

# THE MARKET PLACE (LEEDS)

England & Wales - Charity number 701285

## Details

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**Other names** THE MARKET PLACE (LEEDS PARISH CHURCH)

**Status** Registered

**Legal form** Charitable company

**Company number** [02350125](#)

**Registered** 1989-03-07

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Begbies Traynor  
Floor 2  
10 Wellington Place  
Leeds  
LS1 4AP

**Phone** 01132440044

**Email** [LAURA.AMANN@BTGUK.COM](mailto:LAURA.AMANN@BTGUK.COM)

**Website** [WWW.BEGBIES-TRAYNOR.COM](http://WWW.BEGBIES-TRAYNOR.COM)

## Activities

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**Objects:** THE OBJECTS ARE SPECIFICALLY RESTRICTED TO THE FOLLOWING: 1. TO PROTECT AND PROMOTE THE MENTAL AND EMOTIONAL HEALTH OF YOUNG PEOPLE AGED 11 TO 25 YEARS AND LIVING IN LEEDS BY PROVIDING, DEVELOPING AND MAINTAINING A FREE AND CONFIDENTIAL INFORMATION, SUPPORT AND COUNSELLING SERVICE. 2. TO ADVANCE THE PHYSICAL, EMOTIONAL AND SPIRITUAL WELLBEING OF YOUNG PEOPLE IN LEEDS BY PROVIDING SUPPORTIVE HELP TO THOSE AGED 11 TO 25 AND IN NEED.

**Activities:** The Market Place provides information, support and counselling: To support young people aged 11-25 in the city of Leeds with their physical, emotional and spiritual well being. To support and believe in young people so they can develop their own emotional resilience and feel good about themselves. To encourage young people to live safe and secure lives and attain their own goals.

## Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Children/young People

## Geography

- **Area of benefit:** LEEDS.
- Leeds City

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-09-30	£345,269	£713,413	-	-
2024-03-31	£606,243	£682,358	£291,354	32
2023-03-31	£683,740	£720,577	£365,294	32
2022-03-31	£616,371	£666,031	£403,432	28
2021-03-31	£574,399	£638,430	£452,465	27

## Trustees

Name	Role	Appointed
<b>Christopher Forrest</b>	Chair	2023-05-23
Canon Paul Dorian Maybury		2023-05-23
Catherine Louise Storey		2024-12-09
Dr Jane Elizabeth Mischenko		2023-05-23
Ellen Horton		2023-05-23
Heather Kathryn Young		2024-12-09
Helen Murray		2022-03-29
Kirsty Louise Wilson		2020-05-19
Martin Ian Cuthbert		2024-12-09
Satbinder Singh Soor		2023-03-28

**THE MARKET PLACE (LEEDS)**

England & Wales - Charity number 701285

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# Accounts

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Company number: 02350125

Charity Number: 701285

# The Market Place (Leeds)

Report and financial statements  
For the year ended 31<sup>st</sup> March 2024

# The Market Place (Leeds)

## Reference and administrative information for the year ended 31<sup>st</sup> March 2024

**Company number** 02350125

**Charity number** 701285

**Registered office and operational address** 18A New Market Street, Leeds, LS1 6DG

**Trustees** Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Peter Hall Jones Chair

Martin Dickson Vice Chair

Ellen Horton Treasurer

Chris Forrest

Helen Murray

Kirsty Wilson

Jane Mischenko

Rev Canon Paul Maybury

Satbinder Soor

Gerry Gillen

Shabnam Anam Resigned 21<sup>st</sup> February 2024

**Company Secretary** Lisa Mulherin Chief Executive

**Clerk to the Board** Ren Blackwell

Trustees who held title to property belonging to the charity during the reporting period or at the date of approval were: None

**Key management** Lisa Mulherin Chief Executive

**personnel** Cath Higgins Finance and Admin Officer

**Bankers** Unity Trust Bank  
Four Brindley Place, Birmingham B1 2JB

**Independent Examiner** Slade & Cooper Limited  
Greenfish Resource Centre, 46-50 Oldham St, Manchester, M4 1LE

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2024

The trustees present their report and the unaudited financial statements for the year ended 31<sup>st</sup> March 2024. Included within the trustees' report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

### **Objectives and activities**

The objectives of The Market Place are:

- a) To protect and promote the mental and emotional health of young people aged 11 to 25 years and living in Leeds by providing, developing and maintaining free confidential information, support and counselling service.
- b) *To advance the physical, emotional and spiritual wellbeing of young people in Leeds by providing supportive help to those aged 11 to 25 and in need.*

### **Activities**

The Market Place aims to support young people;

- a) With their physical, emotional and spiritual wellbeing
- b) *To prevent life experiences having a continuing negative impact on their future*
- c) To develop their own emotional resilience, feel good about themselves and make positive life choices
- d) To live safe and secure lives and attain their own goals
- e) To provide independent, directly accessible and free services for young people in Leeds aged 11 – 25
- f) To provide city centre, city-wide support, information and counselling services to young people
- g) To provide a safe and young person friendly environment that supports young people's personal and social development
- h) To provide a range of one to one and group work services which are easily accessible, confidential and flexible to meet young people's individual needs

### **Public Benefit**

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

The trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

# The Market Place (Leeds)

Trustees' annual report  
for the year ended 31<sup>st</sup> March 2024

## Achievements and performance

The Market Place's charitable activities focus on young people aged 11 – 25 years old who live or study in Leeds and are undertaken to further the charitable purposes set out earlier in this report (on page 2 and page 3 above) for the public benefit.

The Market Place supported 1,185 individual young people aged 11 – 25 years old during the financial year across all of our in-house services. The Market Place staff working on external contracts at Emerge and Mindmate Leeds added support to further young people, their parents and carers and professionals working with those young people in their roles.

The charity's performance for the financial year ending 31st March 2024 is set out below for both Counselling and Youth Work Services.

### Counselling Services

In the financial year 1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024 counselling services at The Market Place were delivered by 16 part-time paid counsellors and 2 student placements, plus a counselling management team of 2 managers.

*4,484 counselling sessions were offered from 12 weekly sessions to six months of support in length and 318 individual young people aged 11 – 25 benefited from that support.*

250 Fast Access Counselling Support (FACS) sessions were offered and 61 individual young people benefited from that support. FACS consists of four, weekly 50 minute counselling sessions for a young person going through a personal crisis.

Counselling continues to be delivered in a hybrid way with support available in person, over the telephone or by video depending on the young person's preferences.

### Youth Work Services

In the financial year 1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024 youth work services at The Market Place were delivered by 6 paid youth workers, 5 volunteers and 2 managers who were 1.7 full time equivalent.

The majority of young people who access The Market Place services do so through Drop In youth work support, in which a young person can talk to a youth worker or youth work volunteer for half an hour about any issue that is affecting their emotional and mental health. 3-in-1 sexual health services are also delivered by our Youth Work team during Drop In opening hours. The 3-in-1 service provides pregnancy testing, chlamydia and gonorrhoea testing, contraceptive advice and free condoms with the opportunity to talk to a youth worker for advice and support.

Throughout the year our Drop In continued to be pre-booked via our website following feedback from young people that they preferred to know that they had an appointment to see a youth worker at a set time.

1,438 Drop In support sessions were offered in the financial year. 470 individual young people received Drop In support in person and 243 individual young people received that support over the telephone.

During the winter of 2023-2024 in response to the Cost of Living Crisis we worked with Leeds City Council through the Household Support Fund to provide supermarket vouchers to young people who

# The Market Place (Leeds)

## Trustees' annual report

for the year ended 31<sup>st</sup> March 2024

were not eating because there was not enough food at home. Vouchers were provided to young people through Drop In or for those attending regular counselling sessions through our reception staff.

375 sessions of My Plan support were offered in the financial year. My Plan provides 8 weekly one-hour sessions of support for a young person with an experienced youth worker. My Plan supports a young person to work through the reasons they are struggling with their emotional and mental health and helps them to develop their own plan to improve their wellbeing and coping strategies. 50 individual young people benefited from this support during the financial year.

Finally, 75 individual young people benefited from 39 group work sessions across the financial year. These sessions include themed workshops to understand sleep, anger or anxiety measures that young people can take to manage these issues in their own lives. Group work sessions also include the young people's participation group, SHOUT, which enables young people who have experience of using The Market Place Services to influence the way in which we work and the services we provide.

### **Emerge contract**

The contract for two experienced senior TMP youth workers to Emerge, Complex Emotional Needs service to support young adults aged 18 – 25 years old was extended beyond the financial year because the Leeds and York Partnership NHS Foundation Trust were so impressed with the contribution the youth work team have made to their service.

### **Beneficiaries of our services**

1,185 unique young people aged 11 – 25 were supported by The Market Place in the financial year 1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024.

The characteristics of the young people we supported are demonstrated in the equality and diversity data gathered from the young people who completed an equality monitoring form in the past year. The Market Place is proud to be a safe and inclusive space for young people of any ability, gender, sexuality, faith, religion or ethnic identity.

*This information, showing the reach of our services in Leeds, is set out visually in graphs and pie charts on the following pages.*

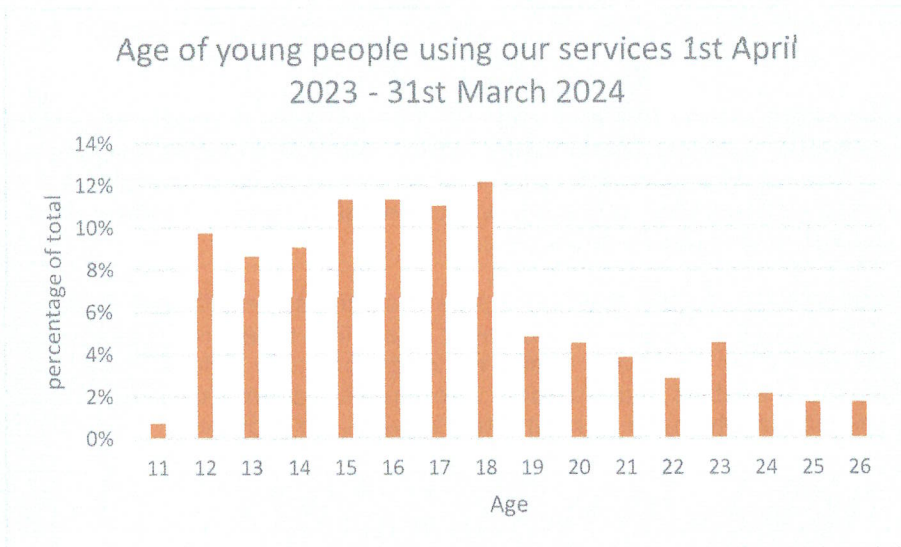
In addition to the information on the graphs we supported 13 young parents aged 14 – 24 years of age, 30 young carers aged 12 to 20 years old and 35 young people either in local authority care or who were care leavers during this financial year.

### **Age Profile of young people using our services**

Support focused primarily on the 11 – 18 age range funded through the NHS Leeds and Leeds City Council joint contract. That contract also provided funding for 19 – 25s who were care leavers or who had additional needs. A graph illustrating the age profile of young people using our services is at the top of the following page.

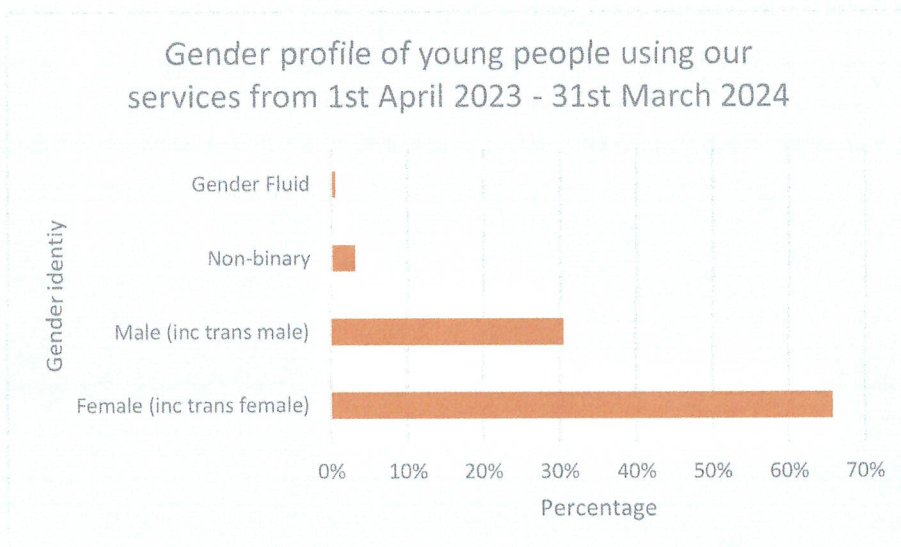
# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2024



### Gender profile of young people using our services

In common with most non-gender specific young people's emotional wellbeing and mental health services, the majority of our service users identified as female. A third of our service users however identified as male, with 3% identifying as non-binary and 1% as gender fluid.



# The Market Place (Leeds)

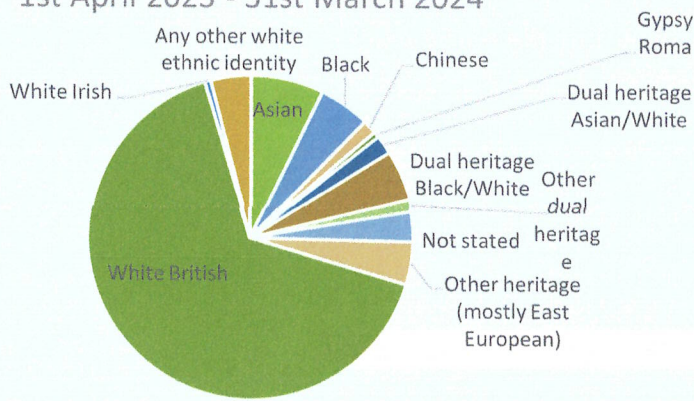
## Trustees' annual report

for the year ended 31<sup>st</sup> March 2024

### Ethnic identity of young people using our services

The ethnic diversity of young people accessing our services is set out in the pie chart below. 66% of the young people who completed this part of our EDI questionnaire identified themselves as White British. 7% identified as Asian (Indian, Bangladeshi, Pakistani or British), 5% as Black (African, Caribbean or British), a further 5% identified as dual Black and White heritage, a further 2 % as being of dual Asian and White heritage and 4% identified as "other heritage" most of whom gave Eastern European heritage in their own words.

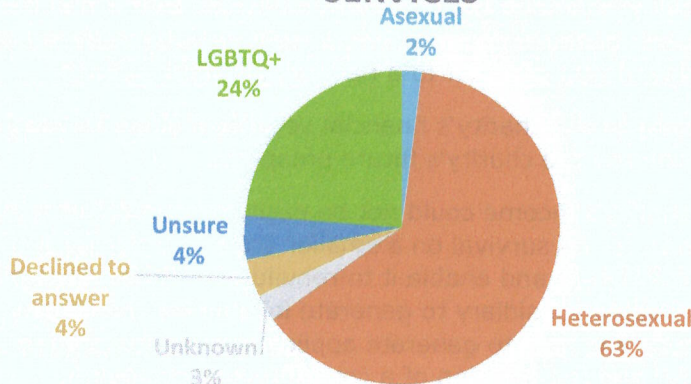
Ethnicity of young people using our services from 1st April 2023 - 31st March 2024



### Sexuality of young people using our service

We know from local survey data, collected by Leeds City Council's School Health and Wellbeing service in their annual My Health, My School survey, that rates of poor mental health are much higher among young people who are LGBTQ+ than amongst their heterosexual and cis-gendered peers.

SEXUALITY OF YOUNG PEOPLE USING OUR SERVICES



# The Market Place (Leeds)

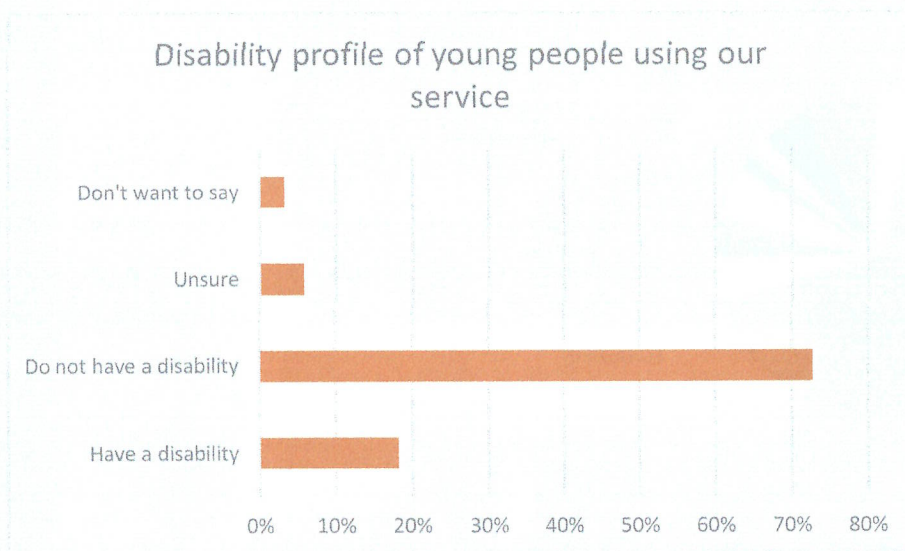
## Trustees' annual report

for the year ended 31<sup>st</sup> March 2024

The Market Place is proud to be a safe space for young people who are LGBTQ+ to access support and the confidence that the young LGBTQ+ community has in our services is demonstrated in their representation (24%) amongst our service users.

### **Proportion of young people using our service who have a disability**

The annual My Health My School survey in Leeds demonstrates that young people with a disability also have higher rates of significant mental health concerns than their peers. 18% of young people accessing our support identified as having a disability. A further 6% were unsure if they had a disability (this group would include some young people who were awaiting an assessment for autism and ADHD) and a further 4% did not want to say.



## Financial review

Expenditure of £682,358 (2023, £720,577) outstripped income of £606,243 (2023, £683,740) again in the financial year of 1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024.

This financial year saw a final year of relative income stability for the charity through its main NHS ICB and local authority contract. Before the financial year ended the charity was advised that it had been unsuccessful in its bid for a new NHS ICB contract, because commissioners were seeking early support services for more young people and chose to award that contract to a national provider instead.

The loss of the NHS ICB contract was a huge blow to the charity's financial security looking forward and Trustees sought insolvency advice as they considered the charity's future prospects.

It was recognised that the loss of 85% of the charity's income could not be easily replaced, but a plan was approved to restructure the charity and work for its survival on a smaller scale in order for it to continue its vital work supporting young people in Leeds and enable it to rebuild over time. That plan included the establishment of a wholly-owned trading subsidiary to generate income for the charity, the appointment of fundraising consultants to identify and help to generate applications for foundation and trust grants that the charity would be eligible for and the creation of a crowdfunding campaign.

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2024

It was acknowledged that despite an over-reliance on one large source of income from the main NHS ICB and local authority contract, the charity had been well managed financially and held sufficient reserves to maintain a smaller scale service whilst new sources of income were secured.

### **Reserves policy**

The Trustees policy is that The Market Place should hold financial reserves (the Emergency Operating Reserve or EOR) because:

- a) Much of its funding is from sources that are subject to fluctuation from year to year. The bulk of TMP funding is of a short-term (2 to 3 years) nature. The existence of the EOR secures the continuity of work as far as possible
- b) The EOR provides a level of protection which enables TMP to continue in the event of unexpected and potentially damaging events.

Trustees reviewed the reserves policy and agreed that to sustain the charitable status of The Market Place it should retain its policy that the minimum level of the EOR should be in normal circumstances the equivalent of six month's salary costs calculated and reviewed annually.

At 31st March 2024 the general unrestricted reserves after allowing for the designated fund were £260,959 which represents more than 6 months of expenditure on salaries of TMP staff (2023: £332,789).

### **Plans for the future**

In response to the significant financial challenge set out earlier in this report, The Market Place has restructured since the end of the financial year. It is diversifying its income through grant and foundation trust applications, crowdfunding and crucially through the creation of a wholly owned trading subsidiary that will revert all profits back into the charity for the delivery of free Drop In youth work and counselling support for young people.

*From autumn 2024 The Market Place will be delivering its charitable services through this smaller structure to one third of the number of young people it supported in 2023/24.*

### **Structure, governance and management**

The Market Place is a charitable company limited by guarantee, incorporated on 21st February 1989 and registered as a charity on 7th March 1989.

The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association. These were reviewed and updated in 2006 and with the help of Wrigleys Solicitors were accepted by the Charity Commission for England and Wales.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2024 was £10 (2023: £10). The Trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2024

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses claimed from the charity are set out in note 9 of the accounts.

### **Recruitment and appointment of Trustees**

The management of The Market Place is vested in a Board of Trustees (who are also directors for the purposes of company law) and until otherwise determined by a general meeting the members of the board shall be between ten and fifteen Trustees who must include the following:

- a) The Rector of Leeds Minster or his/her representative (ex officio);
- b) A nominated appointee of the Bishop of Leeds (ex officio);
- c) An appointee of the Parochial Church Council of Leeds Minster (such individual to be first approved by the Trustees) (the "PCC Trustee"); and
- d) Up to twelve Trustees appointed by the Trustees in accordance with article 7.4 (the "appointed trustees").

The Trustees are the members of The Market Place. The board will always seek to openly recruit members in accordance with The Market Place's equal opportunities policy.

The Bishop of Leeds will continue to be responsible for administering the winding-up arrangements and disposal of assets in the event of The Market Place having to close.

All new board members receive an induction into their roles and the work of The Market Place. In addition, new board members are paired with an experienced board member for their first year in role who acts as a mentor for them.

