

The charity has had a very successful end of year with funding from the Community Fund from the Lottery for 3 years for just over £242,000, coupled with a donation of £30,000 from a private Trust Fund and funding from Severn Trent for £5,750, Epic Housing donated £750 for rebranding, all coming in November, as well as successful bids for small grants completed by Liam Jones for client activities.

This new funding from the Lottery will allow the charity to develop its services to meet an increasing demand and recruit staff into much needed posts. It will allow the charity to plan for future development. The charity has been asked by the Community Fund to become a CIO to safeguard Trustees even though the charity has indemnity insurance to cover Trustees. The charity will pursue this in the next year.

The charity had further funding, raised through ticket sales and the raffle that Sue Gibson organises at a performance from the Repertory Theatre, in Stoke which is greatly appreciated. The charity also has donations from clients and others to support the charity, coupled with fees from letters and life coaching which adds approximately £10,000 to unrestricted funds. The charity continues to link with other organisations for example, Support Staffordshire, VAST, NCT and Green Doors. The charity also receives a 50% reduction in rent from Newcastle Borough Council.

The carers groups in Stoke continue to receive £10,000 funding from the North Staffs Carers including at Middleport Matters, and Hazel Trees with PEGIS, as well as groups at Northwood Garden Centre/Trentham and @21 in Leek. These groups are run by Sue Gibson, Rosemary Robinson both Trustees and Judy Gregg Volunteer @21 group. Middleport Matters, Hazel Trees and @21 kindly give us free use of a room. A free location in Newcastle hasn't been available but is on our agenda.

The charity is still finding the NHS well-being service referring on average 12 clients a month as well as other referrals. The waiting list has lengthened to 12 months but with new staff hopefully in position in the new year it is hoped the list will be reduced. There is still no care pathway for our client group, and this has been raised with Commissioners and flagged at various NHS forums and continues to be an on-going issue. The charity actively is looking to recruit both Trustees and volunteers, but the charity sector has been slow to recover from the pandemic and people nationally are not giving their time nor money as freely. Funding is becoming harder to source as charities are all fighting for the same pots of money. Part of the Lottery bid is to look at sustainable funding creation.

Lifeworks continues to provide training to Keele University students providing placements for 7 students this year. Further training was given to the Foster First. A lot of organisations seek advice and guidance but do not want to pay for our expertise. This needs to be addressed in the next year especially around employment, reasonable adjustments and environmental impact assessments under the Equality Act 2010.

The current issues that clients are facing is the migration to Universal Credit from Employment Support Allowance which requires an online journal or telephone account which are not properly managed by the DWP, and misinformation is common. Some clients are being offered new style ESA as well by the DWP. The charity will seek further training next year.

The charity is finding that Personal Independent Payments are being heavily scrutinised, with long waiting times and a lot of people are being knocked off the benefit and it is harder to maintain as they are only offering



telephone assessments which tend to be biased and lack credibility as clients are often misquoted or talked into agreeing with the assessor. We continue to advise clients to ask us to fill the forms in for them as they are not wording things correctly to score points. Our support letters are getting lengthy so the charge of £50 is now standard for PIP, to complete the form and write a supporting letter.

Housing is also an issue as we currently have 2 homeless clients both based in Stoke-on-Trent priority has been given to other groups even though our clients are highly vulnerable because of their conditions. Stoke of autism and ADHD. Then female client had turned two places down and been barred from their services with no recognition that she did not understand the rules. The CEO will follow this up. Aspire housing and Newcastle housing options on the other hand actively work with us.

In Staffordshire the council are tightening up on the requirements to get a blue badge requesting 8 points in DWP PIP "Moving Around" for the first time. Stoke-on-Trent has not followed this. There seems to be a drive to reduce the numbers of blue badges as we have an aging population.

Our clients report an ongoing issue with bus services in that they can leave early, routes are changed, do not turn up because they have been cancelled without warning and a reduced bus service. The charity is recommending that clients check online to ensure buses are running to schedule. The charity is working with NCT to look at how we can improve things for our clients.

I would like to thank all Trustees, Staff and Volunteers in supporting the charity and in helping to continue the good work that we are doing in supporting this much marginalised group in society.

