

Company Registration Number 04296856

SPEAK OUT IN HOUNSLOW

**A COMPANY LIMITED BY GUARANTEE
(CHARITY NO. 1089995)**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024**

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SPEAK OUT IN HOUNSLOW

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

Status	Speak Out In Hounslow has charitable status and is a company limited by guarantee.
Trustees	Joe Johnson (Chairperson) Anthony Power Sarah Ann Miller Sean Douglas Wienand (Treasurer) Punam Sharma Jatinder Chohan Ramandeep Mann Ali Shah
Directors	Nicholas Benjamin Sally Malit
Company Secretary	Nicholas Benjamin
Company registration number	04296856
Charity registration number	1089995
Registered office	Suite 2-03 Qwest 1110 Great West Road Brentford TW8 0GP
Bankers	HSBC Bank Plc 127 High Street Hounslow TW3 1QP

SPEAK OUT IN HOUNSLOW

TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

The Trustees of the charity, who are also Directors of the company, present their report and the audited financial statements of Speak Out in Hounslow for the year ending 31st March 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Speak Out in Hounslow is a registered charity. It is also constituted as a company limited by guarantee and is therefore governed by a Memorandum and Articles of Association. Members of the charity elect trustees annually, who are then given induction training and access to further development opportunities including Safeguarding Adults training.

The staff team in the 2023-4 period comprised of:

Nick Benjamin and Sally Malit as Co -Directors. Sarfraz Kherdin as Campaigns Consultation and Partnership / Campaigns and Advice Coordinator with Jaspaul Vilkhun supporting as Project Worker. Rebecca Driver as Empowerment/Manage Your Life Coordinator. Jeff Munday the Outings and Taster Project / Express Yourself and Keeping Safe coordinator. Laura-May Hassan as Drama coordinator along with Jo Chapman and Steve Joyce as project workers.

The majority of Speak Out employees work on a part-time basis and are employed due to the wide range of skills and expertise they can draw from.

MISSION STATEMENT

Speak Out in Hounslow works to support and empower adults with learning disabilities and/or autism in Hounslow to speak up, be heard and listened to, affect change, and have real life and social opportunities.

AIMS AND OBJECTIVES

Overall Aim

The overall aim of Speak Out in Hounslow is to improve the lives of adults with learning disabilities and/or autism in the London Borough of Hounslow.

Specific Aims

Speak Out in Hounslow seeks to achieve this overall aim through:

- Supporting adults with learning disabilities and/or autism to lead a normal life with the same access to opportunities as everyone else
- Empowering adults with learning disabilities and/or autism to speak up for themselves.
- Supporting adults with learning disabilities and/or autism to make their own choices and decisions.
- Increasing adults with learning disabilities and/or autism awareness of their rights, responsibilities and entitlements.
- Building user-involvement in the planning, decision making and delivery of mainstream and specialist learning disability services.
- Improving awareness and understanding of learning disability and autism issues.

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TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

OBJECTIVES

Speak Out tries to achieve these aims by doing the following things:

- Co-producing delivery with adults who have learning disabilities and/or autism to ensure that Speak Out continues to be an equity-led charity.
- Offering a range of services for people with learning disabilities and/or autism that are wanted and needed.
- Ensuring that experienced, competent and well-supported staff and volunteers provide these services.
- Establishing a fundraising strategy that will enable all of Speak Out's projects to have secured funding at full cost.

As of 31st March 2024, Speak Out has 9 paid staff, and in the last year have worked with 2 sessional staff members and 31 volunteers. The Trustees wish to thank all of them for their commitment and achievement during the year. Speak Out would also like to thank all of its members with learning disabilities and/or autism for their invaluable additional contribution to Speak Out's work – without which the key aims and objectives of the organisation could not have been achieved.

ACHIEVEMENTS AND PERFORMANCE

At the beginning of 2024 Speak Out reconfigured the project delivery to ensure that it reflected the changing needs of our members and ran 5 main project elements.

Campaigns and Advice (C&A) the Empowerment project was divided into Building Independence, Express Yourself and Healthy Lifestyles and the Drama Project.

