

PEOPLE FIRST TAMESIDE

England & Wales · Charity number 1087319

Details

Status Registered

Legal form Other

Registered 2001-07-03

Register [View on the Charity Commission register](#)

Contact

Address Suite 3
St Michaels Court
St Michaels Square
Stamford Street Ashton-Under-Lyne
Tameside
OL6 6XN

Phone 01613083699

Email liz.wright@pftameside.org

Website www.peoplefirsttameside.org

Activities

Objects: TO PROMOTE ANY CHARITABLE PURPOSE FOR THE BENEFIT OF PERSONS WHO HAVE A LEARNING DISABILITY IN TAMESIDE AND THE SURROUNDING AREAS

Activities: People First Tameside is a user-led organisation working with learning disabled adults. The main activities include - Training in Disability Awareness, Health awareness Provider of Day Activities/Services, Independent living skills, Self-Advocacy, LD Partnership Board, Campaign, Speakup for Yourself Skills Training Employment training, Creative Communication Skills 1:1 service

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Economic/community Development/employment, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** People With Disabilities, Other Defined Groups

Geography

- **Area of benefit:** TAMESIDE AND THE SURROUNDING AREAS
- Tameside

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£355,800	£332,872	-	-
2024-03-31	£268,903	£289,780	-	-
2023-03-31	£215,703	£250,787	-	-
2022-03-31	£232,727	£224,861	-	-
2021-03-31	£309,650	£216,651	-	-

Trustees

Name	Role	Appointed
ANDREW BARBER	Chair	
Ashley Connor Leighton		2024-12-11
BETHANY HAMMOND		2024-12-11
EJEMHEM AGBARETH		2024-12-11
Elenor Woosey		2019-12-04
Hannah Sloan		2024-12-11
JEAN QUINN		
Jennifer Threadgold		2017-12-13
Jim Battle		2017-12-13
LIAM WRAY		2024-12-11
MARK WHITEHEAD		2023-12-13
NEIL FITZGERALD		2024-12-11

PEOPLE FIRST TAMESIDE

England & Wales - Charity number 1087319

Accounts

Charity Number 1087319

People First Tameside

Annual Report and Accounts

Year Ended 31 March 2025

People First Tameside

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People First Tameside

Legal and Administrative Details

Name: People First Tameside

Status: Unincorporated association established 2001. Registered as a charity.
Charity number 1087319

Principal Address: St. Michael's Court
St. Michael's Square
Stamford Street
Ashton-under-Lyne
Tameside
OL6 6XN

Charity Objects: To promote any charitable purpose for the benefit of persons who have a learning disability in Tameside or the surrounding areas.

Charity Trustees:

Andrew Barbour	Chair
Jennifer Threadgold	
Eleanor Woosey	
Jean Quinn	
Jim Battle	
Mark Whitehead	Appointed 11 December 2024
Neil Fitzgerald	Appointed 11 December 2024
Liam Wray	Appointed 11 December 2024
Bethany Hammond	Appointed 11 December 2024
Ashley Connor Leighton	Appointed 11 December 2024
Ejemhem Agbareth	Appointed 11 December 2024
Hannah Sloan	Appointed 11 December 2024

Accountants: J A Simpson & Co Ltd.
48 Bredbury Green
Romiley
Stockport
SK6 3DN

Bankers: Unit Trust Bank
Nine Brindley Place
Birmingham
B1 2HB

People First Tameside

Annual Report and Accounts

For the Year Ended 31 March 2025

Activities Report for Accounts 01.04.24 – 31.03.2025

Report of the Trustees

The Trustees of People First Tameside submit the Annual Report and Accounts for the year ended 31 March 2025.

Purpose of the Charity

The purposes of the charity are to:

- Provide a place to talk about concerns and issues affecting the lives of people labelled as having a “learning disability” in Tameside.
- Uphold the rights of people with learning disabilities.
- Inform services and the public that people with learning disabilities have thoughts, feelings, and ideas, and have a right to be heard and to influence the services they use.
- Raise awareness and educate the general public about the issues faced by people with learning disabilities.
- Provide training opportunities for people with learning disabilities.
- Network with other People First groups and advocacy organisations throughout the UK and Europe.

Activities of the Year 2024/25

Health and Employment Focus

Health and Employment have been the focus of this year's activities.

Employment Initiatives

Our employment course, funded by the WEA, provided a cohort of ten people with learning disabilities with the opportunity to engage in a bespoke program supporting individuals furthest from employment. Participants were able to learn and develop skills that promote independence, create new opportunities, reduce social isolation, and foster friendships.

Women's Health Projects

Women's health remained a top priority this year. In partnership with Manchester University researchers, Christy Hospital, and Pennine Care, we produced a series of short videos promoting women's health and providing guidance for professionals around cervical smear procedures. This work will continue into 2025/26.

People First worked collaboratively with the Greater Manchester Learning Disabilities and Health Inequalities Team on a research project about menopause, aimed at raising awareness of how best to support women with learning disabilities. This was a unique and impactful piece of work.

Community and Outdoor Activities

People First continues to work in partnership with Friends of Waterloo, producing excellent crops of vegetables, harvesting apples from the orchard, and creating nutritious soups and salads. Fresh and inexpensive meals encourage good health while providing opportunities to socialize. The allotment group was once again recognized with an award from Tameside in Bloom.

Outdoor activities included tennis, sponsored by Priory Tennis Club, cycling with adapted bicycles, health walks, yoga, and nature events. We recognize the strong link between physical activity and mindfulness as a gateway to better mental health. People First continue to advocate for preventative services that promote independence, reduce social isolation, and support an active lifestyle.

Day Opportunities and Individualised Services

People First work in partnership with Tameside Council and other partners to offer bespoke day opportunities and individual 1:1 services. Our services are popular with those who wish to be in control of their budgets and choices. The number of available places has increased through new referrals from social workers and personal recommendations. We pride ourselves on offering a bespoke, individualised service. Family members and friends are always welcome at events, including coffee mornings, BBQs, and fundraising activities, and we thank everyone for their ongoing support.

Advocacy and Representation

The Manchester Mayoral Panel has continued to meet, along with the second Easy Use Board, which enables adults with learning disabilities to participate fully in accessible meetings. Five of our members now sit on this board, which includes Greater Manchester representatives from each borough, including Stockport, Trafford, Wigan, and Bolton. The board discusses and reviews strategies and plans covering public transport, health, and social care services.

People First has been commissioned annually since 2001 to facilitate the Shadow Partnership Board. This board feeds into the Learning Disabilities Partnership Board bi-monthly and invites guest speakers from Adult Social Care, Transport, and Employment. Meetings continue each month, with the boroughs' goal of making a difference in advocacy, belonging, and good health. People First also attend other meetings, including the Equality and Diversity Reference Group within Tameside, Confirm and Challenge in partnership with Pathways, and the Autism Strategy Group, among others.

Staff and Volunteers

Over this period, People First employed an average of 20 staff members. Policies and procedures are in place for all staff and are continually reviewed and updated. Staff are supervised by senior personnel and participate in weekly team meetings. People First is incredibly grateful to our dedicated staff and volunteers, whose flexibility and commitment make our work possible. We thank everyone for their enthusiasm and hard work.

Governance and Finance

Management Committee and Trustees

A new committee was elected in December 2024, with some changes to trustees.

Accounting and Financial Management

SISBRO Accountants were appointed in February 2024 and have now completed a full year of accounts. People First would like to thank John Simpson for his years of service overseeing the work of our bookkeeper, Rick Seccombe.

Recruitment and Appointment of Management Committee

Members held an AGM on 11th December 2024. Full membership of the charity is open to any person over the age of 18 who has a learning disability and is interested in furthering the objects of the charity.

Governance Document

The charity's governing document is a constitution adopted on 26th September 2000. This sets out the charity's objects and how it should be run. The constitution has been adapted to be more accessible, without changing any of its provisions.

Public Benefit

The charity raises public awareness of issues concerning people with learning disabilities. Its activities are open to all people with learning disabilities in Tameside, with no membership fee, ensuring inclusion for those on low incomes.

Honorary Officers

At the AGM, full members elect a chair, secretary, and treasurer, who hold office from the conclusion of the meeting.

Reserves Policy

The organisation carries sufficient reserves to enable restructuring in the event of cessation of grant funding. An accessible reserves policy is in place for members.

Committee

The Committee consists of no fewer than three members and no more than twelve members.

Induction of Trustees

People First provides an induction pack for new trustees.

Conflicts of Interest

An accessible conflict of interest policy is in place for trustees.

Trustee Benefits

No trustee receives payment from the charity; however, trustees may use the services provided.

COVID-19 and Risk Management

A new risk assessment was developed and shared, supporting the protection of members, volunteers, staff, and the general public.

Policies available to members include health and safety, compliments, comments and complaints, fire safety, confidentiality, rules and code of practice, risk assessment, and computer, internet, and e-mail use. Risk assessments have been carried out on the office and surrounding areas, alongside COSHH assessments, a health and safety policy, and a Business Continuity Plan outlining procedures in the event of disruption.

An updated financial risk assessment of procedures has also been developed.

Financial Statements and Trustee Responsibilities

The charity's financial statements are prepared by SISBRO Accountants, appointed in February 2024. The accounts are then sent to John Simpson for an independent examination. SISBRO assists the committee and Chief Executive Manager in managing accounts, preparing budgets, and financial reports.

