

Charity number: 1150296
Company number: 07528154
(England and Wales)

Leading-Link

Report of the Trustees and Unaudited Financial Statements

For the year ended 31 March 2018

**Leading-Link
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Leading-Link
Report of the Trustees
For the year ended 31 March 2018

The Trustees, who are also directors for the purposes of company law, have pleasure in presenting their report and the financial statements for the charitable company for the year ended 31 March 2018. The Trustees have adopted the provisions of 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 the Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

The charity's objectives are restricted to the following:

1) To act as a resource for young people up to the age of 25 living in South East Northumberland by providing advice and assistance and organising programmes of physical, educational and other activities as a means of:

(a) advancing in life and helping young people by developing their skills, capacities and capabilities to enable them to participate in society as independent, mature and responsible individuals;

(b) advancing education;

(c) relieving unemployment;

(d) providing recreational and leisure time activity in the interests of social welfare for people living in the area of benefit who have need by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances with a view to improving the conditions of life of such persons.

2) To advance the education by such means as the trustees deem fit, in particular but not exclusively by assisting the provision of facilities not required by the local education authority and promoting learning for pleasure by people no longer in full time employment through the continued development of their individual capabilities, competences, skills and understanding in subjects of educational value.

3) To promote the capacity and skills of the members of the socially and economically disadvantaged communities of South East Northumberland in such a way that they are better able to identify and help meet their needs and to participate more fully in society.

4) To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.

Leading-Link
Report of the Trustees continued
For the year ended 31 March 2018

ACHIEVEMENTS AND PERFORMANCE

Report of the Trustees

For the period 1 April 2017 to 31 March 2018

Significant activities

We believe that there are three very strong areas that have contributed to our achievements and developments this year

- i) Young Leaders (Youth Ambassadors)
- ii) our asset-based collaboration
- ii) governance.

We have a strong cohort of **Youth Ambassadors** who are integral to our journey as a charity organisation. We had a further 24 young leaders joining in this reporting period and the young leaders collectively acquired 5,400 volunteering hours this year. The Youth Ambassadors have supported Leading Link in the engagement of a total of 1,768 young people participating throughout the year in rural and urban Northumberland across our diverse portfolio of activities.

With regards to **collaboration**, we have a further 42 more business partners on board this year who have actively supported our work within four big partnership community projects this year:

1. Blyth Summer Carnival 2018 where 508 participants from 41 diverse community groups were involved and 12 partners were on the steering & planning group. This was a large project that grew very quickly in only 9 weeks of planning demonstrating the power of community empowerment and collaboration.
2. B-Active Programme was delivered in the rural areas of Northumberland with 82 sessions amounting to 482 hours of targeted group work delivered by a collaboration of 14 Partners.
3. Summer holiday camps in Blyth and Red Row was delivered by twenty mixed sector partners with main operation delivery from the Local Authority, Leading Link, Off-The-Grid, Community Sports Development and Bede Academy Secondary School. Again there were bumps on the way but our joined vision and focus saw the project through and the success was in the very positive feedback gained in the evaluation from both parents and children.
4. The Children's University 's has now developed into 4 new geographical areas. 72 partners have signed up to support this initiative across Northumberland with an increase of 78.4% engagement of children in some of the most disadvantaged areas of Northumberland. This is set to increase through popularity and word-of-mouth and so Leading Link is spending the next half of the year consolidating ensuring we continue to offer quality provision.

We have also been a host to smaller, targeted projects.

Finally the **governance** of our charity has been strengthened with joint strategy days and vision sharing exercises run by an external business consultant. We now have a board of seven trustees and two more co-opted. We have adopted a new management structure, governance and branding making Leading Link feel energised ready for any challenges in the year ahead.

Achievement and Performance
Charitable activities

Our five core strands of work include:

1. Strategic project management
2. Developing resilience and independence
3. Children's University
4. Volunteering and leadership
5. Finance and funding.

