

Company number 4843253
Charity Number 1106036

LEEDS FAITH IN SCHOOLS
DIRECTORS' AND TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 JULY 2008

MONDAY



AFP804WM

A23

17/11/2008

102

COMPANIES HOUSE

LEEDS FAITH IN SCHOOLS

CONTENTS

	Page
Directors and Trustees Report	4 - 7
Reporting Accountant's Report	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Accounts	11 - 16

LEEDS FAITH IN SCHOOLS DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2008

The directors and trustees present their report and accounts for the year ended 31 July 2008.

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISORS

Leeds Faith in Schools is a charitable company. The company was registered on 22 July 2003 number 4843253. The charity was registered on 24 September 2004 number 1106036. The registered office and operating address is -

62a Burley Road
Leeds
LS3 1JX

The directors of the company, who are the charity trustees and who served during the year and up to the date of this report, were -

Mike Towle (Chair)
Janet Gibson
Joanna Bailey
Graeme Collins
Andrew Hobbs
Ann Nicholl
Fiona Sherburn
Neil Fell (Treasurer), (appointed 5 December 2007)

Company secretary Janet Gibson

Principal staff Lee Jackson (resigned 31st August 2008)
Dan Chadwick (appointed 1st September 2008)
Christine Leonard

Reporting accountants Ian Pickup and Co
Chartered Accountants
123 New Road Side
Horsforth
Leeds
LS18 4QD

Bankers Unity Trust Bank plc
Nine Brindleyplace
4 Oozells Square
Birmingham
B1 2HB

LEEDS FAITH IN SCHOOLS

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2008

STRUCTURE, GOVERNANCE AND MANAGEMENT

The company was incorporated on 23 July 2003 under the Companies Act 1985 as a company limited by guarantee, and is therefore governed by a memorandum and articles of association

On 1 August 2003 the remaining net assets of the unincorporated charity 'Leeds Faith in Schools' were transferred to the company. The transfer was in accordance with the unincorporated charity's constitution and a resolution to transfer the funds had been signed by the trustees

During the following year the company applied for charitable status and on 24 September 2004 the charity became registered with the Charity Commission in England and Wales

On 21st January 2008 the Memorandum and Articles of Association were amended by Special Resolution. The objects of the charity, under the advice of the Charity Commission were reworded to better reflect the practices and purposes to facilitate fund raising

All the directors of the company are also trustees of the charity. The trustees who served during the year under review and to date are set out on page 3

Under the articles of association at the AGM one third of the directors, who are subject to retirement by rotation, shall retire from office

The trustee body comprises practicing Christians from a wide breadth of Church tradition. The organisation is non-denominational. The skill base of the trustee body is regularly reviewed. Where a need for additional skills is identified recruitment is undertaken on an informal basis via the Christian community in Leeds. Prospective trustees are interviewed at a trustees meeting. An induction pack is given to new trustees highlighting their responsibilities for the organisation

The trustees meet bi-monthly to review the activities of the organisation

The directors have implemented a risk management strategy which comprises

- An annual review of the risks which the charity may face,
- The establishment of systems and procedures to mitigate those risks identified, and
- The implementation of procedures designed to minimise any potential impact on the charity should any of those risks materialise

OBJECTIVES AND ACTIVITIES

The objects of the charity are for the benefit of young people in Leeds and the surrounding areas

- 1 To advance education,
- 2 To provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving their conditions of life

The objects shall be pursued in accordance with the Christian principles set out in the Statement of Faith in the Schedule to the Articles

The work of Leeds Faith in Schools has continued unabated with our schools workers contributing to many areas of school life, including assemblies, RE lessons, sport, mentoring and counselling, depending on the needs of the individual school. The workers are valued and respected members of the school community in which they work

LEEDS FAITH IN SCHOOLS

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2008

ACHIEVEMENTS AND PERFORMANCE

Once again our team have been very busy delivering a variety of lessons, these have included, Health & Fitness, Dance, Sex & Relationships, Friendships, Self Esteem, STI & HIV, Teenage Pregnancy, Fair Trade and Citizenship RE lessons have included Images of Jesus, Marriage, Racial Prejudice, Christmas, Human Rights, Abortion, Death, Suffering and What is Church Some of our workers lead assemblies each week on various topics and the whole team were involved in Christmas assemblies and Presentations on Hope

