

**REGISTERED COMPANY NUMBER: 00155840 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 220966**

**REPORT OF THE TRUSTEES AND  
AUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2021  
FOR  
LEEDS CHURCH INSTITUTE (INCORPORATED)**

Thomas Coombs Limited  
Statutory Auditor  
Chartered Accountants  
3365 The Pentagon  
Century Way  
Thorpe Park  
Leeds  
West Yorkshire  
LS15 8ZB

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**CONTENTS OF THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

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	<b>Page</b>
<b>Reference and Administrative Details</b>	<b>1</b>
<b>Report of the Trustees</b>	<b>2 to 8</b>
<b>Statement of Trustees' Responsibilities</b>	<b>9</b>
<b>Report of the Independent Auditors</b>	<b>10 to 12</b>
<b>Statement of Financial Activities</b>	<b>13</b>
<b>Balance Sheet</b>	<b>14 to 15</b>
<b>Notes to the Financial Statements</b>	<b>16 to 29</b>
<b>Detailed Statement of Financial Activities</b>	<b>30 to 32</b>

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**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**REFERENCE AND ADMINISTRATIVE DETAILS  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

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<b>TRUSTEES</b>	P J Sandbach Reverend S J C Corley (Resigned 05/07/2021) Reverend J D Cortis Reverend S A Hancox A Bland Canon A D Nicholl Reverend S M Shaw (Resigned 23/05/2021) R Mapanga L Groenewald Reverend M Harwood
<b>REGISTERED OFFICE</b>	St Peters House 43 The Calls Leeds West Yorkshire LS37EY
<b>REGISTERED COMPANY NUMBER</b>	00155840 (England and Wales)
<b>REGISTERED CHARITY NUMBER</b>	220966
<b>SENIOR STATUTORY AUDITOR</b>	Christopher Darwin FCA
<b>INDEPENDENT AUDITORS</b>	Thomas Coombs Limited Statutory Auditor Chartered Accountants 3365 The Pentagon Century Way Thorpe Park Leeds West Yorkshire LS15 8ZB
<b>OPERATIONAL STAFF</b>	
Director	Dr Helen Reid
Administrator	Miriam O'Keeffe
Team Assistant	Bethany Roberts

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**INTRODUCTION BY THE VICE PRESIDENT (LAY) OF LEEDS CHURCH INSTITUTE  
FOR THE YEAR ENDED 31 DECEMBER 2021**

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I am pleased to be able to introduce this year's Annual Report.

2021 has been a year of both consolidation and also of change. Consolidation in so far as the new premises on The Calls have been arranged and are gradually coming into full use. It is pleasing to see that there is such good use of the space and the flexibility that the open plan gives to the Institute.

Change will always be a function of the LCI, as the work being achieved is vibrant and ready to meet the needs of Leeds, both theologically, as well as with a desire to communicate in a variety of ways. The desire to promote theology through the arts is strong feature of the work, please note all the activities that have taken place at LCI this year.

Mention must too be made of the partnerships that have been built up by sharing the offices with Leeds Sanctuary and Leeds Citizens – this is a feature which inevitably supports the development of work at LCI.

We have had changes too at Council membership and gratitude must be given to those who have served with diligence and commitment.

As we look to 2022, LCI will continue to be an Institute responding to the needs to serve Leeds in faithful learning and effective engagement.

Ann Nicholl

## **LEEDS CHURCH INSTITUTE (INCORPORATED)**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021**

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The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The Charity's formal objects continue to be to promote, advance and maintain religion and education (both religious and secular) consistent with the Christian faith as expressed by Churches Together in England. The region in which the charity operates is within the part of the City of Leeds which is within the Anglican Diocese of Leeds.

The objects are pursued in a variety of ways including organising formal talks, seminars, training and other educational activities; resourcing the churches in their mission and ministry through consultancy, research, and the development of specific projects; and supporting the representation of churches and other faith communities in a number of public bodies.

##### **Significant activities**

Leeds Church Institute continued its work in the city, with the churches and people of different faiths through educational initiatives.

##### **Public benefit**

In accordance with their duties pursuant to section 4 of the Charities Act 2011, the Trustees have considered Leeds Church Institutes' objects and activities in light of the Charity Commission's general guidance on public benefit, "Charities and Public Benefit."

In relation to the first limb of the public benefit test set out in the guidance, the trustees are satisfied that these objectives are of benefit to the public through the Leeds Church Institute educational and city engagement programme, working with all Christian denominations and other faiths and secular perspectives.

In relation to the second limb of the test, the trustees ensure that the public at large benefits from the activities of Leeds Church Institute and that there is no private benefit, incidental or otherwise. The trustees regularly keep the activities under review, to ensure that they are of sufficient benefit to the public and at present consider the following educational and related activities ensure the benefits of Leeds Church Institute are widely available to the public.

- Events, media, arts and research that generates theological conversations and actions
- City engagement initiatives that support the contribution of diverse Christians in city life and nurture innovative ideas that bring about greater justice for all in Leeds
- An ethically run charity in accordance with the Memorandum and Arts, and Charity Commission Rules

Leeds Church Institute works closely with other charities which share its vision to explore issues of faith and social justice relevant to all the people of Leeds.

