



Enabling local people to live  
longer and healthier lives that  
are full, active and meaningful

Love Pudsey Charity Number 1153331

# LOVE PUDSEY

Charity : 1153331

## Trustees' Annual Report & Financial Statements

1 April 2015 - 31 March 2016

TRUSTEES' ANNUAL REPORT and FINANCIAL STATEMENTS  
For the year from 1 April 2015 to 31 March 2016

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CONTENTS

Trustees' Annual Report	3
Independent Examiner's Report	7
Statement of Receipts & Payments	9
Statement of Assets & Liabilities	10

## TRUSTEES' ANNUAL REPORT

For the year from 1 April 2015 to 31 March 2016

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The Trustees present their annual report and financial statements for the year ended 31 March 2016, along with the independent examiner's report.

**Reference and administration details**

The charity is registered as "Love Pudsey", and is also known as "Pudsey Wellbeing Centre".

The charity was registered with the Charity Commission on 9 August 2013 : number 1153331.

The principal office and operating address of the charity is  
23 Robin Lane, Pudsey, West Yorkshire LS28 7BR

The following were charity Trustees on the date of approval of the Trustees' Annual Report

Geoffrey Joseph Thorne	
Josephine Patricia Diane Jarosz	
Judith Anne Gothard	<i>resigned March 2016</i>
Kathleen Mary Hill	
Laurence Wood	
Linda Belderson	
Methven Forbes	
Mick Coulson	
Roderic Wood	
Sophie Gross	
Noreen Finister	<i>Joined October 2016</i>
John Telford	<i>Joined October 2016</i>

**Structure, governance and management**

The charity is a charitable incorporated organisation (CIO) and is governed by a constitution adopted on 27 July 2013. The charity's only voting members are its charity trustees.

The charity is managed by a committee of at least 7 and no more than 12 trustees, of which between 6 and 10 are appointed by the trustees at a properly convened meeting and a further 1 or 2 are nominated by Robin Lane Medical Centre. Members serve for three years before seeking re-appointment or nomination.

## TRUSTEES' ANNUAL REPORT

For the year from 1 April 2015 to 31 March 2016

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**Objectives and activities**

The objects of the charity, as set out in its governing document are

- 1) To advance health in Pudsey, both physical and mental, by providing a range of health related activities and interventions to enable people to live longer and healthier lives that are full and meaningful
- 2) To promote for the benefit of the inhabitants of Pudsey and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

The main activities undertaken for the public benefit in relation to these objects are:

- the provision of space within Pudsey Wellbeing Centre for a range of free, volunteer led activities
- a range of activities, services and community events offered through the social, health and volunteering sector.

The Pudsey Wellbeing Centre on Robin Lane is a place for our community to come together, meet new people and try new activities. Love Pudsey is the name of our charity and we want to make Pudsey a better place to live where residents live longer and healthier lives that are full, active and meaningful.

Our volunteer programme is a place whereby our local community can be inspired to get involved and engage with our town. It is an opportunity for people to be creative and enables our volunteers to share their skills or life experiences, as well as being part of a friendly and supportive group. All money raised at our events and from charity fundraising is used to provide free activities for the local community.

**Achievements and performance : 2015-16**

During the year, Love Pudsey charity provided space within Pudsey Wellbeing Centre for the following free volunteer led activities:

- Bosom Buddies Breastfeeding support group
- Pudsey Art Workshop
- Baby and Toddler Group

## TRUSTEES' ANNUAL REPORT

For the year from 1 April 2015 to 31 March 2016

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- Pudsey Adults with Time to Spare friendship group
- Walking Group
- Autism and Asperger's Carers Group
- Postnatal Depression Support Group
- Knitting and Crochet Group
- Singing for the Brain
- Bridge Club
- Happy Stitchers sewing group
- Pudsey Chill mental health support group
- Community Choir
- Youth Choir
- Mindfulness and stress reduction
- Ukulele Group
- Theatre workshop for home educated children
- Craft Group

In the last year Pudsey Wellbeing Centre has continued to make a huge difference in the community. The total number of groups including volunteer run groups, NHS groups and groups run by outside organisations that are run in the Wellbeing centre has dropped from 30 to 26 however the number of volunteer led groups has risen from 11 to 18. All the groups that are run by the volunteers at the wellbeing centre directly affect the wellbeing of the group members in line with the charity's objectives. The number of volunteers on our volunteer programme has risen from 39 to 47.

**Financial review**

The Trustees raised a total of £56,214 in the year. No funds were materially in deficit

The charity aims to maintain a contingency fund as a reserve against potential cash-flow issues of approximately £5,000. This aim was slightly exceeded with reserves at the end of the year amounting to £7,589.

The Pudsey Wellbeing Centre building which houses Love Pudsey is owned by the partners at Robin Lane Medical Centre, Pudsey. Love Pudsey leases the building from Robin Lane Medical Centre for £1 a year. The partners from Robin Lane provide office space in the medical centre for the charity's staff and also donate money to cover the utility bills for the Wellbeing Centre.

