

**Registered Charity Number: 1165792**

**Company Number: 09882948**

**Aireborough Voluntary Services to the Elderly (AVSED)**

**(a Company Limited by Guarantee)**

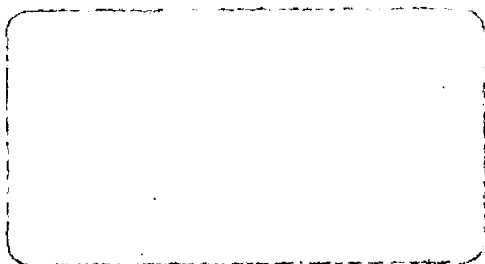
**Trustees' Report and Financial Statements  
for the year ended 31 March 2020**



# **Aireborough Voluntary Services to the Elderly (AVSED)**

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# **Aireborough Voluntary Services to the Elderly (AVSED)**

## **Report of the Trustees for the year ended 31 March 2020**

The Trustees, who are also Directors for the purposes of company law, present their report together with the independently examined financial statements of the charity for the year to 31 March 2020.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Articles of Association, and 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 (FRS102).

### **Reference and Administrative Details of the Charity, its Trustees and Advisors**

Aireborough Voluntary Services to the Elderly is a charitable company and was registered with the Charity Commission on 29 February 2016 number 1165792 and the company was registered on 20 November 2015, company number 09882948.

The charitable company commenced activity on 1 April 2016 with a gift of assets from Aireborough Voluntary Services to the Elderly with Disabilities - charity number 1048902, an unincorporated charity.

The registered office and operating address is: -

c/o Nunroyd Pavilion  
Nunroyd Park  
New Road  
Yeadon  
Leeds LS19 7HR

The charity Trustees, who served during the year and up to the date of this report, were: -

Kenneth Elliott	(Chair)
Edward Lamb	(Vice Chair)
Neil Moffoot	(Treasurer)
Isabella (Bunty) Burgon Byrne	
Roger Halliwell	
Wendy Hanson	
Roy Blanshard	
Christine Pearce	
Sheila Bower	
Sylvia Myers	(appointed 11 November 2019)

Principal staff: Sarah Lunt (Project Coordinating Manager) until February 2020  
Debbie Fawthrop (Project Coordinating Manager) from March 2020

Bankers: Barclays Bank plc  
PO Box 100  
Leeds  
LS1 1PA

Independent Examiner: Laura Masheder FCA, DChA  
Garbutt & Elliott LLP  
Chartered Accountants  
33 Park Place  
Leeds  
LS1 2RY

## **Aireborough Voluntary Services to the Elderly**

### **Report of the Trustees for the year ended 31 March 2020**

#### **Structure, Governance and Management**

Aireborough Voluntary Services to the Elderly (AVSED) was registered as a charitable company in 2015. The charity is governed by a Memorandum and Articles of Association. The assets and contracts of the previous charity (Aireborough Voluntary Services to the Elderly with Disabilities - charity number 1048902, in operation since June 1995) were transferred to this new entity on 1 April 2016.

AVSED employed seven paid workers during this financial year to help carry out its diverse activities, headed up by the Project Coordinating Manager.

- Sarah Lunt - Project Coordinating Manager (until end February 2020)
- Deborah Fawthrop - Project Coordinating Manager (from 9 March 2020)
- Sharon Ratcliffe - Deputy Coordinator and member lead
- Ella Baxter - Activity Support Worker
- Michelle Phillips - Volunteer Engagement Officer
- Louise Holmes - Project worker (April 2019 - March 2020)
- Perry Mercer - Driver (from 21 October 2019)

The charity relies heavily on its many volunteers (totalling over 95 at present) without whom the organisation could not operate. The Board of AVSED, totalling ten members during the year, is also its Trustees and is elected every three years by the Charity members at the AGM. Trustee vacancies may be filled by anyone nominated by an AVSED member and elected at the AGM. The induction and training of Trustees is carried out by the Chairman, supported by his Trustee team. All Trustees give their time voluntarily and receive no remuneration or other benefits. The Board meets on at least 10 occasions per year, and meetings include the Project Coordinating Manager.