##### **Trustees**

Trustees met regularly throughout 2021 and held the AGM in October. Revd Sam Corley, Chair and President of Leeds Church Institute stepped down from these roles on his appointment as Bishop of Stockport 19 July. During the vacancy for Rector of Leeds, Vice Chairs Ann Nicholl and Deacon Joe Cortis are acting co-chairs.

##### **Staff**

The staff team comprises Miriam O'Keeffe, Helen Reid and Bethany Roberts.

## LEEDS CHURCH INSTITUTE (INCORPORATED)

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

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#### ACHIEVEMENT AND PERFORMANCE

##### Charitable activities

2021 began with a third lockdown and there were varying degrees of restrictions during the rest of the year. In this context, LCI pursued a policy of hybrid working, that is both online and in person, seeking to engage as fully as possible with members and with city life. This meant it was a year for staff to keep learning and experimenting with new event formats, technology, communications, and topics. This work reached people through events, podcasts, blogs, and videos. In total, 838 people attended events in 'real time' online or in person, and there were 4,342 views of events and recordings on YouTube and the LCI website. In addition, there were 866 views of blogs related to events posted on the LCI website and an article on an exhibition was in a national paper distributed to 20,000 subscribers and viewed by 26,000 on their website. The combination of events and media reached a greater number of people than has been achieved in previous years.

The work focussed on six different themes:

##### Social Justice

LCI partnered with Leeds Citizens and Leeds Sanctuary to run a series of events and blogs on the theme of 'Power to the People' as part of the Leeds Piano Trail.

LCI supported Leeds Citizens to run racial justice events and training; and published articles in CITY theology and on the website to promote learning and awareness.

LCI began supporting schools to engage with the Schools of Sanctuary Award Scheme.

##### Theology and the Arts

LCI was a partner in Leeds Lit Fest 2021 online and held a launch of the publication *Reflections. A Poet-Theologian in Lockdown Leeds* by Hannah Stone. Copies of this book were sold on request and sent free of charge to Care Homes in Leeds.

The House of Questions Exhibition was hosted at Epiphany Gipton, featured in CITYtheology, the gallery on LCI website and in a full page feature in the Church Times

##### City Life

LCI was part of the Creating Connections event at City Hall, run with the Religion and Media Centre. LCI facilitated the contribution of three speakers on Faith and Art, and there was a special focus on Faith and Media in the CITYtheology Winter Edition.

LCI completed the third and final phase of the research into church responses to the pandemic. Findings were published in a special focus CITYtheology Spring Edition. LCI co-established a group of different organisations who had undertaken research during the pandemic and the group worked towards a joint publication to be ready for dissemination in January 2022.

##### Ecology and Theology

LCI held a book launch for *Praying for the Earth* by Rob Kelsey featuring Noel Moules as keynote speaker

The delayed Hook Lecture 2020 was given by Revd Dr Frances Ward, titled *A New Moral Ecology for a World where Climate Catastrophe Is Real*. The Hook Lecture 2021 was given by Dr Carmody Grey, titled *What do we want to sustain? Thinking about Faith and Climate Change*.

##### Ecumenical Mission and Learning

LCI distributed the Leeds Lent Prayer Diary to all members, held four separate online events for the Leeds Lent Prayer Diary, posted a daily mission focus on the website throughout Lent and published a special focus on mission projects in CITYtheology Summer edition. There was very positive feedback about the theme of 'Hope' which resonated with people's and project's sense of the current time as precarious and full of potential.

##### City Engagement

Leeds Church Institute entered the fifth year of its partnership with Leeds Citizens with a focus on building leadership in faith communities and reflecting on economic, spiritual, religious, and social life in Leeds. Work was carried out in the South Leeds area around developing community voice and action. The Community Organiser, Becky Howcroft, has written a series of reflections on the work of Citizens for the Leeds Church Institute website and CITYtheology.

Leeds Church Institute stopped being a levy-paying member of Leeds Business Investment District after the move to new premises.

##### Governance

The LCI Annual General Meeting was held in July and was well attended. At the same time, the Impact Report for 2020 was emailed to members and contacts as well as posted on the website. The Report was read by 160 people and positive feedback was received about both content and the new layout.

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2021**

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**Property and Premises**

At the start of 2021, LCI Council made the considered decision to sell the New Market Street property and look for new, smaller work premises that would meet the requirements for future working. As with the decision in 2020 to not re-open the Learning Centre, this process was guided by sustainability concerns and re-invigorating the commitment to the promotion of religion and education as in our charity objectives.

Following professional advice, LCI first sought to acquire the outstanding head lease relating to the property because a clean and marketable title will enhance value and marketability. After protracted negotiations, the head lease was finally acquired in December.

In June, LCI signed a five year lease on the Lower Ground level of 43 The Calls, Leeds, LS2 7EY. The premises is equipped to be a place of work, meeting and partnership shared with Leeds Sanctuary and Leeds Citizens. Staff began to work from the premises as covid-related restrictions allowed.

