

Annual Return (AR30) form

Society Name: Hyde Park Source Limited
 Society Num: 28755 R

An Annual Return must be completed by all societies registered under the Co-operative and Community Benefit Societies Act 2014 ('the Act') (including any societies previously registered under the Industrial and Provident Societies Act 1965). The Annual Return must include:

- this form;
- a set of the society's accounts; and
- where required, an audit report or report on the accounts.

A society must submit the Annual Return within 7 months of the end of the society's financial year. Failure to submit on time is a prosecutable offence.

Please note that this form, including any details provided on the form, will be made available to the public through the Mutuels Public Register.

For guidance on our registration function for societies, which includes guidance on the requirement to submit an Annual Return, please see [here](#)

2.1 What date did the financial year covered by these accounts end?

31/12/2018

3.1 Please provide the names of the people who were directors of the society during the financial year this return covers.

Some societies use the term 'committee member' or 'trustee' instead of 'director'. For ease of reference, we use 'director' throughout this form.

Name of Director	Month of Birth	Year of Birth
Julia Kinch	Feb	1991
Ian Berrie	Mar	1967
Chris Sharp	Mar	1982
Stuart Wiggans	Jan	1972
Florence Kneeshaw	May	1992
Charlie Wooll-Rivers	Aug	1986
Lauren Wray	Apr	1992
Heston Groenewald	Nov	1980

3.2 All directors must be 16 or older. Please confirm this is this case:

☒ All directors are aged 16 or over

3.3 Societies are within the scope of the Company Director Disqualification Act 1986 (CDDA). Please confirm that no director is disqualified under that Act:

☒ No director is disqualified

3.4 Please state any close links which any of the directors has with any society, company or authority.

'Close links' includes any directorships or senior positions held by directors of the society in other organisations.

3.5 Please provide the name of the person who was secretary at the end of the financial year this return covers.

Societies must have a secretary

Name of Secretary

Month of Birth

Year of Birth

4.1 Please confirm that:

☒ accounts are being submitted with this form

☒ the accounts comply with relevant statutory and accounting requirements

☒ the accounts are signed by two members and the secretary (3 signatures in total)

4.2 Based on the accounts, please provide the information requested below for the financial year covered by this return.

Number of members

Turnover

Assets	<input type="text" value="58826"/>
Number of Employees	<input type="text" value="6"/>
Share Capital	<input type="text" value="5"/>
Highest rate of interest paid on shares	<input type="text" value="0"/>

4.3 What Standard Industrial Classification code best describes the society's main business?

Where more than one code applies, please select the code that you feel best describes the society's main business activity. You will find a full list of codes [here](#)

SIC Code	Other service activities n.e.c. (96090)	*
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Societies are required to appoint an auditor to audited unless they are small or have disapplied this requirement. For further guidance see chapter 7 of our guidance:

<https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf>

5.1 Please select the audit option the society has complied with:

- ☐ Full Professional Audit
- ☐ Auditor's report on the accounts
- ☐ Lay Audit
- ☒ No audit

5.2 Please confirm the audit option used by the society is compliant with the society's own rules and the Act

- ☒ We have complied with the audit requirements

5.3 Please confirm any audit report (where required) is being submitted with this Annual Return

- ☐ Yes
- ☒ Not applicable

5.4 Is this society accepted by HM Revenue and Customs (HMRC) as a charity for tax purposes?

- ☒ Yes
- ☐ No

5.5 If the society is registered with the Office of the Scottish Charity Regulator (OSCR) please provide your OSCR registration number.

- ☐ Registered
- ☒ Not applicable

5.6 Is the society a housing association?

- ☒ No
- ☐ Yes

6.1 Is the society a subsidiary of another society?

- ☐ Yes
- ☒ No

6.2 Does the society have one or more subsidiaries?

(As defined in sections 100 and 101 of the Act)

- ☐ Yes
- ☒ No

All societies are registered meeting one of two conditions for registration. These are that the society is either:

- a bona fide co-operative society ('co-operative society'); or
- are conducting business for the benefit of the community ('community benefit society').

You must answer the questions set out in the next section of this form, depending on which condition for registration you meet.

