

PEOPLE'S VOICE MEDIA

Company Registration Number: 3083575

Charity Registration Number: 1059681

FINANCIAL STATEMENTS FOR THE YEAR ENDED

31ST MARCH 2023

PEOPLE'S VOICE MEDIA

FINANCIAL STATEMENTS FOR THE YEAR ENDED

31ST MARCH 2023

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Report of the trustees for the year ended 31ST March 2023

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) (effective January 2019).

Reference and administrative information

Charity Name: People's Voice Media

Charity Number: 1059681

Company No: 3083575

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Mrs Janet Castrogiovanni (Chair)

Ms Caroline Marsh

Ms Paula Sergeant

Mr Anthony Floyd McKenzie

Ms Harinder Birring

Dr Obert Tawodzera (appointed 10th November 2022)

Mr Anthony O'Connor (appointed 18th May 2023)

Key management personnel: Trustees and Directors

Mrs Janet Castrogiovanni Chair of Trustees

Senior managers

Ms. Hayley Trowbridge - CEO and Company Secretary

Registered Office

The Fort Offices, Artillery Business Park, Garrison Avenue, Park Hall, Oswestry, SY11 4AD

Independent Examiners

Community Accountancy Service Limited

The Grange, Pilgrim Drive, Beswick, Manchester, M11 3TQ

Bankers

Cooperative Bank plc, 1 Balloon Street, Manchester, M60 4EP

The Charity Bank, Fosse House, 182 High Street, Tonbridge, TN9 1BE

Objectives and activities

The purposes of the charity are to advance the education, to preserve and protect the good health and to relieve the poverty of the public in England by the provision of free and confidential information about charitable, voluntary, health and public services.

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives, in planning future activities, and setting the policies for the year.

The charity furthers its charitable purposes for the public benefit through undertaking community reporting activities that spread the knowledge and stories of excluded groups that create conversations of change, and provide network support structures.

Structure, governance and management

People's Voice Media is a company limited by guarantee governed by its Memorandum and Articles of Association dated 25th July 1995. It is registered as a charity with the Charity Commission (dated 9th December 1996).

Appointment of trustees

As set out in the Articles of Association trustees are elected annually by the members of the charitable company attending the Annual General meeting and serve for a period of 3 years. Each year one third of the trustees shall retire from office by rotation and offer themselves for re-election.

Trustee induction and training

New trustees are given a formal induction training plan that consists of minutes of copies of the previous board meetings, introduction to the services we provide and a conversation with the Chair of the organisations. Regular feedback sessions are held in the first year after board meeting to ensure that they are aware of all the activities.

Training is given when appropriate.

Organisation

The board of trustees administers the charity. The board normally meets quarterly. A Chief Executive is appointed by the trustees to manage the day-to-day operations of the charity.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager with any service providers must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

Review of our achievements and performance

Between April 2022 and March 2023, we achieved:

- Organised and hosted **1 annual conference**
- Started **9 new social change projects** in communities across the UK and Europe
- Trained **11 new Community Reporter Trainers** who are developing Community Reporter groups in their areas
- Trained **114 new Community Reporters** who are sharing their stories and supporting their peers to share their stories
- Gather **164 lived experience stories** on topics such as disability, employment, COVID-19, racism, health inequalities, women's issues and much more.
- Engaged with **1278 people** across all of our activities, training and events.
- Reached **149,010 people as unique users on the Community Reporter website**, as an online sharing platform for lived experience

The impact and social value of this work can be broadly summarised in the following ways:

- **Impact on individuals -**
 - Opportunity for networking and/or making links with other individuals or organisations
 - Skills development (e.g., co-production, digital literacy, storytelling methods, research methods)
 - Curiosity and developing an openness up to new ideas
 - Encouraging people to change and use more equitable and human language
- **Impact on organisations and communities -**
 - Acquired more 'human' and relational ways for services to engage with people
 - Gained alternative perspectives and critical feedback for partners through storytelling
 - Secured new funding for their work
 - Delivered further Community Reporter and/or co-creation projects - spreading the practice further
 - Added Community Reporting to academic curriculums
 - Created and recruited new roles to address issues raised in the Community Reporting work
 - Embedded story reflection activities in ongoing projects to support evaluation
- **Impact on society -**