## **LEEDS CHURCH INSTITUTE (INCORPORATED)**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021**

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#### **Investment performance**

The value of the Charity's investments increased during 2021. Realised and unrealised net gains of £678,535 (2020: £289,488) were recorded for the year. The Charity's investments had a market value of £6,693,388 as at 31 December 2021 (2020: £5,741,058) including a market value of the freehold of 20 New Market Street of £1,420,451 (2020: £866,667). The increase in the market value of investments since 2020 is largely due to the market value of the freehold of 20 New Market Street being moved from Tangible Fixed Assets to Fixed Asset Investments. This was done to reflect the changed use of the building following the closure of the Learning Centre.

Given the importance of the market value of investments to the reserves of the Charity the Trustees continue to closely monitor the performance of the portfolio. The investment policy is to hold a balance of direct property and marketable investments with a medium risk profile. The investments are held mainly in The CBF Church of England Investment Fund. This fund reported a total return of 16.74% in the year to 31 December 2021. The investment performance for the year exceeds the benchmark return of 5.70%. The remaining assets of the charity of £215,459 (2020: £616,080) as at 31 December 2021 were held as combination of debtors, bank deposit balances and book value of tangible fixed assets.

#### **FINANCIAL REVIEW**

##### **Financial position**

The financial position for 2021 is as follows:

o Income

Income for 2021 decreased by £14,185 to £219,506.

o Expenditure

Total resources expended decreased during 2021 by £61,709 to £335,189.

The net level of expenditure over income (after taking depreciation into account) has created a deficit of £115,683 (2020: deficit of £163,207).

The decrease in income during 2021 was a result of the cessation of income from the Learning Centre, however income from investments continued at the expected level, as did lease income. Expenditure was lower than in previous years due to the smaller staff team, no expenditure on running the (now closed) Learning Centre and fewer in-person events in the educational programme. There was significant expenditure on acquiring the head lease on 20 New Market Street which improved the marketability and value of the property as the Charity made preparations to sell the building. Marketing the building for sale will take place in 2022. Taking all these factors into account, the deficit was significantly smaller than in 2021 due to actions taken by Trustees to close the Learning Centre.

##### **Principal funding sources**

The Charity continues to derive the majority of its funding from its investment activities and a minority is lease income from the New Market Street building. This will cease when the New Market Street building is sold.

##### **Investment policy and objectives**

In order to guide the Investment Policy, Leeds Church Institute Council has adopted the following objectives:

- To protect a steady annual real income which will allow the support of at least an equivalent level of activity of the Institute year on year over the longer term;
- To follow an investment policy designed to provide for a level of income that matches inflation and protects the real value of capital over the long term;
- To follow a policy which provides high security, with the highest achievable total return commensurate with the ethical guidelines of the Church of England.

The strategy adopted is to invest the assets in a mix of direct property and marketable investments. The investments are held and managed by investment managers who have full discretion over the day to day management of the assets. Leeds Church Institute has adopted the same ethical guidelines as the Church of England.

##### **Reserves policy**

Leeds Church Institute holds substantial assets in the building of 20 New Market Street, and in other investments which provide income. These assets are held as Designated funds, signifying that they are invested for the long term to generate income for the Charity's current and future activities. It is the aim that the income generated is fully spent each year on the work of Leeds Church Institute. There is no intention to accumulate any of this income to create further reserves and therefore value accruing to investments above maintenance level can be assigned to expenditure on charitable activities.



## LEEDS CHURCH INSTITUTE (INCORPORATED)

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

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#### Reserves policy- continued

To date the amounts invested remain sufficient to provide a reserve against those times when the expenditure exceeds the annual income generated.

To cover short term needs a minimum balance of £40 000 is held in cash which is categorised as the General fund. This is maintained as necessary by the CBF assets which are readily marketable.

#### Going concern

Despite a turbulent year and a significant operating deficit, the Charity is considered a going concern due to its high level of reserves. Even in 2021, the investments held have increased in value, more than enough to cover the deficit (Net income in 2021: £562,852).

Decisions are being made as to the appropriate way forward for the Charity but during 2022, Leeds Church Institute intends to continue its important work by:

- Running a varied and inclusive events, publications, research and media programme;
- Sustaining effective relationships with churches and denominations, and be actively engaged in wider city life;
- Extending the staff team to achieve development goals for LCI as an organisation and for work in the areas of 'faith and creativity', 'faith and racial justice' and 'faith and mission';
- Maintaining 43 The Calls as a place of work, meeting and partnership;
- Marketing and selling the New Market Street property;
- Running the organisation ethically and in accordance with its Memorandum and Articles, and Charity Commission rules;
- Making work plans for 2023 and a Five Year Development Plan to run until 2027.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

#### Charity constitution

The charity aims to promote education in order to interpret contemporary aspects of the gospel for the City, and is committed to partnership working with other organisations. The Institute was founded by the then Vicar of Leeds in 1857 to advance education - both religious and secular. It became a charitable company, limited by guarantee, in 1919. Its work is governed by a memorandum and articles of association, which were altered in 2002 to ensure that its governing body of trustees, Leeds Church Institute Council, became more ecumenical in membership and character.

Leeds Church Institute Council met regularly in 2021, received reports from the staff team, and approved the 2020 Annual Report. The AGM was held in July. Due to Covid-19 restrictions, Council meetings and the AGM were held online. In March 2020, Council agreed *"for the purposes of Article 49 of the Memorandum and Articles of Association of the Leeds Church Institute (Incorporated) and for all business and matters conducted during the holding of these meetings approves meeting by means of Zoom conferencing as a suitable means through which all participants may communicate with all the other participants"*.