Under the Charities Act 2011, trustees are responsible for preparing accounts that give a true and fair view of the charity's state of affairs and the incoming and outgoing resources. Trustees must:

- Select suitable accounting policies and apply them consistently
- Make reasonable and prudent judgments and estimates
- Follow applicable accounting standards and statements of recommended practice
- Prepare financial statements on a going concern basis unless inappropriate

Trustees are also responsible for keeping proper accounting records to ensure compliance with regulations.

Approved by the trustees at their meeting on 10/12/25 and signed on their behalf by:



Andrew Barbour - Chairperson
(Trustee)

**Report of the Independent Examiner to the Trustees of
People First Tameside**

I report on the accounts of the charity for the year ended 31 March 2025, which are set out on pages 10 to 15.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

It is my responsibility to:

examine the accounts under section 145 of the Act;
follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
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 Commissioners. 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 for disclosures in the accounts, and seeking explanations from you as trustees concerning 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 record in accordance with the 2011 Act; and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act 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

John A Simpson
Chartered Accountant

JA Simpson 15/12/25

48 Bredbury Green, Romiley, Stockport, SK6 3DN

People First Tameside

**Statement of Financial
Activities
for the year ended
31 March 2025**

	Notes	Unrestricted £	Restricted £	Year Ended 31 Mar 2025 £	Year Ended 31 Mar 2024 £
Incoming Resources					
Incoming Resources from charitable activities:					
Grants	2	24,285	39,823	64,108	29,051
Donations		610	0	610	8,086
Fees		293,268	0	293,268	213,378
Other Income		13,229	0	13,229	12,370
Bank Interest		7,270	0	7,270	6,018
Total Incoming Resources		<u>338,662</u>	<u>39,823</u>	<u>378,485</u>	<u>268,903</u>
Resources Expended					
Charitable activities	3	292,199	39,823	332,022	288,930
Governance costs	3	850	0	850	850
Total resources expended		<u>293,049</u>	<u>39,823</u>	<u>332,872</u>	<u>289,780</u>
Net Income for the Year	4	45,613	0	45,613	(20,877)
Funds at 1st April 2024	11	416,352	0	416,352	437,229
Funds at 31st March 2025	11	<u>461,965</u>	<u>0</u>	<u>461,965</u>	<u>416,352</u>

People First Tameside

Balance Sheet

	2025	Unrestricted	Restricted	Total	2024
	Notes				
Current Assets					
Debtors	5	73,518	0	73,518	70,303
Cash at Bank		429,277	0	429,277	378,893
		<u>502,795</u>	<u>0</u>	<u>502,795</u>	<u>449,196</u>
Creditors	6	40,830	0	40,830	32,844
Net Current Assets		<u>461,965</u>	<u>0</u>	<u>461,965</u>	<u>416,352</u>
Net Assets		<u><u>461,965</u></u>	<u><u>0</u></u>	<u><u>461,965</u></u>	<u><u>416,352</u></u>
Funds					
Unrestricted Funds	11	461,965	0	461,965	416,352
Restricted Funds	11	0	0	0	0
		<u>461,965</u>	<u>0</u>	<u>461,965</u>	<u>416,352</u>

Approved by the Trustees at their meeting on 10.12.25.

Signed on behalf of the Trustees by



Andrew Barbour - Chairman

People First Tameside

Notes to the Accounts

1 Accounting Policies

- a) The financial statements have been prepared in accordance with applicable accounting standards and follow recommendations in FRS 102.
- b) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received.
- c) Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable.
- d) Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and are available as general funds
- e) Designated funds are unrestricted funds which have been designated for particular purposes by the Trustees.
- f) Restricted funds are funds received for specific purposes. They are held on trust until they have been expended.
- g) Office equipment purchases have not been capitalised and have been charged as resources expended in their period of purchase.

2 Grants

	Unrestricted	Restricted	Total 2025	2024
Tameside MBC	22,685	0	22,685	20,623
NHS Tameside CCG	0	0	0	0
Mayoral Panel	1,600	0	1,600	0
WEA Income	0	31,994	31,994	0
Menopause Project	0	0	0	6,000
Cervical Smear	0	7,829	7,829	2,428
Total	<u>24,285</u>	<u>39,823</u>	<u>64,108</u>	<u>29,051</u>

People First Thameside

Notes to the Accounts

3 Total Resources Expended

	Basis of Allocation	Unrestricted	Worker's Education Association	Cervical Smear	Total Restricted	Governance	Total	2024
Costs directly allocated to activities								
Salaries	Direct	233,608	25,080	7,829	32,909		266,517	227,865
Travel	Direct	1,737	800		800		2,537	6,196
Training	Direct	2,311			0		2,311	528
Recruitment	Direct	0			0		0	0
Producing Information	Direct	55			0		55	166
Project costs	Direct	3,897	5,325		5,325		9,222	9,046
Equipment	Direct	2,493	789		789		3,282	1,433
Miscellaneous	Direct	234			0		234	503
Support costs allocated to activities								
General Running Expenses								
	Funding	22,103			0		22,103	18,838
Accountancy	Funding	5,518			0	850	6,368	4,395
Premises	Funding	20,243			0		20,243	20,810
		<u>292,199</u>	<u>31,994</u>	<u>7,829</u>	<u>39,823</u>	<u>850</u>	<u>332,872</u>	<u>289,780</u>

4 Net Incoming Resources for the year

This is stated after charging	2025 £	2024 £
Independent Examiners' remuneration	<u>850</u>	<u>850</u>

5 Debtors and Prepayments

	2025	2024
Debtors	72,493	65,765
Prepayments	1,025	4,538
	<u>73,518</u>	<u>70,303</u>

6 Creditors

	2025	2024
Sundry Creditors	<u>40,830</u>	<u>32,844</u>

People First Tameside

7 Staff Costs and Numbers

Staff costs were as follows:

	2025	2024
	£	£
Salaries and wages	235,399	213,801
Social security costs	16,193	14,065
Total	<u>251,592</u>	<u>227,866</u>

One employee was paid a salary in the band £60,000 to £70,000.

The average number of employees during the year was as follows:

	2025	2024
	Number	Number
Direct charity activities	17	17
Administration	3	3
	<u>20</u>	<u>20</u>

The charity does not operate any pension scheme for its employees but does administer contributions to a stakeholder pension scheme for 8 (2025 - 8) staff. The charity makes a contribution of 5% of the wage of the staff member into the scheme.

8 Trustee Remuneration & Related Party Transactions

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2025 - Nil)

9 Taxation

As a charity, People First Tameside is exempt from tax on income and gains.
No tax charges have arisen within the charity during the year.

10 Analysis of Net Assets Between Funds

	General Funds	Restricted Funds	Total Funds
	£	£	£
Current Assets	502,795	0	502,795
Current Liabilities	40,830	0	40,830
Net Assets at 31 March 2025	<u>461,965</u>	<u>0</u>	<u>461,965</u>

People First Tameside

11 Movement of Funds	At 1 April 2024	Incoming Resources	Outgoing Resources	At 31 March 2025
Restricted funds				
Cervical Smear	0	7,829	(7,829)	0
WEA Income	0	31,994	(31,994)	0
Unrestricted				
General Fund	416,352	338,662	(293,049)	461,965
	<u>416,352</u>	<u>378,485</u>	<u>(332,872)</u>	<u>461,965</u>

12 Contingent liability

It has been estimated that in the event of closure the charity would incur approximately £60,000 in redundancy and other costs. Additionally the reserves policy, in common with many similar charities is to maintain reserves to cover six months of operating costs, this amounting to approximately £166,000

PEOPLE FIRST TAMESIDE

England & Wales - Charity number 1087319

Accounts

Charity Number 1087319

People First Tameside

Annual Report and Accounts

Year Ended 31 March 2024

People First Tameside

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OL6 6XN

Charity Objects: To promote any charitable purpose for the benefit of persons who have a learning disability in Tameside or the surrounding areas.

Charity Trustees:

Katie Horrocks	Resigned 21 December 2023
Emily Ashe	
Elise Sheridan	Resigned 21 December 2023
Samara Campbell	Resigned 21 December 2023
Rosalind Harding	
Andrew Barbour	Chair
Jennifer Threadgold	
Eleanor Woosey	
Haylea Morrissey	Resigned 21 December 2023
Jean Quinn	
Jim Battle	
Alex Glover	Resigned 21 December 2023
Mark Whitehead	Appointed 21 December 2023
Rita Walker	Appointed 21 December 2023
Katie White	Appointed 21 December 2023
Emma Jayne Newton	Appointed 21 December 2023
Matthew Berry	Appointed 21 December 2023

Accountants: J A Simpson & Co Ltd.
48 Bredbury Green
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Bankers: Unit Trust Bank
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Activities Report for Accounts 01.04.23 - 31.03.2024

Report of the Trustees

The Trustees of People First Tameside submit the Annual Report and Accounts for the year ended 31 March 2024.

The purposes of the charity are to:

Provide a place to talk about concerns and issues about the lives of people labelled as having a "learning disability" in Tameside.

Uphold the rights of people with learning disabilities.

Let services and other people know that people with learning disabilities have thoughts and feelings and ideas and have a right to be heard and have a say in the services they use.

Raise awareness and educate the general public about the issues people with learning disabilities have.

Provide training opportunities for people with learning disabilities.