The board of trustees takes all strategic decisions for The Market Place and has ultimate responsibility for the finances of the organisation and safeguarding issues.

The day to day running of The Market Place is delegated to a chief executive officer, Lisa Mulherin and the management team set out on page 1.

### **Related parties and relationships with other organisations**

The Market Place works in partnership with Leeds and York Partnership NHS Foundation Trust with two youth workers contracted to deliver support in their Emerge Complex Emotional Needs Service.

The Market Place has a contract with Leeds Community Healthcare NHS Trust to provide a triage clinician role one day a week to the Mindmate Single Point of Access.

The charity also works in partnership with the Alphabet Collective, an LBGTQ+ young people's peer support group and Gendered Intelligence, both of whom are hosted by The Market Place for group activities and office space respectively. Furthermore during the financial year 1<sup>st</sup> April 2023 – 31<sup>st</sup> March 2024 The Market Place hosted Leeds Mind's THRU young people's peer support group and up until its closure on 31<sup>st</sup> March 2024 The Market Place also hosted the office of Leeds Bereavement Forum.

The CEO of The Market Place stepped down from her role as a Leeds City Councillor in May 2023, shortly into the financial year that is covered by this annual report.

The CEO is also the third sector representative on The Leeds Student Medical Practice and The Light Surgery Local Care Partnership.

# The Market Place (Leeds)

Trustees' annual report  
for the year ended 31<sup>st</sup> March 2024

## Remuneration policy for key management personnel

The pay and remuneration of all TMP staff including key management personnel is reviewed annually by the Board of Trustees before approving a budget for the financial year.

## Risk management

The Board of Trustees has reviewed the major risks to which The Market Place is exposed and has put in place systems to mitigate those risks. Risks are monitored and updated at Board meetings and at Finance Committee meetings throughout the year.

As stated earlier in this report Trustees took advice around the risk of insolvency and approved a plan for the charity to downsize following the loss of the NHS ICB contract which ended on 30<sup>th</sup> June 2024, after the financial year set out in this report.

The charity remains a going concern and investment has been made to secure new sources of income.

## Fundraising

A number of individual donors made contributions to the charity and donations were also made from events run across the year by Tingley Methodist Church

The charity appointed fundraising consultants from The Fair Collective at the end of the financial year covered in this report, to assist with diversifying our income, developing a pipeline of funding applications, a fundraising strategy and the drafting of funding bids to a range of trusts and foundations.

## Statement of responsibilities of the trustees

The trustees (who are also directors of the charitable company for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2024

The trustees 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.

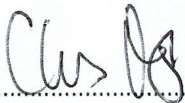
The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### **Approval of the Trustees Annual Report**

Slade & Cooper Ltd were re-appointed as the charitable company's accountants at the Board's AGM on 17<sup>th</sup> September 2024 and have expressed their willingness to continue in that capacity.

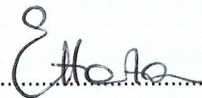
This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the trustees on 05 / 11 / 2024 and signed on their behalf by



Chris Forrest

Chair of the Board of Trustees



Ellen Horton

Treasurer

Independent examiner's report  
to the members of  
The Market Place (Leeds)

I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> March 2024 which are set out on pages 13 to 30.

**Responsibilities and basis of report**

As the charity trustees of the 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 your 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.

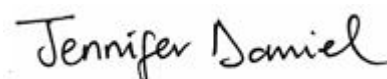
**Independent examiner's statement**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 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.



Jennifer Daniel FCCA DChA  
Association of Chartered Certified Accountants  
Slade & Cooper Ltd  
Beehive Mill  
Jersey Street  
Manchester M4 6JG

Date 14 November 2024

The Market Place (Leeds)  
Statement of Financial Activities  
(including Income and Expenditure account)  
for the year ended 31 March 2024

	Note	Unrestricted funds £	Restricted funds £	Total funds 2024 £	Total funds 2023 £
<b>Income from:</b>					
Donations	3	10,946	-	10,946	3,927
Charitable activities	4	507,912	78,841	586,753	673,689
Other trading activities	5	7,689	-	7,689	5,325
Investment income	6	855	-	855	799
<b>Total income</b>		<b>527,402</b>	<b>78,841</b>	<b>606,243</b>	<b>683,740</b>
<b>Expenditure on:</b>					
Charitable activities	7	597,949	84,409	682,358	720,577
<b>Total expenditure</b>		<b>597,949</b>	<b>84,409</b>	<b>682,358</b>	<b>720,577</b>
<b>Net income/(expenditure) before net gains/(losses) on investments</b>		<b>(70,547)</b>	<b>(5,568)</b>	<b>(76,115)</b>	<b>(36,837)</b>
Unrealised gains/(losses) on investments		2,175	-	2,175	(1,301)
<b>Net income/(expenditure) for the year</b>	8	<b>(68,372)</b>	<b>(5,568)</b>	<b>(73,940)</b>	<b>(38,138)</b>
Transfer between funds		(2,568)	2,568	-	-
<b>Net movement in funds for the year</b>		<b>(70,940)</b>	<b>(3,000)</b>	<b>(73,940)</b>	<b>(38,138)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		362,294	3,000	365,294	403,432
<b>Total funds carried forward</b>		<b>291,354</b>	<b>-</b>	<b>291,354</b>	<b>365,294</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

A full comparative SOFA is available on the last page of the financial statements.

The Market Place (Leeds)  
Company number 02350125  
Balance sheet as at 31 March 2024

	Note	2024		2023	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	14		-		1,285
Investments	15		30,395		28,220
			<hr/>		<hr/>
<b>Total fixed assets</b>			<b>30,395</b>		<b>29,505</b>
<b>Current assets</b>					
Debtors	16	29,072		72,823	
Cash at bank and in hand		359,156		413,902	
		<hr/>		<hr/>	
<b>Total current assets</b>		<b>388,228</b>		<b>486,725</b>	
<b>Liabilities</b>					
Creditors: amounts falling due in less than one year	17	(127,269)		(150,936)	
		<hr/>		<hr/>	
<b>Net current assets</b>			<b>260,959</b>		<b>335,789</b>
<b>Total assets less current liabilities</b>			<hr/> <b>291,354</b> <hr/>		<hr/> <b>365,294</b> <hr/>
<b>Net assets</b>			<hr/> <b>291,354</b> <hr/>		<hr/> <b>365,294</b> <hr/>
<b>The funds of the charity:</b>					
Restricted income funds	18		-		3,000
Unrestricted income funds	19		291,354		362,294
			<hr/>		<hr/>
<b>Total charity funds</b>			<hr/> <b>291,354</b> <hr/>		<hr/> <b>365,294</b> <hr/>

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

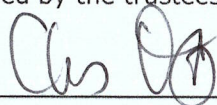
Directors' responsibilities:

- . The members have not required the company to obtain an audit of its accounts 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 accounts.

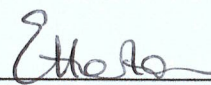
These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 16 to 30 form part of these accounts.

Approved by the trustees on 05 / 11 / 2024 and signed on their behalf by:



Chris Forrest  
(Chair of the Board of Trustees)



Ellen Horton  
(Treasurer)

The Market Place (Leeds)  
Statement of Cash Flows  
for the year ending 31 March 2024

	Note	2024 £	2023 £
<b>Cash provided by/(used in) operating activities</b>	22	<b>(55,601)</b>	<b>(91,263)</b>
<i>Cash flows from investing activities:</i>			
Dividends, interest, and rents from investments		855	799
Purchase of tangible fixed assets		-	-
<b>Cash provided by/(used in) investing activities</b>		<b>855</b>	<b>799</b>
Increase/(decrease) in cash and cash equivalents in the year		(54,746)	(90,464)
Cash and cash equivalents at the beginning of the year		413,902	504,366
<b>Cash and cash equivalents at the end of the year</b>		<b>359,156</b>	<b>413,902</b>

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2024

#### **1 Accounting policies**

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

##### **a Basis of preparation**

The financial statements 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), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The Market Place (Leeds) meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

##### **b Preparation of the accounts on a going concern basis**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgments which the trustees have made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2024 (continued)

#### **c Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

#### **d Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **e Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2024 (continued)

#### **f Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

#### **g Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **h Operating leases**

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

#### **i Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. The charity's only activity is direct charitable activity and support costs have been allocated to expenditure on charitable activities.

#### **j Tangible fixed assets**

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Premises improvements	10 years
Office fixtures and equipment	4 years

#### **k Fixed asset investments**

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Charity does not acquire put options, derivatives or other complex financial instruments.

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2024 (continued)

### **k Fixed asset investments (continued)**

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

### **l Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### **m Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **n Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### **o Financial instruments**

The charity has only financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### **p Pensions**

The charity offers a defined contribution pension scheme to employees who are eligible through auto-enrolment with NEST. The charity has no obligations under the scheme other than its contributions which are expensed as they become due.

## **2 Legal status of the charity**

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2024 (continued)

### 3 Income from donations and legacies

<b>Current reporting period</b>	Unrestricted £	Restricted £	Total 2024 £	Total 2023 £
Donations	10,946	-	10,946	3,927
<b>Total</b>	10,946	-	10,946	3,927
<hr/>				
<b>Previous reporting period</b>	Unrestricted £	Restricted £	Total 2023 £	
Donations	3,927	-	3,927	
<b>Total</b>	3,927	-	3,927	

### 4 Income from charitable activities

<b>Current year</b>	Unrestricted £	Restricted £	Total 2024 £
CCG/LCC Joint Commissioning Leeds and York Partnership NHS Foundation Trust	475,488	-	475,488
John Lewis	900	78,841	78,841
Household Support Fund	3,720	-	3,720
B&Q Foundation	7,488	-	7,488
Trinity Grant	2,000	-	2,000
Secondments	8,316	-	8,316
BUPA Foundation	10,000	-	10,000
<b>Total</b>	507,912	78,841	586,753
<hr/>			
<b>Previous year</b>	Unrestricted £	Restricted £	Total 2023 £
CCG/LCC Joint Commissioning	473,056	-	473,056
National Lottery Community Fund	-	77,306	77,306
Leeds and York Partnership NHS Foundation Trust	-	73,953	73,953
NHS Leeds	-	37,222	37,222
Secondments	7,152	-	7,152
Screwfix Foundation	5,000	-	5,000
<b>Total</b>	485,208	188,481	673,689

There were no unfulfilled conditions and contingencies attaching to the grants.

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2024 (continued)

### 5 Fees and other income

	2024 £	2023 £
Room hire	7,689	5,325
	7,689	5,325

All income from other trading activities is unrestricted.

### 6 Investment income

	2024 £	2023 £
Income from investments	855	799
	855	799

All income from investments is unrestricted.

### 7 Analysis of expenditure on charitable activities

	Total 2024 £	Total 2023 £
Staff costs	541,388	552,408
Accommodation	73,684	71,052
Training and supervision	23,207	21,671
Travel and volunteer expenses	6,906	4,013
Administration	35,773	38,498
Project costs	115	260
Depreciation	1,285	32,675
	682,358	720,577

All support costs have been allocated to direct charitable activity.

	2024 £	2023 £
Restricted expenditure	84,409	205,481
Unrestricted expenditure	597,949	515,096
	682,358	720,577

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2024 (continued)

#### 8 Net income/(expenditure) for the year

	2024	2023
	£	£
This is stated after charging/(crediting):		
Depreciation	1,285	32,675
Operating lease rentals: property	34,141	34,140
	35,426	66,815

#### 9 Independent examiner's remuneration

	2024	2023
	£	£
Independent examiner's remuneration:		
Accountancy	1,700	1,700
Independent examination	500	500
	2,200	2,200

#### 10 Staff costs

	2024	2023
	£	£
Wages and salaries	501,101	507,902
Social security costs	27,180	32,064
Employer's pension contributions	8,033	8,013
Payroll bureau fees	5,074	4,430
	541,388	552,409

No employee has employee benefits in excess of £60,000 (2023: Nil).

The average number of staff employed during the period was 32 (2023: 32).

The average full time equivalent number of staff employed during the period was 17 (2023:18).

The key management personnel of the charity comprise the trustees and the Chief Executive. The total employee benefits of the key management personnel of the charity were £49,241 (2023: £48,313).

#### 11 Trustee remuneration and expenses, and related party transactions

Neither the trustees nor any persons connected with them received any remuneration during the year (2023: Nil).

No trustee received travel and subsistence expenses during the year (2023: £nil).

There are no donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year.

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2024 (continued)

### 12 Government grants

The government grants recognised in the accounts were as follows:

	2024 £	2023 £
CCG/LCC Joint Commissioning	474,488	473,056
CCG Fast Access Counselling	-	73,953
NHS West Yorkshire ICB (Previously Leeds CCG)	-	37,222
	<u>474,488</u>	<u>584,231</u>

There were no unfulfilled conditions and contingencies attaching to the grants.

### 13 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

### 14 Fixed assets: tangible assets

<b>Cost</b>	Leasehold improvements £	Office equipment £	Total £
At 1 April 2023	312,663	16,977	329,640
Additions	-	-	-
Disposals	-	-	-
	<u>312,663</u>	<u>16,977</u>	<u>329,640</u>
At 31 March 2024	<u>312,663</u>	<u>16,977</u>	<u>329,640</u>
	<u><u>312,663</u></u>	<u><u>16,977</u></u>	<u><u>329,640</u></u>
	<b>Depreciation</b>		
At 1 April 2023	312,663	15,692	328,355
Charge for the year	-	1,285	1,285
Disposals	-	-	-
	<u>312,663</u>	<u>16,977</u>	<u>329,640</u>
At 31 March 2024	<u>312,663</u>	<u>16,977</u>	<u>329,640</u>
	<u><u>312,663</u></u>	<u><u>16,977</u></u>	<u><u>329,640</u></u>
	<b>Net book value</b>		
At 31 March 2024	-	-	-
	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>
At 31 March 2023	-	1,285	1,285
	<u><u>-</u></u>	<u><u>1,285</u></u>	<u><u>1,285</u></u>

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2024 (continued)

**15 Investments**

	2024 £	2023 £
Market value at the start of the year	28,220	29,521
Additions	-	-
Add net gain/(loss) on revaluation	2,175	(1,301)
	<hr/>	<hr/>
Market value at the end of the year	30,395	28,220
	<hr/> <hr/>	<hr/> <hr/>
Investments at fair value comprised:		
Equities	21,757	19,952
Fixed interest securities	8,638	8,268
	<hr/>	<hr/>
	30,395	28,220
	<hr/> <hr/>	<hr/> <hr/>

Investments are all carried at fair value and are all traded in quoted public markets.

**16 Debtors**

	2024 £	2023 £
Trade debtors	18,095	47,828
Prepayments and accrued income	10,977	24,995
	<hr/>	<hr/>
	29,072	72,823
	<hr/> <hr/>	<hr/> <hr/>

**17 Creditors: amounts falling due within one year**

	2024 £	2023 £
Other creditors and accruals	127,269	150,936
	<hr/>	<hr/>
	127,269	150,936
	<hr/> <hr/>	<hr/> <hr/>

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2024 (continued)

### 18 Analysis of movements in restricted funds

<b>Current year</b>	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2024 £
Crematory Management Leeds and York Partnership NHS Foundation Trust	3,000	-	(3,000)	-	-
	-	78,841	(81,409)	2,568	-
<b>Total</b>	<b>3,000</b>	<b>78,841</b>	<b>(84,409)</b>	<b>2,568</b>	<b>-</b>

#### Restricted fund

#### Description, nature and purposes of the fund

Crematory  
Management

Crematory management income generated through the recovery of special metals and donated to support the bereavement service.

Leeds and York  
Partnership NHS  
Foundation Trust

Funding the secondment of youth work staff to the Complex Emotional Needs Service, (EMERGE) previously known as the Leeds Personality Disorder Managed Clinical Network.

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2024 (continued)

**18 Analysis of movements in restricted funds (contd)**

<b>Previous year</b>	<i>Balance at 1 April 2022 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>Balance at 31 March 2023 £</i>
<i>The National Lottery Community Fund</i>	5,000	77,306	(82,306)	-	-
<i>Crematory Management Leeds and York Partnership NHS Foundation Trust NHS WEST YORKSHIRE ICB (Previously Leeds CCG)</i>	15,000	-	(12,000)	-	3,000
	-	73,953	(73,953)	-	-
	-	37,222	(37,222)	-	-
<b>Total</b>	<b>20,000</b>	<b>188,481</b>	<b>(205,481)</b>	<b>-</b>	<b>3,000</b>

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2024 (continued)

#### 19 Analysis of movement in unrestricted funds

<b>Current year</b>	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers/ revaluation £	As at 31 March 2024 £
General fund	332,789	529,577	(597,949)	(3,458)	260,959
Investment reserve	28,220	-	-	2,175	30,395
Designated fixed assets fund	1,285	-	-	(1,285)	-
	<u>362,294</u>	<u>529,577</u>	<u>(597,949)</u>	<u>(2,568)</u>	<u>291,354</u>

#### **Unrestricted fund** Description, nature and purposes of the fund

General fund	The free reserves after allowing for all designated funds.
Investment reserve	This represents the value of investments held and are excluded from free reserves as they are not immediately available to spend on charitable objectives.
Designated fixed assets fund	The premises and equipment are essential for the future operation of the charity and so are excluded from free reserves.

<b>Previous year</b>	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers/ revaluation £	As at 31 March 2023 £
General fund	319,951	493,958	(515,096)	33,976	332,789
Designated fixed assets fund	60,836	-	-	(32,616)	28,220
Revaluation reserve	2,645	-	-	(1,360)	1,285
	<u>383,432</u>	<u>493,958</u>	<u>(515,096)</u>	<u>-</u>	<u>362,294</u>

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2024 (continued)

**20 Analysis of net assets between funds**

<b>Current year</b>	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	-	-	-	-
Fixed asset investments	-	30,395	-	30,395
Net current assets/(liabilities)	260,959	-	-	260,959
	<hr/>	<hr/>	<hr/>	<hr/>
Total	260,959	30,395	-	291,354
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b>Previous year</b>	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	-	1,285	-	1,285
Fixed asset investments	-	28,220	-	28,220
Net current assets/(liabilities)	332,789	-	3,000	335,789
	<hr/>	<hr/>	<hr/>	<hr/>
Total	332,789	29,505	3,000	365,294
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2024 (continued)

### 21 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as

	Property	Property
	2024	2023
	£	£
Less than one year	39,750	39,750
One to five years	168,000	168,000
Over five years	411,000	450,750
	<hr/>	<hr/>
	618,750	658,500
	<hr/> <hr/>	<hr/> <hr/>

### 22 Reconciliation of net movement in funds to net cash flow from operating activities

	2024	2023
	£	£
<b>Net income/(expenditure) for the year</b>	(73,940)	(38,138)
<b>Adjustments for:</b>		
Depreciation charge	1,285	32,675
Donation of investments	-	-
(Gains)/losses on investments	(2,175)	1,301
Dividends, interest and rents from investments	(855)	(799)
Decrease/(increase) in stock	-	-
Decrease/(increase) in debtors	43,751	(62,272)
Increase/(decrease) in creditors	(23,667)	(24,030)
	<hr/>	<hr/>
<b>Net cash provided by/(used in) operating activities</b>	(55,601)	(91,263)
	<hr/> <hr/>	<hr/> <hr/>

*The Market Place (Leeds)*  
*Statement of Financial Activities*  
*(including Income and Expenditure account)*  
*for the year ended 31 March 2023*

	Note	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
<b>Income from:</b>					
Donations	3	3,927	-	3,927	22,194
Charitable activities	4	485,208	188,481	673,689	589,318
Other trading activities	5	5,325	-	5,325	4,049
Investment income	6	799	-	799	810
<b>Total income</b>		<b>495,259</b>	<b>188,481</b>	<b>683,740</b>	<b>616,371</b>
<b>Expenditure on:</b>					
Charitable activities	7	515,096	205,481	720,577	666,031
<b>Total expenditure</b>		<b>515,096</b>	<b>205,481</b>	<b>720,577</b>	<b>666,031</b>
<b>Net income/(expenditure) before net gains/(losses) on investments</b>		<b>(19,837)</b>	<b>(17,000)</b>	<b>(36,837)</b>	<b>(49,660)</b>
Unrealised gains/(losses) on investments		(1,301)	-	(1,301)	627
<b>Net income/(expenditure) for the year</b>	8	<b>(21,138)</b>	<b>(17,000)</b>	<b>(38,138)</b>	<b>(49,033)</b>
Transfer between funds		-	-	-	-
<b>Net movement in funds for the year</b>		<b>(21,138)</b>	<b>(17,000)</b>	<b>(38,138)</b>	<b>(49,033)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		383,432	20,000	403,432	452,465
<b>Total funds carried forward</b>		<b>362,294</b>	<b>3,000</b>	<b>365,294</b>	<b>403,432</b>



**THE MARKET PLACE (LEEDS)**

England & Wales - Charity number 701285

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# Accounts

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Company number: 02350125

Charity Number: 701285

# The Market Place (Leeds)

Report and financial statements  
For the year ended 31<sup>st</sup> March 2023

# The Market Place (Leeds)

## Reference and administrative information

for the year ended 31<sup>st</sup> March 2023

**Company number** 02350125

**Charity number** 701285

**Registered office and operational address** 18 A New Market Street, Leeds LS1 6DG

**Trustees** Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Peter John Hall Jones	Chair
Martin David Dickson	Vice Chair
Ian Findlay	Treasurer (resigned 11 <sup>th</sup> July 2023)
Lisa Mulherin	Secretary
Kirsty L Wilson	
Gerard Gillen	
Helen Murray	
Mae McDaid-Sly (resigned 24 <sup>th</sup> Jan 2023)	
Elizabeth Neill (resigned 29 <sup>th</sup> Mar 2023)	
Farrah Khan (resigned 24 <sup>th</sup> Jan 2023)	
Ann Nicholl (ended term of office 22 <sup>nd</sup> Nov 2022)	
Lesley Mary Allsopp (Appointed 22 November 2022, resigned 1 <sup>st</sup> June 2023)	
Satbinder Singh Soor (Appointed 28 <sup>th</sup> March 2023)	

The following Trustees have been appointed to the Board since the end of the financial year 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023:

Ellen Horton (Appointed 23<sup>rd</sup> May 2023 and Treasurer from 11<sup>th</sup> July 2023)  
Shabnam Anam (Appointed 23<sup>rd</sup> May 2023)  
Christopher Forrest (Appointed 23<sup>rd</sup> May 2023)  
Jane Elizabeth Mischenko (Appointed 23<sup>rd</sup> May 2023)  
Paul Dorian Maybury (Appointed 23<sup>rd</sup> May 2023)

**Company Secretary** Lisa Mulherin Chief Executive

**Clerk to the Board** Ren Blackwell

Trustees who held title to property belonging to the charity during the reporting period or at the date of approval were: None

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2023

<b>Key management personnel</b>	Lisa Mulherin	Chief Executive
	Cath Higgins	Finance and Admin Officer
	Isobel Baker	Counselling Manager
	Vicky Turner	Counselling Manager
	Richard Corry	Youth Work Manager
	Andrew Barker	Youth Work Manager

**Bankers** Unity Trust Bank  
Four Brindley Place, Birmingham B1 2JB

**Independent Examiner** Slade & Cooper Limited  
Beehive Mill, Jersey St, Ancoats, Manchester, M4 6JG

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2023

The trustees present their report and the unaudited financial statements for the year ended 31<sup>st</sup> March 2023. Included within the trustees' report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

### **Objectives and activities**

The objectives of The Market Place are:

- a) To protect and promote the mental and emotional health of young people aged 11 to 25 years and living in Leeds by providing, developing and maintaining free confidential information, support and counselling service.
- b) To advance the physical, emotional and spiritual wellbeing of young people in Leeds by providing supportive help to those aged 11 to 25 and in need.

