



2016 accounts

Mutual Societies Annual Return Form (AR30)

For societies registered under the Co-operative and Community Benefit Societies Act 2014

Society name:

Hyde Park Source

Important information you should read before completing this form

You must use this form if you are a:

- registered society (previously referred to as an 'industrial and provident society')
- co-operative society
- community benefit society

registered under the Co-operative and Community Benefit Societies Act 2014.

You must submit this form and the society's accounts within 7 months of the end of your financial year. Failure to submit is an offence for which the society may be prosecuted.

Please note:

- we have an information note that may assist you in completing this application
- any personal details you give on the form will be placed on the society's public file.
- it is important you give accurate and complete information and disclose all relevant information. If you do not, it may take us longer to process your annual return.

Please keep a copy of the form and supporting documents for future reference.

Terms in this form

'FCA', 'PRA', 'us' and 'we' refer to the Financial Conduct Authority or Prudential Regulation Authority.

'You' refers to the person signing the form on behalf of the society.

'The 2014 Act' is the Co-operative and Community Benefit Societies Act 2014



Mutual Societies Annual Return Form (AR30)

For societies registered under the Co-operative and Community Benefit Societies Act 2014

Filling in the form

1 If you are using your computer to complete the form:

- use the TAB key to move from question to question and press SHIFT TAB to move back to the previous question; and
- print the completed form and arrange for it to be signed by all relevant individuals.

2 If you are filling in the form by hand:

- use black ink;
- write clearly; and
- arrange for it to be signed and dated by all relevant individuals.

3 If you make a mistake, cross it out and initial the changes; do not use correction fluid.

4 If you:

- leave a question blank;
- do not get the form signed; or
- do not attach the required supporting information

without telling us why, we will treat the application as incomplete. This will increase the time taken to assess your application.

5 If there is not enough space on the form, you may use separate sheets of paper. Clearly mark each separate sheet of paper with the relevant question number. Any separate sheets should be signed by the signatories to the form.

6 Email a scanned copy of the signed form and supporting documents to

mutualsannrts@fca.org.uk

or send it by post to:

Mutuals Team
Financial Conduct Authority
25 The North Colonnade
Canary Wharf
LONDON
E14 5HS

7. Please make sure you include:

- this form
- a set of printed accounts – signed by two members and the secretary (3 signatures in total)
- an audit report or accountant's report where required; and
- any supporting documents.

1

Details of society

1.1 Details of the society

Register number	28755 R
Registered office address	2 Rosebank Road Leeds West Yorkshire
Postcode	LS3 1HH

1.2 Year end date (dd/mm/yyyy)

See Note 1.2

3	1	/	1	2	/	2	0	1	6
---	---	---	---	---	---	---	---	---	---

Committee of management

If you are a club you do not need to give a year of birth in questions 1.3-1.6.

The names of the members of the Committee at the date on which the return is signed should be entered below in BLOCK CAPITALS.

1.3 Details of Chairman

Name	Julia Kinch
Address	8 Trelawn Crescent Leeds
Postcode	LS6 3JW
Year of birth	1991
Business occupation and other directorships	Administrator

1.4 Details of Treasurer

Name	Daniel Clarke
Address	3 Virginia Gardens Wakefield
Postcode	WF3 3TE
Year of birth	1987
Business occupation and other directorships	Investment Consultant

1.5 Details of Secretary

Name	Heather Vickers
Address	1158 Bradford Road Otley
Postcode	LS21 3LE
Year of birth	1972
Business occupation and other directorships	Finance and Development Coordinator

1.6 Details of Members of the Committee

Name	Address	Year of birth	Business occupation and other directorships
Stella Darby	74 Cliff Road, Leeds, LS6 2EZ	1984	PhD Student
Julia Kinch	8 Trelawn Crescent Leeds LS6 3JW	1991	Administrator
Daniel Clarke	3 Virginia Gardens Wakefield WF3 3TE	1987	Investment Consultant
Stuart Wiggins	10 The Drive Leeds LS17 7QA	1971	Senior Director, Compliance
Charles Wooll-Rivers	3 Highbury Street Leeds LS6 4EZ	1986	Support Worker
		yyyy	

Please use separate sheets of paper if you need more space, following the instructions provided in section 5 above.

Please indicate how many separate sheets of paper you have used

Please continue, answering all questions.

1.7 Are any members of the society's committee disqualified as directors under the Company Director Disqualification Act 1986?

