

# Trustee Report

About our year and our money

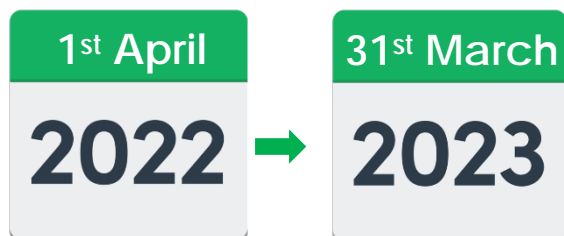


This is an Easy Read of our **Trustees Annual Report and Financial Statements** for the year ending 31st March 2023

# Inside this Report



What is in each section	Page number
Who is who at Herts People First	3
Trustees Report	4 - 5
Trustees Duties	6
How Herts People First is run	7
Public Benefit	8
Our Aims	9
Covid-19 and Herts People First	10-14
Working to achieve our aims	5
How we did with the goals we set ourselves	15 - 16
Highlights and What people said about what we did	17 - 21
About our Money	22
Our future Plans	23
Independent Examiner's Report	24 - 25
Statement of Financial Activities	26 - 32
Notes to the Financial Statements	33
Thank You's	



This report is what we have done at **Herts People First** between 1st April 2022 to 31st March 2023.



Our report is in easy read as much as possible. This is to make it easier for our members to understand.

# Who is who at Herts People First

## Trustee Board members



Carol Lee MBE

**Chair**



John Simmons

**Treasurer**



Marie Clare

**Secretary**

## Our staff

Alex Morris



## Independent Consultant

Jane Dellow



## Main Office

Leyden House  
Leyden Road  
Stevenage SG1 2BP



## Charity number - 1091095



## Independent examiner



Josephine Rackstraw  
75 Roman Way  
Godmanchester  
Huntingdon. PE29 2RW



## Community Accountant



Jane Seymour  
2b Regent Street  
Stotfold SG5 4ED



# Trustee Annual Report



Our Trustees have checked this Annual Report.

They agree it covers everything the law says they need to report on.

Some bits of this report are written in hard words.



These have to be there to meet the rules and laws about Trustee Reports.

These are in the grey box like this one below.

The Trustees present their report with the financial statements of the Charity for the year ended 31<sup>st</sup> March 2023.





Herts People First (HPF) has a set of rules called a **Constitution**. The Constitution was agreed at a special meeting on the 24th November 2001.

The Constitution says what work we can do and how we are run.



Herts People First is registered with the Charity Commission.

This organisation checks charities are being run well and safely.



Our Board of Trustees is legally in charge of our Charity.

They check Herts People First is run safely and manage risks to the Charity.



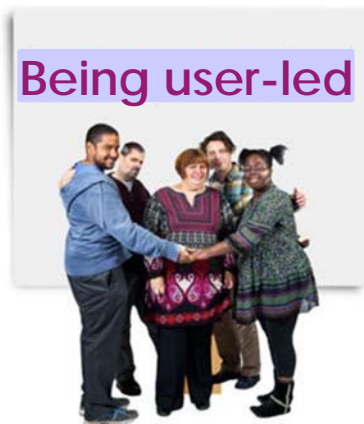
Trustees are elected every 2 years at the Annual General Meeting.



Trustees give their time for free to Herts People First as volunteers.

The Charity is an unincorporated association and governed by a constitution dated 24th November 2001.

# How Herts People First is run



Herts People First is a user - led organisation.

A user - led organisation is one that is run and controlled by people who use support services.

For Herts People First this means all Trustees are people with learning disabilities.

The Trustees are elected by members of Herts People First who have full membership rights and are people with learning disabilities who live in Hertfordshire. Trustees must be over 18 years of age and live in Hertfordshire.

Herts People First activities take place in Hertfordshire and the Eastern Region.

The Management Committee (Trustees) and Honorary Officers are elected or appointed from the full members living in the Hertfordshire area to the Management Committee by the full members. The members of the Management Committee resign on a bi-annual basis (every 2 years) at the Annual General Meeting held in September or as soon as practicable, but may be re-elected or re-appointed. No Management Committee member may be under the age of 18. Further Trustees may be appointed at the discretion of the trustees in accordance with the Charity constitution.

All trustees give their time as volunteers and receive no remuneration or other benefits.

Full membership is open to adults with a learning disability living in Hertfordshire.

# Public Benefit



Charities have to stick to rules about something called **Public Benefit**.

