

# SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

England & Wales · Charity number 514118

## Details

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Other names	DEWSBURY ROAD OVER 55 CLUB, BELLE ISLE OVER 55 CLUB, Trinity Network (Working Title)
Status	Registered
Legal form	Charitable company
Company number	<a href="#">01721708</a>
Registered	1983-08-24
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Hunslet Moor House  
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Website [www.trinitynetwork.org.uk](http://www.trinitynetwork.org.uk)

## Activities

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**Objects:** TO PROMOTE ANY CHARITABLE PURPOSES FOR THE BENEFIT OF THE COMMUNITY IN THE CITY OF LEEDS AND ELSEWHERE AND IN PARTICULAR THE ADVANCEMENT OF RELIGION AND PROPAGATION OF THE GOSPEL IN ACCORDANCE WITH THE DOCTRINES, PRINCIPLES AND USAGES OF THE UNITED REFORMED CHURCH, THE FURTHERANCE OF HEALTH, THE ADVANCEMENT OF EDUCATION AND THE RELIEF OF POVERTY, DISTRESS AND SICKNESS.

**Activities:** We operate one Club in South Leeds (working title Trinity Network) which provides opportunities for friendship, social interaction and making people feel safe in warm and pleasant environments. We also provide a hot meal service for our members.

## Classification

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- **How:** Provides Services
- **What:** General Charitable Purposes
- **Who:** Elderly/old People, The General Public/mankind

## Geography

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- **Area of benefit:** CITY OF LEEDS AND ELSEWHERE
- Leeds City

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£137,826	£146,494	-	-
2024-03-31	£137,826	£146,494	-	-
2023-03-31	£136,567	£156,819	-	-
2022-03-31	£125,139	£127,588	-	-
2021-03-31	£171,977	£165,960	-	-

## Trustees

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Name	Role	Appointed
Alexander Edward Walker		2019-11-06
Anne Parker		2016-11-09
Elizabeth Anne Myers		2021-11-10
Matthew Woodcock		2024-02-19
Susan McGarroch		2024-11-06

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

England & Wales - Charity number 514118

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# Accounts

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**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**(a company limited by guarantee)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2025**

<b>CONTENTS</b>	<b>Page</b>
Legal and Administrative information	1
Executive Council report	2-8
Independent Examiner's report	9
Statement of financial activity	10-11
Balance sheet	12
Notes to the financial statements	13-20

**Company registration number: 01721708**  
**Registered charity number: 514118**

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****LEGAL AND ADMINISTRATIVE INFORMATION****FOR THE YEAR ENDED 31 MARCH 2025**

**Charity name:** South Leeds Team Ministry Charity Limited

**Charity number:** 514118

**Company number:** 01721708

**Executive Council:** A Walker  
A Parker  
G Asquith  
S McGarroch  
E Myers  
M Woodcock

**Secretary:** A Oldknow (Passed away 2 June 2025)

**Registered office:** 35 Westgate, Huddersfield, West Yorkshire HD1 1PA

**Independent Examiners:** Wheawill & Sudworth Limited, Chartered Accountants, 35 Westgate,  
Huddersfield, HD1 1PA

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT)**

## **FOR THE YEAR ENDED 31 MARCH 2025**

The Executive Council who are also directors of the charity for the purposes of the Companies Act 2006, present their report together with the financial statements of the charity for the year ended 31 March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the Charitable Company's Memorandum and Articles of Association, the Companies Act 2006 and "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)."

The Directors of the charitable company (the charity) are its Executive Council for the purposes of charity law and throughout this report are collectively referred to as the Executive Council.

The Charity is entitled to the exemption from preparing a strategic report.

### **OBJECTIVES AND ACTIVITIES**

The Charitable Company's objectives are set out in the Memorandum and Articles of Association dated 11<sup>th</sup> April 1983. In accordance with the Memorandum the company has been established to promote any charitable purposes for the benefit of the company in the city of Leeds and elsewhere and in particular the advancement of religion and propagation of the Gospel in accordance with the doctrines, principle and usages of the United Reformed Church, the furtherance of health, the advancement of education and the relief of poverty, distress and sickness.

The principal activities of the Charitable Company comprised the operation of Trinity Network, a day centre for elderly and vulnerable people, including the provision of hot meals and social activities to members. We will continue to review these services to ensure that they are viable and providing a quality service. We will also review these services to ensure they are financially, logistically, strategically and physically viable.

Each year the Executive Committee, as part of the business planning process, will communicate and involve staff in the development of the business plan. The plan will incorporate the operational targets as well as service specific targets. Annually there will be a review day which will consider progress and performance against each target.

We continue to be supported by Leeds Adults and Health via a grant which helps fund most of our activities. In general costs have increased so we have taken steps to spend within our budgets. This has included changing suppliers and using organisations that limit food waste to supply our catering. New avenues for funding and grants are constantly being explored.

The minibus continues to be a vital part of the organisation but remains costly to maintain. This year we received a sizeable grant to purchase a bus after the last one became too expensive to maintain. We are grateful to the Leeds Benevolent Society of Single Ladies for this and their ongoing support of our work. However, shortly after purchase the new bus was stolen so we left the accounting year without a bus and struggling to find a replacement. This has meant that our outreach and financial income have been less than satisfactory, but we persevere to fix the problem.

We continue to offer volunteer student placements via a local college.

We also continue to work with local and city-wide schemes to support the engagement of the members in the world they live and have lived in. We also continue to run day and residential trips which are as close as many come to a holiday.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

## FOR THE YEAR ENDED 31 MARCH 2025

### PUBLIC BENEFIT

Listed below are areas under which the Charity Commission show public benefit. From these we have to show how our aims/activities fit into some/all of these categories:

- a) The prevention of poverty;
- b) The advancement of education;
- c) The advancement of religion;
- d) The advancement of health or the saving of life;
- e) The advancement of citizenship or community development;
- f) The advancement of arts, culture, heritage or science;
- g) The advancement of amateur sport;
- h) The advancement of human rights, conflict resolution or reconciliation or the promotion of religious or racial harmony or equity and diversity;
- i) The advancement of environmental protection or improvement;
- j) The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or disadvantage;
- k) The advancement of animal welfare;
- l) The promotion of efficiency of the armed forces of the Crown, or the police, fire and rescue services or ambulance services;
- m) Other purposes currently recognised as charitable and any new charitable purposes which are similar to other charitable purposes.

From the above categories, below are how it is felt our various activities meet the public benefit criteria. Where appropriate at the end of each activity we have identified which public benefit(s) is/are met.

Due to the limited facilities and our staffing levels we have to restrict membership to those who are able to self-manage. We provide transport for those less mobile and members with mental health difficulties who require this. Wheelchair users can and are accommodated in both our venue and minibus. Without our transport provision many of our members would not be able to get out of their own homes on a regular basis to interact with others. To supplement our own transport, we also use the services of our local Access buses to enable more members to access our activities. From feedback we receive from our members this is something they enjoy and feel benefit from (e and j)

Whilst our club membership is aimed at those people aged 55 plus this is not rigidly adhered to. We do have people referred under this age, but for whom it is felt they would benefit from the interaction and activities we offer. We offer regular trips and an annual holiday along with regular special days within the centre. These are offered to all members. (b,d,e,f,h and j)

Membership of our clubs is very mixed in terms of ability both physically and mentally. This works well for the benefit of all. We also have a number of volunteers and work experience students who themselves have varying levels of mental ability (b,d,e,h and j).

This has resulted in both members and volunteers feeling valued as a result of the assistance they can offer one another. Those less able to benefit due to the overall interaction they can offer those they would not usually meet outside of this environment on a regular basis (a,b,d,e,h and j).

We have a website and an identity on Facebook to the benefit of our supporters and some members (j and m).

## SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

### REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)

## FOR THE YEAR ENDED 31 MARCH 2025

The variety of activities members can participate in is extensive. From sedate seated activities such as board games, quizzes, chair aerobics, tai chi, reminiscence sessions, bingo, free WIFI and internet access, sewing and craft, to the livelier and more energetic such as salsa, line dancing, carpet bowls, keep fit and curling. All of this gives members the opportunity to meet with others and stimulate themselves mentally and physically as their own abilities dictate (b,c,d,e,f,g,h and j).

## **FINANCIAL REVIEW**

A substantial percentage of our income is provided in the form of a grant awarded by Leeds City Council. Funding from Leeds City Council was maintained at the same level as last year and despite it appearing that a reduction of up to 10% might be forthcoming in the 2025/26 financial year, thankfully, going forward, funding levels have indeed been maintained at current levels. Given that outgoings continue to rise including costs which are beyond our control (e.g. the rise in minimum wage and other employment costs), we are always looking for ways to decrease our costs. One such way we have managed this is to change our employment structure meaning that staff are asked to perform more general work alongside specialist work (i.e. minibus driving) leading us to be able to save on staffing and associated on-costs.

Each year, detailed budgets are prepared for each part of the charity's operation. These are updated during the year should there be any material change to the budgeted income or expenditure. Comparisons are made between the actual financial position and the budgets at regular intervals to ensure that the financial position remains sound. We have a co-opted/appointed a treasurer to oversee the quarterly reports and budgeting.

We are aware that the transport element of our business continues to operate at a loss and we continue to monitor this element of our activities. However, we believe that the service is vital and valuable to our recipients. Without it many would live in total social isolation. We still feel at this stage we can continue this service given the general financial strength of the charity.

Once again, the budgets of the current financial year have been drawn up.

The company sees a slight drop in finances after the rise of costs beyond our control.. The executive and management committee continue to strive to readjust this going forward.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT)**  
**(Continued)**

**FOR THE YEAR ENDED 31 MARCH 2025**

## **MINIMUM RESERVES' POLICY**

The Charitable Company recognises that its financial position has a degree of vulnerability created by the reliance it places on one main provider of funding, being Leeds City Council Adult Social Care. In order to mitigate the risk this creates, the charity has established a 'Minimum Reserves Policy' which states that a sum of money should be set on one side, sufficient to allow the Charitable Company to function for a period whilst sourcing alternative funding should its main funder withdraw its support at short notice. This is the minimum level to which the charity would wish its reserves to fall.

To this end, a specific bank account is open in which £35,000 has been deposited. Withdrawal of all or part of this reserve will require the signature of the company's secretary, together with two other members of the Executive Council.

In addition to the 'Minimum Reserves' Policy,' the Charitable Company has adopted an 'Unspecified Reserves Policy.' This policy states that the Charitable Company seeks to maintain a level of unspecified reserves sufficient to allow it to carry out its day-to-day operations in a reasonable financial manner, whilst making every effort to use all other available funds to best effect to maximise the range and standard of services offered. (This figure includes, and is not in addition to, the amount set aside as a minimum reserve).

It is considered that the Charitable Company's assets are sufficient to meet its obligations.

## **INVESTMENT POWERS AND POLICY**

These are governed by the Memorandum and Articles of Association which permits the investment of monies of the Charitable Company not immediately required for its purposes in or upon such investments, securities or property as might be thought fit.

## **PLANS FOR THE FUTURE**

The Charitable Company is looking to move forward with our existing services but recognises the need to look at where additional funding might be sourced.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

**FOR THE YEAR ENDED 31 MARCH 2025**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

South Leeds Team Ministry Charity Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 11 April 1983. It is registered as a charity with the Charity Commission. The number of members of the Company is registered as ten, with all members being required to be members of the United Reformed Church in South Leeds. Each member agreed to contribute £1 in the event of the Charitable Company being wound up.

The members of the Charitable Company are the Elders serving at the United Reformed Church in South Leeds

An Executive Council determines the general policy of the Company, reverting to the full membership when considered appropriate or as required by the company's Memorandum and Articles of Association.

The following people served on the Executive Council during the year:

Alex Walker	Chair
Ann Oldknow	Company Secretary (Passed away 2 June 2025)
Anne Parker	Vice Chair
Glenys Asquith	
Susan McGarroch	(Appointed 6 November 2024)
Elizabeth Myers	
Matthew Woodcock	

For the purposes of the Companies Act the above members of the Executive Council constitute the directors of the company.

Trevor Heylings (Project Manager) attends meetings for the relevant items on the agenda

#### **Independent Examiners**

The Executive Council decided to dispense with the requirement for a statutory audit of the financial statements starting with the year ended 31 March 2021. Instead, the financial statements have been subject to an independent examination

#### **APPOINTMENT OF MEMBERS OF EXECUTIVE COUNCIL**

As set out in the Articles of Association, the Executive Council consists of:

- a) Six members who shall be appointed by resolution of the elders of the URC in South Leeds;
- b) Any Minister who is working with or in connection with the Church;
- c) In addition, the Executive Council may from time to time and at any time appoint any member of the Church as a member of the Executive Council either to fill a casual vacancy or by way of addition to the Executive Council provided that the subscribed maximum be not thereby exceeded. Furthermore, the Executive Council may from time to time and at any time appoint up to a maximum of three persons who are not members of the Church either to fill a casual vacancy or by way of addition so as to augment the strength of the Executive Council if it so wishes, provided that the prescribed maximum be not thereby exceeded. Any member so appointed shall retain their office only until the next Annual General Meeting, but they shall then be eligible for re-election.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

**FOR THE YEAR ENDED 31 MARCH 2025**

#### **ORGANISATION**

An Executive Council determines the general policy of the Charitable Company, reverting to the full membership when considered appropriate or as required by the Charitable Company's Memorandum and Articles of Association. The day-to-day management of the present activities is delegated to a Project Manager through the Management Committee.

The Charitable Company employs paid staff for the day to day running of the projects. Unpaid volunteers are relied upon for some aspects of the service, including the assisting in kitchens, pick up and return of members on our minibus daily and as a passenger assistant on the regular day trips and holidays with members.

The Executive Council monitors and manages the financial running of the projects, establishes new policies for the Charitable Company and provides a watching brief to ensure the aims of the Charitable Company are being achieved. The Executive Council members are, in the main, drawn from the membership of the United Reformed Church in the area.