- ☒ No
☐ Yes

1.8 Does the society carry out any activity which is regulated under the Financial Services and Markets Act 2000? (e.g. accepting deposits in a form other than withdrawable shares; offering insurance products; undertaking residential mortgage business). If 'yes' please state the society's Financial Services Register firm reference number

- ☒ No
☐ Yes

Financial Services Register firm reference number

1.9 Is the society a subsidiary of another society?

- ☒ No
☐ Yes

1.10 Does the society have one or more subsidiaries?

- ☒ No
☐ Yes

1.11 Is the society currently accepted by the HM Revenue and Customs as a charity for tax purposes?

- ☐ No
☒ Yes

Please confirm you have attached a copy of the letter from HM Revenue and Customs confirming charitable tax status:

- ☒ Yes

1.12 Is this society a charity registered with the Office of the Scottish Charity Regulator (OSCR)?

- ☒ No
☐ Yes ▶ provide your Scottish Charity number below

1.13 Is the society registered with one of the following (please tick)?

- ☐ Homes and Communities Agency
☐ The Welsh Ministers
☐ Scottish Housing Regulator

If so, please provide your register number

All societies must answer the following questions:

- if a **bona fide co-operative society** go to question 1.14
- if **existing for the benefit of the community** go to question 1.19

Bona fide co-operative society

1.14 How did members benefit from the business, industry or trade of the society during the year?

--

1.15 Is membership of the society required to obtain the benefits offered by it?

- ☐ Yes
☐ No

1.16 In what way did members participate in an ongoing basis in the society's primary business during the year?

--

1.17 How did members democratically control the society?

--

1.18 How did the society use any surplus/profit?

If the society distributed the surplus/profit to members please explain how this was done.

--

Please use separate sheets of paper if you need more space (see section 5 above)

Please indicate how many separate sheets of paper you have used.

--

Continue to 2.1

Community benefit society**1.19 Who are the community the society benefited?**

Disadvantaged communities and people living in Leeds

1.20 How did the society benefit that community during the year?

HPS ran twelve different projects with people from local communities all over Leeds. All projects were directed and co-produced by the communities they developed in. All are sustainable, outdoor projects designed to get people outdoor, active and improving their wellbeing.

Statistics: 454 adult volunteers - 95 regular

580 children - 400 regular

12 community projects

8 primary school projects

3 children and young people projects

310 sessions totalling 1,153 hours.

1.21 How did the society use any surplus/profit?

N/A

Please use separate sheets of paper if you need more space (see section 5 above).

Please indicate how many separate sheets of paper you have used.

0

Continue to 2.1

2 Statistics

Account details

2.1 You must enter the figures below

See notes for help on items E-T. Enter NIL where applicable

A	Members at beginning of year	6
B	Members ceased during year	6
C	Members admitted during year	6
D	Members at end of year	6
E	Turnover for year	209908
F	Total of income and expenditure (receipts and payments added together)	392017
G	Net surplus/(deficit) for year	27799
H	Fixed assets	2504
I	Current assets	41648
J	Total assets (equal to amount in row O, below)	44152
K	Current liabilities	1858
L	Share capital	NIL
M	Long-term liabilities	NIL
N	Reserves	42294
O	Total liabilities, share capital & reserves (K+L+M+N) (equal to amount in J above)	44152
All societies (excluding clubs) must complete boxes P-T		
P	Investments in other registered societies	NIL
Q	Loans from members	NIL
R	Loans from Employees' Superannuation Schemes	NIL
S	Dividends on sales	NIL
T	Share interest	NIL

2.2 Names of subsidiaries as defined in sections 100 and 101 of the Co-operative and Community Benefit Societies Act 2014

2.3 Names of subsidiaries not dealt with in group accounts (if any) and reasons for exclusions (as approved by the FCA)

The society must have written authority from us to exclude a subsidiary from group accounts

3

The audit

3.1 Type of audit used for the attached accounts.

If the society has used a full professional audit or an accountant's report then the report must be prepared by a registered auditor.

- | | |
|---|----------------------------------|
| <input type="checkbox"/> Full professional audit | ▶ Continue to section 4 |
| <input checked="" type="checkbox"/> Accountant's report | ▶ Complete questions 3.2 and 3.3 |
| <input type="checkbox"/> Lay audit | ▶ Complete questions 3.2 and 3.3 |
| <input type="checkbox"/> Unaudited | ▶ Complete questions 3.2 and 3.3 |

3.2 Do the society's registered rules allow the society not to undertake a full professional audit?

- ☐ No
☒ Yes

3.3 Has the membership passed at a general meeting a resolution allowing the society not to undertake a full professional audit for the year of account in question? (In accordance with section 84 of the Co-operative and Community Benefit Societies Act 2014)

- ☐ No
☒ Yes

4 Accounts and signature

Accounts

- 4.1 Date on which the accounts and balance sheet will be/were laid before the AGM (dd/mm/yyyy)

0 6 / 0 6 / 2 0 1 7

- 4.2 Has your society produced accounts to the minimum standard required?

