

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2021
for
RCT PEOPLE FIRST LIMITED

James de Frias
Chartered Accountants
Llanover House
Llanover Road
Pontypridd
Mid Glamorgan
CF37 4DY

RCT PEOPLE FIRST LIMITED

Contents of the Financial Statements
for the Year Ended 31 March 2021

	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 to 11
Detailed Statement of Financial Activities	12

RCT PEOPLE FIRST LIMITED

Report of the Trustees **for the Year Ended 31 March 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The vision is to empower people with a learning disability to challenge prejudice and discrimination.

The mission is to increase awareness about the importance of equality and rights through training, education and support.

The principal activity of the charity is to challenge discrimination against people with a learning disability

- To offer opportunities for adults with learning disabilities to develop their self advocacy skills
- To make sure people with learning disabilities have a say in decision - making through-out Rhondda, Cynon, Taff, particularly where these decisions have a direct impact on people's lives.
- To support and up hold the rights and interests of people with learning disabilities.
- To offer training and education that will increase understanding about people with learning disabilities.
- To make sure people with learning disabilities are kept informed about issues that are important to them.

To meet our Aims we have set ourselves the following Objectives :

- To make sure people with learning disabilities have their own independent organisation to protect their interests.
- To challenge discrimination towards people with learning disabilities.
- To empower individuals with learning disabilities by developing and or increasing their self - advocacy skills.
- To develop a number of Member's Committees, at county and local level.
- To make sure people with learning disabilities have a say in how services develop, and how to check out if they are what people want.
- To make sure people outside the organisation learn about, and see, the importance of people with learning disabilities having a say.
- To produce accessible information
- To support beneficiaries to speak up and take part in decision making forums.
- Deliver training to beneficiaries to increase their confidence and self esteem
- Deliver training to communities to break down barriers of prejudice and discrimination.

Strategic objectives

RCT People First Limited strategic aim is to relieve and support those with learning disabilities living or working in the Rhondda Cynon Taff area, through services which enable them to obtain their full rights and privileges as citizens and to advance the education of the general public about the educational, physical, emotional and psychological needs of people with learning disabilities and to advance and promote education of all those with a learning disability, through training, workshops and group work.

Membership of the organisation is open to any person (over the age of 18) with a learning disability.

RCT PEOPLE FIRST LIMITED

Report of the Trustees **for the Year Ended 31 March 2021**

ACHIEVEMENT AND PERFORMANCE

Achievement and Performance

This financial year we had to think of new ways to connect with people due to the Covid-19 Pandemic and to change the way we work by going online.

We supplied 71 ipads to our members
Trained 516 students
Trained 71 members on how to use an Ipad
Delivered 17 online events
Attended 43 external events
Held 159 People First meetings
Attended 144 external meetings
Produced a Learning Disability Charter
Involved 290 people in the Our Voice Matters Project
Made a Kindness in Lockdown Film
Held a CTM Lockdown Voices Campaign
Produced 11 Co-production in a Action Case studies
Wrote 8 reports about people's experiences
Employed 4 people with learning disabilities

Changes made

Members told us that:

"People First has really helped me out in lockdown"

"having an Ipad from People First has helped me to learn to use Facetime, Zoom and to stay in touch with others"

"people First has been great, it's fun to see our friends on Zoom and Facetime all together"

"I'm glad I am working with People First it is really interesting and it has been really interesting and it has been an eye opener"

FINANCIAL REVIEW

Public benefit

The trustees have complied with their duty to have due regard to the guidance on public benefit as detailed by the charities commission.

Reserves policy

The charity's income amounted to £234,834 (2019: £136,243). The charity's assets are available and adequate to fulfil its obligations on a fund by fund basis.

There were no changes in accounting policy during the year. Details of the Company's accounting policies can be found in note 1.

The total balance of all funds at 31 March 2021 amounted to £180,588 (2020: £78,241).

The balance of restricted funds at 31 March 2021 was £155,243 (2020: £74,220).

The balance of unrestricted funds at 31 March 2021 was £25,345 (2020: £4,021).

The charity now has insufficient funds to hold a contingency fund (2020: £Nil).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

The organisation will:

- advertise through newsletters, flyers, posters and newspapers for all new trustees.
- interview all potential trustees.
- make background checks before offering appointments.

Organisational structure

RCT People First Limited board of trustees is responsible for overseeing the management of the Charity and delegates this responsibility on a day to day basis to the management of the centre.