Many of our workers lead small groups to encourage friendships and increase self esteem in the young people and to mentor on a one to one basis and most of them are involved in weekly football, basketball and netball coaching – boys and girls teams. Weekly Rock Solid lunch time clubs continue to be very popular and we organised a very successful weekend residential to Herd Farm for the young people who attend these clubs Over 30 young people and 6 leaders attended and had a great time of outdoor activities, fun and teaching

The Max continues to be popular and we organised a very successful 'Has Leeds Got Talent' event in November and this went down very well and we hope that this will become an annual event

The team spent the first week of January 2008 at the YFC Staff Conference which was a great time of biblical study, youth worker training and team building

All our team were involved in the Hope 08 summer mission in conjunction with Leeds Youth Cell Network which was a great opportunity to work alongside the young people and the communities where our workers live or work

We are extremely grateful to all our supporters and Trusts who have given so generously over the year enabling our work to continue and flourish The team regularly visit Churches to promote our work and to personally thank our supporters

We continue to work in partnership with Leeds Youth Cell Network, Kidz Klub, and many local churches Networking is a core value of Leeds Faith in Schools

Staff Changes

Mark Twine left us at the end of November 2007 and was replaced by Simon Dowling as a Trainee Schools worker However Simon left us at the end of August 2008 to study at University Lee Jackson left us at the end of August 2008 after working for the charity for 14 years Dan Chadwick took over as Team Leader from 1st September 2008 Dan will continue to work in Lawnswood School as well as lead the team Two new appointments were made from 1st September 2008 – Emily Bosworth will continue Dan's work in Abbey Grange as well as assisting the rest of the team in their schools and Craig Mullen will take over from Simon in Temple Moor and Brigshaw High Schools

LOOKING FORWARD

The Trustees/Directors recognise that the charity is securely established in its procedures and is highly regarded by the schools and churches of Leeds It is their strong purpose to see the charity continue to grow so that more schools can be served to the benefit of more young people

To this end it is the intention of the Trustees/Directors to seek the services of a Professional fund raiser on a commission only basis, not to exceed 10% of any funds raised It is recognised that most of the Directors/Trustees have served continuously for many years now Governance issues and the appointment of new Trustees will be seriously addressed in the coming year

LEEDS FAITH IN SCHOOLS

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2008

FINANCIAL REVIEW

The Statement of Financial Activities shows a net deficit for the year of £562 and the reserves stand in total at £45149 at 31 July 2008. The directors consider the financial position of the charity to be satisfactory.

The Directors have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the charity should be 3 months of resources expended (£35,000). At this level the Directors feel they would be able to continue the activities of the charity in the event of a drop in funding and enable sufficient time for replacement funding to be sourced. At present the free reserves amount to £43453. The policy will be reviewed annually.

The principal funding source is from donations and the charity is very grateful for this support.

LEEDS FAITH IN SCHOOLS

DIRECTORS' AND TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2008

STATEMENT OF THE RESPONSIBILITIES OF THE DIRECTORS AND TRUSTEES

Company law requires the Board to prepare financial statements for each financial period which gives a true and fair view of the state of affairs of the Company as at the end of the financial period and of the surplus or deficit of the Company for that period

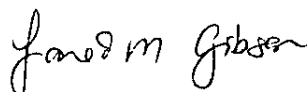
In preparing those financial statements the Board is required to

- Select suitable accounting policies and then apply them consistently,
- Make judgements and estimates that are reasonable and prudent,
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and which enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the Company 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 special provisions of Part VII of the Companies Act 1985 relating to small companies

Approved and signed on behalf of the directors by



Janet Gibson
Director and Trustee

12 November 2008

LEEDS FAITH IN SCHOOLS

ACCOUNTANTS' REPORT TO THE MEMBERS ON THE UNAUDITED ACCOUNTS OF LEEDS FAITH IN SCHOOLS

We report on the accounts for the year ended 31 July 2008 set out on pages 9 to 16