In 2021, 140 new members joined Leeds Church Institute. The membership total was 262 on 31 December 2021 (2020: 122)

#### Recruitment and appointment of new trustees

Details of the Trustees who have served during the year are listed on page 1.

None of the Trustees had any personal beneficial interests requiring disclosure. New Trustees are appointed by the members and given an induction by the Director on the background of the Leeds Church Institute and their responsibilities.

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2021**

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**AUDITORS**

The auditors, Thomas Coombs Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 25<sup>th</sup> May 2022 and signed on its behalf by:



**Lydia Groenewald  
Trustee**

## **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF LEEDS CHURCH INSTITUTE (INCORPORATED)**

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### **Opinion**

We have audited the financial statements of Leeds Church Institute (Incorporated) (the 'charitable company') for the year ended 31st December 2021 which comprise the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31st December 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

## **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF LEEDS CHURCH INSTITUTE (INCORPORATED)**

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### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

### **Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the entity and industries in which it operates, we identified the principal risks of non-compliance with laws and regulations related to charitable trusts and the application of charitable funds. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Companies Act 2006, Charities Act 2011, and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

We assessed the susceptibility of the company's financial statements to material misstatement and how fraud might occur, including through discussions with the directors, discussions within our audit team planning meeting, updating our record of internal controls, and ensuring these controls operated as intended. We determined the principal risks were related to the valuation and classification of property and management bias in accounting estimates, especially accruals.

To address the risk of fraud through management bias and override of controls, we:

- Performed analytical procedures to identify any unusual or unexpected relationships.
- Identified and tested journal entries and identified any significant transactions that were unusual or outside the normal course of business.
- Investigated the rationale behind significant or unusual transactions.
- Challenged assumptions and judgements made by management in determining significant accounting estimates, in particular in relation to accruals.

## **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF LEEDS CHURCH INSTITUTE (INCORPORATED)**

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In response to the risk of irregularities and non-compliance with laws and regulations, we designed audit procedures which included, but were not limited to:

- Agreeing financial statements disclosures to underlying supporting documentation.
- Discussions with management of known or suspected instances of non-compliance with laws and regulations.
- Reading the minutes of meetings of those charged with governance.
- Reviewing correspondence with relevant regulators including the Charity Commission and the company's legal advisors.

At the completion stage of the audit, the engagement partner's review included ensuring that the team had approached their work with appropriate professional scepticism and thus the capacity to identify non-compliance with laws and regulations and fraud.

There are inherent limitations in the audit procedures described above and the further removed non-compliance of laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement relating to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Auditors.

### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Christopher Darwin FCA (Senior Statutory Auditor)  
for and on behalf of Thomas Coombs Limited  
Statutory Auditor  
Chartered Accountants  
3365 The Pentagon  
Century Way  
Thorpe Park  
Leeds  
West Yorkshire  
LS15 8ZB

Date: 25<sup>th</sup> May 2022

## **REPORT OF THE INDEPENDENT AUDITORS TO THE MEMBERS OF LEEDS CHURCH INSTITUTE (INCORPORATED)**

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*C. Darwin*

Christopher Darwin FCA (Senior Statutory Auditor)  
for and on behalf of Thomas Coombs Limited  
Statutory Auditor  
Chartered Accountants  
3365 The Pentagon  
Century Way  
Thorpe Park  
Leeds  
West Yorkshire  
LS15 8ZB

Date: 25<sup>th</sup> May 2022

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**BALANCE SHEET  
31ST DECEMBER 2021**

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	12	30,288	-	30,288	488,313
Investments	13	6,693,388	-	6,693,388	5,741,058
		6,723,676	-	6,723,676	6,229,371
<b>CURRENT ASSETS</b>					
Debtors	14	99,932	-	99,932	71,254
Cash at bank		85,239	-	85,239	56,513
		185,171	-	185,171	127,767
<b>CREDITORS</b>					
Amounts falling due within one year	15	(30,844)	-	(30,844)	(41,987)
<b>NET CURRENT ASSETS</b>		154,327	-	154,327	85,780
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		6,878,003	-	6,878,003	6,315,151
<b>NET ASSETS</b>		6,878,003	-	6,878,003	6,315,151
<b>FUNDS</b>	16				
Unrestricted funds:					
General fund-free reserves				154,327	85,780
Designated- fixed asset				6,723,676	6,229,371
				6,878,003	6,315,151
<b>TOTAL FUNDS</b>				6,878,003	6,315,151

The notes form part of these financial statements

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**BALANCE SHEET - continued**  
**31ST DECEMBER 2021**

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These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 25<sup>th</sup> May 2022 and were signed on its behalf by:



.....  
L Groenewald - Trustee

The notes form part of these financial statements



## LEEDS CHURCH INSTITUTE (INCORPORATED)

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2021

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#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £. The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Rental income and interest/investment income are recorded on a receivable basis.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the 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.

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

##### **Raising funds**

The costs of raising funds consist of investment management fee, rental property expenses and those costs incurred in attracting voluntary income.

