

Registered Charity 234431

LEEDS CITY MISSION

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

LEEDS CITY MISSION

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Registered Charity 234431

TRUSTEES REPORT YEAR ENDED 31 DECEMBER 2022

The trustees submit their report and the financial statements of Leeds City Mission for the year ended 31 December 2022.

OBJECTIVES AND ACTIVITIES

The objectives and activities of LCM focus on sharing gospel hope & undertaking practical christian compassion projects to benefit needy and marginalised people in the Leeds Metropolitan Area through the following activities

- *Chaplaincy services* to prisoners, youth detainees, elderly people's care/nursing homes, Provision of *support to marginalised people* through staff involvement in homeless projects with partner organisations
- *Provision of cheap clothing and living items* for marginalised people, provision of work experience helping disengaged people reconnect with mainstream living through the LCM Charity Shop
- *Counselling and listening services* to support isolated individuals and people struggling with life
- *Provision of emergency/supplementary food supplies* to needy and unemployed people through the Pantry Project
- *Provision of christian literature* to help people understand the christian faith through the distribution of bibles, books, newspapers, leaflets
- Supporting children from poor families through the *Christmas Kids* seasonal gift project
- Outreach activities to share the christian faith via the *Street Church* and similar projects
- Supporting the life and development of churches in the Leeds area

ACHIEVEMENTS AND PERFORMANCE

New Mission Hub

This is the first full year of the operation of the new Leeds City Mission Hub. By Easter 2022 the Mission Office had been transferred fully into the new premises. Throughout the year the various aspects/projects of LCM settled down to an integrated routine all working under one roof. This has enabled significant financial savings and a more efficient use of staff and volunteer resources.

Charity Shop & Christian Book & Card Booth

The new *Pop Up* charity shop project operated in a section of the new Mission Hub. It is operating four days (midweek) and open to the public between 10.30 am and 2.30 pm. It also opened on Saturday mornings in the four weeks before Christmas.

This *Pop-Up* charity shop has an informal role as a listening and counselling centre as visitors and volunteers unburden themselves. New relationships are being established to share the hope of the gospel for those who are struggling with life. Some grants of clothing were made to needy individuals and groups in desperate need. Work experience was provided for those

wanting to get back into work. The project has been able to help two people in recovery from addiction and mental health issues by providing work experience and personal support. Surplus funds have been generated to assist the work of the Mission. Various churches and individuals have donated clothing, bric a brac and household items to this project enabling sufficient stock levels in the shop.

In the summer a *Christian Book & Card Booth* was added to the *Pop Up* charity shop project. Bespoke shelves and display units were donated by a local company (Norseman Direct). The former stock of books, bibles, cards and gifts from the (now defunct) christian bookshop in Bradford was gratefully received. Literature and shelving was also acquired from the former Branch christian bookshop in Dewsbury. Together with other stock donated by individuals, a resourcing base for a basic literature service to churches in Leeds was established. Approximately 1200 general and seasonal greetings cards (all with scripture texts) plus a range of books and bibles were sold to the public by the end of the year.

In July 2022 over 500 copies of the Scripture Union book *Its Your Move* were distributed to Year 6 leavers at nine primary schools in partnership with four churches.

At Christmas LCM facilitated the supply of 2000 copies of the Living Word Colour Gospel Calendars. These were distributed either direct from the *Christian Book & Card Booth* or via orders from local churches in the city

Leeds City Mission is thankful that it has been able to begin to address the need for a physical retail outlet for christian books and greetings cards for churches in the Greater Leeds area.

In 2022, the *Charity Shop & Christian Book & Card Booth* have been a place of engagement touching a variety of people through a word in season, a conversation, a prayer or literature provided.

Pantry Project

The **LCM Hub** became the distribution point for the ***Pantry Project***. Surplus free food was sourced from supermarkets. Aldi supermarket offered LCM collection opportunities in late 2022 joining two other local branches of national supermarket chains already donating food. Supporting churches have also made food donations. All donations are regularly collected and delivered to the Hub. The food is used for needy visitors and some volunteer staff who are struggling on state benefits – as well as other contacts via LCM networks. These included churches in Leeds who are seeking to help people in need in their own locality.