Respective responsibilities of directors and reporting accountants

As described on page 7 the company's directors are responsible for the preparation of the accounts, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company, as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

Opinion

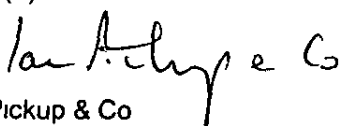
In our opinion

(a) the accounts are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1985,

(b) having regard only to, and on the basis of, the information contained in those accounting records

(i) the accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act, and

(ii) the company satisfied the conditions for exemption from an audit of the accounts for the period specified in section 249A(4) of the Act, as modified by section 249A(5) and did not, at any time within that period, fall within any of the categories of companies not entitled to the exemption specified in section 249B(1)



Ian Pickup & Co
Reporting Accountants
123 New Road Side
Horsforth
Leeds
LS18 4QD

12 November 2008

LEEDS FAITH IN SCHOOLS

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2008 (Including Income and Expenditure Account)

	NOTE	UNRESTRICTED FUNDS	RESTRICTED FUNDS	TOTAL FUNDS 2008	TOTAL FUNDS 2007
		£	£	£	£
INCOMING RESOURCES					
Incoming resources from generated funds:					
Voluntary income					
Donations and grants	2	116622	4725	121347	118025
Activities for generating funds					
Rent of office space		-	-	-	600
Investment income		891	-	891	1093
Incoming resources from charitable activities:					
Fees and event income	3	17706	-	17706	16075
Other incoming resources	3	1388	-	1388	-
Total incoming resources		136607	4725	141332	135793
RESOURCES EXPENDED					
Charitable expenditure					
Provision of services	4	134091	6487	140578	133636
Governance costs	4	1316	-	1316	1269
Total resources expended	4	135407	6487	141894	134905
Net (expenditure) / income for the year	6	1200	(1762)	(562)	888
Total funds at 31 July 2007		43949	1762	45711	44823
Total funds at 31 July 2008	15	45149	-	45149	45711

The notes on pages 11 to 16 form part of these accounts

There were no recognised gains and losses for the year other than those included in the income and expenditure account

LEEDS FAITH IN SCHOOLS

BALANCE SHEET AS AT 31 JULY 2008

		2008	2007
	Note	£	£
FIXED ASSETS			
Tangible assets	8	4605	1613
CURRENT ASSETS			
Debtors	9	6257	6287
Cash at bank and in hand		<u>49170</u>	<u>47203</u>
		55427	53490
CREDITORS Amounts falling due within one year	10	<u>(12586)</u>	<u>(9392)</u>
NET CURRENT ASSETS		42841	44098
CREDITORS Amounts falling due after more than one year	11	(2297)	-
NET ASSETS		<u>45149</u>	<u>45711</u>
REPRESENTED BY			
Restricted funds	15	-	1762
Unrestricted funds	15	<u>45149</u>	<u>43949</u>
		<u>45149</u>	<u>45711</u>

The notes on pages 11 to 16 form part of these accounts.

The directors

1 Confirm that for the year ended 31 July 2008 the company was entitled to the exemption under section 249A(2) of the Companies Act 1985

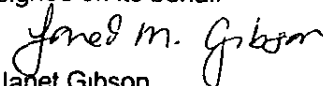
2 Confirm that no notice requiring an audit has been deposited under subsection (2) of section 249B in relation to the accounts for the financial year, and

3 Acknowledge their responsibility for

- (a) Ensuring that the company keeps accounting records that comply with section 221, and
- (b) Preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Section 226 of the Companies Act 1985 relating to accounts, so far as applicable to the company

The accounts have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 applicable to small companies

These financial statements were approved by the directors and trustees on 12 November 2008 and signed on its behalf


Janet Gibson
Director and Trustee

LEEDS FAITH IN SCHOOLS

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2008

1 ACCOUNTING POLICIES

(a) Basis of preparation of accounts

The financial statements are prepared under the historic cost convention and include the results of the charity's operations that are described in the Directors' and Trustees' Report and all of which are continuing. The accounts have been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities, issued in March 2005, applicable accounting standards and the Companies Act 1985.

