

PROPS NORTH EAST
(A company limited by guarantee)

REPORT AND GROUP FINANCIAL STATEMENTS

For the year ended 31 March 2025

Charity number **1146582**

Company number **07902767**

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TRUSTEES' ANNUAL REPORT
For the year ended 31 March 2025

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 31 March 2025, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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).

Summary by Denise Wilkins, Chair:

This year we are reporting income of £497,064 and expenditure of £491,227. This is an increase of £38,292 and £100,036 respectively and this has resulted in a surplus of £5,837 (2024: £67,581) for the year and an increase in our free reserves.

PROPS North East has continued to provide support to individuals and families and works closely with Newcastle City council and North Tyneside councils. We constantly work to develop a strategic and focused approach in our trading model for the years ahead.

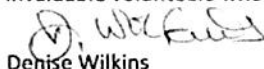
The support offered to carers in Newcastle and North Tyneside now extends to children as young as five and families affected by gambling addiction, where there are also drug or alcohol problems. PROPS was also successful in securing funding in Newcastle and North Tyneside with the Home Office and Public Health under the Drug and Alcohol Treatment and Recovery Grant (DATRIG), an annually awarded grant following the success of the Project Adder and the findings and recommendations from Dame Carol Black's independent review of drugs: prevention, treatment and recovery.

DATRIG, formally, Supplementary Substance Misuse Treatment Recovery Grant is a national strategy to support improvements in the quality and capacity of drug and alcohol treatment and recovery services. Newcastle City and North Tyneside Councils recognise family and carers in this funding stream and PROPS works closely with the Police, Local Authority, and treatment providers to co-produce and deliver care plans for families, considering local need with a focus on a whole-system response with enhanced partnership working.

The confirmation of funding allows us to focus on our long-term strategic plan with greater financial stability.

Following significant operational changes during the pandemic our Charity adapted its services and continues to communicate via various online social platforms, offering virtual spaces as well as face-to-face meetings or groups in the community, providing connections for families whose needs are paramount.

I would like to express gratitude to my fellow trustees, the dedicated staff team and all our invaluable volunteers who continue to demonstrate exceptional commitment and fortitude.



Denise Wilkins
Chair of Trustees

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Our People

Trustees and Directors

Denise Wilkins – Chair of Trustees and Director (resigned and reappointed 7th November 2024)
Lynne Griffin – Trustee and Director
Susan Sinton – Trustee and Director
Alastair Mitchell – Treasurer and Director
Ben Broadhead - Trustee and Director
Carole Dodd – Trustee and Director (Appointed August 2024, resigned and reappointed 7th November 2024)
Amy Scott – Trustee and Director (Appointed December 2024)

Staff Team

Helen Thompson – Chief Executive
Sandy Lambrou – Finance Manager
Sandra Adams – Service Manager
Annette Walby – Team Leader
Daniel Brocksop – Young Persons Intervention Lead
Diane Breen – Administration Officer
Claire Hagelburg – Volunteer Coordinator
Megan Capp – Whole Family Worker
Tracey Harkins Hobson – Family Intervention Worker
Peter Casson - Family Intervention Worker
Emma Fenwick - Family Intervention Worker
Grace Gouldthorp - Young Persons Intervention Worker
Fatema Rahman – Community Connector

Volunteers

Muriel Goulding
Joanne Whittington
Sarah Dunn
Sarah Hazel
Sarah Greener
Sharon Straker
Cecilia Hudson Molinaro
Melanie Rae
Claire Carden
Deborah Ross
Reece Calvert
Brigitte Tissen
Carole Dodd
Dolly Hobby
Joanne James

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Changes to staff team

Jessica Turner - Family Intervention Worker – resigned September 2024
Louise McIntosh - Family Intervention Worker – resigned March 2025

Purpose and aims

The purpose of the Charity as set out in the objects contained in the company's Memorandum and Articles of Association is:

"To relieve needs of carers and whole families affected by substance misuse, by providing them with, information, education and training, and other forms of support, and to raise public awareness of people's drug and alcohol dependence and their associated behaviour, with the overall aim of promoting sustainable whole family recovery."

Vision

To be the best at supporting and empowering young people, adults and whole families affected by substance misuse to live healthy, fulfilling, and independent lives.

Ensuring the work delivers our aims

PROPS reviews its aims, objectives, and activities each year and updates both the strategic development and operational delivery plans accordingly. The review looks at achievements and outcomes of the work and evaluates the success of each key activity and the benefits brought to the groups of people and communities we serve. It also looks at the barriers, challenges and failures experienced to ensure our services are effective and fit for purpose – and that the aims, objectives and activities remain focussed on the stated purpose. The Charity has referred to the guidance contained in the Charity Commission's guidance on Public Benefit when reviewing our aims and objectives, and in planning future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives.