Speak Out currently has 800 members, adults with learning disabilities and/or autism and continues to produce well-regarded printed information in Easy Read on a quarterly basis that provides information of its activities and projects.

Campaigns and Advice (C&A) - This project is a user-led campaign volunteer group that was established by its members, adults with learning disabilities and/or autism, who wanted to make real and lasting change in LB Hounslow and wider society.

This project supports members to: Ensure people have an influence on what happens in their lives and in their community by raising the profile of people with learning disabilities and/or autism in the borough and working against changes in both mainstream and specialist services that exacerbate or do not aim to alleviate poverty, exclusion and disadvantage experienced by people with learning disabilities

The project achieves this by:

- Supporting members to attend community based meetings & make recommendations.
- Securing borough wide policy and practice changes & working in partnership.
- Providing advice to adults with learning disabilities and/or autism and their parents/ carers as well as parents/carers of children with learning disabilities and/or autism.
- Increasing the awareness and raising the profile of people with a learning disability and/or autism by taking part in consultations, mystery shops & running campaigns.

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TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

C&A engaged with 104 members and held 12 monthly meetings and consultations with the project's volunteers in addition to, 3 Hounslow Bus Days, 4 public information events, 4 Learning Disability and Autism Partnership Boards, 6 mystery shops, 12 drop in Advice Shops with 36 Advocacy engagements. The volunteers also took part in 5 Quality Checks on NHS services in the borough on behalf of Hounslow and Richmond Community Healthcare NHS Trust. In addition, the C&A team hosted 2 Collective Thinking Group meetings that brought together 15 community groups that support parents and SEND adults and children in LB Hounslow.

Example of project outcomes:

Individual:

Speak Out member SN is a C&A volunteer and was keen to find employment. He asked for advice from Sarfraz Kherdin and Jaspaul Vilku, as he had applied to the Post Office, who were not willing to make reasonable adjustments and rejected his request to wear noise cancelling headphones, whilst working in a sorting office. Jaspaul informed SN about a job as a travel buddy at Hounslow Council's Travel buddy service. Both Sarfraz and Jaspaul helped him with the application process and gave advice regarding his interview along with positive feedback to the council about the voluntary work he had done within the Campaigns team and at community events with Speak Out. His application was successful and he is now supporting young people with learning disabilities and/or autism to travel to school and college whilst building their independence and confidence.

Group:

Speak Out in Hounslow was commissioned by the Hounslow and Richmond Community Healthcare Service for their 'Quality Checker' project. Mark Sheen, Consultant Nurse & Clinical Services Manager for the Service, met with Nick Benjamin, Sally Malit (Co-Directors for Speak Out) and Sarfraz Kherdin (project manager) to discuss the project delivery aspect in January 2023.

It was agreed that 10 quality checks of community healthcare services would be carried out by Speak Out members and the Campaigns and Advice Team over a 2-year period. 6 Speak Out members have been trained, with 3 members conducting the first quality check on Friday 16th February of the MSK Physiotherapy Service at West Middlesex University Hospital.

During the quality check, members went through a comprehensive review of the service, based on their perspective. A detailed report was then produced, highlighting their observations, with suggested improvements and acknowledgements of what is working well. Examples of things members look for are whether there is information in easy read, its accessibility and how staff and the department as a whole deal with a patient with learning disabilities and/or autism.

SN, LS and AR (Speak Out members) enjoyed the visit and made their observations known. The MSK team would like to do Learning disability and Autism training with the involvement of Speak Out members. Members also have the added benefit of being involved in a meaningful project, influencing change and earning high-street vouchers for their expertise.

Everyone:

As part of Speak Out in Hounslow's funding from the GLA (Greater London Authority) for their Civil Society Roots 3 (CSR3) project, Sarfraz was invited by Tony Boden (Generate UK) to do a consultation with their members at a network meeting.

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TRUSTEES' REPORT YEAR ENDED 31 MARCH 2024

Sarfraz consulted with 11 members from Generate UK, Inclusion Gloucestershire, My Life My Choice and People First on the daily challenges they face as people with learning disabilities and autism.

