

## **RETAS Leeds**

Charity number 1121330

A company limited by guarantee number 06365085

# **Annual Report and Financial Statements for the year ended 31 March 2020**



West Yorkshire Community Accounting Service

**Annual Report and Financial Statements**  
**for the year ended 31 March 2020**

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**Prepared by West Yorkshire Community Accounting Service**

# RETAS Leeds

## Trustees' report for the year ended 31 March 2020

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

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

Name	Position	Dates
Robert Gosling	Chair from 10 July 2019	
John Callaghan	Chair until 8 May 2019	Resigned August 2020
Matthew Thornfield	Treasurer	
Pippa Brook		
Liz Campbell		
Michael John Baynham		
Tesfalem Habte Yemane		
Yasir Mohammed		Appointed September 2019
Mary Campbell		Appointed June 2020
John McKenzie		Resigned September 2019
Helen Dunn		Resigned September 2019

**Secretary** Roger Nyantou

**Charity number** 1121330 Registered in England and Wales

**Company number** 06365085 Registered in England and Wales

Registered and principal address	Bankers	
233-237 Roundhay Road	HSBC	Epworth Investments
Leeds	PO Box 105	9 Bonhill Street
West Yorkshire	33 Park Row	London
LS8 4HS	Leeds. LS1 1LD	EC2A 4PE

### Independent examiner

Simon Bostrom FCIE

### West Yorkshire Community Accounting Service

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### Structure, governance and management

The charity is a company limited by guarantee and was formed on 10 Sep 2007. It is governed by a memorandum and articles of association amended on 8 Oct 2007. The company registered as a charity 22 Oct 2007. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

### Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed upon recommendation by another RETAS board of trustee member or staff member and are voted onto the board of trustees by other board members at board meetings.

# **RETAS Leeds**

## **Trustees' report (continued) for the year ended 31 March 2020**

### **Objectives and activities**

#### **The charity's objects**

The relief of refugees and asylum seekers in Yorkshire and Humberside who are in conditions of need, hardship or distress by the provision of education assisting in the relief of their unemployment and assisting their integration into society.

#### **The charity's main activities**

We believe that every refugee and asylum seeker can reach their potential here in the UK. We work closely with refugees and asylum seekers as well as the wider community in West Yorkshire to make this a reality.

We work to integrate refugees and asylum seekers by assisting with access to education, requalification, training and employment and strive to build confidence and hope in our clients.

#### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular how planned activities will contribute to the aims and objectives they have set.

#### **Achievements and performance**

RETAS Leeds has significantly increased its delivery of charitable activities during this past financial year. Over this period RETAS has been delivering and reporting on 5 major projects. The 5 projects are as follows:

##### **SRP (Syrian Resettlement Programme) & Vulnerable Children's Resettlement Scheme**

This programme is funded by the Home Office through Leeds City Council. RETAS provides Year1 and Year 2-5 support to adults coming through the programme.

##### **Community Lottery Fund – 28 Day Transition Project**

This programme is designed to help newly recognised refugees in Leeds, Bradford and Wakefield negotiate the key steps to independence and integration. The programme is the first of its kind in the country and addresses a longstanding need for support for newly recognised refugees migrant during this most difficult of times (the Move-On period).

##### **ACL (Adult Community Learning)**

This programme is funded by the Skills Funding Agency through Leeds City Council. The programme aims to equip refugees and asylum seekers with a range of skills essential for integration, including English language and literacy skills, numeracy, and IT Welcome project, delivering education and employment advice and guidance, grants and IT classes for refugees and asylum seekers living in Leeds.

##### **AMIF (Asylum Migration Integration Fund)**

New-Roots Project This programme is run in partnership with the Refugee Council and PATH Yorkshire. It offers crisis support and advice and guidance on welfare, finance, housing, health and wellbeing, as well as employment and training advice and IELTS and Security Industry Authority (SIA) courses.

##### **WOMII – (Women on the Move 2) Project**

Supporting refugees and asylum seekers women in West Yorkshire with their education, English and Employment needs and delivering positive awareness raising events around violence against women with the local population and organisations.

