

COMPANY REGISTRATION NUMBER: 08785632
CHARITY REGISTRATION NUMBER: 1156176

The Disability Advice Project Ltd
Company Limited by Guarantee
Unaudited Financial Statements
31 March 2025

WALTER HUNTER & CO LIMITED

Chartered accountants
24 Bridge Street
Newport
South Wales
NP20 4SF

The Disability Advice Project Ltd

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2025

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The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2025

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2025.

Foreword

The Disability Advice Project has been helping disabled people, their families and their carer for over 29 years. This has been another challenging year for disabled people where the cost of living exacerbated by long-term poverty and inequality crises has placed an increasing demand on our services.

As many third sector organisations are experiencing, every year is challenging due to funding cuts, continuing challenges and new challenges. We are, therefore, having to constantly evolve. During this financial year, we received funding from the National Lottery Community Fund, the Postcode Community Fund, TCBC Shared Prosperity Fund Multiply Programme. Whilst we are very grateful for this funding, it is short term and so we are unable to plan ahead. We have a committed team of staff and volunteers, and we are always looking for volunteers to increase our capacity to help all those who approach us for help. This year we have supported 165 people to gain over £916,960 in benefits. We have supported people to set up Lasting Power of Attorney, challenge decisions in Social Care, School transport and in matters of equality and inclusion. Our position in Cwmbran Town Centre is very convenient for people to access our services.

We have continued to keep up to date with the changes in legislation and policy that impacts our clients by regularly monitoring updates from the government, regulatory bodies and trusted networks. We attended training sessions, webinars and professional forums to ensure the advice we give remains accurate.

We are members of the following organisations:

- Child Action Poverty Group (CPAG)
- Advice UK
- National Association of Welfare Rights Advisors
- Welfare Rights Advisors Cymru
- WCVA
- Disability Wales

We thank the organisations that have funded us during this year.

We are a small team with a big commitment to our values. We thank everyone who contributes to our work.

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Reference and administrative details

Registered charity name The Disability Advice Project Ltd

Charity registration number 1156176

Company registration number 08785632

Principal office Powys House
South Walk
Cwmbran
Torfaen
NP44 1PB

Registered office 24 Bridge Street
Newport
NP20 4SF

The trustees Mrs B Ford
Mrs A Deverill-Smith

Independent examiner Jonathan Rhodes BSc BFP FCA
24 Bridge Street
Newport
South Wales
NP20 4SF

Structure, governance and management

Nature of governing document and constitution of the charity

Disability Advice Project Limited, is a Company Limited By Guarantee, company registration number 8785632. Registered charity number 1156176. The company was incorporated on 21 November 2013 under the Companies Act 2006 and its governing document is its Articles of Association.

The methods adopted for the recruitment and appointment of new trustees

Recruitment of Trustees has been difficult post pandemic. However, we have used our existing contact base to try to grow our numbers beginning in the current year.

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Structure, governance and management *(continued)*

Induction and training of new trustees

The charity provides all new trustees with a copy of the Charity Governance Code. In addition, we provide a copy of the most recent financial statements together with the most recent quarterly report. Induction procedures for trustees include familiarisation with the charity's policy and procedures, provision of minutes of meetings and introduction to staff and volunteers. Training explaining the roles and responsibilities of trustees is also undertaken.

Training of staff generally

We ensure that all staff are trained to provide the best current guidance to our clients. Regular meeting and peer support is available. Mentoring of caseworkers is provided by the senior caseworker and more experienced staff. We have staff tasked with ensuring the quality and consistency of our advice.

The caseworkers have undertaken training in a variety of ways and covered the following areas:

- Universal Credit - an introduction
- Universal Credit for disabled people
- Mental capacity
- Financial Safeguarding and Court of Protection
- Best Practice in completing PIP questionnaires
- Disclosure and Barring Service (DBS) training
- Social Media and Community Engagement
- Complaints handling

We will continue to encourage staff to bring to our attention training courses that will enable them to be aware of the implications of new legislation and to review our practices in other areas of our work.

Organisational structure

The charity consists of a Board of Trustees with a Chair/Treasurer. This role is essentially of a strategic nature. The day-to-day management of the charity and operational decisions are the responsibility of the Management Team, consisting of the 2 Project Directors, the Senior Welfare Rights Officer and the Finance Officer. The management team reports to the Board of Trustees.

The charity had 7 members of salaried staff during the financial year.

It is important to the values of the organisation that it is citizen led. The effect of the pandemic has continued to impact the way DAP convened meetings with volunteers and members of staff. It was hoped that the regular meetings, which were open to everyone at DAP, would be reconvened. However, many of DAP's volunteers have struggled to re-engage on a face to face basis in the office. Alternate ways of keeping connected continued to be utilised. Regular team meetings are held alongside fundraising and social activities outside of the office.