**Lifeworks Staffordshire**  
(Registered charity, number 1120803)  
**Financial Statements**  
**for the year ended 31 December 2024**

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**Lifeworks Staffordshire  
Trustees' Annual Report  
for the year ended 31 December 2024**

**Full name** Lifeworks Staffordshire

**Registered charity number** 1120803

**Principal address**

12 Merrial Street  
Newcastle-under-Lyme  
Staffordshire  
ST5 2AD

**Trustees**

Janet Robson  
Roy Gregg  
Linda Shenton  
Roger Fitz-Herbert  
Margaret Kathleen Edwards  
Rosemary Robinson  
Susan Mary Gibson

Chair  
Vice Chair  
Treasurer

**Bankers**

Co-operative Bank

**Independent examiner**

Daryl Denson ACMA  
VAST  
The Dudson Centre  
Hope Street  
Hanley  
Stoke on Trent  
ST1 5DD

**Governance and management**

The charity is operated under the rules of its constitution adopted 2 March 2007 as amended 13 July 2007 and 6 November 2009.

**The methods adopted for the recruitment and appointment of new trustees**

Trustees are appointed at the Annual General Meetings. Nomination forms are sent out ahead of the AGM, which are assessed by the committee beforehand. Knowledge of Autistic Spectrum Conditions and managerial roles are preferred.

**Aims and objectives**

To further such charitable purposes for the benefit of people 14+ with Autistic Spectrum Conditions, (referred to as ASC'S) with or without a formal diagnosis and associated family, carers, professionals, and significant others. In particular but not exclusively by:

- a) Providing or assisting in the provision of funding/services to enable people with ASC'S to have a sustainable lifestyle in adulthood.
- b) Educating all sectors of the community in the needs of adults with ASC'S.
- c) Providing a person-centred approach to rising adults (14+) and adults with ASC'S through assessment of need, a profile of service user, social interpretation, advocacy, social and life skills coaching and mentoring in work.

**Lifeworks Staffordshire  
Trustees' Annual Report (continued)  
for the year ended 31 December 2024**

**Summary of the main activities undertaken for the public benefit**

Lifeworks Staffordshire was established in September 2006 and is the only registered charity in the county which provide a one stop shop approach to providing services that are specifically tailored for high functioning people, post fourteen, with ASC'S working towards a sustainable future life.

This is done through initial assessment and profiling by qualified assessors to identify needs, including direct referral for a diagnosis in some cases, an allocation of a volunteer outreach worker (where pertinent), mentoring and information giving to develop strategies to improve an individual's ability to cope with everyday life. Providing risk assessment and documenting personal information which is accessible to our client's. We may keep in contact through a range of media including via Facebook or text depending upon client needs. We give advice from our helpline or 1 to 1 support to gain housing, benefits, work experience, jobs, support to gain direct payment and employing a personal assistant and home visits.

Our aim is to enable our clients to develop a sustainable rewarding lifestyle by providing help for example with gaining and retaining medical, dental intervention, education, benefits, housing, work or work experience, hobbies, interests, through support and networking with families, involved professionals and other third sector organisations.

Lifeworks are always looking for people to help, whether that this may be by making a donation, organising a fundraising event or offering a work placement. As a charitable organisation we are actively seeking funding to enable us to develop our unique service for more information please look at the website – [www.lifeworksstaffordshire.org.uk](http://www.lifeworksstaffordshire.org.uk).

**Public Benefit**

The trustees of the Charity are aware of the Charity Commission's guidance on public benefit and have had regard to it in their administration of the Charity.

**The charity's policy on reserves**

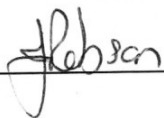
The charity holds £7,000 in reserve to pay any bills or redundancy in the event of the charities closure.

**Main risks**

Lifeworks actively search for funding and apply monthly even for small pots of funding. Volunteers are made up of parents, carers, and clients. This gives them work ethics for possible future employment of volunteer positions. We are currently looking toward corporate sponsorship for sustainability of Lifeworks.

Signed on behalf of the charity's trustees:

Signed \_\_\_\_\_  
Janet Robson  
Chair



Date 28/05/2025



**Independent examiner's report to the trustees of  
Lifeworks Staffordshire  
for the year ended 31 December 2024**

I report to the charity trustees on my examination of the accounts of the charity for the period ended 31 December 2024 which are set out on pages 5 to 7.

**Respective responsibilities of trustees and examiner**

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


I report in respect of my examination of Lifeworks Staffordshire 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 Lifeworks Staffordshire 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 accounting requirements concerning the form and content 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.