Members spoke of their challenges around shaping their lives around availability of carers and how limiting that can be. They also spoke about how all the services are based on care elements, as opposed to looking at what the person wants to achieve in their lives. This feedback has been included in the consultation responses and will be used to shape future campaigns.

Speak Out would like to thank the London Borough of Hounslow, the National Lottery, the Mayor of London and Go! London for their generous and vital support.

The Empowerment Project - Express Yourself and Healthy Lifestyles.

The project supports adults with a learning disability in Hounslow to live more independently and have more choice and control over their lives.

This project supports members to:

- Make positive, well informed choices, plans and changes to their lives
- Access and develop local social networks and natural community supports
- Increase uptake of positive healthy lifestyle behaviours & access to services
- Increase learning and development of key life skills
- Increase participation in decision making
- Contribute towards the community

The project achieves this by:

- The co-production of activities with members of Speak Out's community.
- Increased participation and engagement with activities, community resources and building independence.

Since April 2023, The Empowerment project activities hosted 527 active engagements sessions with 4379 attendees with learning disabilities and/or autism. The activities included arts and crafts, cooking, drama, dance and other health and wellbeing activities. The Empowerment Project worked in partnership during 2023/24 Lampton Leisure, The London Museum of Water and Steam and Park Sports Chiswick as well as many professionals from both mainstream and specialist services. Speak Out would like to thank all of these partners for their time, expertise and contributions towards helping Speak Out meet its aims.

Examples of project outcomes:

Individual:

SM is a new member and is very energetic, however in the gym he is identifying with the young men and modelling their behaviour. This helps him to engage in a positive manner and he uses the gym equipment respectfully and appropriately.

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AP is now looking at SM and is imitating his attitude and behaviour which has had a greatly beneficial impact on how he is seen in the gym. He is also acting a lot more responsibly and is enjoying the positive response from some of the male gym staff. They now work with him using the weights, rope work and balls. Both members have increased their mental and physical well-being by engaging in the activity.

Group:

A summer favourite is the Speak Out Mini-Golf challenge. For our first session Speak Out members helped us to design and build the obstacles that would make up our fiendishly difficult 6-hole course. We made the most of a wide variety of (mostly recyclable) materials and had bridges, hoops, windmills and cutlery curtains as local course hazards. Members' scores were very good with plenty of holes in one being very raucously celebrated. RM proved that being in a wheelchair is no obstacle to good putting as she triumphed over the field at our first competition. Similarly, TH was showing how good guided putting can be for the visually challenged, especially when using a brightly coloured ball. The demand for another course to be constructed and played next year was very high!!

Everyone:

Music has been high on our agenda again and our choir's public performance was a roaring success when we entertained the local Brentford public at the Watermans Park Summer Bandstand event. We included songs from The Beatles, Joseph and the Amazing Technicolour Dreamcoat, Boney M and could not leave out our own, self-penned Speak Out Anthem. The audience reaction was wonderful and we basked in the reflected glory until the end of the event with members being congratulated endlessly as listeners came up to express their appreciation.

Building Independence

This project started in January 2020 due to funding from The National Lottery.

This project supports members to:

- Live more independently
- Travel by themselves
- Access public transport e.g. trains, buses and the London Underground
- How to be safe when using social media, in relationships, out in the community and at home.

The project achieves this by:

- By encouraging open discussion on a variety of subjects
- Building understanding of wider society, how to navigate it and become more independent.

Between April 2023 and March 2024 the Building Independence project had 255 individual engagements that took place in 39 1:1 Confidence Building sessions and 35 Group Confidence sessions. Information was also shared on Speak Out's Facebook group and page that had 328 group members and 710 followers.

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Individual:

Speak Out member JV, a wheelchair user with cerebral palsy, has become a fully independent traveller on both bus and train. They are now able to successfully negotiate the journey to college in Richmond from her home in Feltham by train and are also able to explore shopping destinations by bus from Staines to Hounslow. JV has received great support from her family which has proved most helpful in developing her 'can do' attitude. She is now very confident not only in travelling the routes with which she has developed familiarity but also in communicating with bus and train staff and also, most importantly, in maintaining a calm attitude to unforeseen obstacles, for example lifts not working at railway stations.