Network with other People First groups and advocacy groups throughout the UK and Europe.

Activities and Review of the Period

Health has been at the top of our agenda this year! People First worked collaboratively with Greater Manchester Learning Disabilities and Health Inequalities Team and on two Women's Health projects. Firstly, we have been committed to doing a research project about Menopause, the second project is around a Cervical Smear Campaign. The campaign is to raise awareness of how to best support Women with Learning Disabilities to have a smear test, Top Tips for nursing staff, a series of video's will be produced over the next year continuing into 2024/25.

2023 although still cautionary, felt like a fully operational year, with most people feeling positive after the COVID pandemic. Community nursing teams visited members of People First offering COVID boosters and Flu vaccinations in a place where they feel comfortable and supported. People First worked at breaking down barriers and normalizing health procedures for those who struggle to attend their GP's. People First actively promotes and encourages health awareness and campaigns. It has been identified that many individuals have missed routine age-related checks or have not been called up for annual health checks.

People First continued the outdoor health and wellness activities introduced in the previous year, which are popular with members. Work promotes fresh air, good health, eating well, belonging, independence and advocacy. People First continue to work at Waterloo, the shared community allotment space, this was the first year of harvesting vegetables. Amazing soups and salad meals have been made as a result, cooking fresh and inexpensive meals to encourage good health, and reducing budgets. The allotment group were awarded for their work from Tameside in Bloom.

Outdoor and active activities continued with tennis sponsored by Priory Tennis Club, Harvesting, Cycling, Health Walks, Yoga, Nature events. The link between physical activity and mindfulness is a doorway to better mental health. People First are strong advocates of preventative services, promoting independence and reducing social isolation, overall supporting active life.

In April 2022, a new partnership with five other organizations was established, commissioned by Tameside Borough Council, the aim was to enable people with learning disabilities and their families to navigate an easier route to choosing and brokering commission day services in line with Tameside Council. The partners are all well-established organization which have started to work together to ensure people have a smooth transition from children to adult services. The service continues to provide services to learning disabled adults.

People First offers alternative privately paid services which are popular with those people who wish to be in control of their budgets and choices. The number of places has continued to increase with new referrals from social workers and personal recommendations.

Health and Social Care students from local colleges have completed placements at People First. Three of the current staff team were recruited from previous successful student placements. The students and younger employees bring a lively and fun atmosphere including music and dance, technology, and media.

People First are incredibly grateful to the staff team and amazing volunteers who continue to be dedicated and flexible, we would like to thank everyone for all their enthusiasm and hard work.

People First were sad to see Rick Seccombe our accounts and finance support retire from the organisation after 20 years of service, we wish Rick well. The appointment of SISBRO accountants was made in February 2024. Alex Glover stepped down as trustee and Mark Whitehead was appointed. Mark has a vast knowledge of Health and Social Care after retiring from a senior position within Tameside MBC.

People First prides itself on offering a bespoke service which is individualized and inclusive of family values and opinions, it is always appreciated when family members and friends attend events including coffee morning's, BBQ's, reviews, and fundraising events, we would like to thank everyone for your support.

The Manchester Mayoral Panel has continued to meet, along with the second easy use board to enable adults with learning disabilities to be fully engaged within accessible meetings, five of our members now sit on this board. There are ten Greater Manchester representatives from each of the Borough's including Stockport, Trafford, Wigan, and Bolton, they discuss and review strategies and plans including public transport, health, and social care services.

People First has continued to be commissioned each year since 2001 to facilitate the Shadow Partnership Board. The Board feeds into the Learning Disabilities Partnership Board bi-monthly. The Shadow board invites guest speakers from the Adult Social Care, Transport, Employment. The board continues to meet each month with the Borough's goal of making a difference in Advocacy, Belonging and Good Health.

People First also attend other meetings including the Equality and Diversity Reference Group within Tameside, Confirm and Challenge in partnership with Pathways and the Autism strategy group to mention a few.

People First employed an average of 20 staff over this period. Policies and Procedures are in place for staff and are continually reviewed and updated. Staff are supervised by senior staff and a weekly team meeting.

Recruitment and Appointment of Management Committee

Members had an AGM on the 13th December 2023. Full membership of the Charity shall be open to any person over the age of 18 years who has a learning disability and is interested in furthering the objects of the charity.

Governance Document

The charity's governing document is a constitution which was adopted on 26th September 2000. This sets out what the charity's objects are and how it should be run. The format of the Constitution has been adapted by the charity to make it more accessible; however, none of the provisions in it have been changed.

Public Benefit

The charity raises public awareness of matters concerning people with learning difficulties; this is one of the main aims of the charity. The opportunity to benefit from the work of the charity is open to all people with learning disabilities in Tameside and there is no membership fee charged, so people on low income are not excluded.

Honorary Officers.

At the annual general meeting of the Charity the full members shall elect from amongst themselves a chair, a secretary and a treasurer, who shall hold office from the conclusion of that meeting.

Reserves Policy

The organization carries sufficient reserves to enable the organization to be restructured in the event of cessation of grant funding. We have an accessible policy for members.

Committee.

The Committee shall consist of not less than 3 members nor more than 12 members

Induction of trustees

People First have an Induction pack for new trustees on the committee.

Conflicts of Interest

There is an accessible conflict of interest policy for trustees.

Trustee benefits

Although none of the trustees receive any benefit by way of payment from the charity, they do use the services provided by it.

COVID-19

A new risk assessment was developed and shared within the organization, supporting the protection on members, volunteers, staff and the general public.

Risk Management

Several of our paid workers have completed a Level 3 Award in Risk Assessment Principles and Practice through Groundwork. The following policies have been made accessible and are now available to our members. Policies include health and safety, compliments, comments and complaints, fire safety, confidentiality, our rules and code of practice, risk assessment, use of computers, internet and e-mail policies. We have ensured that People First Tameside is complying with the Health and Safety Act 1974 and have carried out risk assessments on our offices and the outside of the building. We have also designed health and safety sheets, COSHH assessments and a health and safety policy. We also operate a robust Business Continuity Plan that aims to set out the procedures and strategies to be followed in the event of a business disruption affecting the ability of the organization to deliver services as usual.

Financial Risks Policy

An updated risk assessment of financial procedures has been developed.

Presently, the Charity's financial statements are prepared by SBA SIBRO Accountants who were appointed in February 2024, following the resignation of Rick Seccombe. The accounts are then sent to accountant John Simpson for Independent Examination.

Rick supported the committee and Chief Executive Manager in managing their accounts, preparing budget and financial reports until he resigned in September 2023.

Trustees Responsibilities in respect of the Financial Statements

Under the Charities Act 2011, the trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the charity at the end of the financial year and of the incoming resources and application of resources in the year. In preparing the statement, the trustees are required to:

- select suitable accounting policies and apply them consistently
- make judgments and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the statement of accounts
- prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its operations

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity at that time and to enable the trustees to ensure that any statement of account prepared by them complies with the regulations under section 132 of the Charities Act 2011. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees at their meeting on 1/11/2024 and signed on their behalf by

(Trustee)

A handwritten signature in black ink, appearing to read 'A Barbour', written in a cursive style.

Andrew Barbour

Report of the Independent Examiner to the Trustees of
People First Tameside

I report on the accounts of the charity for the year ended 31 March 2024, which are set out on pages 9 to 14.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

It is my responsibility to:

examine the accounts under section 145 of the Act;

follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and

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 Commissioners. 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 for disclosures in the accounts, and seeking explanations from you as trustees concerning 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 record in accordance with the 2011 Act; and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act 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

John A Simpson
Chartered Accountant

JA Simpson
6/11/24

48 Bredbury Green, Romiley, Stockport, SK6 3DN

People First Thameside

**Statement of Financial
Activities
for the year ended
31 March 2024**

	Notes	Unrestricted £	Restricted £	Year Ended 31 Mar 2024 £	Year Ended 31 Mar 2023 £
Incoming Resources					
Incoming Resources from charitable activities:					
Grants	2	29,051	0	29,051	36,673
Donations		8,086		8,086	710
Fees		213,378		213,378	169,125
Other Income		12,370		12,370	6,222
Bank Interest		6,018		6,018	2,973
				0	
Total Incoming Resources		<u>268,903</u>	<u>0</u>	<u>268,903</u>	<u>215,703</u>
Resources Expended					
Charitable activities	3	262,289	26,641	288,930	249,987
Governance costs	3	850		850	800
Total resources expended		<u>263,139</u>	<u>26,641</u>	<u>289,780</u>	<u>250,787</u>
Net Income for the Year	4	5,764	(26,641)	(20,877)	-35,084
Funds at 1st April 2023	11	410,588	26,641	437,229	472,313
Funds at 31st March 2024	11	<u>416,352</u>	<u>0</u>	<u>416,352</u>	<u>437,229</u>

People First Tameside

Balance Sheet

	2024	Unrestricted	Restricted	Total	2023
	Notes				
Current Assets					
Debtors	5	70,303	0	70,303	46,261
Cash at Bank		378,893	0	378,893	407,919
		<u>449,196</u>	<u>0</u>	<u>449,196</u>	<u>454,180</u>
Creditors	6	32,844	0	32,844	16,951
Net Current Assets		<u>416,352</u>	<u>0</u>	<u>416,352</u>	<u>437,229</u>
Net Assets		<u>416,352</u>	<u>0</u>	<u>416,352</u>	<u>437,229</u>
Funds					
Unrestricted Funds	11	416,352	0	416,352	410,588
Restricted Funds	11	0	0	0	26,641
		<u>416,352</u>	<u>0</u>	<u>416,352</u>	<u>437,229</u>

Approved by the Trustees at their meeting on 1/11/2024.