Although AVSED is an independent registered charity, it works within the Leeds Older People's Neighbourhood Network (around 37 separate organisations spread across the city) and, in particular those in the surrounding neighbourhoods. The co-ordinators of these organisations and senior staff from Adult Social Care meet together on a regular basis to provide support for each other.

AVSED has an Equal Opportunities Policy, acceptable articles and memorandum of association, adequate insurance including Employers and Public Liability, a written complaints procedure, Health and Safety Policy, notice of Management Committee meetings, AGM Minutes, a budget which is reported monthly, independently examined financial statements and, with regard to the employment of staff, has to provide a written Statement of Employment Particulars, job descriptions and personnel specifications, a written Disciplinary and Grievance Procedure and must comply with the Health and Safety at Work Act 1974 and other related legislation.

The Management Committee has conducted its own review of the major risks to which the charity is exposed and taken steps to establish systems to mitigate those risks. The Management Committee considers this to be an ongoing process.

The Trustees consider the Chair and Project Coordinating Manager as comprising the key management personnel of the charity in charge of directing and controlling the charity and running and operating the charity on a day to day basis.

The pay of the Charity's staff is dependent on the grant source from which the salary is paid. Four employees are paid in accordance with Local Authorities NJC scales; one is paid in accordance with the provisions within the Big Lottery.

# **Aireborough Voluntary Services to the Elderly (AVSED)**

## **Report of the Trustees for the year ended 31 March 2020**

### **Objectives and Activities**

The primary objects of the charity, as set out in the charity's governing document:

AVSED is established for the following charitable purposes for the benefit of older people (over 60 years of age) living in the community of Aireborough (LS19 and LS20 postcodes), in the city of Leeds:

- 1) For the public benefit to relieve the charitable needs of older people in particular but not exclusively by relieving their loneliness and isolation and by promoting and supporting their independence;
- 2) To promote the social inclusion of older people by preventing them from being socially excluded and assisting them to better integrate into society;
- 3) To promote the health and wellbeing of older people for the public benefit; and
- 4) To advance education for the public benefit.

AVSED provides a unique service to older people living in Aireborough. Designed to support those who wish to remain living independently at home, AVSED aims to continually update and expand its socialisation and healthy living services to meet the changing needs of members. By relieving social isolation and providing volunteers who care, great improvements have been made in the quality of life of all the members.

The main objectives for the year were: -

- To work in line with our 5-year strategic plan;
- To work in line with core funders proving a 5-year contract with Leeds Adult Social Care;
- To continue to look for funding to provide job security to the posts funded through grants;
- To increase the number and diversity of clients using AVSED services, as well as increase the number of volunteers to provide all new activities and services;
- To increase the number and range of activities provided by the Charity to meet the changing needs of the older population in Aireborough ; and
- to promote AVSED to the local community and professionals.

In setting the objectives and planning the activities of the charity for the year, the Trustees have given careful consideration to the Charity Commission's guidance on public benefit.

### **Achievements and Performance**

During this year we ran the following activities:

- Three separate weekly social centres
- 'Cuppa and Company' morning
- 1 all-day 'Windmill' trip
- A Friday 'Fish 'n Chips' home delivery service each week
- Two weekly Tai Chi Classes
- Two weekly "chair based" gentle exercise classes
- A befriending service
- Monthly Monday afternoon trips to local venues
- A one-to-one shopping/appointment service
- Pastoral care telephone calls to those members we do not regularly see
- A home/hospital visiting service
- A community cafe

# **Aireborough Voluntary Services to the Elderly (AVSED)**

## **Report of the Trustees for the year ended 31 March 2020**

### **Achievements and Performance (continued)**

- A memory loss service (including prompting, carer invoicing, and volunteer support with newsletters) to ensure our members with memory problems attend and are able to access our services for as long as possible
- A handyman service
- An in-the-community/assessment/information/health/monitoring/carer/support/bereavement support service

AVSED's three minibuses continued to be used every day of the week with regular bookings by groups including, Rawdon's Darby and Joan Club and Yeadon Methodist Church's Sunday Worship transport, as well as various residents' associations, which have been set up in sheltered housing complexes in the area.