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- Addressing the power imbalance between sectors and also between services and researchers with the people they work with
- Written commitment to continuing co-creation practices in European Economic and Social Committee
- Conversations and activities with local government and cultural organisations to actualise policy recommendations from our work

There was also **internal impact on People's Voice Media and our team members.**

- We have defined our strategic goals and have clarity across the whole organisation about our purpose and direction
- We have developed and begun to implement an anti-racism strategy with milestones set at individual, organisational and societal level about the changes we are committed to bringing about
- Team members are part of a nurturing working culture and feel free to grow and develop their talents and capabilities

Financial review

The charity finished the year with income of £369,832 up from £258,660 with a corresponding increase in expenditure to £316,947 from £222,162. The financial year ended with a surplus of £52,885 (2022 £36,498) increasing reserves to £244,891.

Investment powers and policy

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in an interest bearing deposit account.

Reserves policy and going concern

The balance held in unrestricted reserves at 31st March 2023 was £243,149 of which £242,803 is free reserves, after allowing for funds tied up in tangible fixed assets. The trustees have decided to maintain the designated reserve for operational contingencies and it now stands at £24,010. The education and training reserve has been established to ringfence any surpluses from these activities and has a balance of £71,023. It is also the aim to maintain the remaining free reserves in unrestricted funds at a level which equates to approximately six months of running costs (expected to be £140,000 for the coming year). The trustees consider that this level will provide sufficient funds to allow applications for grants in the event of funding gaps and ensure that support and governance costs are covered.

Having regard to the level of general reserves and the budget for 23/24, the trustees consider that the charity is a going concern. Any reliance on grant funding is managed through a flexible approach to staffing. £19,903 has been received in advanced funding for 2023/24.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Plans for Future Periods

During the last 12 months, People's Voice Media has developed our strategic direction. Over the next 12 months (and beyond) we will focus on our social objective of mainstreaming the use of lived experience as a tool service development, policymaking and research to ensure that people's voices - particularly those who are often excluded or overlooked - are heard. Working primarily with lived experience stories via our Community Reporting methodology, we equip communities across the UK and Europe with the skills to be agents of change. We will do this by:

- Enabling people to develop capacities and skills they can utilise in their communities to address the challenges they face
- Driving forward people-led change in service delivery, creating effective, relevant services
- Changing power dynamics, supporting institutions to develop 'bottom-up' processes for working with communities

The strategic objectives we will be working towards are:

1. Enhancing Community Reporting's position as a research tool, and lived experience stories as a form of evidence
2. Embedding Community Reporting and lived experience into service development and improvement
3. Using learning from the Community Reporter network to influence and inform local, regional and national policy change
4. Being actively anti-racist and uses this as a lens through which we address structural inequalities

We will be using our expertise and resource to make progress on these goals.

Trustees responsibilities in relation to the financial statements

The charity trustees (who are also the directors of People's Voice Media for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;

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- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

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

By order of the board of trustees

----- *Caroline Marsh* -----

Ms Caroline Marsh Trustee

Date: 27th July 2023

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PEOPLE'S VOICE MEDIA

I report on the accounts of the company for the year ended 31st March 2023, which are set out on pages 8 to 18.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act ;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
 - with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Anita King FCCA *A.K. King*
Community Accountancy Service Ltd
The Grange, Pilgrim Drive
Beswick, Manchester, M11 3TQ

27th July 2023

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2023 (including profit and loss account)

