

Company registration number 03360047 (England and Wales)

Charity registration number 1062467 (England and Wales)

THE PEOPLE MATTER TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2025



THE PEOPLE MATTER TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Dr C Webb - Chairman D Baker - Vice Chairman C Grimaldi S Mackenzie D Ingham S Fifield
Secretary	A Hughes
Chief Executive Officer	A Gillard
Charity number	1062467
Company number	03360047
Principal address	2nd Floor 55 South Street Eastbourne East Sussex BN21 4UT
Registered office	Chantry House 22 Upperton Road Eastbourne East Sussex BN21 1BF
Independent examiner	John Caladine FCCA CTA FCIE Caladine Limited Chantry House 22 Upperton Road Eastbourne East Sussex BN21 1BF
Bankers	HSBC 94 Terminus Road Eastbourne East Sussex BN21 3ND

THE PEOPLE MATTER TRUST

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THE PEOPLE MATTER TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 OCTOBER 2025

The Trustees present their annual report and financial statements for the year ended 31 October 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the trust's memorandum and articles of association, the Companies Act 2006 and "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 1 January 2019).

Objectives and activities

The Trust is a registered charity and a company limited by guarantee. The principal activity of the trust, as a Christian ministry, is the relief of poverty amongst unemployed persons through the provision of career information, advice and guidance to assist them in gaining or being able to retain suitable employment. This activity is further extended to employed jobseekers looking to change career.

CIAG Services

The principal activity of the Trust during the year was the delivery of career information, advice and guidance (C.I.A.G.) to clients seeking suitable employment. This support was provided primarily through one-to-one face-to-face appointments and workshops and by email and telephone. Most clients were unemployed, with a smaller number seeking to change jobs. The Trust continually monitors and reviews engagement with client groups identified by the Department for Education. We remain committed to help a diverse range of clients irrespective of their background or ability.

Public benefit

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the trust should undertake.

Achievements and performance

Significant activities and achievements against objectives

1-2-1 advice

Clients are usually referred by the local job centre or are signposted by other voluntary and statutory agencies. They may also access services independently. There is no limit to the number of times individuals may receive support, although appointments with a careers adviser are usually limited to one in each 12-month period.

822 new clients were helped during the year (compared with 916), and there was a total of 2,627 client sessions (1-2-1 and small groups) (compared with 4,172). The main funding for core IAG services was from a contract with the Department for Education via the prime contractor, CXK Ltd for the provision of career information, advice and guidance services, both one-to-one and in groups, and on achieving outcomes and reaching targets.

Workshops: are regularly reviewed and the following are usually offered

- A series of 2 workshops preparing clients for employment.
- A one-day Level 2 accredited Food Hygiene course.

Additional Services:

- Working for You (employer engagement and recruitment support)
- Multiply (numeracy support – contract ended 31.3.25)
- Moving on Up (for vulnerably housed - contract ended 31.3.25)
- Support into Work (for Ukrainians)
- Mock Interviews and Pre Interviews
- Listening Service

Outreach

Services are promoted through statutory and voluntary partnerships, community forums and recruitment fairs including The Big Futures Show and the Apprenticeships Roadshow as well as at local job centre events. Outreach opportunities are regularly reviewed to meet identified need and adviser capacity.

THE PEOPLE MATTER TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2025

Matrix

Annual continuous improvement checks are carried out between 3 yearly cycles of reaccreditation, to review progress and ensure that the standard is adhered to. Current accreditation ends in 2028.

General

We regularly review course content and delivery, and the Business Start Up provision.

We routinely conduct audits of contract documentation to ensure quality is maintained.

We work to identify and research evolving client needs with a view to developing new services.

In addition to government funding, we seek alternative funding streams including trusts, legacies and other donors and occasional events.

Key highlights during the year include:

Matrix reaccreditation

For the eighth time, in its three-yearly cycle. The independent assessor reported, "People Matter has hit a new level of excellence" and that "all [the team] demonstrated care, concern and compassion for individuals".

In the report, he recognised the 'highly qualified team of Advisers'. 'The Working for You (WFY) team bring a set of complementary skills and life experience and have cultivated links with local employers, and this is a source of added value for the commissioners and partner organisations'. He reported 'one of the funders mentioned that this is a rare and overlooked feature of employability services.'

The assessor also fed back that 'Clients interviewed were often surprised by how much they discover is offered by PM. The support was credited not only with expanding their options by also lifting their spirits' and they expressed 'no hesitation recommending PM for their advice and guidance, and personalised service.'