### **Members**

AVSED's membership was 344 at the year end. Local residents become 'clients' after assessment for the services AVSED offers. The original referrals came from neighbours, friends, families, GP surgeries and various NHS professionals, Social Workers and Adult Social Care personnel, various different departments of the NHS, Social Prescribing Teams (PEP and Connect Well), the Memory Support Workers, and self-referrals.

During this period AVSED continued to levy an annual subscription fee\* payable by clients wishing to avail themselves of AVSED services. This remained at £15 for a single person and £20 for a couple in 2019/2020. (\*Our annual subscription does not discriminate against anybody who is unable to pay but needs to become an AVSED member. In such a case, the fee is waived). This exercise continues to facilitate the accuracy of our database, and also gives members a sense of belonging.

### **Fundraising**

Aside from the restricted funds indicated in notes 3 and 4 of the financial statements, in the year ended 31 March 2020 we received various fundraising and donation income including:

#### **AVSED Fundraising Activities**

- Gospel Choir Concert - £214
- Christmas Fayre - £2,596
- Guiseley Beer festival - £1200

#### **Donations from Individuals**

- Member and volunteer donations - over £535
- Money raised in lieu of flowers - over £156
- Online Donations - over £112

#### **Organisational Donations**

- Community Shield - £667
- Moorish Solicitors - £100
- Billing Belles WI - £500
- Guiseley AFC - £250
- TK MAX - £500

We strive to achieve the highest fundraising standards and we value our supportive funders. We are staying up to date with developments in charity regulation, data protection and the Fundraising Preference Service (FPS) to make sure we are legally compliant and adhering to all guidelines. No complaints relating to fundraising were received in the year'

# **Aireborough Voluntary Services to the Elderly (AVSED)**

## **Report of the Trustees for the year ended 31 March 2020**

### **COVID-19 impact on Charity and finances**

On 18 March 2020, in line with government guidelines, we closed all activities at AVSED. With immediate effect, no face to face sessions have taken place to date. We have had staff shielding and isolation and others working from home with remote access to resources.

Our regular services have adapted to remote delivery offering support, guidance, and reassurance to vulnerable members of our community. We have provided food and medicine supplies in the immediate response, followed by social assistance with remote activities including hot meal deliveries, telephone befriending, exercise packs, boredom-busting boxes, and digital services.

We signed up to the city's request to lead the Community Care Hub for Guiseley and Rawdon. We are taking referrals from all ages in the community needing support during the lockdown, ranging from a basic food parcel to full shopping services, medicine deliveries, health care appointment transport, welfare checks and personal support.

We have postponed our membership fees for the year and have taken on 156 potential new members throughout the crisis. All our services to date have been an emergency response, and no financial charge has been levied. Since early March we have received no income from regular activities. All planned fundraising has been halted, and applications to external funders are completely COVID related at this time.

We have a contingency plan in place for the immediate response with a review of all services taking place in August. We anticipate it could be the new year (January 2021) before any regular activities can return. The Board are meeting regularly to review and adapt to the current climate within the third sector. We feel adequately resourced to come through this time in a good place having a fair financial balance to see out the next few months.

### **Financial Review**

AVSED created a new 5 year strategic and business plan (2018 – 2022) to provide financial stability and security at the end of various funding streams.

The finances of the charity are satisfactory. The net income for the year was £28,456 (2019: net expenditure of £13,358). At 31 March 2020, the total funds of the charity were £146,942 (2019: £118,486).

### **Reserves Policy**

The management committee has established a policy whereby the unrestricted funds not committed or invested in tangible assets (the free reserves) held by the charity should be around three months of expenditure, which equates to £52,500. At this level, the management committee feels that it would be able to continue the current activities of the charity in the event of a significant drop in funding. At the year end free reserves, which amounted to £76,281, exceed this level, but the management committee is aware of the need to continually consider ways in which additional unrestricted funds can be raised as existing funding streams may change in future years.

# **Aireborough Voluntary Services to the Elderly (AVSED)**

## **Report of the Trustees for the year ended 31 March 2020**

### **Trustees and their statutory responsibilities**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements 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 that year. In preparing those 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; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business for the foreseeable future.

