Charity number 701895

Annual Report and Financial Statements

for the year ended 31 March 2021





West Yorkshire Community Accounting Service

Annual Report and Financial Statements

for the year ended 31 March 2021

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Prepared by West Yorkshire Community Accounting Service

Trustees' report for the year ended 31 March 2021

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 Anthony Larvin Chair Joyce Appleyard Vice-Chair Margaret Brown Secretary Jean Burton Dot Searcv Resigned 14 December 2021 David Geldard Patricia Gregg Colin Robinson Linda Lock Roselyn Whitfield **Cllr Kim Groves Michael Griffiths** Appointed 21 April 2021 Charity number 701895 Registered in England and Wales **Registered and principal address Bankers** 26a Broom Crescent Unity Trust bank Belle Isle PO Box 7193 Leeds **Planetary Road** LS10 3JN Willenhall, WV1 9DG

Independent examiner Claire Welling West Yorkshire Community Accounting Service Stringer House 34 Lupton Street Leeds LS10 2QW

Structure, governance and management

The charity is governed by a constitution adopted on 1 August 1989 as amended 2 June 1992 and 18 September 2019.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Trustees' report (continued) for the year ended 31 March 2021

Objectives and activities

The charity's objects

The organisation is established for

i) The relief of the aged in the Belle Isle neighbourhood of Leeds (the area of benefit) and in particular the relief of poverty and the protection of good health of the aged.

ii) The advancement of education of the aged in the area of benefit in relation to financial, health, housing and welfare entitlements.

iii) The advancement of the education of the public, and the promotion of research concerning the needs of the aged in relation to the provisions of fuel, heat and light, and the publication of the useful results of such

Public benefit statement

The Trustees confirm they have complied with their duty in section 17(5) of the 2011 Charities Act to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

We support older people over 60 years of age, living within a specific area of Leeds 10 – Belle Isle, with the advancement of education, relief of poverty, combat social isolation, and provide opportunities for volunteering. We do this through the following 'heads of charity' work we do: Winter Warmth; Safety & Security; Social Contact; Shelter; Health Promotion; Client Support Programme; Volunteering.

The charity's main activities

We are a small locally based charity working with older people living in a poor neighbourhood ward area – Belle Isle in Leeds. We were the first charity to be formed within a Leeds locality in 1986, specifically to support local older people, and are supported and officially recognized by Leeds City Council. We are part of the Network of locally based charities in all areas of Leeds known as the Neighbourhood Networks for Older People.

We support approximately 800 older people in our area to live independently in our community. We do this through the provision of a range of services, and the existence of our '59 Centre', which is a Day Centre for older people to attend.

We provide a range of services both from our 59 Centre and also from our office hub. These include: fully accessible transport for those who cannot use public transport. This transport on a daily basis consists of lifts from home to our Centre to attend activities and then return home. We also run day trips and outings with our fully accessible minibus enabling those who could not otherwise get out and about, to play an active part in the life of their community. At our 59 Centre we provide the following: Gentle Chair based aerobics classes; Bingo, games and social activities; a Craft Group; Lunch Clubs etc. All these activities have had to stop due to Covid 19 Pandemic.

From our office hub we provide a range of support services aimed at enabling older people to live independently in their community for as long as possible. These include: Outreach Worker home visits to assist with Needs Assessments, welfare benefit applications, help with letters and form filling; signposting to other agencies; A Home Care Service providing shopping, cleaning and cooking meals for disabled and isolated older people in their own homes, a Gardening Scheme; a Handyman Scheme to assist older people with minor repairs to their homes, installing smoke alarms, carbon monoxide alarms and Key Safes so that Care Workers can get in and out of isolated older people's homes safely without them having to answer the door. All non-essential work has had to stop due to the Covid 19 Pandemic.

Trustees' report (continued) for the year ended 31 March 2021

Achievements and performance

Due to the Covid 19 Pandemic we have had to suspend most of our activities. We managed to secure funding to provide a Hot Meals Service to approximately 40 at risk older people. We have continued to provide telephone befriending to lonely isolated older people on a weekly basis. We have also tried to ensure that every older person known to us received a support phone call every 6 weeks. We continued to provide Home Services in the form of shopping and cleaning, and a handyman service for emergency support such as changing smoke alarm / CO alarm batteries. We also continued to provide Gardening Services to approximately 70 older people. All these services were provided taking into account Government guidelines in relation to health and safety during Covid 19.

