



Annual Report &

Accounts 2020-2021



A Voice For People with Learning Disabilities

We would like to thank our Staff Team (Julie, Schadia, Lisa & Michelle) all our volunteers for all their hard work and support over the last year.

We would like to give special to Jackie Bird our accountant for all the hard work she has done sorting out our accounts

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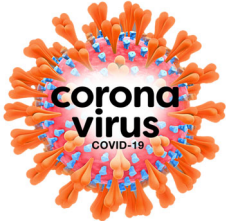
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Summary

It is unlikely that anyone will ever forget the challenges of the last 12 months.

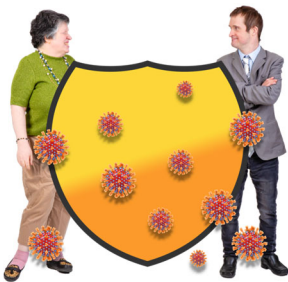


None of us have ever had to deal with the issues created by the realities of a global pandemic.



Covid 19 has changed everything about the way that we work.

Like many organisations we had to make the decision not to offer anything that is building based from March 2020.



Many of the people we work with have had to shield or live in settings with other people or family members who were at greater risk if they were exposed to covid 19.

So we have had to think about other ways to stay in touch with people over the last year.



We have made sure to share lots of information with everyone to help people understand what is going on.



With the rise in fake news stories it has been more important than ever to make sure people have access to accessible and factual information



The team is available at the end of the phone to offer support.



We were successful in getting a small grant from the Tesco Bags for Help this helped us buy mobile phones so we could work remotely.

It also helped us buy some other resources that helped us with our support to the wider community.

Supporting people remotely is difficult as so many people with learning disabilities do not have access to the internet and need support to get online.



We were successful in an application to a grant called Creating Connections. It's a partnership between SeeAbility and Learning Disability England (LDE) and their members.



Many people, including people with learning disabilities, have felt lonely during COVID-19 and found it difficult to adjust to the lockdown rules.



Creating Connections is designed to support people to use the internet safely to connect with friends and family.

It's all about learning new skills so that you can use the internet safely to create new friendships and interests.



We were part of the steering group for this project. It was very useful to learn from the experiences of other projects from around the country.



With the funding from this project we were able to offer 3 zoom sessions per week. We raised awareness locally about the impact of digital exclusion issues that have had a particular impact on people with learning disabilities.

All meetings have gone virtual in the last year – so Wigan & Leigh People First has continued to represent self-advocates at both local and regional decision making forums.

There are still significant barriers to supporting inclusion at these events, but things have become a little easier as the year has gone on.

Things are still very uncertain but we are hopeful that life will get back to normal later this year

Supporting the Community

We started looking at ways we could support our local community in March 2020 – we have carried on doing this over the last year.



Our community support offer has grown – we have been providing our food pantry on a regular basis. At the last count, the Pantry has been open 140 times so far.

We also provided lunch bags for local children during lockdown, we made a range of activity packs as well so children had things to do.



We converted the old foyer area into our food pantry and book exchange. We are proud of the work we have done to help others during this challenging time.



We even made a notice board to put at the front of our building as a way of sharing information about ways that people could help.





What is Wigan & Leigh People First?



Wigan & Leigh People First is a user led self advocacy charity for People with Learning Disabilities.

Self advocacy is about Speaking Up for yourself. We listen to what people have to say and support people to have a voice.

We want to make the lives of people with learning disabilities better; our members want to have more choice and control.

Speaking up

Campaigning

Making a Difference



We have been a charity since 2008 and we are based in Golborne in Wigan. We offer, drop in sessions, workshops and social opportunities. These are for anyone with a learning disability across Wigan Borough & the surrounding areas.

We can also offer our services to provide independent consultation or focus groups with people with learning disabilities.



We could also 'translate' your documents into a Easy Read format. We have lots of experience of making documents easier to understand



Some images from our Food Pantry



The Legal Section



Wigan & Leigh People First is a Registered Charity. Charity law covers the rules about how charities are run. We have to make sure we follow these rules.



Some of these rules are about the information we have to put in our Annual Report



We have to tell you what our Charity is called and any other names we use



Wigan & Leigh People First is the name of the Charity, it is the only name we use for the group.



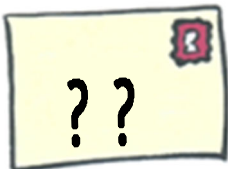
We have to say what our Charity Registration number is



Our registration number is 1127251



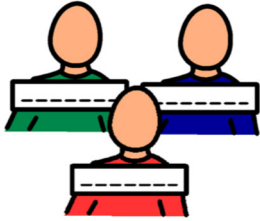
We have to say the address of our registered office
Wigan & Leigh People First



149A Lowton Road, Golborne, WA3 3HT



We have to give the names of all the trustees of Wigan & Leigh People First



These people are our Trustees:

Adrian Shone

Carl Bridden

Liam McQuirk

Jodie Peel



We have to say how we choose our Trustees



Once a year we nominate new Board members. We do this at the Annual General Meeting. Members of Wigan and Leigh People First will vote for the best person to do the job



We have to say what legal document we use that shows the rules about how we run Wigan & Leigh People First



Wigan & Leigh People First has a Constitution

Our Constitution was officially adopted on the 15 April 2008. We amended our Constitution on November 2017

Rule



We have to make a statement about our reserves policy



Reserves are the money the charity puts on one side to cover emergencies



Our reserves policy says that People First will keep a month's salary on one side for all our employees

Rule



We have to show that the work that we do is of Public Benefit



Public Benefit shows how the work of the charity helps the public, or a section of the public.