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

### **Small Company Rules**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The financial statements were approved by the Board of Trustees on 12/10/2020 and approved on their behalf by:



**Kenneth Elliott**  
**Chair of the Trustees**



## **Aireborough Voluntary Services to the Elderly (AVSED)**

### **Independent Examiner's Report to the Trustees**

I report to the charity trustees on my examination of the financial statements of the Charitable Company for the year ended 31 March 2020.

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

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

Having satisfied myself that the financial statements 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 financial statements as 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.

This report, including my statement, has been prepared for and only for the charity's trustees as a body. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body for my examination work, for this report, or for the statements I have made.

#### **Independent Examiner's 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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the financial statements give a true and fair view which is not a matter considered as part of an independent examination; or
4. the financial statements 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 financial statements to be reached.

*L Mashedor*  
**Laura Mashedor FCA, DChA**  
Garbutt & Elliott LLP  
Chartered Accountants  
33 Park Place  
Leeds  
LS1 2RY

Date: 19 October 2020.....

## Aireborough Voluntary Services to the Elderly (AVSED)

### Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Unrestricted Funds £	Restricted Funds £	Total 2019 £
<b>Income from:</b>							
Donations	3	4,225	102,999	107,224	17,493	36,819	54,312
Charitable activities	4	32,817	98,370	131,187	75,682	50,052	125,734
Investments	14	-	-	14	14	-	14
<b>Total income</b>		<b>37,056</b>	<b>201,369</b>	<b>238,425</b>	<b>93,189</b>	<b>86,871</b>	<b>180,060</b>
<b>Expenditure on:</b>							
Raising funds		1,660	3,293	4,953	13,922	13,036	26,958
Charitable activities	5	35,802	169,214	205,016	76,437	90,023	166,460
<b>Total expenditure</b>		<b>37,462</b>	<b>172,507</b>	<b>209,969</b>	<b>90,359</b>	<b>103,059</b>	<b>193,418</b>
<b>Net income and net movement in funds</b>		<b>(406)</b>	<b>28,862</b>	<b>28,456</b>	<b>2,830</b>	<b>(16,188)</b>	<b>(13,358)</b>
<b>Total funds brought forward</b>	15	<b>76,687</b>	<b>41,799</b>	<b>118,486</b>	<b>73,857</b>	<b>57,987</b>	<b>131,844</b>
<b>Total funds carried forward</b>	15	<b>76,281</b>	<b>70,661</b>	<b>146,942</b>	<b>76,687</b>	<b>41,799</b>	<b>118,486</b>

There were no recognised gains and losses for the year other than those included in the statement of financial activities.

All activities derive from continuing operations.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes on pages 10 to 19 form part of these financial statements.

# Aireborough Voluntary Services to the Elderly (AVSED)

## Balance Sheet at 31 March 2020

	Note	2020 £	2019 £
<b>Fixed Assets:</b>			
Tangible fixed assets	10	23,011	26,088
<b>Current Assets</b>			
Debtors	11	508	1,805
Cash at bank and in hand		130,570	97,884
		131,078	99,689
<b>Liabilities</b>			
Creditors: Amounts falling due within one year	12	(7,147)	(7,291)
<b>Net Current assets</b>		123,931	92,398
<b>Net assets</b>	14	146,942	118,486
<b>Funds:</b>			
Unrestricted Funds	14, 15	76,281	76,687
Restricted Funds	14, 15	70,661	41,799
<b>Total funds</b>		146,942	118,486

For the financial year ended 31 March 2020 the company was entitled to exemption from audit under section 477 Companies Act 2006. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The Trustees acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year end of its income and expenditure for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The Financial Statements were approved by the Trustees on 12<sup>th</sup> October 2020 and signed on their behalf by:



**Kenneth Elliott**  
**Chair of the Trustees**

The notes on pages 10 to 19 form part of these financial statements.

**Company number: 09882948**

# **Aireborough Voluntary Services to the Elderly (AVSED)**

## **Notes to the Financial Statements for the year ended 31 March 2020**

### **1. Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### **Company information**

The charitable company is limited by guarantee and does not have share capital. The liability of members is limited to £1 per member. The charity was incorporated in England and the registered office is c/o Nunroyd Pavilion, Nunroyd Park, New Road Side, Yeadon, Leeds, LS19 7HR.