If you are not sure which condition for registration applies to the society please see chapters 4 and 5 of our guidance [here](#).

7.1 Condition for Registration

- ☐ Co-operative society
- ☒ Community Benefits society

Community benefit societies must answer the following questions in relation to the financial year covered by this return.

7B.1 What is the business of the society?

For example, did you provide social housing, run an amateur sports club etc.

- Protecting, improving and conserving the physical and natural environment in order to improve the health and well-being of local people,
- Advancing the education and training of the public and in particular disadvantaged people across Leeds in the conservation, protection and improvement of the physical and natural environment,
- Developing the resilience, confidence, skills and experience of socially disadvantaged members of the community in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society, and
- The promotion of equality and diversity for the public benefit by promoting activities to foster understanding between people from diverse backgrounds and cultivating a sentiment in favour of equality and diversity.

7B.2 Please describe the benefits to the community the society delivered?

Here we are looking to see what the benefits to the community were. Community can be said to be the community at large. For example, did you relieve poverty or homelessness through the provision of social housing.

In 2018, the society:

- protected, improved and conserved the physical and natural environment in order to improve the health and well-being of local people,
- advanced the education and training of the public and in particular disadvantaged people across Leeds in the conservation, protection and improvement of the physical and natural environment,
- developed the resilience, confidence, skills and experience of socially disadvantaged members of the community in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society, and
- promoted equality and diversity for the public benefit by promoting activities to foster understanding between people from diverse backgrounds and cultivated a sentiment in favour of equality and diversity.

7B.3 Please describe how the society's business delivered these benefits?

The business of the society must be conducted for the benefit of the community. Please describe how the society's business (as described in answer to question 7B.1) provided benefit to the community.

- We ran regular outdoor education sessions for children aged 3-11 in local primary schools and in the community, for example Rosebank Rangers, Gardening Clubs, Healthy Holidays activities.
- We ran Outdoors, Active and Well, a partnership project with Leeds Mind and TCV Hollybush, to engage people experiencing mild to moderate mental illness, addiction and social exclusion. These were community projects within local communities designed to improve the local environment while improving social inclusion, skills, knowledge, resilience, confidence and mental wellbeing.
- We created and maintained several community gardens in deprived areas of Leeds with local volunteers, for example Cross Green Community Garden and Killingbeck Community Allotment.
- We created several recreational spaces for community use, for example in local primary schools and at Yorkshire Water.
- We ran regular sessions for and with our culturally diverse local community on Rosebank Millennium Green, improving community relationships and fostering a sense of inclusion and cooperation.

7B.4 Did the society work with a specific community, and if so, please describe it here?

For instance, were the society's activities confined to a specific location; or to a specific group of people? Please note that in serving the needs of any defined community, the society should not inhibit the benefit to the community at large.

No.

7B.5 What did the society do with any surplus or profit?

For instance, did you pay a dividend to members (and if so, on what basis); did money get reinvested in the business; put into reserves; used for some other purpose?

The surplus was reinvested into the society's charitable activities and put into reserves.

7B.6 Please state any significant commercial arrangements that the society has, or had, with any other organisation that could create, or be perceived as creating, a conflict of interest.

Please tell us how you ensured that any such conflict of interest did not prevent the society from acting for the benefit of the community.

N/A

FCA Mutuals Public Register no. 28755 R

REGISTRAR'S COPY

HYDE PARK SOURCE LIMITED

UNAUDITED MANAGEMENT COMMITTEE REPORT
AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2018

THOMAS COOMBS LIMITED
3365 The Pentagon
Century Way
Thorpe Park
Leeds
LS15 8ZB

HYDE PARK SOURCE LIMITED

MANAGEMENT COMMITTEE REPORT FOR THE YEAR ENDED 31ST DECEMBER 2018

The Management Committee presents their report and financial statements of the society for the year ended 31st December 2018.

