becky helped repair a tray using the Japanese art form of Kintsugi! The group are currently making knitted/ crochet hearts for the hospital to give to people when they have lost someone.

We were sorry to say goodbye to Hilary Wilmer as our chair when she retired from the post at the end of March last year - but she certainly deserved a rest. We gained two new trustees around the same time, which makes the trustee board feel a bit more stable and takes some of the work off the longer-serving trustees. We have been able to spend some time looking at policies and procedures, and had a useful away day looking at strategies for the future.

Sadly in April this year we lost our friend James to covid. He came to the hub regularly whenever we were open - he had to be persuaded that he couldn't be part of the youth group! Although he was only in his early 70s he had a number of health problems including dementia. Kate had spent a lot of time trying to get him the proper help and support, though he didn't always want to accept it!. Because we saw him so frequently we were often the first to notice that he had fallen, or hadn't been eating. In his younger days James had helped to establish a local football club that is still flourishing. He was a fan of Bob Marley, he enjoyed painting and designed one of our communication boxes as well as producing several pictures that hang in the hub. We will all miss him and were quite sad that he had chosen not to have a funeral, we have been talking with the community about planting a tree in his memory in the woods behind the building, where he used to love litter picking with us.

We have continued to work closely with Maecare (Moor Allerton Elderly Care) and with our local PCSO, and have been active in Alwoodley Community Forum, which brings together a number of local organisations to exchange information and work together where appropriate.

We had a series of grants from the Household Support Fund, intended to help with the cost of living crisis. Many people on the estate are struggling to make ends meet so we knew that the money would be essential, but it has not been easy. It has been a lot of extra work and stress for our worker Kate, and she has hated having to make decisions about how to distribute the money, especially when people are so desperate. This is just not what we see ourselves as being here for. We know that other local agencies feel the same way but we are all trapped by knowing the levels of need around us. We have supported around 19 local families with supermarket vouchers or fuel payments, and recently bought a freezer so that we can give out frozen foods which aren't available from foodbanks. We also gave out care packages to the community with the support of a local organisation called Grace and Care - Kate had the opportunity to write about it in the Yorkshire Evening Post - we think it's really important to highlight that the cost of living crisis is ongoing and has been affecting people from all walks of life.

<https://www.yorkshireeveningpost.co.uk/business/consumer/cost-of-living/leeds-volunteers-asked-struggling-families-what-items-they-consider-a-luxury-and-were-shocked-by-the-answers-4079222>

Overall it has been a challenging year but we feel we have solidified our place on the estate and made connections with more local people. We are actively seeking more funding, particularly for the youth activities, and are also looking for a couple more trustees. We continue to be immensely grateful to all our funders for their ongoing support.

# **Lingfield Living Local**

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

### **Financial review**

The net payments for the year was £2,327, including net receipts of £568 on unrestricted funds and net payments of £2,895 on restricted funds after transfers.

### **Reserves policy**

The charity's free reserves, at the year end were £5,106.

The reserves policy of the charity is to aim to secure sufficient free reserves to cover three month's running costs.

The trustees are aware that the reserves fall below the target level but are confident that Lingfield Living Local could meet the likely costs of winding up the project should this become necessary.

Approved by the board of trustees on 6/9/2023

Wendy Collins (Trustee)

# **Lingfield Living Local**

## **Independent examiner's report to the trustees of Lingfield Living Local**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2023, which are set out on pages 7 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.

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.

Katy Sargeant ACA

6/9/2023

### **West Yorkshire Community Accountancy Service CIO**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Lingfield Living Local**  
**Receipts and payments account**  
**for the year ended 31 March 2023**

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
<b>Receipts</b>					
Grants and donations	(2)	1,280	37,122	38,402	13,154
Sales and fees		808	-	808	1,700
Bank interest		50	-	50	11
<b>Total receipts</b>		<b>2,138</b>	<b>37,122</b>	<b>39,260</b>	<b>14,865</b>
<b>Payments</b>					
Salaries, NIC and pensions	(3)	21	24,228	24,249	17,941
Payroll charges		-	335	335	268
Sessional Workers		-	-	-	1,652
Training		-	118	118	280
Materials and resources		397	4,588	4,985	1,065
Other direct project costs		265	2,774	3,039	311
Food and refreshments		172	2,931	3,103	850
Phone and internet		-	359	359	744
Other administration costs		76	164	240	97
Utilities		444	2,224	2,668	1,236
Insurance		-	353	353	348
Equipment		-	-	-	1,017
Bank charges		28	8	36	24
Accountancy		204	360	564	395
Wellbeing		-	1,538	1,538	1,761
<b>Total payments</b>		<b>1,607</b>	<b>39,980</b>	<b>41,587</b>	<b>27,989</b>
<b>Net receipts / (payments)</b>		<b>531</b>	<b>(2,858)</b>	<b>(2,327)</b>	<b>(13,124)</b>
<b>Transfers between funds</b>		<b>37</b>	<b>(37)</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>568</b>	<b>(2,895)</b>	<b>(2,327)</b>	<b>(13,124)</b>
<b>Fund balances brought forward</b>		<b>4,538</b>	<b>16,764</b>	<b>21,302</b>	<b>34,426</b>
<b>Fund balances carried forward</b>	(4)	<b>5,106</b>	<b>13,869</b>	<b>18,975</b>	<b>21,302</b>