Signed on behalf of the Trustees by



Andrew Barbour

People First Tameside

Notes to the Accounts

1 Accounting Policies

- a) The financial statements have been prepared in accordance with applicable accounting standards and follow recommendations in FRS 102.
- b) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received.
- c) Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable.
- d) Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and are available as general funds
- e) Designated funds are unrestricted funds which have been designated for particular purposes by the Trustees.
- f) Restricted funds are funds received for specific purposes. They are held on trust until they have been expended.
- g) Office equipment purchases have not been capitalised and have been charged as resources expended in their period of purchase.

2 Grants

	Unrestricted	Restricted	Total	2023
Tameside MBC	20,623		20,623	20,748
NHS Tameside CCG	0		0	15,000
Mayoral Panel	0		0	800
Charities Trust	0		0	125
Menopause Project	6,000		6,000	0
Cervical Smear	2,428		2,428	0
Total	<u>29,051</u>	<u>0</u>	<u>29,051</u>	<u>36,673</u>

People First Tameside

Notes to the Accounts

3 Total Resources Expended

	Basis of Allocation	Unrestricted	Training Fund	Winter Warm Project	Employment Project	Mayoral Panel	Shadow Partnership Board	Sexual Health	Total Restricted	Governance	Total	2023
Costs directly allocated to activities												
Salaries	Direct	201,224	2,828	92	3,053			20,668	26,641		227,865	190,623
Travel	Direct	6,196									6,196	6,038
Training	Direct	528									528	806
Recruitment	Direct	0									0	390
Producing Information	Direct	166									166	70
Project costs	Direct	9,046									9,046	7,400
Equipment	Direct	1,433									1,433	989
Miscellaneous	Direct	503									503	72
Support costs allocated to activities												
General Running Expenses												
Expenses	Funding	18,838									18,838	20,687
Accountancy	Funding	4,395									4,395	4,525
Premises	Funding	20,810									20,810	19,187
Transfer funds	Funding										0	0
		<u>263,139</u>	<u>2,828</u>	<u>92</u>	<u>3,053</u>	<u>0</u>	<u>0</u>	<u>20,668</u>	<u>26,641</u>	<u>0</u>	<u>289,780</u>	<u>250,787</u>

4 Net Incoming Resources for the year

This is stated after charging	2024 £	2023 £
Independent Examiners' remuneration	<u>850</u>	<u>800</u>

5 Debtors and Prepayments

	2024	2023
Debtors	65,765	41,455
Prepayments	4,538	4,806
	<u>70,303</u>	<u>46,261</u>

6 Creditors

	2024	2023
Sundry Creditors	<u>32,844</u>	<u>16,951</u>

People First Tameside

7 Staff Costs and Numbers

Staff costs were as follows:

	2024	2023
	£	£
Salaries and wages	213,801	178,857
Social security costs	14,065	11,766
Total	<u>227,866</u>	<u>190,623</u>

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

The average number of employees during the year was as follows:

	2024	2023
	Number	Number
Direct charity activities	17	15
Administration	3	3
	<u>20</u>	<u>18</u>

The charity does not operate any pension scheme for its employees but does administer contributions to a stakeholder pension scheme for 8 (2024 - 8) staff. The charity makes a contribution of 5% of the wage of the staff member into the scheme.

8 Trustee Remuneration & Related Party Transactions

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2023 - Nil)

9 Taxation

As a charity, People First Tameside is exempt from tax on income and gains. No tax charges have arisen within the charity during the year.

10 Analysis of Net Assets Between Funds

	General Funds	Restricted Funds	Total Funds
	£	£	£
Current Assets	449,196	0	449,196
Current Liabilities	32,844	0	32,844
Net Assets at 31 March 2024	<u>416,352</u>	<u>0</u>	<u>416,352</u>

People First Thameside

11 Movement of Funds	At 1 April 2023	Incoming Resources	Outgoing Resources	At 31 March 2024
Restricted funds				
Sexual Health	20,668	0	(20,668)	0
Training Funds	2,828	0	(2,828)	0
Shadow Partnership Board	0			0
NHS	0			0
Winter Warm Project	92		(92)	0
Employment Project	3,053		(3,053)	0
Mayoral Panel	0			0
Charity Trust	0			0
Unrestricted				
General Fund	410,588	268,903	(263,139)	416,352
	<u>437,229</u>	<u>268,903</u>	<u>(289,780)</u>	<u>416,352</u>

12 Contingent liability

It has been estimated that in the event of closure the charity would incur approximately £60,000 in redundancy and other costs. Additionally the reserves policy, in common with many similar charities is to maintain reserves to cover six months of operating costs.

PEOPLE FIRST TAMESIDE

England & Wales - Charity number 1087319

Accounts

Charity Number 1087319

People First Tameside

Annual Report and Accounts

Year Ended 31 March 2023

People First Tameside

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People First Tameside

Legal and Administrative Details

Name: People First Tameside

Status: Unincorporated association established 2001. Registered as a charity.
Charity number 1087319

Principal Address: St. Michael's Court
St. Michael's Square
Stamford Street
Ashton-under-Lyne
Tameside
OL6 6XN

Charity Objects: To promote any charitable purpose for the benefit of persons who have a learning disability in Tameside or the surrounding areas.

Charity Trustees: Katie Horrocks
Emily Ashe
Elise Sheridan
Samara Campbell
Rosalind Harding
Andrew Barbour Chair
Jennifer Threadgold
Eleanor Woosey
Haylea Morrissey
Jean Quinn
Jim Battle
Alex Glover

Accountants: J A Simpson & Co Ltd.
48 Bredbury Green
Romiley
Stockport
SK6 3DN

Bankers: Unit Trust Bank
Nine Brindley Place
Birmingham
B1 2HB

Activities Report for Accounts 01.04.22 - 31.03.2023

Report of the Trustees

The Trustees of People First Tameside submit the Annual Report and Accounts for the year ended 31 March 2023.

The purposes of the charity are to:

Provide a place to talk about concerns and issues about the lives of people labelled as having a "learning disability" in Tameside.

Uphold the rights of people with learning disabilities.

Let services and other people know that people with learning disabilities have thoughts and feelings and ideas and have a right to be heard and have a say in the services they use.

Raise awareness and educate the general public about the issues people with learning disabilities have.

Provide training opportunities for people with learning disabilities.

Network with other People First groups and advocacy groups throughout the UK and Europe.

Activities and Review of the Period

2022/23 has been a productive year, reviewing, refreshing and redeveloping services at People First. Following on from the previous year of recovering from the COVID-19 pandemic, services were brought back to our physical base. Families and people with learning disabilities continue to be cautious and some people chose to have a reduced service, but very few people remain at home generally only those due to health conditions.

People First have introduced new and exciting activities particularly where we can be outside in the fresh air promoting good health, belonging, independence and advocacy. The organisation has been working in partnership using a community space to develop a shared allotment. People First members have been learning gardening skills and growing vegetables and fruit, which will be harvested in the summer of 2023; hopefully we will enjoy cooking up vegetable dishes, super salads and fruity desserts. Outdoor activities such as tennis at the Priory Tennis Club, picnics in local parks, outdoor community events and cycling have all featured on our varied timetable supporting people to be outside in nature, to be physically active and mindful.

In April 2022, a new partnership with five other organisation was established, commissioned by Tameside Borough Council. The aim was to enable people with learning disabilities and their families to navigate an easier route to choosing and brokering commission day services in line with Tameside Council. The partners are all well-established organisations which have started to work together to ensure people have a smooth transition from children to adult services.

People First continue to offer privately paid for services which are popular with those people who wish to be in control of their budgets and choices. The number of places has increased despite some people being cautious after the pandemic.

The organisation has offered the local college a number of placements to Health and Social Care students, this has been really good fun, lots of young people with fantastic ideas coming in to meet with our members. Students have brought a new and lively atmosphere with some funky new ways of working including social media and videos, music and song, dancing and sports. People First is intending to interview students once they have qualified in order to ensure there is a young workforce moving forwards.

The organisation continues to be grateful to the staff team and volunteers who have been flexible and dedicated during these changing times. We would like to thank everyone for all their enthusiasm and hard work.

The support of families has been amazing, People First prides itself on offering a bespoke service which is individualised and inclusive of family values and opinions. It is always appreciated when family members and friends attend events like our coffee morning, barbeques, reviews and fundraising events.

The Manchester Mayoral Panel has continued to meet, developing a second board to enabled adults with learning disabilities to be fully engaged within accessible meetings, five of our members now sit on this board. The ten Greater Manchester Boroughs also each have representatives including Trafford, Bury, and Oldham, they discuss and review strategies and plans including public transport, pavements, health and social care services.

People First have been commissioned each year since 2001 to facilitate the Shadow Partnership Board which feeds into the Learning Disabilities Partnership Board bi-monthly. The Shadow board has been a great success inviting guest speakers from the Ambulance Service, Education, Employment and Health care professionals. The board continues to meet each month with the objective of making a difference in areas of Advocacy, Belonging and Good Health.