### **Activities**

The Market Place aims to support young people;

- a) With their physical, emotional and spiritual wellbeing
- b) To prevent life experiences having a continuing negative impact on their future
- c) To develop their own emotional resilience, feel good about themselves and make positive life choices
- d) To live safe and secure lives and attain their own goals
- e) To provide independent, directly accessible and free services for young people in Leeds aged 11 – 25
- f) To provide city centre, city-wide support, information and counselling services to young people
- g) To provide a safe and young person friendly environment that supports young people's personal and social development
- h) To provide a range of one to one and group work services which are easily accessible, confidential and flexible to meet young people's individual needs

### **Public Benefit**

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

The trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The trustees report

# The Market Place (Leeds)

## Trustees' annual report

for the year ended 31<sup>st</sup> March 2023

the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

## Achievements and performance

The charity's main activities and who it tries to help are described below. All its charitable activities focus on young people aged 11 – 25 living or studying in Leeds and are undertaken to further The Market Place's charitable purposes.

There were significant changes to the membership of the Board of Trustees during the financial year, with two long-standing Trustees retiring (Ann Nicholl and Liz Neill) and two newer Trustees leaving the charity too (Mae McDaid-Sly and Farrah Khan). There have been further changes to the Board since the end of March 2023 with our longstanding Treasurer, Ian Findlay, retiring due to ill health and Lesley Allsopp stepping down from the Board, but we have successfully recruited a new Treasurer, Ellen Horton, and five further new Trustees who bring a wealth of skills and experience to the Board and also improve its diversity. All changes to the composition of the Board of Trustees are listed at the start of this report for transparency – even though many of them occurred after the end of the financial year which is the focus of this report.

The Market Place's charitable activities focus on young people aged 11 – 25 years old who live or study in Leeds and are undertaken to further the charitable purposes set out earlier in this report (on page 2 and page 3 above) for the public benefit. The wider 18 - 25 year old offer in this financial year has been delivered using other donations including a non-recurrent grant from NHS Leeds CCG.

The Market Place supported 1,175 individual young people aged 11 – 25 years old during the financial year across all of our in-house services. Seconded workers at Emerge and Mindmate Leeds added support to further young people, their parents and carers and professionals working with those young people in their seconded roles.

Feedback received from a parent: *The support my child received has changed our lives. We are no longer 'putting out fires' but rebuilding strong, positive relationships. My child has the tools needed to help them deal with their mental health and feels much more confident and capable in doing so.*

The charity's performance for the financial year ending 31st March 2023 is set out below for both Counselling and Youth Work Services.

### Counselling Services

In the financial year April 2022 – March 2023 counselling services at The Market Place were delivered by 17 paid counsellors and 2 student placements. The paid counsellors were 5.7 full time equivalent staff plus a counselling management team of 2 managers and one coordinator who were 2.1 full time equivalent.

4781 counselling sessions were offered from 12 weekly sessions to one year of support in length and 290 individual young people aged 11 – 25 benefited from that support. 223 Fast Access Counselling Support (FACS) sessions were offered and 55 individual young people benefited from that support. FACS provides four weekly 50 minute counselling sessions for a young person going through a personal crisis.

Counselling continues to be delivered in a hybrid way with support available in person, over the telephone or by video depending on the young person's preferences. Over the course of the financial

# The Market Place (Leeds)

## Trustees' annual report

for the year ended 31<sup>st</sup> March 2023

year more young people requested face to face support, marking a move away from the pandemic when remote support was more popular.

The counselling service benefited from non-recurrent funding from the outgoing NHS Leeds Clinical Commissioning Group for one year only to support 18 – 25 year olds. This funding was secured having provided figures for the number of 18 – 25 year olds that we were having to turn away each week, who were desperately seeking free, confidential, non-judgmental counselling support.

Feedback from young people accessing counselling:

*"It's given me somewhere safe to vent, and to work through some grief and past trauma. It stopped me completely spiralling."*

*"I don't really struggle with panic attacks any more or feel like there's something wrong with me, and I continue to learn techniques that can be done to decrease the severity of anxiety and stress. It's provided me with a huge amount of help over the past few months and I am incredibly grateful."*

*"Having someone I can speak to in confidence without being judged is a God-send. Sometimes speaking to friends or close people can be daunting because you don't want them knowing about all the bad stuff. Big shout out to [counsellor]"*

Feedback from former service user: *"I think it saved my life at the time. No one was taking me seriously, I was self harming and hiding it.... I was in hell and felt trapped. It took everything I had to walk into TMP the day I asked for help there and I was treated with such warmth and kindness that I still tell people about TMP, if they have youngsters in trouble."*

### **Youth Work Services**

In the financial year April 2022 – March 2023 youth work services at The Market Place were delivered by 6 paid youth workers and 1 volunteer. The paid staff were 3.7 full time equivalent plus 2 managers who were 1.7 full time equivalent.

The majority of young people who access The Market Place services do so through Drop In youth work support, in which a young person can talk to a youth worker or youth work volunteer for half an hour about any issue that is affecting their emotional and mental health. During the course of the year The Market Place also reintroduced the delivery of 3-in-1 sexual health services through Drop In. 3-in-1 sexual health services enable young people to access pregnancy testing, chlamydia and gonorrhoea testing and condoms for free with the opportunity to talk to a youth worker for advice and support. Throughout the year our Drop In continued to be pre-booked via our website rather than a walk-in service partly due to a reduction in staffing as a result of some experienced staff leaving toward the end of the previous financial year, followed by difficulties recruiting new trained and experienced staff. On the second round of recruitment the charity recruited two new trainee youth workers who had valuable experience working with young people in different settings, who have continued their training with us. One has now completed their level three qualification in youth work, the other is in the process of doing so.

1283 sessions of Drop In support were offered in the financial year. 679 individual young people received Drop In support in person and 290 individual young people received that support over the telephone. Demonstrating the impact of the cost of living crisis on young people for the first time over the winter 2022-2023 we had young people attending Drop In sessions who were not eating because there was not enough food at home. We gave some immediate practical un-funded support, liaised with education settings and gave young people advice on local foodbanks. We also flagged this up with

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2023

appropriate agencies (inc the local authority) for food poverty support for this age group as there are services in place during school holidays for families with younger children and food banks in the city, but little appropriate support for teenagers living at home. This is an area we are bidding for grant funding to help with before the winter ahead.

440 sessions of My Plan support were offered in the financial year. My Plan provides 8 weekly one-hour sessions of support for a young person with an experienced youth worker. My Plan supports a young person to work through the reasons they are struggling with their emotional and mental health and helps them to develop their own plan to improve their wellbeing and coping strategies. 57 individual young people benefited from this support during the financial year.

Finally, 80 individual young people benefited from 38 group work sessions across the financial year. These sessions include themed workshops to understand sleep, anger or anxiety measures that young people can take to manage these issues in their own lives. Group work sessions also include the young people's participation group, SHOUT, which enables young people who have experience of using The Market Place Services to influence the way in which we work and the services we provide.

Feedback from young people accessing youth work support:

*"Not having to go through things completely alone anymore and being able to feel safe while talking to an adult, which isn't something I've experienced before, is amazing."*

*"I feel like it's a safe place to talk about my feelings and the troubles I may have, I've built trust and that's something I struggle with."*

*"It made me feel heard and understood. Someone I could talk to and given techniques to help my mental health."*

*"They saved my life in my darkest moments when no one else would listen. I will be eternally grateful."*

### **Emerge secondments**

The secondment of two experienced senior TMP youth workers to Emerge, Complex Emotional Needs service to support young adults aged 18 – 25 years old was extended further during the financial year because the Leeds and York Partnership NHS Foundation Trust were so impressed with the contribution they have made to their service.

The service manager for Emerge wrote the following testimonial praising the contribution of our seconded youth workers and the leadership of TMP this summer: *"I am writing this to reflect the positive impact our partnership with The Market Place has had on our team culture, ability to engage with young people and direct support for those young adults... Whilst being a highly skilled and professional organisation I really can't emphasise enough the value to a 'statutory' (NHS) service...in also being able to work alongside colleagues rooted within a young person focussed, third sector ethos. It has and continues to add great value to the work that we do and directly to the young people and their families who we support... I have found the flexibility, professionalism and clarity of mind and purpose of The Market Place leadership team particularly refreshing. The persistent advocating for the needs of young adults, in a constructive and passionate way, is precisely what you would want from a partner organisation and has been greatly welcomed."*

# The Market Place (Leeds)

Trustees' annual report  
for the year ended 31<sup>st</sup> March 2023

## **Beneficiaries of our services**

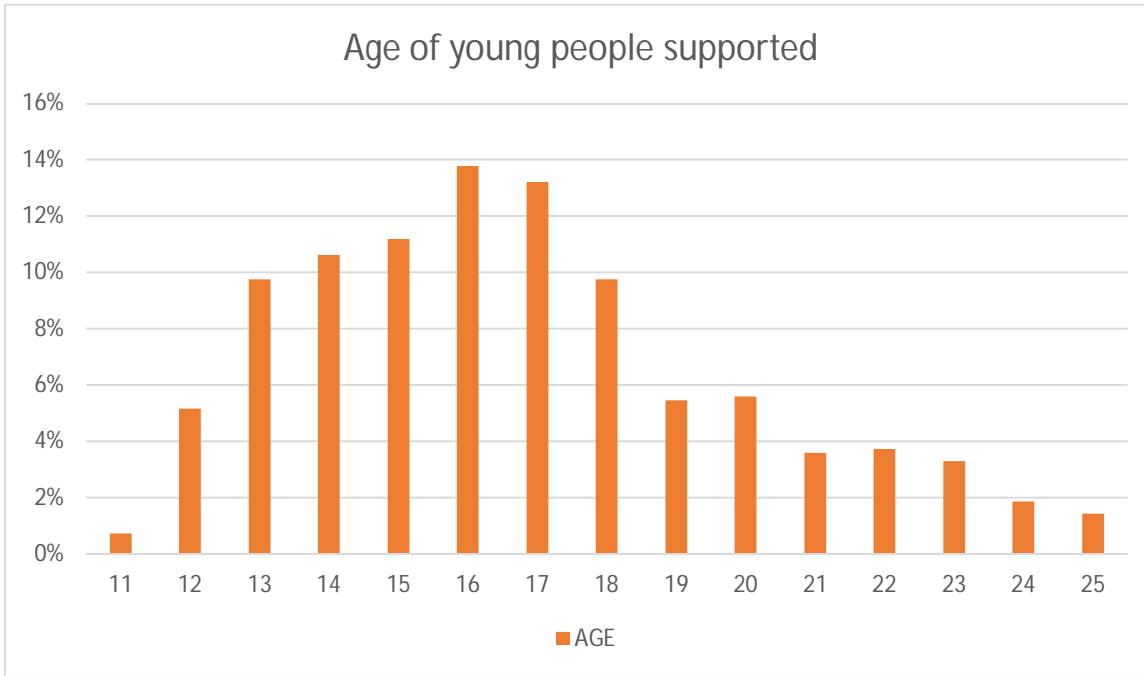
1,175 young people aged 11 – 25 were supported by The Market Place in the financial year 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023.

The characteristics of the young people we supported are demonstrated in the equality and diversity data gathered from the young people who completed an equality monitoring form in the past year. This information, showing the reach of our services in Leeds, is set out visually in graphs and pie charts on the following pages.

# The Market Place (Leeds)

Trustees' annual report  
for the year ended 31<sup>st</sup> March 2023

## Age profile of young people we have supported 1 April 2022 – 31 March 2023



## Gender of young people we have supported 1 April 2022 – 31 March 2023

60% of the young people we worked with identified as female including transgender female. 32% identified as male or transgender male. 3% identified as non-binary and 2% identified as other or as questioning their gender.



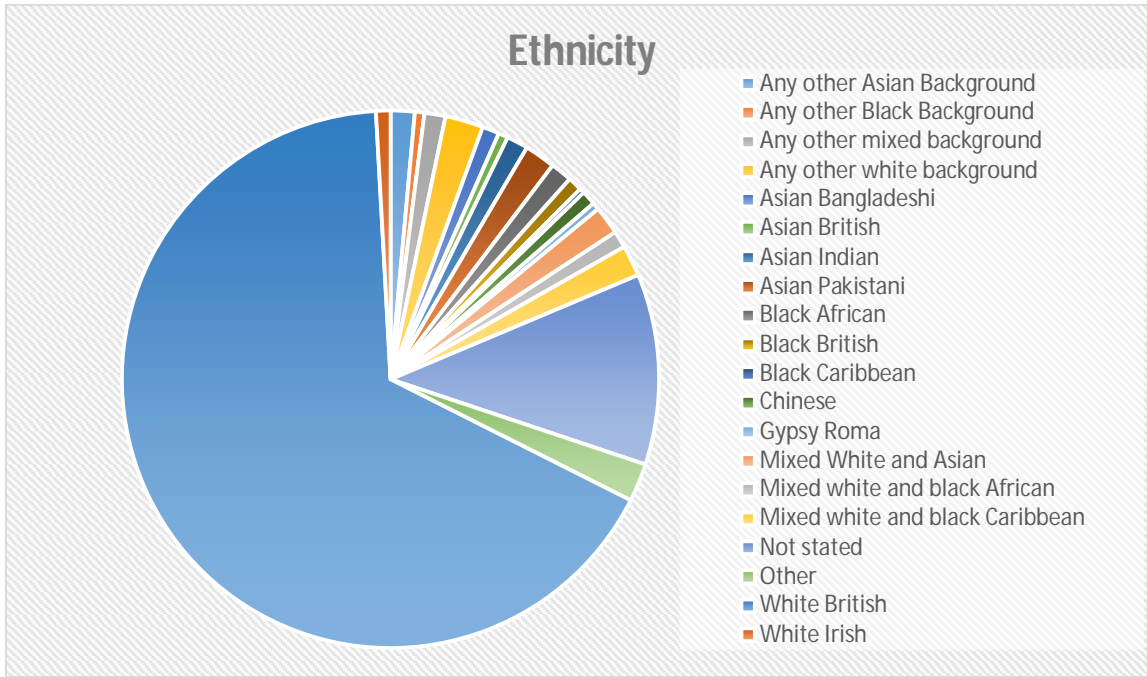
# The Market Place (Leeds)

## Trustees' annual report

for the year ended 31<sup>st</sup> March 2023

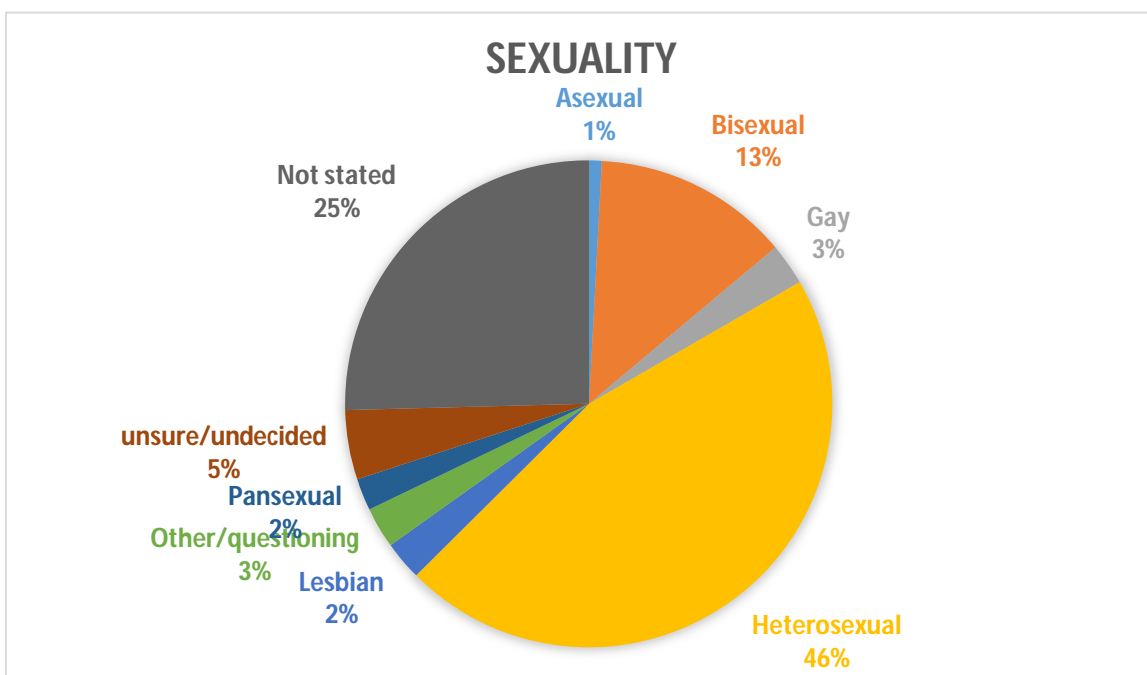
### Ethnicity of young people we have supported 1 April 2022 – 31 March 2023

67% of the young people we supported who completed an equality and diversity form identified themselves as White British. The remaining 33% were from a wide variety of ethnic backgrounds. 11% did not state an ethnic background on the form.



### Sexuality of young people we have supported 1 April 2022 – 31 March 2023

46% of the young people we supported who completed an equality and diversity form identified themselves as heterosexual or straight. 25% did not state their sexuality on the form. The remaining 29% were LGBT+ or questioning their sexuality.



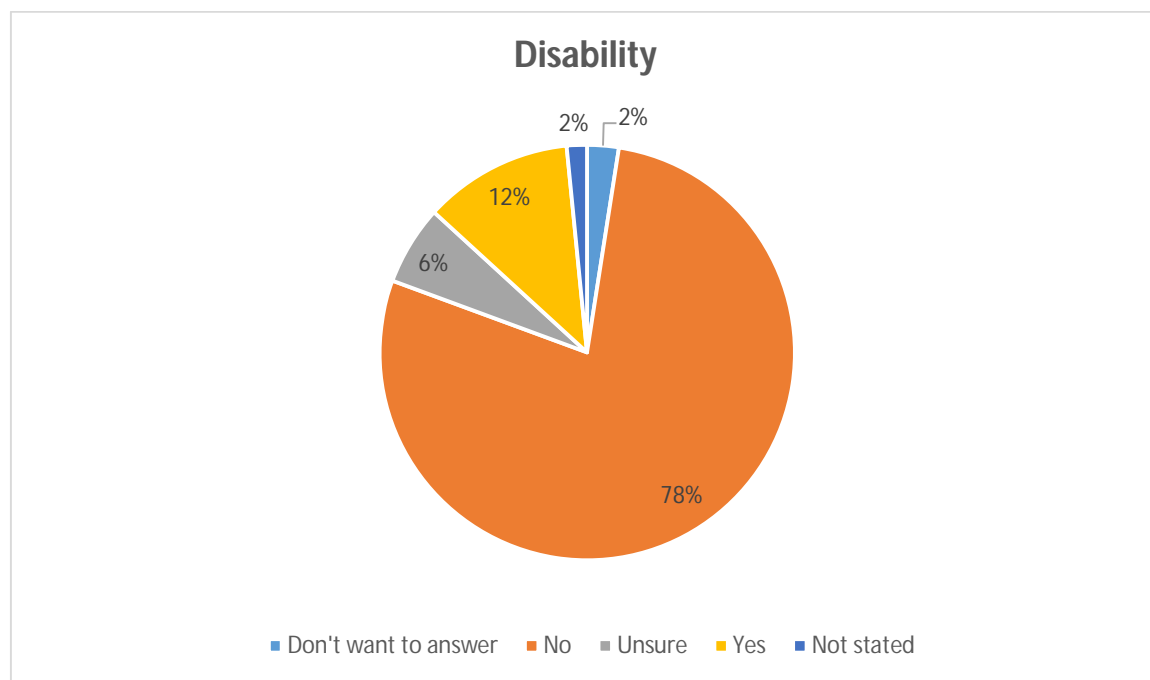
# The Market Place (Leeds)

## Trustees' annual report

for the year ended 31<sup>st</sup> March 2023

### Disability profile of young people we have supported 1 April 2022 – 31 March 2023

12% of young people we supported who completed an equality and diversity form identified themselves as having a disability. A further 6% were not sure if they had a disability. Of those who were unsure 81% stated that they believed they had an undiagnosed disability. Of those who did not identify themselves as being disabled, 12% stated that they believed they had an undiagnosed disability. Of those who answered yes, that they did identify as having a disability the majority had a diagnosed learning disability, ADHD or autism. A few had a physical disability or hearing loss.



