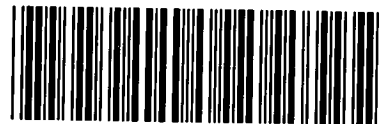


Registered number: 03657728  
Charity number: 1075934

**HOLBECK TOGETHER**  
**(A Company Limited by Guarantee)**

**UNAUDITED**  
**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

WEDNESDAY



A12      \*AAJWUFSX\*      #81  
22/12/2021  
COMPANIES HOUSE

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**HOLBECK TOGETHER**  
**(A Company Limited by Guarantee)**

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**HOLBECK TOGETHER****(A Company Limited by Guarantee)**

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 MARCH 2021**

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<b>Trustees</b>	J R England, (Chair) A Hopper, (Vice Chair) M Addawoo S Cawthray (appointed 10 December 2020) C Cochrane J B Curbison A Gabriel A Hepburn P G Hodgkinson K R Wint
<b>Company registered number</b>	03657728
<b>Charity registered number</b>	1075934
<b>Registered office</b>	The Old Box Office 99 Domestic Street Leeds West Yorkshire LS11 9NS
<b>Company secretary</b>	Susan Cawthray
<b>Chief executive officer</b>	Elissa Newman
<b>Bankers</b>	Unity Trust Bank plc Nine Brindleyplace Birmingham B1 2HB
<b>Senior Management Team</b>	Elissa Newman - Chief Executive Officer Clare Holmes - Operations Manager Bryony Redwood-Turner - Community Engagement Manager (until 24/03/2021)

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**HOLBECK TOGETHER**

**(A Company Limited by Guarantee)**

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**TRUSTEES' REPORT**

*FOR THE YEAR ENDED 31 MARCH 2021*

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The trustees present their annual report together with the financial statements of the charity for the year to 31 March 2021. The annual report serves the purpose of both a trustees report and a directors report under company law. The trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice ('SORP') applicable to charities preparing their accounts in accordance with the financial reporting standard applicable in the UK and Republic of Ireland (FRS102 issued in October 2019).

Since the company qualifies as small under section 382 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**Structure, Governance and Management****Governing Document**

The charity registered with the Charity Commission on 10 June 1999, under number 1075934 and was incorporated as a company limited by guarantee, company number 03657728, on 28 October 1998. The governing documents of the charity are the memorandum and articles of association. The articles of association were revised on 23 May 2019. By special resolution dated 27 September 2019 the charity changed its name from Holbeck Elderly Aid to Holbeck Together.

**Appointment of Trustees, induction and training**

The Board of Trustees is the governing body of the charity. The Board will appoint new trustees taking account of specialisms, experience and enthusiasm for the cause of the charity. All new trustees are provided with an induction pack which includes details of their responsibilities as trustees (including guidance from the Charity Commission on trustees' roles and responsibilities). New trustees undertake informal training including meeting with the CEO to understand the activities of the charity, visiting St Matthews centre and reviewing the financial reporting for the charity. The Board has yet to carry out a formal assessment of the skillset of the trustees and this along with appraisal of trustee performance is currently under consideration. One new trustee, who previously held the position of Company Secretary for Holbeck Together, was appointed as a trustee in 2020.

**Risk management**

With the involvement of a nominated trustee a risk register has been developed and approved by the board. Risk management is now a regular item at board meetings. Emerging from this work are several risks that have governance implications. The board is taking a lead in addressing these risks. The board has commissioned a trustee with relevant experience to undertake an internal audit of processes and controls within the organisation. With the steps already taken to strengthen governance through an active work programme, trustees remain satisfied that there are systems in place to mitigate exposure to the major risks identified in the risk register, specifically financial risk, reputational risk, and policies and procedures to ensure safe services are delivered.

**Safeguarding**

Building on our roots supporting older people to live healthy and active lives in the community, we place safeguarding at the heart of everything we do. This is particularly important as the charity extends its remit to support all members of the community with particular emphasis on families and children through our school holiday work. Notwithstanding changes in government guidance on the requirement for DBS checks for volunteers, trustees agreed that all our volunteers should continue to be asked to undertake a DBS check. The Chief Officer regularly discusses significant safeguarding incidents with the Chair of the board.