A grant from CABWI to deliver Road2Work

An employability programme offering employment support and fast track routes into work with the county's road repair contractor and their supply chain. Road2Work promotes learning and development for adult job seekers to help them gain employability skills and the confidence to work. Specifically, this pathway focuses on our growing relationship with Balfour Beatty and its supply chain servicing East Sussex highways. Road2Work is an employability project that seeks to create a more intensive job matching service in particular for refugees and asylum seekers with the right to work, ex-offenders and job seekers with complex barriers including adults affected by homelessness.

Whilst these core groups are prioritised, other beneficiaries include adult job seekers with physical or mental health needs, veterans and carers/ex-carers. Road2Work adopts a fast-track approach to employment support for adult job seekers who have much to contribute to our coastal economy but are sometimes overlooked by employers. Our aim is to swiftly place suitable jobseekers into shortage occupations within the highways supply chain, including groundworks.

Jobs Fairs and CrowdComms

Since 2023 we have been commissioned to deliver 5 Jobs Fairs a year across the district and boroughs.

At the end of 2024 we were awarded a capital grant of £25,000 by East Sussex County Council. This enabled us to purchase equipment and the CrowdComms digital platform. Through investment in this new technology we have been able to improve the pre-entry (saving pre-event administration time), on the day (providing a refreshed, engaging experience by replacing the need to complete paper feedback forms with electronic recording), and follow up experiences of jobseekers and employers at jobs fairs (instant logging of employer contact and information requests).

Transition to eVisa – Home Office

Although the contract funding ended on 31st August 2025, we are continuing to provide vital support to individuals who have difficulty in accessing or using their eVisa, both from our offices and from Sanctuary Café in Eastbourne.

THE PEOPLE MATTER TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2025

2026 and beyond

On 1st December 2025 we commenced delivery of the Connect to Work programme, a free, voluntary and government-funded (via DWP) supported employment initiative for adults (18+) living in East Sussex who are unemployed or at risk of redundancy and are not already enrolled in another DWP employment scheme (such as the Work and Health Programme or Restart). The initiative is designed to help residents facing complex challenges, such as disabilities, long-term health conditions, homelessness, or caring responsibilities, find and stay in meaningful work. East Sussex County Council (ESCC) acts as the accountable body, coordinating delivery through a network of local specialist providers, including People Matter.

The contract with People Matter, until March 2029 and with the potential to extend for a further year, is to support two groups - individuals aged 50 and older and people of any age who have a caring responsibility for a sick dependent. Participants receive up to 12 months of one-to-one guidance from a dedicated Employment Specialist who helps individuals identify strengths, build confidence, develop a personalised action plan, create CVs, and prepare for interviews. The programme offers up to four months of in-work support for those at risk of losing their job due to health issues or other barriers, including advocating with employers and facilitating reasonable adjustments. Employment Specialists at People Matter work with local businesses to understand their recruitment needs, match suitable candidates, and help create a more inclusive workforce. The program links participants with health services and other support systems as needed, providing holistic support.

In October 2026, the contract with the Department for Education for delivery of the National Career Service will end and be replaced by a new "Jobs and Careers Service." The aim is to streamline employment support, integrate skills and work advice, and improve job prospects, especially for those far from the labour market, entirely funded through and managed by DWP. Discussions are currently underway regarding possible TUPE arrangements for some staff, if and where applicable.

Financial review

Unrestricted funds showed a surplus in the year of £6,116. This compared to a surplus in the previous year of £40,095.

At 31 October 2025 unrestricted funds amounted to £113,460 and restricted funds were £26,806.

Reserves policy

The charity relies on funding from various charitable trusts, grant making bodies and the support of individuals, in addition to statutory funding. Trustees have agreed that it is desirable to have reserves equivalent to three months General Fund expenditure.

Structure, governance and management

The trust is a registered charity and a company limited by guarantee. The trust is managed on a day to day basis by the Chief Executive officer and support staff. The Trustees meet regularly to carry out the legal and fiscal oversight of the charity.

Service Delivery - During the reporting year, the Trust operated from its Head Office at 55 South Street, Eastbourne and responds to local need by taking services into the community. Current venues are: Hailsham Library, St Elisabeth's Church Centre and Victoria Baptist Church in Old Town, The Gateway Centre, South Street Free Church, Eastbourne Job Centre, All Saints Church Crowborough and Kings Church Heathfield. Services are delivered in accordance with the principles of the nationally recognised Matrix quality standard, the standard for organisations delivering information, advice and/or guidance on learning and work.