##### **Governance costs**

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice, such as statutory audit fees.

##### **Critical accounting estimates and judgements**

In the application of the charities accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

## LEEDS CHURCH INSTITUTE (INCORPORATED)

### NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST DECEMBER 2021

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#### 1. ACCOUNTING POLICIES - continued

##### Allocation and apportionment of costs

The Statement of Recommended Practice requires that costs are allocated where appropriate to charitable expenditure and to cost of raising funds. The Charity's central overheads, including staff costs, have been allocated to charitable activity and costs of raising funds on the basis of the allocated time spent by staff on those functions with the aim of ensuring that those costs remaining with governance costs relate to the management of the Charity's assets, organisational administration and compliance with constitutional and statutory requirements.

##### Tangible fixed assets

Tangible fixed assets are stated at cost or valuation less depreciation. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost, less estimated residual value, of the assets over their expected useful lives, as follows:-

Plant & Equipment	10% - 25% reducing balance basis
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A regular annual review of the likelihood of asset impairment is undertaken. The basis of this review is to examine the assets in their current use and ensure that the current value is not materially different from the value reported in the annual financial statements.

##### Investment property

Investment properties for which fair value can be measured reliably are measured at fair value at each reporting date with changes in fair value recognised in 'net gains / (losses) on investments' in the SOFA.

##### Taxation

The charity is exempt from corporation tax on its charitable activities.

##### Fund accounting

Monies earmarked by donors or by the terms of an appeal for particular projects are accounted for separately, in Restricted Funds. The notes to the accounts show the movements and balances on any such restricted funds. Unrestricted funds may be spent on any legitimate charitable aim as laid down in the Charity's memorandum of association.

Unrestricted funds are held in the general reserve except to the extent that the trustees consider it appropriate to make transfers to designated funds.

The charity's accounting systems allocate all income, expenditure, assets, liabilities and reserves between these funds. The statement of financial activities shows separately the income, expenditure and any transfers relating to restricted funds, designated funds and general reserves. Assets and liabilities attributed to each fund are disclosed in the notes to the financial statements

##### Hire Purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

##### Pension contributions

The Institute participates in the Church of England Pension Builder Scheme section of the Church Workers Pension Fund.

The background of the scheme is detailed in note 17 of the financial statements.

The pension costs charged to the SOFA in the year are contributions payable towards benefits and expenses accrued in that year, plus any impact of deficit contributions.

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

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**1. ACCOUNTING POLICIES - continued**

**Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**Investments**

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains / (losses) on investments' in the SoFA if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

Investments in subsidiaries are measured at cost less impairment.

**LEEDS CHURCH INSTITUTE (INCORPORATED)****NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST DECEMBER 2021****2. OTHER TRADING ACTIVITIES**

	<b>2021</b>	<b>2020</b>
	<b>Unrestricted</b>	<b>Total</b>
	<b>funds</b>	<b>funds</b>
	<b>£</b>	<b>£</b>
Sundry income	<u>560</u>	<u>25,425</u>

**3. INVESTMENT INCOME**

	<b>2021</b>	<b>2020</b>
	<b>Unrestricted</b>	<b>Total</b>
	<b>funds</b>	<b>funds</b>
	<b>£</b>	<b>£</b>
Net rents received	<u>70,918</u>	<u>58,625</u>
Unlisted investments	<u>147,999</u>	<u>149,141</u>
	<u>218,917</u>	<u>207,766</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**

	<b>2021</b>	<b>2020</b>
	<b>Total</b>	<b>Total</b>
	<b>activities</b>	<b>activities</b>
	<b>£</b>	<b>£</b>
Licence fees	<u>-</u>	<u>267</u>

**5. RAISING FUNDS****Investment management costs**

	<b>2021</b>	<b>2020</b>
	<b>Unrestricted</b>	<b>Total</b>
	<b>funds</b>	<b>funds</b>
	<b>£</b>	<b>£</b>
Property management and related fees	<u>9,000</u>	<u>9,883</u>
Property costs	<u>84,980</u>	<u>102,170</u>
	<u>93,980</u>	<u>112,053</u>

The unlisted investments are received net of an implicit investment management fee of approximately £30,083 (2020: £27,935).

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

**6. CHARITABLE ACTIVITIES COSTS**

	Support costs (see note 8) £
Employee costs	84,379
Direct costs	78,494
Premises costs	12,563
General administrative expenses	30,667
Support Costs	22,800
Donation of excess fixed assets (net book value)	12,306
	<u>241,209</u>

**7. SUPPORT COSTS**

	Education, research, events dissemination & grants £	Governance costs £	Totals £
Employee costs	84,379	-	84,379
Direct costs	78,494	-	78,494
Premises costs	12,563	-	12,563
General administrative expenses	30,667	-	30,667
Support	18,210	4,590	22,800
Donation of excess fixed assets (net book value)	12,306	-	12,306
	<u>236,619</u>	<u>4,590</u>	<u>241,209</u>

**8. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Auditors' remuneration	4,590	5,280
Depreciation - owned assets	8,505	8,260
Other operating leases	<u>37,500</u>	<u>38,290</u>

**9. TRUSTEES' REMUNERATION AND BENEFITS**

**Trustees' expenses**

The trustees received no remuneration. Trustees' meeting expenses were £nil (2020: £nil). Travel expenses of £nil (2020: £nil) were reimbursed during the year.