The financial statements comply with current statutory requirements and the Statement of Recommended Practice - Accounting and reporting by charities.

RCT PEOPLE FIRST LIMITED

Report of the Trustees
for the Year Ended 31 March 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

All new trustees will be expected to complete management and trustee training which the organisation will prepare and organise.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06804617 (England and Wales)

Registered Charity number

1129612

Registered office

C/O Arts Factory Ltd, Trerhond
The Strand
Ferndale
Rhondda Cynon Taff
CF43 4LY

Trustees

Miss F L Evans Trustee
P Morgan Trustee
Mrs E Honeyman Trustee
Mrs R J Chick Trustee

The Executive Committee members are elected on an annual basis.

The Charity was established by Trust Deed dated 15th December 2008 and is registered with the Charity Commission, Number 1129612.

RCT People First Limited is an independent charitable voluntary organisation, set up, run by, and for, adults with a learning disability who live within or receive a service from Rhondda Cynon Taff Council.

Company Secretary

Mrs D Price

Independent Examiner

Darren Bowden FCA
ICAEW
James de Frias
Chartered Accountants
Llanover House
Llanover Road
Pontypridd
Mid Glamorgan
CF37 4DY

18th November 2021

Approved by order of the board of trustees on and signed on its behalf by:

F. L. Evans

.....
Miss F L Evans - Trustee

Independent Examiner's Report to the Trustees of
Rct People First Limited

Independent examiner's report to the trustees of Rct People First Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Darren Bowden FCA
ICAEW
James de Frias
Chartered Accountants
Llanover House
Llanover Road
Pontypridd
Mid Glamorgan
CF37 4DY

Date:

RCT PEOPLE FIRST LIMITED**Statement of Financial Activities**
for the Year Ended 31 March 2021

	Notes	Unrestricted funds £	Restricted fund £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Charitable Activities	2	19,772	380,194	399,966	234,835
EXPENDITURE ON					
Charitable activities					
General		(1,552)	299,171	297,619	224,638
NET INCOME		21,324	81,023	102,347	10,197
RECONCILIATION OF FUNDS					
Total funds brought forward		4,021	74,220	78,241	68,044
TOTAL FUNDS CARRIED FORWARD		25,345	155,243	180,588	78,241

The notes form part of these financial statements

RCT PEOPLE FIRST LIMITED

Balance Sheet
31 March 2021

	Notes	Unrestricted funds £	Restricted fund £	31.3.21 Total funds £	31.3.20 Total funds £
FIXED ASSETS					
Tangible assets	7	-	47,860	47,860	11,322
CURRENT ASSETS					
Cash at bank and in hand		25,345	111,874	137,219	67,261
CREDITORS					
Amounts falling due within one year	8	-	(4,491)	(4,491)	(342)
NET CURRENT ASSETS		<u>25,345</u>	<u>107,383</u>	<u>132,728</u>	<u>66,919</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>25,345</u>	<u>155,243</u>	<u>180,588</u>	<u>78,241</u>
NET ASSETS		<u>25,345</u>	<u>155,243</u>	<u>180,588</u>	<u>78,241</u>
FUNDS	9				
Unrestricted funds				25,345	4,021
Restricted funds				155,243	74,220
TOTAL FUNDS				<u>180,588</u>	<u>78,241</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

F. L. Evans

.....
F L Evans - Trustee

RCT PEOPLE FIRST LIMITED

Notes to the Financial Statements **for the Year Ended 31 March 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

Income

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.

Grants are recognised in full in the statement of financial activities in the year in which they are receivable. Grants received which are clearly specified for a future accounting period are shown as deferred.

Expenditure

Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, the cost of overall direction and administration of each activity, comprising the salary and overhead costs of the central function, is apportioned on the basis of Staff time

Expenditure represents amounts disbursed in furtherance of the principal objects of the charity, and is allocated between direct charitable expenditure and administrative expenditure on an actual basis.

Allocation and apportionment of costs

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of management and administration costs, and support costs.

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity.