Staffing - There are 30 team members, 14 of whom are salaried (327.25 hours per week) and 16 volunteers (120 hours per week). There are a variety of work experience and volunteering opportunities available for clients needing/wanting to gain experience. There are six client advisers qualified with a Level 6 in Career Guidance, and two with a level 4 Diploma in Information, Advice & Guidance.

THE PEOPLE MATTER TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2025

The Trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Dr C Webb - Chairman
D Baker - Vice Chairman
C Grimaldi
S Mackenzie
D Ingham
S Fifield

Recruitment and appointment of trustees

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

Additional Trustees are elected by the majority of the existing Trustees. Only Trustees of a suitable spiritual and business maturity are appointed and training/induction procedures are in place.

The trustees' report was approved by the Board of Trustees.



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Dr C Webb - Chairman

Date: 2/2/2026

THE PEOPLE MATTER TRUST

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 OCTOBER 2025

The Trustees, who are also the directors of The People Matter Trust for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law 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 trust and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the trust will continue in operation.

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

THE PEOPLE MATTER TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE PEOPLE MATTER TRUST

I report to the Trustees on my examination of the financial statements of The People Matter Trust (the trust) for the year ended 31 October 2025.

Responsibilities and basis of report

As the Trustees of the trust (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the financial statements of the trust are not required to be audited under Part 16 of the Companies Act 2006 and are eligible for independent examination, I report in respect of my examination of the trust's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

Independent examiner's statement

Since the trust's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the trust as required by section 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.



John Caladine FCCA CTA FCIE

Caladine Limited
Chantry House
22 Upperton Road
Eastbourne
East Sussex
BN21 1BF

Date: 2 February 2026

THE PEOPLE MATTER TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 OCTOBER 2025

		Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
	Notes						
Income from:							
Donations and legacies	3	195,777	186,000	381,777	239,312	188,000	427,312
Charitable activities	4	68,678	-	68,678	70,507	-	70,507
Other trading activities	5	-	-	-	10	-	10
Investments	6	1,623	-	1,623	777	-	777
Total income		<u>266,078</u>	<u>186,000</u>	<u>452,078</u>	<u>310,606</u>	<u>188,000</u>	<u>498,606</u>
Expenditure on:							
Raising funds	7	5,325	-	5,325	3,150	-	3,150
Charitable activities	8	254,637	181,099	435,736	267,361	167,483	434,844
Total expenditure		<u>259,962</u>	<u>181,099</u>	<u>441,061</u>	<u>270,511</u>	<u>167,483</u>	<u>437,994</u>
Net income and movement in funds		6,116	4,901	11,017	40,095	20,517	60,612
Reconciliation of funds:							
Fund balances at 1 November 2024		<u>107,344</u>	<u>21,905</u>	<u>129,249</u>	<u>67,249</u>	<u>1,388</u>	<u>68,637</u>
Fund balances at 31 October 2025		<u>113,460</u>	<u>26,806</u>	<u>140,266</u>	<u>107,344</u>	<u>21,905</u>	<u>129,249</u>

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

THE PEOPLE MATTER TRUST

BALANCE SHEET

AS AT 31 OCTOBER 2025

	Notes	2025 £	£	2024 £	£
Fixed assets					
Tangible assets	13		28,097		12,675
Current assets					
Debtors	14	24,291		28,801	
Cash at bank and in hand		107,190		103,048	
		131,481		131,849	
Creditors: amounts falling due within one year	15	(19,312)		(15,275)	
Net current assets			112,169		116,574
Total assets less current liabilities			140,266		129,249
Net assets			140,266		129,249
The funds of the trust					
Restricted income funds	17	26,806		21,905	
Unrestricted funds	18	113,460		107,344	
		140,266		129,249	

The notes on pages 9 to 19 form part of these financial statements.


The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 October 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 2/2/2026


Dr C Webb Chairman

Company registration number 03360047 (England and Wales)

THE PEOPLE MATTER TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2025

1 Accounting policies

Company information

The People Matter Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is Chantry House, 22 Upperton Road, Eastbourne, East Sussex, BN21 1BF.

1.1 Basis of preparation

The financial statements have been prepared in accordance with the trust's memorandum and articles of association, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 1 January 2019). The trust is a Public Benefit Entity as defined by FRS 102.

