

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

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

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Company registration number: 01721708
Registered charity number: 514118

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

Charity name: South Leeds Team Ministry Charity Limited

Charity number: 514118

Company number: 01721708

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

Secretary: A Oldknow

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

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

SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2021

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

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the Charitable Company's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)."

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

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

OBJECTIVES AND ACTIVITIES

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

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

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

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

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

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

SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2021

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

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

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

PUBLIC BENEFIT

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

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

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

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

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

SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2021

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

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

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

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

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

FINANCIAL REVIEW

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

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

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

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

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

SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2021

MINIMUM RESERVES' POLICY

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

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

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

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

INVESTMENT POWERS AND POLICY

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

PLANS FOR THE FUTURE

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

SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

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

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

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

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

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

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

Auditors

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

APPOINTMENT OF MEMBERS OF EXECUTIVE COUNCIL

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

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

SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

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

FOR THE YEAR ENDED 31 MARCH 2021

ORGANISATION

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

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

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

RISK MANAGEMENT

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

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

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

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

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

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

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

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

ON BEHALF OF THE EXECUTIVE COUNCIL

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

A Walker
Chair

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

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

Responsibilities and basis of report

As the Executive Council of the Charitable Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent examiner's statement

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

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

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

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

18 October 2021

SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

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

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

Continuing operations

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

Total recognised gains and losses

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

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

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

SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

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

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

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

SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

BALANCE SHEET

AS AT 31 MARCH 2021

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

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

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

Directors' responsibilities:

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

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

A Walker

Trustee

Company registration number : 01721708

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

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

1 Summary of significant accounting policies

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

(a) Company Information

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

(b) Basis of preparing the financial statements

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

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

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

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(c) Incoming resources

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

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

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

(d) Expenditure recognition

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

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

(e) Tangible fixed assets

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

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

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

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

(f) Cash and cash equivalents

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

(g) Financial instruments

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

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

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

Basic financial assets

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

Basic financial liabilities

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

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

Discharge of financial liabilities

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

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

(h) Tax

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

(i) Fund Accounting

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

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

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

(j) Pension costs and other employee benefits

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

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

(k) Going Concern

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

2 Critical accounting estimates and judgements

In the application of the Charitable Company's accounting policies, the Executive Council are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

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

3 Donations and legacies

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

Received in the previous year

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

4 Income from Charitable Activities

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

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

SOUTH LEEDS TEAM MINISTRY CHARITY LIMITED

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31 MARCH 2021

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

In both years no income from investments was restricted.

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

7 Executive Council

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

8 Employees

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

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

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

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

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

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

13 Restricted Funds

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

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

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

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

14 Designated Funds

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

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

15 Analysis of net assets between funds

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

16 Related party transactions

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

There is no one controlling party of the charity.