

The Life and Soul Kitchen Ltd  
Report of the Trustees and Unaudited Financial Statements  
For the Year Ended 31<sup>st</sup> March 2024

Registered Company Number: 03455469

Registered Charity Number: 1065618

## **Contents of the Financial Statements**

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

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## **REPORT OF THE DIRECTORS AND TRUSTEES**

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

The directors and the trustees present their report with the financial statements of the charity for the year ended 31 March 2024. The accounts have been prepared in accordance with the provisions applicable to the small companies regime and in accordance with FRS102 Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard (FRS) 102.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Registered Company number**

03455469

#### **Registered Charity number**

1065618

#### **Principal Office**

Youth and Resource Centre  
Station Road  
Credenhill  
Hereford  
HR4 7EY

#### **Registered office**

1A The Homend  
Ledbury  
Herefordshire  
HR8 1BN

#### **Directors**

S Badham  
J Bonsall

#### **Trustees**

A Collier  
G D Pegrun (Appointed 21<sup>st</sup> November 2023)  
B I Edwards  
B Grobb  
J Bonsall

#### **Independent examiner**

Luke Keegan  
Chartered Management Accountant  
1A The Homend, Ledbury, Herefordshire, HR8 1BN

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its Memorandum and Articles of Association and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006. The liability of each member is limited to £10.

### **Charity Structure**

The charity had 5 serving trustees at the close of the financial period.

It holds 4 general meetings per year, one of which is the AGM. Any other business is conducted via supplementary, special or extra-ordinary general meetings as required.

### **Induction and training of new trustees**

On appointment the trustees receive a copy of the governing documents and Charity Commission documents regarding trusteeship. New trustees are briefed on the history, background and work of the charity.

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and Purpose**

The purpose of the charity as set out in its governing document are to provide care and employment for the disabled in Herefordshire.

- To promote the relief and education of persons who are disabled by the provision, equipping, operation and maintenance of a catering workshop and ancillary facilities for the employment or vocational training of such persons.
- The relief of the disabled by the provision of specialised information, counselling and or advice to disabled persons seeking employment and or vocational training.

The main activities undertaken in relation to those purposes are through the provision and equipping of a catering workshop and ancillary facilities for the employment and vocational training of such persons.

The charity sets out to improve the social understanding and awareness of individuals with protected characteristics with an emphasis on disabilities.

The charity works to improve the lives of the most disadvantaged with the offer of opportunities to join inclusive workshops, groups and events.

The charity supports the relief of poverty and financial hardship for those most vulnerable.

## **ACHIEVEMENTS AND PERFORMANCE**

### **Main Achievements**

Over the last year we have secured a new premises in Credenhill with a ground floor provision and a fixed lease of 10 years, this has afforded the charity long term stability. The charity continues to maintain a good relationship with the National Lottery having secured an additional 2 years of grant funding totalling £80,000 to support the charity with day to day running costs.

The charity has begun renovations of the new site again funded by the National Lottery the renovations will include a changing places facility for persons with mobility impairments.

Beneficiaries have visited many local businesses and hospitality venues taking part in cooking workshops and sessions.

Beneficiaries have continued to receive support, learning independent living skills.

Several social groups have been established growing rapidly in attendees, the groups are designed to promote social inclusion and understanding and have provided beneficiaries with a meaningful opportunity to manage a service, empowered to become community leaders.

At the very end of the year the new Trustees took over responsibility for the charity.

## **FINANCIAL REVIEW**

During the year there was a small excess of income over expenditure. As such this has left a very tight financial position for the charity. However, the National lottery has awarded the charity an additional £80000 to continue its work, these funds are held by the National Lottery and will be deposited to the charity at times needed and after monthly inspections of expenditure as is currently the process.

### **Reserves Policy**

The charity has a policy of maintaining unrestricted reserves equivalent to 6 months operating expenses. The charity has utilized its reserves to support ongoing operations as advised by NL. This is less than the target set by the Trustees. Work has continued to raise grant funds and operating funds for the café.

The Trustees have considered the financial position of the charity and consider that the charity has been able and remains able to fulfil its obligations for the foreseeable future.

At the end of the year the charity had cash reserves of £8,047

At the end of the year the charity had net current assets of £Nil (2023: £13,806)

## **DECLARATIONS**

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustee's report (including director's report) above.

### **ON BEHALF OF THE BOARD:**



B Edwards (Trustee)

Date: 20<sup>th</sup> January 2025

## **Independent Examiner's Report to the trustees of the Life and Soul Kitchen Ltd**

I report on the accounts for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, the Balance Sheet and the related notes.