Restricted fund overspends are covered by transfers from the unrestricted funds.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings - 20% on reducing balance

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

RCT PEOPLE FIRST LIMITED

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. CHARITABLE ACTIVITIES

	31.3.21	31.3.20
	£	£
Other Income	19,772	10,574
Grants	380,194	224,261
	<hr/> 399,966 <hr/>	<hr/> 234,835 <hr/>

Grants received, included in the above, are as follows:

	31.3.21	31.3.20
Blaenau Gwent County Council	31,655	31,654
Rhondda Cynon Taff County Borough Council	109,031	118,631
Interlink Vol factor Grant	3,700	300
Merthyr Tydfil CBC	11,961	11,961
VAMT	9,172	5,335
Cwm Taff UHLB	78,788	56,380
Lloyds TSB	25,000	-
GAVO	50,066	-
Moondance Foundation	7,425	-
Disability Wales	11,794	-
Community Foundation in Wales	30,000	-
Leeds Building Society	956	-
WCVA Volunteering in Wales Emergency Fund	10,646	-
	<hr/> 380,194 <hr/>	<hr/> 224,261 <hr/>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.21	31.3.20
	£	£
Depreciation - owned assets	7,604	1,696
Other operating leases	4,412	5,979
	<hr/> 12,016 <hr/>	<hr/> 7,675 <hr/>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

RCT PEOPLE FIRST LIMITED

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.21	31.3.20
Administrative staff	-	5
	<u> </u>	<u> </u>

No employees received emoluments in excess of £60,000.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Charitable Activities	10,574	224,261	234,835
 EXPENDITURE ON			
Charitable activities			
General			
	10,574	214,064	224,638
 NET INCOME	<u> </u> -	<u> </u> 10,197	<u> </u> 10,197
 RECONCILIATION OF FUNDS			
Total funds brought forward	4,021	64,023	68,044
 TOTAL FUNDS CARRIED FORWARD	<u> </u> 4,021	<u> </u> 74,220	<u> </u> 78,241

7. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2020	29,793
Additions	44,142
At 31 March 2021	73,935
 DEPRECIATION	
At 1 April 2020	18,471
Charge for year	7,604
At 31 March 2021	26,075
 NET BOOK VALUE	
At 31 March 2021	47,860
At 31 March 2020	11,322

RCT PEOPLE FIRST LIMITED

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Trade creditors	1	-
Social security and other taxes	4,148	-
Accrued expenses	342	342
	<u>4,491</u>	<u>342</u>

9. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
Unrestricted	4,021	21,324	25,345
Restricted funds			
Restricted	74,220	81,023	155,243
TOTAL FUNDS	<u>78,241</u>	<u>102,347</u>	<u>180,588</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted	19,772	1,552	21,324
Restricted funds			
Restricted	380,194	(299,171)	81,023
TOTAL FUNDS	<u>399,966</u>	<u>(297,619)</u>	<u>102,347</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds			
Unrestricted	4,021	-	4,021
Restricted funds			
Restricted	64,023	10,197	74,220
TOTAL FUNDS	<u>68,044</u>	<u>10,197</u>	<u>78,241</u>

RCT PEOPLE FIRST LIMITED

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

9. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted	10,574	(10,574)	-
Restricted funds			
Restricted	224,261	(214,064)	10,197
TOTAL FUNDS	<u>234,835</u>	<u>(224,638)</u>	<u>10,197</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
Unrestricted	4,021	21,324	25,345
Restricted funds			
Restricted	64,023	91,220	155,243
TOTAL FUNDS	<u>68,044</u>	<u>112,544</u>	<u>180,588</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted	30,346	(9,022)	21,324
Restricted funds			
Restricted	604,455	(513,235)	91,220
TOTAL FUNDS	<u>634,801</u>	<u>(522,257)</u>	<u>112,544</u>

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

RCT PEOPLE FIRST LIMITED

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	31.3.21 £	31.3.20 £
INCOME AND ENDOWMENTS		
Charitable Activities		
Other Income	19,772	10,574
Grants	380,194	224,261
	399,966	234,835
Total incoming resources	399,966	234,835
EXPENDITURE		
Charitable activities		
Wages	159,731	116,426
Social security	11,571	11,199
Pensions	15,382	8,675
Rent	4,412	5,979
Insurance	937	891
Telephone, postage, stationery	19,926	16,016
Courses and training costs	37,139	40,381
Travel costs	10,184	21,610
Grant Claw back	19,069	-
	278,351	221,177
Support costs		
Management		
Advertising	9,800	-
Finance		
Bank charges	8	-
Other		
Fixtures and fittings	7,604	1,696
Governance costs		
Accountancy and legal fees	1,856	1,765
Total resources expended	297,619	224,638
Net income	102,347	10,197