#### **Basis of preparation of financial statements**

The financial statements have been prepared on a going concern basis in accordance with 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 (FRS102) (effective 1 January 2019) (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Ireland (FRS102), the Companies Act 2006 and the Charities Act 2011.

The financial statements are prepared in sterling which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £1.

Aireborough Voluntary Services to the Elderly meets the definition of a public benefit entity under FRS102.

Assets and liabilities are initially recognised at cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### **Going concern**

The Trustees have prepared financial projections, taking into consideration the current economic climate and its potential impact on the sources of income and planned expenditure. They have a reasonable expectation that adequate financial resources are available to enable the charity to continue in operational existence for the foreseeable future, and have adequate contingency plans in the event that income streams are reduced. Whilst the global economy has been significantly impacted by the COVID-19 virus, the charity still has reserves sufficient to meet its immediate requirements. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **Income**

All income is included in the Statement of Financial Activities ("SoFA") when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.

Donations and legacies are included in the SoFA when it is probable that the funds will be received and that they can be measured with sufficient reliability.

Gifts in kind are included in the SoFA at an amount which estimates their monetary value to the charity.

Grants, including grants for the purchase of fixed assets, are recognised in full in the SoFA in the period in which they are receivable.

The value of services provided by volunteers is not included.

Trading and investment income is accounted for on an accruals basis.

Where income is received specifically for expenditure in a future accounting period that amount is deferred.

# **Aireborough Voluntary Services to the Elderly (AVSED)**

## **Notes to the Financial Statements for the year ended 31 March 2020 (Continued)**

### **Expenditure**

Expenditure is recognised in the period in which it is incurred. Expenditure includes 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.

Support costs comprise all non-attributable costs including Finance, Human Resources, Information Technology and Administration. These costs are set out in note 6.

### **Staff costs**

The costs of short term employee benefits are recognised as a liability and an expense where settlement of obligations does not fall within the same period.

### **Pension Costs**

The charity contributes to a defined contribution scheme. Amounts due to this scheme are recognised as an expense in the SoFA when they fall due for payment.

### **Fund accounting**

Funds held by the charity are either:

**Unrestricted funds** – General unrestricted funds are donations and other income receivable or generated for the objects of the charity without a further specified purpose and are available for use as general funds.

**Restricted funds** – Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets this criteria is charged to the fund, together with a fair allocation of management and support costs.

### **Tangible fixed assets and depreciation**

Tangible fixed assets for use by the charity are stated at cost less depreciation.

Assets are capitalised if their purchase price exceeds £1,000.

Assets transferred from the unincorporated charity were transferred at fair value and are depreciated taking into account the number of years depreciation that had already been charged on the assets in that charity.

Depreciation is calculated to write down the cost of tangible fixed assets (less expected residual value) evenly over their expected useful lives on the following bases:

Minibus	Straight line over 7 years
Furniture and Equipment	10% reducing balance
Leasehold improvements	Over life of lease

### **Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS102 to all of its financial instruments.

### **Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity held for working capital. Bank overdrafts are shown within borrowing in current liabilities.

# **Aireborough Voluntary Services to the Elderly (AVSED)**

## **Notes to the Financial Statements for the year ended 31 March 2020 (Continued)**

### **Debtors**

Prepayments and accrued income represent time apportioned expenses or income to be recognised in a future accounting period.

Debtors, other than those held at fair value through profit and loss, are assessed for indicators of impairment at each reporting end date.

Debtors are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected. The impairment loss is recognised in the income and expenditure account.

### **Creditors and Provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors, loans and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Creditors are derecognised when, and only when, obligations are discharged, cancelled or they expire.

Amounts recognised as provisions are best estimates of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation.

### **Operating leases**

Rentals payable under operating leases, including any lease incentives received, are charged to the SoFA on a straight line basis over the lease term.

### **Taxation**

Aireborough Voluntary Services to the Elderly is a registered charity and as such is a charity within the meaning of Schedule 6 of the Finance Act 2010. Accordingly, the Charity is potentially entitled to tax exemption under part 11 of the Corporation Tax Act 2010 or section 256 of the Taxation of Chargeable Gains Act 1992 in respect of income and gains arising.

## **2. Critical Accounting Estimates and Judgements**

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There are no estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities.