☒ Yes ▶ you must confirm that you have attached the accounts and the audit/accountant's report bearing the original signatures of the auditor (if required by law), the secretary and the two committee members. ☒ Attached

☐ No ▶ you must produce accounts to the minimum standard required, see notes for details.

Signature – all societies to complete

- 4.3 The Secretary of the society must sign and date below

I certify that the information in this form is correct to the best of my knowledge and belief.

Name	Heather Vickers
Signature	
Phone number	0113 2458863
Email	heather@hydeparksource.org
Date	12/07/2016

-FCA Mutuals Public Register no. 28755 R

**PERMANENT ACCOUNTS
FILE**

HYDE PARK SOURCE LIMITED

**MANAGEMENT COMMITTEE REPORT
AND FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31ST DECEMBER 2016

THOMAS COOMBS
Century House
29 Clarendon Road
Leeds
LS2 9PG

**HYDE PARK SOURCE LIMITED
MANAGEMENT COMMITTEE REPORT
FOR THE YEAR ENDED 31ST DECEMEBR 2016**

The Trustees presents their report and financial statements of the society for the year ended 31st December 2016.

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE SOCIETY, ITS TRUSTEES
AND ADVISORS**

Hyde Park Source Ltd is a registered society under the Co-operative and Community Benefit Societies Act 2014, registration number 28755R.

The Trustees (management committee) during the year were:

Stella Darby	Chairperson
Wendy Myers	Treasurer
Niall Kerr	
Liz Smith	(Resigned 27 April 2016)
Dave Ashwell	(Resigned 22 April 2016)
Adele Rae	
Florence Kneeshaw	
Julie Kinch	(Appointed 9 February 2016)
Stuart Wiggans	(Appointed 9 February 2016)
Daniel Clarke	(Appointed 9 February 2016)
Fran McCartney	(Appointed 9 February 2016)

Secretary:

Heather Vickers

Principal Address:

2 Rosebank Road
Leeds
LS3 1HH

Bankers Address:

Co-Operative Bank plc
P O Box 250
Skelmersdale
WN8 6WT

Reporting Accountants:

Thomas Coombs
Century House
2 Clarendon Road
Leeds LS2 9PG

Governing document:

Constitution adopted 10 July 1998 and amended on 14th July 2015 to incorporate reference to the Cooperative and Community Benefit Societies Act 2014.

HYDE PARK SOURCE LIMITED MANAGEMENT COMMITTEE REPORT FOR THE YEAR ENDED 31ST DECEMBER 2016

STRUCTURE GOVERNANCE AND MANAGEMENT

Hyde Park Source Ltd (aka Hyde Park Source, HP Source) is a registered society with Exempt Charitable Status, registration number 28755R. The society has a management committee of not less than three and not more than twelve persons. The society endeavours to recruit management committee members from across Leeds who have an interest in education or neighbourhood renewal. We advertise through volunteer hubs, across voluntary sector networks and newsletters and social media. We also encourage volunteers and residents who have worked with us to become involved.

The trustees consider P Tatham, B Hutchinson and H Vickers as comprising the key management personnel of the organisation in charge of directing and controlling the organisation and running and operating the organisation on a day to day basis. The pay of the society's key management personnel is reviewed annually and increased subject to the financial position of the society.

OBJECTIVES AND ACTIVITIES

Improving health and wellbeing through improving the local environment.

Our work is guided by our principles to:

Connect, Be Active, Take Notice, Keep Learning and Give

We connect with people across Leeds; individuals, families, community groups and organisations. We help to build relationships within communities, through helping people to **connect** with local spaces and transform them.

We facilitate projects, enabling the community to be **active** throughout the process from initial consultation to design, implementation to evaluation. This gives people the tools to be able to sustain the project and be resilient and adaptive when faced with change.

Through staff & volunteer supervisions based around these principles, we **take notice** of people's thoughts and feelings about themselves, others, projects they are involved with and Hyde Park Source in general. We use this feedback to make sure we act in an effective and compassionate way.

As a staff team we are always **learning** and make sure there is space within our work to reflect. We have a weekly meeting to feedback and take time each new year to come together with our Management Committee to reflect on the past year and envision the next.

We **give** thanks to all who have helped us reach our aim through these principles over 2016 and hope you will continue to over the coming years. We really appreciate the time and energy given by people actively making connections within communities, supporting one another to learn & grow.

ACHIEVEMENTS AND PERFORMANCE

With some of our longer term projects starting to come to fruition we are looking at how we can share what we do with other groups, locally and in other parts of the country.

HYDE PARK SOURCE LIMITED MANAGEMENT COMMITTEE REPORT FOR THE YEAR ENDED 31ST DECEMBER 2016

We have been asked to do workshops at various events around the country and this has made us start to think about what parts of what we do are specific to where we are based and what parts could be transferable to other areas.