Community:

Smart with Money has been particularly relevant to current financial circumstances across the country as we have still to emerge from the cost of living crisis that has affected many households so deeply. The course looked into ways to make savings and efficiencies. Firstly, we examined how we use energy in the home and how we might save on household bills by changing the way we think of heating our homes, what clothes we wear in winter, what heating temperatures we use and how we control when our heating goes on and off. After this we moved on to looking at shopping trends, checking out various supermarkets for the best prices, deciding on what were essential purchases and what were 'nice to have' items. Good saving habits were looked into for all aspects of expenditure with challenges explored around how making things oneself as opposed to buying could be of benefit - particularly relevant here was the best practice of making packed lunches to bring to Speak Out events as opposed to relying on supermarket meal deals and even the expensive outlays at fast food outlets and coffee shops. Finally, we investigated methods of keeping records to be able to compare how we were doing on our saving initiatives. Keeping receipts, looking at online deals and maintaining a spending diary were all initiatives that were identified as being useful in the drive towards financial well-being.

Everyone:

Both Express Yourself and Building Independence Projects take advantage of online possibilities to publicise member achievements and to encourage group support and encouragement. One of the most pleasing aspects of posts that are shared on Facebook and Instagram is how individuals praise each other when they see what other members are doing via pictures and videos of activities that have been undertaken in our various group and individual activities. This encourages new members to engage with Speak Out and try new activities whilst building the awareness of learning disability and/or autism to the general public.

Speak Out would like to thank the National Lottery for their generous and vital support

The Drama Project formerly known as the Voice of Us

The project supports members to

- Have a voice.
- Express themselves in a creative way.
- Co-design performances together.

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- Build confidence and individuality.
- Engage with the public audiences.

The project achieves this by:

- In person performances in front of an audience
- Working together to formulate sketches, plays and films.
- Receiving feedback from the wider community.

Between April 2023 and March 2024 the Drama project had 466 individual engagements with 46 rehearsals and collaborative working sessions, 3 live performances, and the creation and filming of a Hate Crime Film.

Individual:

AT, a wheelchair user, who requires support shared her experiences of travelling by bus in and around Hounslow. These experiences helped to formulate the Speak Out Hate Crime Film that focuses on the abuse and lack of understanding that the general public including school children, parents with buggies and other passengers submit to people with learning, physical and hidden disabilities when accessing London Transport. AT felt proud to be part of the film's construction as well as taking on an acting role in it. She realised that the abuse was not acceptable and felt confident reporting an issue she had with a bus driver to the operator of the route.

Group:

The Drama group had a great focal point for this quarter's efforts as we had volunteered to do a comedy performance before the December Mail Out session. Members created their own series of sketches which included dramatic monologues, mime, puppet shows and slapstick back and forth. A lot of time was devoted to getting the comic timing just right plus looking seriously (not many members realised how serious a business comedy can be!) into ensuring stage entrances and exits were done as slickly as possible. Judging by the audience reaction the rehearsal efforts ended in great success and we are looking forward to the next chance to show off our performing prowess.

Everyone:

At the Big Night Out event on the evening of March 21st at the Brentford Musical Museum, not only was Speak Out celebrating the awarding of another 4 years of National Lottery funding but we also released to the public for the first time the Hate Crime video the Drama Group had filmed in the summer of 2023. There were over 120 people in attendance and the audience reaction to this was in many cases very emotional and hugely impressed. After the viewing, a series of around the house mic interviews were conducted with audience members who wanted to express their opinions and appreciation. Aside from universal praise for the message, professionalism of the end product and for the performances of the Drama Group members every interviewee asked that we try to disseminate the film as widely across the borough (and beyond!) as we can. It was felt that the message was that important. So ... a Speak Out initiative is now in the early stages of development to do just that. Watch this space for further developments!

Speak Out would like to thank the Champniss Foundation for their generous and vital support

TRUSTEES' REPORT

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YEAR ENDED 31 MARCH 2024

RESERVES POLICY

This policy outlines the total reserves we allow Speak out in Hounslow to have and their purpose. We recognise that if we ended our support it would be particularly hard for our users to understand and come to terms with, as all of them are adults with a learning disability. So we aim to have enough money to wind down over 3 months. In addition to this, a redundancy reserve is to be allocated to provide each affected staff member with a lump sum. This will cover them if, for any reason beyond their control, their post was ended prior to the end of their contract or the expected funding period of that post.