(b) All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy

- Voluntary income is received by way of donations and gifts and is included in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- The value of services provided by volunteers is not included.
- Investment income is included when receivable.
- Where income is received specifically for expenditure in a future accounting period that amount is deferred.
- Donations are recognised when received by the charity.
- Income tax recoverable on gift aid donations is recognised when the income is recognised.
- Income arising from the provision of services to schools is recognised on an accruals basis in the period to which it relates. Other income is recognised on an accruals basis.

(c) Fixed Assets and depreciation

Fixed assets costing more than £500 are capitalised. Depreciation is provided to write off the cost or valuation, less estimated residual values, of all fixed assets over their expected useful lives. Depreciation has been charged at the following rate: fixtures and equipment - 33% straight line method.

(d) Fixed assets purchased under a finance lease

The finance lease is recorded in the balance sheet as an asset and an obligation to pay future rentals. The asset is depreciated at 20% straight line method. The obligation to pay future rentals is reduced in line with the rentals paid each year.

(e) Resources expended

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT, which cannot be recovered.

- Charitable expenditure comprises those costs incurred by the charity in the deliverance of its activities and services for its beneficiaries. It includes both costs that can be directly allocated to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

(f) Unrestricted funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

(g) Restricted funds

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

LEEDS FAITH IN SCHOOLS

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2008

2 DONATIONS AND GRANTS

	Unrestricted funds £	Restricted funds £	2008 Total £	2007 Total £
Grants and trusts	2927	4725	7652	3500
Other donations	101558	-	101558	103957
Gift Aid tax reclaimed	12137	-	12137	10351
	<u>116622</u>	<u>4725</u>	<u>121347</u>	<u>117808</u>

Donations are from individuals and churches in the Leeds area

3 FEES AND EVENTS INCOME AND OTHER INCOMING RESOURCES

The fees represent the recovery of staff salary costs incurred in carrying out charitable activities at various schools. Events income represents charges for events and the residential. Other income represents profit on disposal of fixed assets.

4 TOTAL RESOURCES EXPENDED – CHARITABLE EXPENDITURE

	Basis of allocation	Education services	Governance costs £	2008 Total £	2007 Total £
Gross salaries	Direct	89745	-	89745	86592
National Insurance	Direct	6394	-	6394	6915
Pension and life assurance	Direct	4619	-	4619	5363
Payroll costs	Direct	648	-	648	220
Staff travel other expenses	Direct	4096	-	4096	3505
Staff recruitment and training	Direct	3677	-	3677	2710
Printing, postage & Stationery	Direct	1028	-	1028	1724
Publicity	Direct	817	-	817	1515
Telephone	Direct	579	-	579	1355
Premises costs	Direct	13759	-	13759	12835
Consumables	Direct	2147	-	2147	1775
Computer expenses	Direct	1233	-	1233	604
Other office expenses	Direct	2915	-	2915	1799
Events	Direct	5128	-	5128	2687
Equipment	Direct	349	-	349	-
Interest on finance lease	Direct	173	-	173	-
Resources	Direct	825	-	825	1689
Depreciation	Direct	2298	-	2298	1610
Loss on disposal of computer	Direct	-	-	-	738
Reporting accountants fee	Direct	-	660	660	636
Accountancy fees	Direct	-	656	656	633
Other professional fees	Direct	148	-	148	-
		<u>140578</u>	<u>1316</u>	<u>141894</u>	<u>134905</u>

LEEDS FAITH IN SCHOOLS

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2008

5 EMPLOYEE INFORMATION

The average number of employees, calculated on a full-time equivalent (FTE) basis analysed by function was

	2008 FTE	2007 FTE
Manager	1	1
Schools workers	3	3
Administrator	1	1
	<u>5</u>	<u>5</u>

Staff costs during the year were as follows

	2008	2007
	£	£
Wages and salaries	89745	86592
Social security costs	6394	6915
Pension costs	4008	4698
	<u>100147</u>	<u>98205</u>