Feedback received from a parent: *"My autistic child has been unable to engage in education or much else for 2 years due to burnout and literally the only thing they have managed to engage in is The Marketplace."*

### Financial review

Expenditure £720,577 (2022, £666,031) outstripped income £683,740 (2022, £616,371) during the financial year 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023.

The main NHS/local authority contract comprised 75% of The Market Place income in the financial year and staff salaries, training and supervision costs comprised 79% of expenditure.

The very small increase of 1.4% in the value of the main NHS/local authority contract did not keep step with the cost of delivering the services set out in that contract because of the need to award a pay rise exceeding that amount for the second year running in order to retain experienced staff in the midst of a cost of living crisis. There was a 2.5% increase in the value of the National Lottery Community Fund grant in 2023. Income from charitable activities increased for the Emerge secondments due to full year delivery in 2023 rather than part-year in 2022. Income received from charitable donations £ 3,927 (2022, £22,194) reduced significantly by 82% compared to the previous financial year when two significant one-off donations were received. Other income increased by 32% to £5,325 (2022, £4,049) in 2023.

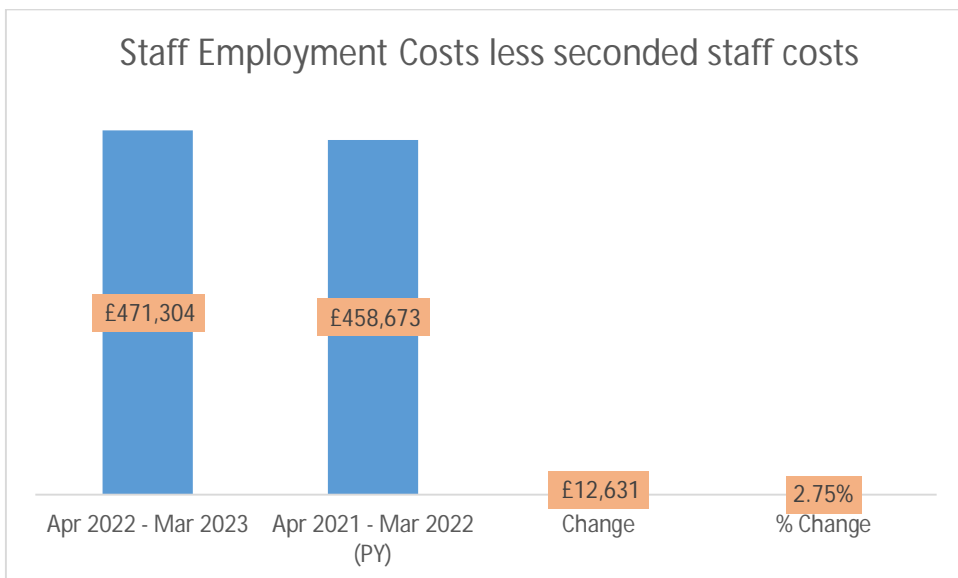
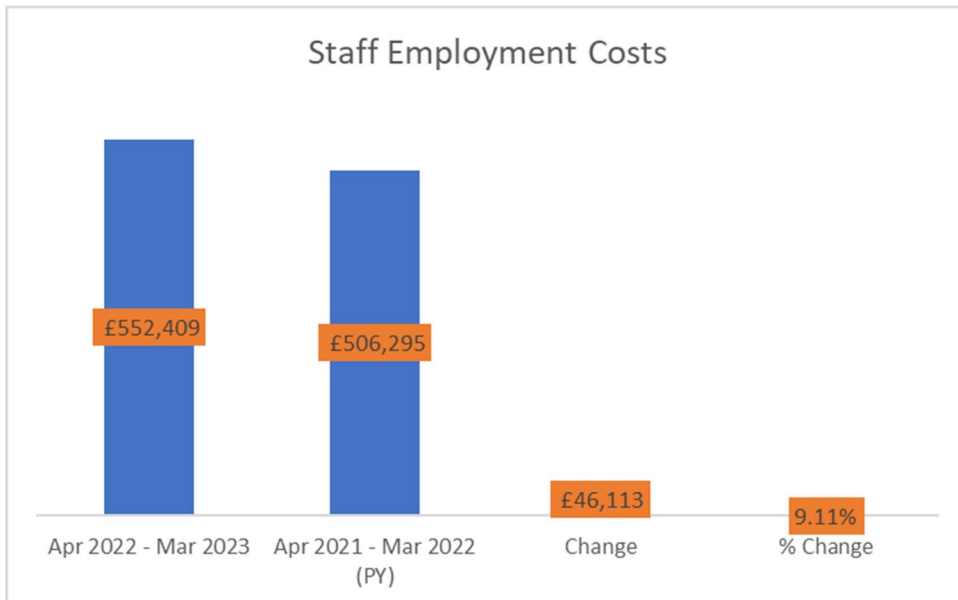
# The Market Place (Leeds)

## Trustees' annual report

### for the year ended 31<sup>st</sup> March 2023

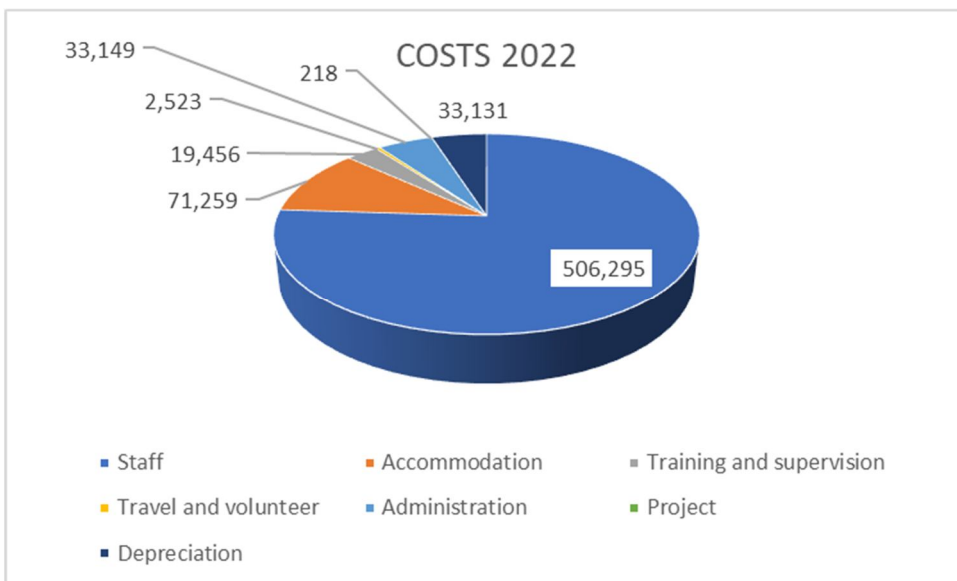
Expenditure increased significantly due to the 2.5% pay rise awarded to all staff in a bid to aid retention and improve recruitment. In addition, a one-off cost of living payment was made to all staff at the end of the calendar year in quarter 3 in recognition of the financial challenges staff were facing. This supported retention and enabled trustees to signal the value that they placed on the charity's experienced, skilled workforce, but added a further £10,219 cost pressure to the budget. Overall staff costs (including the one-off cost of living payment) increased by 9% during the financial year to £552,409\*.

\* Includes employee costs funded by Leeds and York NHS Foundation Trust (EMERGE) and Leeds NHS Single Point of Access (SPA). Year end 31<sup>st</sup> March 2022 also included staff costs for Safe Zone funded in partnership with Leeds Survivor Led Crisis Service and NHS Leeds. Staff costs for the year ending 31<sup>st</sup> March 2023 excluding secondments were £471,304 (which was £12,631 or 2.75% higher than the previous financial year £458,673.)



# The Market Place (Leeds)

Trustees' annual report  
for the year ended 31<sup>st</sup> March 2023

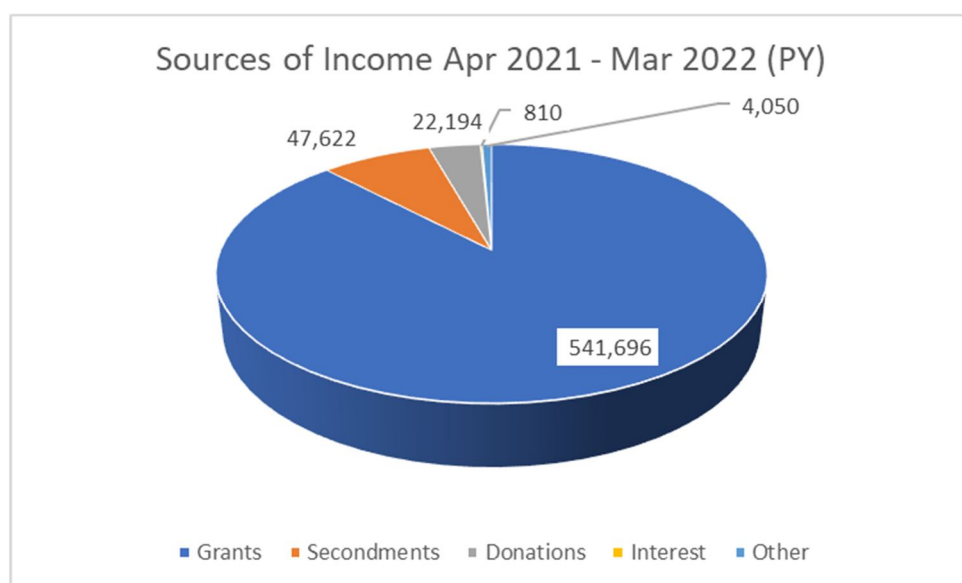
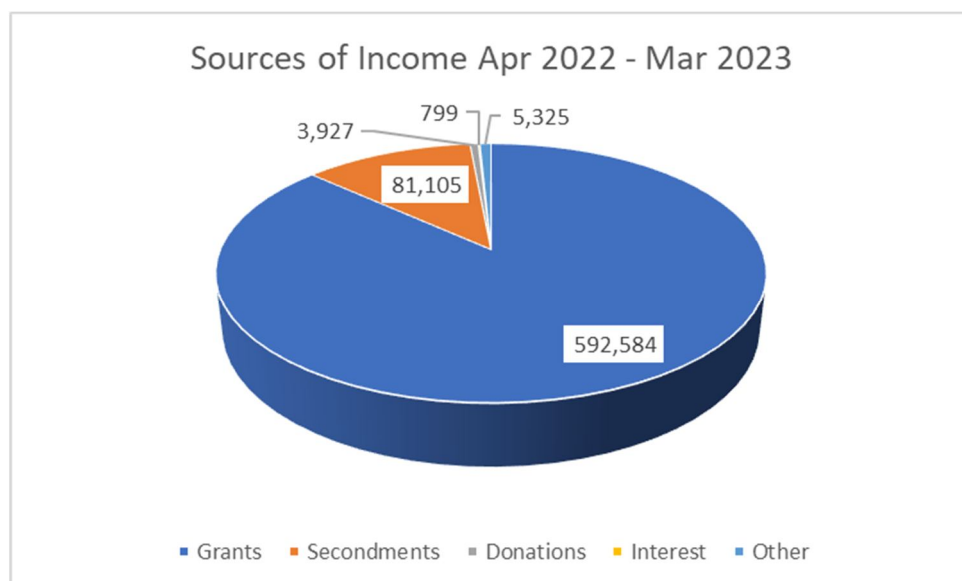


The landlord agreed not to increase the rental costs for the Leeds city centre building that delivers all services and back office functions for the charity so building costs remained stable.

A £5,000 grant from the Screwfix Foundation and a £500 donation from Roundhay Rotary Club were received for the specific purpose of redecorating the spaces used by young people accessing our services.

# The Market Place (Leeds)

Trustees' annual report  
for the year ended 31<sup>st</sup> March 2023



## Reserves policy

The Trustees policy is that The Market Place should hold financial reserves (the Emergency Operating Reserve or EOR) because:

- Much of its funding is from sources that are subject to fluctuation from year to year. The bulk of TMP funding is of a short-term (2 to 3 years) nature. The existence of the EOR secures the continuity of work as far as possible
- The EOR provides a level of protection which would enable TMP to continue in the event of unexpected and potentially damaging events.

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2023

Trustees believe that in order to sustain the charitable status of The Market Place it should retain its policy that the minimum level of the EOR should be in normal circumstances the equivalent of six month's salary costs calculated and reviewed annually.

At 31st March 2023 the general unrestricted reserves after allowing for the designated fund were £332,790 which represents 7 months of expenditure on salaries of TMP staff (2022, £319,951).

### **Plans for the future**

The Market Place has submitted a bid under competitive tender for a new three year joint NHS/local authority contract through the West Yorkshire Integrated Commissioning Board of the NHS. This process will be completed before the end of the calendar year 2023 with a six month mobilisation period to begin the new service on 1<sup>st</sup> July 2024 if successful.

It is anticipated that if the charity is unsuccessful in its bid most frontline staff would be TUPE'd to the new provider. With reductions in staffing expenditure and the reserves policy being followed at The Market Place, the charity will be able to downsize its operations and manage its responsibilities throughout the next financial year even if it is unsuccessful in securing the NHS/local authority contract.

Trustees and the CEO are working on ways to diversify the charity's income so that it is less heavily reliant on one main contract in order to be sustainable. This work includes the CEO actively applying for other charitable grants so that The Market Place can continue to meet its charitable aims and the Trustees developing a model for business support for the charity.

### **Structure, governance and management**

The Market Place is a charitable company limited by guarantee, incorporated on 21st February 1989 and registered as a charity on 7th March 1989.

The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association. These were reviewed and updated in 2006 and with the help of Wrigleys Solicitors were accepted by the Charity Commission for England and Wales.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2023 was £10 (2022: £10). The Trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses claimed from the charity are set out in note 9 of the accounts.

# The Market Place (Leeds)

Trustees' annual report  
for the year ended 31<sup>st</sup> March 2023

## Recruitment and appointment of Trustees

The management of The Market Place is vested in a Board of Trustees (who are also directors for the purposes of company law) and until otherwise determined by a general meeting the members of the board shall be between ten and fifteen Trustees who must include the following:

- a) The Rector of Leeds Minster or his/her representative (ex officio);
- b) A nominated appointee of the Bishop of Leeds (ex officio);
- c) An appointee of the Parochial Church Council of Leeds Minster (such individual to be first approved by the Trustees) (the "PCC Trustee"); and
- d) Up to twelve Trustees appointed by the Trustees in accordance with article 7.4 (the "appointed trustees").

The Trustees are the members of The Market Place. The board will always seek to openly recruit members in accordance with The Market Place's equal opportunities policy.

The Bishop of Leeds will continue to be responsible for administering the winding-up arrangements and disposal of assets in the event of The Market Place having to close.

All new board members receive an induction into their roles and the work of The Market Place. In addition, new board members are paired with an experienced board member for their first year in role who acts as a mentor for them.

The board of trustees takes all strategic decisions for The Market Place and has ultimate responsibility for the finances of the organisation and safeguarding issues.

The day to day running of The Market Place is delegated to a chief executive officer, Lisa Mulherin and the management team set out on page 2.

## Related parties and relationships with other organisations

The Market Place works in partnership with Leeds and York Partnership NHS Foundation Trust with two youth workers seconded to the Emerge Complex Emotional Needs Service.

The Market Place seconds a Counselling Manager one day a week to the Mindmate Single Point of Access run by Leeds Community Health Care NHS Trust.

The charity also works in partnership with the Alphabet Collective, an LBGTO+ young people's peer support group, that is hosted by The Market Place on Monday evenings and Leeds Bereavement Forum who use one of our offices to operate their services.

The CEO of The Market Place stepped down from her role as a Leeds City Councillor in May 2023.

The Market Place has been developing new relationships with other Leeds based young people's charities over the last year including Leeds Mind, GIPSIL, Northpoint Wellbeing and BARCA to improve young people's support pathways in the city. This may lead to more formal partnerships with those organisations in future.

The Market Place has also been supporting young people through workshops raising awareness and understanding of mental health working with smaller community-based organisations in the city including CATCH and Hamara and has plans to expand this work to other community based organisations including Feel Good Factor in 2023/24. It is hoped that this work with community based

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2023

organisations will lead to better representation and access to mental health support from young people in the city's minority ethnic communities.

### **Remuneration policy for key management personnel**

The pay and remuneration of all TMP staff including key management personnel is reviewed annually by the Board of Trustees before approving a budget for the financial year.

### **Risk management**

The Board of Trustees has reviewed the major risks to which The Market Place is exposed and has put in place systems to mitigate those risks. Risks are monitored and updated at Board meetings and at Finance Committee meetings throughout the year. The charity is a going concern and whilst the expenditure of the charity has increased beyond the rise in income in the financial year 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023, efforts are being made to secure new sources of income to remedy this.

### **Fundraising**

A number of individual donors made contributions to the charity and donations were also made from small scale events organised by university students, and a local music teacher alongside donations from local businesses.

### **Statement of responsibilities of the trustees**

The trustees (who are also directors of the charitable company for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2023

The trustees 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.

### **Approval of the Trustees Annual Report**

Slade & Cooper Ltd were re-appointed as the charitable company's independent examiners during the year and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the Board of trustees on 19 / 12 /2023 and signed on their behalf by

.....

Peter Hall Jones

Chair of the Board of Trustees

.....

Ellen Horton

Treasurer

Independent examiner's report  
to the members of  
The Market Place (Leeds)

I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> March 2023 which are set out on pages 19 to 36.

**Responsibilities and basis of report**

As the charity trustees of the 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 your 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**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 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.

Jennifer Daniel FCCA DChA  
Association of Chartered Certified Accountants  
Slade & Cooper Ltd  
Beehive Mill  
Jersey Street  
Manchester M4 6JG

21 December 2023

The Market Place (Leeds)  
Statement of Financial Activities  
(including Income and Expenditure account)  
for the year ended 31 March 2023

	Note	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
<b>Income from:</b>					
Donations	3	3,927	-	3,927	22,194
Charitable activities	4	485,208	188,481	673,689	589,318
Other trading activities	5	5,325	-	5,325	4,049
Investment income	6	799	-	799	810
<b>Total income</b>		<b>495,259</b>	<b>188,481</b>	<b>683,740</b>	<b>616,371</b>
<b>Expenditure on:</b>					
Charitable activities	7	515,096	205,481	720,577	666,031
<b>Total expenditure</b>		<b>515,096</b>	<b>205,481</b>	<b>720,577</b>	<b>666,031</b>
<b>Net income/(expenditure) before net gains/(losses) on investments</b>		<b>(19,837)</b>	<b>(17,000)</b>	<b>(36,837)</b>	<b>(49,660)</b>
Unrealised gains/(losses) on investments		(1,301)	-	(1,301)	627
<b>Net income/(expenditure) for the year</b>	8	<b>(21,138)</b>	<b>(17,000)</b>	<b>(38,138)</b>	<b>(49,033)</b>
<b>Net movement in funds for the year</b>		<b>(21,138)</b>	<b>(17,000)</b>	<b>(38,138)</b>	<b>(49,033)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		383,432	20,000	403,432	452,465
<b>Total funds carried forward</b>		<b>362,294</b>	<b>3,000</b>	<b>365,294</b>	<b>403,432</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

A full comparative SOFA is available on the last page of the financial statements.

The Market Place (Leeds)  
Company number 02350125  
Balance sheet as at 31 March 2023

	Note	2023		2022	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	14		1,285		33,960
Investments	15		28,220		29,521
<b>Total fixed assets</b>			<b>29,505</b>		<b>63,481</b>
<b>Current assets</b>					
Debtors	16	72,823		10,551	
Cash at bank and in hand		413,902		504,366	
<b>Total current assets</b>		<b>486,725</b>		<b>514,917</b>	
<b>Liabilities</b>					
Creditors: amounts falling due in less than one year	17	(150,936)		(174,966)	
<b>Net current assets</b>			<b>335,789</b>		<b>339,951</b>
<b>Total assets less current liabilities</b>			<b>365,294</b>		<b>403,432</b>
<b>Net assets</b>			<b>365,294</b>		<b>403,432</b>
<b>The funds of the charity:</b>					
Restricted income funds	18		3,000		20,000
Unrestricted income funds	19		362,294		383,432
<b>Total charity funds</b>			<b>365,294</b>		<b>403,432</b>

For the year in question, the company was entitled to exemption from an 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 accounts 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 accounts.

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 22 to 36 form part of these accounts.