The maximum total reserves allowed will be one week's pay per years' service for each staff member, plus three months running costs for each project. Our redundancy reserve will be calculated on the salary costs only.

RESPONSIBILITIES OF THE TRUSTEES

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its results at the end of the year. In preparing those accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable it to ensure that the financial statements comply with appropriate legislation. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

TRUSTEES

The Trustees, who are also Directors of the company, serving during the year are listed on page 1. This report was approved by the Trustees on 15 December 2024.

For and on behalf of the Trustees



Joe Johnson - **Chair**



Sean Wienand - **Treasurer**

SPEAK OUT IN HOUNSLOW

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SPEAK OUT IN HOUNSLOW

I report on the accounts of the company for the year ended 31 March 2024, which are set out on pages 11 to 15.

Respective responsibilities of Trustees and Examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent Examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

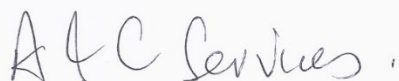
- to keep accounting records in accordance with section 386 of the Companies Act 2006;
- and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SPEAK OUT IN HOUNSLOW

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

A handwritten signature in blue ink that reads "A & C Services".

A and C Services
Flat 68 Ranton House
1B Commerce Road
Brentford
TW8 8FU

15 December 2024

SPEAK OUT IN HOUNSLOW

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2024

	Unrestricted Funds	Restricted Funds	Year ended 31 March 2024	Year ended 31 March 2023
	£	£	£	£
Charitable Activities				
Big Lottery Funds	74,101	74,100	148,201	128,173
London Borough of Hounslow	49,815	49,816	99,631	69,609
People Health Trust	-	7,156	7,156	-
Co-op Funds	-	-	-	2,676
GLA	15,228	14,000	29,228	4,500
Champniss Foundation	-	14,432	14,432	1,750
Hounslow and Richmond NHS	-	2,207	2,207	-
Other Grants and Donations	2,900	200	3,100	2,873
Merchandise sales	44	-	44	-
Investment Income	<u>2,072</u>	<u>-</u>	<u>2,072</u>	<u>322</u>
Total incoming resources	<u>144,160</u>	<u>161,911</u>	<u>306,071</u>	<u>209,903</u>
Charitable activities				
Directors' remuneration	31,593	35,461	67,054	63,426
Salaries and wages	51,867	58,217	110,084	93,085
Employer's NIC	4,548	5,104	9,652	7,718
Pension	1,304	1,464	2,768	2,789
Staff training	901	-	901	1,306
Project costs	-	-	-	1,516
Event and running expenses	8,551	6,012	14,563	18,313
Computer running expenses	1,156	190	1,346	228
Equipment	130	-	130	214
Rent and rates	13,677	-	13,677	12,600
Travel	140	15	155	429
Postage, printing, stationery and publications	2,870	-	2,870	2,777
Subscriptions	796	79	875	1,550
Evaluation & DBS	930	2,040	2,970	-
Telephone & Internet	3,216	-	3,216	3,393
Insurance	580	396	976	784
Tutor	123	8,138	8,261	7,344
Payroll costs & Independent examiner's fee	1,941	-	1,941	2,093
Miscellaneous expenses, AGM and annual report	<u>508</u>	<u>-</u>	<u>508</u>	<u>851</u>
Total resources expended	<u>124,831</u>	<u>117,116</u>	<u>241,947</u>	<u>220,416</u>
Movement of funds	<u>19,239</u>	<u>44,785</u>	<u>64,124</u>	<u>(10,513)</u>

SPEAK OUT IN HOUNSLOW

BALANCE SHEET AS AT 31 MARCH 2024

	Notes	2024 £	2023 £
Current assets			
Debtors	3	1,932	1,932
Cash at bank and in hand		193,028	128,885
		<hr/> 194,960	<hr/> 130,817
Creditors: Amounts falling due within one year	4	(1,357)	(1,338)
Net current assets		<hr/> 193,603	<hr/> 129,479
The funds of the charity:			
Unrestricted funds	6	145,503	126,234
Restricted funds	6	48,100	3,245
		<hr/> 193,603	<hr/> 129,479

For the financial year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees/Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements in accordance with section 476 of the Companies Act 2006.
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of the financial statements.