The focus of our work

The main objectives and activities for the year were to maintain a consistent level of high-quality service delivery and continue to strengthen the systems and infrastructure of the Charity to provide the foundations for long term sustainability of our work, which involves:

- support to adults caring for a family member
- support to children, young people and adults affected by substance misuse
- support to individuals to address the problems caused by their own substance misuse
- championing the voices of the communities we serve across the issues that impact upon their lives

How our activities deliver public benefit

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives and in planning future activities. The charitable objectives are also set out in order to provide a clear and

demonstrable public benefit. All our charitable activities focus on reducing the harm caused to carers and whole families affected by substance misuse. By providing these activities they further our charitable purpose for the public benefit.

Who used and benefitted from our services?

The funding we currently receive supports primarily the residents in Newcastle and North Tyneside.

The North East still has some of the worst health harms in the UK, with the highest rates of drug related deaths, alcohol related mortality and poverty. The region has felt some of the harshest impacts of austerity through cuts to local authority funding. PROPS works with families from every socioeconomic background and sees higher referral rates from areas with high levels of social deprivation. All services are provided free of charge to families. In 2024 work has continued to develop a framework to better understand the impact on families affected by someone else's addiction and longer-term trauma felt by younger people who witness addiction. Our work helps us to improve outcomes for those who use our services and increase accessibility across communities.

Achievements

The main areas of charitable activity are the provision of a range of evidence-based interventions tailored to the bespoke needs of people and families. We deliver support programmes that keep families and carers safe and achieve self-directed outcomes based on their expressed needs and wishes. These activities and the achievements are described below.

Support we provide for adults caring for a substance user:

Our work to promote recovery is underpinned three main principles:

- to reduce the positive reinforcements of using drugs and/or alcohol
- to enhance life circumstances, social networks, and family relationships
- to give adults a voice in the social issues that impact upon their lives

This work is underpinned by:

- providing direct support to adults caring for a family member who misuses substances, with our assessment and care planning process ensuring we can reduce stress and isolation in the lives of affected others and improve their health and wellbeing.
- working with children and young people to help them to better understand their situation to reduce levels worry and anxiety and increase their likelihood of achieving their own aspirations.
- improving relationships between substance users and affected others within families by offering them skills and education to manage their situation.
- increasing a whole family's motivation to support substance users to access and sustain recovery.

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For the year ended 31 March 2025

- supporting and reducing drug and alcohol misuse which may contribute to less re-offending behaviour using evidence-based models and increasing the substance user's motivation to sustain long term change.
- helping to prevent the number of children and young people from entering the Children's Social Care system, through employing Early Help Assessments (EHA) to provide additional support when identified.

Support we Provide for Children/Young People Affected by a Substance User:

PROPS offers a unique service to young people aged 5-18 affected by parental or familial substance misuse in Newcastle and North Tyneside.

Our work with young people is underpinned by three main principles:

- Young people affected by substance misuse should be safe
- Young people affected by substance misuse should achieve their potential
- Young people affected by substance misuse should have a voice

This work:

- provides direct support to children/young people impacted by a family member who misuses substances, using an assessment and care planning process that ensures we reduce stress and isolation in the lives of affected others and improve their health and wellbeing.
- delivers the Young Persons' programme within a safe space to enable self-exploration, helping young people overcome their challenges and empowering them to increase confidence and build resilience.
- delivers a Whole-Family Programme to help each member of the family understand the fears, anxieties and actions of other family members, helping to maintain a strong family dynamic and reducing family breakdown.
- gives young people a voice through partnership work, advocacy, and mediation within the family.
- helps to prevent the number of children and young people from entering the Children's Social Care system, through employing Early Help Assessments (EHA) as a means of providing additional support when identified.

Championing the voices of the communities we serve

PROPS was founded by Scotswood Women's Drug Support Group using principles of social action and community organising. This has continued through our robust partnerships and attendance at local and regional forums, alongside empowering affected others to have a voice of their own.

Financial review

Considerable progress continues to be made in strengthening the governance and operations of the Charity. We have reviewed our strategic plan to strengthen our infrastructure.

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This year we are reporting income of £497,064 and expenditure of £491,227. This is an increase of £38,292 and £100,036 respectively and this has resulted in a surplus of £5,837 (2024: £67,581) for the year and an increase in our free reserves.

Trustees and managers continue to review and regularly monitor progress against the strategic, operational, and financial plans through trustee and finance meetings.

Principal funding sources

The Trustees are grateful to the following for funding the work of PROPS during the period:

- Newcastle City Council – Public Health and Home Office Supplementary Substance Misuse Treatment and Recovery Grant
- North Tyneside Council - Public Health and Home Office Supplementary Substance Misuse Treatment and Recovery Grant
- Community Foundation Tyne and Wear
- The Star Fund

We would also like to thank people who have made personal donations to the Charity over this year. These contributions allow us to make essential purchases for our services and provide much valued respite events and activities for adults and young people.

Investment policy

The strategic aims and development of the Charity specify that the trustees ensure the best use of reserves over the long-term, showing due diligence and an agreed level of risk averseness. The investment objective is to create a balance between capital growth and income, which, over the long run, will have the aim of maintaining the real value of any assets.

The charity does not currently hold any investments other than bank deposits.