**HOLBECK TOGETHER**  
(A Company Limited by Guarantee)

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**Fundraising Policy**

The charity has developed a fundraising strategy approved by the board and reviewed on a regular basis. This strategy identifies grant making trusts and potential corporate donors that the charity is already working with or is seeking to submit successful funding applications. The charity does not undertake any fundraising door to door activity, ask for donations on the street, share or sell peoples data, or cold call for fundraising purposes. The charity does not contract with any third-party organisation to raise funds on its behalf.

The charity does work with in the preparation of funding applications; however, the board maintains oversight of all fundraising activities. Due to its size, the charity does not, include itself within the Fundraising Regulator regime.

Much of the funding received is subject to performance review either through written report or face to face meetings with donor organisations. In the year to 31 March 2021 no adverse feedback from donors was received, indeed the charity received many accolades from donors for its work.

**Objects and activities**

The objects of the charity are set out in the governing document. Holbeck Together is an independent charity whose aim is to support and assist the residents of the Holbeck neighbourhood and surrounding area in alleviating social isolation. Through the revised charitable objectives approved in 2019, the charity has expanded its reach to all people in the Holbeck and wider community and is exercising freedoms under charity law to raise funds through commercial activities.

Holbeck Together has embraced the concept of the "community anchor" organisation working with local people across all generations to improve lives and strengthen community cohesion. The trustees are committed to completing a lease agreement with Leeds City Council to manage St Matthew's Community Centre as a key community resource, and as a landmark for social regeneration in the area.

Throughout the Covid pandemic the charity has adapted and responded to the evidence of greater need within the local community. Services have had to be adapted and greater use of technology applied to maintain continuity with people who have received regular support and respond to families experiencing intense pressures as a result of social isolation, loss of income and poor health.

The activities of the charity can be broken down into four main areas:

1. Community Support – Holbeck Together's community support work includes visiting people in their own homes and in the community, providing a variety of services and activities. Holbeck Together support people locally with a range of issues including housing, benefits, financial concerns, mental health and wellbeing.  
During the last year Holbeck Together have supported our regular clients throughout Covid, with meals, activity packs, befriending calls, seasonal hampers, food parcels, shopping delivery and more.  
During the last year we have delivered over 2,000 food parcels, made over 4,500 wellbeing calls and provided additional intensive support to over 200 individuals, along with support for individuals to get to medical appointments including vital Covid vaccine appointments.  
Holbeck Together delivered Winter Warmer hampers including Winter health information, a flask, reusable face masks, hand sanitiser, hand crocheted blankets, hand warmers, hat, scarf and torch.
2. Transport services – During the year under review the charity's minibuses were unable to run normal activities because of Covid restrictions. For part of the time, the minibuses were made available to assist with NHS patient transport and they also played a vital role in the delivery of hot meal to local residents and taking people to and from vaccination appointments.

3. Activities – Throughout the Covid-19 pandemic our regular schedule of activities were remodelled providing a schedule of 'at home' provision including well-being packs, a seasonal series of hampers and shopping delivery. We also engaged with 100% Digital Inclusion who supported us in upskilling clients digitally throughout the pandemic and introduced a digital lending scheme. Once restrictions eased, we were able to reintroduce face-to-face provision with socially distanced coffee mornings and one-to-one walks in the community. During the year under review Holbeck Together provided over 2,000 well-being/ activity packs for older clients and families, supported people with 293 individual shopping requests and facilitated 223 individual walks in the community.

4. Catering – Again the focus of the charity's work had to change with a focus on the production of hot meals for delivery at home, supper pack-ups for tea time and food parcels for families in need. Later in the year the charity opened a food bank, now transformed into a social supermarket. The charity is proud to have been able to deliver 10,171 meals in the year.

5. Specialist services – During the year under review the charities work with local children and young families has expanded. From the beginning of April 2020 to the end of March 2021, Holbeck Together supported over 100 local families. We provided families with 906 activity packs and recipe packs supporting young people to remain engaged throughout lockdown and whilst home learning. Once restrictions permitted we got creative by developing new ways to facilitate group activity within restrictions. We hosted a series of 'community trails' at Halloween, Christmas and Easter which proved to be very popular and beneficial.