Leading-Link
Report of the Trustees continued
For the year ended 31 March 2018

2017/18 Performance Framework and projected targets for 2018/19

Key Performance Indicators	Actual	Target	Actual	Target	Total	Total
	RURAL 17/18	RURAL 18/19	URBAN 17/18	URBAN 18/19	ACTUAL 17/18	TARGET 18/19
Number of individual young people engaged on programmes	572	572	1196	1196	<u>1768</u>	<u>1768</u>
Self Referrals onto programmes	495	515	1088	1108	<u>1583</u>	<u>1623</u>
Formal referrals onto programmes	77	85	108	108	<u>185</u>	<u>193</u>
Formal qualifications achieved <i>(See table on page 17 for specific breakdown)</i>	33	36	65	71	<u>99</u>	<u>107</u>
Achievement certificates <i>(See table on page 17 for specific breakdown)</i>	127	140	344	378	<u>471</u>	<u>518</u>
Completed Keyfund awards	13	13	11	13	<u>24</u>	<u>26</u>
Number of Enterprise Projects completed	24	n/a	20	n/a	<u>44</u>	<u>n/a</u>
Number of Enterprise young participants completed	80	n/a	85	n/a	<u>165</u>	<u>n/a</u>
Number of businesses actively engaged	8	12	34	36	<u>42</u>	<u>48</u>

2017/18 Performance Framework—Formal & Informal Accreditation

Key Performance Indicators	Actual	Target	Actual	Target	Total	Total
	RURAL 17/18	RURAL 18/19	URBAN 17/18	URBAN 18/19	ACTUAL 17/18	TARGET 18/19
V Volunteering Awards (formal award)	10	10	25	25	<u>35</u>	<u>35</u>
John Muir Awards (formal award)	21	20	20	20	<u>41</u>	<u>40</u>
Sports Leader - Junior Leader (formal)	2	10	20	20	<u>22</u>	<u>30</u>
NRG—Certificate of attendance	0	10	10	10	<u>10</u>	<u>20</u>
Social Action Project—Cert of attendance	16	20	17	20	<u>33</u>	<u>40</u>
B-Active, Ashington - Cert of attendance	6	6	6	6	<u>12</u>	<u>12</u>
B-Active, Bedlington - Cert of attendance	n/a	n/a	14	0	<u>14</u>	<u>14</u>
B-Active, Hadston & Amble (rural) - Cert of attendance	16	16	n/a	n/a	<u>16</u>	<u>16</u>
B-Active, Lynemouth (rural) - Cert of attendance	32	32	n/a	n/a	<u>32</u>	<u>32</u>
Summer Camp 4 week programme - Cert of attendance (more than 40 hrs attendance)	30	30	88	90	<u>118</u>	<u>120</u>
Children's University - Certificate of 30 hours plus eligible for Graduation	27	30	209	210	<u>236</u>	<u>240</u>

Leading-Link
Report of the Trustees Continued
For the year ended 31 March 2018

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Commencement of Activities

The company was incorporated on 14 February 2011 as Leading-Link. The company commenced providing services on 1st April 2011 and was registered as a charity with the Charities Commission on 27 December 2012.

Constitution

The charity is controlled by its constitution, a memorandum of association and a governing document and bye-laws and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of trustees

Appointment of Trustees was made from the long term executive team when the charity was formed. The appointments were from those prepared to volunteer and were based upon a mix of business and educational skills. New Trustees are invited on board to replace existing trustees as they retire from the company. During this last reporting period, another four trustees have been invited onto the board.

REFERENCE AND ADMINISTRATIVE INFORMATION

Name of Charity	Leading-Link
Charity registration number	1150296
Company registration number	07528154
Principal address	The Lodge Ridge Terrace Bedlington Northumberland NE22 6ED

Trustees

The trustees and officers serving during the year and since the year end were as follows:

Mrs Samantha Leslie
Mrs Wendy Parker
Mr Ryan Smailes
Mr Vaughan Bassett
Mrs Maxine Gardner
Mr Keith Newman
Mr Chris Tait


Senior management Lyn Horton

Independent examiners Northumberland Accountants & Tax Advisers Ltd
Ashington Workspace
Lintonville Parkway
Ashington
Northumberland
NE63 9JZ

Bankers Co-Operative Bank Plc

Leading-Link
Report of the Trustees Continued
For the year ended 31 March 2018

Approved by the Board of Trustees and signed on its behalf by

Mrs. Samantha Leslie.....

06 November 2018

Leading-Link
Independent Examiners Report to the Trustees
For the year ended 31 March 2018

I report to the trustees on my examination of the accounts of the charitable company for the year ended 31 March 2018.