Pay policy for key management personnel

The board, who give their time freely with no trustee receiving remuneration during the year, have considered who the Key Management Personnel (KMP) of the charitable company are, as noted in the reference and administration section. Together with the board, these KMP are those in charge of directing and controlling, running, and operating the activities of the charitable company on a day-to-day basis. The pay of the KMP is reviewed annually.

The trustees benchmark against pay levels of other charities and similar organisations within the sector and the region. Pay levels are set using this information together with budget and forecast information, ensuring that the charitable company.

Reserves policy and going concern

The calculation of free reserves is based on the definition included in the charity statement of recommended practice (SORP), which provides recommendations for accounting and reporting for charities. The trustees have examined the requirements of the charitable

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For the year ended 31 March 2025

company to hold free reserves, those reserves not invested in tangible fixed assets, excluding long term liabilities, or designated for a particular purpose.

This exercise considered both the normal requirements for working capital and the loss of income of a hypothetical but reasonable reduction in the scale of operations. Resulting from this, the trustees considered it would be appropriate to hold the equivalent of two to three months' payroll costs/expenditure, which would equate to approximately £90k - £110k in free reserves.

At the year end, total free reserves (unrestricted and designated funds not invested in tangible fixed assets) were £218,178 (2024: £211,466), an increase of £ 6,712. As we head into 2025/2026, we are confidently forecasting a moderate increase in free reserves at the end of the next financial year.

The trustees will continue to budget future surpluses and diversify income generation activities in order to provide improved organisational sustainability.

The trustees recognise that while reserves may be utilised to maintain capacity within the charity and to finance essential infrastructure projects, they are confidently forecasting a model increase in free reserves.

The need for PROPS' services to continue to grow and therefore the demand on future income and reserves will also be greater, hence the charity continues to require future funding and the support of its funding partners.

The financial statements have been prepared on a going concern basis. The trustees have reviewed and considered relevant information, including the annual budget and future cash flows in making their assessment. With the current resources available, the trustees have concluded that they can continue to adopt the going concern basis in preparing the annual report and accounts.

Plans for Future Periods

Following our organisational review, trustees are committed to continuing to invest time in strategic development. PROPS board members are from a range of backgrounds which provides a variety of support and understanding from areas including Public Health, Finance, Human Resources, Business, Legal and Education, as well as 'lived experience' of supporting a family member who has an addiction.

We started the year with strong foundations to respond to the challenging external environment, underscored by a continuing cost of living crisis, that continues to affect our service users. PROPS has adapted and continues to adapt to ensure the service continues to collaborate with partners to manage any future social change we encounter.

Because of increasing the accessibility of our services and becoming more digital, we have assessed and will continue to regularly revise our cyber security processes to ensure the charity and the community data remains secure.

We are an accredited member of the Living Wage Foundation and will continue to support our employees with a fair hourly rate of pay.

As a charity we feel we have a social responsibility to support action to tackle the climate crisis. We continue to focus on reducing our carbon footprint and as a member of Forest

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Carbon we continue to offset our carbon footprint to support the increase in woodland cover in the UK. Since becoming a member of the Carbon Club in June 2021 we have captured a total of 40 tonnes of CO₂, helping to plant approximately 160 trees covering 0.1 hectares.

We will continue to focus on generating unrestricted income to allow the charity to remain agile in responding to the needs of those we serve in a climate of even greater uncertainty.

There appears to be growing acknowledgment of the value of 'charity' fuelled by the sector-wide response to meeting the needs of the most vulnerable citizens in our country. There has been a rise in government spending to support the recovery of communities, which PROPS has been recognised as being an integral part of by the Newcastle City Council and North Tyneside Council commissioning streams.

Looking to the future, we will continue to work with current and potential new partners in developing innovative solutions to complex problems. We will continue to explore new markets and develop new initiatives, ensuring that those who use and purchase our services have excellent experiences of our work.

The Charity will focus on:

- strengthening organisational infrastructure and systems
- maintaining existing contracts with Newcastle City Council and North Tyneside Council
- developing new partnership responses and approaches
- developing and expanding the reach of our specialist services
- expanding our team of volunteers
- improving the communication and marketing our offer to all stakeholders
- expanding our skills services for young people and whole families
- exploring sustainable income streams
- increasing the mix of products and services offered by trading subsidiary Positive Practice Partnership Ltd.

Reference and administrative details of the Charity, its trustees and advisors

| | | | |
|-------------------------------------------|-----------------------------------------------------------------------------|----------------|----------|
| Charity Name | PROPS North East | | |
| Registered Charity Number | 1146582 | Company Number | 07902767 |
| Registered Office and operational address | Linskill Centre Linskill Terrace North Shields England NE30 2AY | | |

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TRUSTEES' ANNUAL REPORT
For the year ended 31 March 2025

| | | |
|----------------------|-------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|
| Trustees | Denise Wilkins | Chair of Trustees - Chair of Trustees, resigned and reappointed 7 th November 2024 |
| | Alastair Mitchell | Treasurer |
| | Lynne Griffin | Trustee |
| | Susan Sinton | Trustee |
| | Benjamin Broadhead | Trustee |
| | Carole Dodd | Trustee - appointed August 2024, resigned and reappointed 7 th November 2024 |
| Chief Executive | Amy Scott | Trustee - Appointed December 2024 |
| | Helen Thompson | Appointed September 2022 |
| Independent Examiner | Jim Dodds FCIE 33 The Glebe Morpeth Northumberland NE61 6HW | |
| Bankers | Unity Trust Bank Nine Brindley place Birmingham B1 2HB | |
| | Lloyds Bank plc 25 Gresham Street London EC2V 7HN | |