The charity continues to extend its reach and provide more services year on year to a large number of people. The current issues the community faces following the onset of the COVID-19 pandemic makes it all the more important that the charity is able to continue and expand these services. Adapting the charitable purposes to include all age groups has meant that the charity is now able to extend the range of services offered, in particular to children and families. In partnership with Touchstone we are now also delivering a much-needed mental health support service to people in the area.

During the year under review the charity went through an extensive public consultation process to arrive at its new name, Holbeck Together. The trustees, members of staff and wider stakeholders came to a clear conclusion that the new name much better reflects the future focus and ambition of the charity and gives a clearer message to existing and potential service users.

## Organisation

The Board of Trustees meet a minimum of 4 times each year to review the performance of the charity and guide the charity's strategic direction. There are no sub-committees in place at present. The day to day running of the charity is delegated to the Chief Executive Officer, Elissa Newman. The CEO will draw on her staff to keep her updated on operation matters.

The Board also took the decision to appoint new accountants to provide a range of financial management services, with a focus on the long-term financial planning and smarter financial reporting. The charity also makes use of external expertise for marketing and communications, digital content, and the preparation of fundraising applications.

## Public benefit

The charity's main activities are set out above in this report. All activities focus on providing social care and support to the community. The impact of the charity's work reaches beyond those directly helped and includes reducing stress and concern suffered by families and friends. The trustees acknowledge and confirm that the activities of the charity are for public benefit.

**HOLBECK TOGETHER**  
(A Company Limited by Guarantee)

**TRUSTEES' REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**Financial review**

**a. Reserves policy**

The trustees have adopted a reserves policy for the charity which is reviewed annually. For 2021/2 the trustees will align the reserves policy more closely to guidelines issued by the Charity Commission. As at 31 March 2021 the charity reported total reserves of £286,914 of which £162,568 represented unrestricted reserves. None of those reserves were designated and £19,722 were invested in fixed assets giving free reserves for the charity at 31 March 2021 of £142,846. These free reserves were represented by net cash at bank.

**b. Results**

The charity generated incoming resources of £483,812 in the year (2020: £361,169). Total expenditure in the year amounted to £317,209 (2020: £357,266) resulting in an overall surplus in the year of £166,603 (2020: £3,903). The trustees are pleased to report that unrestricted reserves increased in the year by £72,834 to assist with future resilience for the charity.

**c. Going concern**

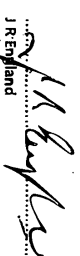
The charity was successful in applying for additional funding linked to the Covid pandemic. This funding has contributed significantly to improving resilience to the current situation whilst enabling investment in infrastructure to support new services. Examples include freezers for food storage, and updated IT equipment. Whilst there will always be uncertainty because of reliance on grant income, trustees are confident that with improved free reserves and the time invested in building our partnerships, the charity is in a stronger position to withstand interruptions in the grant funding cycle.

**Looking ahead to the future**

During 2020/21 the charity commenced work on updating its business plan and risk register to take account of the changed environment in which we are working. Some of these changes are Covid related, however evolving as a 'community anchor' for Holbeck has also fostered innovation, new services, and significant new partnerships. Holbeck Together has built a solid reputation as a leading edge third sector organisation, which has stimulated media interest, and support and encouragement from the highest levels within the public sector and state. The charity will maintain its focus on its core business but intends to capitalise on the strength of its reputational asset and ability to innovate. The St Matthews Centre will be at the heart of our plans in the short to medium term, supporting our vision for Holbeck as a place where people are proud to live.

All that we have achieved is only made possible through the dedication and professionalism of our small team of employed staff and our growing team of volunteers. Together they make our vision for Holbeck Together a reality: a dynamic organisation working with the people of Holbeck to improve lives and make Holbeck a place where people are proud to live.