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Structure, governance and management *(continued)*

Relationships with other parties

The charity has no formal links with any other organisation. However, as part of its essential way of working DAP will join on an needs basis with any other organisation in the delivery of services that would be to the benefit of our core target group of disabled people, their families and their carers. We reach out to other groups in the spirit of partnership as DAP recognises that working in partnership with organisations strengthens the service, brings in new ideas and provides expertise that DAP does not have.

In recent years, the charity has worked in partnership with the following:

- Alzheimer's Societies in Torfaen, Monmouthshire, Caerphilly, Blaenau Gwent and Newport
- Age Connect Torfaen
- Age UK
- Blaenau Gwent County Borough Council
- Bron Afon
- Building Resilient Communities TCBC
- CAIR, The Monmouthshire Disablement Association
- Care and Repair
- Torfaen, Newport and Monmouth Citizens Advice Bureaus
- Cyfannol (Women's Aid)
- Cymorth Cymru
- Department of Work and Pensions
- Dewis Centre for Independent Living
- Disability Wales
- Equalities and Human Rights Commission
- Gwent Association of Voluntary Organisations
- Her Majesty's Courts and Tribunals Service
- JobCentrePlus in Cwmbran, Newport, Monmouth and RCT
- Law Works Cymru
- Hedyn Homes
- Mind
- Monmouthshire County Council
- Monmouthshire Housing Association
- MS Society
- National Association of Welfare Rights Advisors
- National Lottery
- Newport County Council
- Platform
- Pain Clinics
- Pensions Service
- ProBono Committee Wales
- Pobl
- Stori
- Primary Health Care Providers in Torfaen, Monmouth, Newport and Blaenau Gwent
- Scope Cwmpas Cymru
- Stroke Association
- Tai Pawb
- Torfaen County Borough Council
- Torfaen Voluntary Association
- WCVA
- Welfare Rights Advisors Cymru

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Structure, governance and management *(continued)*

Membership of local groups

DAP has continued its membership of the following :

- Torfaen Welfare Reform Project
- Govtech Catalyst Inception Advisory Group
- Tech for Justice panel
- Community Conversation Network
- Tribunal User Group
- Gwent Third Sector Volunteer Management Network

We have excellent links with LawWorks Cymru and the Public Law Project and have recieved access to their free training including litigation and judicial reviews. We have also negotiated pro bono support from Eversheds Southerland, a global law firm based in Cardiff.

We were part of a consortium group applying to the National Lottery called 'Greener Gwent'. Membership included: Coleg Gwent, Gwent Wildlife, Caerphilly People First, Newport People first, Ready Steady Go club, Bridges Centre, RCT People First, and Able Wales

We contributed to the crucial stage of the development of the refresh of Welsh Government's Code of practice for Funding the Third Sector.

At the Tribunal User Group meeting we were able to discuss the issues raised by our clients with regard, to the tribunal process with two district judges and court staff.

We have continued to ensure the voices of the disabled are heard in influencing policies both nationally and at a local level. We achieve this through representation on the following:

- Pro Bono Committee for Wales
- DBT Expert Roundtable on Supporting unpaid carers in work
- The Welsh government's disabled people's employment research project.
- Carer's Allowance Overpayments Independent Review - Welsh Stakeholders Roundtable

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Objectives and activities

Summary of the purposes of the charity as set out in its governing document The charity's main objects as set out in the governing document are to provide accurate, appropriate and up-to-date information and advice on all disability issues to disabled people, their families and carers.

The charity's mission statement is:

'To provide high quality, independent, specialist advice, advocacy and information for disabled people their families and carers enabling greater choice, and improvement in their quality of life'.

Summary of main activities of the charity in relation to those purposes for the public benefit

The Charity's main activities in relation to our purposes for the public benefit are:

- Form filling to obtain welfare benefits
- Carrying out benefit checks
- Providing current information relating to benefits / Welfare reform
- Advising disabled people and their carers prior to tribunals
- Representation at Tribunals
- Aspects of the Social Inclusion agenda
- Advice and support regarding Community Assessments and Continuing Healthcare Assessments
- Helping with housing applications
- Helping disabled people with a range of access issues
- Lasting Power of Attorney
- Managing Budgets

These services are provided in a supportive, knowledgeable, professional and independent environment at no cost. However, we are always grateful for financial donations.