No employee earned £60,000 or more during the year (2007 – NIL)

6 NET (EXPENDITURE) / INCOME FOR THE YEAR

This is stated after charging

	2008 £	2007 £
Reporting accountant's fee	660	636
Accountancy fees	656	633
Depreciation tangible fixed assets - owned by the company	2298	1611
Interest payable on finance lease	173	-
Operating lease for office premises	8000	8000

7 TRUSTEES INFORMATION

None of the trustees received remuneration for their services during the year (2007 NIL) No trustees received any reimbursed expenses during the year (2007 NIL)

LEEDS FAITH IN SCHOOLS

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2008

8 TANGIBLE FIXED ASSETS

	Fixtures and equipment £
Cost or valuation	
At 1 August 2007	11483
Additions	5290
Disposals	(3196)
At 31 July 2008	<u>13577</u>
Depreciation	
At 1 August 2007	9870
Charge for the year	2298
Disposals	(3196)
At 31 July 2008	<u>8972</u>
Net book value	
At 31 July 2008	<u>4605</u>
Net book value	
At 31 July 2007	<u>1613</u>

Included above is equipment held under a finance lease with a net book value of £3215 (2007 NIL)

9 DEBTORS

	2008 £	2007 £
Income tax recoverable	3208	3608
Prepaid expenses & sundry debtors	3049	2679
	<u>6257</u>	<u>6287</u>

10 CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2008 £	2007 £
Creditors and accruals	2087	2178
Social security and other taxes	1720	1547
Fees received in advance	8167	5667
Net obligations under finance lease – see note 12	612	-
	<u>12586</u>	<u>9392</u>

11 CREDITORS – AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2008 £	2007 £
Net obligations under finance lease – see note 12	<u>2297</u>	<u>-</u>

LEEDS FAITH IN SCHOOLS

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2008

12 OBLIGATIONS UNDER FINANCE LEASE

The maturity of these amounts is as follows

	2008	2007
	£	£
Amounts payable,		
Within one year	959	-
Between one and five years	3595	-
	<u>4554</u>	-
Less finance charges allocated to future periods	(1645)	-
	<u>2909</u>	-
Finance leases are analysed as follows		
Current obligations	612	-
Future obligations	<u>2297</u>	-
	<u>2909</u>	-

13 ANNUAL COMMITMENTS UNDER NON - CANCELABLE OPERATING LEASES

	2008	2007
	£	£
Leases expiring within 1 year	7759	-
Leases expiring in 2 - 5 years	-	8000

14 ANALYSIS OF NET ASSETS BY FUND

	Unrestricted funds	Restricted funds	Total 2008
	£	£	£
Fixed assets	4605	-	4605
Net current assets	42841	-	42841
Liabilities due after one year	<u>(2297)</u>	-	<u>(2297)</u>
	<u>45149</u>	-	<u>45149</u>

LEEDS FAITH IN SCHOOLS

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 JULY 2008

15 MOVEMENT IN FUNDS

	Balance 1 August 2007	Incoming resources	Resources expended	Balance 31 July 2008
	£	£	£	£
Restricted funds				
John James Charitable Trust	-	1600	(1600)	-
Peter Jackson Memorial Fund	1762	-	(1762)	-
Mr Willat's Trust	-	3125	(3125)	-
Total Restricted Funds	1762	4725	(6487)	-
Unrestricted funds				
General funds	43949	136607	(135407)	45149
Total funds	45711	141332	(141894)	45149

Purposes of restricted funds

- John James Charitable Trust donated funds for the East Leeds worker costs
- Peter Jackson Memorial Fund donations in memory of Peter Jackson to be spent on subsidising activities for young people who could otherwise not afford to participate in them
- Mr Willat's Trust grant towards Aireborough and Otley Workers' costs

16 PENSION CONTRIBUTIONS

The company has a defined contribution Stakeholder Pension Scheme with Friends Provident Group. The company contributes 6% of salaries to the scheme. The costs of the pension scheme amounted to £4008 (2007 £4698) in the year. There were no amounts outstanding at the year end.