

Registered number  
02773105

Charity number  
1017231

**LEEDS BLACK ELDERS ASSOCIATION**  
(Private Limited Company by guarantee without share capital use of 'Limited' exemption)

**Report and Accounts**

**31 March 2021**

**LEEDS BLACK ELDERS ASSOCIATION**  
**Report and accounts**  
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**LEEDS BLACK ELDERS ASSOCIATION**  
**Company Information**

**Management committee**

Richard Minott (Chair)  
Patricia English (Secretary)  
Jean Angus (Treasurer)  
Neville H E Bourne (Director)  
Catherine Donnelly (Director)  
Sandra Simpson (Director)  
Sinclair Martin (Director)  
Sandra Simpson (Director)

**Auditors**

Adam & Co Accountancy Ltd  
Chartered Certified Accountants  
First Floor  
1 Edmund Street  
Bradford  
West Yorkshire  
BD5 0BH

**Bankers**

Yorkshire Bank PLC (Virgin Money)  
329 Harehills Lane  
Leeds  
LS9 6AX

**Registered office**

3 Reginald Terrace, Leeds, West Yorkshire, LS7 3EZ

**Charity number**

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(Private Limited Company by guarantee without share capital use of 'Limited' exemption)

## **LEEDS BLACK ELDERS ASSOCIATION**

**Registered number: 02773105**

### **Directors' Report**

The directors present their report and accounts for the year ended 31 March 2021.

The trustees who are the directors under Companies Law and who served during the period are listed on page 1.

We are pleased to report that the finances of the Association at the end of 2020/2021, remains well controlled and has been actively monitored.

### **The Structure**

The Association oversees and manages its finances through the Trustees which is chaired by the Chairperson. The Trustees receive a written or a verbal update every three months , on the progress of the budget at every meeting. Attention is drawn to specific income and expenditure areas which move away from their anticipated profile during the year. In many cases the causes of an under or overspend are due to the allocated budget not being set at an appropriate level at the beginning of the year. The budget also has to be sufficiently realistic to accommodate short term and unplanned expenditure.

The Trustees of the Association gives the direction to the Project Manager. The Project Manager will then delegate to the existing staff i.e. Project Worker, Activity Co-ordinator, Older Person Advocate, the Project Administrator-Finance Worker the Project Gardener, the Meals on Wheels driver and assistant.

The Charity is constituted to apply for funding either to fund a project or to fund a post. The actual core funding is from Leeds City Council and is given to the Association to assist in running the overall project.

### **Objectives and Activities**

Leeds Black Elders Associations aim is to positively serve the community and offer the best service they can to the elders within the Leeds Area. To identify the needs of elders, in particular but not exclusively, the needs of ethnic minority and wherever possible to respond to such needs by directing or making appropriate provisions, within Leeds, also to strive forward, uphold good and acceptable standards of work.

As a volunteering project we still depend on volunteers to assist paid members of staff to deliver a comprehensive support package to our elders in the community. Our Volunteers are recruited and trained to work with the elderly, undertaking such duties as, Gardening, Home Visits, Befriending and delivering Hot Meals.

### **Financial Review**

The Trustees actively review the major risks which the charity faces on a regular basis and believes that maintaining reserves, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The Trustees have also examined other key operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

**LEEDS BLACK ELDERS ASSOCIATION**  
**Registered number: 02773105**  
**Directors' Report**

**Directors' responsibilities**

The directors are responsible for preparing the report and accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare accounts for each financial year. Under that law the directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these accounts, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Disclosure of information to auditors**

Each person who was a director at the time this report was approved confirms that:

- so far as he is aware, there is no relevant audit information of which the company's auditor is unaware; and
- he has taken all the steps that he ought to have taken as a director in order to make himself aware of any relevant audit information and to establish that the company's auditor is aware of that information.

**Small company provisions**

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the board on 20 August 2021 and signed on its behalf.

*Neville H E Bourne*

Neville H E Bourne  
Director

**LEEDS BLACK ELDERS ASSOCIATION**  
**Independent auditor's report**  
**to the members of LEEDS BLACK ELDERS ASSOCIATION**

**Opinion**

We have audited the accounts of LEEDS BLACK ELDERS ASSOCIATION for the year ended 31 March 2021 which comprise the Profit and Loss Account, the Balance Sheet and notes to the accounts, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the accounts:

- give a true and fair view of the state of the company's affairs as at 31 March 2021 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

**Basis of opinion**

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

**Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the accounts is not appropriate; or
- the directors have not disclosed in the accounts any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the accounts are authorised for issue.