Volunteers have operated *Pantry Project* sessions at the new Mission Hub running concurrently with the *Charity Shop & Christian Book & Card Booth*. 205 trays of food were received from supermarkets/others and these were distributed to people in need. This represents an increase of 32% compared with 2021. Aldi Supermarket also gave over 443 items of food & household items donated by shoppers in their 'front of house' box in their foyer. Shoppers at Sainsbury's Farnley & Pudsey Local Stores have also given items of food & household items donated through their 'front of house' box in their foyers too. 800 freshly picked apples were also donated by a well wisher. All these were put to good use by LCM volunteers who made up food parcels distributed them in the name of Jesus helping some struggling families living on the edge to make ends meet. Some lunches were provided to people-in-recovery from addiction and mental health issues plus other needy people referred to LCM.

Christmas Projects

Christmas Kids Gift Project

135 toys and gifts were received for the annual *Christmas Kids Gift Project* this year. This was very similar to last year's total. These came from a variety of sources including supermarkets, churches and businesses. LCM linked up with a handful of churches scattered around the

Greater Leeds area and, using their networks, distributed through them to identified families in need. Where appropriate, the children's nativity bible story books accompanied the gifts.

Christmas Gift Tags Project

2800 Christmas gift tags were created by volunteers from used greetings cards. These were freely distributed to churches, LCM supporters, charity shop customers and the general public during December.

Holly Sprigs

50 sprigs of holly were distributed as christmas decorations to the general public in mid December.

Chaplaincy Services

Both HMP Leeds & Wetherby Young Offenders Institute have reopened this year for also renewed chaplaincy work. However the LCM prison chaplain in the first half of 2022 had some health issues and took time off work to recover. She has now been able to resume her role on both sites. The chaplain is undertaking cell visitation, chapel services, one-to-one counselling and work with small groups of inmates on both sites. At christmas the chaplain organised the 'Sock It To Them' project presenting a seasonal gift pack of socks, chocolate bar and a personalised christmas card to 80 prisoners. Due to the legacy impact of the Covid pandemic it has not been possible to re-open work in the Care Home Sector. This area of work will be reviewed in 2023.

Street Outreach Work

The District Visitor and a small team have been able to undertake outreach work in the city centre and Armley shopping area distributing Christian literature and initiating gospel conversations with people who are shopping or traversing retail/visitor areas of the city.

Supporting the life and development of local churches

LCM was able to resume the organisation of 'Praise Events' providing networking and support opportunities for churches throughout the city.

A new focus for these Praise Events was devised in 2022. Two '*Supporters Luncheons & Open Afternoons*' were organised at the LCM Hub on 1 July and 2 October with 51 and 40 supporters attending respectively on these days. These proved to be popular especially for older people without their own transport (they could travel by bus) and who are reluctant to come out to an event in the evening. The *Christmas Praise Event* on 3 December was held at Bethel Free Church in December which attracted 46 supporters who were transfixed by the testimony of ex convict and addict Tim Haigh as he recounted his dramatic life story.

These events provide opportunities to connect with churches, encourage inter-church fellowship and raise the Mission's profile with the wider christian community and local neighbourhood.

An encouraging start has been made through the launch of the *Christian Book & Card Booth* in resourcing local churches with bibles, christian books, greetings cards and other helpful resources in print and DVD format.

Four editions of the newsletter *Life4Leeds* were printed and circulated bringing encouragement and support to local churches. Hundreds of Christmas gift tags were provided for churches and supporters to use. LCM was able to retain links with around 40 different churches and organisations through this year.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LEEDS CITY MISSION

I report on the financial statements of Leeds City Mission for the year ended 31 December 2022, which are set out on the attached pages.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

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

It is my responsibility to:

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

BASIS OF INDEPENDENT EXAMINER'S REPORT

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

INDEPENDENT EXAMINERS STATEMENTS

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

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

Ian Milner

Chartered Accountant
2 Langthorne Court
Morley
Leeds
LS27 9DR

4 October 2023

Leeds City Mission
Receipts and payments account
Year ended 31 December 2022

| | 2022 | 2021 |
|---------------------------------------|---------------------------|---------------------------|
| RECEIPTS | Unrestricted funds | Unrestricted funds |
| DONATIONS | | |
| Gift Aid donations | 5,195 | 9,684 |
| Other donations | 32,120 | 44,690 |
| Legacy | 7,922 | - |
| OTHER INCOME | | |
| Charity shop sales | 7,589 | 3,914 |
| Literature sales | 1,282 | - |
| Covid Grant | - | 6,001 |
| Local Restrictions support grant LCC | - | 4,763 |
| INVESTMENT INCOME | | |
| Gross Interest | 28 | 1 |
| TOTAL RECEIPTS | 54,137 | 69,053 |
| PAYMENTS | | |
| SHOP EXPENSES | | |
| Rent | - | 2,680 |
| Rates | 54 | 106 |
| Water rates | - | 111 |
| Sundries | 254 | 52 |
| CHARITABLE EXPENSES | | |
| Wages | 35,747 | 39,071 |
| Pension | 667 | - |
| Fundraising costs | 54 | 3,630 |
| Printing and postage | 306 | 118 |
| Literature | 382 | 134 |
| Donations | - | 600 |
| OFFICE COSTS | | |
| Office rent | 300 | 1,200 |
| Gas | 2,712 | - |
| Electricity | 323 | 359 |
| Insurance | 639 | 515 |
| Office sundries | 1,215 | 175 |
| Equipment leasing | 1,114 | 2,132 |
| Equipment purchases | 385 | 403 |
| Bank charges | 25 | 25 |
| Repair & maintenance | 60 | - |
| Telephone and Internet | 338 | 600 |
| Travel expenses | - | 578 |
| Website Maintenance | 401 | 721 |
| YPO | 125 | - |
| Good News Newspaper | 1,097 | - |
| GOVERNANCE COSTS | | |
| Independent examination | 300 | 300 |
| Bookkeeping, PAYE, and training costs | 1,428 | 480 |
| TOTAL PAYMENTS | 47,927 | 53,990 |
| NET RECEIPTS/(PAYMENTS) | 6,210 | 15,063 |

Leeds City Mission
Statement of assets and liabilities
As at 31 December 2022

2022

2021

FIXED ASSETS

| | | |
|-------------------|---------|---------|
| Freehold Property | 128,987 | 128,795 |
|-------------------|---------|---------|

CASH AT BANK AND IN HAND

| | | |
|---------------|--------|--------|
| Bank accounts | 18,500 | 12,529 |
|---------------|--------|--------|

| | | |
|--------------|-----|-----|
| Cash in hand | 523 | 322 |
|--------------|-----|-----|

| | | |
|--|---------------|---------------|
| | <u>19,023</u> | <u>12,851</u> |
|--|---------------|---------------|

LIABILITIES

| | | |
|------------------|-----|---|
| PAYE/NI overpaid | 401 | - |
|------------------|-----|---|

| | | |
|------------------|-------|---|
| Pensions payable | (333) | - |
|------------------|-------|---|

| | | |
|--------------|-------|---|
| Unpaid Wages | (222) | - |
|--------------|-------|---|

| | | |
|--|--------------|----------|
| | <u>(154)</u> | <u>-</u> |
|--|--------------|----------|

| | | |
|--|----------------|----------------|
| | <u>147,856</u> | <u>141,646</u> |
|--|----------------|----------------|

Unrestricted funds

| | | |
|-----------------|---------|---------|
| Brought forward | 141,646 | 126,583 |
|-----------------|---------|---------|

| | | |
|-------------------------|-------|--------|
| Net receipts/(payments) | 6,210 | 15,063 |
|-------------------------|-------|--------|

| | | |
|---------------------------|----------------|----------------|
| Funds at 31 December 2022 | <u>147,856</u> | <u>141,646</u> |
|---------------------------|----------------|----------------|

SIGNED ON BEHALF OF THE TRUSTEES

PAUL CROSSLEY

4th October 2023