People First also attend other meetings including the Equality and Diversity Reference Group within Tameside, Confirm and Challenge in partnership with Pathways, and the Autism strategy group to mention a few.

Staffing

Policies and Procedures are in place for staff and are continually reviewed and updated. Staff are supervised by senior staff and there is a weekly team meeting.

Recruitment and Appointment of Management Committee

Members had an AGM on the 21st of December 2022. Full membership of the Charity shall be open to any person over the age of 18 years who has a learning disability and is interested in furthering the objects of the charity.

Governance Document

The charity's governing document is a constitution which was adopted on 26th September 2000. This sets out what the charity's objects are and how it should be run. The format of the Constitution

has been adapted by the charity to make it more accessible; however, none of the provisions in it have been changed.

Public Benefit

The charity raises public awareness of matters concerning people with learning difficulties; this is one of the main aims of the charity. The opportunity to benefit from the work of the charity is open to all people with learning disabilities in Tameside and there is no membership fee charged, so people on low income are not excluded.

Honorary Officers.

At the annual general meeting of the Charity the full members shall elect from amongst themselves a chair, a secretary and a treasurer, who shall hold office from the conclusion of that meeting.

Reserves Policy

The organisation carries sufficient reserves to enable the organisation to carry on for six months and to be restructured in the event of cessation of grant funding. We have an accessible policy for members.

Committee.

The Committee shall consist of not less than 3 members nor more than 12 members.

Induction of trustees

People First have an Induction pack for new trustees on the committee.

Conflicts of Interest

There is an accessible conflict of interest policy for trustees.

Trustee benefits

Although none of the trustees receive any benefit by way of payment from the charity, they do use the services provided by it.

COVID-19

A new risk assessment was developed and shared within the organisation, supporting the protection on members, volunteers, staff and the general public.

Risk Management

A number of our paid workers have completed a Level 3 Award in Risk Assessment Principles and Practice through Groundwork. The following policies have been made accessible and are now available to our members. Policies include health and safety, compliments, comments and complaints, fire safety, confidentiality, our rules and code of practice, risk assessment, use of computers, internet and e-mail policies. We have ensured that People First Tameside is complying with the Health and Safety Act 1974 and have carried out risk assessments on our offices and the

outside of the building. We have also designed health and safety sheets, COSHH assessments and a health and safety policy. We also operate a robust Business Continuity Plan that aims to set out the procedures and strategies to be followed in the event of a business disruption affecting the ability of the organisation to deliver services as usual.

Financial Risks Policy

An updated risk assessment of financial procedures has been developed.

Presently, the Charity's financial statements are prepared by Rick Seccombe and then passed to accountant John Simpson for Independent Examination.

Rick currently supports the committee and project manager in managing their accounts, preparing budget and financial reports.

Trustees Responsibilities in respect of the Financial Statements


Under the Charities Act 2011, the trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the charity at the end of the financial year and of the incoming resources and application of resources in the year. In preparing the statement, the trustees are required to:

- select suitable accounting policies and apply them consistently
- make judgments' and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the statement of accounts
- prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its operations.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity at that time and to enable the trustees to ensure that any statement of account prepared by them complies with the regulations under section 132 of the Charities Act 2011. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees at their meeting on 22-9-23 and signed on their behalf by

(Trustee)


Andrew Barbour *chairperson*

Report of the Independent Examiner to the Trustees of
People First Tameside

I report on the accounts of the charity for the year ended 31 March 2023, which are set out on pages 8 to 13.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

It is my responsibility to:

examine the accounts under section 145 of the Act;

follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and

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 Commissioners. 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 for disclosures in the accounts, and seeking explanations from you as trustees concerning 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 record in accordance with the 2011 Act; and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act 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

John A Simpson
Chartered Accountant

J A Simpson 27/11/23

48 Bredbury Green, Romiley, Stockport, SK6 3DN

People First Thameside

**Statement of Financial
Activities
for the year ended
31 March 2023**

	Notes	Unrestricted £	Restricted £	Year Ended 31 Mar 2023 £	Year Ended 31 Mar 2022 £
Incoming Resources					
Incoming Resources from charitable activities:					
Grants	2	0	36,673	36,673	74,900
Donations		710		710	516
Fees		169,125		169,125	152,027
Other Income		6,222		6,222	5,107
Bank Interest		2,973		2,973	177
				0	
Total Incoming Resources		<u>179,030</u>	<u>36,673</u>	<u>215,703</u>	<u>232,727</u>
Resources Expended					
Charitable activities	3	192,739	57,248	249,987	224,111
Governance costs	3	800		800	750
Total resources expended		<u>193,539</u>	<u>57,248</u>	<u>250,787</u>	<u>224,861</u>
Net Income for the Year	4	(14,509)	(20,575)	(35,084)	7,866
Funds at 1st April 2022	11	425,097	47,216	472,313	464,447
Funds at 31st March 2023	11	<u>410,588</u>	<u>26,641</u>	<u>437,229</u>	<u>472,313</u>

People First Tameside

**Balance Sheet
As at 31 March 2023**

	Notes	Unrestricted	Restricted	Total	2022
Current Assets					
Debtors	5	46,261	0	46,261	16,329
Cash at Bank		381,278	26,641	407,919	473,581
		<u>427,539</u>	<u>26,641</u>	<u>454,180</u>	<u>489,910</u>
Creditors	6	16,951	0	16,951	17,597
Net Current Assets		<u>410,588</u>	<u>26,641</u>	<u>437,229</u>	<u>472,313</u>
Net Assets		<u>410,588</u>	<u>26,641</u>	<u>437,229</u>	<u>472,313</u>
Funds					
Unrestricted Funds	11	410,588	0	410,588	425,097
Restricted Funds	11	0	26,641	26,641	47,216
		<u>410,588</u>	<u>26,641</u>	<u>437,229</u>	<u>472,313</u>

Approved by the Trustees at their meeting on

22-9-23

Signed on behalf of the Trustees by

Andrew Barbour

AB
initial person

People First Thameside

Notes to the Accounts

1 Accounting Policies

- a) The financial statements have been prepared in accordance with applicable accounting standards and follow recommendations in FRS 102.
- b) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received.
- c) Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable.
- d) Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and are available as general funds
- e) Designated funds are unrestricted funds which have been designated for particular purposes by the Trustees.
- f) Restricted funds are funds received for specific purposes. They are held on trust until they have been expended.
- g) Office equipment purchases have not been capitalised and have been charged as resources expended in their period of purchase.

2 Grants

	Unrestricted	Restricted	Total	2022
Tameside MBC	0	20,748	20,748	54,100
NHS Tameside CCG	0	15,000	15,000	20,000
Mayoral Panel	0	800	800	800
Charities Trust	0	125	125	0
Total	<u>0</u>	<u>36,673</u>	<u>36,673</u>	<u>74,900</u>

People First Tameside

Notes to the Accounts

3 Total Resources Expended

	Basis of Allocation	Unrestricted	NHS	Winter Warm Project	Charity Trust	Mayoral Panel	Shadow Partnership Board	Sexual Health	Total Restricted	Governance	Total	2022
Costs directly allocated to activities												
Salaries	Direct	134,998	15,000	1,124	125	800	17,909	20,667	55,625		190,623	166,746
Travel	Direct	5,310					728		728		6,038	5,315
Training	Direct	806							0		806	1,195
Recruitment	Direct	390							0		390	202
Producing Information	Direct	70							0		70	0
Project costs	Direct	6,963		784			111		895		7,858	4,937
Equipment	Direct	989							0		989	8,436
Miscellaneous	Direct	72							0		72	38
Support costs allocated to activities												
General Running Expenses												
Expenses	Funding	20,229							0		20,229	15,774
Accountancy	Funding	3,725							0	800	4,525	3,866
Premises	Funding	19,187							0		19,187	18,352
Transfer funds	Funding								0		0	0
		<u>192,739</u>	<u>15,000</u>	<u>1,908</u>	<u>125</u>	<u>800</u>	<u>18,748</u>	<u>20,667</u>	<u>57,248</u>	<u>800</u>	<u>250,787</u>	<u>224,861</u>

4 Net Incoming Resources for the year

This is stated after charging	2023 £	2022 £
Independent Examiners' remuneration	<u>800</u>	<u>750</u>

5 Debtors and Prepayments

	2023	2022
Debtors	41,455	14,323
Prepayments	4,806	2,006
	<u>46,261</u>	<u>16,329</u>

6 Creditors

	2023	2022
Sundry Creditors	<u>16,951</u>	<u>17,597</u>

People First Tameside

7 Staff Costs and Numbers

Staff costs were as follows:

	2023	2022
	£	£
Salaries and wages	178,857	156,594
Social security costs	11,766	10,152
Total	<u>190,623</u>	<u>166,746</u>

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

The average number of employees during the year was as follows:

	2023	2022
	Number	Number
Direct charity activities	15	13
Administration	3	3
	<u>18</u>	<u>16</u>

The charity does not operate any pension scheme for its employees but does administer contributions to a stakeholder pension scheme for 8 (2022 - 8) staff. The charity makes a contribution of 5% of the wage of the staff member into the scheme.

8 Trustee Remuneration & Related Party Transactions

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2022 - Nil)

9 Taxation

As a charity, People First Tameside is exempt from tax on income and gains. No tax charges have arisen within the charity during the year.