#### **RISK MANAGEMENT**

The Executive Council have considered and reviewed the main risks to the Charitable Company. They include:

- a) Failure to comply with the relevant legislation
- b) Competence of Executive Council members and paid staff, dependence on key individuals, staff vetting, poor staff morale;
- c) Security of staff and members
- d) Changes in the policies of Government and Leeds Adult Social Care;
- e) Standard of premises and other facilities provided;
- f) Weak or ineffective financial controls;
- g) Inadequate or inappropriate insurance cover;
- h) Continued reduction in funding.

The Executive Council have a rolling program of reviewing risks identified and are satisfied that they have mitigated as far as is reasonably possible.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT)  
(Continued)****FOR THE YEAR ENDED 31 MARCH 2025****EXECUTIVE COUNCIL'S RESPONSIBILITIES STATEMENT**

The Executive Council, who are also the directors of South Leeds Team Ministry Charity Limited for the purposes of company law, are responsible for preparing the Report of The Executive Council and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the members of the executive council to prepare financial statements for each financial year. Under company law the members of executive council must not approve the financial statements unless they are satisfied that they 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 that period. In preparing these financial statements, the members of the Executive Council are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charitable Company will continue in operation.

The Executive Council are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charitable Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charitable Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report has been prepared in accordance with the provisions applicable to Companies subject to the small company's regime.

Approved by the Executive Council on 5 November 2025  
and signed on its behalf by

A Walker  
Chair

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****INDEPENDENT EXAMINER'S REPORT TO THE EXECUTIVE COUNCIL OF SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

I report to the Executive Council on my examination of the accounts of the company for the year ended 31 March 2025 set out on pages 10 to 20.

**Responsibilities and basis of report**

As the Executive Council 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 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 the Charitable Company's accounts as carried out under section 145 of the Charities Act 2011 ('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 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 Charitable 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.

D M Butterworth FCA  
Wheawill & Sudworth Limited  
35 Westgate  
Huddersfield  
HD1 1PA

5 November 2025

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**STATEMENT OF FINANCIAL ACTIVITY (including summary income and expenditure account)  
for the year ended  
31 MARCH 2025**

Note	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £
<b>Incoming resources</b>			
3 Donations and legacies	33,487	-	33,487
4 Charitable Activities	123,060	-	123,060
5 Investment income	2,030	-	2,030
	<hr/>	<hr/>	<hr/>
<b>Total income and endowments</b>	<b>158,577</b>	<b>-</b>	<b>158,577</b>
<b>Expenditure on</b>			
6 Charitable activities	162,983	-	162,983
9 Other	2,294	-	2,294
	<hr/>	<hr/>	<hr/>
<b>Total charitable expenditure</b>	<b>165,277</b>	<b>-</b>	<b>165,277</b>
	<hr/>	<hr/>	<hr/>
<b>Total resources expended</b>	<b>165,277</b>	<b>-</b>	<b>165,277</b>
	<hr/>	<hr/>	<hr/>
<b>N Net (expenditure) income</b>	<b>(6,700)</b>	<b>-</b>	<b>(6,700)</b>
	<hr/>	<hr/>	<hr/>
<b>Gross transfer between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>	<b>(6,700)</b>	<b>-</b>	<b>(6,700)</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds brought forward</b>	<b>86,153</b>	<b>-</b>	<b>86,153</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward</b>	<b>79,453</b>	<b>-</b>	<b>79,453</b>
	<hr/>	<hr/>	<hr/>

**Continuing operations**

During 2020 the charity closed the Dewsbury Road site, and now operates solely from Belle Isle.

**Total recognised gains and losses**

The charity has no recognised gains or losses other than the net movement in funds for the current and previous periods.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

*The notes on pages 13 to 20 form part of these financial statements.*

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**STATEMENT OF FINANCIAL ACTIVITY (including summary income and expenditure account)  
for the year ended  
31 MARCH 2025**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024**

Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £
<b>Incoming resources</b>			
3 Donations and legacies	8,842	-	8,842
4 Charitable Activities	128,392	-	128,392
5 Investment income	592	-	592
	<hr/>	<hr/>	<hr/>
<b>Total income and endowments</b>	<b>137,826</b>	<b>-</b>	<b>137,826</b>
<b>Expenditure on</b>			
6 Charitable activities	146,494	-	146,494
9 Other	-	-	-
	<hr/>	<hr/>	<hr/>
<b>Total charitable expenditure</b>	<b>146,494</b>	<b>-</b>	<b>146,494</b>
	<hr/>	<hr/>	<hr/>
<b>Total resources expended</b>	<b>146,494</b>	<b>-</b>	<b>146,494</b>
	<hr/>	<hr/>	<hr/>
<b>N Net (expenditure)/income</b>	<b>(8,668)</b>	<b>-</b>	<b>(8,668)</b>
<b>Gross transfer between funds</b>			
	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>	<b>(8,668)</b>	<b>-</b>	<b>(8,668)</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds brought forward</b>	<b>94,821</b>	<b>-</b>	<b>94,821</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward</b>	<b>86,153</b>	<b>-</b>	<b>86,153</b>
	<hr/>	<hr/>	<hr/>

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**BALANCE SHEET**

**AS AT 31 MARCH 2025**

Notes	2025	2024
	£	£
<b>Fixed assets</b>		
10 Tangible assets	3,501	7,921
<b>Current assets</b>		
11 Debtors	27,059	827
14 Cash at bank and in hand	61,844	89,476
	<u>88,903</u>	<u>90,303</u>
12 <b>Creditors:</b> amounts falling due within one year	(12,951)	(12,071)
	<u>75,952</u>	<u>78,232</u>
<b>Net current assets</b>	<u>75,952</u>	<u>78,232</u>
<b>Net assets</b>	<u><u>79,453</u></u>	<u><u>86,153</u></u>
<b>Funds</b>		
13 Restricted funds	-	-
15 Unrestricted funds:		
General unrestricted funds	79,453	86,153
	<u>79,453</u>	<u>86,153</u>
<b>Total funds</b>	<u><u>79,453</u></u>	<u><u>86,153</u></u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

For the year ending 31 March 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with Section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the Executive Council and authorised for issue on 5 November 2025 and are signed on its behalf by

A Walker

Trustee

Company registration number: 01721708

*The notes on pages 13 to 20 form part of these financial statements.*

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

### 1 Summary of significant accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

#### (a) Company Information

South Leeds Team Ministry Charity Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 35 Westgate, Huddersfield, West Yorkshire, HD1 1PA.

#### (b) Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity as defined by FRS 102, have been prepared in accordance with 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) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2019.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity.

The Charitable Company has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a statement of Cash Flows

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.

#### (c) Incoming resources

All incoming resources are included in the Statement of Financial Activities (SoFA) when the Charitable Company is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income. Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Investment income is included when receivable.

Cash donations are recognised on receipt. Other donations are recognised once the Charitable Company has been notified of the donation unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charitable Company has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### (d) Expenditure recognition

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates. Resources expended are allocated to the particular activity where the costs relate directly to that activity. Overhead expenditure has been allocated between the cost centres of expenditure in accordance with the usage of the assets or the benefit of the expenditure concerned.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**(e) Tangible fixed assets**

Tangible fixed assets with an individual cost above £250 are recognised as capital items. They are stated at cost less depreciation.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Kitchen Equipment	-20% reducing balance
Furniture, Fixtures & Fittings	-20% reducing balance
Office Equipment	-20% reducing balance
Motor Vehicles	-25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in net income/(expenditure) for the year.

**(f) Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**(g) Financial instruments**

The Charitable Company has elected to apply the provisions of Section 11 “Basic financial Instruments” to all of its financial instruments.

Financial instruments are recognised in the Charitable Company’s balance sheet when the Charitable Company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances are measured at transaction price including transaction costs.

***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are recognised at transaction price.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised at transaction price.

***Discharge of financial liabilities***

Financial liabilities are discharged when the charity’s contractual obligations expire or are discharged or cancelled.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**(h) Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. The charity is consequently exempt from corporation tax on its charitable activities.

**(i) Fund Accounting**

Unrestricted funds are available for use at the discretion of the Executive Council in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charitable Company.

**(j) Pension costs and other employee benefits**

The Charitable Company operates a defined contribution pension scheme. Contributions payable to the scheme are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Termination benefits are recognised immediately as an expense when the Charitable Company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**(k) Going Concern**

At the time of approving the financial statements, the Executive Council has a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. Thus, the Executive Council continue to adopt the going concern basis of accounting in preparing the financial statements.

**2 Critical accounting estimates and judgements**

In the application of the Charitable Company's accounting policies, the Executive Council 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**3 Donations and legacies**

	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £
Donations and gifts	987	-	987
Grants	32,500	-	32,500
	<u>33,487</u>	<u>-</u>	<u>33,487</u>

**Received in the previous year**

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £
Donations and gifts	1,820	-	1,820
Grants	7,022	-	7,022
	<u>8,842</u>	<u>-</u>	<u>8,842</u>

**4 Income from Charitable Activities**

	2025 £	2024 £
Transport	4,007	8,448
Sales and efforts	18,755	19,450
Income from kitchen	22,002	22,198
Leeds City Council	78,296	78,296
	<u>123,060</u>	<u>128,392</u>
Analysis by fund		
Unrestricted funds	123,060	128,392
Restricted funds	-	-
	<u>123,060</u>	<u>128,392</u>

The Charitable Company also benefits greatly from the involvement and enthusiastic support of its many volunteers. In accordance with Charities SORP, the economic contribution of general volunteers is not recognised in the accounts.

**NOTES TO THE FINANCIAL STATEMENTS (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

<b>5 Investments</b>	2025	2024
	£	£
Interest receivable	2,030	592
	<u>          </u>	<u>          </u>
In both years, no income from investments was restricted.		
<b>6 Expenditure on charitable activities</b>	2025	2024
	£	£
Depreciation	875	2,279
Sales and efforts	13,087	11,470
Staff wages	103,324	91,809
Classes and activities	2,641	1,564
Bank charges	502	360
Communications	897	528
General office	4,515	2,989
Premises costs	15,849	11,829
Trip expenses	1,195	1,303
Purchases	14,985	16,693
Bookkeeping	2,413	2,970
Independent examiners fee	2,700	2,700
	<u>          </u>	<u>          </u>
	162,983	146,494
	<u>          </u>	<u>          </u>
<b>Analysis by fund</b>		
Unrestricted funds	162,983	146,494
Restricted funds	-	-
	<u>          </u>	<u>          </u>

**7 Executive Council**

None of the Executive Council (or any persons connected with them) received any remuneration or benefits from the Charitable Company during the year.

**8 Employees**

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

	2025	2024
	No	No
Employees	6	5
	<u>          </u>	<u>          </u>

No employees' remuneration exceeded £60,000 (2024: none).

## NOTES TO THE FINANCIAL STATEMENTS (Continued)

## FOR THE YEAR ENDED 31 MARCH 2025

<b>9</b>	<b>Other</b>		Unrestricted Funds 2025 £	Unrestricted Funds 2024 £		
	Loss on disposal of tangible fixed assets		2,294	-		
			<u>2,294</u>	<u>-</u>		
			<u><u>2,294</u></u>	<u><u>-</u></u>		
<b>10</b>	<b>Tangible fixed assets</b>					
		Kitchen Equipment £	Furniture, Fixtures & Fittings £	Office equipment £	Motor Vehicles £	Totals £
	<b>Cost:</b>					
	At 1 April 2024	21,705	11,460	4,157	14,000	51,322
	Additions	-	-	-	23,995	23,995
	Disposals	-	-	-	(37,995)	(37,995)
	At 31 March 2025	<u>21,705</u>	<u>11,460</u>	<u>4,157</u>	<u>-</u>	<u>37,322</u>
	<b>Depreciation:</b>					
	At 1 April 2024	17,734	11,238	3,973	10,456	43,401
	Charge for the year	794	44	37	-	875
	Eliminated on disposal	-	-	-	(10,456)	(10,456)
	At 31 March 2025	<u>18,528</u>	<u>11,282</u>	<u>4,010</u>	<u>-</u>	<u>33,820</u>
	<b>Net book value:</b>					
	At 31 March 2025	<u>3,177</u>	<u>178</u>	<u>147</u>	<u>-</u>	<u>3,502</u>
	At 31 March 2024	<u><u>3,971</u></u>	<u><u>222</u></u>	<u><u>184</u></u>	<u><u>3,544</u></u>	<u><u>7,921</u></u>
<b>11</b>	<b>Debtors: amounts falling due within one year</b>				2025 £	2024 £
	Trade debtors				3,314	827
	Other debtors				23,745	-
					<u>27,059</u>	<u>827</u>
					<u><u>27,059</u></u>	<u><u>827</u></u>
<b>12</b>	<b>Creditors: Amounts falling due within one year</b>				2025 £	2024 £
	Taxation & social security				4,987	2,047
	Trade creditors				338	667
	Other creditors				4,926	6,657
	Accruals				2,700	2,700
					<u>12,951</u>	<u>12,071</u>
					<u><u>12,951</u></u>	<u><u>12,071</u></u>

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

**13 Restricted Funds**

The income funds of the Charitable Company include restricted funds comprising the following unexpended donations and grants held on trust for specific purposes.

	At 1.4.24	Net movement	Transfers	At 31.3.25
	£	In funds	Between funds	£
		£	£	
<b>Restricted funds</b>	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

A breakdown of restricted funds in the previous year is as follows:

	At 1.4.23	Net movement	Transfers	At 31.3.24
	£	In funds	Between funds	£
		£	£	
<b>Restricted funds</b>	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**14 Designated Funds**

Traditionally a designated fund is set aside to allow the charitable company to function for a short period of time should its main funder withdraw support at short notice. The financial situation was uncertain at the start of the pandemic in March 2020 and when the bond that existed at that time matured it was redeemed. Now that the financial situation is somewhat clearer, another bond has been taken out. Of the total cash reserves, £35,000 has been designated to cover costs if funding was delayed or withdrawn for any reason.