### **Respective responsibilities of trustees and examiner**

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

Having satisfied myself that the charity is not subject to audit under the requirements of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the Charities Act 2011
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

### **Basis of the independent examiner's report**

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

### **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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 386 of the Companies Act 2006 or section 130 of the Charities Act 2011; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the relevant accounting requirements under section 396 of the Companies Act 2006 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;
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

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.

Luke Keegan, Chartered Management Accountant

1A The Homend  
Ledbury  
Herefordshire, HR8 1BN

Date: 20<sup>th</sup> January 2025

**Statement of financial activities (including summary income and expenditure account)**

<b>Recommended categories by activity</b>	Notes	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total funds 2024</b>	<b>Total funds 2023</b>
		£	£	£	£
<b>Income</b>					
<b>Income and endowments from:</b>					
Donations and legacies	3	32,823	105,547	138,370	38,620
Charitable activities	3	22,835	-	22,835	112,321
Investments	3				-
Other	3	1,175	-	1,175	122
<b>Total</b>		<b>56,833</b>	<b>105,547</b>	<b>162,380</b>	<b>151,063</b>
<b>Expenditure</b>					
Raising funds	4	-	-	-	145
Charitable activities	4	109,733	24,664	134,398	158,269
Administration and Governance	4	613	-	613	586
<b>Total</b>		<b>110,346</b>	<b>24,664</b>	<b>135,011</b>	<b>159,000</b>
Net gains on investments					
<b>Net income (expenditure)</b>		<b>(53,514)</b>	<b>80,883</b>	<b>27,369</b>	<b>(7,937)</b>
Transfers between funds		80,883	(80,883)	-	-
<b>Net expenditure before other gains/(losses)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>(7,937)</b>
<b>Other gains and losses:</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>27,369</b>	<b>-</b>	<b>27,369</b>	<b>(7,937)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		14,048	9,536	23,584	31,521
<b>Total funds carried forward</b>		<b>48,337</b>	<b>2,616</b>	<b>50,953</b>	<b>23,584</b>

The Life and Soul Kitchen Ltd  
For the Year Ended 31<sup>st</sup> March 2024

**Statement of Assets and Liabilities**

	Notes	Unrestricted funds £	Restricted funds £	2024 £	2023 £
<b>Fixed assets</b>					
Tangible assets	7	3,934	47,040	50,975	9,778
<b>Total fixed assets</b>		<b>3,934</b>	<b>47,040</b>	<b>50,975</b>	<b>9,778</b>
<b>Current assets</b>					
Stocks	8	-	-	-	-
Debtors	9	5,397	-	5,397	9,760
Cash at bank and in hand	12	8,047	-	8,047	14,336
<b>Total current assets</b>		<b>13,444</b>	<b>-</b>	<b>13,444</b>	<b>24,096</b>
<b>Creditors: amounts falling due within one year</b>	10	13,465	-	13,465	(10,290)
<b>Net current assets</b>		<b>(21)</b>	<b>-</b>	<b>(21)</b>	<b>13,806</b>
<b>Total net assets</b>		<b>3,913</b>	<b>47,040</b>	<b>50,954</b>	<b>23,584</b>
<b>Funds of the Charity</b>					
Restricted income funds	13	-	2,616	2,616	2,615
Unrestricted funds	13	48,337	-	48,337	20,968
<b>Total funds</b>		<b>48,337</b>	<b>2,616</b>	<b>50,953</b>	<b>23,584</b>

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by

S Badham

Date: 20<sup>th</sup> January 2025

## NOTES TO THE ACCOUNTS

### Note 1 Basis of preparation

#### 1.1 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 accounts 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) issued on 16 July 2014 and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

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

### Note 2 Accounting policies

#### 2.1 Income

##### Recognition of income

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- it is more likely than not that the trustees will receive the resources;
- the monetary value can be measured with sufficient reliability.

##### Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.

##### Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP).

##### Contractual income and performance related grants

This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.

##### Support costs

The charity has incurred expenditure on support costs.

##### Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

##### Income from interest, royalties and dividends

This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

## 2.2 Expenditure and Liabilities

<b>Liability recognition</b>	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.
<b>Governance and support costs</b>	Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.
<b>Redundancy cost</b>	The charity made no redundancy payments during the reporting period.
<b>Deferred income</b>	No material item of deferred income has been included in the accounts.
<b>Creditors</b>	The charity has creditors which are measured at settlement amounts less any trade discounts
<b>Provisions for liabilities</b>	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date

## 2.3 Assets

<b>Tangible fixed assets for use by charity</b>	These are capitalised if they can be used for more than one year, and cost at least They are valued at cost.
<b>Stocks and work in progress</b>	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.
<b>Debtors</b>	Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