Financial review

The net income for the year was £58,367, including net income of £23,212 on unrestricted funds and net income of £35,155 on restricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £141,642.

We are funded by Leeds City Council for a 5 year grant period commencing 1st September 2018, with a further 3 year option to renew the grant.

BISA's reserves policy is to maintain a sufficient level of reserves to enable operating activities to be maintained (for a period of up to 1 year), taking account of potential risks and contingencies that may arise from time to time. The policy is reviewed annually by the Trustees.

In addition, amounts are set aside to meet financial risks associated with potential contingencies and uncertainties relating to the charity's operating activities. These include:

* the inherent credit and associated risks of placing client monies paid in advance of activities.

* the provision for an orderly winding-down of operations in the event of a significant adverse event that is outside the control of the charity;

* the funding of unforeseen major projects that have not been provided for in the normal financial planning process;

* and the setting aside of an appropriate sum for ensuring the continuation of regular activities of BISA The unrestricted reserves of the charity are designated and allocated to meet the above risks and contingencies are summarised as follows:

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

Signed on behalf of the board of trustees on 26/1/2022

A.J,Larvin (Trustee)

Independent examiner's report to the trustees of Belle Isle Senior Action -BISA

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021, which are set out on pages 6 to 12.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Claire Welling

28/1/2022

West Yorkshire Community Accounting Service

Stringer House 34 Lupton Street Leeds LS10 2QW

Statement of Financial Activities (including summary income and expenditure account) for the year ended 31 March 2021

Notes						
		2021	2021	2021	2020	
		Unrestricted	Restricted	Total	Total	
		funds	funds	funds	funds	
		£	£	£	£	
Income from:		-	-	~	-	
Grants and donations	(2)	20,135	171,633	191,768	140,115	
Income from services	()	7,401	-	7,401	32,896	
Local fundraising		-	-	-	2,444	
Investment income		(13)	-	(13)	752	
Gain on disposal of minibus		-	-	-	76	
Total income		27,523	171,633	199,156	176,283	
		,	,	,	-,	
Expenditure on:						
Salary and on costs	(3)	-	82,388	82,388	89,973	
Activities including gardening		-	386	386	2,533	
Minibus		-	1,211	1,211	1,267	
Volunteers expenses		-	-	-	60	
Home safety and security		-	1,547	1,547	560	
Winter warmth		-	-	-	3,351	
Holidays, trips and events		(111)	-	(111)	17,698	
Lunch club and hot meals		-	21,492	21,492	2,163	
Repairs and renewals		-	177	177	1,995	
Equipment		-	229	229	466	
Accommodation and admin 59 centre		-	8,959	8,959	8,802	
Depreciation and loss on disposal of fixed ass	ets	6,740	-	6,740	7,630	
Administration, travel and training		-	1,662	1,662	1,651	
Postage, stationery and advertising		-	150	150	782	
Insurance		-	2,052	2,052	1,522	
Accommodation and admin costs		-	10,938	10,938	13,133	
HR Support		-	1,494	1,494	2,190	
Accountancy and examination fees		-	1,080	1,080	1,020	
Bank charges		-	112	112	-	
Affiliation and subs		-	173	173	315	
Local fundraising costs		20	-	20	-	
AGM and governance		-	90	90	234	
Legal costs					918	
Total expenditure		6,649	134,140	140,789	158,263	
Net income / (expenditure)		20,874	37,493	58,367	18,020	
Transfers between funds		2,338	(2,338)	-	-	
Net movement in funds		23,212	35,155	58,367	18,020	
Fund balances brought forward		136,723	151,170	287,893	269,873	
Fund balances carried forward	(4)	159,935	186,325	346,260	287,893	
	(.)	,		0.0,200	_0.,000	

All incoming resources and resources expended derive from continuing activities.