Cash at bank and in hand was:

	2025	2024
	£	£
Nat West current account	5,000	5,000
Nat West savings account	9,573	31,760
Shawbrook Bond	36,386	35,000
Virgin Money current account	10,436	17,243
Cash	449	473
<b>Total</b>	<u>61,844</u>	<u>94,571</u>

15 **Analysis of net assets between funds**

	<b>Unrestricted 2025 £</b>	<b>Restricted 2025 £</b>	<b>Total Funds 2025 £</b>
Fund balances at 31 March 2025 are represented by:			
Tangible Assets	3,501	-	3,501
Current assets/(liabilities)	75,952	-	75,952
	<u>79,453</u>	<u>-</u>	<u>79,453</u>
	<u><u>79,453</u></u>	<u><u>-</u></u>	<u><u>79,453</u></u>
	<b>Unrestricted 2024 £</b>	<b>Restricted 2024 £</b>	<b>Total Funds 2024 £</b>
Fund balances at 31 March 2024 are represented by:			
Tangible Assets	7,921	-	7,921
Current assets/(liabilities)	78,232	-	78,232
	<u>86,153</u>	<u>-</u>	<u>86,153</u>
	<u><u>86,153</u></u>	<u><u>-</u></u>	<u><u>86,153</u></u>

16 **Related party transactions**

There were no disclosable related party transactions during the year (2024 – none).

There is no one controlling party of the charity.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

England & Wales - Charity number 514118

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# Accounts

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**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**(a company limited by guarantee)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2024**

<b>CONTENTS</b>	<b>Page</b>
Legal and Administrative information	1
Executive Council report	2-8
Independent Examiner's report	9
Statement of financial activity	10-11
Balance sheet	12
Notes to the financial statements	13-20

**Company registration number: 01721708**  
**Registered charity number: 514118**

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****LEGAL AND ADMINISTRATIVE INFORMATION****FOR THE YEAR ENDED 31 MARCH 2024**

**Charity name:** South Leeds Team Ministry Charity Limited

**Charity number:** 514118

**Company number:** 01721708

**Executive Council:** A Walker  
A Oldknow  
A Parker  
G Asquith  
E Myers  
M Woodcock

**Secretary:** A Oldknow

**Registered office:** 35 Westgate, Huddersfield, West Yorkshire HD1 1PA

**Independent Examiners:** Wheawill & Sudworth Limited, Chartered Accountants, 35 Westgate,  
Huddersfield, HD1 1PA

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT)**

#### **FOR THE YEAR ENDED 31 MARCH 2024**

The Executive Council who are also directors of the charity for the purposes of the Companies Act 2006, present their report together with the financial statements of the charity for the year ended 31 March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the Charitable Company's Memorandum and Articles of Association, the Companies Act 2006 and "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)."

The Directors of the charitable company (the charity) are its Executive Council for the purposes of charity law and throughout this report are collectively referred to as the Executive Council.

The Charity is entitled to the exemption from preparing a strategic report.

#### **OBJECTIVES AND ACTIVITIES**

The Charitable Company's objectives are set out in the Memorandum and Articles of Association dated 11<sup>th</sup> April 1983. In accordance with the Memorandum the company has been established to promote any charitable purposes for the benefit of the company in the city of Leeds and elsewhere and in particular the advancement of religion and propagation of the Gospel in accordance with the doctrines, principle and usages of the United Reformed Church, the furtherance of health, the advancement of education and the relief of poverty, distress and sickness.

The principal activities of the Charitable Company comprised the operation of a day centre for those over the age of 55, along with the provision of hot meals to members. We will continue to review these services to ensure that they are viable and providing a quality service. We will also review these services to ensure they are financially, logistically, strategically and physically viable.

Each year the Executive Committee, as part of the business planning process, will communicate and involve staff in the development of the business plan. The plan will incorporate the operational targets as well as service specific targets. Annually there will be a review day which will consider progress and performance against each target.

We continue to be supported by Leeds Adults and Health via a grant which helps fund most of our activities. In general costs have increased, most noticeably an increase of roughly 10% on the minimum and living wage which has led to extra pressures on resources. New avenues for funding and grants are constantly being explored.

The minibus continues to be a vital part of the organisation but remains costly to maintain. Again, new ideas surrounding ownership and leasing are being explored in an attempt to make the costs involved more predictable and stable.

We continue to offer volunteer student placements via a local college.

We also continue to work with local and city-wide schemes to support the engagement of the members in the world they live and have lived in. We also continue to run day and residential trips which are as close as many come to a holiday.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2024**

#### **PUBLIC BENEFIT**

Listed below are areas under which the Charity Commission show public benefit. From these we have to show how our aims/activities fit into some/all of these categories:

- a) The prevention of poverty;
- b) The advancement of education;
- c) The advancement of religion;
- d) The advancement of health or the saving of life;
- e) The advancement of citizenship or community development;
- f) The advancement of arts, culture, heritage or science;
- g) The advancement of amateur sport;
- h) The advancement of human rights, conflict resolution or reconciliation or the promotion of religious or racial harmony or equity and diversity;
- i) The advancement of environmental protection or improvement;
- j) The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or disadvantage;
- k) The advancement of animal welfare;
- l) The promotion of efficiency of the armed forces of the Crown, or the police, fire and rescue services or ambulance services;
- m) Other purposes currently recognised as charitable and any new charitable purposes which are similar to other charitable purposes.

From the above categories, below are how it is felt our various activities meet the public benefit criteria. Where appropriate at the end of each activity we have identified which public benefit(s) is/are met.

Due to the limited facilities and our staffing levels we have to restrict membership to those who are able to self-manage. We provide transport for those less mobile and members with mental health difficulties who require this. Wheelchair users can and are accommodated in both our venue and minibus. Without our transport provision many of our members would not be able to get out of their own homes on a regular basis to interact with others. To supplement our own transport, we also use the services of our local Access buses to enable more members to access our activities. From feedback we receive from our members this is something they enjoy and feel benefit from (e and j)

Whilst our club membership is aimed at those people aged 55 plus this is not rigidly adhered to. We do have people referred under this age, but for whom it is felt they would benefit from the interaction and activities we offer. We offer regular trips and an annual holiday along with regular special days within the centre. These are offered to all members. (b,d,e,f,h and j)

Membership of our clubs is very mixed in terms of ability both physically and mentally. This works well for the benefit of all. We also have a number of volunteers and work experience students who themselves have varying levels of mental ability (b,d,e,h and j).

This has resulted in both members and volunteers feeling valued as a result of the assistance they can offer one another. Those less able to benefit due to the overall interaction they can offer those they would not usually meet outside of this environment on a regular basis (a,b,d,e,h and j).

We have a website and an identity on Facebook to the benefit of our supporters and some members (j and m).

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2024**

The variety of activities members can participate in is extensive. From sedate seated activities such as board games, quizzes, chair aerobics, tai chi, reminiscence sessions, bingo, free WIFI and internet access, sewing and craft, to the livelier and more energetic such as salsa, line dancing, carpet bowls, keep fit and curling. All of this gives members the opportunity to meet with others and stimulate themselves mentally and physically as their own abilities dictate (b,c,d,e,f,g,h and j).

#### **FINANCIAL REVIEW**

A substantial percentage of our income is provided in the form of a grant awarded by Leeds City Council. This grant was lowered by 10% as Leeds City Council look to lower their outgoings. Given the increased outgoings and costs which are beyond our control (the rise in minimum wage and other employment costs), we are always looking for ways to decrease our costs. One such way we have managed this is to change our employment structure meaning that staff are asked to perform more general work alongside specialist work (i.e. minibus driving) leading us to be able to save on staffing and associated on-costs.

Each year, detailed budgets are prepared for each part of the charity's operation. These are updated during the year should there be any material change to the budgeted income or expenditure. Comparisons are made between the actual financial position and the budgets at regular intervals to ensure that the financial position remains sound. We have a co-opted/appointed a treasurer to oversee the quarterly reports and budgeting.

We are aware that the transport element of our business continues to operate at a loss and we continue to monitor this element of our activities. However, we believe that the service is vital and valuable to our recipients. Without it many would live in total social isolation. We still feel at this stage we can continue this service given the general financial strength of the charity.

Once again, the budgets of the current financial year have been drawn up.

The company sees a slight drop in finances after the rise of costs beyond our control and the drop in the grant from LCC. The executive and management committee continue to strive to readjust this going forward.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2024**

#### **MINIMUM RESERVES' POLICY**

The Charitable Company recognises that its financial position has a degree of vulnerability created by the reliance it places on one main provider of funding, being Leeds City Council Adult Social Care. In order to mitigate the risk this creates, the charity has established a 'Minimum Reserves Policy' which states that a sum of money should be set on one side, sufficient to allow the Charitable Company to function for a period whilst sourcing alternative funding should its main funder withdraw its support at short notice. This is the minimum level to which the charity would wish its reserves to fall.

To this end, a specific bank account is open in which £35,000 has been deposited. Withdrawal of all or part of this reserve will require the signature of the company's secretary, together with two other members of the Executive Council.

In addition to the 'Minimum Reserves' Policy, the Charitable Company has adopted an 'Unspecified Reserves Policy.' This policy states that the Charitable Company seeks to maintain a level of unspecified reserves sufficient to allow it to carry out its day-to-day operations in a reasonable financial manner, whilst making every effort to use all other available funds to best effect to maximise the range and standard of services offered. (This figure includes, and is not in addition to, the amount set aside as a minimum reserve).

It is considered that the Charitable Company's assets are sufficient to meet its obligations.

#### **INVESTMENT POWERS AND POLICY**

These are governed by the Memorandum and Articles of Association which permits the investment of monies of the Charitable Company not immediately required for its purposes in or upon such investments, securities or property as might be thought fit.

#### **PLANS FOR THE FUTURE**

The Charitable Company is looking to move forward with our existing services but recognises the need to look at where additional funding might be sourced.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2024**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

South Leeds Team Ministry Charity Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 11 April 1983. It is registered as a charity with the Charity Commission. The number of members of the Company is registered as ten, with all members being required to be members of the United Reformed Church in South Leeds. Each member agreed to contribute £1 in the event of the Charitable Company being wound up.

The members of the Charitable Company are the Elders serving at the United Reformed Church in South Leeds

An Executive Council determines the general policy of the Company, reverting to the full membership when considered appropriate or as required by the company's Memorandum and Articles of Association.

The Executive Council, who are also the directors for the purpose of company law, and who served during the year and up to the date of the signature of the financial statements were:

Alex Walker	Chair
Ann Oldknow	Company Secretary
Anne Parker	Vice Chair
Glenys Asquith	
Lorraine Coates	(Resigned 8 November 2023)
Matthew Woodcock	(Appointed 19 February 2024)
Elizabeth Myers	

For the purposes of the Companies Act the above members of the Executive Council constitute the directors of the company.

R Baker is treasurer (co-opted)

Trevor Heylings (Project Manager) attends meetings for the relevant items on the agenda

#### **Independent Examiners**

The Executive Council decided to dispense with the requirement for a statutory audit of the financial statements starting with the year ended 31 March 2021. Instead, the financial statements have been subject to an independent examination

### **APPOINTMENT OF MEMBERS OF EXECUTIVE COUNCIL**

As set out in the Articles of Association, the Executive Council consists of:

- a) Six members who shall be appointed by resolution of the elders of the URC in South Leeds;
- b) Any Minister who is working with or in connection with the Church;
- c) In addition, the Executive Council may from time to time and at any time appoint any member of the Church as a member of the Executive Council either to fill a casual vacancy or by way of addition to the Executive Council provided that the subscribed maximum be not thereby exceeded. Furthermore, the Executive Council may from time to time and at any time appoint up to a maximum of three persons who are not members of the Church either to fill a casual vacancy or by way of addition so as to augment the strength of the Executive Council if it so wishes, provided that the prescribed maximum be not thereby exceeded. Any member so appointed shall retain their office only until the next Annual General Meeting, but they shall then be eligible for re-election.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2024**

### **ORGANISATION**

An Executive Council determines the general policy of the Charitable Company, reverting to the full membership when considered appropriate or as required by the Charitable Company's Memorandum and Articles of Association. The day-to-day management of the present activities is delegated to a Project Manager through the Management Committee.

The Charitable Company employs paid staff for the day to day running of the projects. Unpaid volunteers are relied upon for some aspects of the service, including the assisting in kitchens, pick up and return of members on our minibus daily and as a passenger assistant on the regular day trips and holidays with members.

The Executive Council monitors and manages the financial running of the projects, establishes new policies for the Charitable Company and provides a watching brief to ensure the aims of the Charitable Company are being achieved. The Executive Council members are, in the main, drawn from the membership of the United Reformed Church in the area.

### **RISK MANAGEMENT**

The Executive Council have considered and reviewed the main risks to the Charitable Company. They include:

- a) Failure to comply with the relevant legislation
- b) Competence of Executive Council members and paid staff, dependence on key individuals, staff vetting, poor staff morale;
- c) Security of staff and members
- d) Changes in the policies of Government and Leeds Adult Social Care;
- e) Standard of premises and other facilities;
- f) Weak or ineffective financial controls;
- g) Inadequate or inappropriate insurance cover;
- h) Continued reduction in funding.

The Executive Council have a rolling program of reviewing risks identified and are satisfied that they have mitigated as far as is reasonably possible.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)****FOR THE YEAR ENDED 31 MARCH 2024****EXECUTIVE COUNCIL'S RESPONSIBILITIES STATEMENT**

The Executive Council, who are also the directors of South Leeds Team Ministry Charity Limited for the purposes of company law, are responsible for preparing the Report of The Executive Council and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the members of the executive council to prepare financial statements for each financial year. Under company law the members of executive council must not approve the financial statements unless they are satisfied that they 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 that period. In preparing these financial statements, the members of the Executive Council are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charitable Company will continue in operation.

The Executive Council are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charitable Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charitable Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report has been prepared in accordance with the provisions applicable to Companies subject to the small company's regime.

Approved by the Executive Council on 28 October 2024  
and signed on its behalf by

A Walker  
Chair

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****INDEPENDENT EXAMINER'S REPORT TO THE EXECUTIVE COUNCIL OF SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

I report to the Executive Council on my examination of the accounts of the company for the year ended 31 March 2024 set out on pages 10 to 20.

