

Leeds Development Education Centre Limited

Charity number 1003862

A company limited by guarantee number 02627506

Annual Report and Financial Statements

for the year ended 31 March 2023



WYCAS

COMMUNITY ACCOUNTING
WEST YORKSHIRE

Leeds Development Education Centre Limited

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

Contents	Page
Trustees' report	2 to 4
Examiner's report	5
Statement of financial activities	6
Balance sheet	7
Notes to the accounts	8 to 11

Prepared by West Yorkshire Community Accountancy Service CIO

Leeds Development Education Centre Limited

Trustees' report for the year ended 31 March 2023

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

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

Name	Position	Dates
Martin Wedell	Chair	
Melanie Stockdale	Treasurer	
June Brighthouse		
Patrick Lewis		
Patricia Sandbach		
Parminder Smedley		
Alex Conrads		Appointed December 2022
Charity number	1003862	Registered in England and Wales
Company number	02627506	Registered in England and Wales
Registered and principal address	Bankers	
70 Cross Green Lane	Unity Trust Bank Plc	HSBC
Leeds	Nine Brindleyplace	1 Centenary Square
LS9 0DG	Birmingham	Birmingham
	B1 2HB	B1 1HQ

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 8 Jul 1991. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Leeds Development Education Centre Limited

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

Objectives and activities

The charity's objects

To promote, maintain, improve and advance public education, particularly by the promotion of education in world problems of hunger, disease, poverty and ignorance and the solutions thereof and the economic and other problems of developing countries and their relationship with other countries.

Provided always, and for the avoidance of doubt, that the purpose of such objects is to inform and educate the public rather to campaign for a particular policy.

The charity's main activities

To present, promote, organise, provide, manage and produce seminars, workshops, tutorials, conferences and publications to further the promotion, maintenance, improvement and advancement of education.

Leeds DEC provides face-to-face and blended learning training, and curriculum development support, for formal sector education and the informal sector, that includes an online training platform and education resources centre. In particular, the centre provides advice, training and support to schools, communities and the youth sector on Global Learning and local-global issues (including Climate Change; Intercultural Awareness & Understanding; Social Justice; Peace & Conflicts; Global Citizenship; Youth Agency & Action; Human Rights; Values & Perceptions; Critical Literacy).

To assist, advise and support individuals, groups and organisations engaged in development work.

To carry out research in the field of development education and related areas and to disseminate the useful results of such research and related publications.

To supply or provide educational materials or publications.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education, particularly global learning and climate education.

Achievements and performance

In the context of a world waking up to the enormity of climate crisis, inter-state and faith conflicts and other global challenges, the Centre is producing high quality resources, training and consultancy support, including our nationally-recognised climate curriculum framework. Our work with local schools has demonstrated significant demand for accessible Climate Education, Intercultural Understanding and Global Learning to equip their students for an uncertain and complex future.

Financial review

The net expenditure for the year was £43,430, including net income of £368 on unrestricted funds and net expenditure of £43,798 on restricted funds.

Reserves policy

The reserves of the charity are composed of unrestricted funds. These funds are maintained at a sufficient level in order to allow the smooth operation of the charity's activities.

The trustees have reviewed the reserves policy and set an ultimate target to establish a financial reserve of unrestricted funds equivalent to approximately 6 month's total expenditure to cater for possible future contingencies and uncertainties together with the working capital requirements of projects where income is received in arrears. Total spending for 2022/23 was approximately £86,000 making the 6 month target £43,000.

The charity's actual free reserves, excluding fixed assets, at the year end were £250,688.

Given the uncertainties over the funding of GLOBAL LEARNING and other future funding sources and the need to provide matched funding, the trustees are happy to keep the reserve at this level.

Leeds Development Education Centre Limited

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

Statement of trustees' responsibilities

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

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

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

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

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

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

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

Approved by the board of trustees on 14/12/2023

Martin Wedell (Trustee)

Leeds Development Education Centre Limited

Independent examiner's report to the trustees of Leeds Development Education Centre Limited

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2023, which are set out on pages 6 to 11.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Simon Bostrom FCIE

18/12/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Leeds Development Education Centre Limited
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Income from:					
Grants and service level agreements	(2)	-	21,839	21,839	42,266
Donations		57	-	57	498
Workshop, courses and training		18,818	-	18,818	29,345
Sundry income		220	-	220	9,328
Bank interest		2,070	-	2,070	121
Total income		<u>21,165</u>	<u>21,839</u>	<u>43,004</u>	<u>81,558</u>
Expenditure on:					
Salaries and on costs	(3)	12,974	41,496	54,470	66,149
Premises and office costs		5,584	237	5,821	2,128
Resources and other project costs		850	23,904	24,754	1,536
Independent examination		1,090	-	1,090	840
Bad debts		140	-	140	-
Total expenditure		<u>20,638</u>	<u>65,637</u>	<u>86,275</u>	<u>70,653</u>
Net income / (expenditure)		<u>527</u>	<u>(43,798)</u>	<u>(43,271)</u>	<u>10,905</u>
Other gains/(losses)		<u>(159)</u>	<u>-</u>	<u>(159)</u>	<u>392</u>
Net movement in funds		<u>368</u>	<u>(43,798)</u>	<u>(43,430)</u>	<u>11,297</u>
Fund balances brought forward		<u>250,320</u>	<u>84,357</u>	<u>334,677</u>	<u>323,380</u>
Fund balances carried forward	(4)	<u>250,688</u>	<u>40,559</u>	<u>291,247</u>	<u>334,677</u>

All incoming resources and resources expended derive from continuing activities.