In addition to these traditional activities, DAP has continued to be concerned with the way that the distribution of welfare benefits is being administered nationally. These have mainly revolved around a poor understanding of disabled people's circumstances and capabilities when considering a claim for personal independence payments by those tasked by the government to assess appropriate payments. Working with other agencies to make representation on the issues surrounding Welfare Reform proposals.

Donations and Fund-raising

We received donations through fund-raising of £3,374 including Gift Aid during the year.

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Objectives and activities *(continued)*

Statement confirming whether the trustees have had regard to the Charity Commission guidance on public benefit

We, as Trustees, have had regard to the Charity Commission's public benefit guidance. In particular, we make decisions

- To ensure that our Charity's purpose provides public benefit
- To manage any risks of detriment or harm to our beneficiaries and to the public in general which might result from the work we do
- About who benefits in ways that are consistent with our purposes and mission statement
- To make sure that any personal benefits are no more than incidental

Additionally, our targets for public benefit include

- Raising awareness about living with a disability
- Reducing poverty and improving the quality of life for disabled people, their families and their carers
- Enabling disabled people and their carers to gain skills, increase their self-esteem and re-engage with learning to prepare them for a future role in the workplace

Policy on social investment

The charity is not tied to any political party or local authority. This independence enables us to act for our clients whenever issues arise with councils and housing associations.

We have a policy whereby that interest must be declared should an issue arise. We have 1 member active with local Housing Associations. We have 1 member who has sat on Monmouthshire County Council's Adult Select Scrutiny Committee as a member of the public for several years.

Through these and many other ways, the charity illustrates that we are a valuable, independent source of information for disabled people and their families and their carers in this part of Wales.

As part of our contribution to issues concerning the improvement in the quality of life of disabled people in the future, we also offer comments and criticisms of proposals from local planning authorities, local health boards and Welsh Government.

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Achievements and performance

During the Financial year 2024-2025 we supported 165 clients to gain almost £1million in Welfare Benefits. There continues to be long delays in processing reviews and appeals. This means that there are prolonged delays in seeing the results of the work we have done.

Our telephone and on-line secure Case Management system enables staff flexibility in service delivery. The use of Teams has enabled us to meet clients and other staff members virtually. Our database facility has enabled better targeting of our services.

We have continued to work closely with local organisations. These include The Alzheimer's Society, Pobl's and Local Authority financial inclusion teams. We work with this type of organisation in order to achieve outcomes rather than as a source for signposting or referral. We have continued to provide a fully accessible workplace environment for disabled team members. These are all ways in which we have tried to improve the quality of life of disabled people by considering wider aspects of their lives.

Welfare rights - Many organisations refer people to information or calculators on web sites, but we provide one-to-one 'hand-holding' support from assessing their eligibility, completing benefit claim forms, better off calculations and representation at tribunals which gives individuals access to entitlements and helps them navigate challenges more effectively. Last year we brought almost £1m of unclaimed benefits.

Financial resilience - The support we offer helps prevent and reduce poverty by supporting individuals to improve their financial situation. By coming to us we know that they have taken the first step towards a fresh start with their finances. The first step is to establish if they have debts they haven't dealt with for several years or if they owe money to unscrupulous lenders? If so, we refer them to National Debt Line for specialist advice. When there is no immediate threat, we provide an in- depth one-to-one service and use a three-step process to increase understanding of their situation.

Equality, diversity and inclusion - We raise awareness of the issues to aid understanding of the differences, individuals may have and why everyone must be treated equally. We help improve the accessibility of environments for disabled people by providing access audits and disability awareness training. We promote the social model of disability and equip people with knowledge and information about disabled people's rights and how they can use them to promote equality and eliminate discrimination and harassment in their communities.

Support for independence - Remaining independent can be challenging for disabled people and it doesn't mean living alone, it means having the choice, confidence and support to live life on their own terms. We offer advice on assistive technology, adaptations, equipment and advice to access financial support for adaptations eg. grants, trusts and local funders (Mason's, Roundtable, Soroptimists).

Planning for the future - Independence also means security. Planning with personal budgets, care plans and legal arrangements ensures wishes are respected and gives peace of mind. We are registered with the Office of the Public Guardian to support people to complete Lasting Power of Attorney's for both Property and Finance and Health and Wellbeing. If an LPA is not in place and the person loses mental capacity, their loved ones will face significant difficulties regarding important decisions about their health, welfare and finances.

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Achievements and performance *(continued)*

We have continued to talk to the community about the services we offer and have responded to their comments by expanding our knowledge to meet their needs. The people that we have helped have gone on to tell other people. The people we wouldn't reach who have then contacted us to ask us to contact them. Word of mouth continues to be the most effective tool in reaching the hardest to reach of this cohort.