**Responsibilities and basis of report**

As the Executive Council 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 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 the Charitable Company's accounts as carried out under section 145 of the Charities Act 2011 ('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 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 Charitable 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.

D M Butterworth FCA  
Wheawill & Sudworth Limited  
35 Westgate  
Huddersfield  
HD1 1PA

28 October 2024

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**STATEMENT OF FINANCIAL ACTIVITY (including summary income and expenditure account)  
for the year ended  
31 MARCH 2024**

Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £
<b>Incoming resources</b>			
3 Donations and legacies	8,842	-	8,842
4 Charitable Activities	128,392	-	128,392
5 Investment income	592	-	592
	<hr/>	<hr/>	<hr/>
<b>Total income and endowments</b>	<b>137,826</b>	<b>-</b>	<b>137,826</b>
<b>Expenditure on</b>			
6 Charitable activities	146,494	-	146,494
9 Other	-	-	-
	<hr/>	<hr/>	<hr/>
<b>Total charitable expenditure</b>	<b>146,494</b>	<b>-</b>	<b>146,494</b>
	<hr/>	<hr/>	<hr/>
<b>Total resources expended</b>	<b>146,494</b>	<b>-</b>	<b>146,494</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b>Net (expenditure) income</b>	<b>(8,668)</b>	<b>-</b>	<b>(8,668)</b>
<b>Gross transfer between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>	<b>(8,668)</b>	<b>-</b>	<b>(8,668)</b>
<b>Total funds brought forward</b>	<b>94,821</b>	<b>-</b>	<b>94,821</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward</b>	<b>86,153</b>	<b>-</b>	<b>86,153</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**Continuing operations**

During 2020 the charity closed the Dewsbury Road site, and now operates solely from Belle Isle.

**Total recognised gains and losses**

The charity has no recognised gains or losses other than the net movement in funds for the current and previous periods.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

*The notes on pages 13 to 20 form part of these financial statements.*

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**STATEMENT OF FINANCIAL ACTIVITY (including summary income and expenditure account)  
for the year ended  
31 MARCH 2024**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023**

Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £
<b>Incoming resources</b>			
3 Donations and legacies	6,564	-	6,564
4 Charitable Activities	129,790	-	129,790
5 Investment income	213	-	213
	<hr/>	<hr/>	<hr/>
<b>Total income and endowments</b>	<b>136,567</b>	<b>-</b>	<b>136,567</b>
	<hr/>	<hr/>	<hr/>
<b>Expenditure on</b>			
6 Charitable activities	156,819	-	156,819
9 Other	-	-	-
	<hr/>	<hr/>	<hr/>
<b>Total charitable expenditure</b>	<b>156,819</b>	<b>-</b>	<b>156,819</b>
	<hr/>	<hr/>	<hr/>
<b>Total resources expended</b>	<b>156,819</b>	<b>-</b>	<b>156,819</b>
	<hr/>	<hr/>	<hr/>
<b>Net (expenditure)/income</b>	<b>(20,252)</b>	<b>-</b>	<b>(20,252)</b>
	<hr/>	<hr/>	<hr/>
<b>Gross transfer between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>	<b>(20,252)</b>	<b>-</b>	<b>(20,252)</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds brought forward</b>	<b>115,073</b>	<b>-</b>	<b>115,073</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward</b>	<b>94,821</b>	<b>-</b>	<b>94,821</b>
	<hr/>	<hr/>	<hr/>

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**BALANCE SHEET**

**AS AT 31 MARCH 2024**

Notes		2024		2023	
	£	£	£	£	£
	<b>Fixed assets</b>				
10	Tangible assets		7,921		10,200
	<b>Current assets</b>				
11	Debtors	827		661	
14	Cash at bank and in hand	89,476		94,571	
		<u>90,303</u>		<u>95,232</u>	
12	<b>Creditors:</b> amounts falling due within one year	(12,071)		(10,611)	
	<b>Net current assets</b>		<u>78,232</u>		<u>84,621</u>
	<b>Net assets</b>		<u><u>86,153</u></u>		<u><u>94,821</u></u>
	<b>Funds</b>				
13	Restricted funds		-		-
15	Unrestricted funds:				
	General unrestricted funds	<u>86,153</u>		<u>94,821</u>	
	<b>Total funds</b>		<u><u>86,153</u></u>		<u><u>94,821</u></u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with Section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the Executive Council and authorised for issue on 28 October 2024 and are signed on its behalf by

A Walker

Trustee

Company registration number: 01721708

*The notes on pages 13 to 20 form part of these financial statements.*

**SOUTH LEEDS TEAM CHARITY MINISTRY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**1 Summary of significant accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

**(a) Company Information**

South Leeds Team Ministry Charity Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 35 Westgate, Huddersfield, West Yorkshire, HD1 1PA.

**(b) Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity as defined by FRS 102, have been prepared in accordance with 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) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2019.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity.

The Charitable Company has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a statement of Cash Flows

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.

**(c) Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the Charitable Company is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income. Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Investment income is included when receivable.

Cash donations are recognised on receipt. Other donations are recognised once the Charitable Company has been notified of the donation unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charitable Company has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

**(d) Expenditure recognition**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates. Resources expended are allocated to the particular activity where the costs relate directly to that activity. Overhead expenditure has been allocated between the cost centres of expenditure in accordance with the usage of the assets or the benefit of the expenditure concerned.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**(e) Tangible fixed assets**

Tangible fixed assets with an individual cost above £250 are recognised as capital items. They are stated at cost less depreciation.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Kitchen Equipment	-20% reducing balance
Furniture, Fixtures & Fittings	-20% reducing balance
Office Equipment	-20% reducing balance
Motor Vehicles	-25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in net income/(expenditure) for the year.

**(f) Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**(g) Financial instruments**

The Charitable Company has elected to apply the provisions of Section 11 “Basic financial Instruments” to all of its financial instruments.

Financial instruments are recognised in the Charitable Company’s balance sheet when the Charitable Company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances are measured at transaction price including transaction costs.

***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are recognised at transaction price.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised at transaction price.

***Discharge of financial liabilities***

Financial liabilities are discharged when the charity’s contractual obligations expire or are discharged or cancelled.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**(h) Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. The charity is consequently exempt from corporation tax on its charitable activities.

**(i) Fund Accounting**

Unrestricted funds are available for use at the discretion of the Executive Council in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charitable Company.

**(j) Pension costs and other employee benefits**

The Charitable Company operates a defined contribution pension scheme. Contributions payable to the scheme are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Termination benefits are recognised immediately as an expense when the Charitable Company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**(k) Going Concern**

At the time of approving the financial statements, the Executive Council has a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. Thus, the Executive Council continue to adopt the going concern basis of accounting in preparing the financial statements.

**2 Critical accounting estimates and judgements**

In the application of the Charitable Company's accounting policies, the Executive Council 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**3 Donations and legacies**

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £
Donations and gifts	1,820	-	1,820
Grants	7,022	-	7,022
	<u>8,842</u>	<u>-</u>	<u>8,842</u>

**Received in the previous year**

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £
Donations and gifts	1,056	-	1,056
Grants	5,508	-	5,508
	<u>6,564</u>	<u>-</u>	<u>6,564</u>

**4 Income from Charitable Activities**

	2024 £	2023 £
Transport	8,448	9,981
Sales and efforts	19,450	18,965
Income from kitchen	22,198	19,296
Leeds City Council	78,296	81,548
	<u>128,392</u>	<u>129,790</u>
Analysis by fund		
Unrestricted funds	128,392	129,790
Restricted funds	-	-
	<u>128,392</u>	<u>129,790</u>

The Charitable Company also benefits greatly from the involvement and enthusiastic support of its many volunteers. In accordance with Charities SORP, the economic contribution of general volunteers is not recognised in the accounts.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 MARCH 2024**

<b>5</b>	<b>Investments</b>	2024	2023
		£	£
	Interest receivable	592	213
		<u>          </u>	<u>          </u>

In both years, no income from investments was restricted.

<b>6</b>	<b>Expenditure on charitable activities</b>	2024	2023
		£	£
	Depreciation	2,279	2,944
	Sales and efforts	11,470	12,149
	Staff wages	91,809	92,721
	Classes and activities	1,564	1,438
	Bank charges	360	315
	Communications	528	716
	General office	2,989	4,476
	Premises costs	11,829	15,289
	Trip expenses	1,303	1,698
	Purchases	16,693	19,914
	Bookkeeping	2,970	2,459
	Independent examiners fee	2,700	2,700
		<u>          </u>	<u>          </u>
		<u>146,494</u>	<u>156,819</u>
	<b>Analysis by fund</b>		
	Unrestricted funds	146,494	156,819
	Restricted funds	-	-
		<u>          </u>	<u>          </u>

**7 Executive Council**

None of the Executive Council (or any persons connected with them) received any remuneration or benefits from the Charitable Company during the year.

**8 Employees**

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

	2024	2023
	No	No
Employees	5	5
	<u>          </u>	<u>          </u>

No employees' remuneration exceeded £60,000 (2023: none).

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

<b>9</b>	<b>Other</b>	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £			
	Loss on disposal of tangible fixed assets	-	-			
		<u>-</u>	<u>-</u>			
		<u><u>-</u></u>	<u><u>-</u></u>			
<b>10</b>	<b>Tangible fixed assets</b>					
	Kitchen Equipment	Furniture, Fixtures & Fittings	Office equipment	Motor Vehicles	Totals	
	£	£	£	£	£	
	<b>Cost:</b>					
	At 1 April 2023	21,705	11,460	4,157	14,000	51,322
	Additions	-	-	-	-	-
	Disposals	-	-	-	-	-
	At 31 March 2024	<u>21,705</u>	<u>11,460</u>	<u>4,157</u>	<u>14,000</u>	<u>51,322</u>
	<b>Depreciation:</b>					
	At 1 April 2023	16,739	11,182	3,926	9,275	41,122
	Charge for the year	995	56	47	1,181	2,279
	Eliminated on disposal	-	-	-	-	-
	At 31 March 2024	<u>17,734</u>	<u>11,238</u>	<u>3,973</u>	<u>10,456</u>	<u>43,401</u>
	<b>Net book value:</b>					
	At 31 March 2024	<u>3,971</u>	<u>222</u>	<u>184</u>	<u>3,544</u>	<u>7,921</u>
	At 31 March 2023	<u><u>4,966</u></u>	<u><u>278</u></u>	<u><u>231</u></u>	<u><u>4,725</u></u>	<u><u>10,200</u></u>
<b>11</b>	<b>Debtors: amounts falling due within one year</b>	2024 £	2023 £			
	Trade debtors	<u>827</u>	<u>661</u>			
<b>12</b>	<b>Creditors: Amounts falling due within one year</b>	2024 £	2023 £			
	Taxation & social security	2,047	1,233			
	Trade creditors	667	559			
	Other creditors	6,657	6,119			
	Accruals	2,700	2,700			
		<u>12,071</u>	<u>10,611</u>			
		<u><u>12,071</u></u>	<u><u>10,611</u></u>			

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2024**

**13 Restricted Funds**

The income funds of the Charitable Company include restricted funds comprising the following unexpended donations and grants held on trust for specific purposes.

	At 1.4.23	Net movement In funds	Transfers Between funds	At 31.3.24
	£	£	£	£
<b>Restricted funds</b>	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	-	-	-	-
	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

A breakdown of restricted funds in the previous year is as follows:

	At 1.4.22	Net movement In funds	Transfers Between funds	At 31.3.23
	£	£	£	£
<b>Restricted funds</b>	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	-	-	-	-
	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>

**14 Designated Funds**

Traditionally a designated fund is set aside to allow the charitable company to function for a short period of time should its main funder withdraw support at short notice. The financial situation was uncertain at the start of the pandemic in March 2020 and when the bond that existed at that time matured it was redeemed. Now that the financial situation is somewhat clearer, another bond has been taken out. Of the total cash reserves, £35,000 has been designated to cover costs if funding was delayed or withdrawn for any reason.

Cash at bank and in hand was:

	2024	2023
	£	£
Nat West current account	5,000	5,000
Nat West savings account	31,760	36,152
Shawbrook Bond	35,000	-
Virgin Money current account	17,243	52,993
Cash	473	426
<b>Total</b>	<u><u>89,476</u></u>	<u><u>94,571</u></u>

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**FOR THE YEAR ENDED 31 MARCH 2024**

**15 Analysis of net assets between funds**

	<b>Unrestricted 2024 £</b>	<b>Restricted 2024 £</b>	<b>Total Funds 2024 £</b>
Fund balances at 31 March 2024 are represented by:			
Tangible Assets	7,921	-	7,921
Current assets/(liabilities)	78,232	-	78,232
	<u>86,153</u>	<u>-</u>	<u>86,153</u>
	<u><u>86,153</u></u>	<u><u>-</u></u>	<u><u>86,153</u></u>
	<b>Unrestricted 2023 £</b>	<b>Restricted 2023 £</b>	<b>Total Funds 2023 £</b>
Fund balances at 31 March 2023 are represented by:			
Tangible Assets	10,200	-	10,200
Current assets/(liabilities)	84,621	-	84,621
	<u>94,821</u>	<u>-</u>	<u>94,821</u>
	<u><u>94,821</u></u>	<u><u>-</u></u>	<u><u>94,821</u></u>

**16 Related party transactions**

There were no disclosable related party transactions during the year (2023 – none).