Activities that have resulted from these projects are as follows:

- \* One to One education and employment IAG (Information Advice and Guidance) sessions (2070 sessions delivered)
- \* IELTS (International English Language Testing System) course (4 sessions per week, 80 participants)
- \* Face-face English Conversation classes
- \* Well-being activities including gardening, walks, trips, group exercises
- \* Skill development activities including; IT skills, cookery, sewing, driving etc. delivered in partnership with other partners

## **RETAS Leeds**

### **Trustees' report (continued) for the year ended 31 March 2020**

#### **Achievements and performance (continued)**

- \* ESOL Online learning and support packages delivered during lockdown
- \* Training and development sessions for management, staff and volunteers
- \* Development and delivery of volunteer support schemes such as our Housing support scheme
- \* Development of strategic partnerships
- \* Mentoring- supporting transition and integration of new refugees
- \* Action learning/ Peer learning sessions to share good practice and improve quality service delivery
- \* Refugee integration activities including; opening new bank accounts, help new refugees apply for Universal Credit, school and GP registration, enrolment for ESOL etc.
- \* IELTS/SIA Licence grants awarded to individuals
- \* Signposting and referral to specialist services
- \* Development of the "Integration Star" with Triangle
- \* Advocacy support to ensure refugees access mainstream services effectively without discriminatory treatment or other systemic barriers
- \* Hidden Talents Programme with the aim to secure paid placement for refugees within the NHS, which can lead to permanent employment
- \* Volunteering (20 obtained for individuals)
- \* Employability Workshop including job interview with Starbuck
- \* ESOL provision (10 classes per week with a total of 90 students)
- \* Social mediation training
- \* Violence against women training
- \* Cross cultural events for women and their children
- \* Weekly women group session
- \* Development of "RETAS Women's Group Cookbook" through the Women group
- \* Weekly drop-in (attended by 50 people on average). This drop-in is also attended by our partners (DWP, Housing Options) to ensure a high quality service

In total 373 refugees entered employment throughout the year as a result of receiving the above services.

In March, due to Covid-19, RETAS closed its doors and commenced remote service provision. It is important for RETAS during this time of uncertainty to adapt to changing circumstances, seek out new opportunities that utilise our expertise and maintain vision for the future. This may involve risk and new delivery model (Blended Approach), but may lead to attracting new streams of income and exciting opportunities.

#### **Financial review**

The net income for the year was £40,974, including net income of £42,944 on unrestricted funds and net expenditure of £1,970 on restricted funds.

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue. At the year-end there was a significant level of debtors on the balance sheet, however all funds owed were subsequently received in the first half of 2020. This put the charity in a strong position to be able to survive the uncertainty in levels and timing of future income caused by the Covid-19 pandemic in 2020. Such risks have subsequently been mitigated by the CEO, who has kept in close contact with funders throughout the period, and has ensured the organisation was able to make use of the national government financial support schemes. The trustees have monitored the risks relating to the Covid Pandemic in the first half of 2020, and the impact on the organisation. As at August 2020, the trustees do not consider that RETAS will see any significant deterioration in its financial strength as a result of the pandemic.

#### **Reserves policy**

The charity's free reserves, excluding fixed assets, at the year end were £283,029.

The board of Trustees have considered the appropriate reserve policy in the light of the organisations objectives and risks and have agreed that it is appropriate to maintain reserves of either 3 months of ongoing expenses, or the annual debtors figure, whichever is the higher.

## **RETAS Leeds**

### **Trustees' report (continued) for the year ended 31 March 2020**

#### **Funds held on behalf of others**

The charity is a participant in the Act 435 scheme whereby the charity acts as an advocate and posts requests for help on the Acts 435 website on behalf of its beneficiaries who are in need. Donors visiting the Acts 435 website can give through the website with the aim of the individual people receiving all of the money donated. The charity advocate then contacts the individual and passes the donation on to them.

In this way the charity is acting as agent. The actual donations are made to the registered charity Acts 435, who is eligible to claim gift aid on the donations. This is how that charity funds its operational costs. Consequently the advocate charity (RETAS Leeds) is not able to claim gift aid on the donations.

During the year, RETAS Leeds enabled 87 people to benefit from the scheme, handling over £10,000 from people who gave via the Acts 435 website.

At the year end the charity was holding £370 relating to the scheme. This sum has been excluded from the cash balance at the year end and the donations received and passed on have also been excluded from the accounts in accordance with the Charities SORP FRS102.

## **RETAS Leeds**

### **Trustees' report (continued) for the year ended 31 March 2020**

#### **Statement of trustees' responsibilities**

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

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

select suitable accounting policies and apply them consistently;

observe the methods and principles in the Charities SORP;

make judgements and estimates that are reasonable and prudent;

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

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

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

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

Signed on behalf of the board of trustees:

Signed.....Robert Gosling..... (Trustee)

Date.....20/11/2020.....