Responsibilities and basis of report

As the charity Trustees, who are also directors for the purposes of company law, are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your 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 examiners statement

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

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

Northumberland Accountants & Tax Advisers Ltd

Mrs Bobbie Brown
FMAAT
Northumberland Accountants & Tax Advisers Ltd
Ashington Workspace
Lintonville Parkway
Ashington
Northumberland
NE63 9JZ

06 November 2018

Leading-Link
Statement of Financial Activities (including Income and Expenditure Account)
For the year ended 31 March 2018

	Notes	2018	2017
		£	£
Income and endowments from:			
Grants	2	52,599	25,503
Other fundraising activities	3	76,583	88,118
Investment income	4	-	2
Total		129,182	113,623
Expenditure on:			
Direct fundraising expenses	5/6	(26,343)	(27,337)
Charitable activities & overheads	7/8	(88,128)	(80,365)
Total		(114,471)	(107,702)
Net Income		14,711	5,921
Reconciliation of funds			
Total funds brought forward		32,639	26,718
Total funds carried forward		47,350	32,639

Leading-Link
Statement of Financial Position
As at 31 March 2018


	Notes	2018 £	2017 £
Fixed assets			
Tangible assets	11	10,465	11,653
		10,465	11,653
Current assets			
Debtors	12	6,176	6,078
Cash at bank and in hand		36,476	22,266
		42,652	28,342
Creditors: amounts falling due within one year	13	(5,767)	(7,356)
Net current assets		36,885	20,986
Total assets less current liabilities		47,350	32,639
Net assets		47,350	32,639
The funds of the charity			
Restricted and Unrestricted income funds		47,350	32,639
Total funds		47,350	32,639

For the year ended 31 March 2018 the 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 company to obtain an audit of its accounts for the year in question in accordance with section 476,

The trustees 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.

The financial statements were approved and authorised for issue by the Board and signed on its behalf by:



 Mrs Samantha Leslie
 Trustee

06 November 2018

Leading-Link
Notes to the Financial Statements
For the year ended 31 March 2018

1. Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and 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) (effective 1 January 2015)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Companies Act 2006.

Leading-Link 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 note(s).

Funds

Leading-Link Limited receives both restricted and unrestricted funding. All notes to the accounts refer to both restricted and unrestricted funds.

At the beginning of the accounting period, there was £21,850 of restricted funding brought forward from the previous accounting period, which had not yet been spent.

During the year, a further £49,162 restricted funding was received, as follows:

- £20,000 Esmee funding
- £7,497 ISOS (Karbon Homes)
- £2,663.96 Community Chest solar trailer
- £3,000 Joicey Trust
- £16,001 Postcode Lottery funding

During the reporting period a total of £44,069 was paid out of restricted funding, leaving a total of £26,943 restricted funding unpaid at the end of the accounting period, analysed as follows:

- £4,641 Bedlington Statue
- £11,666 Esmee Funding
- £2,664 Community Chest solar trailer
- £7,972 Postcode Lottery

Tangible fixed assets

Tangible fixed assets, other than freehold land, are stated at cost or valuation less depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Computer equipment	20% Straight line
Motor vehicles	20% per annum on cost
Fixtures and fittings	20% per annum on cost

2. Income from donations and legacies

	2018	2017
	£	£
Restricted & Unrestricted funds		
Grants received	52,599	25,503
	52,599	25,503

Leading-Link
Notes to the Financial Statements Continued
For the year ended 31 March 2018

3. Income earned from other activities

	2018	2017
	£	£
Restricted and Unrestricted funds		
External funding bids – Postcode Lottery	18,001	-
Service Level Agreements	37,449	49,325
Other fund generation	23,133	38,793
	78,583	88,118

4. Investment income

	2018	2017
	£	£
Bank interest receivable	-	2
	-	2

5. Expenditure on generating donations and legacies

	2018	2017
	£	£
Restricted and Unrestricted funds		
Direct wage costs relating to fundraising	7,543	-
Direct Charitable expenditure	17,415	25,536
	24,958	25,536

6. Expenditure on other trading activities

	2018	2017
	£	£
Restricted and Unrestricted funds		
Support costs – advertising, fundraising promotions and room hire	1,385	1,801
	1,385	1,801

Leading-Link
Notes to the Financial Statements Continued
For the year ended 31 March 2018

7. Analysis of support costs	Overhead costs
	£
Wages & Salaries, employers NI & pension contributions	73,645
Travelling expenses	5,329
Telephones, postage, stationery and other office costs	3,096
Repairs, consumables & renewals	202
Insurance	1,470
Professional fees, including accountancy fees	1,152
Training & Staff Development	30
Depreciation	1,502
Sundry expenses, including networking expenses	1,702
	88,128