There is no one controlling party of the charity.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

England & Wales - Charity number 514118

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# Accounts

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**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****STATEMENT OF FINANCIAL ACTIVITY (including summary income and expenditure account)**

for the year ended

**31 MARCH 2023**

Not	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £
<b>Incoming resources</b>			
3 Donations and legacies	6,564	-	6,564
4 Charitable Activities	129,790	-	129,790
5 Investment income	213	-	213
	<u>136,567</u>	<u>-</u>	<u>136,567</u>
<b>Total income and</b>			
<b>Expenditure on</b>			
6 Charitable activities	156,819	-	156,819
9 Other	-	-	-
	<u>158,819</u>	<u>-</u>	<u>156,819</u>
<b>Total charitable</b>			
<b>Total resources expended</b>			
	<u>156,819</u>	<u>-</u>	<u>156,819</u>
<b>Net (expenditure) income</b>			
	(20,252)	-	(20,252)
<b>Gross transfer between</b>			
	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>			
	(20,252)	-	(20,252)
<b>Total funds brought</b>			
	<u>115,073</u>	<u>-</u>	<u>115,073</u>
<b>Total funds carried</b>			
	<u>94,821</u>	<u>-</u>	<u>94,821</u>

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**STATEMENT OF FINANCIAL ACTIVITY (including summary income and expenditure account)**

**for the year ended**

**31 MARCH 2023**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022**

Not	Unrestrictive Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	
<b>Incoming resources</b>				
3	Donations and legacies	8,157	-	8,157
4	Charitable Activities	116,976	-	116,976
5	Investment income	6	-	6
	<b>Total income and</b>	<b>125,139</b>	<b>-</b>	<b>125,139</b>
<b>Expenditure on</b>				
6	Charitable activities	127,588	-	127,588
9	Other	-	-	-
	<b>Total charitable</b>	<b>127,588</b>	<b>-</b>	<b>127,588</b>
	<b>Total resources expended</b>	<b>127,588</b>	<b>-</b>	<b>127,588</b>
	<b>Net (expenditure)/income</b>	<b>(2,449)</b>	<b>-</b>	<b>(2,449)</b>
	<b>Gross transfer between</b>	<b>690</b>	<b>(690)</b>	<b>-</b>
	<b>Net movement in funds</b>	<b>(1,759)</b>	<b>(690)</b>	<b>(2,449)</b>
	<b>Total funds brought</b>	<b>116,832</b>	<b>-</b>	<b>116,832</b>
	<b>Total funds carried</b>	<b>115,073</b>	<b>-</b>	<b>115,073</b>

## SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

### BALANCE SHEET

AS AT 31 MARCH 2023

Notes	2023		2022	
	£	£	£	£
	<b>Fixed assets</b>			
10	Tangible assets	10,200		13,144
	<b>Current assets</b>			
11	Debtors	661	829	
14	Cash at bank and in hand	94,571	112,310	
		<u>95,232</u>	<u>113,139</u>	
12	<b>Creditors:</b> amounts falling due within one year	(10,611)	(11,210)	
	<b>Net current assets</b>	<u>84,621</u>	<u>101,929</u>	
	<b>Net assets</b>	<u>94,821</u>	<u>115,073</u>	
	<b>Funds</b>			
13	Restricted funds	-	-	
14	Unrestricted funds:			
	General unrestricted funds	<u>94,821</u>	<u>115,073</u>	
	<b>Total funds</b>	<u>94,821</u>	<u>115,073</u>	

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

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

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with Section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the Executive Council and authorised for issue on 2 October 2023 and are signed on its behalf by

A Walker - Trustee

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

England & Wales - Charity number 514118

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# Accounts

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**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**(a company limited by guarantee)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2022**

<b>CONTENTS</b>	<b>Page</b>
Legal and Administrative information	1
Executive Council report	2-8
Independent Examiner's report	9
Statement of financial activity	10-11
Balance sheet	12
Notes to the financial statements	13-20

**Company registration number: 01721708**  
**Registered charity number: 514118**

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****LEGAL AND ADMINISTRATIVE INFORMATION****FOR THE YEAR ENDED 31 MARCH 2022**

**Charity name:** South Leeds Team Ministry Charity Limited

**Charity number:** 514118

**Company number:** 01721708

**Executive Council:** A Walker  
A Oldknow  
A Parker  
G Asquith  
L Coates  
E Myers

**Secretary:** A Oldknow

**Registered office:** 35 Westgate, Huddersfield, West Yorkshire HD1 1PA

**Independent Examiners:** Wheawill & Sudworth Limited, Chartered Accountants, 35 Westgate,  
Huddersfield, HD1 1PA

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT)**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

The Executive Council who are also directors of the charity for the purposes of the Companies Act 2006, present their report together with the financial statements of the charity for the year ended 31 March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the Charitable Company's Memorandum and Articles of Association, the Companies Act 2006 and "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)."

The Directors of the charitable company (the charity) are its Executive Council for the purposes of charity law and throughout this report are collectively referred to as the Executive Council.

The Charity is entitled to the exemption from preparing a strategic report.

#### **OBJECTIVES AND ACTIVITIES**

The Charitable Company's objectives are set out in the Memorandum and Articles of Association dated 11<sup>th</sup> April 1983. In accordance with the Memorandum the company has been established to promote any charitable purposes for the benefit of the company in the city of Leeds and elsewhere and in particular the advancement of religion and propagation of the Gospel in accordance with the doctrines, principle and usages of the United Reformed Church, the furtherance of health, the advancement of education and the relief of poverty, distress and sickness.

The principal activities of the Charitable Company comprised the operation of a day centre for those over the age of 55, along with the provision of hot meals to members. We will continue to review these services to ensure that they are viable and providing a quality service. We will also review these services to ensure they are financially, logistically, strategically and physically viable.

Each year the Executive Committee, as part of the Business Planning process, will communicate and involve staff in the development of the business plan. The plan will incorporate the operational targets as well as service specific targets. Annually there will be a review day which will consider progress and performance against each target.

We continue to be supported by Leeds Adults and Health via a grant which helps fund most of our activities. Other funding avenues continue to be explored.

We continue to offer volunteer student placements via a local college.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

#### **PUBLIC BENEFIT**

Listed below are area under which the Charity Commission show public benefit. From these we have to show how our aims/activities fit into some/all of these categories:

- a) The prevention of poverty;
- b) The advancement of education;
- c) The advancement of religion;
- d) The advancement of health or the saving of life;
- e) The advancement of citizenship or community development;
- f) The advancement of arts, culture, heritage or science;
- g) The advancement of amateur sport;
- h) The advancement of human rights, conflict resolution or recognition of the promotion of religious or racial harmony or equity and diversity;
- i) The advancement of environmental protection or improvement;
- j) The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or disadvantage;
- k) The advancement of animal welfare;
- l) The promotion of efficiency of the armed forces of the Crown, or the police, fire and rescue services or ambulance services;
- m) Other purposes currently recognised as charitable and any new charitable purposes which are similar to other charitable purposes.

From the above categories, below are how it is felt our various activities meet the public benefit criteria. Where appropriate at the end of each activity we have identified which public benefit(s) is/are met.

Due to the limited facilities and our staffing levels we have to restrict membership to those who are able to self-manage. We provide transport for those less mobile and members with mental health difficulties who require this. Wheelchair users can and are accommodated in both our venue and minibus. Without our transport provision many of our members would not be able to get out of their own homes on a regular basis to interact with others. To supplement our own transport we also use the services of our local Access buses to enable more members to access our activities. From feedback we receive from our members this is something they enjoy and feel benefit from (e and j)

Whilst our club membership is aimed at those people aged 55 plus this is not rigidly adhered to. We do have people referred under this age, but for whom it is felt they would benefit from the interaction and activities we offer. (b,d,e,f,h and j)

Membership of our club is very mixed in terms of ability both physically and mentally. This works well for the benefit of all. We also have a number of volunteers and work experience students who themselves have varying levels of mental ability (b,d,e,h and j).

This has resulted in both members and volunteers feeling valued as a result of the assistance they can offer one another. Those less able to benefit due to the overall interaction they can offer those they would not usually meet outside of this environment on a regular basis (a,b,d,e,h and j).

We have a website and an identity on Facebook and Twitter to the benefit of our supporters and some members (j and m).

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

The variety of activities members can participate in is varied. From sedate seated activities such as board games, quizzes, chair aerobics, reminiscence sessions, bingo, free WIFI and internet access, sewing and craft, to the more lively and energetic such as salsa, keep fit and curling. All of this gives members the opportunity to meet with others and stimulate themselves mentally and physically as their own abilities dictate (b,c,d,e,f,g,h and j). We also organise day trips and holidays for members to enjoy.

#### **FINANCIAL REVIEW**

A substantial percentage of our income is provided in the form of a grant awarded by Leeds City Council. Given the increased outgoings and costs which are beyond our control, for example minimum wage level rises and other employment costs, we are always looking for ways to decrease our costs. One such way we have managed this is to change our employment structure meaning that staff are asked to perform more general work alongside specialist work (i.e. minibus driving) leading us to be able to save on staffing and on its costs.

Each year, detailed budgets are prepared for each part of the charity's operation. These are updated during the year should there be any material change to the budgeted income or expenditure. Comparisons are made between the actual financial position and the budgets at regular intervals to ensure that the financial position remains sound. We have a co-opted treasurer to oversee the quarterly reports and budgeting. This has proven difficult this year following the Covid-19 pandemic and the closures and other changes in operation.

We are aware that the transport element of our business continues to operate at a loss and we continue to monitor this element of our activities. However, we believe that the service is vital and valuable to our recipients. Without it many would live in total social isolation. We still feel at this stage we can continue this service given the general financial strength of the charity.

Overall, the small deficit incurred for 2021/22 is adequately covered by reserves. We are aware that the Leeds City Council grant has been reduced by 10% for 2022/23, with further reductions possible in future. We are therefore seeking alternative revenue streams whilst keeping a close eye on expenditure.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)****FOR THE YEAR ENDED 31 MARCH 2022****MINIMUM RESERVES' POLICY**

The Charitable Company recognises that its financial position has a degree of vulnerability created by the reliance it places on one main provider of funding, being Leeds City Council Adult Social Care. In order to mitigate the risk this creates the charity has established a 'Minimum Reserves Policy' which states that a sum of money should be set to one side, sufficient to allow the Charitable Company to function for a period whilst sourcing alternative funding should its main funder withdraw its support at short notice. This is the minimum level to which the charity would wish its reserves to fall. We have currently estimated this at £40,000.

To this end, a specific bank account is open. Withdrawal of all or part of this reserve will require the signature of the Charitable Company's secretary, together with two other members of the Executive Council.

In addition to the 'Minimum Reserves' Policy', the Charitable Company has adopted an 'Unspecified Reserves Policy'. This policy states that the Charitable Company seeks to maintain a level of unspecified reserves sufficient to allow it to carry out its day to day operations in a reasonable financial manner, whilst making every effort to use all other available funds to best effect to maximise the range and standard of services offered. (This figure includes, and is not in addition to, the amount set aside as a minimum reserve).

It is considered that the Charitable Company's assets are sufficient to meet its obligation.

**INVESTMENT POWERS AND POLICY**

These are governed by the Memorandum and Articles of Association which permits the investment of monies of the Charitable Company not immediately required for its purposes in or upon such investments, securities or property as might be thought fit.

**PLANS FOR THE FUTURE**

The Charitable Company is looking to move forward with our existing services but recognises the need to look at where additional funding might be sourced.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

South Leeds Team Ministry Charity Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 11 April 1983. It is registered as a charity with the Charity Commission. The number of members of the Company is registered as six, with all members being required to be members of the United Reformed Church in South Leeds. Each member agreed to contribute £1 in the event of the Charitable Company being wound up.

The members of the Charitable Company are the Elders serving at the United Reformed Church in South Leeds

An Executive Council determines the general policy of the Company, reverting to the full membership when considered appropriate or as required by the company's Memorandum and Articles of Association.

The Executive Council, who are also the directors for the purpose of company law, and who served during the year and up to the date of the signature of the financial statements were:

A Walker	Chair
A Oldknow	Company Secretary
A Parker	Vice Chair
G Asquith	
L Coates	
J Howse	(Resigned 10 <sup>th</sup> November 2021)
E Myers	(Appointed 10 <sup>th</sup> November 2021)

For the purposes of the Companies Act the above members of the Executive Council constitute the directors of the company.

R Baker	is treasurer (co-opted)
L Williamson	Project manager, attends meetings for the relevant items on the agenda

### **Independent Examiners**

The Executive Council decided to dispense with the requirement for a statutory audit of the financial statements starting with the year ended 31 March 2021. Instead, the financial statements have been subject to an independent examination

### **APPOINTMENT OF MEMBERS OF EXECUTIVE COUNCIL**

As set out in the Articles of Association, the Executive Council consists of:

- Six members who shall be appointed by resolution of the elders of the URC in South Leeds;
- Any Minister who is working with or in connection with the Church;
- In addition, the Executive Council may from time to time and at any time appoint any member of the Church as a member of the Executive Council either to fill a casual vacancy or by way of addition to the Executive Council provided that the subscribed maximum be not thereby exceeded. Furthermore, the Executive Council may from time to time and at any time appoint up to a maximum of three persons who are not members of the Church either to fill a casual vacancy or by way of addition so as to augment the strength of the Executive Council if it so wishes, provided that the prescribed maximum be not thereby exceeded. Any member so appointed shall retain their office only until the next Annual General Meeting, but they shall then be eligible for re-election.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2022**

#### **ORGANISATION**

As Executive Council determines the general policy of the Charitable Company, reverting to the full membership when considered appropriate or as required by the Charitable Company's Memorandum and Articles of Association. The day to day management of the present activities is delegated to a Project Manager through the Management Committee.

The Charitable Company employs paid staff for the day to day running of the projects. Unpaid volunteers are relied upon for some aspects of the service, including the assisting in kitchens, pick up and return of members on our minibus daily and as a passenger assistant on the regular day trips and holidays with members.

The Executive Council monitors and manages the financial running of the projects, establishes new policies for the Charitable Company and provides a watching brief to ensure the aims of the Charitable Company are being achieved. The Executive Council members are, in the main, drawn from the membership of the United Reformed Church in the area.

#### **RISK MANAGEMENT**

The Executive Council have considered and reviewed the main risks to the Charitable Company. They include:

- a) Failure to comply with the relevant legislation
- b) Competence of Executive Council members and paid staff, dependence on key individuals, staff vetting, poor staff morale;
- c) Security of staff and members
- d) Changes in the policies of Government and Leeds Adult and Health;
- e) Standard of premises and other facilities;
- f) Weak or ineffective financial controls;
- g) Inadequate or inappropriate insurance cover;
- h) Continued reduction in funding.

