



Taking Part

An Independent Service
for People with Health & Social Care Needs

Louise House, Roman Road,
Meole Brace, Shrewsbury, Shropshire SY3 9JN

Telephone: 01743 363399

takingpart@takingpart.co.uk

Changing Times, Changing Lives

31st December 2022

I am glad to say that Taking Part survived the previous year during the world wide pandemic. The changes in the world we had to face during 2019/2020 made us more resilient, creative and adaptable as an organisation. This year, 2021/2022 has not been without it's challenges though. We have had to focus on the health and well-being of our paid staff team and volunteers as well as those people with health and social care needs who we supported. At the beginning of the financial year for 2021 we could see that our staff team had done a tremendous job under a very difficult situation but they were tired and nearly burnout. Clients who requested and required our services were presenting with many issues some of which were complex and time consuming. We had to make sure that our staff team were well cared for and had all the support they required to be able to continue to doing their job. In recognition of their continue hard work, dedication and commitment, we were able to award staff a small pay rise in April 2021. This was really appreciated by all staff and did a lot to increase morale and help with rising fuel costs. Some members of the staff team had personal challenges and experienced lifechanging circumstances and they found comfort from the support of everyone in Taking Part. Given all the changing ways of working, increased complexity of clients and their challenges, our paid staff supported 1159 clients during the financial year of 2021/2022 which is excellent and really demonstrates the flexibility and reliability of our small staff team across Shropshire, Telford and Wrekin. We have been praised by one of our donators; they continue to be amazed at what we do within our limited funding and resources.

Advocacy

Information

Advice

Guidance

Registered Charity No: 1092033 |

Company Registration No: 4362948

Our Citizen Advocates provided 2851 volunteers hours which equates to £39 058 of paid staff time. We are thrilled to have such dedicated volunteers who provide clients with a learning difficulty with long term low level advocacy; ensuring that they understand our ever changing world and are equipped to deal with issues as they arise. We are very lucky to have retained most of our volunteers during 2021/2022. Taking Part are also very pleased to report that in August 2021 we were able to offer part time paid employment to a volunteer who has been with us since 2014.

Our Board of Trustees have been supportive to all paid staff and volunteers during another year of change and challenge. We strive to keep up to date with all the changes that is happening in the world of health and social care and having 2 board members of have nearly 20 years service as trustees for Taking Part helps us all keep grounded and confident that we are providing a service which is run like a business; reflecting our organisations value base and Business Plan, true to our articles of association and within budgets making us financial secure going forward.

During this financial year of 2021/2022, Taking Part has been able to generate some additional income by being commissioned by Shropshire Local Authority and then, CCG to do project work around health inequalities, engagement work, specific work for learning disability and representation for our experts by experience. We also had some grant funding for smaller projects to encourage activity and increase wellbeing. This additional funding has certainly helped Taking Part to manage our accounts.

With the introduction of Integrated Care System, Taking Part CEO has been involved in many workshops and meetings to see how the voluntary sector is being included in this new system. Within Shropshire, Telford and Wrekin (STW) there is much work being undertaken strategically by voluntary sector leads to ensure that charities and their work is being recognised as vital services in the prevention agenda in the world of health and social care. Taking Part is very much linked into this work encouraging community solutions and promoting self help where possible. This work is also looking at resilience and sustainability of the sector across STW and assessing our impact locally based on outcomes and outputs and social value.

Unfortunatley, at the end of this financial, our chair of trustees resigned. I offered to take up this position which was accepted by our other board

members. Like many other charities we are always seeking to recruit new trustees; we will endeavour to recruit a new trustees soonest.

Our team consists of:

Four volunteer trustees. Jean Harris (chair), John Godfrey, Sue Godfrey and Paul Hume-Miller

C.E.O. Julie Mellor, day to day management of the charity plus strategic representation, networking, maintaining our ongoing business plans and maintaining all required returns and outcome reports.

Six further contracted staff – 4 Shropshire based, 3 Telford based

Four sessional workers.

Ten Experts by experience.

Forty eight volunteer citizen advocates.

Two professional advisors.

Finances for the year 2020/21

Funding from local authorities, health, private funded commissions and other projects are reported on a quarterly basis and our monitoring and reporting mechanism reflect outputs, outcomes and funding spend.

We again had a slight underspend on our working budget for this year in line with Charities Commission guidance.

We hold reserves to cover running costs for 18mths in compliance with our reserves policy. We also continue to hold ring fenced redundancy funds for staff and liable costs in the event of charity closure.

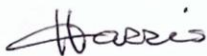
Accounts available on Charity Commission website.

Independently audited by;

Phillips Ltd. Chartered Accountants

4 Pearson Road, Central Park

Telford, Shropshire TF2 9TX



Jean Harris
Chair of Trustees

Taking Part

Registered Charity number 1092033
Company Limited by guarantee number 04362948

Unaudited Income and Expenditure Account for the Year Ended 31 March 2022

Offices
Taking Part
Louise House
Roman Road
Meole Brace
Shrewsbury
Shropshire
SY3 9JN

Accountants

Phillips Ltd
Chartered Accountants
4 Pearson Road
Central Park
Telford
TF2 9TX

Taking Part
Company No 04362948
Charity No 1092033
Contents of the Financial Statements

for the period 1st April 2021 to 31 March 2022

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Taking Part

Report of the Directors for the period 1st April 2021 to 31st March 2022

The Directors present their report with the financial statements of the company for the period 1st April 2021 to 31st March 2022.