## **RETAS Leeds**

### **Independent examiner's report to the trustees of RETAS Leeds**

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2020, which are set out on pages 8 to 14.

#### **Responsibilities and basis of report**

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

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

#### **Independent examiner's statement**

Since the charitable company'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 ACIE which is one of the listed bodies.

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

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

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

Signed: .....Simon Bostrom.....

Relevant professional qualification or body: FCIE

Date: .....24/11/2020.....

#### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

# RETAS Leeds

## Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2020

	Notes	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Income from:</b>					
Grants and service level agreements	(2)	101,236	390,673	491,909	398,098
Donations		5,842	1,119	6,961	12,166
Fees and other income		93	-	93	872
Bank interest		90	-	90	73
<b>Total income</b>		<b>107,261</b>	<b>391,792</b>	<b>499,053</b>	<b>411,209</b>
<b>Expenditure on:</b>					
Salaries and NI	(3)	41,057	329,829	370,886	269,795
Freelance staff		4,823	21,298	26,121	16,723
Events and trips		136	4,575	4,711	5,372
Insurance		339	552	891	919
Printing, stationery, publications and telephone		837	3,303	4,140	3,485
Repairs and maintenance		2,520	-	2,520	-
Rent and rates		10,809	14,928	25,737	24,475
Catering		342	1,485	1,827	1,869
Travel expenses		71	2,693	2,764	7,170
Training costs		896	8,850	9,746	1,020
Equipment		66	1,649	1,715	-
Subscriptions		156	-	156	131
Legal fees		1,800	-	1,800	-
Website development and IT support		-	135	135	124
Foreign exchange loss		-	248	248	-
Sundry expenses		75	-	75	165
Independent examination		120	880	1,000	1,320
Bank charges		86	-	86	85
Marketing and publicity		443	734	1,177	235
Crèche workers		-	2,063	2,063	5,550
Depreciation		281	-	281	281
<b>Total expenditure</b>		<b>64,857</b>	<b>393,222</b>	<b>458,079</b>	<b>338,719</b>
<b>Net income / (expenditure)</b>		<b>42,404</b>	<b>(1,430)</b>	<b>40,974</b>	<b>72,490</b>
<b>Transfers between funds</b>		<b>540</b>	<b>(540)</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>42,944</b>	<b>(1,970)</b>	<b>40,974</b>	<b>72,490</b>
<b>Fund balances brought forward</b>		<b>240,365</b>	<b>97,140</b>	<b>337,505</b>	<b>265,015</b>
<b>Fund balances carried forward</b>	(4)	<b>283,309</b>	<b>95,170</b>	<b>378,479</b>	<b>337,505</b>

All incoming resources and resources expended derive from continuing activities.

# RETAS Leeds

## Balance sheet

as at 31 March 2020

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 280	-	280	561
<b>Total fixed assets</b>	<u>280</u>	<u>-</u>	<u>280</u>	<u>561</u>
<b>Current assets</b>				
Debtors and prepayments	(6) 63,338	222,375	285,713	184,626
Cash at bank and in hand	(7) 222,609	(125,899)	96,710	158,391
<b>Total current assets</b>	<u>285,947</u>	<u>96,476</u>	<u>382,423</u>	<u>343,017</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(8) 2,918	1,306	4,224	5,973
<b>Total current liabilities</b>	<u>2,918</u>	<u>1,306</u>	<u>4,224</u>	<u>5,973</u>
<b>Net current assets / (liabilities)</b>	<u>283,029</u>	<u>95,170</u>	<u>378,199</u>	<u>337,044</u>
<b>Total assets less current liabilities</b>	<u>283,309</u>	<u>95,170</u>	<u>378,479</u>	<u>337,605</u>
<b>Net assets</b>	<u>283,309</u>	<u>95,170</u>	<u>378,479</u>	<u>337,605</u>
<b>Funds</b>				
Unrestricted funds	283,309	-	283,309	240,365
Restricted funds	-	95,170	95,170	97,140
<b>Total funds</b>	<u>283,309</u>	<u>95,170</u>	<u>378,479</u>	<u>337,505</u>

For the year ending 31 March 2020 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

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

The financial statements were approved by the board of trustees on

Date: .....20/11/2020.....

Signed: .....Robert Gosling.....

