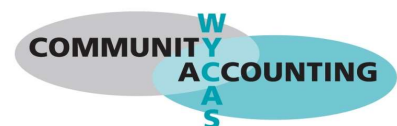


Leeds Community Spaces

Charity number 1194561

A company limited by guarantee number 11208552

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



West Yorkshire Community Accounting Service

Leeds Community Spaces

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

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Prepared by West Yorkshire Community Accountancy Service CIO

Leeds Community Spaces

Trustees' report for the year ended 31 March 2023

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

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

Name	Position	Dates
Mark Southwell	Chair	
Howard Bradley		
William Graham		
John Riley		
Charity number	1194561	Registered in England and Wales
Company number	11208552	Registered in England and Wales
Registered and principal address	Bankers	
Kentmere Community Centre	Unity Trust Bank plc	
Kentmere Avenue	Four Brindleyplace	
Leeds	Birmingham	
LS14 1BW	B1 2JB	

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 15 February 2018. It is governed by a memorandum and articles of association as amended by special resolutions dated 10 December 2019, 8 October 2020 and 19 May 2021. The liability of the members in the event of the company

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 by the members at the AGM.

Leeds Community Spaces

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

Objectives and activities

The charity's objects

To further or benefit the residents of Leeds, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

To promote the voluntary sector for the public benefit in Leeds in particular by:

Building the capacity of charitable and voluntary organisations operating within Leeds and providing them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose.

Promoting, organising and facilitating co-operation and partnership working between charitable and voluntary organisations and statutory and other relevant bodies within Leeds.

The charity's main activities

Leeds Community Spaces(LCS) have asset transferred Kentmere Community Centre and Meanwood Community centre from Leeds City Council in November 2018 and run and develop these to enable services and programs to be run from them for the benefit of the local community.

In May 2022 Leeds Community Spaces finally received confirmation of its charitable status from the Charity Commission after working on this with solicitors and the commission since 2018.

Leeds Community Spaces also offer support and consultancy work to other community organisations running community spaces.

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 to benefit the residents of Leeds by providing facilities that enable them to participate in services and programs that enable them to reach their full potential.

Achievements and performance

Leeds Community Spaces(LCS) has continued to run and develop Kentmere(in Seacroft) and Meanwood Community centre to be inclusive, safe and community focused buildings in Leeds that enable organisations to deliver services and programs that support the local communities to grow and develop. The buildings also contribute to community and third sector organisations having affordable and supportive permanent bases. These organisations include a pre-school, boxing gym, craft organisation, charity that works with people with disabilities to live independently, older people's charities, school clusters and an inclusive music organisation. The buildings are fully inclusive and work to offer services for everyone from the community. A constant Review of programs and services ensures that what happens in the centres is relevant and what the community needs and we are proud of how the centres continue to be seen as part of the communities they are in. Since taking over the centres they have seen an increase in use of over 300% and receive feedback that they are safe and welcoming spaces for people using them.

LCS works closely with the other third sector and community partners of the communities they are in to help ensure the areas are providing everything that is needed for the community.

WE ARE SEACROFT This network grew out of wanting to be a well-connected community that recognises its power to create social change and sustain a safer environment for everyone. In responding to local, and global, challenges,as a collective it was recognised that the power of collaboration and a community who were able to look out for each other and look after each other. It was recognised that we had the skills and resources to make real change between us and We are Seacroft are committed to working closely together, long term.

Leeds Community Spaces

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

Achievements and performance continued

Many of the people involved have lived and worked in Seacroft for a long time, but came together in new ways. The lead organisations that helped to initiate this conversation include LS14 Trust, Fall Into Place Theatre, Seacroft Community on Top, Kentmere Community Centre, Seacroft Churches, Chapel FM Arts Centre, Seacroft Friends and Neighbours, Seacroft and Manston Cluster and Climate Action Seacroft. LCS are part of this group representing Kentmere Community Centre and making sure they contribute skills, space and knowledge as well as taking on tasks that help and support the community of Seacroft reach its full potential.

In Meanwood we are working in a similar way to ensure that the local area has opportunities, services and programs that benefit everyone. The local organisations involved include Interact, Meanwood Valley Farm, Bravewords, Stitch Up, Meanwood Valley Partnership and Royal Voluntary Service.