We have to show that our work has a Public Benefit

Rule



We have to give a summary of the Aims & objectives of the Charity

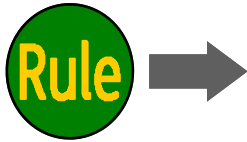


The Aims & Objectives let you know about the kind of work the Charity does

You can find the summary on Page 15 .



The full copy of our aims & Objectives is in our Constitution. Please get in touch if you would like to see a copy of our constitution



We must have Annual accounts. These accounts must have an independent examination



Accounts are the record of the money we have and how we spend it

An independent examination means that someone separate from the charity who knows about accounting checks our accounts



You can find a copy of our accounts on page 16



AIMS & OBJECTIVES

(This is what you want to do in this group)



We help People with Learning Disabilities to speak up for themselves and to give a voice for People with Learning disabilities who cannot speak up



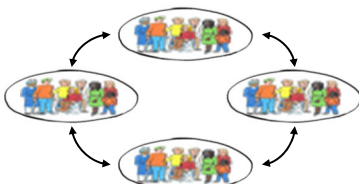
We give people with Learning Disabilities the chance to talk about what matters to them



We tell people about laws and what they mean and help people learn more about their rights



We will promote the rights of People with Learning Disabilities and speak to local people about the aims of Wigan & Leigh People First



We will develop and maintain links/partnerships with other self advocacy organisations in the North West of England.



Wigan and Leigh People First is where people make new friends and have fun.



We will get more people to volunteer to support members of Wigan and Leigh People First.

We will get more People with Learning Disabilities to



We will develop projects that support the hopes & dreams of our membership.

These projects will promote rights, choice, inclusion and independence and will improve people's health and wellbeing.

Charity Registration Number: 1127251

Wigan & Leigh People First
TRUSTEES' ANNUAL REPORT AND
FINANCIAL STATEMENTS
For The Year Ended 31 March 2021

WIGAN & LEIGH PEOPLE FIRST

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WIGAN & LEIGH PEOPLE FIRST

MEMBERS OF THE BOARD AND PROFESSIONAL ADVISORS

Registered Charity Name	Wigan & Leigh People First
Charity Number	1127251
Registered Office	149a Lowton Road Golbourne WA3 3HT
Trustees	Damian Durrands Carl Bridden Adrian Shone Jodie Peel Liam McGuirk
Accountants	Community Accounting Lancashire C.I.C. Foxfields 9 Norley Close Chadderton Oldham OL1 2RA
Bankers	Co-Operative Bank plc PO Box 250 Skelmersdale WN8 6WT

WIGAN & LEIGH PEOPLE FIRST

**REPORT TO THE MEMBERS ON THE UNAUDITED FINANCIAL STATEMENTS OF
WIGAN & LEIGH PEOPLE FIRST**

YEAR ENDED 31 MARCH 2021

I report on the accounts for Wigan & Leigh People First for the year ended 31 March 2021 set out on pages 4 to 6.

Respective Responsibilities of Trustees and Examiner

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

The charity's trustees consider an audit is not required for this year under section 144 of the 2011 Act, and that an independent examination is needed.

It is my responsibility as independent examiner to:

- ~ examine the accounts under section 145 of the 2011 Act
- ~ follow the applicable Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act, and
- ~ to state whether particular matters have come to my attention

Basis of Independent Examiners Report

My examination was carried out in accordance with the 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 of 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 I do not express an audit opinion on the accounts.

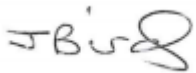
Independent Examiners Statement

I have completed my examination for the year ended 31 March 2021.

I can confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- ~ accounting records were not kept in accordance with section 130 of the 2011 Act or
- ~ the accounts do not accord with the accounting records to comply with the accounting requirements of the 2011 Act

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



3rd June 2021

Miss Jacqueline Bird F.M.A.A.T.

Community Accounting Lancashire C.I.C.