We are looking at ways we can get some time to develop this by making sure we have plenty of resources in projects to do thorough evaluation that can be shared as learning resources for others.

Another significant factor this year has been the development of partnership work. With small local community groups, such as Cross Green Community Group or larger organisations such as Leeds Mind and TCV, these partnerships have been amazing in helping us reach more people and work more strategically to ensure that we are part of an organic network supporting people across the city.

We have developed a really good reputation through consistently delivering top quality projects. This has been especially true in primary schools across Leeds, where we have more and more requests for projects based on recommendations and word of mouth.

STELLA DARBY, CHAIR TO THE COMMITTEE

2016 has been an exciting and significant year for Hyde Park Source.

A highlight was receiving Big Lottery funding for the Outdoors, Active & Well project with our partners at Leeds Mind and The Conservation Volunteers at Hollybush.

Alongside the significant effort to get this large new project funded and underway, Hyde Park Source has carried on going from strength to strength with its other projects as well – thanks to the effort, creativity and dedication of talented staff and volunteers.

The management committee has welcomed some new members and said goodbye to others. We are grateful for the valuable contributions of current and past members, who have brought a diverse set of perspectives and ideas to our committee meetings over the past year. At key points in the year, staff and committee members took time to step back and talk together about how Hyde Park Source's core values steer our work as an organisation. I'm grateful for these opportunities, which I think have helped us grow in a positive direction.

A final thank-you to all the staff and volunteers, as well as our funders and partners. You have all helped make 2016 a great year. We are looking forward to the exciting prospects for Hyde Park Source in 2017 as this year's work continues to grow and develop.

We look forward to learning more about how we can develop this way of working to empower and enable more people to improve different areas of their lives.

The year in numbers

454 adult volunteers - 95 regular

580 children - 400 regular

12 community projects

8 primary school projects

3 children and young people projects

310 sessions totalling 1,153 hours.

**HYDE PARK SOURCE LIMITED
MANAGEMENT COMMITTEE REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2016**

FINANCIAL REVIEW

Sustainability

2016 saw a 50/50 balance between our grant income and the income we generate through partnership projects with schools and local community organisations. Whilst this is an important factor in maintaining our sustainability, we recognise the need to maintain a strong mix of generated and grant funding in order to enable us to rebuild our reserves and develop as an organisation. In this way we can ensure that we continue to be led by and responsive to the genuine, complex needs of our beneficiaries and their communities.

Grants

As of June 2016, Reaching Communities became our most financially significant funder; however, we have also accessed numerous smaller grants which are vital to our work.

Outdoors, Active and Well is funded by Reaching Communities until 2019, and is a partnership project working with Leeds Mind and TCV Hollybush. It will reach many of Leeds' most disadvantaged communities, focussing on improving wellbeing and employability of people with or at risk of developing mental health problems. In March we were told our bid to the Big Lottery's Reaching Communities was successful. This will provide a major income stream for the organisation.

Our three-year grant from the Tudor Trust that funds our Volunteer and Green Spaces staff will end in March 2017. We are hugely grateful for this grant, which helped HPS through a difficult period in its development.

Grants from LCC's Sustainable Communities funding strand will enable us to keep working with Cross Green Community Group in developing more plots for people to garden as well as an exciting community building on the allotment site.

Income generated from charitable activities

We have continued to develop our sources of generated income through commissions, working with local communities to co-produce attractive and useable spaces and to facilitate the use and maintenance of them to ensure their sustainability.

As well as schools and local community groups, we have been excited to work in partnership with Leeds Mencap in designing and creating the green spaces around their brand new purpose-built facility in East End Park, The Vinery Centre.

HYDE PARK SOURCE LIMITED MANAGEMENT COMMITTEE REPORT FOR THE YEAR ENDED 31ST DECEMBER 2016

Reserves

The Hyde Park Source management committee has set a reserves policy which requires that:

- Reserves are maintained at a level which ensure that Hyde Park Source's core activity could continue during a period of unforeseen difficulty.
- A proportion of reserves are maintained in a readily realizable form.

The calculation of the required level of reserves is an integral part of the organisation's planning, budget and forecast cycle. It takes into account:

- Risks associated with each stream of income and expenditure being different from that budgeted
- Planned activity level
- Organisational commitments

Risk assessment: overall income and expenditure

An annual risk assessment of all income and expenditure will be done to identify any areas of concern by the Finance and Development Coordinator and the Treasurer and reported to the committee.

Future activity level: likely requirements on reserves

Any future reserves expended on projects are to be agreed by the management committee at the start of the financial year. Additional reserves expended within the financial year are to be agreed by the management committee.