This means charities have to say how their work is :

- **Public** - the charity must do work that make things better for the public
- **Benefit** - charities must make sure their work makes things better for people



Charities can say which groups of people they support.



Our Trustees understand the Charity Commission guidance about **Public Benefit** and make sure the work of Herts People First fit within these rules.



# Our aims



Every charity has aims.



These are what the charity is trying to do. HPF has 2 main aims which are in our Constitution.



**1.** To make sure people with learning disabilities in Hertfordshire know about and get their rights



**2.** To provide training and education for people with learning disabilities in Hertfordshire for people to learn new skills and gain in confidence to help them take part in their community.



To train people who do not have a learning disability to understand the rights and needs of people with a learning disability.





# Covid-19 and Herts People First

Covid -19 continued to effect what Herts People First did and how we did it.



'Living with Covid-19' was hard to understand and do. Local plans to help people with learning disabilities hadn't involved them or made Easy Read until later in the year.



Trustees met by Zoom to plan and make decisions.



Trustees reviewed the effects of Covid -19 regularly. After talking with members, it was agreed to continue holding group meetings on-line.



Members could meet with staff on a 1 to 1 in person with safe measures in place to:

- Prepare for any new health ideas to keep well and not spread infections.
- Provide 1 to 1 advocacy and support for referrals.
- Give support in a crisis and practical help.



# Working to achieve our aims



**1.** To make sure people with learning disabilities in Hertfordshire know about and get their rights



Having access to good easy information has continued to be 1 area of work Herts People First have focused on this year. We have raised the importance of having:

- Good quality Easy Read information
- A range of ways to give information - through films for example.
- Meetings recorded so people can look at the recordings in their own time and at their own pace.

Herts People First have led the way with all the above and given advice on and produced Easy Read documents for Herts County Council (HCC) and others for free.

## **1 to 1 support, advocacy and signposting**

To make sure people got their rights Herts People First continued with 1 to 1 support, Advocacy and signposting.

People said the support they had was given at the right time, by the right people in the right way.



# Working to achieve our aims



2. To provide training and education for people with learning disabilities in Hertfordshire for people to learn new skills and gain in confidence to help them take part in their community.



Herts People First continued to give people training, support and opportunities to use their tablets and smartphones.



We also continued with the weekly social Zoom meeting. Members said it was important to them to talk to people they could not meet face to face.



We worked with the Sadie Centre in Letchworth (used to be known as the Letchworth Centre for Healthy Living) to hold a weekly on-line group for people with learning disabilities to take part in a 20 week Positive Movement course.



Positive Movement is chair-based Pilates, Yoga and Tai chi exercises, it includes the Alexander Technique and Mindfulness. The group is led by qualified teachers.



Herts People First supported this course as people said they had lost confidence in their mobility and it stopped them getting out and about.

At the end of the course people who took part were more confident with their walking and felt stronger.



# Working to achieve our aims



In Zoom meetings, we spoke up and shared information about lots of issues affecting people with learning disabilities:

- We held monthly self advocacy groups and met with other groups locally and in the Eastern Region.
- We went to all the Learning Disability Co-production Board meetings.
- We went to all the Regional Health Co-production meetings.
- We met with Hertfordshire Disabled People's User Led organisations to talk about working together.
- We worked with Herts Equality Council to run a hybrid (an in person and on-line meeting) 'Equal Voice' conference. 7 people from HPF joined on-line on the day.
- We ran Local Forum meetings. Speakers gave information on:
  1. The new Hertfordshire and West Essex Health Boards
  2. Citizens Advice and help for Cost of Living
  3. Adult Care Services Information and Advice





# Working to achieve our aims



**healthwatch**  
Hertfordshire



4. Healthwatch Hertfordshire – what they do and their next survey

## We took part in surveys and research:

- **Lloyds Bank** Funding research on 'Making funding applications easy'

## Hertfordshire County Council:

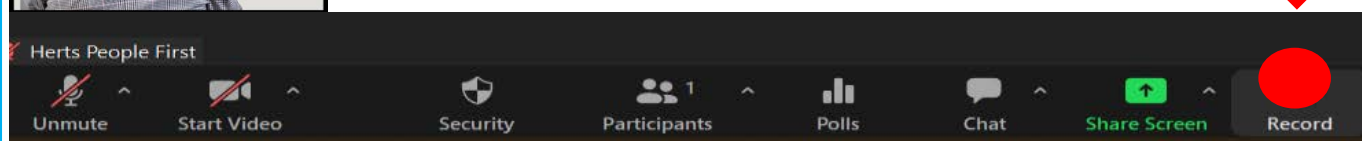
- Connected Lives Gateway
- Adult Care Services Information and Advice
- People who use services (User Voice)

## On-line Meetings

To take part in on-line meetings with the big organisations we work with, we told them want to do this by Zoom instead of Teams.