Structure, governance and management

Governing Document

PROPS North East is a charitable company limited by guarantee. Established as Scotswood Women's Drug Support Group in 1997, Newcastle PROPS was registered as a charity in 1999 and incorporated as PROPS North East on 12th January 2012. The company was established under a Memorandum and Articles of Association which established the objects and powers of the charitable company and is governed under its articles of association. In the event of the company being wound up members are required to contribute an amount of £1.00.

Appointment of trustees

As set out in the Memorandum and Articles of Association the board shall consist of no more than 12 trustees and no less than 1. At each Annual General Meeting one third of the longest serving trustees retire by rotation from office. A retiring trustee is eligible for re-election.

In the event of any skills being lost through retirement or resignation, suitable individuals are approached to offer themselves for appointment to the Board. All Trustees give their time voluntarily and received no benefits from the charity. No Trustees claimed expenses during the year.

Trustee induction and training

New trustees are invited to meet with the Chair and Chief Executive to familiarise themselves with the Charity and the context in which it operates. This covers:

- the obligations of trustees
- the main documents which set out the operational framework for the Trust
- resourcing and the current financial position
- future plans and objectives
- risks facing the Charity.

Trustees also receive an induction pack of internal information together with publications from the Charity Commission. The Chief Executive organises opportunities for the trustees to become familiar with the work of the Charity by meeting with those who use the services of the Charity, attending groups and training and for meeting staff and volunteers. Trustees are also invited to attend issue specific focus groups or projects.

Organisation

The board of trustees has responsibility for the strategic direction and policy of the charity. Frequency of full meetings has been reviewed for effectiveness and the board will continue to meet on a monthly basis. Trustees have also established subgroups for financial governance and income generation that meet in addition to and report into ordinary meetings.

The trustees appoint the Chief Executive to manage the day-to-day operations. To facilitate effective operations the Chief Executive has delegated authority, within the terms of delegation approved by the trustees, for operational matters including finance, employment, and service delivery.

Risk management

The trustees have a risk management strategy that comprises:

- an annual review of the risks the charity may face.
- the implementation and review of a formal risk mapping system and procedures to mitigate identified risks.
- the implementation of systems and procedures designed to minimise any potential impact on the Trust should they materialise.

Due to uncertainty in the economic climate and to mitigate significant external risks to funding organisation undertakes an annual strategic review. Each year the Charity produces updated the Business and Action Plans which are fully consulted with trustees, management and staff teams and reviewed against progress quarterly. They are very much working documents which recognise the need for diversification, development and expansion of the

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For the year ended 31 March 2025

Charity's core business. A key element in the management of financial risk is the setting of a Reserves Policy and its regular review by trustees.

Statement of trustees' responsibilities

The trustees (who are also the directors of PROPS North East for company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:


- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent Examiner

Jim Dodds has been re-appointed as independent examiner for the ensuing year ending 31 March 2026.

Approved by the Board on 31.05 and signed on their behalf by:


Denise Wilkins (Chair of Trustees)

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 March 2025

I report on the financial statements of PROPS North East for the year ended 31 March 2025, which are set out on pages 13 to 25

Respective responsibilities of trustees and examiner

The trustees (who are also directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a Fellow of the Association of Charity Independent Examiners.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 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

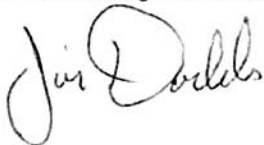
In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I 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.

Jim Dodds FCIE
33 The Glebe
Morpeth
Northumberland
NE61 6HW

Date: 31/7/25



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CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING THE INCOME & EXPENDITURE ACCOUNT)

For the year ended 31 March 2025

| | Notes | General Unrestricted Funds £ | Designated Unrestricted Funds £ | Restricted Funds £ | Total 2025 £ | Total 2024 £ |
|-----------------------------------------------------------|-------|---------------------------------------|------------------------------------------|--------------------------|--------------------|--------------------|
| Income: | | | | | | |
| Donations and legacies | 7 | 4,210 | - | - | 4,210 | 6,246 |
| Income from charitable activities: | | | | | | |
| Grants and contracts | 8 | 470,896 | - | 15,000 | 485,896 | 449,214 |
| Other trading activities: | | | | | | |
| Subsidiary income | 9 | 3,745 | - | - | 3,745 | 1,675 |
| Investment income | 10 | 3,213 | - | - | 3,213 | 1,637 |
| Total income | | 482,064 | - | 15,000 | 497,064 | 458,772 |
| Expenditure | | | | | | |
| Costs of raising funds | 11 | 3,093 | - | - | 3,093 | 711 |
| Expenditure on charitable activities: | | | | | | |
| Operation of the charity | 12 | 467,495 | - | 20,639 | 488,134 | 390,480 |
| Total expenditure | | 470,588 | - | 20,639 | 491,227 | 391,191 |
| Net income/(expenditure) | | 11,476 | - | (5,639) | 5,837 | 67,581 |
| Transfers between funds | | (55,000) | 55,000 | - | - | - |
| Net income/(expenditure) and net movement of funds | | (43,524) | 55,000 | (5,639) | 5,837 | 67,581 |
| Reconciliation of funds | | | | | | |
| Total funds brought forward | | 163,759 | 45,000 | 5,639 | 214,398 | 146,817 |
| Total funds carried forward | | 120,235 | 100,000 | - | 220,235 | 214,398 |