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:

Julia Kinch	Chair
Ian Berrie	Treasurer (Appointed February 2018/ Resigned November 2018)
Chris Sharp	Treasurer (Appointed December 2018)
Florence Kneeshaw	(Resigned January 2018)
Stuart Wiggins	(Resigned January 2018)
Charlie Wooll-Rivers	(Resigned April 2018)
Lauren Wray	(Resigned January 2018)
Chris Sharp	
Heston Groenewald	(Resigned December 2018)
Elizabeth Bingley	(Appointed January 2018/ Resigned November 2018)
John Dunster	(Appointed December 2018)
Tej Bhavra	(Appointed December 2018)

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 Limited
3365 The Pentagon
Century Way
Thorpe Park
Leeds LS15 8ZB

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 2018

Hyde Park Source aims to improve people's health and wellbeing through improving the environment. We are committed to increasing the potential of individuals and communities – promoting equality of education and training.

We work with local communities to improve their surroundings, designing and creating attractive, exciting and useful places for people to live, work and play.

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.

MEMBERS OF THE MANAGEMENT BOARD

The Members of Management Board who held office during the year 2018 are listed elsewhere in this report. The Members of the Board are also the Management Committee and Directors of the Society.

KEY MANAGEMENT PERSONNEL

The Management Committee 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 steering committees, 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.

MANAGEMENT COMMITTEE REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2018

We give thanks to all who have helped us reach our aim through these principles over 2018 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

In 2018 we decided to remain small as an organisation, focusing on being more efficient and 'growing the web'; looking at how we can support and be supported by, other voluntary organisations in Leeds.

We have focused on developing three clear strands of work:

- Education: children's groups and training courses.
- Design & Build: transforming unused outdoor community spaces.
- Community Garden Groups: supported adults groups.

We also coordinate a number of annual public events including Woodhouse Ridge Festival and Rosebank Galas.

This is our year in numbers!

665 Volunteers; 187 Regular

356 Children; 196 Regular

3 Community Events with 480 Attendees

625 Sessions over 2,164 Hours

16 Design and Build Projects: 6 Community Garden Groups: 8 Education Projects

MANAGEMENT COMMITTEE REPORT
FOR THE YEAR ENDED 31ST DECEMBER 2018

JULIA KINCH, CHAIR TO THE COMMITTEE

2018 has been another exciting year for Hyde Park Source, filled with some fantastic work and new partnerships. We have delayed our transition to becoming a CIO as we take some time to reflect on our current structure and how we can develop to incorporate more members of the communities we work with in the running of Hyde Park Source.

As ever the year has been filled with ups and downs, and it continues to be a challenging environment for small organisations to work in. After many years of faithful service, we said goodbye to our trusty orange van and replaced it with a new one with slick looking branding.

We have developed existing partnerships, as we continue to develop the Outdoors, Active and Well project, alongside Leeds Mind and The Conservation Volunteers as well as with many communities, organisations and schools across Leeds. We have also formed some new partnerships including some exciting work with Yorkshire Water.

2019 will be a year of new developments, challenges and successes and we look forward to working with you all on our journey to help more people improve their health and well-being through improving the environment.

FINANCIAL REVIEW

We continue to have a healthy mix of grants and generated income. We won a large (for us!) contract with Yorkshire Water, which we worked on over the summer. This took us over the VAT threshold and we became registered for VAT from the 15th August 2018.

Our grant income also increased – this was largely due to grants for developing the Community Hub at Cross Green and we don't expect this income to continue at this level after the completion of the project next year.

Our main volunteer project Outdoors Active and Well ends in May 2018. We will continue with this extremely successful project as we have been successful in the grant application and will be receiving £347,356 from the Big Lottery's Reaching Communities fund from 2019 to 2024 to run Outdoors, Active and Well 2.

We are gradually building our reserves at the end of each year, which is moving us into a more stable long-term financial position.

We continue to develop the way we work with partner organisations, which will help to develop the network, strengthening us and others, whilst retaining our grassroots ethos.

In 2018 we are hopeful of securing funding to carry out a full renovation on our building which will allow us to run more workshops and skill shares, as well as letting other groups use the facilities for meetings and events.

We are looking forward to 2018 and the ongoing challenges of balancing finances and creating lasting positive changes to the people of Leeds.