10 Analysis of Net Assets Between Funds

	General Funds	Restricted Funds	Total Funds
	£	£	£
Current Assets	427,539	26,641	454,180
Current Liabilities	16,951	0	16,951
Net Assets at 31 March 2023	<u>410,588</u>	<u>26,641</u>	<u>437,229</u>

People First Thameside

11 Movement of Funds	At 1 April 2022	Incoming Resources	Outgoing Resources	At 31 March 2023
Restricted funds				
Sexual Health	41,335	0	(20,667)	20,668
Training Funds	2,828	0	0	2,828
Shadow Partnership Board	0	18,748	(18,748)	0
NHS	0	15,000	(15,000)	0
	0			0
	0			0
Winter Warm Project	0	2,000	(1,908)	92
Employment Project	3,053			3,053
Mayoral Panel	0	800	(800)	0
Charity Trust	0	125	(125)	0
Unrestricted				
General Fund	425,097	179,030	(193,539)	410,588
	<u>472,313</u>	<u>215,703</u>	<u>(250,787)</u>	<u>437,229</u>

12 Contingent liability

It has been estimated that in the event of closure the charity would incur approximately £60,000 in redundancy and other costs. Additionally the reserves policy, in common with many similar charities is to maintain reserves to cover six months of operating costs, this amounting to approximately £125,000

PEOPLE FIRST TAMESIDE

England & Wales - Charity number 1087319

Accounts

Charity Number 1087319

People First Tameside

Annual Report and Accounts

Year Ended 31 March 2022

People First Thameside

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People First Tameside

Legal and Administrative Details

Name: People First Tameside

Status: Unincorporated association established 2001. Registered as a charity.
Charity number 1087319

Principal Address: St. Michael's Court
St. Michael's Square
Stamford Street
Ashton-under-Lyne
Tameside
OL6 6XN

Charity Objects: To promote any charitable purpose for the benefit of persons who have a learning disability in Tameside or the surrounding areas.

Charity Trustees: Katie Horrocks
Emily Ashe
Elise Sheridan
Samara Cambell
Rosalind Harding
Andrew Barber
Jennifer Threadgold
Eleanor Woosey
Haylea Morrissey
Jean Quinn
Jim Battle
Alex Glover

Accountants: J A Simpson & Co Ltd.
48 Bredbury Green
Romiley
Stockport
SK6 3DN

Bankers: Unit Trust Bank
Nine Brindley Place
Birmingham
B1 2HB

Activities Report for Accounts 01.04.21 - 31.03.2022

Report of the Trustees

The Trustees of People First Tameside submit the Annual Report and Accounts for the year ended 31 March 2022.

The purposes of the charity are to:

Provide a place to talk about concerns and issues about the lives of people labelled as having a "learning disability" in Tameside.

Uphold the rights of people with learning disabilities.

Let services and other people know that people with learning disabilities have thoughts and feelings and ideas and have a right to be heard and have a say in the services they use.

Raise awareness and educate the general public about the issues people with learning disabilities have.

Provide training opportunities for people with learning disabilities.

Network with other People First groups and advocacy groups throughout the UK and Europe.

Activities and Review of the Period

This year was a year on from the start of the COVID-19 pandemic which dramatically changed all our lives, and for many people with learning disabilities made their world a much more challenging place to be. People First continued to support people and open the doors in order to ensure people were not socially isolated and able to keep services running trying not to compromise health and keep lives safe whilst still under national lockdowns and restrictions.

We continue to be thankful to our staff team and volunteers for their dedication and flexibility over the challenging times. The support to members, families and others has been outstanding. Staff continued to be flexible and creative in their approach to enable a bespoke service especially for people who needed to shield and were struggling to gain confidence to step out of their own front doors.

As a result of the continued pandemic PFT continued to offer flexible services included using Facebook Portals, laptops, home shopping, entertainment packs, online support services, quizzes, chat rooms, home/garden and park visits to mention a few!

As was the case from the previous year we continued to keep all staff employed with no use of the furlough scheme which the Government put in place.

New outside activities started up including cycling at Richmond cycle park, everyone enjoying the challenge of counting laps and seeing their friends more. The Priory Tennis Club sponsored People First offering tennis coaching sessions, this was fantastic to see people gaining new skills.

All areas of the building were transformed into safe spaces, with the use of dividers and distance between workspaces to enable people to feel comfortable being with each other again.

People First continued to meet virtually with the Manchester Mayoral Panel, the panel meetings continued to work on COVID recovery and support to people who had been affected. People First were also asked to represent learning disabled adult on the Equality and Diversity Reference Group within Tameside. People First did a questionnaire and research paper into the affects of COVID on learning disabled adults in Tameside this was published and sent out to Tameside Council Members.

The Shadow Partnership Board continued to meet online, with less members that it ordinarily did. The Main Partnership Board also met each quarter with regular updates and support systems in place.

People First purchased its first mode of transport in the form of an 8-seater van, this was helpful in getting people out to the wider community to enjoy the countryside and places of interest without having the concern of using public transport.

Staffing

People First employed an average of 11 staff over this period. Policies and Procedures are in place for staff and are continually reviewed and updated. Staff are supervised by senior staff and regular team meeting online took place.

Recruitment and Appointment of Management Committee

Members had an AGM on the 1st December 2021. Full membership of the Charity shall be open to any person over the age of 18 years who has a learning disability and is interested in furthering the objects of the charity.

Governance Document

The charity's governing document is a constitution which was adopted on 26th September 2000. This sets out what the charity's objects are and how it should be run. The format of the Constitution has been adapted by the charity to make it more accessible; however, none of the provisions in it have been changed.

Public Benefit

The charity raises public awareness of matters concerning people with learning difficulties; this is one of the main aims of the charity. The opportunity to benefit from the work of the charity is open to all people with learning disabilities in Tameside and there is no membership fee charged, so people on low income are not excluded.

Honorary Officers.

At the annual general meeting of the Charity the full members shall elect from amongst themselves a chair, a secretary and a treasurer, who shall hold office from the conclusion of that meeting.

Reserves Policy

The organisation carries sufficient reserves to enable the organisation to be restructured in the event of cessation of grant funding. We have an accessible policy for members.

Committee.

The Committee shall consist of not less than 3 members nor more than 12 members

Induction of trustees

People First have an Induction pack for new trustees on the committee.

Conflicts of Interest

There is an accessible conflict of interest policy for trustees.

Trustee benefits

Although none of the trustees receive any benefit by way of payment from the charity, they do use the services provided by it.

COVID-19

A new risk assessment was developed and shared within the organisation, supporting the protection on members, volunteers, staff and the general public.

Risk Management

A number of our paid workers have completed a Level 3 Award in Risk Assessment Principles and Practice through Groundwork. The following policies have been made accessible and are now available to our members. Policies include health and safety, compliments, comments and complaints, fire safety, confidentiality, our rules and code of practice, risk assessment, use of computers, internet and e-mail policies. We have ensured that People First Tameside is complying with the Health and Safety Act 1974 and have carried out risk assessments on our offices and the outside of the building. We have also designed health and safety sheets, COSHH assessments and a health and safety policy. We also operate a robust Business Continuity Plan that aims to set out the procedures and strategies to be followed in the event of a business disruption affecting the ability of the organisation to deliver services as usual.

Financial Risks Policy

An updated risk assessment of financial procedures has been developed.

Presently, the Charity's financial statements are prepared by Rick Seccombe and then passed to accountant John Simpson for Independent Examination.

Rick currently supports the committee and project manager in managing their accounts, preparing budget and financial reports.

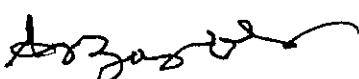

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Under the Charities Act 2011, the trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the charity at the end of the financial year and of the Incoming resources and application of resources in the year. In preparing the statement, the trustees are required to:

- select suitable accounting policies and apply them consistently
- make judgments' and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the statement of accounts
- prepare financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its operations

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity at that time and to enable the trustees to ensure that any statement of account prepared by them complies with the regulations under section 132 of the Charities Act 2011. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees at their meeting on 2-11-22 and signed on their behalf by

(Trustee)  *Chair Person* 

**Report of the Independent Examiner to the Trustees of
People First Tameside**

I report on the accounts of the charity for the year ended 31 March 2022, which are set out on pages 8 to 13.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

It is my responsibility to:

examine the accounts under section 145 of the Act;
follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
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 Commissioners. 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 for disclosure in the accounts, and seeking explanations from you as trustees concerning 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 the 2011 Act; and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act 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

John A Simpson
Chartered Accountant

JA Simpson 13/01/23

48 Bredbury Green, Romiley, Stockport, SK6 3DN

People First Thameside

**Statement of Financial
Activities
for the year ended
31 March 2022**

	Notes	Unrestricted £	Restricted £	Year Ended 31 Mar 2022 £	Year Ended 31 Mar 2021 £
Incoming Resources					
Incoming Resources from charitable activities:					
Grants	2	30,721	44,179	74,900	176,432
Donations		516		516	81
Fees		152,027		152,027	132,390
Other Income		5,107		5,107	747
Bank Interest		177		177	0
Total Incoming Resources		<u>188,548</u>	<u>44,179</u>	<u>232,727</u>	<u>309,650</u>
Resources Expended					
Charitable activities	3	149,169	74,942	224,111	215,951
Governance costs	3	750		750	700
Total resources expended		<u>149,919</u>	<u>74,942</u>	<u>224,861</u>	<u>216,651</u>
Net Income for the Year	4	38,629	-30,763	7,866	92,999
Funds at 1st April 2020	11	386,468	77,979	464,447	371,448
Funds at 31st March 2021	11	<u>425,097</u>	<u>47,216</u>	<u>472,313</u>	<u>464,447</u>