The trust has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the trust. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the trust has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the trust is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the trust has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Voluntary income and donations are accounted for as received by the charity. Grants are recognised in the Statement of Financial Activities in the year in which they are receivable. Grants received where a donor has imposed a condition specifying a time period over which the expenditure can take place are deferred as a liability and subsequently recognised as income over specified period.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

THE PEOPLE MATTER TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2025

1 Accounting policies (Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following basis:

Fixtures and fittings	20% straight-line basis
Computers	33.3% straight-line basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the trust's balance sheet when the trust becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the trust is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the trust's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

THE PEOPLE MATTER TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2025

3 Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	10,163	-	10,163	13,682	-	13,682
Legacies	-	-	-	1,378	-	1,378
Grants	184,747	186,000	370,747	222,396	188,000	410,396
Tax refunds	867	-	867	1,856	-	1,856
	<u>195,777</u>	<u>186,000</u>	<u>381,777</u>	<u>239,312</u>	<u>188,000</u>	<u>427,312</u>
Grants						
ESCC Support into work	-	168,500	168,500	-	188,000	188,000
ESCC Multiply grant	25,600	-	25,600	51,200	-	51,200
ESCC Moving on up	-	-	-	108,950	-	108,950
ESCC Other Grants	92,543	-	92,543	-	-	-
John Jackson Charitable Trust	14,000	-	14,000	7,750	-	7,750
Wealden Community Grant	8,500	-	8,500	10,000	-	10,000
Home Office	25,180	-	25,180	-	-	-
Lottery Community Fund	-	-	-	15,452	-	15,452
Garfield Weston Foundation	-	-	-	10,000	-	10,000
CABWI Road2Work	-	17,500	17,500	-	-	-
Other	18,924	-	18,924	19,044	-	19,044
	<u>184,747</u>	<u>186,000</u>	<u>370,747</u>	<u>222,396</u>	<u>188,000</u>	<u>410,396</u>

4 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Charitable activities		
Outwork funding (CXK)	<u>68,678</u>	<u>70,507</u>

THE PEOPLE MATTER TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2025

5 Income from other trading activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Card sales	-	10

6 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	1,623	777

7 Expenditure on raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising and publicity		
Fundraising	5,325	3,150

THE PEOPLE MATTER TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2025

8 Expenditure on charitable activities

	Charitable activities	Charitable activities
	2025	2024
	£	£
Direct costs		
Staff costs	328,986	343,153
Depreciation and impairment	13,255	6,352
Training	2,896	250
Rent, rates and water	30,068	29,693
Repairs and maintenance	230	606
Bank charges	56	76
Travel and entertainment	1,390	956
Cleaning and shredding	1,403	1,157
Insurance	2,326	3,829
Irrecoverable VAT	13,358	11,895
Subscriptions and licences	7,664	6,955
Telephone and internet	3,900	4,565
Marketing	4,935	3,812
Printing postage and stationery	4,455	4,400
Computer costs	13,348	9,877
Client and sundry expenses	3,446	1,083
	<u>431,716</u>	<u>428,659</u>
Share of support and governance costs (see note 9)		
Governance	4,020	6,185
	<u>435,736</u>	<u>434,844</u>
Analysis by fund		
Unrestricted funds - general	254,637	267,361
Restricted funds	181,099	167,483
	<u>435,736</u>	<u>434,844</u>

THE PEOPLE MATTER TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2025

9 Support costs allocated to activities

	2025 £	2024 £
Governance costs	4,020	6,185
<u>Analysed between:</u>		
Charitable activities	4,020	6,185
Governance costs comprise:	2025 £	2024 £
Accountancy	1,400	2,075
Legal and professional	1,320	2,810
Independent examination	1,300	1,300
	4,020	6,185

There were payments to the independent examiner of £1,400 (2024: £2,075) for accountancy services, £1,300 (2024: £1,300) for the independent examination and £1,320 (2024: £1,010) for other professional services, i.e. payroll, VAT and registered office services.

10 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the trust during the year.

During the year the Trustees donated £540 in aggregate to the Trust (2024: £720).

THE PEOPLE MATTER TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2025

11 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
	14	16
Employment costs	2025 £	2024 £
Wages and salaries	296,872	310,829
Social security costs	18,662	18,701
Other pension costs	13,452	13,623
	328,986	343,153

We estimate Volunteer hours (120 per week) provide an annualised value of £76,190 to the charity (based on £12.21 per hour) (2024: £130,278 based on 219 hours per week at £11.44 p/h)

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2025 £	2024 £
Aggregate compensation	87,249	87,920

The aggregate compensation figure includes gross pay, employer's national insurance and pension contributions. The charity's key personnel are the Chief Executive Officer of People Matter and the Director of Operations, who are responsible for the day to day management of the charity.