Organisational commitments

Hyde Park Source is committed to generating and maintaining the agreed reserves level as agreed by the management committee. This will be reviewed annually.

Current reserves level

We will calculate three months' running costs annually and have this amount ratified by the management committee at the beginning of the financial year. The society's free reserves at 31st December 2016 were £8,786 (2015 -£1,797).

Hyde Park Source Funders

During 2016 our larger grant income came from:

Big Lottery Fund
Tudor Trust
Rosebank Rangers
The People's Health Trust
Comic Relief
Jimbo's Fund
Affinity Sutton
Leeds Community Foundation
Gregg's Foundation

**HYDE PARK SOURCE LIMITED
MANAGEMENT COMMITTEE REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2016**

Hyde Park Source Funders

During 2016 our main funders were the following:

Big Lottery Fund
Tudor Trust
Sustainable Communities
Rosebank Rangers
The People's Health Trust
Comic Relief
Jimbo's Fund
Affinity Sutton
Leeds Community Foundation

Together with income generated by our own fees.

INDEPENDENT ACCOUNTANTS

At the previous AGM Thomas Coombs were appointed as the Independent Accountants to Hyde Park Source Limited. Thomas Coombs will be proposed for re-appointment as independent accountants as they have expressed their willingness to be appointed.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

The Co-operative and Community Benefit Societies Act 2014 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 society and of the income and expenditure of the society for that period. In preparing these financial statements, the Trustees are required to:

- Selected suitable accounting policies and then apply them consistently;
- Made judgements and estimates that are reasonable and prudent;
- Prepared the financial statements on a going concern basis unless it is inappropriate to presume that the society will continue in business.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the society and to enable it to ensure that the financial statements comply with the Co-operative and Community Benefit Societies Act 2014. It has general responsibility for taking reasonable steps to safeguard the assets of the society and to prevent and detect fraud and other irregularities.

Heather Vickers
Secretary



Dated: 6th June 2017

HYDE PARK SOURCE LIMITED

INDEPENDENT ACCOUNTANT'S REPORT UNDER SECTION 85 OF THE CO-OPERATIVE AND COMMUNITY BENEFIT SOCIETIES ACT 2014 ON THE UNAUDITED FINANCIAL STATEMENTS OF HYDE PARK SOURCE LIMITED

We report to the members on the unaudited financial statements for the year ended 31st December 2016 set out on pages 8 to 19.

This report is made solely to the members as a body. Our work has been undertaken so that we might compile the financial statements that we have been engaged to compile, report to the society's members that we have done so, and state those matters that we have agreed to state to them in this report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the society and the society's members as a body, for our work or for this report.

Respective responsibilities of management committee and the independent accountant

The management committee are responsible for the preparation of the financial statements and they consider that the society 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 procedures consisted of comparing the accounts with the books of account kept by the society and making such limited enquires of the officers of the society as we considered necessary for the purpose of this report. These procedures provide the only assurance expressed in our opinion.

Opinion

In our opinion:

- (a) the revenue account and balance sheet for the year ended 31st December 2016 are in agreement with the books of account kept by the society under section 75 of the Co-operative and Community Benefit Societies Act 2014;
- (b) having regard only to, and on the basis of the information contained in the books of account, the revenue account and balance sheet for the year ended 31st December 2016 comply with the requirements of the Co-operative and Community Benefit Societies Act 2014; and
- (c) the society met the financial criteria enabling it to disapply the requirement to have an audit of the accounts for the year specified in section 84 of the Co-operative and Community Benefit Societies Act 2014.

 Thomas Coombs

Thomas Coombs
Chartered Accountants
Century House
29 Clarendon Road
Leeds, LS2 9PG

Date: 6th June 2017

HYDE PARK SOURCE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (REVENUE ACCOUNT) FOR THE YEAR ENDED 31ST DECEMBER 2016

	Note	Unrestricted Funds £	Restricted Fund £	Total 2016 £	Total 2015 £
Income and endowments from:					
Charitable activities	2	670	129,102	129,772	63,835
Other Trading Activities	2	79,914	210	80,124	96,713
Investments		<u>12</u>	<u>-</u>	<u>12</u>	<u>24</u>
Total		<u>80,596</u>	<u>129,312</u>	<u>209,908</u>	<u>160,572</u>
Expenditure on:					
Charitable activities	3	<u>69,641</u>	<u>112,468</u>	<u>182,109</u>	<u>178,431</u>
Net Income/ (expenditure)		10,955	16,844	27,799	(17,859)
Transfers between funds		1,476	(1,476)	-	-
Net movement in funds		<u>12,431</u>	<u>15,368</u>	<u>27,799</u>	<u>(17,859)</u>
Totals funds brought forward	12	159	14,327	14,486	32,345
Total funds carried forward	12	<u><u>12,590</u></u>	<u><u>29,695</u></u>	<u><u>42,285</u></u>	<u><u>14,486</u></u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 11 to 19 form part of these accounts.