**Note 3 Income**

Analysis of income		Unrestricted funds	Restricted funds	2024	2023
				£	£
<b>Donations and legacies:</b>	Donations and gifts	823		823	
	Grants provided by government/other charities	32,000	105,547	137,547	38,620
	<b>Total</b>	<b>32,823</b>	<b>105,547</b>	<b>138,370</b>	<b>38,620</b>
<b>Charitable Activities</b>	Café	-	-	-	75,338
	Service Users	22,835	-	22,835	36,982
	<b>Total</b>	<b>22,835</b>	<b>-</b>	<b>22,835</b>	<b>112,321</b>
<b>Other Income</b>	Other	1,175	-	1,175	122
	<b>Total</b>	<b>1,175</b>	<b>-</b>	<b>1,175</b>	<b>122</b>
<b>TOTAL INCOME</b>		<b>56,833</b>	<b>105,547</b>	<b>162,380</b>	<b>151,063</b>

**Note 4 Expenditure**

Analysis of expenditure		Unrestricted funds	Restricted funds	2024	2023
				£	£
<b>Expenditure on raising funds:</b>	Advertising, marketing, direct mail and publicity	-	-	-	145
	<b>Total expenditure on raising funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>145</b>
	<b>Expenditure on charitable activities</b>	<b>109,765</b>	<b>12,979</b>	<b>122,744</b>	<b>150,872</b>
	Administration costs	7,012	-	7,012	7,397
	Governance Costs	613	-	613	586
	<b>Total expenditure on charitable activities</b>	<b>117,390</b>	<b>12,979</b>	<b>130,369</b>	<b>158,855</b>
<b>TOTAL EXPENDITURE</b>		<b>117,390</b>	<b>12,979</b>	<b>130,369</b>	<b>159,000</b>

**Note 5**                      **Details of certain types of expenditure**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Independent examiner's fees	613	586

**Note 6**                      **Staff costs**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Wages and salaries	63,200	76,802
Social Security Costs	438	-
Pension Costs	2,638	1,190

No employee received emoluments in excess of £60,000  
The average monthly number of full time equivalent employees during the year was as follows:

	2	7
	<b>2024</b>	<b>2023</b>
	<b>Number</b>	<b>Number</b>
Café	2	7
<b>Total</b>	<u>2</u>	<u>7</u>

**Note 7**                      **Tangible fixed assets**

	<b>Land and buildings</b>	<b>Furniture &amp; Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost or revaluation</b>			
At 1 April 2023	-	27,018	27,018
Additions	52,879	6,320	59,198
Disposals	-	-	-
At 31 March 2024	<u>52,879</u>	<u>33,337</u>	<u>86,216</u>
<b>Depreciation and impairments</b>			
At 1 April 2023	-	17,240	17,240
Disposals	-	-	-
Depreciation charge for the year	10,576	7,423	17,999
At 31 March 2024	<u>10,576</u>	<u>24,664</u>	<u>35,239</u>
<b>Net book value</b>			
At 31 March 2023	-	9,778	9,778
At 31 March 2024	<u>42,303</u>	<u>8,674</u>	<u>50,977</u>

**Basis for Depreciation**

Furniture & Equipment  
Land & Buildings

Depreciated over 4 years on a straight line basis  
Depreciated over 5 years on a straight line basis

**Note 8**                      **Stocks**

	2024	2023
	£	£
Raw materials and consumables	-	-
<b>Total</b>	<u>-</u>	<u>-</u>

**Note 9**                      **Debtors and prepayments**

**Analysis of debtors**

	2024	2023
	£	£
Trade debtors	5,397	9,760
Prepayments and accrued income	-	-
Other debtors	-	-
<b>Total</b>	<u>5,397</u>	<u>9,760</u>

**Note 10**                      **Creditors and accruals**

**Analysis of creditors**

	Amounts falling due within one year	
	2024	2023
	£	£
Trade creditors	-	260
Accruals and deferred income	613	1,226
Taxation and social security	13,690	4,780
Other creditors	263	4,023
<b>Total</b>	<u>14,566</u>	<u>10,290</u>

**Note 11**                      **Commitments**

**Commitments**

**Operating lease commitments**

Annual commitments under non-cancellable operating leases are as follows:-

	2024	2024	2023	2023
	Land and Buildings	Other	Land and Buildings	Other
	£	£	£	£
Operating leases with expiry date: In the second to fifth years inclusive	-	-	10,800	-
Over five years	-	-	-	-
	<u>-</u>	<u>-</u>	<u>10,800</u>	<u>-</u>

**Note 12 Cash at bank and in hand**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Cash at bank and on hand	8,047	14,336
<b>Total</b>	<u>8,047</u>	<u>14,336</u>