Reimbursed expenses, which are all subject to the charity's processes of internal controls, do not form part of remuneration.

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

**10. STAFF COSTS**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	<b>87,990</b>	<b>120,223</b>
Redundancy costs	<b>-</b>	<b>16,000</b>
Social Security	<b>7,038</b>	<b>10,321</b>
Other pension costs	<b>9,259</b>	<b>13,059</b>
Recharged to LCI Trading Limited	<b>5,582</b>	<b>(28,548)</b>
	<b><u>109,869</u></b>	<b><u>131,055</u></b>

The remuneration (including pension contributions) of the key management personnel during the year was £50,170 (2020: £49,187).

Reimbursed expenses, which are all subject to the charity's processes of internal controls, do not form part of remuneration and are not included above.

All the trustees give their time freely and as reported in note 9 no trustee remuneration was paid in the year. During the year monetary donations in the form of membership fees contributed by the trustees to the charity totalled £30 (2020: £232).

The average monthly number of employees during the year was as follows:

<b>2021</b>	<b>2020</b>
<b><u>3</u></b>	<b><u>5</u></b>

No employees received emoluments in excess of £60,000.

**LEEDS CHURCH INSTITUTE (INCORPORATED)****NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST DECEMBER 2021****11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted fund £	Total funds £
<b>INCOME FROM</b>			
Donations and legacies	233	-	233
<b>Charitable activities</b>			
Licence fees	267	-	267
Other trading activities	21,775	3,650	25,425
Investment income	<u>207,766</u>	<u>-</u>	<u>207,766</u>
<b>Total</b>	<b>230,041</b>	<b>3,650</b>	<b>233,691</b>
 <b>EXPENDITURE ON</b>			
Raising funds	112,053	-	112,053
<b>Charitable activities</b>			
Employee costs	105,045	-	105,045
Direct costs	81,609	3,650	85,259
Premises costs	15,308	-	15,308
General administrative expenses	54,977	-	54,977
Support costs	24,256	-	24,256
 <b>Total</b>	 <u>393,248</u>	 <u>3,650</u>	 <u>396,898</u>

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted funds £	Restricted fund £	Total funds £
Net gains on investments	289,488	-	289,488
<b>NET INCOME</b>	126,281	-	126,281
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	6,188,870	-	6,188,870
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u>6,315,151</u>	<u>-</u>	<u>6,315,151</u>

**12. TANGIBLE FIXED ASSETS**

	Freehold property £	Long leasehold £	Fixtures and fittings £	Totals £
<b>COST</b>				
At 1st January 2021	433,333	58,502	238,923	730,758
Additions	-	-	6,130	6,130
Disposals	-	-	(107,917)	(107,917)
Reclassification	(433,333)	(58,502)	(24,340)	(516,175)
At 31st December 2021	-	-	112,796	112,796
<b>DEPRECIATION</b>				
At 1st January 2021	-	58,502	183,943	242,445
Charge for year	-	-	8,505	8,505
Disposals	-	-	(95,611)	(95,611)
Reclassification/transfer	-	(58,502)	(14,329)	(72,831)
At 31st December 2021	-	-	82,508	82,508
<b>NET BOOK VALUE</b>				
At 31st December 2021	-	-	30,288	30,288
At 31st December 2020	<u>433,333</u>	<u>-</u>	<u>54,980</u>	<u>488,313</u>



**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

**13. FIXED ASSET INVESTMENTS**

	Investment property £	Shares in group undertakings £	Investments £	Totals £
<b>MARKET VALUE</b>				
At 1 January 2021	866,667	1	4,874,390	5,741,058
Additions	120,451	-	-	120,451
Reclassifications	443,344	-	-	443,344
Disposals	-	-	(273,617)	(273,617)
Revaluations	-	-	662,152	662,152
At 31 December 2021	<u>1,430,462</u>	<u>1</u>	<u>5,262,925</u>	<u>6,693,388</u>
<b>NET BOOK VALUE</b>				
At 31 December 2021	<u>1,430,462</u>	<u>1</u>	<u>5,262,925</u>	<u>6,693,388</u>
At 31 December 2020	<u>866,667</u>	<u>1</u>	<u>4,874,390</u>	<u>5,741,058</u>

There were no investment assets outside the UK.

**Investments**

The investments comprise:

	2021 £	2020 £
CCLA Investment Management Limited		
The CBF Church of England Investment Fund 187,319.80 (2020: 197,294.91) Income Shares	4,386,674	4,042,040
The CBF Church of England Global Equity Income Fund 85,025.56 (2020: 111,290.99) Income Shares	260,467	293,441
The CBF Church of England Property Fund 416,435.67 (2020: 416,435.67) Income Shares	615,784	538,909

The above common investment funds were established under the Church Funds Investment Measure 1958 (as amended from time to time). The funds hold a wide spread of individual equities and investments. Further details of the CBF Church of England Funds can be obtained from [www.ccla.co.uk](http://www.ccla.co.uk)

The company's investments at the balance sheet date in the share capital of companies include the following:

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

**13. FIXED ASSET INVESTMENTS - continued**

**LCI Trading Limited**

Nature of business: Conference provision

Class of share:	%
Ordinary	holding 100

	2021	2020
	£	£
Aggregate capital and reserves	<u>1</u>	<u>1</u>

The articles of association of LCI Trading Limited require the profits of the company to be paid to the parent charity. Accordingly, £nil (2020: £nil) is recorded as a gift aid contribution to the Leeds Church Institute (Incorporated).