Approved by order of the members of the board of Trustees and signed on their behalf by:

  
J R England  
(Chair of Trustees)  
Date: 28/10/2021

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**HOLBECK TOGETHER**  
**(A Company Limited by Guarantee)**

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**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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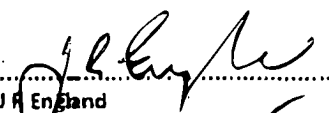
The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

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

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

Approved by order of the members of the board of Trustees and signed on its behalf by:

  
.....  
J A England  
(Chair of Trustees)  
Date:



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**HOLBECK TOGETHER**  
(A Company Limited by Guarantee)

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**INDEPENDENT EXAMINER'S REPORT**  
*FOR THE YEAR ENDED 31 MARCH 2021*

---

**Independent examiner's report to the Trustees of Holbeck Together ('the Charity')**

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 31 March 2021.

**Responsibilities and basis of report**

As the Trustees of the Charity (and 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 Charity 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 Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

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

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

1. accounting records were not kept in respect of the Charity 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.

---

**HOLBECK TOGETHER**

**(A Company Limited by Guarantee)**

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**INDEPENDENT EXAMINER'S REPORT (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent Examiner's Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:

Michael Jackson

**BHP LLP**

First Floor

Mayesbrook House

Lawnswood Business Park

Leeds

LS16 6QY

Dated:

FCA DChA

20 December 2021

**HOLBECK TOGETHER**  
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
	Note				
<b>Income from:</b>					
Donations and legacies	3	162,143	283,482	445,625	312,586
Charitable activities	4	38,093	-	38,093	48,245
Investments	5	94	-	94	338
<b>Total income</b>		<b>200,330</b>	<b>283,482</b>	<b>483,812</b>	<b>361,169</b>
<b>Expenditure on:</b>					
Charitable activities	6	127,496	189,713	317,209	357,266
<b>Total expenditure</b>		<b>127,496</b>	<b>189,713</b>	<b>317,209</b>	<b>357,266</b>
<b>Net movement in funds</b>		<b>72,834</b>	<b>93,769</b>	<b>166,603</b>	<b>3,903</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		89,734	30,577	120,311	116,408
Net movement in funds		72,834	93,769	166,603	3,903
<b>Total funds carried forward</b>		<b>162,568</b>	<b>124,346</b>	<b>286,914</b>	<b>120,311</b>

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 12 to 27 form part of these financial statements.

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**HOLBECK TOGETHER**  
**(A Company Limited by Guarantee)**  
**REGISTERED NUMBER: 03657728**

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**BALANCE SHEET**  
**AS AT 31 MARCH 2021**

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	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	11	19,722	20,917
		<u>19,722</u>	<u>20,917</u>
<b>Current assets</b>			
Debtors	12	2,230	2,716
Cash at bank and in hand		308,916	130,916
		<u>311,146</u>	<u>133,632</u>
Creditors: amounts falling due within one year	13	(43,954)	(34,238)
<b>Net current assets</b>		<u>267,192</u>	<u>99,394</u>
<b>Total assets less current liabilities</b>		<u>286,914</u>	<u>120,311</u>
<b>Total net assets</b>		<u>286,914</u>	<u>120,311</u>
<b>Charity funds</b>			
Restricted funds	14	124,346	30,577
Unrestricted funds	14	162,568	89,734
<b>Total funds</b>		<u>286,914</u>	<u>120,311</u>

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**HOLBECK TOGETHER**

**(A Company Limited by Guarantee)**

**REGISTERED NUMBER: 03657728**

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**BALANCE SHEET (CONTINUED)**

**AS AT 31 MARCH 2021**

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The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

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

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

.....  
  
**J R England**  
(Chair of Trustees)

Date: **28/10/2021**

The notes on pages 12 to 27 form part of these financial statements.

---

**HOLBECK TOGETHER**  
(A Company Limited by Guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
*FOR THE YEAR ENDED 31 MARCH 2021*

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**1. General information**

Holbeck Together is a private limited company by guarantee incorporated in England and Wales. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are given on page 2 onwards.