Leeds Development Education Centre Limited

Balance sheet

as at 31 March 2023

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(5) 9,538	-	9,538	38,510
Cash at bank and in hand	(6) 242,879	51,048	293,927	298,673
Total current assets	<u>252,417</u>	<u>51,048</u>	<u>303,465</u>	<u>337,183</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(7) 1,729	10,489	12,218	2,506
Total current liabilities	<u>1,729</u>	<u>10,489</u>	<u>12,218</u>	<u>2,506</u>
Net current assets / (liabilities)	<u>250,688</u>	<u>40,559</u>	<u>291,247</u>	<u>334,677</u>
Net assets	<u>250,688</u>	<u>40,559</u>	<u>291,247</u>	<u>334,677</u>
Funds				
Unrestricted funds	250,688	-	250,688	250,320
Restricted funds	-	40,559	40,559	84,357
Total funds	<u>250,688</u>	<u>40,559</u>	<u>291,247</u>	<u>334,677</u>

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

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

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

The financial statements were approved by the board of trustees on 14/12/2023

Martin Wedell (Trustee)

Leeds Development Education Centre Limited

Notes to the accounts

for the year ended 31 March 2023

1 Accounting policies

Basis of accounting

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

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

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

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

Going concern

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

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Improvements to premises: over 10 years

Office furniture and equipment: over 4 years

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leeds Development Education Centre Limited
Notes to the accounts continued
for the year ended 31 March 2023

2 Grants and donations	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
The Dunhill Medical Trust	-	5,167	5,167	31,000
The Linking Network	-	10,000	10,000	7,000
Leeds Tidal	-	6,672	6,672	4,266
	<u>-</u>	<u>21,839</u>	<u>21,839</u>	<u>42,266</u>

3 Staff costs and numbers	2023	2022
	£	£
Gross salaries	48,422	58,799
Social security costs	3,883	3,779
Employment allowance	(3,883)	(3,779)
Pensions	6,048	7,350
	<u>54,470</u>	<u>66,149</u>

The average number of employees during the year was 2.5, being an average of 1.7 full time equivalent (2022: 4.4, 2 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2023	2022
	£	£
Costs of the scheme to the charity for the year	6,048	7,350
Amount of any contributions outstanding at the year end	756	974
Amount of any contributions prepaid at the year end	693	-

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Dunhill Med. Trust (Intergen)	9,415	5,167	14,582	-	-
Leeds Tidal	336	6,672	5,133	-	1,875
British Council (ERASMUS+)	57,218	-	37,509	-	19,709
The Linking Network	17,388	7,000	7,213	-	17,175
The Linking Network (Intergen)	-	3,000	1,200	-	1,800
	<u>84,357</u>	<u>21,839</u>	<u>65,637</u>	<u>-</u>	<u>40,559</u>

Fund name	Purpose of restriction
Dunhill Med. Trust (Intergen)	Towards the costs of the #iwill 'Intergenerational Linking' project which brings together primary schools and care homes to develop long term volunteering opportunities and to connect care home residents with their local communities.
Leeds Tidal	Towards the 'Climate Action Leeds' project.
British Council (ERASMUS+)	Towards the 'Climate curriculum for climate action' project, aimed at addressing climate challenges across schools in four countries.
The Linking Network	This is a project to help schools with awareness of global issues.

Leeds Development Education Centre Limited
Notes to the accounts continued
for the year ended 31 March 2023

4 Restricted funds continued

Fund name	Purpose of restriction
The Linking Network (Intergen)	Additional funding towards the costs of the #iwill 'Intergenerational Linking' project which brings together primary schools and care homes to develop long term volunteering opportunities and to connect care home residents with their local communities.

5 Debtors and prepayments

	2023	2022
	£	£
Debtors	9,538	15,150
Prepayments	-	89
Accrued income	-	23,271
	<u>9,538</u>	<u>38,510</u>

6 Cash at bank and in hand

	2023	2022
	£	£
Cash at bank	293,927	298,673
Cash in hand	-	-
	<u>293,927</u>	<u>298,673</u>

7 Creditors and accruals

	2023	2022
	£	£
Accruals for partner payments	10,489	-
Bank loans and overdrafts	-	8
Accruals	990	840
Taxation and social security	676	684
Other creditors	63	974
	<u>12,218</u>	<u>2,506</u>

8 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

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

	2023	2022	2023	2022	2023	2022
	Unrestricted	Unrestricted	Restricted	Restricted	Total	Total
	funds	funds	funds	funds	funds	funds
	£	£	£	£	£	£
Income						
Grants and service level agreement	-	-	21,839	42,266	21,839	42,266
Donations	57	498	-	-	57	498
Workshop, courses and training	18,818	29,345	-	-	18,818	29,345
Sundry income	220	9,328	-	-	220	9,328
Bank interest	2,070	121	-	-	2,070	121
Total income	21,165	39,292	21,839	42,266	43,004	81,558
Expenditure						
Salaries and on costs	12,974	-	41,496	66,149	54,470	66,149
Premises and office costs	5,584	220	237	1,908	5,821	2,128
Resources and other project costs	850	720	23,904	816	24,754	1,536
Independent examination	1,090	840	-	-	1,090	840
Bad debts	140	-	-	-	140	-
Total expenditure	20,638	1,780	65,637	68,873	86,275	70,653
Net income / (expenditure)	527	37,512	(43,798)	(26,607)	(43,271)	10,905
Other gains/(losses)	(159)	392	-	-	(159)	392
Net movement in funds	368	37,904	(43,798)	(26,607)	(43,430)	11,297
Fund balances brought forward	250,320	212,416	84,357	110,964	334,677	323,380
Fund balances carried forward	250,688	250,320	40,559	84,357	291,247	334,677