In 2022-2023 Leeds Community Spaces has continued to support Nowell Mount Community Centre to help the Nowell Mount Community Group and steering team to develop the community centre as they have a new space secured from violence reduction money. The space has a varied timetable of activities and the centre is well used and seen as a space that the local community want to use and engage in. The work with Nowell Mount Community Group has included supporting them to reestablish them formally setting up, organising and educating the committee of their roles and responsibilities as well as supporting them in running and developing community groups.

All centres that LCS are involved in offered warm spaces over the winter months and they have also been involved in the community anchor program which offers support to people in need due to current financial challenges in the local community.

The Development and Operations Manager was successful in being accepted on a Power to Change development program focusing on Leadership and development called leading the way which focuses on the individual and the organisation.

As part of the course they secured a £8000 grant to support them in being able to attend and the organisation not being affected. There was also money for consultancy work which has been used to work on social impact and the organisation mission to support trustee recruitment.

Leeds Community Spaces was successful in securing Jimbo's funding to support with changing the accessibility and entrance to Kentmere Community Centre. This money will be spent in FY 2023-2024 and the improvements to the centre will make a difference to everyone using the space and building.

During 2022-2023 LCS jointly employed a hospitality and administrator on a 12 hour contract who supports LCS and Fall into Place who are tenants at Kentmere Community Centre. A volunteer also started supporting LCS during the year who also supports hospitality and administration. More work from the LCS team was completed for other third sector organisations for tasks such as administration and handyman work. Working in this way supports organisations to get tasks completed without the need for taking on another member of staff and provides more hours for the team.

Financial review

The net income for the year was £17,288, including net expenditure of £2,012 on unrestricted funds and net income of £19,300 on restricted funds after transfers.

Reserves policy

Policy Statement

Charity law requires any income received by a charity to be spent within a reasonable period of receipt. Trustees should be able to justify the holding of income as reserves. A reserves policy explains to existing and potential funders, donors and other stakeholders why a charity is holding a particular amount of reserves.

For the purpose of this policy the term reserves is applied to that part of Leeds Community Spaces income that is freely available for its general purposes.

Leeds Community Spaces

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

Reserves policy continued

Reserves are the resources that Leeds Community Spaces has available to spend on anything that is right for the organisation once it has met its commitments and covered its other planned expenses. This definition excludes underspent funds from restricted grants I.E where a funder has specified what the money must be spent on and Trustees do not have the power to spend the money on anything else.

Reserves should therefore generally only include unrestricted funds and this is money that can be spent on anything that furthers the objectives of LCS

Any organisation which enters commitments through the agreement to deliver services, the employment of staff, the rental of premises, the purchases of goods or services etc - must ensure that it has sufficient resources. Even when an organisation operates in the most stable of environments where future income streams and expenditure requirements can be identified there will remain an element of uncertainty as to the absolute timing for each individual transaction and also the possibility that unforeseen expenses or liabilities will merge. Against this background it is considered good practice for Leeds Community Spaces to seek to build some financial reserves which will allow us to meet future commitments to unforeseen expenses without a negative impact on their ability .

Reserves Target

Free reserves should total three months of total organisational operating costs based on the next budget year. This should be regularly reviewed to ensure that it meets the organisation's changing needs and circumstances.

The charity's free reserves, excluding fixed assets, at the year end were £11,401.

Leeds Community Spaces

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

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 07/09/2023

Howard Bradley (Trustee)

Leeds Community Spaces

Independent examiner's report to the trustees of Leeds Community Spaces

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2023, which are set out on pages 8 to 15.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Simon Bostrom FCIE

11/09/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Leeds Community Spaces
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Income from:					
Grants and donations	(2)	21,565	39,700	61,265	29,647
Rental income		79,852	-	79,852	76,180
Other income		14,815	-	14,815	13,323
Total income		<u>116,232</u>	<u>39,700</u>	<u>155,932</u>	<u>119,150</u>
Expenditure on:					
Salaries NI and pensions	(3)	46,749	18,400	65,149	60,765
Staff travel expenses		802	-	802	607
Staff and volunteer training		24	-	24	60
Payroll charges		639	-	639	429
Utilities		16,439	2,000	18,439	18,151
Rates		1,485	-	1,485	9,463
Telephone and internet		1,748	-	1,748	1,831
Postage and stationery		564	-	564	443
Advertising and publicity		-	-	-	128
Waste and recycling		6,147	-	6,147	5,260
Insurance		3,033	-	3,033	3,532
Repairs and maintenance		14,700	-	14,700	25,750
Food and refreshments		2,154	-	2,154	2,292
Cleaning and sundries		16,626	-	16,626	14,341
Legal and professional		839	-	839	2,072
Tools and equipment		785	-	785	927
Computer consumables and software		701	-	701	473
Independent examination		693	-	693	660
Depreciation		2,290	-	2,290	1,974
Bank charges		26	-	26	132
PPE and work wear		-	-	-	189
Other payments		1,800	-	1,800	-
Total expenditure		<u>118,244</u>	<u>20,400</u>	<u>138,644</u>	<u>149,479</u>
Net income / (expenditure)		<u>(2,012)</u>	<u>19,300</u>	<u>17,288</u>	<u>(30,329)</u>
Fund balances brought forward		<u>18,406</u>	<u>-</u>	<u>18,406</u>	<u>48,735</u>
Fund balances carried forward	(4)	<u>16,394</u>	<u>19,300</u>	<u>35,694</u>	<u>18,406</u>

