

**Leeds Baby Bank**

Charity number 1179029

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



West Yorkshire Community Accounting Service

# **Leeds Baby Bank**

## **Annual Report and Financial Statements for the year ended 31 March 2020**

<b>Contents</b>	<b>Page</b>
Trustees' report	2 to 3
Examiner's report	4
Receipts and payments account	5
Statement of assets and liabilities	6
Notes to the accounts	7 to 8

**Prepared by West Yorkshire Community Accounting Service**

# **Leeds Baby Bank**

## **Trustees' report for the year ended 31 March 2020**

### **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:

<b>Name</b>	<b>Position</b>
Chantal Nogbou	Chair
Faye Freeman	Treasurer
Louise Hannon	Secretary

### **Charity number**

The charity was registered with the Charity Commission for England and Wales, number 1179029, on 3 July 2018.

### **Principal address**

Unit 4, Upper Balcony  
4 St.Johns Centre  
Leeds  
LS2 8LQ

### **Bankers**

Lloyds Bank  
65-68 Briggate  
Leeds  
LS1 6LH

### **Independent examiner**

Stephen Procter

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### **Structure, governance and management**

The charity is a Charitable Incorporated Organisation (CIO) formed on 3 July 2018.

### **Method of recruitment and appointment of trustees**

The trustees of the charity are appointed by the members at the AGM.

# Leeds Baby Bank

## Trustees' report (continued) for the year ended 31 March 2020

### Objectives and activities

#### The charity's objects

To relieve poverty among families with young children, principally aged 0 to 4, and pregnant women, in conditions of need, hardship or distress within the Leeds area, for the public benefit, by:

- a) providing essential equipment and other items for children aged 0 to 4 and pregnant women.
- b) providing support through groups, drop-ins, events and projects benefitting the wider family.
- c) providing information on local agencies, charities or groups who may offer further support.

#### The charity's main activities

The Leeds Baby Bank provides pre-loved maternity, baby and toddler essentials to families in need across Leeds.

#### 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 prevention or relief of poverty.

#### Achievements and performance

In 2019-2020 we provided baby essentials to families in need through a referral system, these referrals came to us via health care professionals such as midwives, health visitors, social workers, housing officers, children centre workers etc on average 15 referrals a week.

We rely on the general public in Leeds for the donation of preloved items such as cots, prams, clothes, baby bouncers, toys, baby monitors, breastpumps, bedding safety gates etc

Items such as mattresses, formula milk, feeding equipment etc needs to be new so money raised is used to buy these items.

In 19/20 we successfully applied for a number of grants that helped us buy these items and help with our running costs. We also fundraise on our social media platforms for items that we desperately need.

Just before lockdown we had to close all of our donation drop off points to prevent potential spreading of Covid 19, this is resulting in our stock diminishing with difficulty to restock with preloved items.

As a result we had to close our regular referral form and have instead launched an emergency bundles form which has the basics such as nappies, wipes, formula, toddler food, and for many safety gates to ensure children's safety during lockdown. Working together with Leeds City Council we have 4 distribution points as well as our unit to get the support out quickly.

As you can imagine the needs for emergency support is incredibly high and this has impacted on our finances. Money raised has been used to purchase huge amounts of stock to keep up with the desperate need.

#### Financial review

The net receipts for the year were £4,207, all relating to unrestricted funds.

#### Reserves policy

The charity's free cash reserves at the year end were £14,160.

Reserves Policy trustees agreed upon. £1,000 only due to having very low overheads. This figure will be reviewed every three months as the charity becomes more established.

Signed on behalf of the board of trustees:

Signed: L Hannon

Date: 28/5/20

Name: Louise Hannon (Trustee)

# **Leeds Baby Bank**

## **Independent examiner's report to the trustees of Leeds Baby Bank Charitable Incorporated Organisation ('the CIO')**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2020, which are set out on pages 5 to 8.

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

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent examiner's statement**

I have completed my examination. I confirm that no material 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 CIO as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

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.

Signed: S. Procter                      Name: Stephen Procter

Date: 28/5/20

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

**Leeds Baby Bank**  
**Receipts and payments account**  
**for the year ended 31 March 2020**

	Notes	2020 Total funds £	2019 Total funds £
<b>Receipts</b>			
Grants and donations	(2)	19,181	10,644
Fees and charges		-	217
Fundraising		-	1,462
Ball ticket sales		3,061	3,340
Sponsorship		-	500
Bank interest		1	-
Other income		347	471
Incoming resources from old organisation		-	7,343
<b>Total receipts</b>		<u>22,590</u>	<u>23,977</u>
<b>Payments</b>			
Wages	(3)	6,800	6,214
Payroll charges		360	180
Travel and transport		9	347
Charity ball expenses		2,735	3,614
Volunteer expenses		100	20
Resources for referrals		4,260	1,715
Resources for unit		680	1,337
Printing, postage and stationery		71	27
Phone		175	30
Computers, IT and software		233	32
Office equipment		1,561	-
Delivery charges		32	60
Fundraising costs		15	80
Insurance		351	30
Website costs		241	180
Gifts and donations		53	95
Accounts		432	-
QuickBooks subscription		218	-
Other expenses		57	63
<b>Total payments</b>		<u>18,383</u>	<u>14,024</u>
<b>Net receipts</b>		<u>4,207</u>	<u>9,953</u>
<b>Cash fund balances brought forward</b>		<u>9,953</u>	<u>-</u>
<b>Cash fund balances carried forward</b>		<u>14,160</u>	<u>9,953</u>

**Leeds Baby Bank**  
**Statement of assets and liabilities**  
**as at 31 March 2020**

	2020	2019
	Total	Total
	£	£
<b>Cash funds</b>		
Lloyds Bank current account	5,909	9,953
Lloyds Bank deposit account	8,251	-
<b>Total cash funds</b>	<u>14,160</u>	<u>9,953</u>

<b>Liabilities</b>	£
Independent examination	<u>432</u>
	<u>432</u>

**Approval of the accounts**

The financial statements were approved by the board of trustees on

Date: 28/5/20

Signed: L. Hannon (Trustee)

Name: Louise Hannon

# **Leeds Baby Bank**

## **Notes to the accounts**

### **for the year ended 31 March 2020**

#### **1 Accounting policies**

##### **Basis of accounting**

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

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

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

##### **Taxation**

As a registered 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**

All funds are unrestricted (general) funds and are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.



**Leeds Baby Bank**  
**Notes to the accounts continued**  
**for the year ended 31 March 2020**

<b>2 Grants and donations</b>	2020	2019
	Total funds	Total funds
	£	£
Radio Aire (Cash for Kids)	1,820	2,399
Leeds Community Foundation	-	2,000
Leeds City Council	1,600	-
Asda	500	-
Freemasons	2,000	-
Other donations	13,261	6,245
	<u>19,181</u>	<u>10,644</u>

<b>3 Staff costs</b>	2020	2019
	£	£
Gross salaries	6,800	6,214
Social security costs	-	-
Employment allowance	-	-
	<u>6,800</u>	<u>6,214</u>

**4 Trustee expenses**

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

**5 Trustee remuneration and benefits**

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