People First Tameside

**Balance Sheet
As at 31 March 2022**

	Notes	Unrestricted	Restricted	Total	2021
Current Assets					
Debtors	5	16,329	0	16,329	23,713
Cash at Bank		426,365	47,216	473,581	456,616
		<u>442,694</u>	<u>47,216</u>	<u>489,910</u>	<u>480,329</u>
Creditors	6	17,597	0	17,597	15,882
Net Current Assets		<u>425,097</u>	<u>47,216</u>	<u>472,313</u>	<u>464,447</u>
Net Assets		<u>425,097</u>	<u>47,216</u>	<u>472,313</u>	<u>464,447</u>
Funds					
Unrestricted Funds	11	425,097	0	425,097	386,468
Restricted Funds	11	0	47,216	47,216	77,979
		<u>425,097</u>	<u>47,216</u>	<u>472,313</u>	<u>464,447</u>

Approved by the Trustees at their meeting on

2-11-22

Signed on behalf of the Trustees by



People First Tameside

Notes to the Accounts

1 Accounting Policies

- a) The financial statements have been prepared in accordance with applicable accounting standards and follow recommendations in FRS 102.
- b) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received.
- c) Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable.
- d) Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and are available as general funds
- e) Designated funds are unrestricted funds which have been designated for particular purposes by the Trustees.
- f) Restricted funds are funds received for specific purposes. They are held on trust until they have been expended.
- g) Office equipment purchases have not been capitalised and have been charged as resources expended in their period of purchase.

2 Grants

	Unrestricted	Restricted	Total	2021
Tameside MBC	30,721	23,379	54,100	40,842
NHS Tameside CCG	0	20,000	20,000	0
Big Lottery Fund - Reaching Communities	0	0	0	124,863
Lankelly Trust	0	0	0	5,000
GM Business	0	0	0	2,519
Mayoral Panel	0	800	800	1,950
HMRC JRS	0	0	0	1,258
Total	<u>30,721</u>	<u>44,179</u>	<u>74,900</u>	<u>176,432</u>

People First Tameside

Notes to the Accounts

3 Total Resources Expended

	Base of Allocation	Unrestricted	Reaching Communities (Restricted)	Winter Warm Project	Lankelly Trust	Mayoral Panel	Engagement	Shadow Partnership Board	Employment	Equalities	Total Restricted	Governance	Total	2021
Costs directly allocated to activities														
Salaries	Direct	93,477	6,376	20,489		2,750	20,000	18,380	275	4,999	73,269		166,746	159,739
Travel	Direct	5,108	207								207		5,315	1,304
Training	Direct	1,195									0		1,195	0
Recruitment	Direct	202									0		202	0
Producing Information	Direct										0		0	108
Project costs	Direct	3,471	451	460	555						1,466		4,937	15,739
Equipment	Direct	8,436									0		8,436	5,112
Miscellaneous	Direct	38									0		38	491
Support costs allocated to activities														
General Running Expenses														
Expenses	Funding	15,774									0		15,774	12,906
Accountancy	Funding	3,116									0	750	3,866	3,690
Premises	Funding	18,352									0		18,352	17,562
Transfer funds	Funding										0		0	0
		<u>149,169</u>	<u>7,034</u>	<u>20,949</u>	<u>555</u>	<u>2,750</u>	<u>20,000</u>	<u>18,380</u>	<u>275</u>	<u>4,999</u>	<u>74,942</u>	<u>750</u>	<u>224,861</u>	<u>216,651</u>

4 Net Incoming Resources for the year

This is stated after charging	2022 £	2021 £
Independent Examiners' remuneration	<u>750</u>	<u>700</u>

5 Debtors and Prepayments

	2022	2021
Debtors	14,323	21,631
Prepayments	2,008	2,082
	<u>16,329</u>	<u>23,713</u>

6 Creditors

	2022	2021
Sundry Creditors	<u>17,597</u>	<u>15,882</u>

People First Tameside

7 Staff Costs and Numbers

Staff costs were as follows:

	2022	2021
	£	£
Salaries and wages	160,594	155,058
Social security costs	6,152	4,681
Total	<u>166,746</u>	<u>159,739</u>

No employee received emoluments of more than £80,000.

The average number of employees during the year was as follows:

	2022	2021
	Number	Number
Direct charity activities	16	13
Administration	3	3
	<u>19</u>	<u>16</u>

The charity does not operate any pension scheme for its employees but does administer contributions to a stakeholder pension scheme for 8 (2021 - 7) staff. The charity makes a contribution of 5% of the wage of the staff member into the scheme.

8 Trustee Remuneration & Related Party Transactions

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2021 - Nil)

9 Taxation

As a charity, People First Tameside is exempt from tax on income and gains. No tax charges have arisen within the charity during the year.

10 Analysis of Net Assets Between Funds

	General Funds	Restricted Funds	Total Funds
	£	£	£
Current Assets	442,694	47,216	489,910
Current Liabilities	17,597	0	17,597
Net Assets at 31 March 2022	<u>425,097</u>	<u>47,216</u>	<u>472,313</u>

People First Tameside

11 Movement of Funds

	At 1 April 2021	Incoming Resources	Outgoing Resources	At 31 March 2022
Restricted funds				
Sexual Health	41,335	0	0	41,335
Training Funds	2,828	0	0	2,828
Shadow Partnership Board	0	18,380	(18,380)	0
Engagement	0	20,000	(20,000)	0
Big Lottery Fund - Reaching Communities	7,034	0	(7,034)	0
Lankelly Trust	555	0	(555)	0
Winter Warm Project	20,949	0	(20,949)	0
Employment Project	3,328	0	(275)	3,053
Mayoral Panel	1,950	800	(2,750)	0
Equalities	0	4,999	(4,999)	0
Unrestricted				
General Fund	386,468	188,548	(149,919)	425,097
	464,447	232,727	(224,861)	472,313

J.A.SIMPSON & Co Ltd

48 Bredbury Green
Romiley
Stockport
Cheshire SK6 3DN
Tel : 0161 430 3402
E-mail : johnsimpsonaca@hotmail.com

Our Ref.: JAS/939

5th November 2022

Liz Wright
People First Tameside
St Michael's Court
St Michael's Square
Stamford Street
Ashton-under-Lyne
Tameside
OL6 6XN

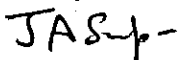
Dear Liz

Accounts for year ended 31st March 2022

I have enclosed one set of accounts. Please read through them and if you have any queries please let me know.

The accounts need to be signed and dated on pages 6 and 9 to show that they have been approved. Please send me a copy of the signed accounts so that I can sign the Independent Examiner's report.

Yours sincerely



John A Simpson
Director

PEOPLE FIRST TAMESIDE

England & Wales - Charity number 1087319

Accounts

Charity Number 1087319

People First Tameside

Annual Report and Accounts

Year Ended 31 March 2021

People First Tameside

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Activities Report for Accounts 01.04.20 - 31.03.2021

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The Trustees of People First Tameside submit the Annual Report and Accounts for the year ended 31 March 2021.

The purposes of the charity are to:

Provide a place to talk about concerns and issues about the lives of people labelled as having a “learning disability” in Tameside.

Uphold the rights of people with learning disabilities.

Let services and other people know that people with learning disabilities have thoughts and feelings and ideas and have a right to be heard and have a say in the services they use.

Raise awareness and educate the general public about the issues people with learning disabilities have.

Provide training opportunities for people with learning disabilities.

Network with other People First groups and advocacy groups throughout the UK and Europe.

Activities and Review of the Period

2020 has been an unprecedented year. March 2020 saw the country under a national lockdown with COVID-19 pandemic dramatically changing all our lives.

We are extremely grateful and cannot be prouder of the way our team of staff and volunteers, have confronted the challenges of this extraordinary year, their resilience, optimism, and exceptional dedication to our members and each other have been utterly inspirational.

Staff and members showed immense commitment and flexibility in their response to Covid-19 and the changes it demanded. Overnight, our teams were challenged with working from home, some doing doorstep drop off groceries, packages, IT and other sources of entertainment and support to those who were struggling with the lockdown and all the challenges it presented.

Our investment in IT allowed a seamless transition to working from home, with new mobile phones, laptops and Facebook Portals purchased to support the team and members to stay connected. A delivery of IT went out to families and members to support them to stay in contact, some hic-ups and trial and error with all the Zoom's, Messenger, Facebook and Facetime calls but generally we were able to quickly stay in contact.

All staff stayed employed and unaffected in pay despite the offers of furlough payments from the Government the organisation found we were far too busy to stop the necessary support helpline we quickly became.

Daily phone calls and video chats became the norm, quizzes, and online chit-chats, seeing each other's homes and families gave an insight into what we were all going through and gave an incredible support system to members, their families, and our team too in such challenging and uncertain times.

The newly formed Manchester Mayoral Panel worked incredibly hard through this period, looking at support systems to those most vulnerable and giving vital information to networks. The Panel took the decision to do a huge survey which many of our members took part in looking at the impact of COVID on the lives of learning-disabled people, this was published and circulated within Greater Manchester and Tameside Council.

