

NORTHAMPTONSHIRE PEOPLE FIRST LTD



**Speaking up for people with
learning difficulties and/or autism**

FINANCIAL STATEMENTS

**FOR THE 12 MONTHS ENDING
31 DECEMBER 2024**

**Charity Number 1097543
Company Registration Number 03030513**

**NORTHAMPTONSHIRE PEOPLE FIRST LTD FINANCIAL STATEMENTS
YEAR ENDED 31 DECEMBER 2024**

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NORTHAMPTONSHIRE PEOPLE FIRST LTD

TRUSTEES ANNUAL REPORT YEAR ENDED 31 DECEMBER 2024

The trustees, who are also directors for the purposes of company law, present their report and the independently examined financial statements of the company for the year ended 31 December 2024.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name: Northamptonshire People First Ltd

Charity registration number: 1097543

Company registration number: 03030513

Principal office & Registered office: Eskdaill House
15 Eskdaill Street
Kettering
Northants
NN16 8RA

Trustees serving during the period: Chair Mr Ben Wesley
Vice Chair Dawn Bell
Treasurer Mrs Alex Bell
Secretary Ms Dinah Elliott

Other members/ trustees
Mr Adrian Dyson
Miss Angela Still
Mr Phillip Smythe
Mr M Spiers

Accountants: DM Accounting Services
5 Bush Hill
Northampton
NN3 2PD

NORTHAMPTONSHIRE PEOPLE FIRST LTD

TRUSTEES ANNUAL REPORT YEAR ENDED 31 DECEMBER 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

The organisation is a charitable company limited by guarantee, incorporated on 8 March 1995 and registered as a charity on 15 May 2003. The company was established under a Memorandum of Association which established the objects and powers of the company and is governed under its Articles of Association. The company changed its name on 16 August 2017 to ***Northamptonshire People First Ltd*** and altered its Memorandum and Articles of Association to reflect this.

RECRUITMENT AND APPOINTMENT OF THE MANAGEMENT COMMITTEE

The directors of the company are also charity trustees for the purposes of charity law and are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected or re-elected to serve until the Annual General Meeting following election or re-election. The charity's work focuses on promotion of the rights of people with learning difficulties and/or autism.

The Management Committee seeks to ensure that these groups are appropriately reflected within the trustee body. The trustees are further assisted by experienced employees who deal with the administration and day to day running of the charity.

OBJECTIVES AND ACTIVITIES

The principal activity of the charity during the year continued to be the promotion of rights of people with learning difficulties and/or autism through the provision of training, advice, information, support services and research. The main objectives and activities for the year continued to focus on providing person centred support while maintaining our user-led values.

Since we have recognised people on the autistic spectrum and included them in our organisation, we have supported an increased amount on a one to one basis. The support that they have needed has been varied, from support with health appointments to benefit advice and guidance.

Our organisation will continue to support people who have a reduced ability to understand new information and learn new skills, with a reduced ability to cope independently that started before adulthood and has a lasting effect on their development. We provide advice and support for families and carers of people with learning difficulties and/or autism.

NORTHAMPTONSHIRE PEOPLE FIRST LTD

TRUSTEES ANNUAL REPORT YEAR ENDED 31 DECEMBER 2024

ACHIEVEMENTS AND PERFORMANCE

The principal funding sources and their purposes are as follows:

Provision of Service - The charity derives the majority of its income from the provision of services to help and support its members to promote self-advocacy and to achieve their goals. The charity also assists its members in raising awareness within the local community and in helping to empower vulnerable adults. Some of our members live alone and are supported to do so as independently as possible. All income is used to meet the costs of support staff, provide office space, activities and associated overheads.

Consultancy and Training – With remaining funding from the Transforming Care budget, we saw an opportunity to provide autism training for everyone in the organization. To foster greater inclusivity, we prioritized ensuring that all members of the organization gain a comprehensive understanding of how autism affects individuals and the condition in general. While we were capable of delivering this training internally, we felt it was more appropriate to outsource it to an independent provider to ensure fairness.