Approved by the trustees on 19 / 12 /2023 and signed on their behalf by:

\_\_\_\_\_  
Peter Hall Jones  
(Chair of the Board of Trustees)

\_\_\_\_\_  
Ellen Horton  
(Treasurer)

The Market Place (Leeds)  
Statement of Cash Flows  
for the year ending 31 March 2023

	Note	2023 £	2022 £
<b>Cash provided by/(used in) operating activities:</b>	22	<b>(91,263)</b>	<b>21,281</b>
<i>Cash flows from investing activities:</i>			
Dividends, interest, and rents from investments		799	810
Purchase of tangible fixed assets		-	-
<b>Cash provided by/(used in) investing activities</b>		<b>799</b>	<b>810</b>
Increase/(decrease) in cash and cash equivalents in the year		(90,464)	22,091
Cash and cash equivalents at the beginning of the year		504,366	482,275
<b>Cash and cash equivalents at the end of the year</b>		<b>413,902</b>	<b>504,366</b>

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2023

#### **1 Accounting policies**

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

##### **a Basis of preparation**

The financial statements 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), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The Market Place (Leeds) meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

##### **b Preparation of the accounts on a going concern basis**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgments which the trustees have made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2023 (continued)

#### **c Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

#### **d Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **e Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2023 (continued)

#### **f Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

#### **g Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **h Operating leases**

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

#### **i Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. The charity's only activity is direct charitable activity and support costs have been allocated to expenditure on charitable activities.

#### **j Tangible fixed assets**

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Premises improvements	10 years
Office fixtures and equipment	4 years

#### **k Fixed asset investments**

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Charity does not acquire put options, derivatives or other complex financial instruments.

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2023 (continued)

#### **k Fixed asset investments (continued)**

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

#### **l Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### **m Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **n Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### **o Financial instruments**

The charity has only financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

#### **p Pensions**

The charity offers a defined contribution pension scheme to employees who are eligible through auto-enrolment with NEST. The charity has no obligations under the scheme other than its contributions which are expensed as they become due.

## **2 Legal status of the charity**

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2023 (continued)

**3 Income from donations and legacies**

<b>Current reporting period</b>	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Donations	3,927	-	3,927	22,194
<b>Total</b>	<b>3,927</b>	<b>-</b>	<b>3,927</b>	<b>22,194</b>
<b>Previous reporting period</b>	<i>Unrestricted £</i>	<i>Restricted £</i>	<i>Total 2022 £</i>	
Donations	7,194	15,000	22,194	
<b>Total</b>	<b>7,194</b>	<b>15,000</b>	<b>22,194</b>	

**4 Income from charitable activities**

<b>Current year</b>	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
CCG/LCC Joint Commissioning National Lottery Community Fund	473,056	-	473,056	466,274
Leeds and York Partnership NHS Foundation Trust	-	77,306	77,306	75,422
NHS Leeds Secondments	-	73,953	73,953	34,136
Screwfix Foundation	7,152	37,222	37,222	-
	5,000	-	5,000	13,486
	-	-	-	-
<b>Total</b>	<b>485,208</b>	<b>188,481</b>	<b>673,689</b>	<b>589,318</b>
<b>Previous year</b>	<i>Unrestricted £</i>	<i>Restricted £</i>	<i>Total 2022 £</i>	
CCG/LCC Joint Commissioning National Lottery Community Fund	466,274	-	466,274	
Leeds and York Partnership NHS Foundation Trust	-	75,422	75,422	
Secondments	-	34,136	34,136	
	13,486	-	13,486	
<b>Total</b>	<b>479,760</b>	<b>109,558</b>	<b>589,318</b>	

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2023 (continued)

### 5 Fees and other income

	2023 £	2022 £
Room hire	5,325	4,049
	5,325	4,049

All income from other trading activities is unrestricted.

### 6 Investment income

	2023 £	2022 £
Income from investments	799	810
	799	810

All income from investments is unrestricted.

### 7 Analysis of expenditure on charitable activities

	Total 2023 £	Total 2022 £
Staff costs	552,408	506,295
Accommodation	71,052	71,259
Training and supervision	21,671	19,456
Travel and volunteer expenses	4,013	2,523
Administration	38,498	33,149
Project costs	260	218
Depreciation	32,675	33,131
	720,577	666,031

All support costs have been allocated to direct charitable activity.

	2023 £	2022 £
Restricted expenditure	205,481	114,558
Unrestricted expenditure	515,096	551,473
	720,577	666,031

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2023 (continued)

#### 8 Net income/(expenditure) for the year

	2023	2022
	£	£
This is stated after charging/(crediting):		
Depreciation	32,675	33,132
Operating lease rentals: property	34,140	34,140
	32,675	33,132

#### 9 Independent examiner's remuneration

	2023	2022
	£	£
Independent examiner's remuneration:		
Accountancy	1,700	1,700
Independent examination	500	500
	2,200	2,200

#### 10 Staff costs

	2023	2022
	£	£
Wages and salaries	507,902	464,768
Social security costs	32,064	33,754
Employer's pension contributions	8,013	7,866
Payroll bureau fees	4,430	3,753
	552,409	510,141

No employee has employee benefits in excess of £60,000 (2022: Nil).

The average number of staff employed during the period was 32 (2022: 28).

The average full time equivalent number of staff employed during the period was 18 (2022: 18).

The key management personnel of the charity comprise the trustees, the Chief Executive and the Operations Manager. The total employee benefits of the key management personnel of the charity were £48,313 (2022: £52,526).

#### 11 Trustee remuneration and expenses, and related party transactions

Neither the trustees nor any persons connected with them received any remuneration during the year (2022: Nil).

No (2022: no) trustee received travel and subsistence expenses during the year (2022: £nil).

There are no donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year.

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2023 (continued)

#### 12 Government grants

The government grants recognised in the accounts were as follows:

	2023 £	2022 £
CCG/LCC Joint Commissioning	473,056	466,274
CCG Fast Access Counselling	73,953	34,136
NHS West Yorkshire ICB (Previously Leeds CCG)	37,222	-
	584,231	500,410
	584,231	500,410

There were no unfulfilled conditions and contingencies attaching to the grants.

#### 13 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

#### 14 Fixed assets: tangible assets

	Leasehold improvements £	Office equipment £	Total £
<b>Cost</b>			
At 1 April 2022	312,663	16,977	329,640
Additions	-	-	-
	312,663	16,977	329,640
At 31 March 2023	312,663	16,977	329,640
<b>Depreciation</b>			
At 1 April 2022	281,396	14,284	295,680
Charge for the year	31,267	1,408	32,675
	312,663	15,692	328,355
At 31 March 2023	312,663	15,692	328,355
<b>Net book value</b>			
At 31 March 2023	-	1,285	1,285
	-	1,285	1,285
At 31 March 2022	31,267	2,693	33,960
	31,267	2,693	33,960

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2023 (continued)

### 15 Investments

	2023 £	2022 £
Market value at the start of the year	29,521	28,894
Additions	-	-
Add net gain/(loss) on revaluation	(1,301)	627
	28,220	29,521
Investments at fair value comprised:		
Equities	19,952	20,688
Fixed interest securities	8,268	8,833
	28,220	29,521

Investments are all carried at fair value and are all traded in quoted public markets.

### 16 Debtors

	2023 £	2022 £
Trade debtors	47,828	-
Prepayments and accrued income	24,995	10,551
	72,823	10,551
	72,823	10,551

### 17 Creditors: amounts falling due within one year

	2023 £	2022 £
Other creditors and accruals	150,936	174,966
	150,936	174,966
	150,936	174,966

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2023 (continued)

#### 18 Analysis of movements in restricted funds

<b>Current year</b>	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2023 £
The National Lottery Community Fund	5,000	77,306	(82,306)	-	-
Crematory Management	15,000	-	(12,000)	-	3,000
Leeds and York Partnership NHS NHS WEST YORKSHIRE ICB (Previously Leeds CCG)	-	73,953	(73,953)	-	-
	-	37,222	(37,222)	-	-
<b>Total</b>	<b>20,000</b>	<b>188,481</b>	<b>(205,481)</b>	<b>-</b>	<b>3,000</b>

<b>Restricted fund</b>	<b>Description, nature and purposes of the fund</b>
The National Lottery Community Fund NHS WEST YORKSHIRE ICB (Previously Leeds CCG)	Funding for two posts to deliver youth work services and a contribution towards The Market Place core overheads.
Crematory Management	Crematory management income generated through the recovery of special metals and donated to support the bereavement service.
Leeds and York Partnership NHS Foundation Trust	Funding the secondment of youth work staff to the Complex Emotional Needs Service, (EMERGE) previously known as the Leeds Personality Disorder Managed Clinical Network.

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2023 (continued)

**18 Analysis of movements in restricted funds (contd)**

<b>Previous year</b>	<i>Balance at 1 April 2021 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>Balance at 31 March 2022 £</i>
<i>The National Lottery Community Fund Crematory Management Leeds and York Partnership NHS</i>	<i>10,000</i>	<i>75,422</i>	<i>(80,422)</i>	<i>-</i>	<i>5,000</i>
	<i>-</i>	<i>15,000</i>	<i>-</i>	<i>-</i>	<i>15,000</i>
	<i>-</i>	<i>34,136</i>	<i>(34,136)</i>	<i>-</i>	<i>-</i>
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total</i>	<i>10,000</i>	<i>124,558</i>	<i>(114,558)</i>	<i>-</i>	<i>20,000</i>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2023 (continued)

**19 Analysis of movement in unrestricted funds**

<b>Current year</b>	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers/ revaluation £	As at 31 March 2023 £
General fund	319,951	493,958	(515,096)	33,976	332,789
Designated fixed assets fund	60,836	-	-	(32,616)	28,220
Revaluation reserve	2,645	-	-	(1,360)	1,285
	<u>383,432</u>	<u>493,958</u>	<u>(515,096)</u>	<u>-</u>	<u>362,294</u>

**Unrestricted fund Description, nature and purposes of the fund**

General fund	The free reserves after allowing for all designated funds.
Designated fixed assets fund	The premises and equipment are essential for the future operation of the charity and so are excluded from free reserves.
Revaluation reserve	Changes of value in investments due to revaluations to market value are taken to the revaluation reserve.

<b>Previous year</b>	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers/ revaluation £	As at 31 March 2022 £
General fund	339,889	492,440	(551,473)	39,095	319,951
Designated fixed assets fund	100,558	-	-	(39,722)	60,836
Revaluation reserve	2,018	-	-	627	2,645
	<u>442,465</u>	<u>492,440</u>	<u>(551,473)</u>	<u>-</u>	<u>383,432</u>

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2023 (continued)

**20 Analysis of net assets between funds**

<b>Current year</b>	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	-	1,285	-	1,285
Fixed asset investments	-	28,220	-	28,220
Net current assets/(liabilities)	332,789	-	3,000	335,789
	<hr/>	<hr/>	<hr/>	<hr/>
Total	332,789	29,505	3,000	365,294
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b>Previous year</b>	<i>General fund £</i>	<i>Designated funds £</i>	<i>Restricted funds £</i>	<i>Total £</i>
<i>Tangible fixed assets</i>	-	33,960	-	33,960
<i>Fixed asset investments</i>	-	29,521	-	29,521
<i>Net current assets/(liabilities)</i>	319,951	-	20,000	339,951
	<hr/>	<hr/>	<hr/>	<hr/>
<i>Total</i>	319,951	63,481	20,000	403,432
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2023 (continued)

**21 Operating lease commitments**

The charity's total future minimum lease payments under non-cancellable operating leases is as

	Property	Property
	2023	2022
	£	£
Less than one year	39,750	39,750
One to five years	168,000	168,000
Over five years	490,500	490,500
	<hr/>	<hr/>
	698,250	698,250
	<hr/> <hr/>	<hr/> <hr/>

**22 Reconciliation of net movement in funds to net cash flow from operating activities**

	2023	2022
	£	£
<b>Net income/(expenditure) for the year</b>	(38,138)	(49,033)
<b>Adjustments for:</b>		
Depreciation charge	32,675	33,132
Donation of investments	-	-
(Gains)/losses on investments	1,301	(627)
Dividends, interest and rents from investments	(799)	(810)
Decrease/(increase) in debtors	(62,272)	4,792
Increase/(decrease) in creditors	(24,030)	33,827
	<hr/>	<hr/>
<b>Net cash provided by/(used in) operating activities</b>	(91,263)	21,281
	<hr/> <hr/>	<hr/> <hr/>

*The Market Place (Leeds)*  
*Statement of Financial Activities*  
*(including Income and Expenditure account)*  
*for the year ended 31 March 2022*

	Note	Unrestricted funds £	Restricted funds £	Total funds 2022 £	Total funds 2021 £
<b>Income from:</b>					
Donations	3	7,194	15,000	22,194	10,068
Charitable activities	4	479,760	109,558	589,318	552,426
Other trading activities	5	4,049	-	4,049	11,052
Investment income	6	810	-	810	853
		<b>491,813</b>	<b>124,558</b>	<b>616,371</b>	<b>574,399</b>
<b>Expenditure on:</b>					
Charitable activities	7	551,473	114,558	666,031	638,430
		<b>551,473</b>	<b>114,558</b>	<b>666,031</b>	<b>638,430</b>
<b>Net income/(expenditure) before net gains/(losses) on investments</b>					
		(59,660)	10,000	(49,660)	(64,031)
<i>Unrealised gains/(losses) on investments</i>					
		627	-	627	3,197
<b>Net income/(expenditure) for the year</b>					
	8	<b>(59,033)</b>	<b>10,000</b>	<b>(49,033)</b>	<b>(60,834)</b>
<b>Net movement in funds for the year</b>					
		<b>(59,033)</b>	<b>10,000</b>	<b>(49,033)</b>	<b>(60,834)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		442,465	10,000	452,465	513,299
<b>Total funds carried forward</b>		<b>383,432</b>	<b>20,000</b>	<b>403,432</b>	<b>452,465</b>

**THE MARKET PLACE (LEEDS)**

England & Wales - Charity number 701285

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# Accounts

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Company number: 02350125

Charity Number: 701285

# The Market Place (Leeds)

Report and financial statements

For the year ended 31<sup>st</sup> March 2022

# The Market Place (Leeds)

Reference and administrative information  
for the year ended 31<sup>st</sup> March 2022

**Company number** 02350125

**Charity number** 701285

**Registered office and operational address** 18a New Market Street, Leeds, LS1 6DG

**Trustees** Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Peter Hall Jones Chair (appointed 20<sup>th</sup> September 2021)

Martin Dickson Vice Chair

Ian Findlay Treasurer

Ann Nicholl Acting Chair 5/7/21 – 20/9/21)

Elizabeth Neill

Gerard Gillen

Kirsty Wilson

Mae McDaid-Sly (appointed 20<sup>th</sup> September 2021)

Helen Murray (appointed 30<sup>th</sup> March 2022)

Sam Corley (resigned 5<sup>th</sup> July 2021)

Charles Stanley (resigned 19<sup>th</sup> September 2021)

Gillian Wetherill (retired 14<sup>th</sup> December 2021)

Caroline Holroyd (retired 14<sup>th</sup> December 2021)

**Company Secretary** Lisa Mulherin, Chief Executive

**Clerk to the Board** Ren Blackwell

**Key management** Lisa Mulherin Chief Executive

**personnel** Cath Higgins Finance and Admin Officer

Isobel Baker Counselling Manager

Vicky Turner Counselling Manager

Richard Corry Youth Work Manager

Andrew Barker Youth Work Manager

**Bankers** Unity Trust Bank

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2022

9 Brindley Place, Birmingham B1 2HB

### **Auditors**

Slade & Cooper Limited

Greenfish Resource Centre, 46-50 Oldham St, Manchester, M4 1LE

The trustees present their report and the audited financial statements for the year ended 31<sup>st</sup> March 2022. Included within the trustees' report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

## **Objectives and activities**

The objectives of The Market Place are:

- a) To protect and promote the mental and emotional health of young people aged 11 to 25 years and living in Leeds by providing, developing and maintaining free confidential information, support and counselling service.
- b) To advance the physical, emotional and spiritual wellbeing of young people in Leeds by providing supportive help to those aged 11 to 25 and in need.

The trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

## **Activities**

The Market Place aims to support young people;

- a) With their physical, emotional and spiritual wellbeing
- b) To prevent life experiences having a continuing negative impact on their future
- c) To develop their own emotional resilience, feel good about themselves and make positive life choices
- d) To live safe and secure lives and attain their own goals
- e) To provide independent, directly accessible and free services for young people in Leeds aged 11 – 25
- f) To provide city centre, city-wide support, information and counselling services to young people
- g) To provide a safe and young person friendly environment that supports young people's personal and social development
- h) To provide a range of one to one and group work services which are easily accessible, confidential and flexible to meet young people's individual needs

# The Market Place (Leeds)

Trustees' annual report  
for the year ended 31<sup>st</sup> March 2022

## Public Benefit

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

## Achievements and performance

During the financial year, Rev Sam Corley, the Chair of the Board of Trustees retired from the charity in July 2021 having been elevated to the position of Bishop of Stockport. Sam relocated for his new role and began the search for his replacement as Chair. Ann Nicholls stepped up to be Acting Chair while a new Chair was recruited. Peter Hall Jones was approved as the Charity's new Chair following a successful external recruitment process in September 2021.

Two other long standing members of the Board retired at the end of their terms of office and one resigned from their role due to pressures of work. All of the Board members who left the charity in the course of the year made valued contributions to its work during their terms of office. New Board members were recruited to fill two of the three Board vacancies during the financial year and the third was filled at the start of the new financial year.

The Market Place's charitable activities focus on young people aged 11 – 25 years old who live or study in Leeds and are undertaken to further the charitable purposes set out earlier in this report (on page 2 and page 3 above) for the public benefit.

The Market Place's services are only contracted by the NHS and local authority to provide support to 11 – 17 year olds and 18 – 25 year olds who are care experienced or who have learning disabilities. The wider 18 -25 year old offer in this financial year was very limited due to financial constraints and dependent on other grant funding.

The charity's performance for the financial year ending 31<sup>st</sup> March 2022 is set out below for both Counselling and Youth Work Services.

## Counselling Services

The Market Place offers a range of counselling services to meet different needs. These are Long term counselling (6 – 12 months), Short term counselling (3 months), Bereavement counselling and Fast Access Crisis Support (FACS). FACS is an offer of support for any young person dealing with a specific issue or problem that has tipped them into crisis. Young people may need longer term support once the crisis has been addressed.

All TMP services are free and confidential. It is our aim to have all counselling services available to all young people in the 11- 25 age range. Due to funding constraints the Bereavement counselling service works with young people aged 11 -19 and the charity's wider counselling services work with young people up to 23 years of age but are limited by the extent of additional grant funding.

Priority for all services is given to young people who are children looked after or care leavers.

Referrals have been received for counselling services from GPs, schools, children's social care, parents and carers, youth services, other third sector partners and young people themselves. The Market Place makes contact with everyone who has made an approach or a more formal referral and has

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2022

endeavoured to provide support wherever possible. If this hasn't been possible then onward referral and signposting will happen if the young person wants that.

We aim to ensure young people can access counselling support within 12 weeks of referral and in the vast majority of cases this standard is achieved. We continually review our referral process and waiting lists to manage time waiting.

The Counselling Service offered a total of 4519 sessions. 3596 of these sessions were attended by 288 different young people over the financial year.

### **Youth Work Services**

As with the Counselling service, The Market Place also has a range of youth work led services; Drop in, My Plan, group workshops and participation groups.

Pre-pandemic Drop In was an open-access service for young people in the age range we serve, to meet a youth worker without appointment for any support they needed within the hours of 3 – 6pm on week days and 2 – 4pm on Saturdays. This changed to a pre-booked appointment only service during the pandemic to safely manage the numbers of people in the building and reduce the chances of cross-infection. Feedback for pre-booked appointments has been very positive (particularly for young people who are anxious or who are neurodiverse) and we will be retaining this as an element of our service for the longer term whilst reintroducing an open-access Drop In element to our service later in the current financial year. The Drop In hours were increased on a Saturday during the financial year covered in this report to 1 – 4pm on Saturdays.

My Plan is a focused series of one to one solution-focused support sessions for a young person with the same youth worker over 8 weeks to address an issue or a problem that the young person has identified.

SHOUT is a well-established participation group for 11 – 17 year olds who have experience of using The Market Place services. They mostly continued to operate online over the financial year ending 31<sup>st</sup> March 2022 when in person group work was more problematic because of the risk of Covid infection. During the warmer months the group were nonetheless able to meet on occasions with youth workers for outdoor group work sessions.

SHOUT took part in the recruitment process for the new Chair of the Board of Trustees and new youth workers. A new 18 – 25 year olds group, Space for Me, began during the financial year and ran for 8 week sessions with two groups of young people.

Group workshops for anxiety, sleep and anger have been delivered by youth workers online via Zoom.

The Youth Work team supported 679 young people through the Drop-In service across the financial year.

Three experienced youth workers were seconded part-time to the Emerge Complex Emotional Needs Service during the year as part of a new contract with Leeds and York Partnership NHS Foundation Trust.

### **Pandemic Impact**

In addition to the changes made to the Drop In service and group work outlined in the Youth Work section of the report above, the impact of the pandemic has been to introduce remote one to one support sessions either via telephone or video (Microsoft Teams) for young people. This was initially

# The Market Place (Leeds)

## Trustees' annual report

for the year ended 31<sup>st</sup> March 2022

done in response to the need to sustain support to young people during the two national lockdowns and was then continued as a way to meet service user need and to manage the number of people in the building while safe social distancing had to be maintained.

Some young people now actively choose remote support. For some whose mental health has meant that they have struggled to leave home this has meant that they have been able to access services and get the support they need from a safe space at home.

Providing staff with mobile phones and access to IT equipment to deliver remote support has added to the cost of running services. We were able to secure some additional grant funding to purchase mobile phone handsets and have received five laptops through Computers4Charity but the ongoing running cost of the phones, higher speed broadband in our building, licenses for IT packages etc has added significantly to the ongoing running costs of the organisation.