Due to the underspend of our Reaching Communities funding we were able to use some money to continue to employ the post of our activity's worker, this enabled an important lifeline to people and supported engagement where it was possible.

Our Drop-In weekly social club was suspended and has to date still not reformed in person however on-line drop-in activities took place along with a messaging service which people contributed to.

During the summer of 2020 we supported a few people to take 'health walks' and 'park visits' supporting people to become confident about going out again.

We continued to run 'Our Way, Our Day!' and 'My Life, My Way!' through online services until September 2020 at which point, we took steps to re-open in person, with safe 'bubbles of 6' in various parts of the building with the same staff to keep everyone safe. The organization had redesigned each of our spaces to have screens, masks, distanced individual desk and regular cleaning.

The Shadow Partnership Board continued to meet online, with less member than it ordinarily did. The Main Partnership Board also met each quarter with regular updates and support systems in place.

People First were successful in securing Winter Warm Funding from Tameside Council; this allowed us to support people with groceries, cooking equipment, money for fuel bills and some IT equipment too. People First did some lunch online sessions, which were really good fun for people.

Staffing

People First employed 16 staff over this period. Policies and Procedures are in place for staff and are continually reviewed and updated. Staff are supervised by senior staff and regular team meeting online took place.

Recruitment and Appointment of Management Committee

Members had an online AGM in 2020. Full membership of the Charity shall be open to any person over the age of 18 years who has a learning disability and is interested in furthering the objects of the charity.

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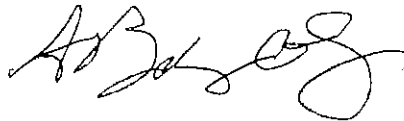
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Approved by the trustees at their meeting of 1-12-21 and signed on their behalf by

CHARRPESON

(Trustee)



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People First Tameside

I report on the accounts of the charity for the year ended 31 March 2021, which are set out on pages 8 to 13.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

It is my responsibility to:

examine the accounts under section 145 of the Act;
follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
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 Commissioners. 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 for disclosures in the accounts, and seeking explanations from you as trustees concerning 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 record in accordance with the 2011 Act; and to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act 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

John A Simpson
Chartered Accountant

JA Simpson 25/12/21

48 Bredbury Green, Romiley, Stockport, SK6 3DN

People First Thameside

**Statement of Financial
Activities
for the year ended
31 March 2021**

	Notes	Unrestricted £	Restricted £	Year Ended 31 Mar 2021 £	Year Ended 31 Mar 2020 £
Incoming Resources					
Incoming Resources from charitable activities:					
Grants	2	1,258	175,174	176,432	152,080
Donations		81	0	81	1,080
Fees		132,390	0	132,390	87,763
Other Income		747	0	747	8,681
Bank Interest				0	0
Total Incoming Resources		<u>134,476</u>	<u>175,174</u>	<u>309,650</u>	<u>249,604</u>
Resources Expended					
Charitable activities	3	51,723	164,228	215,951	231,113
Governance costs	3	700	0	700	700
Total resources expended		<u>52,423</u>	<u>164,228</u>	<u>216,651</u>	<u>231,813</u>
Net Income for the Year	4	82,053	10,946	92,999	17,791
Funds at 1st April 2020	11	304,415	67,033	371,448	353,657
Funds at 31st March 2021	11	<u>386,468</u>	<u>77,979</u>	<u>464,447</u>	<u>371,448</u>

People First Tameside

**Balance Sheet
As at 31 March 2021**

	Notes	Unrestricted	Restricted	Total	2020
Current Assets					
Debtors	5	23,713	0	23,713	16,734
Cash at Bank		378,637	77,979	456,616	371,927
		<u>402,350</u>	<u>77,979</u>	<u>480,329</u>	<u>388,661</u>
Creditors	6	15,882	0	15,882	17,213
Net Current Assets		<u>386,468</u>	<u>77,979</u>	<u>464,447</u>	<u>371,448</u>
Net Assets		<u><u>386,468</u></u>	<u><u>77,979</u></u>	<u><u>464,447</u></u>	<u><u>371,448</u></u>
Funds					
Unrestricted Funds	11	386,468	0	386,468	304,415
Restricted Funds	11	0	77,979	77,979	67,033
		<u>386,468</u>	<u>77,979</u>	<u>464,447</u>	<u>371,448</u>

Approved by the Trustees at their meeting on 1-12-21
 Signed on behalf of the Trustees by *[Signature]* CHAIRPERSON

People First Tameside

Notes to the Accounts

1 Accounting Policies

- a) The financial statements have been prepared in accordance with applicable accounting standards and follow recommendations in FRS 102.
- b) Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when received.
- c) Grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable.
- d) Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and are available as general funds
- e) Designated funds are unrestricted funds which have been designated for particular purposes by the Trustees.
- f) Restricted funds are funds received for specific purposes. They are held on trust until they have been expended.
- g) Office equipment purchases have not been capitalised and have been charged as resources expended in their period of purchase.

2 Grants

	Unrestricted	Restricted	Total	2020
Tameside MBC	0	40,842	40,842 *	30,500
Big Lottery Fund - Reaching Communities	0	124,863	124,863	121,580
Lankelly Trust	0	5,000	5,000 *	0
GM Business	0	2,519	2,519 *	0
Mayoral Panel	0	1,950	1,950	0
HMRC JRS	1,258	0	1,258 *	0
Total	<u>1,258</u>	<u>175,174</u>	<u>176,432</u>	<u>152,080</u>

* Note that £26,619 of the above related to additional funding due to Covid.

People First Tameside

Notes to the Accounts

3 Total Resources Expended

	Basis of Allocation	Unrestricted	Reaching Communities (Restricted)	Winter Warm Project	Lankelly Trust	Shadow Partnership Board	Small Business	Infection Prevention	Total Restricted	Governance	Total	2020
Costs directly allocated to activities												
Salaries	Direct	39,373	87,420	3,472		18,000		11,474	120,366		169,739	167,056
Events	Direct	0	127						127		127	2,654
Travel	Direct	12	1,257					35	1,292		1,304	1,808
Training	Direct	0							0		0	4,524
Recruitment	Direct								0		0	0
Producing Information	Direct		108						108		108	0
Project costs	Direct	1,340	2,627	121	3,979		2,519	5,153	14,399		15,739	14,146
Equipment	Direct	77	4,569		466				5,035		5,112	2,796
Miscellaneous	Direct	79	67					345	412		491	0
Support costs allocated to activities												
General Running Expenses Funding												
		5,790	7,116						7,116		12,906	13,070
Accountancy	Funding	924	1,939						1,939	700	3,563	3,436
Premises	Funding	4,128	12,599					835	13,434		17,562	22,323
Transfer funds	Funding								0		0	0
		51,723	117,829	3,593	4,445	18,000	2,519	17,842	164,228	700	216,651	231,813

4 Net Incoming Resources for the year

This is stated after charging	2021 £	2020 £
Independent Examiners' remuneration	<u>700</u>	<u>700</u>

5 Debtors and Prepayments

	2021	2020
Debtors	21,631	15,102
Prepayments	2,082	1,632
	<u>23,713</u>	<u>16,734</u>

6 Creditors

	2021	2020
Sundry Creditors	<u>15,882</u>	<u>17,213</u>

People First Thameside

7 Staff Costs and Numbers

Staff costs were as follows:

	2021	2020
	£	£
Salaries and wages	155,058	161,600
Social security costs	4,681	5,456
Total	<u>159,739</u>	<u>167,056</u>

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

The average number of employees during the year was as follows:

	2021	2020
	Number	Number
Direct charity activities	13	17
Administration	3	3
	<u>16</u>	<u>20</u>

The charity does not operate any pension scheme for its employees but does administer contributions to a stakeholder pension scheme for 7 (2020 - 7) staff. The charity makes a contribution of 5% of the wage of the staff member into the scheme.

8 Trustee Remuneration & Related Party Transactions

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2020 - Nil)

9 Taxation

As a charity, People First Thameside is exempt from tax on income and gains. No tax charges have arisen within the charity during the year.

10 Analysis of Net Assets Between Funds

	General Funds	Restricted Funds	Total Funds
	£	£	£
Current Assets	402,350	77,979	480,329
Current Liabilities	15,882	0	15,882
Net Assets at 31 March 2021	<u>386,468</u>	<u>77,979</u>	<u>464,447</u>

People First Tameside

11 Movement of Funds	At 1 April 2020	Incoming Resources	Outgoing Resources	At 31 March 2021
Restricted funds				
Sexual Health	41,335	0	0	41,335
Training Funds	2,828	0	0	2,828
Shadow Partnership Board	0	18,000	(18,000)	0
Big Lottery Fund - Reaching Communities	0	124,863	(117,829)	7,034
GM Business	0	2,519	(2,519)	0
Lankelly Trust	0	5,000	(4,445)	555
Winter Warm Project	19,542	5,000	(3,593)	20,949
Employment Project	3,328	0	0	3,328
Mayoral Panel	0	1,950	0	1,950
Infection Prevention	0	17,842	(17,842)	0
Unrestricted				
General Fund	304,415	134,476	(52,423)	386,468
	<u>371,448</u>	<u>309,650</u>	<u>(216,651)</u>	<u>464,447</u>