	Notes	Unrestricted Funds £	Restricted Funds £	Year Ended 31.03.23 Total Funds £	Year Ended 31.03.22 Total Funds £
INCOME FROM:					
Charitable Activities	(4)	80,780	242,956	323,736	216,406
Other Trading Activities	(5)	45,081		45,081	42,205
Investment Income		1,015		1,015	49
TOTAL		126,876	242,956	369,832	258,660
EXPENDITURE ON:					
Charitable Activities	(6)	73,493	243,454	316,947	222,162
TOTAL		73,493	243,454	316,947	222,162
NET INCOME/(EXPENDITURE) BEFORE TRANSFERS		53,383	(498)	52,885	36,498
Gross Transfer between funds	(15)	(2,240)	2,240	-	-
NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR		51,143	1,742	52,885	36,498
Reconciliation of Funds					
Total Funds Brought Forward		192,006	-	192,006	155,508
TOTAL FUNDS CARRIED FORWARD	(16)	243,149	1,742	244,891	192,006

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

The notes on pages 11 to 18 form part of these accounts.

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BALANCE SHEET AS AT 31 MARCH 2023

	Notes	2023 £	2022 £
FIXED ASSETS			
Tangible Fixed Assets	(10)	2,249	694
CURRENT ASSETS			
Debtors	(12)	73,506	83,442
Cash at Bank and in Hand		<u>200,524</u>	<u>254,228</u>
		274,030	337,670
LIABILITIES:			
Creditors: Amounts falling due within one year	(13)	<u>(31,388)</u>	<u>(146,358)</u>
NET CURRENT ASSETS		242,642	191,312
TOTAL NET ASSETS		<u>244,891</u>	<u>192,006</u>
THE FUNDS OF THE CHARITY			
Unrestricted Income Funds	(15)	243,149	192,006
Restricted Income Funds	(15)	<u>1,742</u>	<u>-</u>
TOTAL CHARITY FUNDS		<u>244,891</u>	<u>192,006</u>

For the year ending 31st March 2023 the company was entitled to the exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

~ The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

~ The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved on behalf of the Board

Caroline Marsh) Trustee Caroline Marsh

Date: 27th July 2023

The notes on pages 11 to 18 form part of these accounts.

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STATEMENT OF CASH FLOWS FOR THE YEAR ENDING 31ST MARCH 2023

	2023 £	2022 £
RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES		
Net movement in funds	52,885	36,498
Add back depreciation	1,299	917
Deduct investment income	(1,015)	(49)
Decrease/(increase) in debtors	9,936	(49,799)
Increase/(decrease) in creditors	(114,970)	(12,495)
Net cash used in operating activities	(51,865)	(24,928)
Cash flows from investment activities:		
Interest	1,015	49
Donation of fixed assets	-	(1,041)
Purchase of Fixed Assets	(2,854)	
Net cash provided by investing activities	(1,839)	(992)
 Increase/(decrease) in cash and cash equivalents during the year	 (53,704)	 (25,920)
 Cash and cash equivalents brought forward	 254,228	 280,148
Cash and cash equivalents carried forward	200,524	254,228

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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1. ACCOUNTING POLICIES

(a) Basis of preparation and assessment of going concern

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1st January 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.. The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There were no restricted funds at the year end.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion have created a fund for a specific purpose.

Further details of each fund are disclosed in note 15.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred where it is practical to do so, otherwise it is included as irrecoverable vat in expenditure.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on staff time and facilities used in each activity.

The allocation of support and governance costs is analysed in note 7.

(g) Charitable Activities

Costs of charitable activities include governance costs and an apportionment of support costs as shown in Note 6.

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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(h) Tangible fixed assets and depreciation

Fixed assets are included in the accounts at net book value. Additions of a single item or a group of similar assets exceeding £500, are capitalised at cost (valuation for donated assets). Depreciation is provided to write off the cost less the estimated residual value of tangible fixed assets over their estimated useful lives as follows:-

Computer Equipment	33.33% on cost
Furniture & Equipment	20 % on cost

(i) Taxation

The organisation is exempt from income tax by reason of its charitable status. Income tax suffered on investment income is reclaimed in full. The Charity is not currently registered for VAT.