The Executive Council have a rolling program of reviewing risks identified and are satisfied that they have mitigated as far as is reasonably possible.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)****FOR THE YEAR ENDED 31 MARCH 2022****EXECUTIVE COUNCIL'S RESPONSIBILITIES STATEMENT**

The Executive Council, who are also the directors of South Leeds Team Ministry Charity Limited for the purposes of company law, are responsible for preparing the Report of The Executive Council Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charitable Company and of the incoming resources and application of resources of the Charitable Company for that that period. In preparing these financial statements, the Executive Council are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charitable Company will continue in operation.

The Executive Council are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charitable Company and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Companies Act 2006. They are also responsible for safeguarding the assets of the Charitable Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**ON BEHALF OF THE EXECUTIVE COUNCIL**

Approved by the Executive Council on 9 November 2022  
and signed on its behalf by

A Walker  
Chair

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****INDEPENDENT EXAMINER'S REPORT TO THE EXECUTIVE COUNCIL OF SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

I report to the Executive Council on my examination of the accounts of the company for the year ended 31 March 2022 set out on pages 10 to 20.

**Responsibilities and basis of report**

As the Executive Council 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 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 the Charitable Company's accounts as carried out under section 145 of the Charities Act 2011 ('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 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 Charitable 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.

D M Butterworth FCA  
Wheawill & Sudworth Limited  
35 Westgate  
Huddersfield  
HD1 1PA

9 November 2022

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**STATEMENT OF FINANCIAL ACTIVITY (including summary income and expenditure account)  
for the year ended  
31 MARCH 2022**

Note	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
<b>Incoming resources</b>			
3 Donations and legacies	8,157	-	8,157
4 Charitable Activities	116,976	-	116,976
5 Investment income	6	-	6
	<hr/>	<hr/>	<hr/>
<b>Total income and endowments</b>	<b>125,139</b>	<b>-</b>	<b>125,139</b>
<b>Expenditure on</b>			
6 Charitable activities	127,588	-	127,588
9 Other	-	-	-
	<hr/>	<hr/>	<hr/>
<b>Total charitable expenditure</b>	<b>127,588</b>	<b>-</b>	<b>127,588</b>
	<hr/>	<hr/>	<hr/>
<b>Total resources expended</b>	<b>127,588</b>	<b>-</b>	<b>127,588</b>
	<hr/>	<hr/>	<hr/>
<b>Net (expenditure) income</b>	<b>(2,449)</b>	<b>-</b>	<b>(2,449)</b>
	<hr/>	<hr/>	<hr/>
<b>Gross transfer between funds</b>	<b>690</b>	<b>(690)</b>	<b>-</b>
	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>	<b>(1,759)</b>	<b>(690)</b>	<b>(2,449)</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds brought forward</b>	<b>116,832</b>	<b>690</b>	<b>117,522</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward</b>	<b>115,073</b>	<b>-</b>	<b>115,073</b>
	<hr/>	<hr/>	<hr/>

**Continuing operations**

During 2020 the charity closed the Dewsbury Road site, and now operates solely from Belle Isle.

**Total recognised gains and losses**

The charity has no recognised gains or losses other than the net movement in funds for the current and previous periods.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

*The notes on pages 13 to 20 form part of these financial statements.*

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**STATEMENT OF FINANCIAL ACTIVITY (including summary income and expenditure account)  
for the year ended  
31 MARCH 2022**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
<b>Incoming resources</b>			
3 Donations and legacies	78,485	690	79,175
4 Charitable Activities	91,694	-	91,694
5 Investment income	1,108	-	1,108
	<hr/>	<hr/>	<hr/>
<b>Total income and endowments</b>	<b>171,287</b>	<b>690</b>	<b>171,977</b>
	<hr/>	<hr/>	<hr/>
<b>Expenditure on</b>			
6 Charitable activities	165,225	-	165,225
9 Other	735	-	735
	<hr/>	<hr/>	<hr/>
<b>Total charitable expenditure</b>	<b>165,960</b>	<b>-</b>	<b>165,960</b>
	<hr/>	<hr/>	<hr/>
<b>Total resources expended</b>	<b>165,960</b>	<b>-</b>	<b>165,960</b>
	<hr/>	<hr/>	<hr/>
<b>Net (expenditure)/income</b>	<b>5,327</b>	<b>690</b>	<b>6,017</b>
<b>Gross transfer between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>	<b>5,327</b>	<b>690</b>	<b>6,017</b>
<b>Total funds brought forward</b>	<b>111,505</b>	<b>-</b>	<b>111,505</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward</b>	<b>116,832</b>	<b>690</b>	<b>117,522</b>
	<hr/>	<hr/>	<hr/>

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**BALANCE SHEET**

**AS AT 31 MARCH 2022**

Notes		2022		2021	
	£	£	£	£	£
	<b>Fixed assets</b>				
10	Tangible assets		13,144		16,953
	<b>Current assets</b>				
11	Debtors	829		3,756	
	Cash at bank and in hand	112,310		109,617	
		<u>113,139</u>		<u>113,373</u>	
12	<b>Creditors:</b> amounts falling due within one year	<u>(11,210)</u>		<u>(12,804)</u>	
	<b>Net current assets</b>		<u>101,929</u>		<u>100,569</u>
	<b>Net assets</b>		<u>115,073</u>		<u>117,522</u>
	<b>Funds</b>				
13	Restricted funds		-		690
14	Unrestricted funds:				
	General unrestricted funds	<u>115,073</u>		<u>116,832</u>	
			<u>115,073</u>		<u>116,832</u>
	<b>Total funds</b>		<u>115,073</u>		<u>117,522</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with Section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the Executive Council and authorised for issue on 9 November 2022 and are signed on its behalf by

A Walker

Trustee

Company registration number: 01721708

*The notes on pages 13 to 20 form part of these financial statements.*

**SOUTH LEEDS TEAM CHARITY MINISTRY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**1 Summary of significant accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

**(a) Company Information**

South Leeds Team Ministry Charity Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 35 Westgate, Huddersfield, West Yorkshire, HD1 1PA.

**(b) Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity as defined by FRS 102, have been prepared in accordance with 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) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2019.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity.

The Charitable Company has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a statement of Cash Flows

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.

**(c) Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the Charitable Company is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income. Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Investment income is included when receivable.

Cash donations are recognised on receipt. Other donations are recognised once the Charitable Company has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charitable Company has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

**(d) Expenditure recognition**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered and is reported as part of the expenditure to which it relates. Resources expended are allocated to the particular activity where the costs relate directly to that activity. Overhead expenditure has been allocated between the cost centres of expenditure in accordance with the usage of the assets or the benefit of the expenditure concerned.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**(e) Tangible fixed assets**

Tangible fixed assets with an individual cost above £250 are recognised as capital items. They are stated at cost less depreciation.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Kitchen Equipment	-20% reducing balance
Furniture, Fixtures & Fittings	-20% reducing balance
Office Equipment	-20% reducing balance
Motor Vehicles	-25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset and is recognised in net income/(expenditure) for the year.

**(f) Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**(g) Financial instruments**

The Charitable Company has elected to apply the provisions of Section 11 “Basic financial Instruments” to all of its financial instruments.

Financial instruments are recognised in the Charitable Company’s balance sheet when the Charitable Company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances are measured at transaction price including transaction costs.

***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are recognised at transaction price.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised at transaction price.

***Discharge of financial liabilities***

Financial liabilities are discharged when the charity’s contractual obligations expire or are discharged or cancelled.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**(h) Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. The charity is consequently exempt from corporation tax on its charitable activities.

**(i) Fund Accounting**

Unrestricted funds are available for use at the discretion of the Executive Council in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charitable Company.

**(j) Pension costs and other employee benefits**

The Charitable Company operates a defined contribution pension scheme. Contributions payable to the scheme are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Termination benefits are recognised immediately as an expense when the Charitable Company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**(k) Going Concern**

At the time of approving the financial statements, the Executive Council has a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. Thus, the Executive Council continue to adopt the going concern basis of accounting in preparing the financial statements.

**2 Critical accounting estimates and judgements**

In the application of the Charitable Company's accounting policies, the Executive Council 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**3 Donations and legacies**

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Donations and gifts	3,015	-	3,015
Grants	-	-	-
Job Retention Scheme	5,142	-	5,142
	8,157	-	8,157
	8,157	-	8,157

**Received in the previous year**

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
Donations and gifts	494	-	494
Grants	17,768	690	18,458
Job Retention Scheme	60,223	-	60,223
	78,485	690	79,175
	78,485	690	79,175

**4 Income from Charitable Activities**

	2022 £	2021 £
Transport	6,604	197
Sales and efforts	13,279	3,594
Income from kitchen	11,493	2,303
Leeds City Council	85,600	85,600
	116,976	91,694
	116,976	91,694
Analysis by fund		
Unrestricted funds	116,976	91,694
Restricted funds	-	-
	116,976	91,694
	116,976	91,694

The Charitable Company also benefits greatly from the involvement and enthusiastic support of its many volunteers. In accordance with Charities SORP, the economic contribution of general volunteers is not recognised in the accounts.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 MARCH 2022**

<b>5</b>	<b>Investments</b>	2022	2021
		£	£
	Interest receivable	6	1,108
		<u>          </u>	<u>          </u>

In both years no income from investments was restricted.

<b>6</b>	<b>Expenditure on charitable activities</b>	2022	2021
		£	£
	Depreciation	3,809	4,237
	Sales and efforts	8,399	2,363
	Staff wages	77,325	115,034
	Redundancy	-	21,181
	Classes and activities	1,039	567
	Bank charges	191	176
	Communications	807	1,526
	General office	2,631	1,321
	Premises costs	17,134	11,087
	Trip expenses	3,140	-
	Purchases	8,452	1,565
	Bookkeeping	1,961	2,268
	Independent examiners fee	2,700	3,900
		<u>          </u>	<u>          </u>
		127,588	165,225
		<u>          </u>	<u>          </u>
	<b>Analysis by fund</b>		
	Unrestricted funds	127,588	165,225
	Restricted funds	-	-
		<u>          </u>	<u>          </u>

**7 Executive Council**

None of the Executive Council (or any persons connected with them) received any remuneration or benefits from the Charitable Company during the year.

**8 Employees**

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

		2022	2021
		No	No
	Employees	5	11
		<u>          </u>	<u>          </u>

No employees' remuneration exceeded £60,000 (2021: nil).

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

<b>9</b>	<b>Other</b>		Unrestricted Funds 2022 £	Unrestricted Funds 2021 £		
	Loss on disposal of tangible fixed assets		-	735		
			<u>-</u>	<u>735</u>		
			<u><u>-</u></u>	<u><u>735</u></u>		
<b>10</b>	<b>Tangible fixed assets</b>					
		Kitchen Equipment	Furniture, Fixtures & Fittings	Office equipment	Motor Vehicles	Totals
	<b>Cost:</b>	£	£	£	£	£
	At 1 April 2021	21,705	11,460	4,157	14,000	51,322
	Additions	-	-	-	-	-
	Disposals	-	-	-	-	-
	At 31 March 2022	<u>21,705</u>	<u>11,460</u>	<u>4,157</u>	<u>14,000</u>	<u>51,322</u>
	<b>Depreciation:</b>					
	At 1 April 2021	13,947	11,027	3,795	5,600	34,369
	Charge for the year	1,550	86	73	2,100	3,809
	Eliminated on disposal	-	-	-	-	-
	At 31 March 2022	<u>15,497</u>	<u>11,113</u>	<u>3,868</u>	<u>7,700</u>	<u>38,178</u>
	<b>Net book value:</b>					
	At 31 March 2022	<u>6,208</u>	<u>347</u>	<u>289</u>	<u>6,300</u>	<u>13,144</u>
	At 31 March 2021	<u><u>7,758</u></u>	<u><u>433</u></u>	<u><u>362</u></u>	<u><u>8,400</u></u>	<u><u>16,953</u></u>
<b>11</b>	<b>Debtors: amounts falling due within one year</b>			2022 £	2021 £	
	Trade debtors			829	-	
	Prepayments			-	3,756	
				<u>829</u>	<u>3,756</u>	
				<u><u>829</u></u>	<u><u>3,756</u></u>	
<b>12</b>	<b>Creditors: Amounts falling due within one year</b>			2022 £	2021 £	
	Taxation & social security			1,328	1,124	
	Trade creditors			1,219	1,977	
	Other creditors			5,963	6,867	
	Accruals			2,700	2,836	
				<u>11,210</u>	<u>12,804</u>	
				<u><u>11,210</u></u>	<u><u>12,804</u></u>	

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**13 Restricted Funds**

The income funds of the Charitable Company include restricted funds comprising the following unexpended donations and grants held on trust for specific purposes.

	At 1.4.21 £	Net movement In funds £	Transfers Between funds £	At 31.3.22 £
<b>Restricted funds</b>				
Windmill Holiday Grant	690	-	(690)	-
	<u>690</u>	<u>-</u>	<u>(690)</u>	<u>-</u>
	<u><u>690</u></u>	<u><u>-</u></u>	<u><u>(690)</u></u>	<u><u>-</u></u>

A breakdown of restricted funds in the previous year is as follows:

	At 1.4.20 £	Net movement In funds £	Transfers Between funds £	At 31.3.21 £
<b>Restricted funds</b>				
Windmill Holiday Grant	-	690	-	690
	<u>-</u>	<u>690</u>	<u>-</u>	<u>690</u>
	<u><u>-</u></u>	<u><u>690</u></u>	<u><u>-</u></u>	<u><u>690</u></u>

**14 Designated Funds**

Traditionally a designated fund is set aside to allow the charitable company to function for a short period of time should its main funder withdraw support at short notice. The financial situation was uncertain at the start of the pandemic in March 2020 and when the bond that existed at that time matured it was redeemed. Now that the financial situation is clearer, it has been agreed to obtain information to purchase another bond. Of the total cash reserves, £40,000 is designated to cover costs if funding was delayed or withdrawn for any reason.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2022**

**15 Analysis of net assets between funds**

	<b>Unrestricted 2022 £</b>	<b>Restricted 2022 £</b>	<b>Total Funds 2022 £</b>
Fund balances at 31 March 2022 are represented by:			
Tangible Assets	13,144	-	13,144
Current assets/(liabilities)	101,239	690	101,929
	<u>114,383</u>	<u>690</u>	<u>115,073</u>
	<u><u>114,383</u></u>	<u><u>690</u></u>	<u><u>115,073</u></u>
	<b>Unrestricted 2021 £</b>	<b>Restricted 2021 £</b>	<b>Total Funds 2021 £</b>
Fund balances at 31 March 2021 are represented by:			
Tangible Assets	16,953	-	16,953
Current assets/(liabilities)	99,879	690	100,569
	<u>116,832</u>	<u>690</u>	<u>117,522</u>
	<u><u>116,832</u></u>	<u><u>690</u></u>	<u><u>117,522</u></u>

**16 Related party transactions**

There were no disclosable related party transactions during the year (2021 – none).