(Trustee)

# **RETAS Leeds**

## **Notes to the accounts**

### **for the year ended 31 March 2020**

#### **1 Accounting policies**

##### **Basis of accounting**

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

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

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

The charity receives funds as an agent from the Acts 435 charity and passes funds on to individuals. In the previous year, these funds were shown as the charity's income and expenditure. The correct treatment should have been to exclude the transactions from the accounts. This has been applied this year and the comparative figures for donations income and Acts 435 payments have been reduced. Details of the sums can be found in note 11.

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

##### **Going concern**

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

##### **Incoming resources**

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

##### **Grants and donations**

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

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

##### **Expenditure and liabilities**

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

##### **Taxation**

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

##### **Tangible fixed assets**

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Computer equipment: over 4 years

##### **Pensions**

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

# RETAS Leeds

## Notes to the accounts continued for the year ended 31 March 2020

### 1 Accounting policies continued

#### Fund accounting

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

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

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

#### Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

<b>2 Grants and service level agreements</b>	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Contracts and service level agreements</b>				
LCC Adult education	87,456	-	87,456	74,658
Wakefield Council	13,780	-	13,780	14,725
<b>Grants</b>				
Leeds City Council (LCC)	-	185,632	185,632	164,592
Big Lottery Fund	-	87,128	87,128	90,573
LCC Adult education (IT funding)	-	-	-	3,053
British Refugee Council	-	101,167	101,167	50,497
Women and Democracy Association (KADEM)	-	13,230	13,230	-
Coronavirus Job Retention Scheme (CJRS)	-	3,516	3,516	-
	<u>101,236</u>	<u>390,673</u>	<u>491,909</u>	<u>398,098</u>

<b>3 Staff costs and numbers</b>	2020 £	2019 £
Gross salaries	337,966	249,533
Social security costs	22,065	14,431
Pensions	8,003	3,564
Payroll administration fees	<u>2,852</u>	<u>2,267</u>
	<u>370,886</u>	<u>269,795</u>

The average number employees during the year was 18.7, being an average of 13.4 full time equivalent (2019: 14.3, 9.6 FTE). There were no employees with emoluments above £60,000.

<b>Defined contribution pension scheme</b>	2020 £	2019 £
Costs of the scheme to the charity for the year	8,003	3,564

# RETAS Leeds

## Notes to the accounts continued for the year ended 31 March 2020

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Syrian Refugee Programme	44,576	181,907	167,956	-	58,527
New Beginning projects	6,236	-	6,236	-	-
Big Lottery Fund	32,994	87,128	87,722	-	32,400
Welcome to Leeds	740	-	-	-	740
LCC IT funding	3,053	-	2,513	(540)	-
LCC Women's group	-	4,844	3,152	-	1,692
Women on the Move	-	13,230	13,230	-	-
British Refugee Council	9,541	101,167	108,897	-	1,811
CJRS	-	3,516	3,516	-	-
	<u>97,140</u>	<u>391,792</u>	<u>393,222</u>	<u>(540)</u>	<u>95,170</u>

Fund name	Purpose of restriction
Syrian Refugee Programme	Full package of support for Syrian refugees arriving in the UK
New Beginning projects	Providing a welcoming service to newly arrived asylum seekers / refugees in Leeds and Wakefield aiming to reduce isolation and anxiety
Big Lottery Fund	28 day transition project: 3 year project delivering a tailored programme of practical support to refugees with newly acquired status
Welcome to Leeds	Befriendee activity project
LCC IT funding	Funds from LCC towards IT costs £529 was transferred in respect of expenditure incurred in 2018/19; £111 was transferred for Adult Community Learning activities
LCC Women's group	For the Together we Thrive project
Women on the Move	For the Robust and Connected Civil Society for Refugees action; RETAS was a co-applicant (Lead applicant: Woman and Democracy Association (KADEM))
British Refugee Council	Funding for the Asylum, Migration and Integration project
CJRS	Coronavirus Job Retention Scheme grant funding

### 5 Tangible assets

#### Cost

	Computer equipment £	Total £
At 1 April 2019	1,123	1,123
At 31 March 2020	<u>1,123</u>	<u>1,123</u>

#### Depreciation

At 1 April 2019	562	562
Charge for year	281	281
At 31 March 2020	<u>843</u>	<u>843</u>