HYDE PARK SOURCE LIMITED

MANAGEMENT COMMITTEE REPORT FOR THE YEAR ENDED 31ST DECEMBER 2018

HYDE PARK SOURCE FUNDERS in 2018

During 2018 our larger grant income came from:

The Veolia Environmental Trust

Jimbo's Fund

The People's Health Trust

Healthy Holidays

The 4 Good Fund

Big Lottery Fund

RESERVES

The Hyde Park Source Management Committee has set a reserves policy that requires that:

- Reserves are maintained at a level that 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 realisable 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 is done to identify any areas of concern. This is also continually monitored throughout the year as the financial position changes.

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.

INDEPENDENT ACCOUNTANTS

At the previous AGM Thomas Coombs Limited were re-appointed as the Independent Accountants to Hyde Park Source Limited. Thomas Coombs Limited 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 Management Committee 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 Management Committee 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 Management Committee are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the society and 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: 4th June 2019

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 2018 set out on pages 9 to 21.

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 2018 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 2018 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 Limited

Thomas Coombs Limited
Chartered Accountants
3365 The Pentagon
Century Way
Thorpe Park
Leeds, LS15 8ZB

Date: 4th June 2019

HYDE PARK SOURCE LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (REVENUE ACCOUNT)
FOR THE YEAR ENDED 31ST DECEMBER 2018

	Note	Unrestricted Funds £	Restricted Fund £	Total 2018 £	Total 2017 £
INCOME AND ENDOWMENTS FROM					
Donations, grants and legacies	2	1,860	139,380	141,240	104,143
Charitable activities					
Incoming recourses from charitable activities	3	119,096	-	119,096	83,237
Investments		-	-	-	-
Total		<u>120,956</u>	<u>139,380</u>	<u>260,336</u>	<u>187,380</u>
EXPENDITURE ON					
Charitable activities	4				
Support costs		28,688	14,656	43,344	44,977
Costs incurred on society's objects		<u>81,587</u>	<u>117,304</u>	<u>198,891</u>	<u>143,968</u>
Total		<u>110,275</u>	<u>131,960</u>	<u>242,235</u>	<u>188,945</u>
Net (expenditure) / income		<u>10,681</u>	<u>7,420</u>	<u>18,101</u>	<u>(1,565)</u>
Transfer between funds	15	(710)	710	-	-
Net movement in funds		<u>9,971</u>	<u>8,130</u>	<u>18,101</u>	<u>(1,565)</u>
RECONCILIATION OF FUNDS					
Totals funds brought forward	15	12,668	28,052	40,720	42,285
Total funds carried forward	15	<u>22,639</u>	<u>36,182</u>	<u>58,821</u>	<u>40,720</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

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 21 form part of these accounts.

HYDE PARK SOURCE LIMITED

BALANCE SHEET AS AT 31ST DECEMBER 2018

	Note	£	2018 £	£	2017 £
Fixed Assets					
Tangible assets	10		<u>3,729</u>		<u>1,530</u>
<i>Total fixed assets</i>			3,729		1,530
Current Assets					
Stocks		889		-	
Debtors	11	12,343		2,398	
Cash at bank and in hand		<u>54,436</u>		<u>39,156</u>	
<i>Total current assets</i>		<u>67,668</u>		<u>41,554</u>	
Liabilities					
Creditors: Amounts falling due within one year	12	<u>(12,571)</u>		<u>(2,357)</u>	
<i>Net current assets</i>			55,097		39,197
Total net assets			<u>58,826</u>		<u>40,727</u>
The funds of the society					
Share capital	16		5		7
Restricted income funds	14		36,182		28,052
Unrestricted funds	14		<u>22,639</u>		<u>12,668</u>
			<u>58,826</u>		<u>40,727</u>

The accounts were approved by the Management Committee on 4th June 2019.

Secretary H. VICKERS

Signed H. Vickers

Committee Member C. SHARP

Signed C. Sharp

Committee Member JONATHAN DUNSTON

Signed J. Dunston

On behalf of the Management Committee

The notes on pages 11 to 21 form part of these accounts.

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 society constitutes a public benefit entity as defined by FRS 102. The financial statements 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 (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), and the Cooperative and Community Benefit Societies Act 2014 and UK Generally Accepted Accounting Practice.