We asked for meetings to be recorded so people can watch them in their own time and at their own pace.



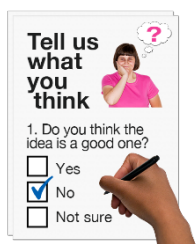


2. To train people who do not have a learning disability to understand the rights and needs of people with a learning disability.



We have trained people how to:

- Support people with a learning disability
- Understand the rights of Disabled People
- Make Easy Read information
- Do good research
- Make good easy information for surveys
- Include people with learning disabilities in meetings



# How we did with the goals we set ourselves 2022 - 2023

## Trustee Board members



Carol Lee MBE

**Chair**



John Simmons

**Treasurer**



Marie Clare

**Secretary**



## Trustee Board members



We were not able to recruit new Trustees or advisors.

## Our Governance and plans

We achieved these goals:

- Provide 1 to 1 advocacy, signposting and support in a crisis
- Provide support to use technology, to understand Covid, health information and to hold a weekly social zoom.

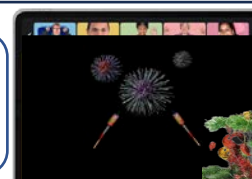
We partly achieved these goals:

- A Big Plan for Herts People First
- Make decisions about our partnerships and to look at how people get their voice heard
- See how we can run our own hybrid meetings

## Our highlights

Watching The Rumble Awards on-line

Taking part in the Equal Voice conference. We learnt a lot about running a hybrid meeting.



Seeing friends at the weekly social meeting on Zoom

The Christmas Zoom Party and New Years Eve get together



## Our highlights

Positive Movement!

Having information to help me with the cost of living was good. I felt a lot better after that meeting

Hearing the latest report on Disability Hate Crime in England

## What people said about what we did – feedback from all the different people we work with

Thank you very much again for inviting me along to the Forum yesterday, it was such a great opportunity to talk about our organisation and the work we do, and lovely to meet everyone too

When you need someone or are in difficulty they (Herts People First) are always there

I like going to People First meetings as they put you at ease when trying to say something and give you confidence to speak up

Thank you so much for your help, support and guidance in the creation of an Easy Read version of the HCC Covid-19 Recovery Plan, it is so greatly appreciated

Really good as well that HCC produced the Covid Recovery Document in Easy Read because of People First's input !



That was a really great meeting last night which highlighted many things for me

Really valuable interaction and discussion around the questionnaire

HPF are a good place to go to have things explained in easy ways

Thank you for another informative meeting



# About our money



## How we fund our work



We mainly raise money through grants and bids.

## Managing risk



This is when you look at what could go wrong, make a plan just in case and say how to put things right. For Herts People First risks are things that make it hard to run the Charity well, or could mean it has to close.



At Herts People First the Trustees have the responsibility for looking at risks.

They work together on a **risk list** where they work out what steps to take to make things safer for Herts People First.



Staff training, good policies and safe ways of working are some of the ways we manage risks at Herts People First.

Herts People First Trustees have read and acknowledge the Charity Commission fundraising guidelines for Trustees. Herts People First do not at present raise funds from the general public.

Herts People First recognise the risks of operating as a Charity within a social care and health environment. With significant uncertainty regarding the charity's sources of income it is committed to establish policies and procedures that manage the risks associated with its business.

# About our money



## Reserves Policy

Charities have **reserves** which is a word for emergency savings.

**Reserves** money is used if a charity has to close. It is used to pay off any money it owes.

At Herts People First our Trustee Board decides how much money to have as emergency savings.

This is called the **Reserves Policy**.

Trustees look at this every year.

Our Trustees decided Herts People First should have enough money to pay its costs for 3 months.

Trustees looked carefully at all of Herts People First money and are happy there is a safe amount of **reserves**.

### Reserves policy

The Management Committee of Herts People First has given consideration to the need for a reserves policy in relation to the organisation's accounts. The funding for the charity is viewed uncertain in the current economic climate and the Management Committee are mindful of this in their entire decision making.

The Management Committee regard the minimum level of reserves to be the equivalent of three months salaries for staff employed by the organisation plus redundancy. For the year ended 31<sup>st</sup> March 2023, this would represent approximately £15,000. The unrestricted free reserves held at this date total £88,909. The Management Committee monitor this situation regularly and review the policy on at least an annual basis.