## Aireborough Voluntary Services to the Elderly (AVSED)

### Notes to the Financial Statements for the year ended 31 March 2020 (Continued)

#### 3. Donations

	Unrestricted funds £	Restricted funds £	2020 Total £	Unrestricted funds £	Restricted funds £	2019 Total £
Donations (including Gift Aid)	2,460	5,395	7,855	14,918	1,000	15,918
Big Lottery (connecting Aireborough)	-	-	52,562	-	-	-
Airevalley Medical Group	-	18,390	18,390	-	17,000	17,000
Leeds Community Foundation (Time to Shine)	-	52,562	-	-	2,689	2,689
Big Lottery (Capacity Building)	-	9,400	9,400	-	-	-
Leeds City Council (Winter Grant)	-	1,852	1,852	-	-	-
Frank Parkinson Yorkshire Trust (Minibus Lease 3)	-	5,400	5,400	-	5,400	5,400
Wharfedale Foundation	-	-	-	-	730	730
Trusthouse Charitable Foundation	-	10,000	10,000	-	10,000	10,000
Membership Subscriptions	1,765	-	1,765	2,575	-	2,575
	4,225	102,999	107,224	17,493	36,819	54,312

#### 4. Charitable Activities

	Unrestricted funds £	Restricted funds £	2020 Total £	Unrestricted funds £	Restricted funds £	2019 Total £
<b>Grants and contracts:</b>						
Leeds City Council Adult Social Care	-	94,525	94,525	37,120	50,052	87,172
	-	94,525	94,525	37,120	50,052	87,172
<b>Other fees</b>	32,817	3,845	36,662	38,562	-	38,562
	32,817	98,370	131,187	75,682	50,052	125,734

# Aireborough Voluntary Services to the Elderly (AVSED)

## Notes to the Financial Statements for the year ended 31 March 2020 (Continued)

### 5. Charitable Activities

The charity has one charitable activity which is the prevention of social isolation.

For the year ended 31 March 2020	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Charitable activities:</b>			
Equipment and services provided	6,409	1,942	8,351
Events and outside visits	4,656	10	4,666
Staff salary costs	-	119,512	119,512
Pensions costs	-	5,569	5,569
Payroll costs	-	959	959
Staff training	685	348	1,033
Recruitment and CRB checks	66	231	297
Protective Clothing	132	217	349
Staff and volunteers travelling expenses	1,360	325	1,685
Office rent and related services	-	12,000	12,000
Venue hire	611	-	611
Minibus expenses	13,610	5,400	19,010
Minibus depreciation	1,647	3,294	4,941
Depreciation of buildings	1,355	1,675	3,030
Depreciation of equipment	2,097	-	2,097
Sundries	1,346	43	1,389
Support Costs (Note 6)	1,828	17,689	19,517
	<b>35,802</b>	<b>169,214</b>	<b>205,016</b>



# Aireborough Voluntary Services to the Elderly (AVSED)

## Notes to the Financial Statements for the year ended 31 March 2020 (Continued)

### 5. Charitable Activities (continued)

For the year ended 31 March 2019	Unrestricted funds £	Restricted funds £	Total 2019 £
<b>Charitable activities:</b>			
Equipment and services provided	5,801	192	5,993
Events and outside visits	5,842	20	5,862
Staff salary costs	26,542	51,724	78,266
Pensions costs	1,348	2,316	3,664
Payroll costs	420	467	887
Staff training	876	-	876
Recruitment and CRB checks	130	-	130
Protective Clothing	66	-	66
Staff and volunteers travelling expenses	1,781	577	2,358
Office rent and related services	5,333	6,000	11,333
Vehicle hire	-	480	480
Venue hire	112	60	172
Minibus expenses	15,552	5,400	20,952
Minibus depreciation	-	4,941	4,941
Depreciation of buildings	4,066	5,022	9,088
Sundries	939	202	1,141
Support Costs (Note 7)	7,629	12,622	20,251
	76,437	90,023	166,460