The society has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the society and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

b) Going concern

The financial statements have been prepared on a going concern basis as the Management Committee believe that no material uncertainties exist. The Management Committee have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the society to be able to continue as a going concern.

c) Income

All incoming resources are included in the Statement of Financial Activities (SoFA) when the society is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the society will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the society and it is probable that they will be fulfilled.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the society. Income is received in exchange for supplying services in order to raise funds and is recognised when entitlement has occurred.

- ACCOUNTING POLICIES (continued)

d) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following 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 society 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.

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) Tangible fixed assets and depreciation.

Tangible fixed assets are stated at cost (or deemed cost) less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

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.

- ACCOUNTING POLICIES (continued)

- f) Debtors and creditors receivable / payable within one year
Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

- g) Leases
Rentals payable and receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

- h) Employee benefits
When employees have rendered service to the society, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

The society operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

- i) Funds
Unrestricted funds are available for use at the discretion of the Management Committee in furtherance of the general objectives of the society and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the society for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

- j) Taxation
The society has been accepted as a society 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.

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2018

2. DONATIONS, GRANTS AND LEGACIES

	Unrestricted Funds £	Restricted Funds £	2018 Total £	2017 Total £
Donations:				
Ridgefest	-	2,120	2,120	590
Other	1,860	-	1,860	6
Grants:				
MICE donation	-	400	400	650
4 Good Fund	-	8,000	8,000	-
Clarion Housing Group	-	2,235	2,235	2,235
Inner East Housing Advisory Panel	-	3,000	3,000	7,000
Seedbed Christian Community Trust	-	5,000	5,000	10,000
Inner NW Area Community Committee	-	4,472	4,472	-
Gregg's Foundation	-	-	-	2,150
Wesleyan Foundation	-	1,940	1,940	-
Leeds Healthy Holidays	-	5,400	5,400	-
Jimbo's Fund	-	5,000	5,000	-
Leeds for Life	-	500	500	-
People's Health Trust	-	7,642	7,642	85
Inner NW Housing Advisory Panel	-	4,000	4,000	2,621
Veolia Environmental Trust	-	19,875	19,875	-
The Charities of Thomas Wade	-	2,000	2,000	-
Sustainable Communities	-	-	-	16,500
Big Lottery Fund	-	67,796	67,796	62,139
Other	-	-	-	167
	<u>1,860</u>	<u>139,380</u>	<u>141,240</u>	<u>104,143</u>

Of the income from Charitable Activities £1,860 was unrestricted (2017: £173) and £139,380 was restricted (2017: £103,970)

3. INCOME FROM CHARITABLE ACTIVITIES

	2018 Total £	2017 Total £
Sales, Fees and other Income	<u>119,096</u>	<u>82,237</u>

Of the income from charitable activities £119,096 was unrestricted (2017: £79,469) and £nil was restricted (2017: £3,768).

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2018

4. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

		Total 2018 £	Total 2017 £
Cost of activities undertaken directly			
Staff salaries and NI	(Note 7)	91,020	78,867
Pensions		4,379	3,724
Payroll costs		1,016	1,031
Sessional Workers		4,758	4,226
Repairs and Maintenance		1,432	868
Travel and transport		3,627	2,369
Volunteers expenses		3,931	1,653
Meetings and events		1,492	4,220
Materials		80,361	43,283
Vehicle running costs		2,479	3,727
Profit on disposal of Fixed Asset		(4,824)	-
Repayment of Grant		<u>9,220</u>	<u>-</u>
		<u>198,891</u>	<u>143,968</u>
Support costs			
Staff salaries and NI	(Note 7)	17,154	17,175
Pensions		804	804
Premises costs		2,823	2,741
Internet and telephone		1,515	1,499
Insurance		6,022	6,171
Office expenses		2,081	1,726
Training		1,231	2,015
Publicity		2,263	1,993
Membership and subscriptions		506	290
Legal and professional expenses		6,626	9,059
Sundry		1,318	529
Depreciation		<u>1,001</u>	<u>975</u>
		<u>43,344</u>	<u>44,977</u>
	Total	<u>242,235</u>	<u>188,945</u>

Of the expenditure on Charitable Activities £110,275 was unrestricted (2017: £78,807) and £131,960 was restricted (2017: £110,138).