**Note 13 Charity funds**

**13.1 Details of material funds held and movements during the CURRENT reporting period**

<b>Fund names</b>	<b>Type</b>	<b>Fund balances brought forward £</b>	<b>Income £</b>	<b>Expenses £</b>	<b>Transfers £</b>	<b>Fund balances carried forward £</b>
National Lottery Community Fund	R	2,616	105,547	(24,664)	(80,883)	2,616
General	U	20,968	56,833	(106,831)	80,883	48,337
<b>Total Funds as per balance sheet</b>		<u>23,584</u>	<u>162,380</u>	<u>(131,495)</u>		<u>50,953</u>

The transfers reflect the nature of funding from the National Lottery Community Fund for specific asset purchases and for support to the day to day operations of the charity

**13.2 Details of material funds held and movements during the PREVIOUS reporting period**

<b>Fund names</b>	<b>Type</b>	<b>Fund balances brought forward £</b>	<b>Income £</b>	<b>Expenses £</b>	<b>Transfers £</b>	<b>Fund balances carried forward £</b>
National Lottery Community Fund	R	14,657	-	(12,041)	-	2,616
General	U	16,684	151,063	(146,959)	-	20,968
<b>Total Funds as per balance sheet</b>		<u>31,521</u>	<u>151,063</u>	<u>(159,000)</u>	<u>-</u>	<u>23,584</u>

**Note 14**                      **Transactions with trustees and related parties**

**14.1 Trustee remuneration and benefits**

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity

S Badman and J Bonsall as directors of the company each receive a salary for their role as manager and assistant manager of the café.

**14.2 Trustees' expenses**

No trustee expenses have been incurred other than re-imbusement of out of pocket expenses

**14.2 Transactions with related parties**

There were no transactions with related parties

**Note 15**                      **Company limited by guarantee**

The company is limited by guarantee and has no share capital.

Every member of the company undertakes to contribute to the assets of the company, in the event of winding up, such an amount as may be required, not exceeding £10.

**Note 16**                      **General Information**

The Life and Soul Kitchen Ltd is a private company, limited by guarantee, incorporated in England and Wales, registered number 03455469. The registered address is 1A The Homend, Ledbury, Herefordshire, HR8 1BN

## Detailed Statement of Financial Activities

	2024 £	2023 £
<b>Income and endowments from:</b>		
Donations and legacies		
Donations	823	-
Grants from government / charitable bodies	137,547	38,620
	<u>138,370</u>	<u>38,620</u>
<b>Charitable activities</b>		
Café	-	75,338
Service Users	22,835	36,982
	<u>22,835</u>	<u>112,321</u>
<b>Other</b>	1,175	122
<b>Total income and endowments</b>	<u>162,380</u>	<u>151,063</u>
<b>Expenditure on:</b>		
Costs of generating donations and legacies		
Fundraising	-	145
	<u>-</u>	<u>145</u>
<b>Total of expenditure on raising funds</b>		
Cafe		
Purchases	11,245	35,875
Salaries and wages	68,200	76,802
Employers National Insurance Contributions	438	-
Employer Pension Contributions	2,638	1,190
Staff Training	-	24
Staff Entertainment	-	176
Uniforms/PPE	716	1,136
Lease of equipment	552	-
Credit card and finance costs	473	2,455
Rent and rates	9,559	8,533
Gas and electricity	1,333	938
Repairs and maintenance	9,893	1,705
Waste disposal	-	1,127
Sundry	3,775	3,791
Cleaning	308	351
Insurance	614	219
Depreciation of premises	10,576	-
Depreciation of catering equipment	4,796	5,075
Depreciation of other fixtures and fittings	2,627	1,517
Loss on disposal of fixed assets	-	9,957
	<u>122,744</u>	<u>150,872</u>
General Administrative Expenses		
Telephone	1,926	1,063
Administration support costs	190	209
Postage	-	8
Printing & Stationery	66	92
Travel Expenses	2,988	1,270
Professional fees	1,841	4,742
Bank charges	1	14
Charitable Donations	-	-
Bad debt write-off	3,500	-

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Advertising & Marketing	1,126	-
Interest charged	16	-
	<hr/>	<hr/>
	11,654	7,397
Governance Costs		
Accountancy	613	586
	<hr/>	<hr/>
	613	586
<b>Total expenditure</b>	<hr/> <b>135,011</b>	<hr/> <b>159,000</b>
<b>Net movement in funds</b>	<hr/> <b>27,369</b>	<hr/> <b>(7,937)</b>

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## Signature 1

Signed by Sophie Badham using authentication code YXNOdVQvakRGZVwl at IP address 86.134.13.172, on 2025/01/20 10:08:54 Z.

Sophie Badham's e-mail address is: [TheLifeandSoulKitchen@outlook.com](mailto:TheLifeandSoulKitchen@outlook.com).

Sophie Badham added the following comments:

"J Bonsall"