The most significant impact of the pandemic on staffing levels took place in the final quarter of this financial year with half the management team and a third of our frontline staff becoming ill and testing positive with Covid or having to isolate because of a household Covid case between 1<sup>st</sup> January and 31<sup>st</sup> March 2022. This significantly stretched the charity's remaining staff team to continue to deliver services, but this was successfully done with the impact on service users kept to a minimum.

### **Beneficiaries of our services**

All support for young people is recorded electronically on our Mymup database. The database has continued to be refined throughout the last financial year to enable it to better support both the staff entering information on behalf of young people and management in producing quarterly performance reports for NHS and local authority commissioners, our annual report to the National Lottery and reports to the Board of Trustees.

The Market Place continued to increase the delivery of face to face services from the city centre building with a full Covid 19 Risk Assessment in place to manage infection control in the building during the last financial year.

Across the year 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022 The Market Place supported 1178 individual young people.

We identified some issues with the recording of ethnicity data on the Mymup database which the database providers are still trying to resolve. Completion of the Equal Opportunities form is voluntary and some young people choose not to answer any or some of the questions which means that we do not have a full picture of the demographic breakdown of the young people we are working with. Through staff training and reminders of the importance of collecting this data we're confident that the data is being gathered and entered correctly but there seems to be a glitch in the database with regard to the recording of ethnicity data.

The majority of the young people we supported were in the commissioned 11 – 17 age range or young people aged 18+ who are care experienced or have a learning disability. A further 253 young people who were outside the statutorily commissioned category were supported through the charity's additional grant income.

The largest proportion of young people who accessed our services were aged 15 – 17 with 118 individual young people aged 17 and 100 young people aged 15 attending.

483 young people identified as female (included transgender female), 204 as male (including transgender male), 28 as non-Binary and 41 had not stated a gender identity.

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2022

Young people attended from all areas of Leeds, with the highest proportion coming from LS6(59), LS27 (51) and LS12 (48) and LS8 (47) postcodes. 23 young people stated a postcode that was out of area for Leeds.

511 young people identified as being White British. The next highest ethnicity was Chinese (33), White Other (24), Dual Heritage White and Black Caribbean (18) and Other Dual Heritage (17).

### **Some feedback from the beneficiaries of our services:**

*I felt very welcomed to talk and didn't feel like I was being a burden, I felt understood -*  
**Feedback from young person after completing My Plan support**

*Honestly, I've never connected better with someone. It helped me being over video as I have severe anxiety and am unable to leave the house so if video call wasn't possible I doubt I would have been able to access the support. Just that she understood that the little things in life are so big for me and she helped me try do little things each day. (Worker) was the loveliest counsellor I have ever met and am so thankful for meeting her. I am sad to see her go.*  
**Feedback from a young person ending long term counselling**

*Just want to say a quick thank u for seeing my daughter on Saturday. She came out full of beans and has some great tips to control her anxiety. This was just what she needed. I've purchased her a couple of books in the past but it's never the same as someone giving personal advice for the best help. Her greatest struggle was the walk to school and she's used the tips and it's help loads so thank you so much.*  
**So glad we found this wonderful place. Parent of young person who attended Drop In**

*Thank you so much for that help. I'm really struggling to get her into help. I've spoken to school and it turn out the letter is a referral to the school councillor within the local school cluster. I'm going to speak to (daughter) in regards to what she would prefer to do as I think she would prefer something out of school time. Is it okay if I get back to you tomorrow? And again, thank you, you're the most helpful person I've spoken to so far in this journey! It's much appreciated.*  
**Email to youth work manager from parent of 14-year-old**

*Really wanted to pass on how much she had appreciated the support that she received first of all on the telephone with receptionist. Young person stated that she was having a panic attack when she called to make an appointment, she said the receptionist helped her to calm down and feel more grounded, she said she spent more time that she needed to , to make sure that she felt better before ending the call. Young person said " I don't know what I would have done if I hadn't been able to speak to someone ".*

**Feedback given to staff member by young person age 15**

*I found it perfectly easy to access and was comfortable. I was able to say things that I was afraid to say or admit. Going away feeling like I can feel better.  
A big thank you to (worker) who was amazing!*

**Feedback from a young person ending FACS**

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2022

### Financial review

Staffing levels were severely impacted by the pandemic during the financial year ended 31<sup>st</sup> March 2022 both as a direct result of staff being ill with Covid and staff having to isolate because of household members being ill with Covid. One longstanding member of frontline staff retired having decided that they could not return to face to face work, another two left either due to ill health or family members ill health. Recruitment to replace lost hours proved challenging with an external recruitment round in the autumn 2021 proving unsuccessful.

Staffing levels across the mental health system in Leeds are over stretched with further impact on our staff team as experienced workers are being sought to work elsewhere in the system for higher pay. A Forum Central (Leeds third sector umbrella body) report based on a survey of third sector organisations in Leeds between December 2021 and January 2022 found that:

*"The top issues in terms of impact and barriers for organisations, in relation to recruitment, retention, pay and the impact on their Leeds service were:*

- i. 66% reported that staff had left the organisation taking with them valuable knowledge and experience which is difficult to replace*
- ii. 56% reported that staff mental wellbeing is being adversely impacted*
- iii. 54% reported that the complexity of work is increasing in turn causing significant additional strain on delivery and staff coordination capacity*
- iv. 54% reported that the organisation has at least one contract / grant which does not support the increases in pay now anticipated and will need to respond to developing recruitment issues.*

*The top issues in terms of HR for organisations, in relation to recruitment, retention, pay and the impact on their Leeds service were:*

- i. 79% reported that recruiting staff with the right skills and experience is more difficult*
- ii. 58% reported that recruitment of staff is taking longer than usual with multiple recruitment cycles needed.*
- iii. 50% reported losing staff to work in different sectors due to pay level and burnout*
- iv. 50% reported finding it increasingly difficult to pay competitive salaries at multiple levels across the organisation."*

The Market Place's ability to fundraise during this financial year was affected again by the pandemic impact on staffing and difficulties recruiting and retaining staff and the need to recruit new Trustees. This directly affected the Chief Executive's ability to focus time on fundraising as the priority was to maintain the immediate day to day delivery of frontline services.

Expenditure remained higher for instance on IT equipment to deliver services remotely and the savings of the previous year on day-to-day running costs of the building which had been unused for lengthy periods during the two national lockdowns could not be maintained as the face to face delivery of frontline services was reinstated.

The Market Place entered the third year of its three year joint contract with NHS Leeds CCG and Leeds City Council for the delivery of young people's mental health services in July 2021. It also entered the fourth year of a five year contract with the National Lottery Reaching Communities Fund for providing youth work services.

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2022

NHS Leeds CCG announced that it would extend the joint contract with Leeds City Council for The Market Place to deliver young people's mental health services for a further year in December 2021. The contract is now forecast to end on 30<sup>th</sup> June 2023, although the original contract does allow for a further one year extension.

The Market Place is heavily dependent on the NHS and local authority contract as the main source of income for delivering services. Income from the joint contract increased by 2% through the last financial year, in line with NHS national policy, but this did not cover the 2% staff pay rise awarded in April 2021 with the remainder being met through charitable reserves.

The Market Place is extremely grateful to The National Lottery for their Reaching Communities Fund grant award which enabled the charity to maintain youth work support services. The grant manager at the National Lottery also endorsed the use of restricted funding of £5,000 Reaching Capabilities funds to help to offset the charity's ongoing costs of the contract for staff mobile phones which amount to over £8,000 per year.

Income from the joint contract with NHS Leeds and Leeds City Council increased by £9,797 to £466,274 over the financial year. This accounted for 76% of the charity's total income of £616,371.

The National Lottery Community Fund contributed a further £75,422, which accounted for 12% of the charity's total income.

The new Leeds and York Partnership NHS Foundation Trust contract contributed a further £34,136 which accounted for roughly 6% of the charity's total income.

Charitable donations more than doubled over the last financial year from £10,068 in 2021 to £22,194 in 2022.

The year ended 31<sup>st</sup> March 2022 ended with a net deficit on income over expenditure of £49,033 reduced from a deficit of £60,834 in 2021. This outturn was anticipated and a three year budget plan is in place to bring income in line with expenditure. The Market Place has sufficient reserves to absorb the loss in the interim period. The prospects for year end 31<sup>st</sup> March 2023 remain stable and the outlook is positive. The Market Place ended the year ended 31<sup>st</sup> March 2022 with a broader portfolio of services and an agile workforce.

The numbers of individuals attending and offered sessions and services has increased significantly across most services during this financial year compared to last with My Plan now exceeding pre-pandemic levels. Drop In and Group Work were impacted by the loss of experienced youth workers during the year and the autumn 2021 external recruitment round being unsuccessful. Two new youth workers were recruited in a second round of external recruitment right at the end of the financial year but began their induction at the start of the new financial year and performance in these areas should improve in 2022-23 as a result.

Service	2020-2021	2021-2022	% increase /decrease
Counselling (LT,ST Bereavement and FACS)	2717 offered sessions	4519 offered sessions	Increase 66%
My Plan	225 my plan sessions offered	508 offered	Increase 126%
Drop-In	1230 visits	1189 visits	Decrease 3%
Group work	40 individuals	68 individuals	Increase 70%

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2022

(long term (LT), Short term (ST) Bereavement and Fast Access Counselling Service (FACS))

Only one new volunteer was recruited during the financial year because of the constraints of the pandemic, but 8 Volunteer Counsellors completed their practice with us and gained their Diplomas. Most of the volunteer Counsellors were successful in gaining paid employment with The Market Place when they completed their qualifications. The Market Place is committed to providing an enriching experience for all its volunteers and seeks to maintain the highest safeguarding standards. Regular in house and independent external supervision is provided for all counselling staff and volunteers.

### **Reserves policy**

The Trustees policy is that The Market Place should hold financial reserves (the Emergency Operating Reserve or EOR) because:

- a) Much of its funding is from sources that are subject to fluctuation from year to year. The bulk of TMP funding is of a short-term (2 to 3 years) nature. The existence of the EOR secures the continuity of work as far as possible
- b) The EOR provides a level of protection which would enable TMP to continue in the event of unexpected and potentially damaging events.

Trustees believe that in order to sustain the charitable status of The Market Place it should retain its policy that the minimum level of the EOR should be in normal circumstances the equivalent of six month's salary costs calculated and reviewed annually.

At 31<sup>st</sup> March 2022 the general unrestricted reserves after allowing for the designated fund were £285,991 (2021, £346,480) which represents 7 months (2021, 9 months) of expenditure on salaries of TMP staff.

### **Plans for the future**

The medium term outlook for TMP remains stable with support from NHS commissioners, Leeds City Council and the National Lottery Community Fund. Plans are to continue to deliver our high quality services to young people across the city, to endeavour to secure new contracts for the work we are currently commissioned to provide primarily for 11 – 17s and to seek a broader contract for young adult service users (18 – 25 years old). Charitable grant funding is being applied for over the new financial year to reduce over-dependence on one main contract and a plan will be put in place by Trustees to diversify income sources for future years. Trustees approved a three year action plan in 2021 to get the budget out of deficit. The organisation has healthy reserves.

### **Structure, governance and management**

The Market Place is a charitable company limited by guarantee, incorporated on 21<sup>st</sup> February 1989 and registered as a charity on 7<sup>th</sup> March 1989.

The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association. These were

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31<sup>st</sup> March 2022

reviewed and updated in 2006 and with the help of Wrigleys Solicitors were accepted by the Charity Commission for England and Wales.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31<sup>st</sup> March 2022 was £10 (2021 = £10). The Trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses claimed from the charity are set out in note 9 of the accounts.

### **Recruitment and appointment of Trustees**

The management of The Market Place is vested in a Board of Trustees (who are also directors for the purposes of company law) and until otherwise determined by a general meeting the members of the board shall be between ten and fifteen Trustees who must include the following:

- a) The Rector of Leeds Minster or his/her representative (ex officio);
- b) A nominated appointee of the Bishop of Leeds (ex officio);
- c) An appointee of the Parochial Church Council of Leeds Minster (such individual to be first approved by the Trustees) (the "PCC Trustee"); and
- d) Up to twelve Trustees appointed by the Trustees in accordance with article 7.4 (the "appointed trustees").

The Trustees are the members of The Market Place. The board will always seek to openly recruit members in accordance with The Market Place's equal opportunities policy.

The Bishop of Leeds will continue to be responsible for administering the winding-up arrangements and disposal of assets in the event of The Market Place having to close.

All new board members receive an induction into their roles and the work of The Market Place. In addition, new board members are paired with an experienced board member for their first year in role who acts as a mentor for them.

The board of trustees takes all strategic decisions for The Market Place and has ultimate responsibility for the finances of the organisation and safeguarding issues. The day to day running of The Market Place is delegated to a chief executive officer, Lisa Mulherin and the management team set out on page 2.

### **Related parties and relationships with other organisations**

The Market Place works in partnership with Leeds and York Partnership NHS Foundation Trust with two youth workers seconded to the Emerge Complex Emotional Needs Service.

The Market Place second a Counselling Manager one day a week to the Mindmate Single Point of Access run by Leeds Community Health Care NHS Trust.

The charity also works in partnership with Leeds Survivor Led Crisis Service for the delivery of SafeZone, a face to face crisis support service, that is hosted by The Market Place on Monday evenings.

The CEO of The Market Place is also a sitting Leeds City Councillor.

# The Market Place (Leeds)

Trustees' annual report  
for the year ended 31<sup>st</sup> March 2022

## **Remuneration policy for key management personnel**

The pay and remuneration of all TMP staff including key management personnel is reviewed annually by the Board of Trustees.

## **Risk management**

The board of trustees has reviewed the major risks to which The Market Place is exposed and has put in place systems to mitigate those risks.

A risk assessment covering the activities of the organisation is in place to mitigate against the Covid19 pandemic. This continued to be monitored and updated at key points throughout the year.

The charity is a going concern and the whilst the overall impact of Covid19 on the operation of the charity has been significant this financial year, it is a manageable risk with appropriate mitigation procedures in place.

## **Fundraising**

No formal fundraising activities were organised by the charity during the financial year. A number of individual donors made contributions to the charity and donations were also made from small scale events organised by college and university staff in their workplace alongside donations from local businesses.

# The Market Place (Leeds)

Trustees' annual report  
for the year ended 31<sup>st</sup> March 2022

## Statement of responsibilities of the Trustees

The trustees (who are also directors of the charitable company for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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, including the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- a) Select suitable accounting policies and then apply them consistently
- b) Observe the methods and principles in the Charities SORP
- c) Make judgements and estimates that are reasonable and prudent
- d) State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- e) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

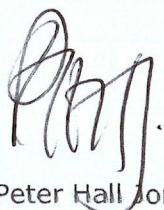
The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

## Approval of the Trustees Annual Report

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the Board of Trustees on 20<sup>th</sup> Sept 2022 and signed on their behalf by



Peter Hall Jones

Chair of Board of Trustees

Independent examiner's report  
to the members of  
The Market Place (Leeds)

I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> March 2022 which are set out on pages 14 to 30.

**Responsibilities and basis of report**

As the charity trustees of the 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 your 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**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 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.

*Slade & Cooper*

Jennifer Daniel FCCA DChA  
Association of Chartered Certified Accountants  
Slade & Cooper Ltd  
Beehive Mill  
Jersey Street  
Manchester M4 6JG

Date **24/11/2022**  
.....

The Market Place (Leeds)  
Statement of Financial Activities  
(including Income and Expenditure account)  
for the year ended 31 March 2022

	Note	Unrestricted funds £	Restricted funds £	Total funds 2022 £	Total funds 2021 £
<b>Income from:</b>					
Donations	3	7,194	15,000	22,194	10,068
Charitable activities	4	479,760	109,558	589,318	552,426
Other trading activities	5	4,049	-	4,049	11,052
Investment income	6	810	-	810	853
<b>Total income</b>		<b>491,813</b>	<b>124,558</b>	<b>616,371</b>	<b>574,399</b>
<b>Expenditure on:</b>					
Charitable activities	7	551,473	114,558	666,031	638,430
<b>Total expenditure</b>		<b>551,473</b>	<b>114,558</b>	<b>666,031</b>	<b>638,430</b>
<b>Net income/(expenditure) before net gains/(losses) on investments</b>		(59,660)	10,000	(49,660)	(64,031)
Unrealised gains/(losses) on investments		627	-	627	3,197
<b>Net income/(expenditure) for the year</b>	8	<b>(59,033)</b>	<b>10,000</b>	<b>(49,033)</b>	<b>(60,834)</b>
<b>Net movement in funds for the year</b>		<b>(59,033)</b>	<b>10,000</b>	<b>(49,033)</b>	<b>(60,834)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		442,465	10,000	452,465	513,299
<b>Total funds carried forward</b>		<b>383,432</b>	<b>20,000</b>	<b>403,432</b>	<b>452,465</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

A full comparative SOFA is available on the last page of the financial statements.

The Market Place (Leeds)  
Company number 02350125  
Balance sheet as at 31 March 2022

	Note	2022	2021
		£	£
<b>Fixed assets</b>			
Tangible assets	14	33,960	67,092
Investments	15	29,521	28,894
<b>Total fixed assets</b>		<b>63,481</b>	<b>95,986</b>
<b>Current assets</b>			
Debtors	16	10,551	15,343
Cash at bank and in hand		504,366	482,275
<b>Total current assets</b>		<b>514,917</b>	<b>497,618</b>
<b>Liabilities</b>			
Creditors: amounts falling due in less than one year	17	(174,966)	(141,139)
<b>Net current assets</b>		<b>339,951</b>	<b>356,479</b>
<b>Total assets less current liabilities</b>		<b>403,432</b>	<b>452,465</b>
<b>Net assets</b>		<b>403,432</b>	<b>452,465</b>
<b>The funds of the charity:</b>			
Restricted income funds	18	20,000	10,000
Unrestricted income funds	19	383,432	442,465
<b>Total charity funds</b>		<b>403,432</b>	<b>452,465</b>

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

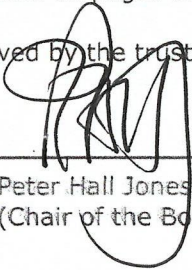
Directors' responsibilities:

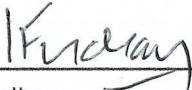
- . The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- . The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 17 to 31 form part of these accounts.

Approved by the trustees on 20/09/2022 and signed on their behalf by:

  
\_\_\_\_\_  
Peter Hall Jones  
(Chair of the Board of Trustees)

  
\_\_\_\_\_  
Ian Findlay  
(Treasurer)

The Market Place (Leeds)  
Statement of Cash Flows  
for the year ending 31 March 2022

	Note	2022 £	2021 £
<b>Cash provided by/(used in) operating activities</b>	22	<b>21,281</b>	<b>(33,233)</b>
<i>Cash flows from investing activities:</i>			
Dividends, interest, and rents from investments		810	853
Purchase of tangible fixed assets		-	-
<b>Cash provided by/(used in) investing activities</b>		<b>810</b>	<b>853</b>
Increase/(decrease) in cash and cash equivalents in the year		22,091	(32,380)
Cash and cash equivalents at the beginning of the year		482,275	514,655
<b>Cash and cash equivalents at the end of the year</b>		<b>504,366</b>	<b>482,275</b>

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2022

#### **1 Accounting policies**

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

##### **a Basis of preparation**

The financial statements 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), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The Market Place (Leeds) meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

##### **b Preparation of the accounts on a going concern basis**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgments which the trustees have made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2022 (continued)

#### **c Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

#### **d Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **e Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2022 (continued)

#### **f Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

#### **g Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **h Operating leases**

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

#### **i Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. The charity's only activity is direct charitable activity and support costs have been allocated to expenditure on charitable activities.

#### **j Tangible fixed assets**

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Premises improvements	10 years
Office fixtures and equipment	4 years

#### **k Fixed asset investments**

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Charity does not acquire put options, derivatives or other complex financial instruments.

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2022 (continued)

### **k Fixed asset investments (continued)**

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

### **l Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### **m Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **n Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### **o Financial instruments**

The charity has only financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### **p Pensions**

The charity offers a defined contribution pension scheme to employees who are eligible through auto-enrolment with NEST. The charity has no obligations under the scheme other than its contributions which are expensed as they become due.

## **2 Legal status of the charity**

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2022 (continued)

**3 Income from donations and legacies**

<b>Current reporting period</b>	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Donations	7,194	15,000	22,194	10,068
Donated investments	-	-	-	-
<b>Total</b>	<b>7,194</b>	<b>15,000</b>	<b>22,194</b>	<b>10,068</b>
<b>Previous reporting period</b>				
	Unrestricted £	Restricted £	Total 2021 £	
Donations	10,068	-	10,068	
Donated investments	-	-	-	
<b>Total</b>	<b>10,068</b>	<b>-</b>	<b>10,068</b>	

**4 Income from charitable activities**

<b>Current year</b>	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
CCG/LCC Joint Commissioning	466,274	-	466,274	456,477
COVID	-	-	-	8,000
National Lottery Community Fund	-	75,422	75,422	73,583
Leeds and York Partnership NHS Foundation Trust	-	34,136	34,136	-
Secondments	13,486	-	13,486	14,366
<b>Total</b>	<b>479,760</b>	<b>109,558</b>	<b>589,318</b>	<b>552,426</b>
<b>Previous year</b>				
	Unrestricted £	Restricted £	Total 2021 £	
CCG/LCC Joint Commissioning	456,477	-	456,477	
COVID	-	8,000	8,000	
Henry Smith Charity	-	-	-	
National Lottery Community Fund	-	73,583	73,583	
CCG Fast Access Counselling	-	-	-	
Secondments	14,366	-	14,366	
<b>Total</b>	<b>470,843</b>	<b>81,583</b>	<b>552,426</b>	

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2022 (continued)

**5 Fees and other income**

	2022 £	2021 £
Access to Work	-	6,980
Room hire	4,049	4,072
	<hr/>	<hr/>
	4,049	11,052
	<hr/> <hr/>	<hr/> <hr/>

All income from other trading activities is unrestricted.