The Statement of Financial Activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities

The notes on pages 16 to 25 form an integral part of these accounts.

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CONSOLIDATED BALANCE SHEET

As at 31 March 2025

| | Notes | Group | | Charity | |
|----------------------------------------------|-------|----------------|----------------|----------------|----------------|
| | | 2025 £ | 2024 £ | 2025 £ | 2024 £ |
| Fixed assets | | | | | |
| Tangible assets | 21 | 2,057 | 2,932 | 2,057 | 2,932 |
| Investments | | - | - | 1 | 1 |
| Total Fixed Assets | | 2,057 | 2,932 | 2,058 | 2,933 |
| Current assets | | | | | |
| Debtors and prepayments | 23 | 7,417 | 4,824 | 7,417 | 4,824 |
| Cash at bank and in hand | | 268,211 | 228,694 | 267,936 | 228,419 |
| Total Current Assets | | 275,628 | 233,518 | 275,353 | 233,243 |
| Liabilities | | | | | |
| Creditors falling due within one year | 24 | (57,450) | (22,052) | (57,176) | (21,778) |
| Net Current Assets | | 218,178 | 211,466 | 218,177 | 211,465 |
| Total assets less current liabilities | | 220,235 | 214,398 | 220,235 | 214,398 |
| Net Assets | | 220,235 | 214,398 | 220,235 | 214,398 |
| The funds of the charity | | | | | |
| Restricted income funds | | - | 5,639 | - | 5,639 |
| General unrestricted income funds | | 120,235 | 163,759 | 120,235 | 163,759 |
| Designated unrestricted income funds | | 100,000 | 45,000 | 100,000 | 45,000 |
| Total charity funds | | 220,235 | 214,398 | 220,235 | 214,398 |

The company was entitled to an exemption from audit under s477 of the Companies Act 2006 relating to small companies

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

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

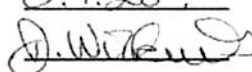
These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The notes on pages 16 to 25 form an integral part of these accounts.

These financial statements were approved by the Board on:

and are signed on its behalf by:

Denise Wilkins
Chair

3.7.25.


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GROUP STATEMENT OF CASH FLOWS

For the year ended 31 March 2025

| | Notes | 2025 £ | 2024 £ |
|-----------------------------------------------------|-------|-----------------------|-----------------------|
| <u>Cash flows from operating activities</u> | | | |
| Net movement in funds | | 5,837 | 67,581 |
| Depreciation | | 2,855 | 2,484 |
| Investment income | | (3,745) | (1,675) |
| | | | |
| Increase in trade receivables | | (2,593) | 9,971 |
| Increase in trade payables | | 35,398 | (22,242) |
| | | | |
| <i>Cash generated from operations</i> | | 37,752 | 56,119 |
| <u>Cash flow from investing activities</u> | | | |
| Purchase of property, plant and equipment | | (1,980) | - |
| Interest received | | 3,745 | 1,675 |
| | | | |
| <i>Net cash used in investing activities</i> | | <u>1,765</u> | <u>1,675</u> |
| | | | |
| Increase in cash and cash equivalents | | 39,517 | 57,794 |
| Cash and cash equivalents at start of year | | 228,694 | 170,900 |
| | | | |
| Cash and cash equivalents at end of year | | <u>268,211</u> | <u>228,694</u> |

The notes on pages 16 to 25 form an integral part of these accounts.

PROPS NORTH EAST

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NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended 31 March 2025

1 Accounting Policies

The principle accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

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 been prepared in accordance with 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) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011

PROPS North East meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The financial statements have been prepared on a going concern basis. In making their assessment the trustees have reviewed and considered relevant information, including their annual budget and future cash flows. The trustees are of the view that the immediate future of the charity for the next 12 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability.

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance or provision of other specified service is deferred until the criteria of income recognition are met.

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NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended 31 March 2025

3.4 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

3.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

3.6 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charities' work or for specific projects being undertaken by the charity.