(j) Pensions

The charity currently administers contributions to a pension scheme on behalf of individuals. The charity offers access to a defined contribution (stakeholder) pension scheme. Contributions are charged to the income and expenditure account when incurred. An auto enrolment pension scheme is also in place. The charity has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

(k) Debtors

Trade and other debtors are recognised at settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(l) Creditors and Provisions

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

(m) Contingent liabilities

A contingent liability is identified and disclosed for those transactions resulting from a possible obligation which will only be confirmed by the occurrence of one or more uncertain future events not wholly within the trustees' control.

(n) Reserves

The charity aim to maintain general reserves equivalent to 6 months running costs. This approximates to £140,000 of anticipated running costs for 2023/24.

2 NET INCOME FOR THE YEAR

This is stated after charging:
Depreciation - owned assets
Pension Costs
Independent Examiners Fees

2023	2022
£	£
1,299	917
6,077	4,651
800	660

3 TAX ON SURPLUS ON ORDINARY ACTIVITIES

(See taxation policy note above)

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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4 INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2023 £
Sales of Services:			
Education & Training	45,300		45,300
Social Reporting & Lived Experience:	13,980		13,980
Production of Media	1,500		1,500
Web Building	20,000		20,000
Grants:			
Concrit		4,108	4,108
EU Arenas		89,496	89,496
Narratives of Impact		62,422	62,422
Unicorn		5,467	5,467
Continue		30,566	30,566
Heritage Lottery Fund		46,802	46,802
DWP		4,095	4,095
	80,780	242,956	323,736

Previous Year:	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Sales of Services:			
Education & Training	73,075		73,075
Social Reporting	1,320		1,320
Production of Media	6,000		6,000
Web Building	400		400
Grants:			
Concrit		23,451	23,451
Cosie		6,235	6,235
EU Arenas		40,521	40,521
Narratives of Impact		34,740	34,740
Erasmus Co Engage		1,726	1,726
Unicorn		3,962	3,962
Continue		24,620	24,620
Erasmus Eurospectives		356	356
	80,795	135,611	216,406

5 INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Consultancy & Other Sales	45,081		45,081	42,205
	45,081	-	45,081	42,205

All "trading" activities in 2023 and 2022 were unrestricted.

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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6 EXPENDITURE

	Education & Training	Other Services	Total 2023
<i>Expenditure on Charitable Activities:</i>	£	£	£
Employment Costs	7,200	117,908	125,108
Freelance & Subcontract Costs	11,647	33,044	44,691
DBS Checks	13	-	13
Staff Training	71	30	101
Grants to Partner Organisations / Partner Costs	-	56,035	56,035
Travel and Subsistence	1,354	21,149	22,503
Conference, Room Hire & Course Expenses	1,522	15,960	17,482
Volunteer Expenses	40	762	802
Participant Expenses & Access Costs	1,250	3,226	4,476
Publicity, communication & dissemination	-	3,347	3,347
Internet/Online Costs/Security	1,900	5,912	7,812
Minor & Computer Equipment	-	825	825
Support Costs	460	29,044	29,504
Governance Costs	180	4,068	4,248
	<u>25,637</u>	<u>291,310</u>	<u>316,947</u>
Restricted Funds			243,454
Unrestricted Funds			<u>73,493</u>
			<u>316,947</u>
 Previous Year	 Education & Training	 Other Services	 Total 2022
<i>Expenditure on Charitable Activities:</i>	£	£	£
Employment Costs	7,000	83,998	90,998
Freelance & Subcontract Costs	21,044	34,772	55,816
DBS Checks	-	13	13
Staff Training	-	10	10
Grants to Partner Organisations	-	20,943	20,943
Travel and Subsistence	1,506	8,088	9,594
Conference, Room Hire & Course Expenses	3,578	5,790	9,368
Volunteer Expenses	-	48	48
Participant Expenses & Access Costs	875	453	1,328
Publicity, communication & dissemination	-	2,426	2,426
Internet/Online Costs/Security	90	1,854	1,944
Minor & Computer Equipment	-	100	100
Support Costs	9,500	16,269	25,769
Governance Costs	300	3,505	3,805
	<u>43,893</u>	<u>178,269</u>	<u>222,162</u>
Restricted Funds			136,181
Unrestricted Funds			<u>85,981</u>
			<u>222,162</u>