All incoming resources and resources expended derive from continuing activities.

Leeds Community Spaces

Balance sheet

as at 31 March 2023

		2023	2023	2023	2022
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	4,993	-	4,993	5,705
Total fixed assets		<u>4,993</u>	<u>-</u>	<u>4,993</u>	<u>5,705</u>
Current assets					
Debtors and prepayments	(6)	9,071	-	9,071	19,023
Cash at bank and in hand	(7)	5,438	19,300	24,738	8,160
Total current assets		<u>14,509</u>	<u>19,300</u>	<u>33,809</u>	<u>27,183</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	3,108	-	3,108	14,482
Total current liabilities		<u>3,108</u>	<u>-</u>	<u>3,108</u>	<u>14,482</u>
Net current assets / (liabilities)		<u>11,401</u>	<u>19,300</u>	<u>30,701</u>	<u>12,701</u>
Net assets		<u>16,394</u>	<u>19,300</u>	<u>35,694</u>	<u>18,406</u>
Funds					
Unrestricted funds		16,394	-	16,394	18,406
Restricted funds		-	19,300	19,300	-
Total funds		<u>16,394</u>	<u>19,300</u>	<u>35,694</u>	<u>18,406</u>

For the year ending 31 March 2023 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 07/09/2023

Howard Bradley (Trustee)

Leeds Community Spaces

Notes to the accounts

for the year ended 31 March 2023

1 Accounting policies

Basis of accounting

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

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

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

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

Going concern

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

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, 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.

Donated goods for resale are valued at the amount actually realised upon their sale.

Donated assets, facilities or services are valued at their estimated value to the charity. This is the price that the charity estimates it would pay in the open market for equivalent items; or services and facilities of equivalent utility to the charity.

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 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

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

Fixtures and fittings: over 5 years

Computer equipment: over 4 years

Leeds Community Spaces

Notes to the accounts

for the year ended 31 March 2023

1 Accounting policies continued

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 Community Spaces

Notes to the accounts continued

for the year ended 31 March 2023

2 Grants and donations	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Leeds City Council (LCC)	21,165	-	21,165	29,647
LCC Community Committees	-	10,400	10,400	-
Leeds City Council small grants	400	-	400	-
Leeds Community Foundation (Jimbo's)	-	19,300	19,300	-
Voluntary Action Leeds	-	2,000	2,000	-
Power to Change	-	8,000	8,000	-
	<u>21,565</u>	<u>39,700</u>	<u>61,265</u>	<u>29,647</u>

3 Staff costs and numbers	2023 £	2022 £
Gross salaries	64,332	59,211
Social security costs	4,730	4,717
Employment allowance	(4,730)	(4,000)
Pensions	817	837
	<u>65,149</u>	<u>60,765</u>

The average number of employees during the year was 3.8, being an average of 2.8 full time equivalent (2022: 2.8, 2.2 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2023 £	2022 £
Costs of the scheme to the charity for the year	817	837
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
Jimbo's Fund	-	19,300	-	-	19,300
Power to Change	-	8,000	8,000	-	-
LCC Community Committees	-	10,400	10,400	-	-
Voluntary Action Leeds	-	2,000	2,000	-	-
	<u>-</u>	<u>39,700</u>	<u>20,400</u>	<u>-</u>	<u>19,300</u>

Fund name	Purpose of restriction
Jimbo's Fund	To replace doors and improve the access of the Kentmere Community Centre with a focus on making the building more accessible for local people.
Power to Change	To ensure the development and operation manager and the organisation are able to participate fully in the 'Leading the Way Partnership Programme'.
LCC Community Committees	Towards the development and establishment of the Nowell Mount Community Centre, engaging with the local community, establishing a management structure and developing a relevant activity offer.
Voluntary Action Leeds	Warm spaces funding to enable the centre to remain open and encourage people to come in to get support in the current energy crisis.