5. INDEPENDENT EXAMINERS REMUNERATION

The independent examiners remuneration amounts to an independent examination fee of £1,830 (2017 - £1,794).

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2018

6. NET INCOME / EXPENDITURE IS STATED AFTER CHARGING

	2018	2017
	£	£
Depreciation	1,001	975
(Gain)/loss on disposal of tangible fixed asset	<u>(4,824)</u>	<u>-</u>
	<u>(3,823)</u>	<u>975</u>

7. EMPLOYEE INFORMATION

	2018	2017
	£	£
Salaries and wages	103,676	92,928
Social security costs	<u>4,498</u>	<u>3,114</u>
	<u>108,174</u>	<u>96,042</u>

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

Employees	6	6
Trustees	<u>6</u>	<u>7</u>
	<u>12</u>	<u>13</u>

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

The key management personnel of Hyde Park Source Limited are the Management Committee together with P Tatham, B Hutchinson and H Vickers. The total employee benefits of the key management personnel of the society were £64,054 (2017: £61,937).

8. TRUSTEES EXPENSES

No member of the Management Committee received remuneration for their services during the year (2017: £Nil). No member of the Management Committee received any reimbursed expenses during the year (2017: £Nil).

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2018

9. PRIOR YEAR COMPARABLE STATEMENT OF FINANCIAL ACTIVITIES - 2017

	Unrestricted Funds £	Restricted Fund £	Total £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	173	103,970	104,143
Charitable activities			
Incoming recourses from charitable activities	79,469	3,768	83,237
Total	<u>79,642</u>	<u>107,738</u>	<u>187,380</u>
EXPENDITURE ON			
Charitable activities	<u>78,807</u>	<u>110,138</u>	<u>188,945</u>
Net Income	835	(2,400)	(1,565)
Transfers between funds	(757)	757	-
Net movement in funds	<u>78</u>	<u>(1,643)</u>	<u>(1,565)</u>
RECONCILIATION OF FUNDS			
Totals funds brought forward	12,590	29,695	42,285
Total funds carried forward	<u>12,668</u>	<u>28,052</u>	<u>40,720</u>

10. TANGIBLE FIXED ASSETS

	Computer Equipment £	Other Equipment £	Motor Vehicle £	Total £
Cost:				
At 1 st January 2018	9,334	7,760	19,372	36,466
Additions	-	-	3,200	3,200
Disposals	-	-	(19,372)	(19,372)
31st December 2018	<u>9,334</u>	<u>7,760</u>	<u>3,200</u>	<u>20,294</u>
Depreciation:				
At 1 st January 2018	8,584	6,980	19,372	34,936
Charge for the year	474	260	267	1,001
Eliminated on Disposal	-	-	(19,372)	(19,372)
At 31st December 2018	<u>9,058</u>	<u>7,240</u>	<u>267</u>	<u>16,565</u>
Net book value:				
At 31 st December 2018	<u>276</u>	<u>520</u>	<u>2,933</u>	<u>3,729</u>
Net book value				
At 31 st December 2017	<u>750</u>	<u>780</u>	<u>-</u>	<u>1,530</u>

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2018

11. DEBTORS

	2018	2017
	£	£
Debtors and prepayments	<u>12,343</u>	<u>2,398</u>

12. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2018	2017
	£	£
VAT Payable	10,331	-
Creditors and accruals	<u>2,240</u>	<u>2,357</u>
	<u>12,571</u>	<u>2,357</u>

13. OPERATING LEASE AGREEMENTS

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

	2018	2017
	£	£
Within one year	1,290	1,290
Between one and five years	5,160	5,160
Over five years	<u>4,130</u>	<u>5,420</u>
	<u>10,580</u>	<u>11,870</u>

14. ANALYSIS OF NET ASSETS BY FUNDS

	Tangible Fixed Assets £	Net Current Assets £	Total £
Restricted funds	-	36,182	36,182
Unrestricted funds	<u>3,729</u>	<u>18,910</u>	<u>22,639</u>
	<u>3,729</u>	<u>55,092</u>	<u>58,821</u>