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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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7 ALLOCATION OF GOVERNANCE AND SUPPORT COSTS

	Basis of Apportionment	General		Total 2023	Total 2022
		Support	Governance		
		£	£	£	£
Employment Costs	Staff Time	13,182	1,883	15,065	13,340
Financial Management	Staff Time	9,754	1,084	10,838	10,166
Rent, Meeting Room hire & Storage	Staff Time	2,807		2,807	2,233
Post, Printing and Stationery	Staff Time	206		206	76
Publications & Subscriptions	Staff Time	48		48	48
Insurance	Staff Time	506		506	612
Sundry	Staff Time	460		460	126
Depreciation	Staff Time	1,299		1,299	917
Bank & Card Charges		232		232	122
Payroll Costs		939		939	814
Trustee Expenses & AGM		-	481	481	460
Irrecoverable VAT		71		71	-
Independent Examination	Governance	-	800	800	660
		<u>29,504</u>	<u>4,248</u>	<u>33,752</u>	<u>29,574</u>
Restricted Funds				17,071	26,990
Unrestricted Funds				16,681	2,584
				<u>33,752</u>	<u>29,574</u>

8 STAFF NUMBERS AND COSTS

	2023	2022
	£	£
Wages and Salaries	130,592	96,953
Social Security Costs	3,504	2,734
Pension Costs	6,077	4,651
	<u>140,173</u>	<u>104,338</u>

No employee earned £60,000 per annum or more.

During the year 10 staff were employed on a part time basis, with an average of 8.

The average number of employees, analysed by function was:

Management & Administration	1	1
Provision of Services	7	3
	<u>8</u>	<u>4</u>

The charity considers its key management personnel comprises the Chief Executive Officer. The total employment benefits, including employer pension contributions of the key management personnel was £37,662 (2022: £33,350). No employees has benefits in excess of £60,000 (2022: none).

9 DIRECTORS (MANAGEMENT COMMITTEE) REMUNERATION AND EXPENSES

No remuneration directly or indirectly out of the funds of the charity was paid or payable during the period, to any trustee or to any persons known to be connected with any of them. Except as disclosed below no reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the period.

Travel Expenses	4 trustees	<u>£151</u>
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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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10 TANGIBLE FIXED ASSETS

	Computer Equipment £	Furniture & Equipment £	Total £
COST			
At 1 April 2022	8,708	339	9,047
Additions	2,854	-	2,854
Disposals	(4,530)	(339)	(4,869)
At 31 March 2023	7,032	-	7,032
DEPRECIATION			
At 1 April 2022	8,014	339	8,353
Charge for Year	1,299	-	1,299
Disposals	(4,530)	(339)	(4,869)
At 31 March 2023	4,783	-	4,783
NET BOOK VALUE			
At 31 March 2023	2,249	-	2,249
At 31 March 2022	694	-	694

11 CAPITAL COMMITMENTS

Contracted but not provided for

2023 £ nil	2022 £ nil
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12 DEBTORS

	£	£
Accounts Receivable	16,618	71,400
Other Debtors	1,382	-
Accrued Income	54,375	9,914
Prepayments and Accrued Interest	1,131	2,128
	73,506	83,442

In 2023 £46,784 related to restricted funds. In 2022 £9,914 related to restricted funds.

13 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Accounts Payable	3,368	6,195
Other Creditors	676	1,590
Other Taxes & Social Security Costs	2,021	10,282
Deferred Income	19,903	125,970
Accruals	5,420	2,321
	31,388	146,358

Included in creditors is £16,103 (2022 £63,349) that relates to restricted funds.