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty

4.2 Charitable activities

Expenditure on charitable activities includes the costs of providing support and other therapeutic activities to carers undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £1000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

| | |
|-------------------------------|-------------------------------|
| Office and computer equipment | Straight line over four years |
| Equipment | Straight line over four years |

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NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended 31 March 2025

6 The summary financial performance of the charity alone is:

| | Total 2025 £ | Total 2024 £ |
|--------------------------------------|-----------------------|-----------------------|
| Income | 493,319 | 457,097 |
| Gift aid from trading subsidiary | 1,985 | 964 |
| | <u>495,304</u> | <u>458,061</u> |
| Expenditure on charitable activities | 489,467 | 390,480 |
| <i>Net income/(expenditure)</i> | <u>5,837</u> | <u>67,581</u> |
| Total funds brought forward | 214,398 | 146,817 |
| <i>Total funds carried forward</i> | <u><u>220,235</u></u> | <u><u>214,398</u></u> |

Represented by:

| | | |
|--------------------------------------|-----------------------|-----------------------|
| General unrestricted income funds | 120,235 | 163,759 |
| Designated unrestricted income funds | 100,000 | 45,000 |
| Restricted income funds | - | 5,639 |
| | <u><u>220,235</u></u> | <u><u>214,398</u></u> |

Analysis of income

| | General Unrestricted Funds £ | Designated Unrestricted Funds £ | Restricted Funds £ | Total 2025 £ | Total 2024 £ |
|---------------------------------------------|---------------------------------------|------------------------------------------|--------------------------|--------------------|--------------------|
| 7 Income from donations and legacies | | | | | |
| Donations | 1,498 | - | - | 1,498 | 4,333 |
| Other donations | - | - | - | - | 399 |
| Fund raising | 2,712 | - | - | 2,712 | 1,514 |
| | <u>4,210</u> | <u>-</u> | <u>-</u> | <u>4,210</u> | <u>6,246</u> |

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NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended 31 March 2025

Analysis of income continued

| | General Unrestricted Funds £ | Designated Unrestricted Funds £ | Restricted Funds £ | Total 2025 £ | Total 2024 £ |
|------------------------------------------------------------------|---------------------------------------|------------------------------------------|--------------------------|--------------------|--------------------|
| 8 Income from charitable activities | | | | | |
| <u>Income from contracts</u> | | | | | |
| Newcastle City Council - Public Health Services - Carers Support | 205,805 | - | - | 205,805 | 128,478 |
| Newcastle City Council SSMTRG | 96,923 | - | - | 96,923 | 133,421 |
| Vita Health Group | 34,500 | - | - | 34,500 | 34,500 |
| North Tyneside Council | 125,400 | - | - | 125,400 | 113,774 |
| Probation Services Fund | - | - | - | - | 10,000 |
| Project Adder | - | - | - | - | 2,236 |
| <u>Income from grants</u> | | | | | |
| North Tyneside Council | 1,000 | - | - | 1,000 | - |
| The Star Fund | 1,000 | - | - | 1,000 | - |
| Community Foundation - Riddell | - | - | - | - | 4,460 |
| Family Community First Fund | - | - | - | - | - |
| Community Foundation Willan Trust | - | - | - | - | 2,781 |
| Community Foundation John Bell | - | - | 10,000 | 10,000 | 9,167 |
| Community Foundation Joseph Brough Charitable Trust | - | - | 5,000 | 5,000 | 4,583 |
| Other small grants | 814 | - | - | 814 | 814 |
| Other income | 5,454 | - | - | 5,454 | 5,000 |
| | <u>470,896</u> | <u>-</u> | <u>15,000</u> | <u>485,896</u> | <u>449,214</u> |
| 9 Income from other trading activities | | | | | |
| Trading subsidiary turnover | 3,745 | - | - | 3,745 | 1,675 |
| | <u>3,745</u> | <u>-</u> | <u>-</u> | <u>3,745</u> | <u>1,675</u> |
| 10 Investment income | | | | | |
| Bank interest | 3,213 | - | - | 3,213 | 1,637 |
| | <u>3,213</u> | <u>-</u> | <u>-</u> | <u>3,213</u> | <u>1,637</u> |

Income was £497,064 (2024: £458,772) of which £482,064 was unrestricted or designated (2024: £437,781) and £15,000 was restricted (2024: £20,991).

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For the year ended 31 March 2025

Analysis of expenditure

| | General Unrestricted Funds £ | Designated Unrestricted Funds £ | Restricted Funds £ | Total 2025 £ | Total 2024 £ |
|----------------------------------|---------------------------------------|------------------------------------------|--------------------------|--------------------|--------------------|
| 11 Costs of raising funds | | | | | |
| Trading subsidiary costs | | | | | |
| Staff costs | 1,760 | - | - | 1,760 | 436 |
| Overheads | - | - | - | - | 275 |
| Other fundraising costs | 1,333 | - | - | 1,333 | - |
| | <u>3,093</u> | <u>-</u> | <u>-</u> | <u>3,093</u> | <u>711</u> |
| 12 Charitable activities | | | | | |
| Client activities | 27,730 | - | 4,119 | 31,849 | 10,794 |
| Staff salaries | 360,106 | - | 16,364 | 376,470 | 308,613 |
| Other staff costs | 2,287 | - | - | 2,287 | 1,019 |
| Staff travel & meetings | 5,380 | - | - | 5,380 | 3,682 |
| Training costs | 759 | - | - | 759 | 1,181 |
| Volunteer expenses | 1,233 | - | - | 1,233 | 1,207 |
| Premises costs | 12,637 | - | - | 12,637 | 13,070 |
| Office costs | 25,914 | - | 156 | 26,070 | 26,666 |
| Promotion and publicity | 7,647 | - | - | 7,647 | 1,667 |
| Professional fees | 18,406 | - | - | 18,406 | 18,013 |
| Bank charges | 291 | - | - | 291 | 109 |
| Depreciation | 2,855 | - | - | 2,855 | 2,484 |
| Governance costs | | | | | |
| Independent examiners fees | 2,250 | - | - | 2,250 | 1,975 |
| | <u>467,495</u> | <u>-</u> | <u>20,639</u> | <u>488,134</u> | <u>390,480</u> |