HYDE PARK SOURCE LIMITED

BALANCE SHEET AS AT 31ST DECEMBER 2016

	Note	£	2016 £	£	2015 £
Fixed Assets					
Tangible assets	7		<u>2,504</u>		<u>1,956</u>
<i>Total fixed assets</i>			<u>2,504</u>		<u>1,956</u>
Current Assets					
Debtors	8	2,830		6,600	
Cash at bank and in hand	9	<u>38,818</u>		<u>8,036</u>	
<i>Total current assets</i>		<u>41,648</u>		<u>14,636</u>	
Liabilities					
Creditors: Amounts falling due within one year	10	<u>(1,858)</u>		<u>(2,100)</u>	
<i>Net current assets</i>			39,790		12,536
Total net assets			<u>42,294</u>		<u>14,492</u>
The funds of the society					
Share capital	14		9		6
Restricted income funds	12		29,695		14,327
Unrestricted funds	12		<u>12,590</u>		<u>159</u>
			<u>42,294</u>		<u>14,492</u>

The accounts were approved by the management committee on 6th June 2017.

Secretary HEATHER VICKERS

Signed H. Vickers

Committee Member STELLA DARBY

Signed Stella Darby

Committee Member JULIA KINCH

Signed Julia Kinch

On behalf of the management committee

The notes on pages 11 to 19 form part of these accounts.

HYDE PARK SOURCE LIMITED
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31ST DECEMBER 2016

	Note	2016 (Total Funds) £	2015 (Prior year Funds) £
Cash flows from operating activities:			
<i>Net Cash provided by (used in) operating activities</i>	15	32,189	(16,696)
Cash flows from investing activities:			
Dividends, interest and rents from investments		12	24
Purchase of property plant and equipment		(1,422)	(1,300)
<i>Net cash provided by (used in) investing activities</i>		<u>30,779</u>	<u>(17,972)</u>
Cash flows from financing activities:			
Cash inflows share distribution		3	-
<i>Net cash provided by (used in) financing activities</i>		<u>30,782</u>	<u>-</u>
Change in cash and cash equivalents in the reporting period		30,782	(17,972)
Cash and cash equivalents at the beginning of the reporting period	16	<u>8,036</u>	<u>26,008</u>
Cash and cash equivalents at the end of the reporting period	16	<u>38,818</u>	<u>8,036</u>

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2016

1. ACCOUNTING POLICIES

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

a) Basis of preparation

The accounts have been prepared 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 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Cooperative and Community Benefit Societies Act 2014.

b) 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 society to continue in operational existence for the next 12 to 18 months, and have adequate contingency plans in the event that income streams are reduced. Consequently the accounts have therefore been prepared on the basis that the society is a going concern.

c) Income

All incoming resources are recognised as follows:

- Income is recognised when the society has entitlement to the funds, any performance conditions have been met and it is probable that the income will be received and the account can be measured reliably.
- Income from Government and other grants, whether 'capital' grants or 'revenue' grants is recognised when the society has entitlement to the funds, any performance condition attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.
- Investment income is included when receivable and the amount can be measured reliably by the society.
- Where income is received for expenditure in a future accounting period that amount is deferred.

d) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount of the obligations can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs associated with fund raising activity.
- Expenditure on charitable activities includes the costs of activities undertaken to further the purpose of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2016

1. ACCOUNTING POLICIES (continued)

Charitable expenditure comprises those costs incurred by the society 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.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned on an appropriate basis.

e) Value added tax

The society's activities are classified as either outside the scope or exempt for the purposes of value added tax, and the society is unable to reclaim the value added tax it suffers on its expenditure. Expenditure in these financial statements is therefore shown inclusive of value added tax.

f) Tangible fixed assets and depreciation.

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value over their expected useful lives on the following bases:

Motor vehicle	- 20% per annum straight line
Computer equipment	- 33.3% per annum straight line
Other equipment	- 20% per annum straight line

Individual fixed assets costing £400 or more are capitalised.

g) Debtors

Debtors are recognised at the settlement amount. Prepayments are valued at the amount prepaid net of any discounts due.

h) Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a maturity within the 12 months after the balance sheet date.

i) Creditors and Provisions

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

j) Unrestricted funds

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

k) Restricted funds

Restricted funds are to be used for specific purposes as laid down by the donor.