14 DEFERRED INCOME

	2023 £	2022 £
Deferred income comprises grants paid in advance.		
Balance as at 1st April	125,970	135,769
Amount released to income earned from charitable activities	(125,845)	(73,272)
Amount deferred in year	19,778	63,473
Balance as at 31st March	19,903	125,970

PEOPLE'S VOICE MEDIA

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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15 ANALYSIS OF CHARITABLE FUNDS

<i>Analysis of Movements in Unrestricted Funds:</i>	Balance 01-Apr-22 £	Incoming £	Transfers £	Outgoing £	Balance 31-Mar-23 £
General	114,571	81,401	-	(47,856)	148,116
Designated Funds - Post Covid	26,250		(2,240)	-	24,010
Designated Funds - Education & Training	51,185	45,475	-	(25,637)	71,023
	192,006	126,876	(2,240)	(73,493)	243,149

Previous Year:

<i>Analysis of Movements in Unrestricted Funds:</i>	Balance 01-Apr-21 £	Incoming £	Transfers £	Outgoing £	Balance 31-Mar-22 £
General	106,835	49,974	-	(42,238)	114,571
Designated Funds - Post Covid	26,250		-	-	26,250
Designated Funds - Education & Training	21,853	73,075	-	(43,743)	51,185
	154,938	123,049	-	(85,981)	192,006

Designated Funds

Post Covid

- these funds are set aside to meet potential employment and administration costs that may arise due to gaps in funding including changes in service delivery following the Covid pandemic.

Education & Training

- ringfenced surpluses towards future education and training costs

<i>Analysis of Movements in Restricted Funds:</i>	Balance 01-Apr-22 £	Incoming £	Transfers £	Outgoing £	Balance 31-Mar-23 £
DWP	-	4,095		(4,095)	-
Continue	-	30,566		(30,566)	-
HLF	-	46,802	(1,903)	(45,060)	(161)
EU Arenas	-	89,496		(89,496)	-
Narratives of Impact	-	62,422		(62,422)	-
Unicorn	-	5,467		(5,467)	-
Concrit	-	4,108	2,240	(6,348)	-
Capital - HLF	-	-	1,903	-	1,903
	-	242,956	2,240	(243,454)	1,742

Previous Year:

Analysis of Movements in Restricted Funds:

	Balance 01-Apr-21 £	Incoming £	Transfers £	Outgoing £	Balance 31-Mar-22 £
Donation in Kind	570	-		(570)	-
Continue	-	24,619		(24,619)	-
Co Engage	-	1,726		(1,726)	-
Cosie	-	6,235		(6,235)	-
Euroerspective	-	356		(356)	-
EU Arenas	-	40,521		(40,521)	-
Narratives of Impact	-	34,740		(34,740)	-
Unicorn	-	3,963		(3,963)	-
Concrit	-	23,451		(23,451)	-
	570	135,611	-	(136,181)	-

PEOPLE'S VOICE MEDIA

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2023

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15 cont...

Details re funds:

HLF	towards the Home? Project
DWP	towards access costs
Cosie	towards the Co-creation of Service Innovations in Europe Project
Continue	towards connecting European Youth Through Storytelling Project
EU Arenas	towards the EU Arenas Project
Narratives of Impact	towards the Narrated of Impact Project
Unicorn	towards the Co-operation for Innovation and the Exchange of Good Practices Project
Concrit	towards the Community Narration and Critical Thinking project

16 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Fixed Assets £	Net Current Assets £	2023 Total £	Tangible Fixed Assets £	Net Current Assets £	2022 Total £
Restricted Funds	1,903	(161)	1,742	-	-	-
Unrestricted Funds	346	147,770	148,116	694	113,877	114,571
Unrestricted- Designated	-	95,033	95,033	-	77,435	77,435
	<u>2,249</u>	<u>242,642</u>	<u>244,891</u>	<u>694</u>	<u>191,312</u>	<u>192,006</u>

17 POST BALANCE SHEET EVENTS

The trustees consider that, there are no significant post balance sheet events that impact on the financial statements as presented.

18 COMPANY STATUS

The company is limited by guarantee and has no share capital. All members have agreed to contribute a sum not exceeding £1 in the event of winding up.

19 CONTINGENT LIABILITIES

2023	2022
£ nil	£ nil

20 CONTROLLING PARTIES

The charity is under the shared control of the trustees (directors) named on Page 1.