Expenditure on charitable activities was £488,134 (2024: £390,480) of which £467,495 was unrestricted or designated (2024: £375,128) and £20,639 was restricted (2024: £15,352).

13 Net income/(expenditure) for the year

| | 2025 £ | 2024 £ |
|-----------------------------------------------------------|--------------|--------------|
| This is stated after charging : | | |
| Depreciation | 2,855 | 2,484 |
| Independent examiner's fees for reporting on the accounts | 1,975 | 1,975 |
| Other accountancy services provided by the examiner | 275 | 275 |
| | <u>5,105</u> | <u>4,734</u> |

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NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended 31 March 2025

14 Analysis of staff costs and the cost of key management personnel

| | 2025 £ | 2024 £ |
|--------------------------------------------|----------------|----------------|
| Gross wages, salaries and benefits in kind | 324,643 | 267,729 |
| Employer's National Insurance costs | 28,883 | 23,543 |
| Employer's pension costs | 24,704 | 17,777 |
| | <u>378,230</u> | <u>309,049</u> |

No employee received remuneration above £60,000 (2023: nil).

The key management personnel of the charity, comprise the trustees and the Chief Executive. The total employee benefits of the key management personnel of the charity were £48,243 (2024: £46,447).

15 Staff Numbers

The average monthly head count was 15 staff (2024: 10 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

| | 2025 Number | 2024 Number |
|------------------------------------------------------|----------------|----------------|
| The parts of the charity in which the employees work | | |
| Support staff | 9.5 | 5.5 |
| Management / admin staff | 3.5 | 3.5 |
| | <u>13.0</u> | <u>9.0</u> |

16 Transactions with trustees

The charity trustees were not paid any other benefits from employment with the charity in the year (2024: £nil). No charity trustee received payment for professional or other services supplied to the charity. (2024: £nil).

17 Trustees' expenses

No trustee expenses have been incurred in the year (2024: £nil).

18 Transaction(s) with related parties

No trustee or other person related to the charity had any personal interest in any contract or other transactions entered into by the charity, including guarantees, during the year (2024: nil).

19 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £24,704 (2024: £17,777) There was £nil outstanding as at 31 March 2025 (2024: £nil).

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For the year ended 31 March 2025

20 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

| | Charity | Subsidiary | Group |
|---------------------------------|----------------------------------------|----------------|---------------|
| | Office & Computer Equipment £ | Equipment £ | Total £ |
| 21 Tangible fixed assets | | | |
| Cost | | | |
| Balance brought forward | 26,780 | - | 26,780 |
| Additions | 1,980 | - | 1,980 |
| Disposals | - | - | - |
| Balance carried forward | 28,760 | - | 28,760 |
| Depreciation | | | |
| Balance brought forward | 23,848 | - | 23,848 |
| Depreciation charge for year | 2,855 | - | 2,855 |
| Disposals | - | - | - |
| Balance carried forward | 26,703 | - | 26,703 |
| Net book value | | | |
| Brought forward | 2,932 | - | 2,932 |
| Carried forward | 2,057 | - | 2,057 |

22 Fixed asset investment

| | Group | | Charity | |
|----------------------------------|-------|------|---------|------|
| | 2025 | 2024 | 2025 | 2024 |
| | £ | £ | £ | £ |
| Investment in subsidiary company | - | - | 1 | 1 |

The charitable company owns one £1 ordinary share, 100% of the voting capital of the Positive Practice Partnership Ltd a company incorporated and registered in England and Wales (Company number 08487355). To provide training, accreditation and supervision in evidenced based interventions to staff working with adults affected by a family members substance misuse and pays all of its profits to the charity under the Gift Aid scheme. A summary of the trading results and balance sheet for the year ended 31 March 2025 is shown below.