Shared Meals

This activity is still taking place fortnightly, on a Thursday. Our members pre plan what they will be cooking, taking into consideration each other's dietary needs and the costs. They always choose healthy, nutritious meals. Our members have put together many recipe folders to include low sugar, gluten free, dairy free and vegetarian options, this is regularly updated. Members help with the preparation, such as chopping and slicing, helping to measure out the ingredients and putting it all together. They are mindful of portion control and the different food types needed to eat a balanced diet. Socially, this is a great opportunity for them to eat a meal together as quite often they eat alone.

Activities

During the lambing season, a small group of our members visited Chester House to feed the lambs, which they really enjoyed. They appreciated the time spent with the animals. Afterwards, they went to Rushden Lakes for coffee and cake.

We held our annual boat trip in Northampton, this year opting for a smaller boat with an open end. Our members thoroughly enjoyed sitting in the sunshine, taking in the scenic views and engaging in conversation with fellow boaters along the way. While onboard we enjoyed a picnic.

During the Christmas season, we arranged a visit to a garden centre for a small group of members to participate in shopping and to explore the festive decorations. The selected garden centre provided numerous opportunities for members to purchase seasonal decorations and treats. We also took a break at the on-site café for lunch.

NORTHAMPTONSHIRE PEOPLE FIRST LTD

TRUSTEES ANNUAL REPORT YEAR ENDED 31 DECEMBER 2024

ACHIEVEMENTS AND PERFORMANCE CONT'D

We still have a weekly team meeting where we address the coming week and make plans and share information with our members. This also provides an opportunity for members to share any feedback or updates they would like to convey.

Since the introduction of our new room, it has become a tranquil space for therapy, relaxation, and private meetings. Equipped with a selection of DVDs and music, it offers a serene environment for our members. Every Tuesday, a fully trained therapist leads specialized sessions, including massages, facials, and beauty treatments, all accompanied by soothing music to enhance the experience.

Our new room allows us to buy and store plenty of craft equipment and resources. Members can engage in pre-prepared crafts or utilise the materials to create projects of their own choosing. Additionally, members frequently create cards for one another and for their loved ones.

Remembering Kevan

This year, we experienced the loss of our dear member, Kevan. He played a significant role within our team, and his vibrant smile and engaging personality left a lasting impact on all of us. In honour of Kevan, who did not have a traditional funeral, we chose to commemorate his life in a way that reflected his interests. We held a memorial on Halloween, which was both his birthday and a time he cherished. Our theme incorporated various elements that represented Kevan's passions. We created a collage featuring numerous photographs of Kevan, and each team member prepared a brief eulogy in his memory. Additionally, we released a balloon as a tribute to honour Kevan.

Visitors

We are still welcoming visitors for lots of different occasions, most notably we hosted a Christmas coffee afternoon where members invited their loved ones to participate in our annual carol singing and games. This was followed by Christmas sweet treats.

FINANCIAL REVIEW

This set of financial statements for Northamptonshire People First, represents the twentieth year as a registered charity. The charity continues to be financially prudent and is now operating at pre pandemic levels. Activities on offer are varied as well as providing several outside events during the year for members to experience.

New funding and income opportunities during the year were limited, however the charity did receive more client income through 'It's My Life', this income and the usual grant income more than covered expenses during 2024.

Most income sources were similar in 2024 to 2023, though the charity stopped receiving subletting rental income during 2023. Total income for 2024 was £78,420 up from £77,293 in 2023, a small increase of 1.5%.

NORTHAMPTONSHIRE PEOPLE FIRST LTD

TRUSTEES ANNUAL REPORT YEAR ENDED 31 DECEMBER 2024

FINANCIAL REVIEW CONT'D

Expenditure in 2024 was £68,117, slightly down from £69,677 in 2023, a 2.2% reduction. This reflects careful management of costs and achieving good value for money. The decrease was mostly due to a reduction in premises costs. This resulted in the Charity making a modest surplus of £10,303, compared to the smaller surplus of £7,616 in 2023..

Total reserves at year end were £102,300 made up mostly of unrestricted reserves, while the restricted funds were made up of the remaining £819 Transforming Care project which should be spent in 2025.

The charity continues to receive an unqualified independent examination, reflecting the good financial systems and procedures in place, giving our stakeholders peace of mind. The charity will continue to have bi-monthly finance meetings. We discuss important financial issues, ensuring relevant decisions are made and communicated back to the trustee meetings.