**Other information**

The other information comprises the information included in the report and accounts, other than the accounts and our auditor's report thereon. The directors are responsible for the other information. Our opinion on the accounts does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the accounts, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the accounts or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the accounts or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

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

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

- the information given in the directors' report for the financial year for which the accounts are prepared is consistent with the accounts; and
- the directors' report has been prepared in accordance with applicable legal requirements.

**LEEDS BLACK ELDERS ASSOCIATION**  
**Independent auditor's report**  
**to the members of LEEDS BLACK ELDERS ASSOCIATION**

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

In the light of the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the accounts are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the accounts in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

**Responsibilities of directors**

As explained more fully in the directors' responsibilities statement, the directors are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of accounts that are free from material misstatement, whether due to fraud or error.

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

**Auditor's responsibilities for the audit of the accounts**

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

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

*Shahbaz Munir*

Shahbaz Munir  
(Senior Statutory Auditor)  
for and on behalf of  
Adam & Co Accountancy Ltd  
Accountants and Statutory Auditors  
20 August 2021

First Floor  
1 Edmund Street  
Bradford  
West Yorkshire  
BD5 0BH

**LEEDS BLACK ELDERS ASSOCIATION**  
**Profit and Loss Account**  
**for the year ended 31 March 2021**

		<i>Unrestricted</i>	<i>Restricted</i>		
		<i>Funds</i>	<i>Funds</i>	<b>2021</b>	<b>2020</b>
		£	£	£	£
<b>Incoming resources</b>					
Donations and grants received	1	220,785	-	220,785	152,270
<b>Less resources expended</b>					
Cost of income generation		(11,174)	-	(11,174)	(15,298)
<b>Gross income</b>		<u>209,611</u>	<u>-</u>	<u>209,611</u>	<u>136,972</u>
Administrative expenses		(163,794)	-	(163,794)	(140,594)
<b>Operating surplus/(loss)</b>		<u>45,817</u>	<u>-</u>	<u>45,817</u>	<u>(3,622)</u>
<b>Surplus/(loss) before taxation</b>		<u>45,817</u>	<u>-</u>	<u>45,817</u>	<u>(3,622)</u>
Tax on surplus/(loss)		-	-	-	-
<b>Surplus/(loss) for the financial year</b>		<u>45,817</u>	<u>-</u>	<u>45,817</u>	<u>(3,622)</u>

**LEEDS BLACK ELDERS ASSOCIATION**

Registered number: 02773105

**Balance Sheet**

as at 31 March 2021

	Notes	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	4	167	1,501
<b>Current assets</b>			
Debtors	5	21,621	21,621
Cash at bank and in hand		138,681	91,530
		<u>160,302</u>	<u>113,151</u>
<b>Creditors: amounts falling due within one year</b>	6	(1,500)	(1,501)
<b>Net current assets</b>		<u>158,802</u>	<u>111,650</u>
<b>Net assets</b>		<u>158,969</u>	<u>113,151</u>
<b>Capital and reserves</b>			
Surplus /deficit accumulated account		158,969	113,151
		<u>158,969</u>	<u>113,151</u>

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime. The profit and loss account has not been delivered to the Registrar of Companies.

Neville H E Bourne

*Neville H E Bourne*

Director

Approved by the board on 20 August 2021

**LEEDS BLACK ELDERS ASSOCIATION**  
**Notes to the Accounts**  
**for the year ended 31 March 2021**

**1 Accounting policies**

***Basis of preparation***

The accounts have been prepared under the historical cost convention and in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (as applied to small entities by section 1A of the standard).

***Turnover***

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have transferred to the buyer. Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs.

Voluntary income

The value of services provided by volunteers has not been included in the accounts.

Grants and donations

Grants, including grants for the purchase of fixed assets, are recognised in full in the period to which they relate, and are split depending on the nature of the incoming resource.

Resources expended

Resources expended are recognised in the period in which they relate on an accruals basis and split depending on the nature of the expenditure incurred.

Winding up or dissolution of the charity

If the charity were to be dissolved or wound up the trustees would pass any net assets to similar organisations and deserving causes.

Going concern

The Charity has sufficient cash at bank as at the year end and has raised further funds since then, which provide adequate resources to finance committed delivery programmes, along with the day to day operations. The trustees monitor the expenditure level and adjust development expenditure to ensure that expenditure is only incurred when sufficient funds are available to cover payments as they fall due. On this basis, the trustees have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future, being a period of twelve months after the date on which this report and financial statements are signed. For this reason, it continues to adopt the going concern basis in the financial statements.