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2016

2. INCOME AND ENDOWMENTS

	Unrestricted Funds £	Restricted Funds £	2016 Total £	2015 Total £
Grants:				
Money Mice Gala	-	350	350	188
Safer Communities	-	4,980	4,980	5,560
Trusthouse Charitable Foundation	-	-	-	3,850
Community First	-	-	-	1,530
Caird Peckfield	-	-	-	7,285
Gregg's Foundation	-	2,000	2,000	-
Ernest Cook Trust	-	-	-	2,050
CCG Leeds North (NHS)	-	10,000	10,000	-
Affinity Sutton	-	3,960	3,960	-
Jimbo's Fund	-	10,000	10,000	10,737
Comic Relief	-	5,000	5,000	995
Yorkshire Building Society	-	-	-	1,300
People's Health Trust	-	3,571	3,571	2,742
Ridgefest	-	750	750	-
Ridge Rangers	-	-	-	1,140
Tudor Trust	-	23,000	23,000	23,000
Crowdfunder	-	987	987	-
Safer Communities	-	-	-	667
Sustainable Communities	-	17,000	17,000	-
Big Lottery Fund	-	47,504	47,505	-
Other	<u>670</u>	<u>-</u>	<u>670</u>	<u>2,791</u>
	<u>670</u>	<u>129,102</u>	<u>129,772</u>	<u>63,835</u>

Of the income from Charitable Activities £670 was unrestricted (2015: £2,791) and £129,102 was restricted (2015: £61,044)

Other Trading Activities – activities for generating funds

	2016 Total £	2015 Total £
Sales, Fees and other Income	<u>80,124</u>	<u>96,713</u>

Of the income from trading activities £79,914 was unrestricted (2015: £96,713) and £210 was restricted (2015: £Nil).

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2016

3. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

		Total 2016 £	<i>Total 2015 £</i>
Cost of activities undertaken directly			
Staff salaries and NI	(Note 5)	75,878	88,334
Pensions		2,187	-
Payroll costs		1,476	865
Other Staff costs		-	52
Sessional Workers		4,658	1,780
Repairs and Maintenance		3,958	2,141
Travel and transport		1,790	1,840
Volunteers expenses		2,688	1,787
Meetings and events		1,349	2,238
Materials		44,455	35,642
Vehicle running costs		<u>2,881</u>	<u>3,165</u>
		141,320	137,844
Support costs			
Staff salaries and NI	(Note 5)	15,976	17,239
Pensions		471	-
Premises costs		3,808	4,380
Internet and telephone		1,118	835
Insurance		5,043	5,245
Office expenses		1,498	2,850
Software		905	127
Training		2,795	1,853
Publicity		2,271	1,218
Membership and subscriptions		285	161
Legal and professional expenses		5,462	5,879
Sundry		284	384
Depreciation		<u>873</u>	<u>416</u>
		40,789	40,587
	Total	<u>182,109</u>	<u>178,431</u>

Of the expenditure on Charitable Activities £69,641 was unrestricted (2015: £108,021) and £112,468 was restricted (2015: £70,410).

4. NET INCOME / EXPENDITURE IS STATED AFTER CHARGING

	2016 £	<i>2015 £</i>
Depreciation	<u>873</u>	<u>416</u>

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2016

5. EMPLOYEE INFORMATION

	2016	2015
	£	£
Salaries and wages	88,771	101,187
Social security costs	<u>3,083</u>	<u>4,386</u>
	<u>91,854</u>	<u>105,573</u>

The average number of employees during the year calculated on a basis of full-time equivalent was

7

6

No employee received emoluments of more than £60,000 in either year.

The key management personnel of Hyde Park Source Limited are the board of trustees together with P Tatham, B Hutchinson and H Vickers. The total employee benefits of the key management personnel of the society were £57,419 (2015: £56,131).

6. TRUSTEES EXPENSES

No trustee received remuneration for their services during the year (2015: £Nil). No Trustee received any reimbursed expenses during the year (2015: £Nil).

7. TANGIBLE FIXED ASSETS

	Computer Equipment £	Other Equipment £	Motor Vehicle £	Total £
Cost:				
At 1 st January 2016	7,912	7,760	19,372	35,043
Additions	<u>1,422</u>	<u>-</u>	<u>-</u>	<u>1,422</u>
31 st December 2016	<u>9,334</u>	<u>7,760</u>	<u>19,372</u>	<u>36,465</u>
Depreciation:				
At 1 st January 2016	7,912	5,804	19,372	33,088
Charge for the year	<u>197</u>	<u>676</u>	<u>-</u>	<u>873</u>
At 31 st December 2016	<u>8,110</u>	<u>6,480</u>	<u>19,372</u>	<u>33,961</u>
Net book value:				
At 31 st December 2016	<u>1,224</u>	<u>1,280</u>	<u>-</u>	<u>2,504</u>
Net book value				
At 31 st December 2015	<u>-</u>	<u>1,956</u>	<u>-</u>	<u>1,956</u>