Looking forward, the charity remains in a healthy financial position and will continue to identify funding opportunities to grow the charity, as the economic climate improves. Our work is important to the local community we serve and due to the increased need for our services, it is vital that we continue to explore new funding sources, so that long term funding is secured.

A reserve policy is maintained at a level that ensures the charity's core activity can continue during a period of unforeseen difficulty. In setting the level of reserves, the charity has considered the reliability of income and financial risk. The charity concluded that it should hold reserves sufficient to fund the charity's costs for 3 months, giving time to consider its options and find a solution to any potential difficulties that may arise. This level has been calculated at £17,030. At 31st December 2024 the level of free unrestricted reserves was £101,481, significantly above the level required in the policy.

PLANS FOR THE FUTURE

Our plans for the new year remain the same, we wish to continue to raise awareness for the rights of people with learning difficulties and/or autism. Our members wish to continue to provide support and knowledge on learning disabilities and autism for our community. We wish to continue to work with other organisations and individuals to support and benefit the community.

Our staff will continue to support our members to learn new life skills, which in turn will help them to manage tasks easier and with more independence. Our staff will engage in ongoing personal training and development to stay informed about current knowledge regarding learning disabilities and autism, ensuring they provide optimal support to our members.

Our members wish to maintain the opportunity to oversee their own organization, engaging with all aspects of managing a self-advocacy charity. They aim to raise awareness in their local community about learning disabilities, autism, and the significance of advocacy. Additionally,

NORTHAMPTONSHIRE PEOPLE FIRST LTD

TRUSTEES ANNUAL REPORT YEAR ENDED 31 DECEMBER 2024

PLANS FOR THE FUTURE CONT'D

members express a desire to participate in research that will have an impact on themselves and their peers.

Our members would like to continue to provide assistance to professionals in helping them better comprehend how to communicate effectively with individuals who have learning disabilities and/or autism.

All members will participate in event planning and fundraising activities. In the coming months, our members have scheduled collections where they will also share information about our organisation.

The trustees, members and support staff will continue to speak up for the rights of vulnerable adults in society and to empower them to speak up for themselves.

ACCOUNTANTS

Our Accountants are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

Registered office:
Eskdaill House
15 Eskdaill Street
Kettering
Northants
NN16 8RA

Signed on behalf of the trustees



Mr Ben Wesley
Chair & Director/Trustee
Date: 24th March 2025

INDEPENDENT EXAMINER'S REPORT

To: **The trustees of Northamptonshire People First Ltd**

Registered Charity Number: **1097543**

I have examined the accounts of the Charity set out on pages 9 to 14, which have been prepared on the accruals concept for the financial year ending 31st December 2024.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also Directors of the company for the purposes of company law) 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 statement

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 to indicate that

1. accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
2. the accounts do not accord with such records;
3. where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
4. any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.



Date: 19th February 2025

Dean Middleton - Accountant

DM Accounting Services

5 Bush Hill

Northampton

NN3 2PB

NORTHAMPTONSHIRE PEOPLE FIRST LTD

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME & EXPENDITURE ACCOUNT)
FOR YEAR ENDED 31ST DECEMBER 2024**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
INCOME					
Income and Endowments From:					
Donations & Legacies	2	149	-	149	-
Charitable Activities	3	2,409	-	2,409	1,635
Income from Investments	4	390	-	390	334
Grants provided by Government/Other Charities	5	75,472	-	75,472	75,324
TOTAL INCOME		78,420	-	78,420	77,293
EXPENDITURE					
Expenditure On:					
Raising Funds	6	-	-	-	-
Charitable Activities	7	50,429	500	50,929	49,281
Support Costs	8	17,188	-	17,188	20,396
TOTAL EXPENDITURE		67,617	500	68,117	69,677
NET INCOME/(EXPENDITURE)		10,803	(500)	10,303	7,616
NET MOVEMENT IN FUNDS		10,803	(500)	10,303	7,616
Total Funds Brought Forward	15 & 16	90,678	1,319	91,997	84,381
Transfer of Funds	15 & 16	-	-	-	-
TOTAL FUNDS CARRIED FORWARD		101,481	819	102,300	91,997

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.
All of the above amounts relate to continuing activities.

The notes on pages 11 to 14 form part of these financial statements.