Balance sheet

as at 31 March 2021

as at 31 March 2021	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets(5)	18,293	_	18,293	22,695
Total fixed assets	18,293		18,293	22,695
Current assets				
Debtors and prepayments (6)	1,137	-	1,137	2,012
Cash at bank and in hand (7)	146,708	187,405	334,113	271,970
Total current assets	147,845	187,405	335,250	273,982
Current liabilities: amounts falling due within one year				
Accruals and deferred income (8)	6,203	1,080	7,283	8,784
Total current liabilities	6,203	1,080	7,283	8,784
Net current assets / (liabilities)	141,642	186,325	327,967	265,198
Total assets less current liabilities	159,935	186,325	346,260	287,893
Net assets	159,935	186,325	346,260	287,893
Funds				
Unrestricted funds	144,935	-	144,935	133,723
Designated funds	15,000	-	15,000	3,000
Restricted funds		186,325	186,325	151,170
Total funds	159,935	186,325	346,260	287,893

The financial statements were approved by the board of trustees on 26/1/2022

A.J,Larvin (Trustee)

Notes to the accounts for the year ended 31 March 2021

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. No 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 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 on a reducing balance basis as follows:

Office and other equipment: 33.33% per annum

Computer equipment: 33.33% per annum

Motor vehicles: 25% per annum

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.

Belle Isle Senior Action - BISA Notes to the accounts continued for the year ended 31 March 2021

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.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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.

2 Grants and donations	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
LCC salaries / overheads	-	129,346	129,346	129,346
LCC Winter grant	-	5,000	5,000	9,598
Bus Service Operators grant	-	125	125	276
Leeds Bereavement Forum	-	-	-	200
LCC Covid funding	10,000	12,162	22,162	-
Leeds Older People's Forum (LOPF)	-	5,000	5,000	_
Legacy	9,405	0,000	9,405	_
Donations	730	-	•	695
Donations		20,000	20,730	
	20,135	171,633	191,768	140,115
3 Staff costs and numbers			2021	2020
			£	£
Gross salaries			79,854	85,062
Social security costs			4,152	5,009
Employment allowance			(4,000)	(3,000)
Pensions			1,338	1,023
Payroll charges			913	892
Freelance staff			131	987

The average number employees during the year was 6.1, being an average of 3.6 full time equivalent (2020: 6.3, 4.2 FTE). There were no employees with emoluments above £60,000.

89,973

131 82,388

Defined contribution pension scheme	2021	2020
	£	£
Costs of the scheme to the charity for the year	1,338	1,023

Belle Isle Senior Action - BISA Notes to the accounts continued for the year ended 31 March 2021

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f		
LCC salaries / overheads LCC Winter warmth	£ 121,745 6,847	£ 129,346 5 000	£ 112,524	£ -	£ 138,567 11,847		
Central heating fund	23,186	5,000	-	-	23,186		
Covid harm minimisation	(608)	27,162	16,491	_	10,063		
BSOG	-	125	125	-	-		
Our Digital Offer	-	5,000	-	(2,338)	2,662		
Hot meals fund		5,000	5,000				
	151,170	171,633	134,140	(2,338)	186,325		
Fund name	Purpose of res	striction					
LCC salaries / overheads	proactively part choice) by prov opportunities fo	icipate within the iding services w r volunteering, a ote health and v	older people to eir own commun hich reduce soc act as a 'gatewa vellbeing and thi	ities (where tha ial isolation, pro y' to advice/info	at is their ovide rmation		
LCC Winter warmth	For winter warn	nth costs					
Central heating fund	For central heating upgrades and repairs						
Covid harm minimisation	Reaction to the Covid 19 pandemic						
BSOG	Bus Service Operators grant						
Our Digital Offer	Funding from LOPF for digital equipment for older people A transfer of £2,338 mas made from this fund for tablets bought for general usage of the charity's beneficiaries						
Hot meals fund	Funding for pro	vision of hot me	als				
Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f		
	£	£	£	£	£		
Minibus fund	3,000			12,000	15,000		
	3,000	-		12,000	15,000		
Fund name	Purpose of dea	signation					
Minibus fund	the minibus. The trustees ha	ive revised the p	n from 2020, to a	he price of an e	lectric bus,		

The trustees have revised the policy to reflect the price of an electric bus, the policy revised to designate $\pounds 5,000$ per annum for this purpose with a total of $\pounds 15,000$ designated as at 31 March 2021.