**6 Investment income**

	2022 £	2021 £
Income from investments	810	853
	<hr/>	<hr/>
	810	853
	<hr/> <hr/>	<hr/> <hr/>

All income from investments is unrestricted.

**7 Analysis of expenditure on charitable activities**

	Total 2022 £	Total 2021 £
Staff costs	506,295	483,362
Accommodation	71,259	59,447
Training and supervision	19,456	18,477
Travel and volunteer expenses	2,523	5,929
Administration	33,149	34,939
Project costs	218	169
Depreciation	33,131	33,467
Governance - Accountancy and independent examination	-	2,640
	<hr/>	<hr/>
	666,031	638,430
	<hr/> <hr/>	<hr/> <hr/>

All support costs have been allocated to direct charitable activity.

	2022 £	2021 £
Restricted expenditure	114,558	92,583
Unrestricted expenditure	551,473	545,847
	<hr/>	<hr/>
	666,031	638,430
	<hr/> <hr/>	<hr/> <hr/>

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2022 (continued)

### 8 Net income/(expenditure) for the year

	2022	2021
This is stated after charging/(crediting):	£	£
Depreciation	33,132	33,466
Operating lease rentals: property	34,140	34,140
	37,272	67,606

### 9 Independent examiner's remuneration

	2022	2021
Independent examiner's remuneration:	£	£
Accountancy	1,700	1,700
Independent examination	500	500
	2,200	2,200

### 10 Staff costs

	2022	2021
	£	£
Wages and salaries	464,768	449,089
Social security costs	33,754	22,912
Employer's pension contributions	7,866	7,414
Payroll bureau fees	3,753	3,947
	510,141	483,362

No employee has employee benefits in excess of £60,000 (2021: Nil).

The average number of staff employed during the period was 28 (2021: 27).

The average full time equivalent number of staff employed during the period was 18 (2021:17).

The key management personnel of the charity comprise the trustees, the Chief Executive and the Operations Manager. The total employee benefits of the key management personnel of the charity were £52,526 (2021: £51,041).

### 11 Trustee remuneration and expenses, and related party transactions

Neither the trustees nor any persons connected with them received any remuneration during the year (2021: Nil).

No (2021: no) trustee received travel and subsistence expenses during the year (2021: £nil).

There are no donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year.

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2022 (continued)

### 12 Government grants

The government grants recognised in the accounts were as follows:

	2022 £	2021 £
CCG/LCC Joint Commissioning	466,274	456,477
CCG Fast Access Counselling	34,136	-
	500,410	456,477
	500,410	456,477

There were no unfulfilled conditions and contingencies attaching to the grants.

### 13 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

### 14 Fixed assets: tangible assets

	Leasehold improvements £	Office equipment £	Total £
<b>Cost</b>			
At 1 April 2021	312,663	16,977	329,640
Additions	-	-	-
	312,663	16,977	329,640
At 31 March 2022	312,663	16,977	329,640
<b>Depreciation</b>			
At 1 April 2021	250,129	12,419	262,548
Charge for the year	31,267	1,865	33,132
	281,396	14,284	295,680
At 31 March 2022	281,396	14,284	295,680
<b>Net book value</b>			
At 31 March 2022	31,267	2,693	33,960
	31,267	2,693	33,960
At 31 March 2021	62,534	4,558	67,092
	62,534	4,558	67,092

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2022 (continued)

### 15 Investments

	2022 £	2021 £
Market value at the start of the year	28,894	25,697
Additions	-	-
Add net gain/(loss) on revaluation	627	3,197
	29,521	28,894
Investments at fair value comprised:		
Equities	20,688	19,239
Fixed interest securities	8,833	9,655
	29,521	28,894

Investments are all carried at fair value and are all traded in quoted public markets.

### 16 Debtors

	2022 £	2021 £
Trade debtors	-	300
Prepayments and accrued income	10,551	15,043
	10,551	15,343
	10,551	15,343

### 17 Creditors: amounts falling due within one year

	2022 £	2021 £
Other creditors and accruals	174,966	141,139
	174,966	141,139
	174,966	141,139

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2022 (continued)

### 18 Analysis of movements in restricted funds

<b>Current year</b>	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2022 £
The National Lottery Community Fund	10,000	75,422	(80,422)	-	5,000
Crematory Management	-	15,000	-	-	15,000
Leeds and York Partnership NHS	-	34,136	(34,136)	-	-
<b>Total</b>	<b>10,000</b>	<b>124,558</b>	<b>(114,558)</b>	<b>-</b>	<b>20,000</b>

<b>Restricted fund</b>	<b>Description, nature and purposes of the fund</b>
The National Lottery Community Fund	Funding for two posts to deliver youth work services and a contribution towards The Market Place core overheads
The National Lottery Community Fund (Reaching Capabilities) *	Funding recovery from the COVID 19 pandemic and improving communications and remote service delivery.
Crematory Management	Crematory management income generated through the recovery of special metals and donated to support the bereavement service.
Leeds and York Partnership NHS Foundation Trust	Funding the secondment of youth work staff to the Complex Emotional Needs Service, (EMERGE) previously known as the Leeds Personality Disorder Managed Clinical Network.

\* Balance at year end 2021 £10,000

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2022 (continued)

**18 Analysis of movements in restricted funds (contd)**

<b>Previous year</b>	<i>Balance at 1 April 2020 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>Balance at 31 March 2021 £</i>
<i>The National Lottery Community Fund</i>	15,000	73,583	(78,583)	-	10,000
<i>COVID (CCG)</i>	-	8,000	(14,000)	6,000	-
<i>Data Set</i>	2,452	-	-	(2,452)	-
<i>Safe Zone</i>	3,548	-	-	(3,548)	-
<b>Total</b>	<b>21,000</b>	<b>81,583</b>	<b>(92,583)</b>	<b>-</b>	<b>10,000</b>

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2022 (continued)

### 19 Analysis of movement in unrestricted funds

<b>Current year</b>	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers/ revaluation £	As at 31 March 2022 £
General fund	339,889	492,440	(551,473)	39,095	319,951
Designated fixed assets fund	100,558	-	-	(39,722)	60,836
Revaluation reserve	2,018	-	-	627	2,645
	<u>442,465</u>	<u>492,440</u>	<u>(551,473)</u>	<u>-</u>	<u>383,432</u>

#### **Unrestricted fund Description, nature and purposes of the fund**

General fund	The free reserves after allowing for all designated funds.
Designated fixed assets fund	The premises and equipment are essential for the future operation of the charity and so are excluded from free reserves.
Revaluation reserve	Changes of value in investments due to revaluations to market value are taken to the revaluation reserve.

<b>Previous year</b>	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers/ revaluation £	As at 31 March 2021 £
General fund	392,920	492,816	(545,847)	-	339,889
Designated fixed assets fund	100,558	-	-	-	100,558
Revaluation reserve	(1,179)	-	-	3,197	2,018
	<u>492,299</u>	<u>492,816</u>	<u>(545,847)</u>	<u>3,197</u>	<u>442,465</u>

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2022 (continued)

**20 Analysis of net assets between funds**

<b>Current year</b>	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	-	33,960	-	33,960
Fixed asset investments	-	29,521	-	29,521
Net current assets/(liabilities)	319,951	-	20,000	339,951
	<hr/>	<hr/>	<hr/>	<hr/>
Total	319,951	63,481	20,000	403,432
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b>Previous year</b>	<i>General fund £</i>	<i>Designated funds £</i>	<i>Restricted funds £</i>	<i>Total £</i>
Tangible fixed assets	-	67,092	-	67,092
Fixed asset investments	-	28,894	-	28,894
Net current assets/(liabilities)	339,889	6,590	10,000	356,479
	<hr/>	<hr/>	<hr/>	<hr/>
Total	339,889	102,576	10,000	452,465
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2022 (continued)

### 21 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as

	Property	Property	Property
	2022	2021	2021
	£	£	£
Less than one year	39,750	39,750	39,750
One to five years	168,000	168,000	168,000
Over five years	490,500	530,250	530,250
	698,250	738,000	738,000
	698,250	738,000	738,000

### 22 Reconciliation of net movement in funds to net cash flow from operating activities

	2022	2021
	£	£
<b>Net income/(expenditure) for the year</b>	(49,033)	(60,834)
<b>Adjustments for:</b>		
Depreciation charge	33,132	33,466
Donation of investments	-	-
(Gains)/losses on investments	(627)	(3,197)
Dividends, interest and rents from investments	(810)	(853)
Decrease/(increase) in debtors	4,792	1,643
Increase/(decrease) in creditors	33,827	(3,458)
	21,281	(33,233)
<b>Net cash provided by/(used in) operating activities</b>	21,281	(33,233)

*The Market Place (Leeds)*  
**Statement of Financial Activities**  
*(including Income and Expenditure account)*  
for the year ended 31 March 2021

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
<b>Income from:</b>					
Donations	3	10,068	-	10,068	52,083
Charitable activities	4	470,843	81,583	552,426	555,890
Other trading activities	5	11,052	-	11,052	4,353
Investment income	6	853	-	853	936
<b>Total income</b>		<b>492,816</b>	<b>81,583</b>	<b>574,399</b>	<b>613,262</b>
<b>Expenditure on:</b>					
Charitable activities	7	545,847	92,583	638,430	637,345
<b>Total expenditure</b>		<b>545,847</b>	<b>92,583</b>	<b>638,430</b>	<b>637,345</b>
<b>Net income/(expenditure) before net gains/(losses) on investments</b>		<b>(53,031)</b>	<b>(11,000)</b>	<b>(64,031)</b>	<b>(24,083)</b>
Unrealised gains/(losses) on investments		3,197	-	3,197	(1,179)
<b>Net income/(expenditure) for the year</b>	8	<b>(49,834)</b>	<b>(11,000)</b>	<b>(60,834)</b>	<b>(25,262)</b>
<b>Net movement in funds for the year</b>		<b>(49,834)</b>	<b>(11,000)</b>	<b>(60,834)</b>	<b>(25,262)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		492,299	21,000	513,299	538,561
<b>Total funds carried forward</b>		<b>442,465</b>	<b>10,000</b>	<b>452,465</b>	<b>513,299</b>

**THE MARKET PLACE (LEEDS)**

England & Wales - Charity number 701285

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# Accounts

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Company number: 02350125

Charity Number: 701285

The Market Place (Leeds)  
Report and financial statements  
For the year ended 31st March 2021

# The Market Place (Leeds)

## Reference and administrative information

for the year ended 31st March 2021

**Company number** 02350125

**Charity number** 701285

**Registered office and operational address** 18a New Market Street, Leeds, LS1 6DG

### **Trustees**

Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Sam Corley	Chair
Ian Findlay	Treasurer
Ann Nicholl	
Charles Stanley	
Gillian Wetherill	
Caroline Holroyd	
Martin Dickson	
Gerard Gillen	
Elizabeth Neill	
Kirsty Wilson	

### **Company Secretary**

Emma Holmes (Resigned 31<sup>st</sup> January 2021)

**Lisa Mulherin (appointed 1<sup>st</sup> February 2021)**

**Key management** Lisa Mulherin Chief Executive (Appointed 1<sup>st</sup> February 2021)

**personnel** Cath Higgins Finance Officer

Emma Holmes Chief Executive (Resigned 31<sup>st</sup> January 2021)

### **Bankers**

Unity Trust Bank, Nine Brindley Place, Birmingham, B1 2HB

### **Auditors/IE**

Name Slade & Cooper Limited

Greenfish Resource Centre, 46-50 Oldham St, Manchester, M4 1LE

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31st March 2021

The trustees present their report and the unaudited financial statements for the year ended 31<sup>st</sup> March 2021. Included within the trustees' report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

## **Objectives and activities**

### **Objectives**

The objectives of The Market Place are:

- a) To protect and promote the mental and emotional health of young people aged 11 to 25 years and living in Leeds by providing, developing and maintaining free confidential information, support and counselling service.
- b) To advance the physical, emotional and spiritual wellbeing of young people in Leeds by providing supportive help to those aged 11 to 25 and in need.

The trustees review the aims, objectives and activities of The Market Place each year. This report looks at what The Market Place has achieved and the outcomes of its work in the reporting period. The Trustees report the success of each key activity and the benefits The Market Place has brought to those groups of people it is set up to help. The review also helps the trustees ensure The Market Place's aims, objectives and activities remain focused on its stated objectives.

### **Activities**

The Market Place aims to support young people;

- a) With their physical, emotional and spiritual wellbeing
- b) To prevent life experiences having a continuing negative impact on their future
- c) To develop their own emotional resilience, feel good about themselves and make positive life choices
- d) To live safe and secure lives and attain their own goals
- e) To provide independent, directly accessible and free services for young people in Leeds aged 11 – 25
- f) To provide city centre, city-wide support, information and counselling services to young people
- g) To provide a safe and young person friendly environment that supports young people's personal and social development
- h) To provide a range of one to one and group work services which are easily accessible, confidential and flexible to meet young people's individual needs

# The Market Place (Leeds)

Trustees' annual report  
for the year ended 31st March 2021

## **Public Benefit**

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

## **Achievements and performance**

The Market Place's main charitable activities focus on young people aged 11 – 25 years old who live or study in Leeds and are undertaken to further the charitable purposes set out earlier in this report (on page 2) for the public benefit.

## **Counselling Services**

The Market Place offers four counselling services which have been developed in partnership with NHS Leeds Clinical Commissioning Group (CCG): Long, Short, Bereavement and Fast Access Crisis Support (FACS). Any counselling lasting three months or more is classed as long term and TMP can offer up to 12 months of support where needed. FACS is an offer of support for any young person dealing with a specific issue or problem that has tipped them into crisis. Young people may need longer term support once the crisis has been addressed.

All TMP services are free and confidential. It is our aim to have all counselling services available to all young people in the 11- 25 age range. The Bereavement counselling service works with young people aged 11 -19 and service are currently only commissioned by the NHS and local authority to work with 11 – 17 year olds. Work with 18 – 25s is dependent on securing additional grant funding.

Priority for all services is given to young people who are children looked after or care leavers.

Referrals have been received for counselling services from GPs, schools, children's social care, parents and carers, youth services, other third sector partners and young people themselves. The Market Place makes contact with everyone who has made an approach or a more formal referral and has endeavoured to provide support wherever possible. If this hasn't been possible then onward referral and signposting will happen if the young person wants that.

We aim to ensure young people can access counselling support within 12 weeks of referral and in the vast majority of cases this standard is achieved. We continually review our referral process and waiting lists to manage time waiting.

The Counselling Service offered a total of 2717 sessions. 2221 of these sessions were attended by 166 different young people over the financial year.

## **Youth Work Services**

The Market Place also has a range of service offers provided by our youth work team – Drop in, My Plan, group workshops and participation groups. Drop In is normally an open-access service for young people in the age range we serve to see a youth worker without appointment for any support they need within the hours of 3 – 6pm on week days and 2 – 4pm on Saturdays. My Plan is a focused series of one to one solution-focused support sessions over 8 weeks with a young person to address an issue or problem that they have identified.

The service user participation groups, HYPE (18 – 25 year olds) and SHOUT (11 – 17 year olds) have continued to operate online over the last year when face to face group work hasn't been possible

# The Market Place (Leeds)

## Trustees' annual report

### for the year ended 31st March 2021

because of the Coronavirus pandemic. SHOUT took part in the recruitment process for candidates for both the Chief Executive's role and for the new weekend Youth Work Co-ordinator online. Two longstanding members of HYPE retired from the group this year. Plans are in place for a new 18 – 25s group, Space for Me, to run from the summer 2021.

Group workshops have also had to move online over the last year because of the increased risks associated with groups of people gathering in enclosed spaces during the pandemic. The youth work team have however continued to offer online workshops for anxiety and anger.

The Youth Work team supported 723 young people through the Drop-In service across the financial year.

### **Pandemic Response**

As a result of the Coronavirus19 (Covid) pandemic and its spread in the UK population the service was impacted by a two lengthy periods of national lockdown in spring 2020 and winter 2021. The service was also impacted by a period of local restrictions in the autumn of 2020 because of local Covid data soaring.

The Market Place had always provided face to face services for young people and TMP had to quickly respond to the lockdown and deliver remote services so that young people were not left without support. The Market Place initially equipped our staff team with mobile phones within two weeks of the first lockdown in March 2020 so that support could resume over the phone. During the summer this was then enhanced with staff training, updating of policies and the provision of laptops to staff to enable video support and counselling to be offered from the autumn 2020. TMP offered a blend of support over the phone, video and face to face in the autumn of 2020 before the second national lockdown was introduced in January 2021.

As an organisation TMP has successfully adapted to meet the challenges of the pandemic for our service users and staff team and to evolve the way in which we work and support our staff to be able to continue to deliver support to young people in Leeds.

### **Performance**

The Market Place now records all support to young people electronically on our Mymup database. The database has continued to be refined throughout the year to enable it to better support both the staff entering information on behalf of young people and management in producing quarterly performance reports for our services for NHS and local authority commissioners and Trustees.

Although the organisation continued to deliver telephone support to young people throughout, there was a period of six months where counselling could not be offered in a way that met the ethical guidance of the professional body, BACP. As the organisation adjusted to new ways of remote working and staff were equipped with laptops to deliver video counselling from the autumn, the delivery of counselling sessions got back on track and by quarter four TMP was exceeding the target set by commissioners for counselling sessions held remotely and face to face.

The Market Place resumed face to face delivery of services with an full and effective Risk Assessment in place to manage infection control in the building from 8<sup>th</sup> March 2021, the day that schools re-opened following the winter lockdown.

Across the year 1<sup>st</sup> April 2020 to 31<sup>st</sup> March 2021 The Market Place supported 1036 individual young people despite the impact of the pandemic on our services. Due to switching to a new database we did

# The Market Place (Leeds)

## Trustees' annual report

### for the year ended 31st March 2021

not capture all the demographic data we would have previously from the outset of this financial year. Completion of our Equal Opportunities form is voluntary and some young people choose not to answer any or some of the questions.

The largest numbers of young people we supported were in the 18+ age bracket at 412 young people. The service was making efforts to prioritise and work with 11-17 year olds in line with our commissioned service contract, but we had to honour the current work we had already commenced with clients and a lot of these were over 18.

The largest proportion of young people who accessed our services were aged 16 with 82 individual young people aged 16 attending.

514 young people identified as female (included transgender female), 187 as male (including transgender male) and 37 identified as other.

Young people attended from all areas of Leeds, with the highest proportion coming from LS6(103), LS8 (40), LS27 (36) and LS15 (36) postcodes. 38 young people stated a postcode that was out of area for Leeds.

501 young people identified as being White British. The next highest ethnicity was Chinese (30) White and Black Caribbean (21) Black African (18).

## **Financial review**

The Coronavirus pandemic affected The Market Place's ability to fundraise during this financial year, as a number of grant funding rounds were cancelled and the organisation was not in a position to hold fundraising events because of repeated lockdowns and the requirement to maintain social distancing to contain the virus.

Income decreased as a result and expenditure increased in some areas (purchase of essential IT equipment to deliver services remotely) and decreased in others (day-to-day running costs of the building which was unused during the two national lockdowns).

The Market Place entered the second year of its three year joint contract with NHS Leeds CCG and Leeds City Council for the delivery of young people's mental health services in July 2020. It also entered the third year of a five year contract with the Big Lottery Reaching Communities Fund for providing youth work services.

The Market Place remains extremely grateful for the continuity of NHS commissioned services; The grant income was maintained according to the finance schedule, despite the onset of the pandemic Feb 2020 and many subsequent service adaptations. Income increased by 2% through the period, in line with NHS National policy.

Thanks also to The Big Lottery Reaching Community Fund for their grant award which was maintained through the pandemic.

Grant income £538,060 accounted for 94% of the Charity's total income (£561,219 92% 2020).

Service delivery, the welfare of staff and suppliers was largely unaffected by the pandemic from a financial point of view.

# The Market Place (Leeds)

## Trustees' annual report

### for the year ended 31st March 2021

The detail of the financial comparatives for year end 2021 reflects the story of the pandemic alluded to above.

Donations decreased through the period of the pandemic by 60% compared to year end 2020. This could be due to lack of opportunities to socialise or from caution. Despite the decrease, online giving more than doubled compared to the previous period. Staff and volunteers actively promoted The Market Place through online fundraising platforms throughout the period.

Home working resulted in 91% reduction in travel costs compared to the previous period. Employees and staff made full use of digital communication, relegating the office photocopier and postal facilities redundant. Photocopying and postage costs decreased by 84% and 94% respectively as a result. Electricity and gas consumption halved because of temporary building closure.

The reliance on digital media revealed some inadequacies in the charity's provision. Leeds CCG awarded a grant of £8000 for communication equipment. The grant manager at Big Lottery endorsed the use of restricted funding £15,000 "Reaching Capabilities ", awarded year end 2020, for the same purpose. £5,000 of Reaching Capabilities fund was expensed through the period, allowing the charity to bring down £10,000 of the restricted funding to run alongside the two remaining years of the main grant contract.

With the additional funds the charity invested in laptops, mobile phones, and fibre broadband. The mobile phone contract alone, contributed to new costs of over £8,000 in the year. Communication costs are predicted to continue to increase, as video counselling and telephone support services, are likely to continue long term. The increase in communication costs through 2021 has been used as a benchmark for budget forecasting for the next three years.