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2016

8 DEBTORS

	2016	2015
	£	£
Debtors and prepayments	<u>2,830</u>	<u>6,600</u>

9. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016	2015
	£	£
Creditors and accruals	<u>1,858</u>	<u>2,100</u>

10. LEASE AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2016	2015
	£	£
Within one year	1,030	-
Between one and five years	5,160	-
Over five years	<u>6,710</u>	<u>-</u>
	<u>12,900</u>	<u>-</u>

11. ANALYSIS OF NET ASSETS BY FUNDS

	Tangible Fixed Assets £	Net Current Assets £	Total £
Restricted funds	-	29,695	29,695
Unrestricted funds	<u>2,504</u>	<u>10,086</u>	<u>12,590</u>
	<u>2,504</u>	<u>39,781</u>	<u>42,285</u>

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2016

12. MOVEMENT ON FUNDS

	Balance 1 st January 2016 £	Incoming Resources £	Outgoing Resources £	Transfers From Unrestricted Funds £	Balance 31 st December 2016 £
Restricted Funds:					
Jimbo's Fund	-	10,000	(7,500)	-	2,500
Big Lottery	-	47,504	(37,623)	-	9,881
Big Lottery (Step Out)	176	-	-	(176)	-
Ernest Cook Trust	2,050	-	(2,050)	-	-
Money Mice Gala	-	1,100	(900)	-	200
Safer Communities	-	4,980	(2,000)	-	2,980
CCG Leeds North (NHS)	-	10,000	(7,170)	-	2,830
Affinity Sutton	-	3,960	(3,960)	-	-
Crowdfunder	-	987	(987)	-	-
Housing Advisory Panel	333	-	(333)	-	-
Trusthouse Charitable Foundation	1,949	-	(1,949)	-	-
Comic Relief	-	5,000	(3,222)	-	1,778
Tool Library	-	210	(210)	-	-
Sustainable Communities	-	17,000	(15,224)	-	1,776
Yorkshire Building Society	1,300	-	-	(1,300)	-
People's Health Trust	859	3,571	(4,430)	-	-
Tudor Trust	7,660	23,000	(24,910)	-	5,750
Gregg's Foundation	-	2,000	-	-	2,000
Total Restricted Funds	<u>14,327</u>	<u>129,312</u>	<u>(112,468)</u>	<u>(1,476)</u>	<u>29,695</u>
Unrestricted Funds	<u>159</u>	<u>80,596</u>	<u>(69,641)</u>	<u>1,476</u>	<u>12,590</u>
Total Funds	<u>14,486</u>	<u>209,908</u>	<u>(182,109)</u>	<u>-</u>	<u>42,285</u>

HYDE PARK SOURCE LIMITED
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2016

13. MOVEMENT ON RESTRICTED FUNDS (continued)

Purposes of restricted funds:

Big Lottery	For the Outdoors, Active and Well project.
CCG Leeds North (NHS)	For setting up and working with a range of Community projects in deprived areas of Leeds.
Comic Relief	For phase two of the Killingbeck allotment project
The People's Health Trust	For running regular community activities and events on Rosebank Millennium Green
Ridgefest	For forest school tools and equipment
Rosebank Rangers	For environmental improvements and community projects in Woodhouse
Money Mice Gala	Towards the cost of running the annual Gala day on Rosebank Millenium Green
Yorkshire Building Society	Towards the cost of and installation costs for a new hot water boiler at Hyde Park Source.
Ernest Cook Trust	To run days out for local children and families in local woodlands.
Jimbo's Fund	Towards the cost of developing and running the Cross Green Community Allotment Project.
Tudor Trust	Towards the salaries of the Volunteer Coordinator and Green Space Coordinator.
Affinity Sutton	For the continuing work with running the Killingbeck allotment project.

14. TAXATION

The society has been accepted as a charity for tax purposes by HMRC and can claim charitable tax exemptions to the extent that income and gains are applicable and applied to charitable purposes only.

15. SHARE CAPITAL

At 31st December 2016 nine members have each purchased £1 share in the society (2015: six).

16. CASH FLOWS FROM OPERATING ACTIVITIES

	2016	2015
	£	£
Net income/expenditure for the reporting period (as per the statement of financial activities)	27,799	(17,859)
Adjustments for:		
Depreciation Charges	873	416
Dividends, interest and rents from investments	(12)	(24)
(Increase)/decrease in debtors	3,770	(9)
Increase /(decrease) in creditors	(241)	780
Net cash provided by (used in) operating activities	<u>32,189</u>	<u>(16,696)</u>

17. RELATED PARTY TRANSACTIONS

There were no related party transactions in the year (2015: None).