Leeds Community Spaces
Notes to the accounts continued
for the year ended 31 March 2023

5 Tangible assets

	Computers and IT	Fixtures and fittings	Total
<u>Cost</u>	£	£	£
At 1 April 2022	759	8,922	9,681
Additions	-	1,578	1,578
At 31 March 2023	<u>759</u>	<u>10,500</u>	<u>11,259</u>
<u>Depreciation</u>			
At 1 April 2022	292	3,684	3,976
Charge for year	190	2,100	2,290
At 31 March 2023	<u>482</u>	<u>5,784</u>	<u>6,266</u>
<u>Net book value</u>			
At 31 March 2023	<u>277</u>	<u>4,716</u>	<u>4,993</u>
At 31 March 2022	<u>467</u>	<u>5,238</u>	<u>5,705</u>

6 Debtors and prepayments

	2023	2022
	£	£
Debtors	9,071	19,023
	<u>9,071</u>	<u>19,023</u>

7 Cash at bank and in hand

	2023	2022
	£	£
Cash at bank	24,738	8,160
Cash in hand	-	-
	<u>24,738</u>	<u>8,160</u>

8 Creditors and accruals

	2023	2022
	£	£
Creditors	-	-
Accruals	3,108	3,899
Deferred income (see note below for analysis)	-	10,583
	<u>3,108</u>	<u>14,482</u>

9 Deferred income

	Deferred to next year	Released from last year
	£	£
Rent received in advance	-	1,726
Grant income	-	14,831
	<u>-</u>	<u>16,557</u>

Leeds Community Spaces

Notes to the accounts continued

for the year ended 31 March 2023

10 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.

11 Funds held as agent

	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
Nowell Mount Community Centre	4,000	7,000	1,597	9,403
	<u>4,000</u>	<u>7,000</u>	<u>1,597</u>	<u>9,403</u>

Fund name

Nowell Mount Community Centre

Additional information

We are holding some money for Nowell Mount Community Centre for the payments of services by groups using the centre space. This balance has been excluded from the charity's accounts.

Leeds Community Spaces

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2023

	2023 Unrestricted funds £	2022 Unrestricted funds £	2023 Restricted funds £	2022 Restricted funds £	2023 Total funds £	2022 Total funds £
Income						
Grants and donations	21,565	29,647	39,700	-	61,265	29,647
Rental income	79,852	76,180	-	-	79,852	76,180
Other income	14,815	13,323	-	-	14,815	13,323
Total income	116,232	119,150	39,700	-	155,932	119,150
Expenditure						
Salaries NI and pensions	46,749	60,765	18,400	-	65,149	60,765
Staff travel expenses	802	607	-	-	802	607
Staff and volunteer training	24	60	-	-	24	60
Payroll charges	639	429	-	-	639	429
Utilities	16,439	18,151	2,000	-	18,439	18,151
Rates	1,485	9,463	-	-	1,485	9,463
Telephone and internet	1,748	1,831	-	-	1,748	1,831
Postage and stationery	564	443	-	-	564	443
Advertising and publicity	-	128	-	-	-	128
Waste and recycling	6,147	5,260	-	-	6,147	5,260
Insurance	3,033	3,532	-	-	3,033	3,532
Repairs and maintenance	14,700	25,750	-	-	14,700	25,750
Food and refreshments	2,154	2,292	-	-	2,154	2,292
Cleaning and sundries	16,626	14,341	-	-	16,626	14,341
Legal and professional	839	2,072	-	-	839	2,072
Tools and equipment	785	927	-	-	785	927
Computer consumables and software	701	473	-	-	701	473
Independent examination	693	660	-	-	693	660
Depreciation	2,290	1,974	-	-	2,290	1,974
Bank charges	26	132	-	-	26	132
PPE and work wear	-	189	-	-	-	189
Other payments	1,800	-	-	-	1,800	-
Total expenditure	118,244	149,479	20,400	-	138,644	149,479
Net income / (expenditure)	(2,012)	(30,329)	19,300	-	17,288	(30,329)
Fund balances brought forward	18,406	48,735	-	-	18,406	48,735
Fund balances carried forward	16,394	18,406	19,300	-	35,694	18,406