Some money Herts People First is given is to run special projects. We can only spend that money on running those projects. This is called **restricted money**.



We have to be able to show what we are spending any **restricted money** on. We keep good records to show how we are spending **restricted money** on the right things.



**Restricted reserves**

If Herts People First closed we could be asked to pay back some of the **restricted money** for any work we have not done.

The amount we could have to pay back is called **restricted reserves**.



**£15,693**

Herts People First has £15,693 of **restricted reserves** at the end of March 2023.



Herts People First also has things we own. This could be equipment, computers and furniture we have bought.



We only count things we own for more than 1 year. These things we own are called **fixed assets**.



We add up how much money these things are worth.

We have to remember that if we sold them we would get less money than we paid for them.



If we add up all our money and take away our **fixed assets** and our **restricted reserves** we can see how much is left.

This money is called **free reserves**.



**£88,909**

Herts People First has £88,909 of **free reserves** at the end of March 2023.





# Our money 2022 — 2023

**Income** - **Expense** = **Balance**  
(Money Coming In) (Money Going Out) (What is left)



-



**£41,546** - **£45,162** = **-£3,616**



**Money In Bank**  
**March 2022**  
**£108,218**

**+** **Balance** =  
(What is left)  
**-£3,616**

**Money In Bank**  
**March 2023**  
**£104,602**

**March**

**2022**

**March**

**2023**

1<sup>st</sup> April

2023

31<sup>st</sup> March

2024

# Our future plans



Herts People First want to carry on work and activities to achieve our aims and help makes the lives of people with learning disabilities in Hertfordshire better.



We will:

- Look at the difference Herts People First has made to people's lives.
- Agree our 'Plan for the future'.



Approved by the Trustees and signed on their behalf by:



**Carol Lee MBE**  
Chair



**John Simmons**  
Treasurer

**Date: 22/01/2024**

**INDEPENDENT EXAMINERS REPORT FOR  
THE YEAR ENDED 31 MARCH 2022**

I report on the accounts for the year ended 31<sup>st</sup> March 2023, which are set out on pages 24 - 32.

**Respective responsibilities of 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 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities 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 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities 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.

Josephine Rackstraw  
75 Roman Way  
Godmanchester  
Huntingdonshire PE29 2RW

Signed

Date: **22 / 01/ 2024**

# Herts People First

## Statement of Financial Activities

### For the year ended 31<sup>st</sup> March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
<b>Incoming resources</b>					
Grants and donations	2	40,925	-	40,925	41,235
Charitable activities	3	515	-	515	(825)
Investment income	4	106	-	106	-
<b>Total income</b>		<b>41,546</b>	<b>-</b>	<b>41,546</b>	<b>40,410</b>
<b>Resources expended:</b>					
Charitable activities	5	45,162	-	45,162	39,522
<b>Total expenditure</b>		<b>45,162</b>	<b>-</b>	<b>45,162</b>	<b>39,522</b>
<b>Net movement in funds</b>		<b>(3,616)</b>	<b>-</b>	<b>(3,616)</b>	<b>888</b>
<b>Reconciliation of funds:</b>					
Total Funds brought forward		92,525	15,693	108,218	107,330
<b>Total funds carried forward</b>	11	<b>88,909</b>	<b>15,693</b>	<b>104,602</b>	<b>108,218</b>

The notes on pages 26 - 32 form part of these financial statements.

The statement of financial activities includes all gains and losses in the year.

All income and expenditure derives from continuing activities.



# Herts People First

## Balance Sheet

### As at 31st March 2023

	Notes	2023	2022
		£	£
<b>Fixed Assets</b>			
Tangible assets	6	657	820
<b>Current Assets</b>			
Debtors & prepayments	7	586	3,736
Bank and cash balances		111,755	114,792
<b>Total Current Assets</b>		<u>112,341</u>	<u>118,528</u>
Creditors: Amounts falling due within one year	8	(8,396)	(11,130)
<b>Net Current Assets</b>		103,945	107,398
<b>Net Assets</b>		<u><b>104,602</b></u>	<u><b>108,218</b></u>
<b>Funds of the charity</b>			
Unrestricted income funds	11	88,909	92,525
Restricted income funds	11	15,693	15,693
<b>Total charity funds</b>		<u><b>104,602</b></u>	<u><b>108,218</b></u>

The financial statements were approved by the trustees on 22<sup>nd</sup> January 2024 and signed on their behalf by:

.....  
Carol Lee MBE  
Chair

.....  
John Simmons  
Treasurer

The notes on pages 26 - 32 form part of these accounts

# Herts People First

## Notes to the Accounts

### **ACCOUNTING POLICIES**

#### **1.0 Basis of preparation**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The accounts have been prepared on a going concern basis and represent a true and fair view of the position of the charity as at the end of the accounting period.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### **1.1 Accounting convention**

The financial statements have been prepared under the historical cost convention

#### **1.2 Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation and are depreciated over the estimated useful economic lives. The depreciation rate currently in use for all fixed assets held for use by the charity is 20% on the reducing balance.