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2018

15. MOVEMENT ON FUNDS

	Balance 1 st January 2018 £	Income £	Expenditure £	Transfers From Unrestricted Funds £	Balance 31 st December 2018 £
Restricted Funds:					
Jimbo's Fund	-	5,000	(3,378)	-	1,622
Big Lottery	9,607	67,796	(68,876)	-	8,527
Leeds Healthy Holidays	-	5,400	(5,400)	-	-
Inner East Housing Advisory Panel	7,000	3,000	(4,152)	-	5,848
4 Good Fund	-	8,000	-	-	8,000
Veolia Environmental Trust	-	19,875	(14,386)	-	5,489
Inner NW Housing Advisory Panel	-	4,000	(2,907)	-	1,093
Clarion Housing Group	558	2,235	(2,793)	-	-
Seedbed Christian Community Trust	8,510	5,000	(12,220)	710	2,000
Inner NW Area Committee	-	4,472	(4,472)	-	-
Ridgefest Donations	227	2,120	(1,109)	-	1,238
Leeds for Life	-	500	(500)	-	-
Orchard Carers Grant	-	400	(400)	-	-
People's Health Trust	-	7,642	(5,277)	-	2,365
Wesleyan Foundation	-	1,940	(1,940)	-	-
Wade's Charity	-	2,000	(2,000)	-	-
Gregg's Foundation	2,150	-	(2,150)	-	-
Total Restricted Funds	<u>28,052</u>	<u>139,380</u>	<u>(131,960)</u>	<u>710</u>	<u>36,182</u>
Unrestricted Funds	<u>12,668</u>	<u>120,956</u>	<u>(110,275)</u>	<u>(710)</u>	<u>22,639</u>
Total Funds	<u>40,720</u>	<u>260,336</u>	<u>(242,235)</u>	<u>-</u>	<u>58,821</u>

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2018

15. MOVEMENT ON RESTRICTED FUNDS (continued)

Purposes of restricted funds:

Jimbo's Fund	Towards the cost of developing and running the Killingbeck Community Allotment Project.
Big Lottery	For the Outdoors, Active and Well project.
Leeds Healthy Holidays	For running of healthy holidays projects in the Easter and Summer holidays for young people.
Inner East Housing Advisory Panel	Towards the costs of developing the Cross Green Community Hub.
4 Good Fund	Towards development of Cross Green Community Hub.
Seedbed Christian Community Trust	Setting up of a new social enterprise to divert wood from landfill. To set up Cross Green Community Hub.
Veolia Environment Trust	Towards development of Cross Green Community Hub.
Housing Advisory Panel	Towards renovations at the society's building.
Clarion Housing	For the continuing work with running the Killingbeck allotment project.
Inner North West Area Community Committee Grant	For the Rosebank Rangers after-school and holiday club.
Ridgefest Donations	Toward the running of the annual event.
Money Mice Gala	Towards the cost of running the annual Gala day on Rosebank Millennium Green.
Leeds for Life	Towards an allotment at Cross Green Community Hub.
Orchards Carers Grants	Towards the purchase of trees for a community orchard.
The People's Health Trust	For running regular community activities and events on Rosebank Millennium Green.
Wesleyan Foundation Rangers	Towards the running of Rosebank Rangers sessions in school holidays.
Wade's Charity	Towards tools for the Design and Build projects.
Greggs Foundation	Garden renovation project for residents in a deprived areas of Leeds.

HYDE PARK SOURCE LIMITED

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST DECEMBER 2018

16. SHARE CAPITAL

At 31st December 2018 five members have each purchased £1 share in the society (2017: seven).

17. RELATED PARTY TRANSACTIONS

Leeds Wood Recycling CIC of which Peter Tatham, a member of the key management personnel, is connected purchased goods and services amounting to £1,440 (2017: £Nil) from Hyde Park Source during the year.

Leeds Coppice Workers Ltd of which Peter Tatham, a member of the key management personnel, is connected sold goods amounting to £1,298 (2017: £339) to Hyde Park Source during the year.

18. ULTIMATE CONTROLLING PARTY

The society is controlled by the Management Board with no one individual having ultimate control of the entity.