

Roundhay Environmental Action Project

Charity number 1132380

A company limited by guarantee number 06415058

Annual Report and Financial Statements

for the year ended 31 March 2023



West Yorkshire Community Accounting Service

Roundhay Environmental Action Project

Annual Report and Financial Statements for the year ended 31 March 2023

Contents	Page
Trustees' report	2 to 4
Statement of financial activities	5
Balance sheet	6
Notes to the accounts	7 to 9

Prepared by West Yorkshire Community Accountancy Service CIO

Roundhay Environmental Action Project

Trustees' report for the year ended 31 March 2023

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Robert Greenwood		
Barbara Whitehouse		
Amanda Cottrell		
Alexis Percival		
John Murray Hawtin		
Adam Millican-Slater		Resigned on 2 May 2023
Eleanor Moore		
Jill Jones		Resigned on 1 Jun 2022
Paul Ellis		Appointed 2 Nov 2022
Jane Stanbury		Appointed 7 Feb 2023
Charity number	1132380	Registered in England and Wales
Company number	06415058	Registered in England and Wales

Registered and principal address

52 Lidgett Lane
Roundhay
Leeds
LS8 1PL

Bankers

Unity Trust Bank
9 Brindley Place
Birmingham
B1 2HB

Accountants

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 1 November 2007. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Objectives and activities

The charity's objects

To promote sustainable development within Leeds Metropolitan District and its environs for the benefit of the public by:

- a) the preservation, conservation and the protection of the environment and the prudent use of resources;
- b) the promotion of sustainable means of achieving economic growth and regeneration.

To advance the education of the public in subjects relating to sustainable development and the protection, enhancement and rehabilitation of the environment and to promote study and research in such subjects provided that the useful results of such study are disseminated to the public at large.

Sustainable development means "development which meets the needs of the present without compromising the ability of future generations to meet their own needs."

Roundhay Environmental Action Project

Trustees' report (continued) for the year ended 31 March 2023

Objectives and activities continued

The charity's main activities

REAP is a community based organisation based in the Roundhay area of North East Leeds. REAP was born out of the concern of local residents who wanted to take positive action to tackle environmental issues and live more sustainably.

We promote practical action on climate change and the environment.

Oakwood Farmers' Market is run by our subsidiary trading arm.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the promotion of practical local action on living more sustainably in the face of climate change.

Achievements and performance

The underlying ethos of REAP continues to be the promotion of practical local action on climate change and the environment, underpinned by the belief that this is more likely to happen effectively against the background of a strong and engaged local community.

Over the last year, as the country moved out of restrictions caused by the pandemic, REAP has continued to expand with membership reaching more than 220. Two further trustee have been recruited who have been able to contribute significantly to REAP's community involvement. The newly formed WhatsApp groups have been particularly valuable in communicating knowledge and organising activities to promote the protection of the environment and increase biodiversity.

In addition to continuing to run the Oakwood Farmers' Market and on-going work on the edible bed, events that have taken place are:

- Organising and funding a fruit tree pruning workshop by Fruit Works Co-Operative at Lidgett Lane
- Promoting a national event, "No Mow May", via social media and posters for members to display
- Volunteering in the planting of 120 hedgerow trees at Moor Allerton School
- Organising the Open Gardens Event in June 2022 which raised record amounts for St Gemma's Hospice and where the associated displays fostered interest in Rewilding
- Collaborating in an art exhibition in a local library called "Climate Change - the Art of Gentle Protest" with Oakwood Church Art Group and Roundhay Craftivists.
- Giving talks at a local High School on environmental issues and the climate emergency.
- Participating in Clean Air Day 2022 followed up by a stall and display at the Farmer's Market
- Organising a Tree Seed Collection Day in October – resulting in circa 2000 oak, horse and sweet chestnut and beech seeds collected and deposited for use in Leeds woodland creation projects.
- A rewilding stall, detailing tree planting and rewilding activities undertaken which provided free bags of wildflower seeds.
- Working with local landowners towards the possible rejuvenation of an old orchard site in Oakwood with community involvement.
- Collaborating with Leeds City Council and Oakwood Library for making a small orchard at the library garden.. Purchase and planting of 6 trees with library staff and local councillors.

Financial review

The net income for the year was £1,204, including net income of £1,584 on unrestricted funds and net expenditure of £380 on restricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £8,377.