Purposes of Unrestricted/ Restricted Funds

Delivering mental health and other services to local community.

The activities are described in the Trustees Report.

Full analysis of income and expenditure is available on the last page.

**LEEDS BLACK ELDERS ASSOCIATION**  
**Notes to the Accounts**  
**for the year ended 31 March 2021**

***Tangible fixed assets***

Tangible fixed assets are measured at cost less accumulative depreciation and any accumulative impairment losses. Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows:

Freehold buildings	over 50 years
Leasehold land and buildings	over the lease term
Plant and machinery	over 5 years
Fixtures, fittings, tools and equipment	over 5 years

***Stocks***

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost is determined using the first in first out method. The carrying amount of stock sold is recognised as an expense in the period in which the related revenue is recognised.

***Debtors***

Short term debtors are measured at transaction price (which is usually the invoice price), less any impairment losses for bad and doubtful debts. Loans and other financial assets are initially recognised at transaction price including any transaction costs and subsequently measured at amortised cost determined using the effective interest method, less any impairment losses for bad and doubtful debts.

***Creditors***

Short term creditors are measured at transaction price (which is usually the invoice price). Loans and other financial liabilities are initially recognised at transaction price net of any transaction costs and subsequently measured at amortised cost determined using the effective interest method.

***Provisions***

Provisions (ie liabilities of uncertain timing or amount) are recognised when there is an obligation at the reporting date as a result of a past event, it is probable that economic benefit will be transferred to settle the obligation and the amount of the obligation can be estimated reliably.

***Pensions***

Contributions to defined contribution plans are expensed in the period to which they relate.

**2 Audit information**

The audit report is unqualified.

Senior statutory auditor:	Shahbaz Munir (FCCA)
Firm:	Adam & Co Accountancy Ltd
Date of audit report:	20 August 2021

**LEEDS BLACK ELDERS ASSOCIATION**  
**Notes to the Accounts**  
**for the year ended 31 March 2021**

<b>3 Employees</b>	<b>2021</b>	<b>2020</b>
	<b>Number</b>	<b>Number</b>
Average number of persons employed by the company	<u>8</u>	<u>8</u>

<b>4 Tangible fixed assets</b>	<b>Plant and machinery etc</b>	<b>Motor vehicles</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
At 1 April 2020	46,400	12,225	58,625
At 31 March 2021	<u>46,400</u>	<u>12,225</u>	<u>58,625</u>
<b>Depreciation</b>			
At 1 April 2020	44,899	12,225	57,124
Charge for the year	1,334	-	1,334
At 31 March 2021	<u>46,233</u>	<u>12,225</u>	<u>58,458</u>
<b>Net book value</b>			
At 31 March 2021	<u>167</u>	<u>-</u>	<u>167</u>
At 31 March 2020	<u>1,501</u>	<u>-</u>	<u>1,501</u>

<b>5 Debtors</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade debtors (LCC)	<u>21,621</u>	<u>21,621</u>

<b>6 Creditors: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Other creditors (audit fees -accruals)	<u>1,500</u>	<u>1,501</u>

**7 (a) Analysis of assets and liabilities representing each of the charity's funds**

	<b>Balance at March 31/03/20</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Balance at March 31/03/21</b>
Tangible fixed assets	1,501	167	-	<b>167</b>
Current Assets	113,151	160,302	-	<b>160,302</b>
Current Liabilities (creditors)	(1,501)	(1,500)	-	<b>(1,500)</b>
Long Term Liabilities (creditors)	-	-	-	-
	<u>113,151</u>	<u>158,969</u>	<u>-</u>	<u><b>158,969</b></u>

(b) Please see final page for SOFA unrestricted and restricted income and expenditure analysis

**LEEDS BLACK ELDERS ASSOCIATION**  
**Notes to the Accounts**  
**for the year ended 31 March 2021**

<b>8 Movement in Funds</b> (Capital account)	<b>Balance at March 31/03/20</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Balance at March 31/03/21</b>
	£	£	£	£
Unrestricted funds	143,803	220,785	(174,968)	<b>189,620</b>
Restricted funds	(30,652)	1	-	<b>(30,651)</b>
Total funds reconciled to balance sheet	<u>113,151</u>	<u>220,786</u>	<u>(174,968)</u>	<u><b>158,969</b></u>
	-			-

**7 Controlling party and related parties**

Directors/ Trustees are the controlling party.

There were no related party transactions during the period.