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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) (issues October 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Holbeck Together meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**2.2 Going concern**

During the Covid pandemic, the charity has seen an increase in demand given the frontline nature of the services it provides and the demographic it serves. As a result, the Charity has been successful in obtaining additional grant funding to help it meet the increased need in the community. This funding has contributed significantly to improving resilience to the current situation whilst enabling investment in infrastructure to support new services. Whilst there will always be uncertainty because of reliance on grant income, trustees are confident that with improved free reserves and the time invested in building our partnerships, the charity is in a stronger position to withstand interruptions in the grant funding cycle. As at 31 March 2021 free reserves stood at £142,846 which the trustees believe is sufficient for the charity to continue in operation for the foreseeable future. The trustees believe that it is reasonable for the accounts to be drawn up on a going concern basis.

**2.3 Income**

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance Sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

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**HOLBECK TOGETHER**  
(A Company Limited by Guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**2. Accounting policies (continued)**

**2.4 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

**2.5 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

**2.6 Tangible fixed assets and depreciation**

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised, at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, on a reducing balance basis.

Depreciation is provided on the following basis:

Motor vehicles	-	25%
Fixtures and fittings	-	25%
Office equipment	-	25%

**2.7 Debtors**

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

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**HOLBECK TOGETHER**  
(A Company Limited by Guarantee)

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

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**2. Accounting policies (continued)**

**2.8 Cash at bank and in hand**

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

**2.9 Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

**2.10 Financial instruments**

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

**2.11 Operating leases**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the lease term.

**2.12 Pensions**

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

**2.13 Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.



**HOLBECK TOGETHER**  
(A Company Limited by Guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**3. Income from donations and legacies**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
<b>Donations</b>				
Donations	9,640	-	9,640	10,350
Donations in kind	-	-	-	31,451
<b>Subtotal detailed disclosure</b>	<b>9,640</b>	<b>-</b>	<b>9,640</b>	<b>41,801</b>
Grants	152,503	283,482	435,985	270,785
<b>Subtotal</b>	<b>152,503</b>	<b>283,482</b>	<b>435,985</b>	<b>270,785</b>
	162,143	283,482	445,625	312,586
<b>Total 2020</b>	<b>120,347</b>	<b>192,239</b>	<b>312,586</b>	

**4. Income from charitable activities**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Service delivery	38,093	38,093	48,245
<b>Total 2020</b>	<b>48,245</b>	<b>48,245</b>	

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**5. Investment income**

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Investment income	94	94	338
Total 2020	338	338	

**6. Analysis of expenditure on charitable activities**

*Summary by fund type*

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Service delivery	127,496	189,713	317,209	357,266
Total 2020	167,051	190,215	357,266	

**7. Analysis of expenditure by activities**

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £	Total funds 2020 £
Service delivery	204,168	113,041	317,209	357,266
Total 2020	203,534	153,732	357,266	

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**7. Analysis of expenditure by activities (continued)**

**Analysis of direct costs**

	<b>Activities 2021 £</b>	<b>Total funds 2021 £</b>	<b>Total funds 2020 £</b>
Staff costs	164,656	<b>164,656</b>	156,427
Depreciation	5,658	<b>5,658</b>	6,891
Daytime activities and support	4,137	<b>4,137</b>	9,219
Lunch club	24,517	<b>24,517</b>	12,826
Transport costs	5,325	<b>5,325</b>	18,171
Profit on disposal of fixed assets	(125)	<b>(125)</b>	-
	<hr/> <b>204,168</b> <hr/>	<hr/> <b>204,168</b> <hr/>	<hr/> <b>203,534</b> <hr/>
Total 2020	<hr/> <b>203,534</b> <hr/>	<hr/> <b>203,534</b> <hr/>	

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**7. Analysis of expenditure by activities (continued)**

**Analysis of support costs**

	Activities 2021 £	Total funds 2021 £	Total funds 2020 £
Staff costs	59,957	59,957	59,976
Bank charges	497	497	423
Office expenses	2,666	2,666	3,980
Printing, postage and stationery	4,832	4,832	4,839
IT expenses	2,862	2,862	5,563
Marketing	7,421	7,421	22,335
Subscriptions	287	287	361
Premise expenses	7,961	7,961	9,508
Utilities	1,636	1,636	1,711
Rent and room hire	-	-	16,451
Telephone	2,627	2,627	2,723
Insurance	1,803	1,803	1,745
Consultancy	2,721	2,721	10,081
Legal and professional fees	3,326	3,326	2,422
Accountancy	9,930	9,930	6,120
Travel expenses	49	49	489
Training costs	140	140	805
Governance costs	4,326	4,326	4,200
	<b>113,041</b>	<b>113,041</b>	<b>153,732</b>
Total 2020	<b>153,732</b>	<b>153,732</b>	

**8. Independent examiner's remuneration**

The independent examiner's remuneration amounts to an independent examiner fee of £4,326 (2020 - £4,200).