12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

THE PEOPLE MATTER TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2025

13 Tangible fixed assets

	Fixtures and fittings £	Computers £	Total £
Cost			
At 1 November 2024	32,128	61,477	93,605
Additions	19,915	8,763	28,678
At 31 October 2025	52,043	70,240	122,283
Depreciation and impairment			
At 1 November 2024	28,365	52,565	80,930
Depreciation charged in the year	5,420	7,836	13,256
At 31 October 2025	33,785	60,401	94,186
Carrying amount			
At 31 October 2025	18,258	9,839	28,097
At 31 October 2024	3,763	8,912	12,675

14 Debtors

	2025 £	2024 £
Amounts falling due within one year:		
Trade debtors	7,025	6,808
Other debtors	11,288	12,356
Prepayments and accrued income	5,978	9,637
	24,291	28,801

15 Creditors: amounts falling due within one year

	2025 £	2024 £
Other taxation and social security	16,270	11,765
Accruals and deferred income	3,042	3,510
	19,312	15,275

16 Retirement benefit schemes

	2025 £	2024 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	13,452	13,623

The trust operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the trust in an independently administered fund.

THE PEOPLE MATTER TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2025

17 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 November 2024 £	Incoming resources £	Resources expended £	At 31 October 2025 £
Overcoming Barriers (Support into Work)	14,087	-	(2,633)	11,454
Client Assistance	891	-	-	891
ESCC - Support into work	6,927	168,500	(160,966)	14,461
CABWI Road2Work	-	17,500	(17,500)	-
	<u>21,905</u>	<u>186,000</u>	<u>(181,099)</u>	<u>26,806</u>
Previous year:	At 1 November 2023 £	Incoming resources £	Resources expended £	At 31 October 2024 £
Overcoming Barriers (Support into Work)	497	15,000	(1,410)	14,087
Client Assistance	891	-	-	891
ESCC - Support into work	-	173,000	(166,073)	6,927
	<u>1,388</u>	<u>188,000</u>	<u>(167,483)</u>	<u>21,905</u>

The following restricted funds were in operation during the year:

Overcoming Barriers (Support into Work) (Formerly SCDA) - grant towards the support of local residents.

Client assistance fund - a discretionary fund to provide additional support to clients if needed.

ESCC Support into work - funding provided by ESCC to carry out job support activities.

CABWI Road2Work - funding provided by CABWI for the Road2Work program.

THE PEOPLE MATTER TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2025

18 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 November 2024	Incoming resources	Resources expended	At 31 October 2025
	£	£	£	£
Reserve fund	30,000	-	-	30,000
General funds	77,344	266,078	(259,962)	83,460
	<u>107,344</u>	<u>266,078</u>	<u>(259,962)</u>	<u>113,460</u>
	<u><u>107,344</u></u>	<u><u>266,078</u></u>	<u><u>(259,962)</u></u>	<u><u>113,460</u></u>
Previous year:	At 1 November 2023	Incoming resources	Resources expended	At 31 October 2024
	£	£	£	£
Reserve fund	30,000	-	-	30,000
General funds	37,249	310,606	(270,511)	77,344
	<u>67,249</u>	<u>310,606</u>	<u>(270,511)</u>	<u>107,344</u>
	<u><u>67,249</u></u>	<u><u>310,606</u></u>	<u><u>(270,511)</u></u>	<u><u>107,344</u></u>

THE PEOPLE MATTER TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2025

19 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £
At 31 October 2025:			
Tangible assets	28,097	-	28,097
Current assets/(liabilities)	85,363	26,806	112,169
	<u>113,460</u>	<u>26,806</u>	<u>140,266</u>
	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 October 2024:			
Tangible assets	12,675	-	12,675
Current assets/(liabilities)	94,669	21,905	116,574
	<u>107,344</u>	<u>21,905</u>	<u>129,249</u>

20 Operating lease commitments

Lessee

The charity has commitment of future office lease payments on property at Second Floor, 55 South Street, Eastbourne, until 2026.

At the reporting end date the trust had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025 £	2024 £
Within one year	13,693	21,000
Between two and five years	-	13,693
	<u>13,693</u>	<u>34,693</u>

21 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).