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

Approved by the Trustees and authorised for issue on 15 December 2024.



Joe Johnson - Chair



Sean Wienand - Treasurer

Company Registration No. 04296856

SPEAK OUT IN HOUNSLOW

The notes on pages 14 to 16 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1. Accounting policies

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

a) Accounting convention

The financial statements have been prepared under the historical cost convention and on a going concern basis, which is dependent upon the availability of adequate continued funding. The nature of the charity's funding is inherently uncertain as it is only agreed by the funding bodies every one to three years. Should grant funding be discontinued in future years, the charity would have to find other sources of funding or significantly curtail its activities.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), and the Charities Act 2011 and applicable regulations.

b) Incoming resources

Grants and other funds receivable are included in full in the Statement of Financial Activities as they are received.

c) Resources expended

Expenditure is charged to the Statement of Financial Activities on an accruals basis. Resources expended include VAT which cannot be recovered.

d) Taxation

Subject to agreement with HM Revenue and Customs, the company is exempt from the payment of any taxes to the extent it is a registered charity and therefore is not liable for Income Tax or Corporation Tax on income derived from charitable activities. The company does not have a liability to register for VAT.

SPEAK OUT IN HOUNSLOW

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

1. Accounting policies (continued)

e) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Restricted funds are subjected to restriction on the expenditure imposed by the donor or through the terms of appeal.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them. Governance costs included those costs associated with the meeting the constitutional and statutory requirements of the charity and include the fees and costs linked to the strategic management of the charity.

f) Equipment

Purchases of equipment are expensed off in full in the year in which it is acquired.

g) Pension costs

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs are assessed in accordance with actuarial advice and based on the most recent valuation of the scheme. These costs are accounted for on the basis of charging the cost of providing pensions over the period during which the charity benefits from the employees' services.

2. Directors' remuneration

The remunerations for the directors for the year were as follows:

	Gross Salary	Employer's Pension	2024 Total	2023 Total
	£	£	£	£
N Benjamin	31,679	763	32,442	30,342
S Malit	<u>35,375</u>	<u>874</u>	<u>36,249</u>	<u>34,612</u>
Total	<u>67,054</u>	<u>1,637</u>	<u>68,691</u>	<u>64,954</u>

3. Debtors

	2024	2023
	£	£
Other debtors	<u>1,932</u>	<u>1,932</u>

SPEAK OUT IN HOUNSLOW

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

4. Creditors: Amounts falling due within one year

	2024 £	2023 £
Accruals	1,357	1,338
	=====	=====

5. Analysis of Net Assets between funds

	Unrestricted Funds £	Restricted Funds £	2024 Total £
Funds	145,108	48,495	193,603
Debtors	1,932	-	1,932
Creditors	<u>(1,357)</u>	<u>-</u>	<u>(1,357)</u>
	<u>145,683</u>	<u>48,495</u>	<u>194,178</u>

6. Statement of Funds

	Balance at 01/04/2023 £	Incoming Resources £	Resources Expended £	Transfer £	Balance at 31/03/2024 £
Restricted Funds					
CCP	-	90,773	(59,549)	-	31,224
Drama	3,245	33,566	(31,590)	-	5,220
Empowerment Project	<u>-</u>	<u>37,632</u>	<u>(25,977)</u>	<u>-</u>	<u>11,656</u>
Total Restricted Funds	3,245	161,971	(117,116)	-	48,100
Unrestricted Funds	<u>126,234</u>	<u>144,304</u>	<u>(125,035)</u>	<u>-</u>	<u>145,503</u>
Total Funds as at 31 March	<u>129,479</u>	<u>306,275</u>	<u>(242,151)</u>	<u>-</u>	<u>193,603</u>

7. Related party transaction

There were no Trustees' expenses paid during the year.