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**9. Staff costs**

	2021 £	2020 £
Wages and salaries	202,305	193,701
Social security costs	14,143	14,465
Contribution to defined contribution pension schemes	8,165	8,237
	<u>224,613</u>	<u>216,403</u>

The average number of persons employed by the Charity during the year was as follows:

	2021 No.	2020 No.
Employees	<u>8</u>	<u>8</u>

The average headcount expressed as full-time equivalents was:

	2021 No.	2020 No.
Employees	<u>6</u>	<u>6</u>

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the Charity comprises of the Senior Management Team. The total employee benefits received by the Senior Management Team amounted to 122,563 (2020 - £121,298).

**10. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

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**11. Tangible fixed assets**

	Motor vehicles £	Fixtures and fittings £	Office equipment £	Total £
<b>Cost or valuation</b>				
At 1 April 2020	89,690	7,359	20,088	117,137
Additions	-	3,771	691	4,462
At 31 March 2021	89,690	11,130	20,779	121,599
<b>Depreciation</b>				
At 1 April 2020	74,926	4,255	17,039	96,220
Charge for the year	3,691	1,061	905	5,657
At 31 March 2021	78,617	5,316	17,944	101,877
<b>Net book value</b>				
At 31 March 2021	11,073	5,814	2,835	19,722
At 31 March 2020	14,764	3,104	3,049	20,917

**12. Debtors**

	2021 £	2020 £
<b>Due within one year</b>		
Trade debtors	575	619
Prepayments and accrued income	1,655	2,097
	<u>2,230</u>	<u>2,716</u>

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**13. Creditors: Amounts falling due within one year**

	2021	2020
	£	£
Trade creditors	4,610	5,355
Other creditors	20,000	20,000
Accruals and deferred income	19,344	8,883
	<u>43,954</u>	<u>34,238</u>

Included within other creditors is a loan of £20,000 (2019 - £20,000) from Leeds City Council. There is no agreement in respect of repayments therefore the loan is deemed to be repayable on demand and included in creditors: amounts falling due within one year.

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**14. Statement of funds**

**Statement of funds - current year**

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
<b>Unrestricted funds</b>				
General Funds - all funds	89,734	200,330	(127,496)	162,568
<b>Restricted funds</b>				
Wades	1,974	-	(1,056)	918
Big Lottery Fund	14,262	149,044	(93,881)	69,425
Bus service operators grant	-	1,104	(949)	155
Evan Cornish	4,839	-	-	4,839
Henry Smith	7,806	34,400	(34,400)	7,806
LCC Lunch Club	344	3,784	(4,128)	-
Touchstone Support	-	31,212	(31,212)	-
Co-Op	-	10,000	(3,554)	6,446
Public Health	1,352	-	(853)	499
Clothworks	-	2,969	(56)	2,913
Healthy Holiday	-	22,489	(14,456)	8,033
Masonic Charitable Foundation	-	5,000	-	5,000
Ideas that Change	-	14,980	-	14,980
Other restricted funds	-	8,500	(5,168)	3,332
	30,577	283,482	(189,713)	124,346
<b>Total of funds</b>	<b>120,311</b>	<b>483,812</b>	<b>(317,209)</b>	<b>286,914</b>



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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

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**14. Statement of funds (continued)****Statement of funds - prior year**