Gross income of the group does not exceed the threshold set for the requirement of group accounts. As a result the Charity has taken advantage of exemptions from preparing group accounts.

**Investment Property**

The freehold and leasehold interests in the property held by the charity were valued by Sanderson Weatherall LLP on 27<sup>th</sup> January 2019 at open market value.

The legal ownership of the property is complex, and the value provided by Sanderson Weatherall LLP was £1,300,000. Since that date the charity has spent a further £120,451 on acquiring more interests in the property and the carrying value also includes the book value of fixture and fittings totalling £10,011.

The property previously was mixed, however, during the year the charity relocated its operations such that the property is wholly an investment in nature.

During the year a decision was taken to change the composition of long-term investment by placing the directly owned investment property on the market for future disposal.

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

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**14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Rental debtors	<b>13,306</b>	<b>1,293</b>
Amounts owed by group undertakings	<b>1,438</b>	<b>5,437</b>
Other debtors	<b>2,755</b>	<b>-</b>
Prepayments and accrued income	<b><u>82,433</u></b>	<b><u>64,524</u></b>
	<b><u>99,932</u></b>	<b><u>71,254</u></b>

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Rental creditors	<b>4,037</b>	<b>14,117</b>
Other creditors	<b>1,333</b>	<b>1,333</b>
Accruals and deferred income	<b><u>25,474</u></b>	<b><u>26,537</u></b>
	<b><u>30,844</u></b>	<b><u>41,987</u></b>

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

**16. MOVEMENT IN FUNDS**

	At 1/1/21 £	Net movement in funds £	At 31/12/21 £
<b>Unrestricted funds</b>			
General fund	85,780	68,547	154,327
Designated- fixed asset	<u>6,229,371</u>	<u>494,305</u>	<u>6,723,676</u>
	<u>6,315,151</u>	<u>562,852</u>	<u>6,878,003</u>
<b>TOTAL FUNDS</b>	<u>6,315,151</u>	<u>562,852</u>	<u>6,878,003</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
<b>Unrestricted funds</b>				
General fund	228,881	(335,189)	174,855	68,547
Designated- fixed asset	<u>-</u>	<u>-</u>	<u>494,305</u>	<u>494,305</u>
	<u>228,881</u>	<u>(335,189)</u>	<u>669,160</u>	<u>562,852</u>
<b>TOTAL FUNDS</b>	<u>228,881</u>	<u>(335,189)</u>	<u>669,160</u>	<u>562,852</u>

Designated-fixed assets represents funds invested in the long term assets by the trustees as distinct from the free reserves represented by working capital and bank reserves.

## LEEDS CHURCH INSTITUTE (INCORPORATED)

### NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31ST DECEMBER 2021

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#### 17. PENSION COMMITMENTS

##### Leeds Church Institute (PB Classic)

Leeds Church Institute participates in the Pension Builder Scheme section of the Church Workers Pension Fund (CWPF) for lay staff. The Scheme is administered by the Church of England Pensions Board, which holds the assets of the schemes separately from those of the Employer and the other participating employers.

The Church Workers Pension Fund has a section known as the (i) Defined Benefits Scheme, (ii) deferred annuity section known as the Pension Classic and (iii) a cash balance section known as Pension Builder 2014.

##### Pension Builder Scheme

The Pension Builder Scheme of the Church Scheme of the CWPF is made up of two sections, Pension Builder Classic and Pension Builder 2014, both of which are classed as defined benefits schemes.

Pension Builder Classic provides a pension for members for payment from retirement, accumulated from contributions paid and converted into a deferred annuity during employment based on terms set and reviewed by the Church of England Pensions Board from time to time. Bonuses may also be declared, depending upon the investment returns and other factors.

Pension Builder 2014 is a cash balance scheme that provided a lump sum that members use to provide benefits at retirement.

Pension contributions are recorded in an account for each member. This account may have bonuses added by the Board before retirement. The bonuses depend on investment experience and other factors. There is no requirement for the Board to grant any bonuses. The account, plus any bonuses declared, is payable from members' Normal Pension Age.

There is no sub-division of assets between employers in each section of the Pension Builder Scheme. The scheme is considered to be a multi-employer scheme as described in Section 28 of FRS102. This means it is not possible to attribute the Pension Builder Scheme's assets and liabilities to specific employers and that contributions are accounted for as if the Scheme were a defined contribution scheme. The pensions costs charged to the SOFA in the year are contributions payable, 2021 £9,259 (2020 £13,059)

A valuation of the scheme is carried out once every three years. The most recent scheme valuation completed was carried out as at 31 December 2019.

For the Pension Builder Classic section, the provisional valuation revealed a deficit of £4.8m on the ongoing assumptions used. There is no requirement for deficit payments at the current time.