**Lingfield Living Local**  
**Statement of assets and liabilities**  
**as at 31 March 2023**

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Cash funds</b>				
Cash at bank	5,106	13,869	18,975	21,302
<b>Total cash funds</b>	<u>5,106</u>	<u>13,869</u>	<u>18,975</u>	<u>21,302</u>

**Prepayments**

	2023
	£
Prepayments	<u>88</u>
	<u>88</u>

**Assets retained for the charity's own use**

Basic office equipment including 4 tablet computers, desks etc

Centre equipment including TV, fridge and furniture

Basic kitchen equipment

External shutters

**Liabilities**

	2023
	£
Accruals	<u>378</u>
	<u>378</u>

The financial statements were approved by the board of trustees on 6/9/2023

Wendy Collins (Trustee)

# **Lingfield Living Local**

## **Notes to the accounts**

### **for the year ended 31 March 2023**

#### **1 Accounting policies**

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

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

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

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

##### **Taxation**

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

##### **Fund accounting**

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

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

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

**Lingfield Living Local**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

<b>2 Grants and donations</b>	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Household Support	-	3,622	3,622	-
The Brelms Trust	-	5,000	5,000	-
Tudor Trust	-	27,000	27,000	-
Warm Spaces	-	1,500	1,500	-
Awards for All	-	-	-	9,100
Co-op Local Community Fund	-	-	-	3,052
Leeds City Council MICE	-	-	-	200
Donations	1,280	-	1,280	802
	<u>1,280</u>	<u>37,122</u>	<u>38,402</u>	<u>13,154</u>

<b>3 Staff costs and numbers</b>	2023 £	2022 £
Gross salaries	23,585	17,485
Pensions	664	456
	<u>24,249</u>	<u>17,941</u>

The average number employees during the year was 2.0, being an average of 1.0 full time equivalent (2022: 1.6, 1 FTE). There were no employees with emoluments above £60,000.

<b>Defined contribution pension scheme</b>	2023 £	2022 £
Costs of the scheme to the charity for the year	664	456

<b>4 Restricted funds</b>	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Tudor Trust	-	25,000	14,427	-	10,573
LCC HAP	493	-	493	-	-
LCC MICE	67	-	-	-	67
George Martin Trust	1,034	-	-	-	1,034
Leeds Inspired	875	-	613	-	262
Tudor (Staff)	239	2,000	1,617	-	622
Co-op	4,956	-	4,956	-	-
Awards for All	9,100	-	7,789	-	1,311
Household Support	-	3,622	3,622	-	-
The Brelms Trust	-	5,000	4,997	(3)	-
Warm Spaces	-	1,500	1,466	(34)	-
	<u>16,764</u>	<u>37,122</u>	<u>39,980</u>	<u>(37)</u>	<u>13,869</u>

# Lingfield Living Local

## Notes to the accounts continued

### for the year ended 31 March 2023

<b>Fund name</b>	<b>Purpose of restriction</b>
Tudor Trust	Towards salaries and a contribution to overheads. The incoming funds includes HMRC furlough payments.
LCC HAP	For general running of classes/events and materials as well as for Covid safety equipment and improvements to the building.
LCC MICE	Towards craft packs for the community.
George Martin Trust	For adaptations to the building (new windows/shutters).
Leeds Inspired	Towards painting the communication boxes on the estate.
Tudor (Staff)	An additional grant from the Tudor Trust, specifically for staff and trustees, for additional support.
Co-op	For a community fun day / gala.
Awards for All	For general running costs.
Household Support	Supporting households in the cost of living crisis.
The Brelms Trust	Towards staff salaries.
Warm Spaces	Providing warm spaces.

## 5 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.

<b>Other transactions with trustees or related parties</b>			<b>2023</b>	<b>2022</b>
			<b>£</b>	<b>£</b>
<b>Name of trustee or related party</b>	<b>Relationship to charity</b>	<b>Description of transaction</b>		
Usamah Ahmed	Son of trustee	Provided bouncy castle for Jubilee party	160	-
			<u>160</u>	<u>-</u>