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
<b>Unrestricted funds</b>					
General Funds - all funds	81,592	168,930	(167,051)	6,263	89,734
<b>Restricted funds</b>					
Wades	1,157	2,500	(1,683)	-	1,974
Big Lottery Fund	9,199	91,861	(86,798)	-	14,262
Bus service operators grant	-	1,362	(1,362)	-	-
Evan Cornish	4,839	-	-	-	4,839
Henry Smith	7,839	34,050	(34,083)	-	7,806
LCC Inovations	4,187	-	(4,187)	-	-
LCC Lunch Club	-	3,780	(3,436)	-	344
LCF Winter Warmth (Wellbeing)	-	2,000	(2,121)	121	-
NHS Power of Community	7,345	14,247	(21,592)	-	-
LCC MICE	250	-	(250)	-	-
Touchstone Support	-	30,600	(24,216)	(6,384)	-
Co-Op	-	9,987	(9,987)	-	-
Public Health	-	1,852	(500)	-	1,352
	34,816	192,239	(190,215)	(6,263)	30,577
<b>Total of funds</b>	116,408	361,169	(357,266)	-	120,311

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**14. Statement of funds (continued)**

**Restricted funds:**

**Wades** - Towards exercise class costs.

**Big Lottery** - Towards staffing and organisational activities.

**Bus service operators grant** - Towards minibus operating costs.

**Evan Cornish** - Part funding for the volunteer co-ordinator post.

**Henry Smith** - Towards management and salary costs.

**LCC Lunch club** - Towards the costs of running the lunch club.

**LCC Winter Warmth (Wellbeing)** - To provide a range of additional activities during winter.

**Touchstone Support** - To form a new project "Your Space" focusing on mental health.

**Co-Op** - To support the salary costs in relation to Community Consultation and development.

**Public Health** - Additional support for vulnerable people through winter challenges.

**Clothworks** - For the purchase of equipment for the catering department in relation to the meal delivery service.

**Healthy Holiday** - For food parcels, cookery support, organised family activities and events through the school holidays.

**Masons Charitable Foundation** - Part funding for the volunteer co-ordinator post.

**Ideas that Change Lives** - For the development and expansion of the catering department. Contribution towards a meal delivery van, staff and marketing costs.

**Other restricted funds** - Includes other restricted funds as follows:

**Leeds Older People's Forum** - For the provision of tablets for older people during the pandemic.

**Sir George Martin** - For the Living Well project which supports older people through events and activity packs.

**Stay Well This Winter** - Additional support for older people due to the pressures caused by COVID-19 lockdowns.

**Health for All** - Towards transport costs.

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**15. Summary of funds**

**Summary of funds - current year**

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
General funds	89,734	200,330	(127,496)	162,568
Restricted funds	30,577	283,482	(189,713)	124,346
	<u>120,311</u>	<u>483,812</u>	<u>(317,209)</u>	<u>286,914</u>

**Summary of funds - prior year**

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
General funds	81,592	168,930	(167,051)	6,263	89,734
Restricted funds	34,816	192,239	(190,215)	(6,263)	30,577
	<u>116,408</u>	<u>361,169</u>	<u>(357,266)</u>	<u>-</u>	<u>120,311</u>

**16. Analysis of net assets between funds**

**Analysis of net assets between funds - current year**

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	19,722	-	19,722
Current assets	186,800	124,346	311,146
Creditors due within one year	(43,954)	-	(43,954)
<b>Total</b>	<u>162,568</u>	<u>124,346</u>	<u>286,914</u>

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**16. Analysis of net assets between funds (continued)**

**Analysis of net assets between funds - prior year**

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Tangible fixed assets	20,917	-	20,917
Current assets	103,055	30,577	133,632
Creditors due within one year	(34,238)	-	(34,238)
<b>Total</b>	<b>89,734</b>	<b>30,577</b>	<b>120,311</b>

**17. Pension commitments**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund. At both the current and prior year-ends, there were no outstanding amounts owed to the fund.

**18. Operating lease commitments**

At 31 March 2021 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	576	576
Later than 1 year and not later than 5 years	1,440	2,016
	<b>2,016</b>	<b>2,592</b>

The following lease payments have been recognised as an expense in the statement of financial activities:

	2021 £	2020 £
Operating lease rentals	576	432

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**19. Related party transactions**

During the year, the Charity raised sales invoices amounting to £1,250 (2020 - £1,512) to Westward Care, a company of which Peter Hodgkinson is also a director. There was no balance outstanding at either the current or previous year-end.