For the Pension Builder 2014 section, the provisional valuation revealed a surplus of £5.5m on the accrued pods assumptions used. There is no requirement for deficit payments at the current time.

The legal structure of the scheme is such that if another employer fails, Leeds Church Institute (Incorporated) could become responsible for paying a share of that employer's pension liabilities.

The departure of the last employee within the Pension Builder Classic section would trigger the Section 75 debt provisions. If this had become due at 31 December 2019 then the estimate of that amount would have been £19,900 plus cessation expenses (typical level of expenses would be £4,000).

At 31 December 2021 Leeds Church Institute had 2 employees within the PB classic (2020: 3 employees).

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

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**18. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31st December 2021.

**19. OPERATING LEASE COMMITMENTS**

The following operating lease payments are committed to in future years over the entire period of the lease:

	<b>Land and buildings</b>		<b>Other operating leases</b>	
	<b>2021</b>	<b>2020</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Expiring:				
Within one year	-	-	-	790
Between one and five years	<b>95,784</b>	-	-	-
In more than five years	-	<b>1,462,500</b>	-	-
	<b>95,784</b>	<b>1,462,500</b>	-	<b>790</b>

The freehold of investment property in note 14 is held by the charity, however, a 99 year lease was granted to a third party, dated 25<sup>th</sup> December 1960, such that there was 41 years unexpired at 1<sup>st</sup> January 2021.

The charity subsequently took an assignment of the long leasehold. The assignment is for all the property except a proportion which is still occupied by the third party.

In December 2021, the charity took an assignment on the proportion previously held by the third party, putting an end to the operating lease commitment.

**20. CAPITAL**

Leeds Church Institute (Incorporated) is a charitable company, limited by guarantee and has no share capital. The members have agreed to contribute £1 each to the Charity's assets in the event of it winding up, if its assets should prove insufficient to cover its liabilities. There are 461 members of the company (2020: 262 members).

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31ST DECEMBER 2021**

	2021 £	2020 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Subscriptions	<u>29</u>	<u>233</u>
	29	233
<b>Other trading activities</b>		
Sundry income	560	25,425
<b>Investment income</b>		
Net rents received	70,918	58,625
Unlisted investments	<u>147,999</u>	<u>149,141</u>
	218,917	207,766
<b>Charitable activities</b>		
Licence fees	<u>-</u>	<u>267</u>
<b>Total incoming resources</b>	<b>228,881</b>	<b>233,691</b>
<b>EXPENDITURE</b>		
<b>Raising funds</b>		
Staff costs transferred from support costs	7,805	8,132
Property management and related fees	9,000	9,883
Property costs transferred from premises costs	<u>77,175</u>	<u>94,038</u>
	93,980	112,053
<b>Charitable activities</b>		
<b>Employee costs</b>		
Staff salaries	63,074	95,676
Pensions for charitable staff	9,259	13,059
Redundancy costs	-	16,000
Employers NI	5,940	7,761
Staff costs recharged to LCI Trading Limited	5,582	(28,548)
Training and welfare	287	1,002
Travel and subsistence	<u>237</u>	<u>95</u>
	84,379	105,045
<b>Direct costs</b>		
Conferencing and catering costs	-	172
Reading materials	736	1,027
Events and seminars	19,659	30,789
Resource costs	42,516	36,972
Marketing services	<u>15,583</u>	<u>16,299</u>
	78,494	85,259

This page does not form part of the statutory financial statements

**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2021**

	2021	2020
	£	£
<b>Premises costs</b>		
Insurance	15,370	11,490
Light and heat	26,501	24,956
Rates	5,417	6,962
Rent	8,785	-
Cleaning and Refuse	6,381	21,520
Repairs	26,844	35,298
Security	440	9,120
Property costs recharged to LCI Trading Limited	-	-
Property costs transferred to costs of raising funds	(77,175)	(94,038)
	<b>12,563</b>	<b>15,308</b>
<b>General administrative expenses</b>		
Telephone	2,085	3,247
Postage and stationary	3,634	4,752
Subscriptions	40	704
Equipment expenses	12,006	22,112
Accountancy	2,096	2,213
Legal and professional	1,782	8,845
Sundry expenses	486	4,718
Depreciation	8,505	8,260
Donation of excess fixed assets (net book value)	12,306	-
Bank charges	33	126
	<b>42,973</b>	<b>54,977</b>
<b>Support costs</b>		
Volunteer expenses	-	-
Administration salaries	23,507	24,547
Pension costs	-	-
Employers NI	2,507	2,560
Staff costs transferred to costs of raising funds	(7,804)	(8,132)
Auditors remuneration	4,590	5,281
	<b>22,800</b>	<b>24,256</b>

This page does not form part of the statutory financial statements



**LEEDS CHURCH INSTITUTE (INCORPORATED)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2021**

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	2021 £	2020 £
<b>Total resources expended</b>	<b>335,189</b>	<b>396,898</b>
<b>Net expenditure before gains and losses</b>	<b>(115,683)</b>	<b>(163,207)</b>
<b>Realised recognised gains and losses</b>		
Unrealised gains on investments	<u>678,535</u>	<u>289,488</u>
<b>Net income</b>	<b><u>562,852</u></b>	<b><u>126,281</u></b>

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