Signed   
Daryl Denson ACMA  
VAST

Date 17/06/2025

**Lifeworks Staffordshire  
Receipts & Payments Account  
for the year ended 31 December 2024**

		Restricted Funds £	Unrestricted Funds £	2024 Total £	2023 Total £
	Notes				
<b>Receipts</b>					
Grants & Donations	3	30,693	37,586	68,279	46,835
Fundraising		-	4,284	4,284	2,688
Life Coaching		1,520	-	1,520	-
Subscriptions		-	277	277	-
Training		-	6,725	6,725	-
Activities		-	909	909	-
Sundry		-	2,420	2,420	162
<b>Total receipts</b>		<b>32,213</b>	<b>52,201</b>	<b>84,414</b>	<b>49,685</b>
<b>Payments</b>					
Rent		-	5,000	5,000	5,066
Wages		13,067	10,193	23,260	23,210
Travel Expenses		919	439	1,358	1,463
Insurance		-	914	914	907
Subscriptions		187	165	352	551
Refreshments		513	106	619	527
Activities		2,744	4,246	6,990	4,220
Telephone		397	193	590	648
Stationary		202	435	637	679
Equipment & Renewals		300	1,170	1,470	689
Professional Fees		148	643	791	1,212
Payroll Expenses		229	39	268	675
Utilities		-	1,345	1,345	962
Accounts		-	630	630	600
Training		-	30	30	-
Sundries		318	286	604	240
<b>Total payments</b>		<b>19,024</b>	<b>25,834</b>	<b>44,858</b>	<b>41,649</b>
<b>Net receipts/(payments)</b>		<b>13,189</b>	<b>26367</b>	<b>39,556</b>	<b>8036</b>
Transfers between funds		-	-	-	-
Cash funds at start of this period		25,218	18,820	44,038	36,002
<b>Cash funds at end of this period</b>		<b>38,407</b>	<b>45,187</b>	<b>83,594</b>	<b>44,038</b>

**Lifeworks Staffordshire  
Statement of Assets and Liabilities  
at 31 December 2024**

	2024 £	2023 £
<b>Cash Assets</b>		
Cash in Bank	80,848	42,585
Petty Cash	1,807	1,453
PayPal	939	-
	<u>83,594</u>	<u>44,038</u>

These financial statements are accepted on behalf of the charity by:

Signed  
Janet Robson  
Chair



Dated 28/05/2025



**Lifeworks Staffordshire**  
**Notes to the Accounts**  
**for the year ended 31 December 2024**

**1. Receipts & payments accounts**

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due. For the purposes of understanding a statement of assets and liabilities at the year-end has been included.

**2. Trustees' remuneration**

Trustees received no expenses, remuneration or benefits in this year.

**3. Grants and donations**

During the year £37,586 (2023: £16,143) was received in unrestricted grants and donations and £30,693 (2023: £33,541) in restricted grants and donations.

**4. Funding analysis**

	Opening Balance	Receipts	Payments	Transfers	Closing Balance
	£	£	£	£	£
<b>Restricted Funds</b>					
Big Lottery	-	20,182	-	-	20,182
Leek United	-	1,510	(1,493)	-	17
Sported Grant	-	2,000	-	-	2,000
Life Coaching	-	1,514	-	-	1,514
Groundwork UK - Tesco	821	-	-	-	821
Door/Ramp Fund	2,000	-	-	-	2,000
Staffordshire Fire	4	-	-	-	4
Severn Trent Recovery Fund	861	5,750	(148)	-	6,463
SCC Recovery Fund	24	-	-	-	24
Computer Club	76	-	-	-	76
Doing Our Bit	650	-	-	-	650
Richardson Foundation	430	-	-	-	430
Community Champion Grant	17	-	-	-	17
Together Active	3	-	-	-	3
EMRF	313	-	-	-	313
Ornua Food UK	240	-	-	-	240
North Carers Fund	995	1,252	(1,125)	-	1,122
EMR	2,021	-	-	-	2,021
LCF	2,672	-	-	-	2,672
NHS	16,007	-	(2,036)	-	13,971
PCL	26	-	(14,225)	14,199	-
<b>Restricted Funds</b>	<b>27,160</b>	<b>32,208</b>	<b>(19,027)</b>	<b>14,199</b>	<b>54,540</b>
<b>Unrestricted Funds</b>	<b>16,878</b>	<b>50,720</b>	<b>(24,345)</b>	<b>(14,199)</b>	<b>29,054</b>
<b>Total Funds</b>	<b>44,038</b>	<b>82,928</b>	<b>(43,372)</b>	<b>-</b>	<b>83,594</b>



*Lifeworks Staffordshire  
12 Merrial Street  
Newcastle-under-Lyme  
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ST5 2AD*

VAST  
The Dudson Centre  
Hope Street  
Hanley  
Stoke on Trent  
ST1 5DD

This representation letter is provided in connection with your independent examination of the financial statements of Lifeworks Staffordshire for the year ended 31 December 2024 for the purpose of providing an independent examiner's report in accordance with section 145 of the Charities Act 2011 and the General Directions on independent examinations given by the Charity Commissioners under section 145(5)(b) of the Charities Act 2011.