**8 Other information**

LEEDS BLACK ELDERS ASSOCIATION is a private company limited by guarantee and incorporated in England. Its registered office is:  
 3 Reginald Terrace, Leeds, West Y

Every member of the company undertakes to contribute such amount as may be required (not exceeding £1) to the assets of the charitable company in the event of it being wound up, while they are a member or within one year of leaving if they cease to be a member.

**LEEDS BLACK ELDERS ASSOCIATION**  
**Detailed income and expenditure statement**  
**for the year ended 31 March 2021**

Charity number  
1017231

	<i>Unrestricted</i>	<i>Restricted</i>	<b>2021</b>	<b>2020</b>
	<i>Funds</i>	<i>Funds</i>	<b>£</b>	<b>£</b>
<b>Income</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Advocacy	-	-	-	-
Community foundation lunch club	1,332	-	<b>1,332</b>	<b>2,155</b>
Connect housing	19,741	-	<b>19,741</b>	<b>17,926</b>
Feel good factor	3,589	-	<b>3,589</b>	<b>8,480</b>
Funding and other donations	49,105	-	<b>49,105</b>	-
Misc. donations	1,018	-	<b>1,018</b>	<b>382</b>
LCC (Leeds city council)	136,931	-	<b>136,931</b>	<b>114,486</b>
Voluntary action Leeds (refunds for wages)	9,069	-	<b>9,069</b>	<b>8,841</b>
	<hr/>	<hr/>	<hr/>	<hr/>
Total grants and donations	220,785	-	<b>220,785</b>	<b>152,270</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Less: Cost of income generation</b>				
Other direct costs and volunteer expenditure	11,174	-	<b>11,174</b>	<b>15,298</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Less: Administrative expenses</b>				
Employee costs:				
Wages and salaries	104,535	-	<b>104,535</b>	<b>98,897</b>
Pensions	-	-	-	<b>504</b>
Staff training and welfare	-	-	-	<b>128</b>
Travel and subsistence	108	-	<b>108</b>	<b>550</b>
Motor expenses and vehicles expensed	4,615	-	<b>4,615</b>	<b>7,353</b>
	<hr/>	<hr/>	<hr/>	<hr/>
	109,258	-	<b>109,258</b>	<b>107,432</b>
Premises costs:				
Rent	5,000	-	<b>5,000</b>	<b>3,156</b>
Rates and water	1,379	-	<b>1,379</b>	<b>1,485</b>
Service charges	618	-	<b>618</b>	<b>296</b>
Light and heat	1,417	-	<b>1,417</b>	<b>1,693</b>
	<hr/>	<hr/>	<hr/>	<hr/>
	8,414	-	<b>8,414</b>	<b>6,630</b>
General administrative expenses:				
Telephone and fax	1,308	-	<b>1,308</b>	<b>516</b>
Stationery and printing	3,162	-	<b>3,162</b>	<b>2,834</b>
Subscriptions	1,546	-	<b>1,546</b>	<b>353</b>
Bank charges	4	-	<b>4</b>	-
Insurance (indemnity)	3,259	-	<b>3,259</b>	<b>3,966</b>
Equipment expensed (computer costs)	1,188	-	<b>1,188</b>	<b>1,820</b>
Equipment hire	1,764	-	<b>1,764</b>	<b>1,963</b>
Software	80	-	<b>80</b>	-
Garden, repairs and maintenance	28,330	-	<b>28,330</b>	<b>10,303</b>
Depreciation	1,334	-	<b>1,334</b>	<b>1,334</b>
Sundry expenses (food/ refreshments etc)	873	-	<b>873</b>	<b>815</b>
	<hr/>	<hr/>	<hr/>	<hr/>
	42,848	-	<b>42,848</b>	<b>23,904</b>
Legal and professional costs:				
Audit fees	1,500	-	<b>1,500</b>	<b>1,500</b>
Consultancy fees	1,739	-	<b>1,739</b>	<b>1,080</b>
Other legal and professional	35	-	<b>35</b>	<b>48</b>
	<hr/>	<hr/>	<hr/>	<hr/>
	3,274	-	<b>3,274</b>	<b>2,628</b>
	<hr/>	<hr/>	<hr/>	<hr/>
Total administration expenditure	<b>163,794</b>	-	<b>163,794</b>	<b>140,594</b>
	<hr/>	<hr/>	<hr/>	<hr/>
<b>Surplus/ (deficit) for period</b>	<b>45,817</b>	-	<b>45,817</b>	<b>(3,622)</b>
	<hr/>	<hr/>	<hr/>	<hr/>