Belle Isle Senior Action - BISA Notes to the accounts continued for the year ended 31 March 2021

5 Tangible assets

5 Tangible assets	Computer equipment	Equipment, fixtures and fittings	Motor Vehicle	Total
Cost		£	£	£
At 1 April 2020	13,751	25,901	29,750	69,402
Additions	2,338	-	-	2,338
Disposals	(13,751)	(25,901)		(39,652)
At 31 March 2021	2,338	-	29,750	32,088
Depreciation				
At 1 April 2020	13,515	25,754	7,438	46,707
Depn reversed re. disposals	(13,515)	(25,754)	-	(39,269)
Charge for year	779		5,578	6,357
At 31 March 2021	779	-	13,016	13,795
Not book voluo				
<u>Net book value</u> At 31 March 2021	1,559		16,734	10.002
At 51 March 2021	1,559		10,734	18,293
At 31 March 2020	236	147	22,312	22,695
6 Debtors and prepayments			2021	2020
			£	£
Debtors			-	623
Prepayments			1,137	1,389
			1,137	2,012
7 Cash at bank and in hand			2021	2020
			£	£
Unity Trust (previously Lloyds) wages account			154,607	113,642
Unity Trust (previously Lloyds) general account			179,296	142,594
Cash plus account			-	283
Nationwide Building Society			-	15,254
Petty cash			210	197
			334,113	271,970
8 Accruals and deferred income			2021	2020
			£	£
Accruals			2,894	1,433
Deferred income			4,389	7,351
			7,283	8,784

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 Project Manager. The total employee benefits received by the Project Manager were £34,720 (previous year: £33,780). No trustee received any remuneration or benefit in this capacity during this or the previous year.

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2021

L Income	2021 Inrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Grants and donations	20,135	695	171,633	139,420	191,768	140,115
Income from services	7,401	32,175	171,033	721	7,401	32,896
Local fundraising	7,401	52,175	-	2,444	7,401	2,444
Investment income	- (13)	- 752	-	2,444	- (13)	752
Gain on disposal of minibus	(13)	76	_	_	(13)	76
Total income	27,523	33,698	171,633	142,585	199,156	176,283
l otal mcome	27,525	33,090	171,033	142,305	199,150	170,203
Expenditure						
Salary and on costs	-	44,973	82,388	45,000	82,388	89,973
Health promotion	-	-	-	-	-	-
Activities including gardening	-	483	386	2,050	386	2,533
Minibus	-	991	1,211	276	1,211	1,267
Volunteers expenses	-	60	-	-	-	60
Home safety and security	-	560	1,547	-	1,547	560
Winter warmth	-	-	-	3,351	-	3,351
Holidays, trips and events	(111)		-	2,337	(111)	17,698
Lunch club and hot meals	-	2,163	21,492	-	21,492	2,163
Repairs and renewals	-	995	177	1,000	177	1,995
Equipment	-	466	229	-	229	466
Accommodation /admin 59 centre	-	1,000	8,959	7,802	8,959	8,802
Depreciation/loss on disposal of FAs		7,630	-	-	6,740	7,630
Administration, travel and training	-	1,651 782	1,662 150	-	1,662 150	1,651 782
Postage, stationery and advertising Insurance	-	1,522	2,052	-	2,052	1,522
Accommodation and admin costs	-	231	10,938	- 12,902	10,938	13,133
HR Support	-	2,190	1,494	12,902	1,494	2,190
Accountancy and examination fees	_	1,020	1,080		1,080	1,020
Bank charges	_	1,020	112	_	112	1,020
Affiliation and subs	_	315	173	-	173	315
Local fundraising costs	20	-	-	-	20	-
AGM and governance	-	234	90	-	90	234
Legal costs	-	918	-	-	-	918
Total expenditure	6,649	83,545	134,140	74,718	140,789	158,263
Net income / (expenditure)	20,874	(49,847)	37,493	67,867	58,367	18,020
Transfers between funds	2,338	18,000	(2,338)	(18,000)	-	-
Net movement in funds	23,212	(31,847)	35,155	49,867	58,367	18,020
Fund balances brought forward	136,723	168,570	151,170	101,303	287,893	269,873
Fund balances carried forward	159,935	136,723	186,325	151,170	346,260	287,893