At the start of the financial year, employment of the Wellbeing Centre Manager was transferred from Robin Lane Medical Centre to Love Pudsey and later in the year, a Volunteer Co-ordinator joined the staff team. Regular donations were received from the Medical Centre partners to cover the employment costs of both members of staff. These changes have increased both the level of receipts and payments shown in the accounts.

## TRUSTEES' ANNUAL REPORT

For the year from 1 April 2015 to 31 March 2016

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The charity was in receipt of restricted grants from Leeds Wellbeing Fund and Community First Fund for premises maintenance and group costs respectively. A further restricted grant was received from Community Foundation Red Nose Day for sewing group materials – a surplus of £148 was carried forward at the end of the year for use in 2016-17.

Café Lux is also situated within Pudsey Wellbeing Centre and funded by Robin Lane Medical Centre. The intention for the future is that the profits from Café Lux will be donated to Love Pudsey in order to make it sustainable in the long term. The Café is aiming to donate £2000 a month to the charity from April 2017.

**Declaration**

The Trustees declare that they have approved the Trustees' report above.

Signed on behalf of the charity's Trustees.

Signatures	_____	_____
Full name	Kate Hill	Methven Forbes
Position	Trustee/Founder	Trustee/Founder
Date	24 January 2017	24 January 2017

## INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

For the year from 1 April 2015 to 31 March 2016

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Report to the trustees of Love Pudsey, registered charity number 1153331.

I report on the accounts of the charity for the year ended 31 March 2016, set out on pages 9-10.

**Respective responsibilities of trustee and examiner**

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

It is my responsibility

- to examine the accounts under section 145 of the Charities Act
- to follow the procedures laid down in the general directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

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

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention, other than that disclosed overleaf

- (1) which gives me reasonable cause to believe that in any material respect the requirements :
  - to keep accounting records in accordance with section 130 of the Charities Act, and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed \_\_\_\_\_

24 January 2017

Mrs Pat Trenaman

Association of Charity Independent Examiners (ACIE) : Associate member

1 Teasel View, Pudsey, West Yorkshire LS28 8RB

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS  
For the year from 1 April 2015 to 31 March 2016

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**Disclosure**

During the course of the examination, a significant number of errors in the accounting records were identified, and investigations revealed deficits in the book-keeping systems being used by the charity. With the full co-operation of the charity, all the errors were corrected and resulted in an accurate statement of the accounts. New systems, based on a better understanding of the requirements of section 130 of the Charities Act, are now in place and should ensure full compliance in future.



## STATEMENT of RECEIPTS &amp; PAYMENTS

For the year from 1 April 2015 to 31 March 2016

	Unrestricted funds £	Restricted funds £	Total funds 2015-16 £	Last year 2014-15 £
<b>RECEIPTS</b>				
Room & event hire	13,550	-	13,550	7,473
Events	2,143	-	2,143	3,293
Donations	922	29,312	30,234	2,943
Fundraising	1,465	-	1,465	3,118
Grants	-	8,822	8,822	13,133
<i>Sub total</i>	18,080	38,134	56,214	29,960
<b>Asset and investment sales, etc</b>	-	-	-	-
<i>Total receipts</i>	18,080	38,134	56,214	29,960
<b>PAYMENTS</b>				
Staff costs	8,987	17,580	26,567	4,245
Premises costs	4,450	18,642	23,092	10,400
Office costs	1,483	-	1,483	312
Equipment	-	404	404	2,091
Group costs	1,862	1424	3,286	2,245
Fundraising & PR	1,945	-	1,945	4,984
Volunteer costs	832	-	832	188
Miscellaneous	1	-	1	54
<i>Sub total</i>	19,560	38,050	57,609	24,519
<b>Asset and investment purchases, etc</b>	-	-	-	-
<i>Total payments</i>	19,560	38,050	57,609	24,519
<i>Net receipts / (payments)</i>	(1,479)	84	(1,395)	5,441
<i>Transfers between funds</i>	(64)	64	-	-
<i>Cash funds last year end</i>	9,133	-	9,133	3,692
<b>Cash funds this year end</b>	<b>7,589</b>	<b>148</b>	<b>7,737</b>	<b>9,133</b>

## STATEMENT of ASSETS &amp; LIABILITIES

For the year from 1 April 2015 to 31 March 2016

		Unrestricted funds	Restricted funds	Endowment funds
		£	£	£
<b>Cash funds</b>	Bank	7,737	-	-
			-	-
	<i>Total cash funds</i>	7,737	-	-
		Unrestricted funds	Restricted funds	Endowment funds
		£	£	£
<b>Other monetary assets</b>	None			
<b>Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
	None			
<b>Assets retained for charity's own use</b>		Fund to which asset belongs	Cost £ (optional)	Current value (optional)
	Electrical equipment	Unrestricted		
	Furniture	Unrestricted		
	Group equipment	Unrestricted		
	IT equipment	Unrestricted		
<b>Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
	None			

The accounts were approved by the Trustees and signed on their behalf by

Signatures	_____	_____
Full name	Kate Hill	Methven Forbes
Position	Trustee/Founder	Trustee/Founder
Date	24 January 2017	24 January 2017