Principal Activity

The principal activity of the company in the period under review was that of the prevention or relief of poverty and provision of information, advice, advocacy and training for those clients who have health and social care needs.

Directors

The directors who have held office during the period from 1st April 2021 to the date of this report are as follows:

Mr John Godfrey

Mrs Susan M Godfrey

Mr Peter Simmons (resigned 26th July 2022)


Mrs Jean Harris

Mr Paul R Hume-Miller

All the directors who are eligible offer themselves for election at the forthcoming Annual General Meeting.

This report has been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies.

ON BEHALF OF THE BOARD


Mrs Jean Harris

Date 22.12.2022

Independent Examiner's Report on the Accounts to the trustees of Taking part
On the Accounts for the period 1st April 2021 to 31st March 2022.

Independent examiner's report to the trustees of Taking Part

I report to the trustees on my examination of the accounts of Taking Part for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

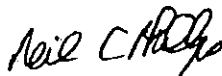
Independent examiner's statement

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and contents of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an Independent examination.

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

Neil Phillips FCA
Phillips Ltd
Chartered Accountants
4 Pearson Road
Central Park
Telford
TF2 9TX



Date

23/12/22

Taking Part**Statement of Financial Activities for the period 1st April 2021 to 31 March 2022**

	Note	Unrestricted funds £	Restricted funds £	2022 £	2021 £
Incoming resources from charitable activities					
Grants and contracts	2	281,987	15	282,002	188,128
Total Incoming resources		<u>281,987</u>	<u>15</u>	<u>282,002</u>	<u>188,128</u>
Resources expended					
Charitable activities		210,122	-	210,122	189,721
Total resources expended	3	<u>210,122</u>	<u>-</u>	<u>210,122</u>	<u>189,721</u>
Net incoming/(outgoing) resources		<u>71,865</u>	<u>15</u>	<u>71,880</u>	<u>(1,593)</u>

Taking Part
Balance Sheet as at 31 March 2022

	Note	Unrestricted funds £	Restricted funds £	2022 £	2021 £
Current assets					
Debtors	4	44,719		44,719	9,751
Cash at bank and in hand		202,678	151,280	353,958	314,662
Total current assets		247,397	151,280	398,677	324,413
Creditors					
	5	3,644	-	3,644	1,260
Net current assets		243,753	151,280	395,033	323,153
Net assets		243,753	151,280	395,033	323,153
Funds of the Charity					
		Unrestricted funds £	Restricted funds £	2022 £	2021 £
Opening Funds		171,888	151,265	323,153	324,746
Net incoming resources		71,865	15	71,880	(1,593)
Total funds		243,753	151,280	395,033	323,153

For the year ended 31st March 2022 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Directors on 29.12.22
and were signed on its behalf
by:

Mrs Jean Harris

Mrs Jean Harris

Taking Part

Notes to the financial statements for the period 1st April 2021 to 31 March 2022

1 Accounting policies

Basis of preparation

The financial statements 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.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred.

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.

2 Incoming resources from charitable activities

	2022	2021
	£	£
Grants	13,970	20,551
Other Income	268,032	167,577
	<u>282,002</u>	<u>188,128</u>

3 Total resources expended

	Charitable Activities 2022	Charitable Activities 2021
	£	£
Wages	168,801	156,896
Expenses	10,639	4,495
Telephone	2,767	2,132
Postage & Stationery	10,585	8,364
Computer Expenses	5,249	8,055
Staff training	818	3,179
Sundry expenses	2,188	1,335
Accountancy and professional charges	782	672
Travelling	3,150	442
Rent and premises costs	2,404	2,087
Insurance	2,648	2,004
Bank Charges	91	60
	<u>210,122</u>	<u>189,721</u>

Taking part

Notes to the Financial Statements for the period 1st April 2021 to 31 March 2022

4 Debtors: amounts falling due within one year

	2022	2021
	£	£
Trade Debtors	44,719	9,751
	<u>44,719</u>	<u>9,751</u>

5 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	-	-
Other creditors and accruals	3,644	1,260
	<u>3,644</u>	<u>1,260</u>

6 Taxation status

The company is a registered charity and, under sections 478 and 479 of the Corporation Tax Act 2010 is exempt from corporation tax on its charitable activities.

7 Reserves policy

General funds are unrestricted funds which are available for the use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designation for other purposes.

Designated funds comprise restricted funds that have been set aside by Trustees for particular purposes.

Reserves will be used to continue with the running of the service until other funds are obtained in the case of future lost income from statutory sources.

Funds in reserves will have to take into consideration payments required for staff redundancies and expenditure associated with the closure of the service if further funding is not forthcoming in the future. This expenditure will all be overseen by the board of Trustees.

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited.

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Registered Charity number 1092033
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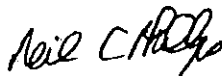
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