There is no one controlling party of the charity.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

England & Wales - Charity number 514118

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# Accounts

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**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**(a company limited by guarantee)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2021**

<b>CONTENTS</b>	<b>Page</b>
Legal and Administrative information	1
Executive Council report	2-8
Independent Examiner's report	9
Statement of financial activity	10-11
Balance sheet	12
Notes to the financial statements	13-20

**Company registration number: 01721708**

**Registered charity number: 514118**

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****LEGAL AND ADMINISTRATIVE INFORMATION****FOR THE YEAR ENDED 31 MARCH 2021**

**Charity name:** South Leeds Team Ministry Charity Limited

**Charity number:** 514118

**Company number:** 01721708

**Executive Council:** A Walker  
A Oldknow  
A Parker  
G Asquith  
L Coates  
J Howse

**Secretary:** A Oldknow

**Registered office:** 35 Westgate, Huddersfield, West Yorkshire HD1 1PA

**Independent Examiners:** Wheawill & Sudworth Limited, Chartered Accountants, 35 Westgate,  
Huddersfield, HD1 1PA

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

The Executive Council who are also directors of the charity for the purposes of the Companies Act 2006, present their report together with the financial statements of the charity for the year ended 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the Charitable Company's Memorandum and Articles of Association, the Companies Act 2006 and "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)."

The Directors of the charitable company (the charity) are its Executive Council for the purposes of charity law and throughout this report are collectively referred to as the Executive Council.

The Charity is entitled to the exemption from preparing a strategic report.

#### **OBJECTIVES AND ACTIVITIES**

The Charitable Company's objectives are set out in the Memorandum and Articles of Association dated 11<sup>th</sup> April 1983. In accordance with the Memorandum the company has been established to promote any charitable purposes for the benefit of the company in the city of Leeds and elsewhere and in particular the advancement of religion and propagation of the Gospel in accordance with the doctrines, principle and usages of the United Reformed Church, the furtherance of health, the advancement of education and the relief of poverty, distress and sickness.

The principal activities of the Charitable Company comprised the operation of two clubs for those over the age of 55, along with the provision of hot meals to members within our two clubs and luncheon clubs in and around the Leeds area to a range of clients. We continue to review these services to ensure that they are viable and providing a quality service. We will also review these services to ensure they are financially, logistically, strategically and physically viable.

Each year the Executive Committee, as part of the Business Planning process, will communicate and involve staff in the development of the business plan. The plan will incorporate the operational targets as well as service specific targets. Annually there will be a review day which will consider progress and performance against each target.

This year, as a result of closure due to the Covid 19 lockdown and financial pressures, the difficult decision was made to close the Dewsbury Road site and to substantially reduce staff numbers. With the government furlough scheme paying the bulk of the wages we were able to make substantial savings, keeping the charity for the short term. We now operate solely from Belle Isle and many of the members who used to frequent Dewsbury Road now attend at this site.

With similar pressures on our kitchen we took the decision to cease our meal provision for external groups and customers.

As our contract with Leeds Adults and Health came to its natural end, after discussions with Leeds Adults and Health we were advised that rather than entering in a further contract with ourselves they were reverting back to a year on year grant (this had been our position prior to the existing contract having being awarded). Other funding avenues continue to be explored.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

During lockdown we were able to keep in touch with and offer support to our members and friends through telephone calls and monthly newsletters, and once lockdown was lifted we were able to open with strict social distancing guidelines being adhered to. We planned to reopen fully as soon as we are able.

We have used our minibus to deliver food and medicines as well as taking members for their vaccinations and other medical appointments, which has proven to be a boon for many of the members.

We continue to offer volunteer student placements via a local college.

#### **PUBLIC BENEFIT**

Listed below are area under which the Charity Commission show public benefit. From these we have to show how our aims/activities fit into some/all of these categories:

- a) The prevention of poverty;
- b) The advancement of education;
- c) The advancement of religion;
- d) The advancement of health or the saving of life;
- e) The advancement of citizenship or community development;
- f) The advancement of arts, culture, heritage or science;
- g) The advancement of amateur sport;
- h) The advancement of human rights, conflict resolution or recognition of the promotion of religious or racial harmony or equity and diversity;
- i) The advancement of environmental protection or improvement;
- j) The relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or disadvantage;
- k) The advancement of animal welfare;
- l) The promotion of efficiency of the armed forces of the Crown, or the police, fire and rescue services or ambulance services;
- m) Other purposes currently recognised as charitable and any new charitable purposes which are similar to other charitable purposes.

From the above categories, below are how it is felt our various activities meet the public benefit criteria. Where appropriate at the end of each activity we have identified which public benefit(s) is/are met.

Due to the limited facilities and our staffing levels we have to restrict membership to those who are able to self-manage. We provide transport for those less mobile and members with mental health difficulties who require this. Wheelchair users can and are accommodated in both our venue and minibus. Without our transport provision many of our members would not be able to get out of their own homes on a regular basis to interact with others. To supplement our own transport we also use the services of our local access buses to enable more members to access our activities. From feedback we receive from our members this is something they enjoy and feel benefit from (e and j)

Whilst our club membership is aimed at those people aged 55 plus this is not rigidly adhered to. We do have people referred under this age, but for whom it is felt they would benefit from the interaction and activities we offer. Opera North continue to provide discounted visits to see Opera North performances in Leeds. (b,d,e,f,h and j)

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

Our 'Memory Room' continues to be used as a resource for work both with our immediate client base in particular with relation to memory loss but also as a resource for the children and young people in our local schools and uniformed organisations to use as a resource of 'How life was....' A number of our more able members update this room and the resources in it (b,d,e,f and j).

Membership of all our clubs is very mixed in terms of ability both physically and mentally. This works well for the benefit of all. We also have a number of volunteers and work experience students who themselves have varying levels of mental ability (b,d,e,h and j).

This has resulted in both members and volunteers feeling valued as a result of the assistance they can offer one another. Those less able to benefit due to the overall interaction they can offer those they would not usually meet outside of this environment on a regular basis (a,b,d,e,h and j).

We have a website and an identity on Facebook and Twitter to the benefit of our supporters and some members (j and m).

The variety of activities members can participate in is varied. From sedate seated activities such as board games, quizzes, chair aerobics, tai chi, photography, reminiscence sessions, bingo, free WIFI and internet access, sewing and craft, to the more lively and energetic such as salsa, line dancing, carpet bowls, keep fit and curling. All of this gives members the opportunity to meet with others and stimulate themselves mentally and physically as their own abilities dictate (b,c,d,e,f,g,h and j).

#### **FINANCIAL REVIEW**

A substantial percentage of our income is provided in the form of a grant awarded by Leeds City Council. Given the increased outgoings and costs which are beyond our control, for example minimum wage level rises and other employment costs, we are always looking for ways to decrease our costs in ways that meet our needs.

Each year, detailed budgets are prepared for each part of the charity's operation. These are updated during the year should there be any material change to the budgeted income or expenditure. Comparisons are made between the actual financial position and the budgets at regular intervals. We have a co-opted Treasurer who oversees the quarterly reports and budgeting.

We are aware that the transport element of our business continues to operate at a loss and we continue to monitor this element of our activities. However, we believe that the service is vital and valuable to our recipients. Without it many would live in total social isolation. We still feel at this stage we can continue this service given the general financial strength of the charity.

Once again, the budgets of the current financial year have been drawn up.

The Charitable Company is holding its own financially since the Executive restructured to make our position more tenable.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

**FOR THE YEAR ENDED 31 MARCH 2021**

#### **MINIMUM RESERVES' POLICY**

The Charitable Company recognises that its financial position has a degree of vulnerability created by the reliance it places on one main provider of funding, being Leeds City Council Adult Social Care. In order to mitigate the risk this creates the charity has established a 'Minimum Reserves Policy' which states that a sum of money should be set to one side, sufficient to allow the Charitable Company to function for a period whilst sourcing alternative funding should its main funder withdraw its support at short notice. This is the minimum level to which the charity would wish its reserves to fall.

To this end, a specific bank account was opened in which £40,000 was deposited. Withdrawal of all or part of this reserve will require the signature of the Charitable Company's secretary, together with two other members of the Executive Council. This account matured in November 2020 and a similar one is currently being organised for £30,000.

In addition to the 'Minimum Reserves' Policy', the Charitable Company has adopted an 'Unspecified Reserves Policy'. This policy states that the Charitable Company seeks to maintain a level of unspecified reserves sufficient to allow it to carry out its day to day operations in a reasonable financial manner, whilst making every effort to use all other available funds to best effect to maximise the range and standard of services offered. (This figure includes, and is not in addition to, the £30,000 that will be set aside as a minimum reserve).

It is considered that the Charitable Company's assets are sufficient to meet its obligation.

#### **INVESTMENT POWERS AND POLICY**

These are governed by the Memorandum and Articles of Association which permits the investment of monies of the Charitable Company not immediately required for its purposes in or upon such investments, securities or property as might be thought fit.

#### **PLANS FOR THE FUTURE**

The Charitable Company is looking to move forward with our existing services but recognises the need to look at where additional funding might be sourced.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

South Leeds Team Ministry Charity Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 11 April 1983. It is registered as a charity with the Charity Commission. The number of members of the Company is registered as six, with all members being required to be members of the United Reformed Church in South Leeds. Each member agreed to contribute £1 in the event of the Charitable Company being wound up.

An Executive Council determines the general policy of the Company, reverting to the full membership when considered appropriate or as required by the company's Memorandum and Articles of Association.

The Executive Council, who are also the directors for the purpose of company law, and who served during the year and up to the date of the signature of the financial statements were:

A Walker	Chair
A Oldknow	Company Secretary
A Parker	Vice Chair
G Asquith	
L Coates	
J Howse	

For the purposes of the Companies Act the above members of the Executive Council constitute the directors of the company.

R Baker	is treasurer (co-opted)
L Williamson	Project manager, attends meetings for the relevant items on the agenda

#### **Auditors**

The Executive Council decided to dispense with the requirement for a statutory audit of the financial statements for the year ended 31 March 2021. Instead, the financial statements have been subject to an independent examination

### **APPOINTMENT OF MEMBERS OF EXECUTIVE COUNCIL**

As set out in the Articles of Association, the Executive Council consists of:

- a) Six members who shall be appointed by resolution of the elders of the URC in South Leeds;
- b) Any Minister who is working with or in connection with the Church;
- c) In addition, the Executive Council may from time to time and at any time appoint any member of the Church as a member of the Executive Council either to fill a casual vacancy or by way of addition to the Executive Council provided that the subscribed maximum be not thereby exceeded. Furthermore, the Executive Council may from time to time and at any time appoint up to a maximum of three persons who are not members of the Church either to fill a casual vacancy or by way of addition so as to augment the strength of the Executive Council if it so wishes, provided that the prescribed maximum be not thereby exceeded. Any member so appointed shall retain their office only until the next Annual General Meeting, but they shall then be eligible for re-election.

## **SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

### **REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT) (Continued)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

#### **ORGANISATION**

As Executive Council determines the general policy of the Charitable Company, reverting to the full membership when considered appropriate or as required by the Charitable Company's Memorandum and Articles of Association. The day to day management of the present activities is delegated to a Project Manager through the Management Committee.

The Charitable Company employs paid staff for the day to day running of the projects. Unpaid volunteers are relied upon for some aspects of the service, including the assisting in kitchens, pick up and return of members on our minibus daily and as a passenger assistant on the regular day trips and holidays with members.

The Executive Council monitors and manages the financial running of the projects, establishes new policies for the Charitable Company and provides a watching brief to ensure the aims of the Charitable Company are being achieved. The Executive Council members are, in the main, drawn from the membership of the United Reformed Church in the area.

#### **RISK MANAGEMENT**

The Executive Council have considered and reviewed the main risks to the Charitable Company. They include:

- a) Failure to comply with the relevant legislation
- b) Competence of Executive Council members and paid staff, dependence on key individuals, staff vetting, poor staff morale;
- c) Security of staff and members
- d) Changes in the policies of Government and Leeds Adult and Health;
- e) Standard of premises and other facilities;
- f) Weak or ineffective financial controls;
- g) Inadequate or inappropriate insurance cover;
- h) Continued reduction in funding.

The Executive Council have a rolling program of reviewing risks identified and are satisfied that they have mitigated as far as is reasonably possible.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****REPORT OF THE EXECUTIVE COUNCIL REPORT (INCLUDING DIRECTORS' REPORT)  
(Continued)****FOR THE YEAR ENDED 31 MARCH 2021****EXECUTIVE COUNCILS' RESPONSIBILITIES STATEMENT**

The Executive Council, who are also the directors of South Leeds Team Ministry Charity Limited for the purposes of company law, are responsible for preparing the Report of The Executive Council Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charitable Company and of the incoming resources and application of resources of the Charitable Company for that that period. In preparing these financial statements, the Executive Council are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Charitable Company will continue in operation.

The Executive Council are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charitable Company and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Companies Act 2006. They are also responsible for safeguarding the assets of the Charitable Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**ON BEHALF OF THE EXECUTIVE COUNCIL**

Approved by the Executive Council on 18 October 2021  
and signed on its behalf by

A Walker  
Chair

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED****INDEPENDENT EXAMINER'S REPORT TO THE EXECUTIVE COUNCIL OF SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

I report to the Executive Council on my examination of the accounts of the company for the year ended 31 March 2021 set out on pages 10 to 20.