#### Net book value

At 31 March 2020	<u>280</u>	<u>280</u>
At 31 March 2019	<u>561</u>	<u>561</u>

# RETAS Leeds

## Notes to the accounts continued for the year ended 31 March 2020

### 6 Debtors and prepayments

	2020	2019
	£	£
Debtors	285,078	183,946
Prepayments	635	680
	<u>285,713</u>	<u>184,626</u>

### 7 Cash at bank and in hand

	2020	2019
	£	£
Current account	83,682	145,181
Deposit account	12,878	12,787
Cash in hand	150	423
	<u>96,710</u>	<u>158,391</u>

### 8 Creditors and accruals

	2020	2019
	£	£
Creditors	2,303	-
Accruals	1,921	5,973
	<u>4,224</u>	<u>5,973</u>

### 9 Related party transactions

#### Trustee expenses

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

#### Trustee remuneration and benefits

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

#### Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees and Chief Officer. The total employee benefits received by the Chief Officer were £43,746 (previous year: £40,307).

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

### 10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	2020	2019
	£	£
Within one year	465	212
In the second to fifth years inclusive	1,378	-
	<u>1,843</u>	<u>212</u>

### 11 Transactions where the charity has acted as an agent

	2020	2019
	£	£
Funds received through the Acts 435 scheme	11,075	1,500
Funds passed on to individual beneficiaries in accordance with the scheme	10,805	1,400
Net movement in the year	<u>270</u>	<u>100</u>
Balance brought forward	100	-
Balance carried forward (excluded from charity balance sheet)	<u>370</u>	<u>100</u>

## RETAS Leeds

### Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2020

	2020 Unrestricted funds £	2019 Unrestricted funds £	2020 Restricted funds £	2019 Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Income</b>						
Grants and service level agreements	101,236	89,383	390,673	308,715	491,909	398,098
Donations	5,842	7,466	1,119	4,700	6,961	12,166
Fees and other income	93	872	-	-	93	872
Bank interest	90	73	-	-	90	73
<b>Total income</b>	<b>107,261</b>	<b>97,794</b>	<b>391,792</b>	<b>313,415</b>	<b>499,053</b>	<b>411,209</b>
<b>Expenditure</b>						
Salaries and NI	41,057	19,769	329,829	250,026	370,886	269,795
Freelance staff	4,823	16,723	21,298	-	26,121	16,723
Events and trips	136	1,822	4,575	3,550	4,711	5,372
Insurance	339	768	552	151	891	919
Printing, stationery, pubs and phone	837	1,474	3,303	2,011	4,140	3,485
Repairs and maintenance	2,520	-	-	-	2,520	-
Rent and rates	10,809	18,706	14,928	5,769	25,737	24,475
Catering	342	621	1,485	1,248	1,827	1,869
Travel expenses	71	1,284	2,693	5,886	2,764	7,170
Training costs	896	180	8,850	840	9,746	1,020
Equipment	66	-	1,649	-	1,715	-
Subscriptions	156	131	-	-	156	131
Legal fees	1,800	-	-	-	1,800	-
Website and IT support	-	124	135	-	135	124
Foreign exchange loss	-	-	248	-	248	-
Sundry expenses	75	155	-	10	75	165
Grants paid out to MESH	-	-	-	-	-	-
Acts 435 support payments	-	-	-	-	-	-
Independent examination	120	230	880	1,090	1,000	1,320
Bank charges	86	85	-	-	86	85
Marketing and publicity	443	235	734	-	1,177	235
Crèche workers	-	-	2,063	5,550	2,063	5,550
Depreciation	281	281	-	-	281	281
<b>Total expenditure</b>	<b>64,857</b>	<b>62,588</b>	<b>393,222</b>	<b>276,131</b>	<b>458,079</b>	<b>338,719</b>
<b>Net income / (expenditure)</b>	<b>42,404</b>	<b>35,206</b>	<b>(1,430)</b>	<b>37,284</b>	<b>40,974</b>	<b>72,490</b>
<b>Transfers between funds</b>	<b>540</b>	<b>(108)</b>	<b>(540)</b>	<b>108</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>42,944</b>	<b>35,098</b>	<b>(1,970)</b>	<b>37,392</b>	<b>40,974</b>	<b>72,490</b>
<b>Fund balances brought forward</b>	<b>240,365</b>	<b>205,267</b>	<b>97,140</b>	<b>59,748</b>	<b>337,505</b>	<b>265,015</b>
<b>Fund balances carried forward</b>	<b>283,309</b>	<b>240,365</b>	<b>95,170</b>	<b>97,140</b>	<b>378,479</b>	<b>337,505</b>