The year 2021 ended with a net deficit on income over expenditure of £60,834 ((£25,262) 2020). This overrun was anticipated. Fortunately, The Market Place has sufficient reserves to absorb the loss. The prospects for year end 2022 remain stable and the longer-term outlook positive. The Market Place ended the year 2021 with a broader portfolio of services and an agile workforce.

The numbers of individuals attending and offered sessions and services has decreased significantly during this financial year compared to last. This is not surprising due to the Covid 19 pandemic which had a significant impact on the services we could provide.

Service	2019-2020	2020-2021	% increase /decrease
Counselling (LT,ST Bereavement and FACS)	5475 offered sessions	2717 offered sessions	Decrease 49%
My Plan	429 my plan sessions offered	225 offered	Decrease 52%
Drop-In	2123 visits	1230 visits	Decrease 58%
Group work	153 individuals	40 individuals	Decrease 73%

No new Volunteers were recruited during the financial year because of the constraints of the pandemic, but 8 Volunteer Counsellors were supported to continue their practice with us as they worked to gain their Diplomas. The Market Place is committed to providing an enriching experience for all its volunteers and seeks to maintain the highest safeguarding standards. Regular in house and independent external supervision is provided for all counselling staff and volunteers.

# The Market Place (Leeds)

Trustees' annual report  
for the year ended 31st March 2021

## Plans for the Future

The medium term outlook for TMP remains stable with support from NHS Leeds CCG, Leeds City Council and the National Lottery Community Fund. Plans are to continue to deliver our high quality services to young people across the city, to endeavour to secure commissioned work for our young adult service users (18 – 25 years old) and to build upon the hybrid (remote and face to face) ways of working developed through necessity over the last year. Trustees approved a three year action plan to get the budget back out of deficit. The organisation has healthy reserves.

## Reserves policy

The Trustees policy is that The Market Place should hold financial reserves (the Emergency Operating Reserve or EOR) because:

- a) Much of its funding is from sources that are subject to fluctuation from year to year. The bulk of TMP funding is of a short-term (2 to 3 years) nature. The existence of the EOR secures the continuity of work as far as possible
- b) The EOR provides a level of protection which would enable TMP to continue in the event of unexpected and potentially damaging events.

Trustees believe that in order to sustain the charitable status of The Market Place it should retain its policy that the minimum level of the EOR should be in normal circumstances the equivalent of six month's salary costs calculated and reviewed annually.

It is the view of Trustees that the specified level of EOR can be achieved during the period of reduced free tenancy and that this can be subsequently maintained.

At 31<sup>st</sup> March 2021 the general unrestricted reserves after allowing for the designated fund were £346,480 (£391,740 2020) which represents 9 (10 2020) months of expenditure on salaries of TMP staff.

## Structure, governance and management

The Market Place is a charitable company limited by guarantee, incorporated on 21<sup>st</sup> February 1989 and registered as a charity on 7<sup>th</sup> March 1989.

The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association. These were reviewed and updated and with the help of Wrigleys Solicitors were accepted by the Charity Commission for England and Wales.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31<sup>st</sup> March 2021 was £10 (2020 = £10). The Trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

# The Market Place (Leeds)

## Trustees' annual report

for the year ended 31st March 2021

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses claimed from the charity are set out in note 9 of the accounts.

### **Recruitment and appointment of Trustees**

The management of The Market Place is vested in a Board of Trustees (who are also directors for the purposes of company law) and until otherwise determined by a general meeting the members of the board shall be between ten and fifteen Trustees who must include the following:

- a) The Rector of Leeds Minster or his/her representative (ex officio);
- b) A nominated appointee of the Bishop of Leeds (ex officio);
- c) An appointee of the Parochial Church Council of Leeds Minster (such individual to be first approved by the Trustees) (the "PCC Trustee"); and
- d) Up to twelve Trustees appointed by the Trustees in accordance with article 7.4 (the "appointed trustees").

The Trustees are the members of The Market Place. The board will always seek to openly recruit members in accordance with The Market Place's equal opportunities policy.

The Bishop of Leeds will continue to be responsible for administering the winding-up arrangements and disposal of assets in the event of The Market Place having to close.

All new board members receive an induction into their roles and the work of The Market Place. In addition new board members are paired with an experienced board member for their first year in role who acts as a mentor for them.

The board of trustees takes all strategic decision for The Market Place and has ultimate responsibility for the finances of the organisations and safeguarding issues. The day to day running of The Market Place is delegated to a chief executive officer, (Emma Holmes from 1<sup>st</sup> April 2020 to 31<sup>st</sup> January 2021 and Lisa Mulherin from 1<sup>st</sup> February 2021 to 31<sup>st</sup> March 2021) and their management team.

### **Related parties and relationships with other organisations**

The Market Place works in partnership with Leeds Survivor Led Crisis Service for the delivery of two crisis services for 11 – 17 year olds; Teen Connect an evening telephone support service and SafeZone a face to face support service that is hosted by The Market Place on Monday evenings.

The new CEO of The Market Place is also a sitting Leeds City Councillor.

### **Remuneration policy for key management personnel**

The pay and remuneration of all TMP staff including key management personnel is reviewed annually by the Board of Trustees.

# The Market Place (Leeds)

## Trustees' annual report for the year ended 31st March 2021

### **Risk management**

The board of trustees has reviewed the major risks to which The Market Place is exposed and has put in place systems to mitigate those risks.

A risk assessment covering the activities of the organisation is in place to mitigate against the Covid19 pandemic this continued to be monitored and updated at key points throughout the year. The charity is a going concern and the whilst the overall impact of Covid19 on the operation of the charity has been significant this financial year, it is a manageable risk with appropriate mitigation procedures in place.

### **Statement of responsibilities of the Trustees**

The trustees (who are also directors of the charitable company for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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, including the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- a) Select suitable accounting policies and then apply them consistently
- b) Observe the methods and principles in the Charities SORP
- c) Make judgements and estimates that are reasonable and prudent
- d) State whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- e) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees 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 trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report has been prepared in accordance with the provisions applicable to companies' subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the trustees on 20/09/2021, and signed on their behalf by



Lisa Mulherin  
Company Secretary

The Market Place (Leeds)  
Independent examiner's report to the trustees  
for the year ended 31st March 2021

I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> March 2021 which are set out on pages 11 to 27.

**Responsibilities and basis of report**

As the charity trustees of the 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 your 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**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 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.

*Jennifer Daniel*

Jennifer Daniel FCCA DChA  
Association of Chartered Certified Accountants  
Slade & Cooper Ltd  
Beehive Mill  
Jersey Street  
Manchester M4 6JG  
Date 14 December 2021

The Market Place (Leeds)  
Statement of Financial Activities  
(including Income and Expenditure account)  
for the year ended 31 March 2021

	Note	Unrestricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
<b>Income from:</b>					
Donations	3	10,068	-	10,068	52,083
Charitable activities	4	470,843	81,583	552,426	555,890
Other trading activities	5	11,052	-	11,052	4,353
Investment income	6	853	-	853	936
<b>Total income</b>		<b>492,816</b>	<b>81,583</b>	<b>574,399</b>	<b>613,262</b>
<b>Expenditure on:</b>					
Charitable activities	7	545,847	92,583	638,430	637,345
<b>Total expenditure</b>		<b>545,847</b>	<b>92,583</b>	<b>638,430</b>	<b>637,345</b>
<b>Net income/(expenditure) before net gains/(losses) on investments</b>		(53,031)	(11,000)	(64,031)	(24,083)
Unrealised gains/(losses) on investments		3,197	-	3,197	(1,179)
<b>Net income/(expenditure) for the year</b>	8	<b>(49,834)</b>	<b>(11,000)</b>	<b>(60,834)</b>	<b>(25,262)</b>
<b>Net movement in funds for the year</b>		<b>(49,834)</b>	<b>(11,000)</b>	<b>(60,834)</b>	<b>(25,262)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		492,299	21,000	513,299	538,561
<b>Total funds carried forward</b>		<b>442,465</b>	<b>10,000</b>	<b>452,465</b>	<b>513,299</b>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The Market Place (Leeds)  
Company number 02350125  
Balance sheet as at 31 March 2021

	Note	2021		2020	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	14		67,092		100,558
Investments	15		28,894		25,697
			<b>95,986</b>		<b>126,255</b>
<b>Current assets</b>					
Debtors	16	15,343		16,986	
Cash at bank and in hand		482,275		514,655	
		<b>497,618</b>		<b>531,641</b>	
<b>Liabilities</b>					
Creditors: amounts falling due in less than one year	17	(141,139)		(144,597)	
			<b>356,479</b>		<b>387,044</b>
<b>Net current assets</b>			<b>356,479</b>		<b>387,044</b>
<b>Total assets less current liabilities</b>			452,465		513,299
<b>Net assets</b>			<b>452,465</b>		<b>513,299</b>
<b>The funds of the charity:</b>					
Restricted income funds	18		10,000		21,000
Unrestricted income funds	19		442,465		492,299
			<b>452,465</b>		<b>513,299</b>
<b>Total charity funds</b>			<b>452,465</b>		<b>513,299</b>

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

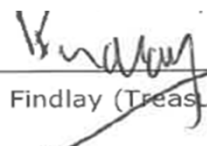
- . The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- . The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 14 to 27 form part of these accounts.

Approved by the trustees on 20/09/2021 and signed on their behalf by:

  
\_\_\_\_\_  
Ann Nicholl (Trustee)

  
\_\_\_\_\_  
Ian Findlay (Treasurer)

The Market Place (Leeds)  
Statement of Cash Flows  
for the year ending 31 March 2021

	Note	2021 £	2020 £
<b>Cash provided by/(used in) operating activities:</b> 22		<b>(33,233)</b>	<b>(23,196)</b>
<i>Cash flows from investing activities:</i>			
Dividends, interest, and rents from investments		853	936
Purchase of tangible fixed assets		-	(5,635)
<b>Cash provided by/(used in) investing activities</b>		<b>853</b>	<b>(4,699)</b>
Increase/(decrease) in cash and cash equivalents in the year		(32,380)	(27,895)
Cash and cash equivalents at the beginning of the year		514,655	542,550
<b>Cash and cash equivalents at the end of the year</b>		<b>482,275</b>	<b>514,655</b>

# The Market Place (Leeds)

## Notes to the accounts for the year ended 31 March 2021

### **1 Accounting policies**

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **a Basis of preparation**

The financial statements 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), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The Market Place (Leeds) meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

#### **b Preparation of the accounts on a going concern basis**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgments which the trustees have made which have a significant effect on the accounts.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2021 (continued)

#### **c Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

#### **d Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

#### **e Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2021 (continued)

#### **f Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

#### **g Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **h Operating leases**

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

#### **i Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. The charity's only activity is direct charitable activity and support costs have been allocated to expenditure on charitable activities.

#### **j Tangible fixed assets**

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Premises improvements	10 years
Office fixtures and equipment	4 years

#### **k Fixed asset investments**

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Charity does not acquire put options, derivatives or other complex financial instruments.

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2021 (continued)

### **k Fixed asset investments (continued)**

The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

### **l Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### **m Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **n Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### **o Financial instruments**

The charity has only financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### **p Pensions**

The charity offers a defined contribution pension scheme to employees who are eligible through auto-enrolment with NEST. The charity has no obligations under the scheme other than its contributions which are expensed as they become due.

## **2 Legal status of the charity**

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2021 (continued)

### 3 Income from donations and legacies

<b>Current reporting period</b>	Unrestricted £	Restricted £	Total 2021 £	<i>Total 2020</i> £
Donations	10,068	-	10,068	25,222
Donated investments	-		-	26,861
<b>Total</b>	<b>10,068</b>	<b>-</b>	<b>10,068</b>	<b>52,083</b>
<hr/>				
<b>Previous reporting period</b>	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>Total 2020</i> £	
<i>Donations</i>	25,222	-	25,222	
<i>Donated investments</i>	26,861	-	26,861	
<b>Total</b>	<b>52,083</b>	<b>-</b>	<b>52,083</b>	

### 4 Income from charitable activities

<b>Current year</b>	Unrestricted £	Restricted £	Total 2021 £	<i>Total 2020</i> £
CCG/LCC Joint Commissioning	456,477	-	456,477	425,070
COVID	-	8,000	8,000	-
Henry Smith Charity	-	-	-	12,500
National Lottery Community	-	73,583	73,583	71,788
CCG Fast Access Counselling	-	-	-	25,000
Secondments	14,366	-	14,366	21,532
<b>Total</b>	<b>470,843</b>	<b>81,583</b>	<b>552,426</b>	<b>555,890</b>
<hr/>				
<b>Previous year</b>	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>Total 2020</i> £	
<i>CCG/LCC Joint Commissioning</i>	425,070	-	425,070	
<i>Henry Smith Charity</i>	-	12,500	12,500	
<i>National Lottery Community Fund</i>	-	71,788	71,788	
<i>CCG Fast Access Counselling</i>	25,000	-	25,000	
<i>Secondments</i>	21,532	-	21,532	
<b>Total</b>	<b>471,602</b>	<b>84,288</b>	<b>555,890</b>	

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2021 (continued)

### 5 Fees and other income

	2021 £	2020 £
Access to Work	6,980	-
Room hire	4,072	4,353
	11,052	4,353

All income from other trading activities is unrestricted.

### 6 Investment income

	2021 £	2020 £
Income from investments	853	936
	853	936

All income from investments is unrestricted.

### 7 Analysis of expenditure on charitable activities

	Total 2021 £	Total 2020 £
Staff costs	483,362	493,205
Accommodation	59,447	63,214
Training and supervision	18,477	16,865
Travel and volunteer expenses	5,929	5,337
Administration	34,939	22,151
Project costs	169	1,751
Depreciation	33,467	32,182
Governance - Accountancy and independent examination	2,640	2,640
	638,430	637,345

All support costs have been allocated to direct charitable activity.

	2021 £	2020 £
Restricted expenditure	92,583	120,185
Unrestricted expenditure	545,847	517,160
	638,430	637,345

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2021 (continued)

#### 8 Net income/(expenditure) for the year

	2021	2020
	£	£
This is stated after charging/(crediting):		
Depreciation	33,466	32,182
Operating lease rentals: property	34,140	34,142
	475,606	470,466

#### 9 Independent examiner's remuneration

	2021	2020
	£	£
Independent examiner's remuneration:		
Accountancy	1,700	1,700
Independent examination	500	500
	2,200	2,200

#### 10 Staff costs

	2021	2020
	£	£
Wages and salaries	449,089	456,390
Social security costs	22,912	26,030
Employer's pension contributions	7,414	7,307
Payroll bureau fees	3,947	3,747
	483,362	493,474

No employee has employee benefits in excess of £60,000 (2020: Nil).

The average number of staff employed during the period was 27 (2020: 28).

The average full time equivalent number of staff employed during the period was 17 (2020:17.1).

The key management personnel of the charity comprise the trustees, the Chief Executive and the Operations Manager. The total employee benefits of the key management personnel of the charity were £51,041 (2020: £57,619).

#### 11 Trustee remuneration and expenses, and related party transactions

Neither the trustees nor any persons connected with them received any remuneration during the year (2020: Nil).

No (2020: no) trustee received travel and subsistence expenses during the year (2020: £nil).

There are no donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year.

## The Market Place (Leeds)

### Notes to the accounts for the year ended 31 March 2021 (continued)

#### 12 Government grants

The government grants recognised in the accounts were as follows:

	2021 £	2020 £
CCG/LCC Joint Commissioning	456,477	425,070
CCG Fast Access Counselling	-	25,000
	456,477	450,070
	456,477	450,070

There were no unfulfilled conditions and contingencies attaching to the grants.

#### 13 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

#### 14 Fixed assets: tangible assets

	Leasehold improvements £	Office equipment £	Total £
<b>Cost</b>			
At 1 April 2020	312,663	16,977	329,640
Additions	-	-	-
	312,663	16,977	329,640
At 31 March 2021	312,663	16,977	329,640
<b>Depreciation</b>			
At 1 April 2020	218,863	10,219	229,082
Charge for the year	31,266	2,200	33,466
	250,129	12,419	262,548
At 31 March 2021	250,129	12,419	262,548
<b>Net book value</b>			
At 31 March 2021	62,534	4,558	67,092
At 31 March 2020	93,800	6,758	100,558

## The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2021 (continued)

### 15 Investments

	2021 £	2020 £
Market value at the start of the year	25,697	-
Additions	-	26,861
Add net gain/(loss) on revaluation	3,197	(1,164)
	28,894	25,697
Investments at fair value comprised:		
Equities	19,239	15,939
Fixed interest securities	9,655	9,758
	28,894	25,697

Investments are all carried at fair value and are all traded in quoted public markets.

### 16 Debtors

	2021 £	2020 £
Trade debtors	300	4,466
Prepayments and accrued income	15,043	12,520
	15,343	16,986
	15,343	16,986

### 17 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors and accruals	141,139	144,597
	141,139	144,597
	141,139	144,597

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2021 (continued)

**18 Analysis of movements in restricted funds**

<b>Current year</b>	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2021 £
The National Lottery Community Fund	15,000	73,583	(78,583)	-	10,000
COVID (CCG)	-	8,000	(14,000)	6,000	-
Data Set	2,452	-	-	(2,452)	-
Safe Zone	3,548	-	-	(3,548)	-
<b>Total</b>	<b>21,000</b>	<b>81,583</b>	<b>(92,583)</b>	<b>-</b>	<b>10,000</b>

<b>Restricted fund</b>	<b>Description, nature and purposes of the fund</b>
The National Lottery Community Fund	Funding for two posts to deliver youth work services and a contribution towards The Market Place core overheads
The National Lottery Community Fund (Reaching Capabilities) *	Funding recovery from the COVID 19 pandemic and improving communications
Data Set	Development costs for Mental Health Services Data Set input Leeds NHS agreed to extend the use of the fund to COVID recovery
Safe Zone	Equipment for the development of the children and young people's safer space
COVID 19	Funding from Leeds NHS to adapt services and sustain communication through the pandemic

\* Balance at year end 2021 £10,000

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2021 (continued)

**18 Analysis of movements in restricted funds (contd)**

<b>Previous year</b>	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditur e £</i>	<i>Transfers £</i>	<i>Balance at 31 March 2020 £</i>
<i>The National Lottery Community Fund</i>	15,000	71,788	(71,788)	-	15,000
<i>Henry Smith Charity</i>	-	12,500	(12,500)	-	-
<i>Crisis Service</i>	33,121	-	(33,121)	-	-
<i>Data Set</i>	4,352	-	(1,900)	-	2,452
<i>Safe Zone</i>	4,424	-	(876)	-	3,548
<b>Total</b>	<b>56,897</b>	<b>84,288</b>	<b>(120,185)</b>	<b>-</b>	<b>21,000</b>

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2021 (continued)

**19 Analysis of movement in unrestricted funds**

<b>Current year</b>	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers/ revaluation £	As at 31 March 2021 £
General fund	392,920	492,816	(545,847)	-	339,889
Designated fixed assets fund	100,558	-	-	-	100,558
Revaluation reserve	(1,179)	-	-	3,197	2,018
	<u>492,299</u>	<u>492,816</u>	<u>(545,847)</u>	<u>3,197</u>	<u>442,465</u>

**Unrestricted fund Description, nature and purposes of the fund**

General fund	The free reserves after allowing for all designated funds.
Designated fixed assets fund	The premises and equipment are essential for the future operation of the charity and so are excluded from free reserves.
Revaluation reserve	Changes of value in investments due to revaluations to market value are taken to the revaluation reserve.

<b>Previous year</b>	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers/ revaluation £	As at 31 March 2020 £
General fund	354,559	528,974	(517,160)	26,547	392,920
Designated fixed assets fund	127,105	-	-	(26,547)	100,558
Revaluation reserve	-	-	-	(1,179)	(1,179)
	<u>481,664</u>	<u>528,974</u>	<u>(517,160)</u>	<u>(1,179)</u>	<u>492,299</u>

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2021 (continued)

**20 Analysis of net assets between funds**

<b>Current year</b>	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	-	67,092	-	67,092
Fixed asset investments	-	28,894	-	28,894
Net current assets/(liabilities)	339,889	6,590	10,000	356,479
	<hr/>	<hr/>	<hr/>	<hr/>
Total	339,889	102,576	10,000	452,465
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<b>Previous year</b>	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	-	100,558	-	100,558
Fixed asset investments	-	25,697	-	25,697
Net current assets/(liabilities)	392,920	(26,876)	21,000	387,044
	<hr/>	<hr/>	<hr/>	<hr/>
Total	392,920	99,379	21,000	513,299
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

The Market Place (Leeds)

Notes to the accounts for the year ended 31 March 2021 (continued)

**21 Operating lease commitments**

The charity's total future minimum lease payments under non-cancellable operating leases is

	Property		Equipment	
	2021 £	2020 £	2021 £	2020 £
Less than one year	39,750	36,750	-	-
One to five years	168,000	165,750	-	-
Over five years	530,250	567,000	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
	738,000	769,500	-	-
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**22 Reconciliation of net movement in funds to net cash flow from operating activities**

	2021 £	2020 £
<b>Net income/(expenditure) for the year</b>	(60,834)	(25,262)
<b>Adjustments for:</b>		
Depreciation charge	33,466	32,182
Donation of investments	-	(26,861)
(Gains)/losses on investments	(3,197)	1,164
Dividends, interest and rents from investments	(853)	(936)
Decrease/(increase) in debtors	1,643	(3,760)
Increase/(decrease) in creditors	(3,458)	277
	<hr/>	<hr/>
<b>Net cash provided by/(used in) operating activities</b>	(33,233)	(23,196)
	<hr/> <hr/>	<hr/> <hr/>