Profit and loss account

| | 2025 | 2024 |
|----------------------------|-----------|----------|
| | £ | £ |
| Turnover | 3,745 | 1,675 |
| Cost of sales | - | - |
| Administration costs | (1,760) | (711) |
| Other operating income | - | - |
| Taxation | - | - |
| Donation to parent charity | (1,985) | (964) |
| Net profit | - | - |

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NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended 31 March 2025

22 Fixed asset investment continued

| Balance sheet | 2025 £ | 2024 £ |
|-----------------------------------------------|-----------|-----------|
| Fixed assets | - | - |
| Current assets | 276 | 276 |
| Creditors amounts falling due within one year | (275) | (275) |
| | <u>1</u> | <u>1</u> |
| Called up share capital | 1 | 1 |
| Profit and loss account | - | - |
| | <u>1</u> | <u>1</u> |

23 Debtors and prepayments (receivable within 1 year)

| | Group | | Charity | |
|--------------------------------|--------------|--------------|--------------|--------------|
| | 2025 £ | 2024 £ | 2025 £ | 2024 £ |
| Trade debtors | - | 1,387 | - | 1,387 |
| Pre payments and other debtors | 3,485 | 3,437 | 3,485 | 3,437 |
| Accrued income | 2,875 | - | 2,875 | - |
| Other debtors | 1,057 | - | 1,057 | - |
| | <u>7,417</u> | <u>4,824</u> | <u>7,417</u> | <u>4,824</u> |

24 Creditors and accruals (payable within 1 year)

| | Group | | Charity | |
|-------------------------------------|---------------|---------------|---------------|---------------|
| | 2025 £ | 2024 £ | 2025 £ | 2024 £ |
| Trade creditors | 903 | 2,183 | 904 | 2,184 |
| Payroll taxation | 6,697 | 5,119 | 6,697 | 5,119 |
| Accruals | | | | |
| Independent examination of accounts | 2,250 | 2,250 | 1,975 | 1,975 |
| Deferred Income | 47,600 | 12,500 | 47,600 | 12,500 |
| | <u>57,450</u> | <u>22,052</u> | <u>57,176</u> | <u>21,778</u> |

25 Deferred income

Deferred income comprises of advance payment from contracts and grant providers.

| | 2025 £ |
|-------------------------------------------------------------|---------------|
| Balance brought forward | 12,500 |
| Amount released to income earned from charitable activities | (12,500) |
| Amount deferred in year | 47,600 |
| Balance carried forward | <u>47,600</u> |

PROPS NORTH EAST

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NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS

For the year ended 31 March 2025

26 Analysis of charitable funds**Analysis of movements in unrestricted funds**

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|---------------------------|---------------------------------------------|----------------------------|----------------------------|----------------|---------------------------------------------|
| General unrestricted fund | 163,759 | 482,064 | (470,588) | 55,000 | 230,235 |
| Totals | 163,759 | 482,064 | (470,588) | 55,000 | 230,235 |

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' after allowing for designated funds.

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|--------------------------|---------------------------------------------|----------------------------|----------------------------|----------------|---------------------------------------------|
| Designated reserves fund | 45,000 | - | - | 55,000 | 100,000 |
| Totals | 45,000 | - | - | 55,000 | 100,000 |

Purpose of designated funds

Designated reserves fund To cover two to three months running costs including potential close down costs.

Analysis of movement in restricted funds

| | Fund balances brought forward £ | Incoming resources £ | Resources expended £ | Transfers £ | Fund balances carried forward £ |
|---------------------------------------------------------------|---------------------------------------------|----------------------------|----------------------------|----------------|---------------------------------------------|
| Restricted funds | | | | | |
| Community Foundation - Riddell Family Community First Fund | 4,275 | - | (4,275) | - | - |
| Community Foundation John Bell | 910 | 10,000 | (10,910) | - | - |
| Community Foundation Joseph Brough Charitable Trust | 454 | 5,000 | (5,454) | - | - |
| Totals | 5,639 | 15,000 | (20,639) | - | - |

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For the year ended 31 March 2025

26 Analysis of charitable funds continued**Purpose of restricted funds**

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

| | |
|------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| Community Foundation - Riddell Family Community First Fund | Contribution to food related training for carers. |
| Community Foundation Willan Trust | Contribution to website and internet costs. |
| Community Foundation John Bell | Family Intervention Worker targeting support for black and ethnic minority, LGBT and Muslim people with substance misuse problems. |
| Community Foundation Joseph Brough Charitable Trust | Family Intervention Worker targeting support for black and ethnic minority, LGBT and Muslim people with substance misuse problems. |

| Transfers between funds | Reason for Transfer | Amount £ |
|---------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|-------------|
| Between general unrestricted funds and designated funds | The Trustees have agreed to increase the amount to be designated to cover two to three months running costs. | 55,000 |

27 Analysis of net assets between funds

| | Unrestricted Funds £ | Designated Funds £ | Restricted Funds £ | Total 2025 £ | Total 2024 £ |
|---------------------------------------|----------------------------|--------------------------|--------------------------|--------------------|--------------------|
| Tangible fixed assets | 2,057 | - | - | 2,057 | 2,932 |
| Cash at bank and in hand | 168,211 | 100,000 | - | 268,211 | 228,694 |
| Other net current assets | 7,417 | - | - | 7,417 | 4,824 |
| Creditors falling due within one year | (57,450) | - | - | (57,450) | (22,052) |
| | <u>120,235</u> | <u>100,000</u> | <u>-</u> | <u>220,235</u> | <u>214,398</u> |