### 6. Analysis of Support Costs

	Basis of allocation	Total 2020 £	Total 2019 £
Staff costs (including pension costs)	Time	4,940	5,379
Computer equipment, software and servicing	Direct	3,310	1,289
Printing and stationery	Direct	2,053	1,582
Office supplies	Direct	16	10
Postage	Direct	102	35
Subscriptions, donations and fees	Direct	711	399
Telephone	Direct	1,840	1,931
Insurance	Direct	750	795
Bank Charges	Direct	725	231
Professional fees	Direct	3,918	7,400
Independent examination	Direct	1,152	1,200
		19,517	20,251

# Aireborough Voluntary Services to the Elderly (AVSED)

## Notes to the Financial Statements for the year ended 31 March 2020 (Continued)

### 7. Net movement in funds

This is stated after charging:	<b>2020</b>	<b>2019</b>
	£	£
Depreciation	39,078	14,029
Independent examiner's fee (net of VAT)	960	1,000

### 8. Employee Information

<b>Staff costs during the year were as follows:</b>	<b>2020</b>	<b>2019</b>
	£	£
Wages and salaries	120,805	102,448
Social security costs	6,570	4,935
Pension costs	5,939	5,033
	133,314	112,416

No employee earned £60,000 or more during the year (2019: no employee).

<b>The average number of employees during the year was as follows:</b>	<b>2020</b>	<b>2019</b>
Charitable work – activities for the elderly	6	6

The Trustees consider its key management personnel comprises the Chair and Project Coordinating Manager. The total employment benefits including employer pension contributions of the key management personnel were £37,025 (2019: £37,129).

### 9. Trustees

No member of the board of Trustees or any person connected with them has received or is due to receive any remuneration for this or the previous financial year.

A total of £286 was reimbursed in the year to three Trustees in respect of travel and telephone expenses incurred on behalf of the charity (2019: £378).

### 10. Tangible Fixed Assets

	<b>Equipment</b>	<b>Buildings</b>	<b>Minibus</b>	<b>Total</b>
	£	£	£	£
<b>Cost or valuation:</b>				
At 1 April 2019	-	27,265	39,422	66,687
Additions	6,991	-	-	6,991
At 1 April 2019 and 31 March 2020	6,991	27,265	39,422	73,678
<b>Depreciation:</b>				
At 1 April 2019	-	24,235	16,364	40,599
Charge for the year	2,097	3,030	4,941	10,068
At 31 March 2020	2,097	27,265	21,305	50,667
<b>Net book value:</b>				
At 31 March 2020	4,894	-	18,117	23,011
At 31 March 2019	-	3,030	23,058	26,088

# Aireborough Voluntary Services to the Elderly (AVSED)

## Notes to the Financial Statements for the year ended 31 March 2020 (Continued)

### 11. Debtors

	2020 £	2019 £
Trade debtors	223	1,055
Gift Aid recoverable	285	750
	508	1,805

### 12. Creditors: Amounts Falling Due Within One Year

	2020 £	2019 £
Accruals	1,749	2,341
Deferred income (see Note 13)	5,398	4,950
	7,147	7,291

### 13. Deferred Income

	2020 £	2019 £
Balance at 31 March 2019	4,950	4,950
Amount released to income	(4,950)	(4,950)
Amount deferred in the year	5,397	4,950
Balance at 31 March 2020	5,397	4,950

### 14. Analysis of Net Assets by Fund

As at 31 March 2020	Tangible fixed assets £	Net current assets £	Total 2020 £
Unrestricted funds	-	76,281	76,281
Restricted funds	23,011	47,650	70,661
Total funds	23,011	123,931	146,942

As at 31 March 2019	Tangible fixed assets £	Net current assets £	Total 2019 £
Unrestricted funds	1,356	75,331	76,687
Restricted funds	24,732	17,067	41,799
Total funds	26,088	92,398	118,486