We acknowledge as trustees our responsibilities under the Charities Act 2011 for preparing financial statements which give a true and fair view and for making accurate representations to you.

We confirm that the following representations are made on the basis of enquiries of management and staff of the charity with relevant knowledge and experience and, where appropriate, of inspection of supporting documentation sufficient to satisfy ourselves that we can properly make each of the following representations to you.

We confirm, to the best of our knowledge and belief and having made appropriate enquiries of other trustees and officials of the Charity, the following representations:

**Accounting records**

All the accounting records have been made available to you for the purpose of your independent examination and all the transactions undertaken have been properly reflected and recorded in the accounting records. All other records and related information which might affect the truth and fairness of, or necessary disclosure in, the financial statements, including minutes of trustees' and relevant management meetings, have been made available to you and no such information has been withheld.

**Accounting policies**

We confirm that we have reviewed the charity's accounting policies and estimation techniques and, having regard to the possible alternative policies and techniques, the accounting policies and estimation techniques selected for use in the preparation of the financial statements are the most appropriate to give a true and fair view for the charity's particular circumstances, as required by Accounting Standards.

**Related parties**

We confirm that we have disclosed all related party transactions relevant to the charity and that we are not aware of any other such matters required to be disclosed in the financial statements whether under Accounting Standards, the Statement of Recommended Practice FRS 102 or other requirements.

**Contractual arrangements/agreements**

All contractual arrangements entered into by the charity with third parties have been properly reflected in the accounting records or, where material (or potentially material) to the financial statements, have been disclosed to you.



**Laws and regulations**

We are not aware of any instances of actual or potential breaches of or non-compliance with laws and regulations that are central to the charity's ability to conduct its business, to the retention of charitable status, or that could have a material effect on the financial statements.

We are not aware of any irregularities, or allegations of irregularities including fraud, involving management or employees who have a significant role in the accounting and internal control systems, or that could have a material effect on the financial statements.

**Fraud**

We acknowledge our responsibility for the design and implementation of internal control to prevent and detect fraud.

We have disclosed to you:

- i) the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud
- ii) our knowledge of fraud or suspected fraud affecting the charity involving:
  - Management
  - Employees who have significant roles in internal control, or
  - Others where the fraud could have a material effect on the financial statements;
- iii) our knowledge of any allegations of fraud, or suspected fraud, affecting the charity's financial statements communicated by employees, former employees, analysts, regulators or others.

**Grants and donations**

All grants, donations and other income have been notified to you and where the receipt is subject to specific terms or conditions, we confirm that they have been recorded in restricted funds. There have been no breaches of terms or conditions during the period in the application of such income.

**Completeness of Income**

We confirm that to the best of our knowledge all income receivable by the Charity during the accounting period has been included in the financial statements.

**Taxation**

We confirm that to the best of our knowledge, throughout the year, the Charity has acted within its charitable objectives and therefore there are no activities on which the Charity should be accounting for direct taxes.

**Subsequent events**

There have been no circumstances or events subsequent to the period end which require adjustment to or disclosure in the financial statements, the notes thereto and the trustees report.

**Going Concern**

We believe that the charity's financial statements should be prepared on a going concern basis on the grounds that the current and future sources of funding or support will be more than adequate for the charity's needs for at least the next year from the date of this letter.

We believe that no further disclosures relating to the charity's ability to continue as a going concern need to be made in the financial statements.

**Assets and liabilities**

We have no plans or intentions that may materially alter the carrying value or classification of assets and liabilities reflected in the financial statements.

In our opinion, on realisation in the ordinary course of the business the current assets in the balance sheet are expected to produce no less than the net book amounts at which they are stated.

The charity has not had nor entered into at any time during the year, any arrangement, transaction, or agreement to provide credit facilities (including loans, quasi-loans or credit facilities) for trustees nor to guarantee or provide security for such matters.

We have recorded or disclosed, as appropriate, all liabilities, both actual and contingent.

**Litigation**

We are not aware of any pending or threatened litigation, proceedings, hearing or claims negotiations which may result in significant loss to the charity.

As minuted by the board of trustees at its meeting on .....

.....  
Trustee

For and on behalf of Lifeworks Staffordshire