**Responsibilities and basis of report**

As the Executive Council 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 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 the Charitable Company's accounts as carried out under section 145 of the Charities Act 2011 ('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 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 Charitable 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.

D M Butterworth FCA  
Wheawill & Sudworth Limited  
35 Westgate  
Huddersfield  
HD1 1PA

18 October 2021

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**STATEMENT OF FINANCIAL ACTIVITY (including summary income and expenditure account)  
for the year ended  
31 MARCH 2021**

Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
<b>Incoming resources</b>			
3 Donations and legacies	78,485	690	79,175
4 Charitable Activities	91,694	-	91,694
5 Investment income	1,108	-	1,108
	<hr/>	<hr/>	<hr/>
<b>Total income and endowments</b>	<b>171,287</b>	<b>690</b>	<b>171,977</b>
	<hr/>	<hr/>	<hr/>
<b>Expenditure on</b>			
6 Charitable activities	165,225	-	165,225
9 Other	735	-	735
	<hr/>	<hr/>	<hr/>
<b>Total charitable expenditure</b>	<b>165,960</b>	<b>-</b>	<b>165,960</b>
	<hr/>	<hr/>	<hr/>
<b>Total resources expended</b>	<b>165,960</b>	<b>-</b>	<b>165,960</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b>Net income</b>	<b>5,327</b>	<b>690</b>	<b>6,017</b>
	<hr/>	<hr/>	<hr/>
<b>Gross transfer between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>	<b>5,327</b>	<b>690</b>	<b>6,017</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds brought forward</b>	<b>111,505</b>	<b>-</b>	<b>111,505</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward</b>	<b>116,832</b>	<b>690</b>	<b>117,522</b>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**Continuing operations**

During the year the charity closed the Dewsbury Road site, and now operates solely from Belle Isle.

**Total recognised gains and losses**

The charity has no recognised gains or losses other than the net movement in funds for the current and previous periods.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

*The notes on pages 13 to 20 form part of these financial statements.*

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**STATEMENT OF FINANCIAL ACTIVITY (including summary income and expenditure account)  
for the year ended  
31 MARCH 2021**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020**

Note	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £
<b>Incoming resources</b>			
3 Donations and legacies	4,740	19,664	24,404
4 Charitable Activities	266,055	-	266,055
5 Investment income	74	-	74
	<hr/>	<hr/>	<hr/>
<b>Total income and endowments</b>	<b>270,869</b>	<b>19,664</b>	<b>290,533</b>
	<hr/>	<hr/>	<hr/>
<b>Expenditure on</b>			
6 Charitable activities	276,336	-	276,336
9 Other	1,606	-	1,606
	<hr/>	<hr/>	<hr/>
<b>Total charitable expenditure</b>	<b>277,942</b>	<b>-</b>	<b>277,942</b>
	<hr/>	<hr/>	<hr/>
<b>Total resources expended</b>	<b>277,942</b>	<b>-</b>	<b>277,942</b>
	<hr/>	<hr/>	<hr/>
<b>Net (expenditure)/income</b>	<b>(7,073)</b>	<b>19,664</b>	<b>12,591</b>
<b>Gross transfer between funds</b>	<b>36,735</b>	<b>(36,375)</b>	<b>-</b>
	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>	<b>29,662</b>	<b>(17,071)</b>	<b>12,591</b>
<b>Total funds brought forward</b>	<b>81,843</b>	<b>17,071</b>	<b>98,914</b>
	<hr/>	<hr/>	<hr/>
<b>Total funds carried forward</b>	<b>111,505</b>	<b>-</b>	<b>111,505</b>
	<hr/>	<hr/>	<hr/>

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**BALANCE SHEET**

**AS AT 31 MARCH 2021**

Notes		2021		2020	
	£	£	£	£	£
	<b>Fixed assets</b>				
10	Tangible assets		16,953		21,924
	<b>Current assets</b>				
11	Debtors	3,756		7,572	
	Cash at bank and in hand	109,618		99,946	
		<u>113,373</u>		<u>107,518</u>	
12	<b>Creditors:</b> amounts falling due within one year	(12,804)		(17,937)	
	<b>Net current assets</b>		<u>100,569</u>		<u>89,581</u>
	<b>Net assets</b>		<u><u>117,522</u></u>		<u><u>111,505</u></u>
	<b>Funds</b>				
13	Restricted funds		690		-
14	Unrestricted funds:				
	Designated funds	-		40,000	
	General unrestricted funds	116,832		71,505	
		<u>116,832</u>		<u>116,505</u>	
	<b>Total funds</b>		<u><u>117,522</u></u>		<u><u>111,505</u></u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

For the year ending 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with Section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements were approved by the Executive Council and authorised for issue on 18 October 2021 and are signed on its behalf by

A Walker

Trustee

Company registration number : 01721708

*The notes on pages 13 to 20 form part of these financial statements.*

**SOUTH LEEDS TEAM CHARITY MINISTRY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**1 Summary of significant accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

**(a) Company Information**

South Leeds Team Ministry Charity Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 35 Westgate, Huddersfield, West Yorkshire, HD1 1PA.

**(b) Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity as defined by FRS 102, have been prepared in accordance with 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) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice as it applies from 1 January 2019.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity.

The Charitable Company has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a statement of Cash Flows

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.

**(c) Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the Charitable Company is legally entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income. Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Investment income is included when receivable.

Cash donations are recognised on receipt. Other donations are recognised once the Charitable Company has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charitable Company has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

**(d) Expenditure recognition**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates. Resources expended are allocated to the particular activity where the costs relate directly to that activity. Overhead expenditure has been allocated between the cost centres of expenditure in accordance with the usage of the assets or the benefit of the expenditure concerned.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**(e) Tangible fixed assets**

Tangible fixed assets with an individual cost above £250 are recognised as capital items. They are stated at cost less depreciation.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Kitchen Equipment	-20% reducing balance
Furniture, Fixtures & Fittings	-20% reducing balance
Office Equipment	-20% reducing balance
Motor Vehicles	-25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

**(f) Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

**(g) Financial instruments**

The Charitable Company has elected to apply the provisions of Section 11 “Basic financial Instruments” to all of its financial instruments.

Financial instruments are recognised in the Charitable Company’s balance sheet when the Charitable Company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***Basic financial assets***

Basic financial assets, which include debtors and cash and bank balances are measured at transaction price including transaction costs.

***Basic financial liabilities***

Basic financial liabilities, including creditors and bank loans are recognised at transaction price.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised at transaction price.

***Discharge of financial liabilities***

Financial liabilities are discharged when the charity’s contractual obligations expire or are discharged or cancelled.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**(h) Tax**

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. The charity is consequently exempt from corporation tax on its charitable activities.

**(i) Fund Accounting**

Unrestricted funds are available for use at the discretion of the Executive Council in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charitable Company.

**(j) Pension costs and other employee benefits**

The Charitable Company operates a defined contribution pension scheme. Contributions payable to the scheme are charged to the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

Termination benefits are recognised immediately as an expense when the Charitable Company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**(k) Going Concern**

At the time of approving the financial statements, the Executive Council has a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. Thus, the Executive Council continue to adopt the going concern basis of accounting in preparing the financial statements.

**2 Critical accounting estimates and judgements**

In the application of the Charitable Company's accounting policies, the Executive Council 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**3 Donations and legacies**

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £
Donations and gifts	494	-	494
Grants	17,768	690	18,458
Job Retention Scheme	60,223	-	60,223
	<u>78,485</u>	<u>690</u>	<u>79,175</u>

**Received in the previous year**

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £
Donations and gifts	1,740	-	1,740
Grants	-	19,664	19,664
Other	3,000	-	3,000
	<u>4,740</u>	<u>19,664</u>	<u>24,404</u>

**4 Income from Charitable Activities**

	2021 £	2020 £
Transport	197	13,976
Sales and efforts	3,594	63,502
Income from kitchen	2,303	77,977
Leeds City Council	85,600	110,600
	<u>91,694</u>	<u>266,055</u>
Analysis by fund		
Unrestricted funds	91,694	266,055
Restricted funds	-	-
	<u>91,694</u>	<u>266,055</u>

The Charitable Company also benefits greatly from the involvement and enthusiastic support of its many volunteers. In accordance with Charities SORP, the economic contribution of general volunteers is not recognised in the accounts.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR THE YEAR ENDED 31 MARCH 2021**

<b>5</b>	<b>Investments</b>	2021	2020
		£	£
	Interest receivable	1,108	74
		<u>          </u>	<u>          </u>

In both years no income from investments was restricted.

<b>6</b>	<b>Expenditure on charitable activities</b>	2021	2020
		£	£
	Depreciation	4,237	5,728
	Sales and efforts	2,363	13,661
	Staff wages	115,034	166,801
	Redundancy	21,181	-
	Classes and activities	567	10,727
	Bank charges	176	801
	Communications	1,526	1,688
	General office	1,321	7,850
	Premises costs	11,087	19,322
	Grant projects	-	21
	Purchases	1,565	43,849
	Bookkeeping	2,268	2,588
	Independent examiners fee	3,900	3,300
		<u>          </u>	<u>          </u>
		<u>165,225</u>	<u>276,336</u>
	<b>Analysis by fund</b>		
	Unrestricted funds	165,225	276,366
	Restricted funds	-	-
		<u>          </u>	<u>          </u>

**7 Executive Council**

None of the Executive Council (or any persons connected with them) received any remuneration or benefits from the Charitable Company during the year.

**8 Employees**

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

		2021	2020
		No	No
	Employees	11	15
		<u>          </u>	<u>          </u>

No employees' remuneration exceeded £60,000 (2020: nil).

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

<b>9</b>	<b>Other</b>		Unrestricted Funds 2021 £	Unrestricted Funds 2020 £		
	Loss on disposal of tangible fixed assets		735	1,606		
			<u>735</u>	<u>1,606</u>		
<b>10</b>	<b>Tangible fixed assets</b>					
		Kitchen Equipment	Furniture, Fixtures & Fittings	Office equipment	Motor Vehicles	Totals
	<b>Cost:</b>	£	£	£	£	£
	At 1 April 2020	33,822	11,460	4,157	14,000	63,439
	Additions	-	-	-	-	-
	Disposals	(12,117)	-	-	-	(12,117)
	At 31 March 2021	<u>21,705</u>	<u>11,460</u>	<u>4,157</u>	<u>14,000</u>	<u>51,322</u>
	<b>Depreciation:</b>					
	At 1 April 2020	23,392	10,919	3,704	3,500	41,515
	Charge for the year	1,938	108	91	2,100	4,237
	Eliminated on disposal	(11,383)	-	-	-	(11,383)
	At 31 March 2021	<u>13,947</u>	<u>11,027</u>	<u>3,795</u>	<u>5,600</u>	<u>34,369</u>
	<b>Net book value:</b>					
	At 31 March 2021	<u>7,758</u>	<u>433</u>	<u>362</u>	<u>8,400</u>	<u>16,953</u>
	At 31 March 2020	<u>10,430</u>	<u>541</u>	<u>453</u>	<u>10,500</u>	<u>21,924</u>
<b>11</b>	<b>Debtors: amounts falling due within one year</b>			2021 £	2020 £	
	Trade debtors			-	5,510	
	Prepayments			3,756	-	
	Other debtors			-	2,062	
				<u>3,756</u>	<u>7,572</u>	
<b>12</b>	<b>Creditors: Amounts falling due within one year</b>			2021 £	2020 £	
	Taxation & social security			1,124	1,465	
	Trade creditors			1,977	2,727	
	Other creditors			6,867	11,645	
	Accruals			2,836	2,100	
				<u>12,804</u>	<u>17,937</u>	

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**13 Restricted Funds**

The income funds of the Charitable Company include restricted funds comprising the following unexpended donations and grants held on trust for specific purposes.

	At 1.4.20 £	Net movement In funds £	Transfers Between funds £	At 31.3.21 £
<b>Restricted funds</b>				
Windmill Holiday Grant	-	690	-	690
	<u>-</u>	<u>690</u>	<u>-</u>	<u>690</u>
	<u>-</u>	<u>690</u>	<u>-</u>	<u>690</u>
	<u><u>-</u></u>	<u><u>690</u></u>	<u><u>-</u></u>	<u><u>690</u></u>

A breakdown of restricted funds in the previous year is as follows:

	At 1.4.19 £	Net movement In funds £	Transfers Between funds £	At 31.3.20 £
<b>Restricted funds</b>				
Fundraising - Minibus	17,071	16,000	(33,071)	-
Kitchen Grant	-	3,664	(3,664)	-
	<u>17,071</u>	<u>19,664</u>	<u>(36,735)</u>	<u>-</u>
	<u><u>17,071</u></u>	<u><u>19,664</u></u>	<u><u>(36,735)</u></u>	<u><u>-</u></u>

**14 Designated Funds**

The designated fund of £40,000 was set aside last year to allow the charitable company to function for a short period of time should its main funder withdraw support at short notice. This account matured during the current year. A similar one is in the process of being organised for £30,000.

**SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**15 Analysis of net assets between funds**

	<b>Unrestricted 2021 £</b>	<b>Restricted 2021 £</b>	<b>Total Funds 2021 £</b>
Fund balances at 31 March 2021 are represented by:			
Tangible Assets	16,953	-	16,953
Current assets/(liabilities)	99,879	690	100,569
	<u>116,832</u>	<u>690</u>	<u>117,522</u>
	<u><u>116,832</u></u>	<u><u>690</u></u>	<u><u>117,522</u></u>
	<b>Unrestricted 2020 £</b>	<b>Restricted 2020 £</b>	<b>Total Funds 2020 £</b>
Fund balances at 31 March 2020 are represented by:			
Tangible Assets	21,924	-	21,924
Current assets/(liabilities)	89,581	-	89,581
	<u>111,505</u>	<u>-</u>	<u>111,505</u>
	<u><u>111,505</u></u>	<u><u>-</u></u>	<u><u>111,505</u></u>

**16 Related party transactions**

There were no disclosable related party transactions during the year (2020 – none).

There is no one controlling party of the charity.