#### **1.3 Pension costs**

The charity operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged as an expense in the year they are payable. Contributions are allocated between restricted and unrestricted funds based on hours worked.

#### **1.4 Resources Expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered. Resources expended have been analysed and have been allocated 100% to the relevant fund.

# Herts People First

## Notes to the Accounts

### 1.5 Incoming Resources

The charity derives its income from donations, legacies and other voluntary income and grants that provide core funding.

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- Any performance conditions attached to the item (s) of income have been met or are fully within the control of the charity or its subsidiary;
- There is sufficient certainty that the receipt of the income is considered probably; and
- The amount can be measured reliably.

Donation income is included within the Statements of Financial Activities as it is received. Legacies are recognised when the above criteria are met. Grants are recognised in the period to which they relate.

### 1.6 Governance costs

Governance costs are those costs associated with maintaining the governance of the charity as opposed to the management of the charity's activities

### 1.7 Fund Accounting

Funds held by the charity are either:

#### *Unrestricted general funds*

These are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

#### *Designated funds*

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects. No funds have currently been designated.

#### *Restricted funds*

These are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

# Herts People First

## Notes to the Accounts

<b>2 Grants and donations</b>	<b>Unres</b>	<b>Res.</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Herts CC – IHSCCT	37,998	-	37,998	37,798
HMRC Employment Allowance	2,427	-	2,427	2,437
Opening Doors/Lloyds Foundation donation	500	-	500	-
Good Things Foundation	-	-	-	1,000
	<u><b>40,925</b></u>	<u><b>-</b></u>	<u><b>40,925</b></u>	<u><b>41,235</b></u>

In 2022, Good Things Foundation was a restricted fund of £1,000

<b>3 Charity activities income</b>	<b>Unres</b>	<b>Res.</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Herts CC – Self Advocacy	-	-	-	(1,500)
Other Fees	515	-	515	675
	<u><b>515</b></u>	<u><b>-</b></u>	<u><b>515</b></u>	<u><b>(825)</b></u>

In 2022, there were no restricted funds

<b>4 Investment income</b>	<b>Unres</b>	<b>Res.</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Interest receivable	106	-	106	-
	<u><b>106</b></u>	<u><b>-</b></u>	<u><b>106</b></u>	<u><b>-</b></u>

<b>Charitable activities</b>				
<b>5 Expenditure</b>	<b>Unres</b>	<b>Res.</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Salaries	30,984	-	30,984	26,401
Depreciation	163	-	163	203
Governance	600	-	600	780
Other costs	13,415	-	13,415	12,138
	<u><b>45,162</b></u>	<u><b>-</b></u>	<u><b>45,162</b></u>	<u><b>39,522</b></u>



# Herts People First

## Notes to the Accounts

For comparative purposes below is the split of charitable expenditure for 2021

<b>Charitable activities</b>				
<b>5 Expenditure</b>	<b>Unres</b>	<b>Res.</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	
Salaries	25,677	724	26,401	31,811
Depreciation	203	-	203	254
Governance	780	-	780	610
Other costs	11,862	276	12,138	10,126
	<b>38,522</b>	<b>1,000</b>	<b>39,522</b>	<b>42,801</b>
<b>Other Costs</b>	<b>Unres</b>	<b>Res.</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Support	3,150	-	3,150	5,803
Travelling Expenses	112	-	112	341
General Running Costs	2,846	-	2,846	2,654
Preparation	32	-	32	32
Bookkeeping Fees	1,200	-	1,200	1,200
Telephone	393	-	393	383
Training and professional fees	5,250	-	5,250	1,647
Equipment	257	-	257	-
Self Advocacy	175	-	175	-
Website Costs	-	-	-	78
	<b>13,415</b>	<b>-</b>	<b>13,415</b>	<b>12,138</b>
<b>Governance Costs</b>	<b>Unres</b>	<b>Res.</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Examination Fees/ Accounts preparation	600	-	600	600
AGM & Meeting costs	-	-	-	180
	<b>600</b>	<b>-</b>	<b>600</b>	<b>780</b>