The trustees do not have a reserves policy

Roundhay Environmental Action Project

Trustees' report (continued) for the year ended 31 March 2023

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. In preparing these 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;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity 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 Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

approved by the board of trustees on 16/8/23

Barbara Whitehouse (Trustee)

Roundhay Environmental Action Project
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2023

	Notes	2023	2023	2023	2022
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
Income from:					
Grants and donations	(2)	100	-	100	773
Gift aid donation from REAP Trading Ltd		3,268	-	3,268	1,392
Event income		-	-	-	83
Total income		<u>3,368</u>	<u>-</u>	<u>3,368</u>	<u>2,248</u>
Expenditure on:					
Insurance and subscriptions		381	-	381	221
Publicity		673	-	673	1,373
Equipment repair		-	-	-	101
Donation to others		-	-	-	550
Special events		312	-	312	550
Garden project		144	380	524	326
Accountancy		189	-	189	222
Bank charges		72	-	72	72
Professional fees		13	-	13	-
Total expenditure		<u>1,784</u>	<u>380</u>	<u>2,164</u>	<u>3,415</u>
Net income / (expenditure)		<u>1,584</u>	<u>(380)</u>	<u>1,204</u>	<u>(1,167)</u>
Fund balances brought forward		<u>6,793</u>	<u>566</u>	<u>7,359</u>	<u>8,526</u>
Fund balances carried forward	(3)	<u>8,377</u>	<u>186</u>	<u>8,563</u>	<u>7,359</u>

All incoming resources and resources expended derive from continuing activities.

Roundhay Environmental Action Project
Balance sheet
as at 31 March 2023

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(4) 323	-	323	340
Cash at bank and in hand	(5) 8,243	186	8,429	7,199
Total current assets	<u>8,566</u>	<u>186</u>	<u>8,752</u>	<u>7,539</u>
Current liabilities:				
amounts falling due within one year				
Accruals	189	-	189	180
Total current liabilities	<u>189</u>	<u>-</u>	<u>189</u>	<u>180</u>
Net current assets / (liabilities)	<u>8,377</u>	<u>186</u>	<u>8,563</u>	<u>7,359</u>
Net assets	<u>8,377</u>	<u>186</u>	<u>8,563</u>	<u>7,359</u>
Funds				
Unrestricted funds	8,377	-	8,377	6,793
Restricted funds	-	186	186	566
Total funds	<u>8,377</u>	<u>186</u>	<u>8,563</u>	<u>7,359</u>

For the year ending 31 March 2023 the charitable 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 charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) 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 and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 16/8/23

Barbara Whitehouse (Trustee)

Roundhay Environmental Action Project

Notes to the accounts

for the year ended 31 March 2023

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Endowment funds represent those assets which must be held permanently by the charity, principally investments. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income unless restrictions have been imposed by the donor. Any capital gains or losses arising on the investments form part of the fund. Investment management charges and legal advice relating to the fund are charged against the fund.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Roundhay Environmental Action Project
Notes to the accounts continued
for the year ended 31 March 2023

2 Grants and donations	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Leeds City Council (LCC)	-	-	-	450
Leeds Civic Trust	100	-	100	
Other donations	-	-	-	323
	<u>100</u>	<u>-</u>	<u>100</u>	<u>773</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Cooperative	21	-	-	-	21
LCC MICE 2021	400	-	380	-	20
LCC MICE 2022	145	-	-	-	145
	<u>566</u>	<u>-</u>	<u>380</u>	<u>-</u>	<u>186</u>

Fund name

Cooperative

LCC MICE 2021

LCC MICE 2022

Purpose of restriction

These funds support projects in the community which help protect the environment and raise awareness of climate change.

Towards the costs of repairing the edible bed and replacing damaged equipment.

Towards items to improve the environment and increase biodiversity.

4 Debtors and prepayments	2023 £	2022 £
Debtors	201	201
Prepayments	122	139
	<u>323</u>	<u>340</u>

5 Cash at bank and in hand	2023 £	2022 £
Cash at bank	8,424	7,194
Cash in hand	5	5
	<u>8,429</u>	<u>7,199</u>

6 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Roundhay Environmental Action Project
Statement of Financial Activities including comparatives for all funds
(including summary income and expenditure account)
for the year ended 31 March 2023

	2023	2022	2023	2022	2023	2022
	Unrestricted	Unrestricted	Restricted	Restricted	Total	Total
	funds	funds	funds	funds	funds	funds
	£	£	£	£	£	£
Income						
Grants and donations	100	323	-	450	100	773
Gift Aid donat'n from REAP Trading Ltd	3,268	1,392	-	-	3,268	1,392
Event income	-	83	-	-	-	83
Total income	3,368	1,798	-	450	3,368	2,248
Expenditure						
Insurance and subscriptions	381	221	-	-	381	221
Publicity	673	889	-	484	673	1,373
Equipment repair	-	101	-	-	-	101
Donation to others	-	550	-	-	-	550
Special events	312	550	-	-	312	550
Garden project	144	21	380	305	524	326
Accountancy	189	222	-	-	189	222
Bank charges	72	72	-	-	72	72
Professional fees	13	-	-	-	13	-
Total expenditure	1,784	2,626	380	789	2,164	3,415
Net income / (expenditure)	1,584	(828)	(380)	(339)	1,204	(1,167)
Fund balances brought forward	6,793	7,621	566	905	7,359	8,526
Fund balances carried forward	8,377	6,793	186	566	8,563	7,359