# Aireborough Voluntary Services to the Elderly (AVSED)

## Notes to the Financial Statements for the year ended 31 March 2020 (Continued)

### 15. Movements in Funds

For the year ended 31 March 2020	Balance 1 April 2019	Income	Expenditure	Balance 31 March 2020
		£	£	£
<b>Unrestricted funds:</b>				
General funds	76,687	37,056	37,462	76,281
<b>Restricted funds:</b>				
ASDA Foundation	1,675	-	1,675	-
Department of Transport (Gift in Kind)	23,057	-	3,294	19,763
Airevalley Medical Group	12,037	18,390	12,348	18,079
Big Lottery (Capacity Building)	-	9,400	5,309	4,091
Frank Parkinson Yorkshire Trust (Minibus Lease 3)	-	5,400	5,400	-
Leeds Adult Social Care	955	94,525	85,080	10,400
Trusthouse Charitable Foundation	4,075	10,000	12,432	1,643
Big Lottery (Connecting Aireborough)	-	52,562	46,956	5,606
New Minibus Fund	-	9,240	-	9,240
Leeds City Council (Winter Grant)	-	1,852	13	1,839
<b>Total restricted funds</b>	<b>41,799</b>	<b>201,369</b>	<b>172,507</b>	<b>70,661</b>
<b>Total funds</b>	<b>118,486</b>	<b>238,425</b>	<b>209,969</b>	<b>146,942</b>

### Purposes of restricted funds:

ASDA Foundation – paid for 2/3 of the office.

Department of Transport – Gift in Kind of a new Peugeot Minibus.

Airevalley Medical group – An Innovation grant to work with our local GP surgeries on the HAPIA (Health Active Pensioners in Aireborough) project.

Big Lottery (Capacity Building) – An 'Awards for All' grant to help us with strategic planning and fundraising.

Frank Parkinson Yorkshire Trust (Minibus Lease 3) – To part-pay the monthly lease-hire charges for the new Renault minibus, delivered in February 2018.

Leeds Adult Social Care – 5 year grant (with a possible 5 year extension) from Leeds City Council Adult Social Care Department, to replace the previous contract (which was unrestricted). This is to provide services for people over 60 living in Area 20 of Leeds (i.e. LS19, LS20 and parts of LS29 and BD10 postcodes).

Trusthouse Charitable Foundation – Grant towards transport costs.

Big Lottery (Connecting Aireborough) – Grant supporting salaries for volunteer worker and developing volunteer strands to support increased collaboration within the area.

New Minibus Fund – Fundraising towards the eventual acquisition of a new minibus.

Leeds City Council (Winter Grant) – To increase capacity and build resilience over the winter months.

# Aireborough Voluntary Services to the Elderly (AVSED)

## Notes to the Financial Statements for the year ended 31 March 2020 (Continued)

### 15. Movements in Funds (continued)

For the year ended 31 March 2019	Balance 1 April 2018	Income	Expenditure	Balance 31 March 2019
		£	£	£
<b>Unrestricted funds:</b>				
General funds	73,857	93,189	90,359	76,687
<b>Restricted funds:</b>				
ASDA Foundation	6,697	-	5,022	1,675
Department of Transport (Gift in Kind)	27,998	-	4,941	23,057
Airevalley Medical Group	14,841	17,000	19,804	12,037
Big Lottery (Capacity Building)	7,600	-	7,600	-
Leeds Community Foundation (Time to Shine)	715	2,689	3,404	-
Sir George Martin Trust	112	-	112	-
Tesco Bags of Help	24	-	24	-
Frank Parkinson Yorkshire Trust (Minibus Lease 3)	-	5,400	5,400	-
Leeds Adult Social Care	-	50,052	49,097	955
Wharfedale Foundation	-	730	730	-
Trusthouse Charitable Foundation	-	10,000	5,925	4,075
Donation (Ross)	-	1,000	1,000	-
<b>Total restricted funds</b>	<b>57,987</b>	<b>86,871</b>	<b>103,059</b>	<b>41,799</b>
<b>Total funds</b>	<b>131,844</b>	<b>180,060</b>	<b>193,418</b>	<b>118,486</b>

### 16. Commitments

At 31 March 2020 the charity had total commitments under non-cancellable operating leases as follows:

	Land and Buildings £	Equipment £	2020 Total £	2019 Total £
<b>Due:</b>				
Under one year	1,000	9,408	10,408	13,408
Between one and five years	-	16,018	16,018	25,426
	<b>1,000</b>	<b>25,426</b>	<b>26,426</b>	<b>38,834</b>

### 17. Pension Costs

The charity contributes to a defined contribution scheme, the cost to the charity in the year was £5,939 (2019: £5,033).