# Herts People First

## Notes to the Accounts

<b>6 Fixed assets</b>	<b>Core</b>	<b>Self Adv.</b>	<b>Involv. People</b>	<b>Sub Total C/FWD</b>
Cost	£	£	£	£
At 1 April 2022	18,474	777	995	20,246
Additions	-	-	-	-
At 31 March 2023	18,474	777	995	20,246
Depreciation				
At 1 April 2022	17,864	636	926	19,426
Charge for the year	122	27	14	163
At 31 March 2023	17,986	663	940	19,589
Net book values				
At 31 March 2022	610	141	69	820
At 31 March 2023	488	114	55	657

<b>7 Debtors &amp; Prepayments</b>	<b>2023</b>	<b>2022</b>
	£	£
Prepayments and accrued income	586	3,736
	<u>586</u>	<u>3,736</u>

<b>8 Creditors: Amounts falling due within one year</b>	<b>2023</b>	<b>2022</b>
	£	£
Trade and other Creditors	5,700	8,124
Accruals	1,808	1,048
Tax Liabilities	888	1,958
	<u>8,396</u>	<u>11,130</u>

### 9 Trustees' Remuneration and Expenses

No remuneration has been directly or indirectly paid or payable for the year out of the funds of the charity to any trustee or to any person or person connected with any of them for their work as a trustee, but they were reimbursed their travel and other expenses incurred.

Nil costs for 2023 (2022: £0) were paid in order to facilitate trustees with support requirements to attend meetings to manage the charity.

## 10 Employees' Remuneration

### Number of employees

The average monthly number of employees during the period was:

	2023 Number	2022 Number
Direct Charitable Expenditure	<u>1</u>	<u>1</u>

### Employment costs

	2023 £	2022 £
Gross salary	27,027	22,020
Employers N.I.	2,427	2,359
Employers Pension costs	<u>1,291</u>	<u>1,298</u>
	<u>30,745</u>	<u>25,677</u>

The total amount paid to key management personnel is £27,027.

There were no employees whose annual emoluments were £50,000 or more.

There is only one member of staff, who is responsible for running the charity.

11 Fund Analysis	General £	HPF Dev. & Training £	Star Partner- ship £	Digital Project	Total C/Fwd £
Incoming Resources	41,546	-	-	-	41,546
Resources Expended	45,162	-	-	-	45,162
<b>Net incoming resources before transfers</b>	<b>(3,616)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(3,616)</b>
Transfer between funds	-	-	-	-	-
<b>Net movement in funds</b>	<b>(3,616)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(3,616)</b>
Total Funds B/fwd	92,525	3,523	12,170	-	108,218
<b>Total Funds C/Fwd</b>	<b>88,909</b>	<b>3,523</b>	<b>12,170</b>	<b>-</b>	<b>104,602</b>
Fixed Assets	657	-	-	-	657
Bank	96,062	3,523	12,170	-	111,755
Other Current Assets	586	-	-	-	586
Current Liabilities	(8,396)	-	-	-	(8,396)
	<u>88,909</u>	<u>3,523</u>	<u>12,170</u>	<u>-</u>	<u>104,602</u>

# Herts People First

## Notes to the Accounts

Herts People First development and training money is for the development of self advocacy leaders and their supporters and a strengthened Hertfordshire based self advocacy user led organisation. This was in response to the recommendation from the review of self advocacy by the NDTi in 2012.

Star Partnership is a new restricted fund from monies transferred from the old Fulfilling Lives funds held for others pot. Currently proposals are being considered by the Charity Trustees for how this money will be spent.

The Good Things Foundation grant is for the supply of 10 tablets, mobile wi-fi and data, training and support for 10 people with learning disabilities in Hertfordshire who didn't have access to technology or the internet.

### Independent Examiner's Remuneration

12

Fees of £600 have been accrued for the 2023 examination and preparation of accounts.

	2023	2022
	£	£
Examination Fee	300	300
Preparation of Accounts	300	300
	<u>600</u>	<u>600</u>

### 13 Commitments under operating leases

At 31 March 2023 the charity had no annual commitments under non-cancellable operating leases.





# And a Big Thank You to



**Herts People First volunteers**



**Herts County Council - for funding**



**Leyden House Day Service,  
Stevenage – for office services**



**Lloyds Bank Foundation – for  
your donation**



**The Sadie Centre – for the free  
Positive Movement course**