Foxfields,

9 Norley Close,

Chadderton,

Oldham,

OL1 2RA

WIGAN & LEIGH PEOPLE FIRST
RECEIPTS AND PAYMENTS ACCOUNT

YEAR ENDED 31 MARCH 2021

	<i>Notes</i>	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
RECEIPTS					
Grants and Donations	2	11,977	2,071	14,048	5,076
Club Night		-	-	-	-
Tuesday Group & Session Fees		-	-	-	964
Venue Hire	4	59,288	-	59,288	75,286
Refunds		-	-	-	-
Food Sales		276	-	276	2,653
Other Income		-	-	-	-
Bank Interest		-	-	-	-
TOTAL RECEIPTS		71,541	2,071	73,612	83,979
PAYMENTS					
Salaries Costs		48,884	647	49,531	48,151
Rates, Rent & Venue Costs		11,937	300	12,237	14,562
Telephone & Internet		879	543	1,422	771
Electricity		5,089	-	5,089	8,056
Water		380	-	380	405
Postage, Printing & Stationery		270	29	299	435
Computer & Office Equipment/Furniture		697	300	997	629
Software Costs & Consumables		677	90	767	586
Facilitation Fee		-	-	-	-
Events & Conference Costs		-	-	-	20
Music & TV Entertainment		338	-	338	351
Advertising & Publicity		-	-	-	101
Website		392	-	392	359
Staff Training & CRB's		-	-	-	12
Resources & Kitchen Supplies		1,242	162	1,404	2,299
Hospitality & Food Purchased		415	-	415	1,781
Travel Costs		52	-	52	338
Insurance		485	-	485	871
Insurance Claims & Break Ins		-	-	-	2,037
Repairs, Maintenance & Improvements		261	-	261	1,510
Gardening & Outdoors		73	-	73	291
Cleaning & Bathroom Supplies		357	-	357	890
Waste Disposal Costs		596	-	596	579
Accountancy Fees		-	-	-	1,716
Payroll Costs		416	-	416	128
Professional Fees & Subscriptions		453	-	453	334
Bank Charges & Interest Fees Paid		77	-	77	135
Other Expenditure & Sundries		3	-	3	23
TOTAL PAYMENTS		73,973	2,071	76,044	87,370
Net of receipts/(payments)		(2,432)	-	(2,432)	(3,391)
Cash funds at 31 March 2020		4,252	-	4,252	7,643
Cash funds at 31 March 2021	3	1,820	-	1,820	4,252

WIGAN & LEIGH PEOPLE FIRST
STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 MARCH 2021

	Unrestricted Funds £	Restricted Funds £	Total Funds £
CASH FUNDS			
Cash at Bank and In Hand	1,820	-	1,820

LIABILITIES

Independent Examination Fee (year ended 31 st March 2020)	£
Additional Accountancy Fees (year ended 31 st March 2020)	(742)
Independent Examination Fee (year ended 31 st March 2021)	(250)
Additional Accountancy Fees (year ended 31 st March 2021)	(742)
	(250)

Note: 2 years accounts prepared in May 2021 for the year ended 31st of March 2020 and 31st of March 2021

The financial statements were approved by the Board of Trustees on01/06/21..... and signed on their behalf:

C. Bridgen

Signed:.....

Name:.....*Carl BRIDGEN*.....
 Trustee

WIGAN & LEIGH PEOPLE FIRST

NOTES TO THE FINANCIAL STATEMENTS

for the Year Ended 31 March 2021

1. Receipts and Payments Accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation 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.

2. Grants and Donations

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
HMRC Coronavirus Support Grant	10,000	-	10,000	-
Tesco Bags of Help	-	500	500	-
Creating Connections Project		1,571	1,571	-
Social Work Placement	1,400	-	1,400	-
General Donations	577	-	577	5,076
	<u>11,977</u>	<u>2,071</u>	<u>14,048</u>	<u>5,076</u>

3. Fund Analysis

Fund Name	Balance at 1 April 2020 £	Receipts £	Payments £	Transfers £	Balance at 31 March 2021 £
Unrestricted Funds	4,252	71,541	(73,973)	-	1,820
Restricted Funds:					
Tesco Bags of Help	-	500	(500)	-	-
Creating Connections Project	-	1,571	(1,571)	-	-
	-	<u>2,071</u>	<u>(2,071)</u>	-	-
Total Funds	<u>4,252</u>	<u>73,612</u>	<u>(76,044)</u>	-	<u>1,820</u>

4. Related Parties

Julie Davies and Schadia Boueri, are salaried at “Wigan & Leigh People First”, and are both Directors at “People First Support C.I.C (Registered Number 08586020)”, who are based at the same premises, however they do not receive a salary or take any benefits from “People First Support C.I.C.”

“People First Support C.I.C.” have made payment transactions during the year totalling £59,288 to “Wigan & Leigh People First”, which are in accordance with a venue hire agreement and are included in ‘Venue Hire’ income.

Map to Our Office



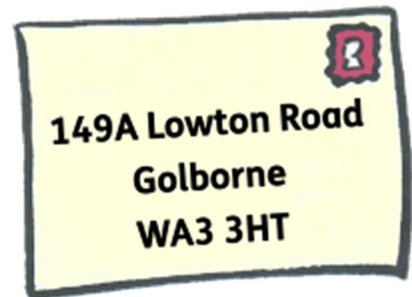
Contact Details



01942 728748



info@wlpf.org.uk



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<https://twitter.com/WLPeople1st>