Leading-Link
Notes to the Financial Statements Continued
For the year ended 31 March 2018

8. Analysis of support costs compared to prior year

	2018	2017
	£	£
Wages and salaries, employers NI and pension contributions	73,645	70,733
Travelling expenses	5,329	1,428
Telephones, postage, stationery and other office expenses	3,096	2,382
Repairs, consumables & renewals	202	312
Insurance	1,470	1,640
Professional fees	1,152	1,435
Training & Staff Development	30	20
Depreciation	1,502	2,342
Sundry expenses, including networking subscriptions	1,702	73
	88,128	80,365

9. Net income/(expenditure) for the year

This is stated after charging/(crediting):

	2018	2017
	£	£
Depreciation of owned fixed assets	1,502	2,342
Accountancy fees	432	420
BNI Membership fees	954	-

10. Staff costs

Total staff costs for the year ended 31 March 2018 were:

	2018	2017
	£	£
Salaries and wages	70,586	70,733
Social security costs	2,589	-
Pension costs	470	-
	73,645	70,733

Leading-Link
Notes to the Financial Statements Continued
For the year ended 31 March 2018

11. Comparative for the Statement of Financial Activities

The comparative year values on the Statement of Financial Activities are for both restricted and unrestricted funds.

12. Tangible fixed assets

Cost or valuation	Land and buildings £	Fixtures and fittings £	Computer equipment £	Total £
At 01 April 2017	7,169	1,994	10,755	19,918
Additions	-	-	314	314
At 31 March 2018	7,169	1,994	11,069	20,231
Depreciation				
At 01 April 2017	-	1,608	6,657	8,265
Charge for year	-	158	1,346	1,502
At 31 March 2018	-	1,764	8,003	9,767
Net book values				
At 31 March 2018	7,169	229	3,066	10,464
At 31 March 2017	7,169	385	4,098	11,653

13. Debtors

	2018 £	2017 £
Amounts due within one year:		
Trade debtors	6,176	6,078
	6,176	6,078

14. Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	1,021	2,765
Other creditors	4,314	4,171
Accruals and deferred income	432	420
	5,767	7,356

15. Company limited by guarantee

Leading-Link is a company limited by guarantee and accordingly does not have a share capital.

Leading-Link
Notes to the Financial Statements
For the year ended 31 March 2018

	2018	2017
	£	£
INCOME AND ENDOWMENT		
Donations and legacies		
Grants receivable	52,599	25,503
	52,599	25,503
Other trading activities		
External funding bids	16,001	-
Service Level Agreements	37,449	49,325
Income from other fund generation	23,133	38,793
	76,583	88,118
Investments		
Bank interest receivable	-	2
	-	2
Total incoming resources	129,182	113,623
EXPENDITURE		
Raising donations and legacies		
Direct wages for fundraising activities	(7,543)	-
Direct Charitable Expenditure	(17,415)	(25,536)
	(24,958)	(25,536)
SUPPORT COSTS		
Wages, advertising and promotions and support costs		
Advertising & promotions & room hire	(1,385)	(1,801)
Wages and Salaries and employers NI & pensions	(73,845)	(70,733)
Depreciation	(1,502)	(2,342)
	(76,532)	(74,876)
Travelling expenses		
Travelling expenses (Direct Charitable expenditure)	(5,329)	(1,428)
	(5,329)	(1,428)
Telephones, postage and stationery		
Telephones, postage, stationery & other office costs (Direct Charitable expenditure)	(3,096)	(2,382)
	(3,096)	(2,382)
Repairs, consumables & renewals		
Repairs, consumables & renewals	(202)	(312)
	(202)	(312)
Insurance		
Insurance (Direct Charitable expenditure)	(1,470)	(1,640)
	(1,470)	(1,640)

Leading-Link
Detailed Statement of Financial Activities Continued
For the year ended 31 March 2018

Professional fees		
Professional fees	(720)	(1,015)
	(720)	(1,015)
Training & Staff Development		
Training & Staff Development	(30)	(20)
	(30)	(20)
Sundry expenses		
Sundry expenses	(748)	(73)
Networking & membership subscriptions	(954)	-
	(1,702)	(73)
Governance costs		
Accountancy fees	(432)	(420)
	(432)	(420)
Total resources expended	(114,471)	(107,702)
Net income	14,711	5,921