NORTHAMPTONSHIRE PEOPLE FIRST LTD
BALANCE SHEET AS AT 31ST DECEMBER 2024

		2024	2023
ASSETS	Notes		£
Fixed Assets			
Tangible Assets	11	201	268
Total Fixed Assets		201	268
Current Assets			
Debtors	12	1,750	1,750
Cash at Bank and in Hand	13	101,229	91,165
Total Current Assets		102,979	92,915
Creditors: Amounts Falling Due Within One Year			
Sundry Creditors	14	880	1,186
Total Current Liabilities		880	1,186
NET CURRENT ASSETS		102,099	91,729
TOTAL ASSETS LESS CURRENT LIABILITIES		102,300	91,997
NET ASSETS		102,300	91,997
FUNDS OF THE CHARITY			
Unrestricted Funds	15	101,481	90,678
Restricted Funds	16	819	1,319
TOTAL FUNDS		102,300	91,997

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS 102 SORP.

For the year ended 31st December 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

Trustees' responsibilities:

- The Trustees have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006; and
- The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts were approved by the board on the 24th March 2025
and are signed on their behalf by:

Signed 

Name (Printed)..... BEN WESLEY

Company Registration Number: 03030513

Charity Registration Number: 1097543

NORTHAMPTONSHIRE PEOPLE FIRST LTD
NOTES TO THE FINANCIAL STATEMENTS - YEAR ENDED 31ST DECEMBER 2024

1. ACCOUNTING POLICIES

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 also been prepared under 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) and with the Charities Act 2011

Going Concern - there are no material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern.

A summary of the more important accounting policies, which have been applied consistently throughout the company's accounting period is set out below.

a) Voluntary income is received by way of donations & gifts. Income is shown in full in the Statement of Financial Activities, when received. Gifts in kind are valued at their estimated value to the organisation and are included under the appropriate headings.

b) Intangible income is valued and included as income, to the extent that it represents goods and services where another party is bearing the financial cost and the benefit is quantifiable. Where it is difficult or not possible to quantify the benefit, or where there is no financial cost borne by another party (e.g. volunteers), the accounts do not include intangible income.

c) Grants, including grants for the purchase of fixed assets, are recognised in full in the Statement of Financial Activities in the year in which they were receivable.

d) Restricted funds are to be used for specified purposes as required by the donor. Expenditure which meets this criteria is allocated to the relevant fund. Income derived from these funds is retained within the funds concerned. Designated funds are part of unrestricted funds which the Trustees have designated to be used for a specific purpose. Where these funds yield income, this is available for general purposes. General funds are also unrestricted funds or designated funds and can be used for the Charity's purposes, as decided by Trustees.

e) The Charity operates a non-capitalisation policy for items of assets purchased under £1,000.

f) Depreciation is calculated so as to write off the costs of an asset, less its estimated residual value, over the useful life of that asset as follows: Equipment - 25% & Fixtures & Fittings - 25% both Reducing Balance

g) Fixed assets are initially recorded at cost.

h) Payments made under operating leases are charged to the Statement of Financial Activities in the period in which they are incurred.

2. DONATIONS & LEGACIES

	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
	£	£	£	£
Donations, Collections & Other	149	-	149	-
	149	-	149	-

3. INCOMING FROM CHARITABLE ACTIVITIES

	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
	£	£	£	£
Refunds and Other	2,409	-	2,409	-
Sub-letting Income	-	-	-	1,560
Training & Consultancy	-	-	-	75
	2,409	-	2,409	1,635

£75 was received for training via University of East Anglia.

The sub letting of a room was discontinued at 31st October 2023.

NORTHAMPTONSHIRE PEOPLE FIRST LTD
NOTES TO THE FINANCIAL STATEMENTS - YEAR ENDED 31ST DECEMBER 2024

4. INCOME FROM INVESTMENTS

	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
	£	£	£	£
Bank Interest Receivable	390	-	390	334

**5. GRANTS PROVIDED BY GOVERNMENT
AND OTHER CHARITIES**

	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
	£	£	£	£
<u>Government Grants</u>				
NNC - Provision of Support Services	33,954	-	33,954	34,596
Disability Resources	14,820	-	14,820	14,820
<u>Other Grants and Income</u>				
Clients	8,910	-	8,910	25,908
It's My Life	17,788	-	17,788	-
	75,472	-	75,472	75,324

6. RAISING FUNDS

	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
	£	£	£	£
Fundraising Event Costs	-	-	-	-

7. CHARITABLE ACTIVITIES

	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
	£	£	£	£
Provision of Charitable Services:				
Teaching & Support Staff Salary Costs	47,138	-	47,138	46,631
Travel and Vehicle Costs	2,655	-	2,655	1,592
Teaching Costs	-	500	500	-
Activities	125	-	125	545
Telephone & Website Costs	511	-	511	513
	50,429	500	50,929	49,281

**Analysis of Expenditure on Charitable Activities
By Fund:**

	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
	£	£	£	£
Provision of Support Services	50,429	-	50,429	49,281
Transforming Care	-	500	500	-
	50,429	500	50,929	49,281

8. SUPPORT COSTS

	Unrestricted Funds 2024	Restricted Funds 2024	Total Funds 2024	Total Funds 2023
	£	£	£	£
Premises Costs	10,229	-	10,229	15,439
Accountancy Advice	640	-	640	313
Expensed Equipment	-	-	-	753
Independent Examination Fees	800	-	800	800
Payroll Fees	297	-	297	284
Pension Costs	2,073	-	2,073	2,058
Depreciation of Office/Kitchen Equipment	67	-	67	89
Insurance	349	-	349	343
Sundry Expenses	2,667	-	2,667	245
Bank Fees & Interest	66	-	66	72
	17,188	-	17,188	20,396

NORTHAMPTONSHIRE PEOPLE FIRST LTD
NOTES TO THE FINANCIAL STATEMENTS - YEAR ENDED 31ST DECEMBER 2024

9. NET OUTGOING RESOURCES FOR THE YEAR

	Total 2024	Total 2023
	£	£
After charging; Depreciation	<u>67</u>	<u>89</u>

10. STAFF COSTS AND EMOLUMENTS

Aggregate staff costs were:

	Total 2024	Total 2023
	£	£
Salaries & Wages	44,118	43,014
Social Security Costs (Tax & National Insurance)	3,020	3,617
Pension Costs	2,073	2,058
	<u>49,211</u>	<u>48,689</u>

The average number of staff employed by the Charity during the financial years below, amounted to:

	2024	2023
Number of staff	3	3

There are no employee who received emoluments of more than £60,000 per annum.

There are no Trustees who received any remuneration during the year 2024.

11. TANGIBLE FIXED ASSETS

Equipment
£

COST

At 1st January 2024	10,393
Additions during the period	-
Disposals	-
At 31st December 2024	<u>10,393</u>

DEPRECIATION

At 1st January 2024	10,125
Charges during the period	67
At 31st December 2024	<u>10,192</u>

NET BOOK VALUE

31st December 2023	268
31st December 2024	<u>201</u>

12. DEBTORS

	2024	2023
	£	£
Prepayments	1,750	1,750
	<u>1,750</u>	<u>1,750</u>

13. CASH AT BANK AND IN HAND

	2024	2023
	£	£
Current Account	86,725	77,051
Savings Account	14,504	14,114
	<u>101,229</u>	<u>91,165</u>

14. CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Accrued Expences	880	880
HMRC National Insurance & Taxation	-	306
	<u>880</u>	<u>1,186</u>

NORTHAMPTONSHIRE PEOPLE FIRST LTD
NOTES TO THE FINANCIAL STATEMENTS - YEAR ENDED 31ST DECEMBER 2024

15. UNRESTRICTED FUNDS (GENERAL & DESIGNATED)

	Movement In Funds			
	Balance at	Incoming	Outgoing	Balance at
	01/01/2024	Resources	Resources	31/12/2024
	£	£	£	£
General Funds	90,678	78,420	67,617	101,481
	90,678	78,420	67,617	101,481

16. RESTRICTED FUNDS

	Balance at	Incoming	Outgoing	Transfer of	Balance at
	01/01/2024	Resources	Resources	Funds	31/12/2024
	£	£	£	£	£
Transforming Care	1,319	-	500	-	819
	1,319	-	500	-	819

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Fixed Assets	Net Current Assets	Total Assets
	£	£	£
Unrestricted Income Funds	201	101,280	101,481
Restricted Income Funds	-	819	819
Total Net Assets	201	102,099	102,300

18. TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES

None of the Trustees have been paid any remuneration or received any other benefits from an employment with their charity or related entity.