The differences we're making (both big and small)

We have supported 165 new clients as well as many repeat clients, clients through the project some light touch but most have required more intense support for an extended period of time.

We completed 169 Lasting Power of Attorneys.

We helped clients to gain £916,968.85 a figure which due to the delays in DWP and other agencies processes is likely to go up considerably in the coming year.

The soft outcomes are listed in the table below.

We are told that home visits are a lifeline for many especially where there is a dementia/alzheimers diagnosis even when they have had an early diagnosis. They leave the doctor often shell-shocked about the diagnosis. They are referred to specialist dementia support services but there are increasingly long waiting lists. They are given leaflets but don't know where to start. We were able to visit and guide them through decisions they should think about and make. We could hand-hold to contact other organisations who are able to help them. We were able to talk to them about preparing their homes for future needs and tell them who to contact and how to prioritise the things that need to be done.

We have continued to identify future planning needs for those who are currently relatively healthy to enable them to be prepared for change as they age. We have also helped carers to get help and support for which they were originally turned down eg. respite, domiciliary care.

We have helped a family to navigate a new terminal diagnosis, liaising with a variety of agencies to get the support and help they needed by the organisations best able to meet their needs.

We were able to put people's minds at rest by listening to their concerns and breaking down actions into bitesize chunks. The people we have supported feel that they are able to come back to us to ask new things.

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Achievements and performance *(continued)*

What we've learned

We have learned that we are never going to be able to meet the demand. There is always going to be a question that we don't immediately know the answer to. We are always finding out new information which we can share with clients and colleagues to improve our service. We thought that we could use technology to deliver more than we have been able to as the older end of the cohort are less likely to be able to have or use technology to access services, aid and support. We have learned that we should not underestimate the positive effect of even the smallest action to help someone.

How we're changing what you do

We are using the evaluations of our service in this project to inform what we do in the future. We are looking for funding to continue the home visits, because they reach the most isolated older people. We are going to continue attending community groups to widen the dissemination of information and empower those who are able, to help each other.

Clients were recommended to us or referred by:

- Alzheimers
- Mind
- CAB
- Talygarn Psychiatric Hospital
- Universal Credit advisor
- Job Centre
- Social Services
- Melin Homes
- Torfaen Borough Council
- Age Concern
- Parents for Change
- Support Worker
- NYAS
- Bron Afon Housing Association
- Open Days DAP Attended
- Relatives, Friends

People we have helped have commented:

"Everyone was extremely friendly and helpful. Any questions were answered with clarity which was very helpful. During these difficult times it was still easy to make contact and obtain help. Time was a factor but I was put at ease and told how to obtain extensions which made me feel more relaxed. The outcome was positive and I cannot thank everyone enough for their help."

"Due to DAB helping me I was able to receive what I was entitled to which helped with my mental health as before the help I was constantly ignored when asking for support or help via Universal Credit."

"They went above and beyond to fight for me."

"This amount of benefit, will ease the financial predicament we are all facing, Thank you, it is life changing amount of benefit for me."

"Vital in applying for PIP ...supplying the best advice for a successful outcome."

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Achievements and performance *(continued)*

"Exceptional service and help from yourselves. Tremendous support and a lovely supporting team."

"Excellent took the stress out of situation felt I had someone to talk to that understood."

"Very professional service provided and empathy."

"Absolutely first class service Everything was explained thoroughly Also gave advice about other services I was entitled too."

"Very helpful I think I would have just given up."

"Service was brilliant and thorough from start to finish. Made to feel welcome and will definitely be using the service again I have recommended to so many people."

"Your advisors made me feel I was listened too and of some value as with my mental health issues I feel worthless and shouldn't exist."

"Lovely lady came to house really pleased with service and way chatted with us."

"Excellent all around took a weight off my shoulders and sensitive to situation very professional."

"I have used your service for more than 10 years when needed. The advisers have all been without question helpful very thorough in their efforts to help and reassuring."

Satisfaction with the DAP service is gathered via our standard questionnaire. We were awarded a one year lottery grant targeting older people in the counties of Torfaen, which ended at the beginning of December 2024.

We continue to use social media and our website to promote our service, to inform and educate. We were also able to further advertise our presence by participating in annual events held throughout Torfaen and other local authority areas. These events ensure we met with many people who were not aware of our activities previously.

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Financial review

Transactions and Financial position

The financial statements are set out on pages 17 to 25. These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

The Statement of Financial Activities shown on page 17 to the accounts discloses net income for the year of £28,004 (2024: net income £50).

The total reserves at the year end stand at £132,034 (2024: £104,030).

During the year ended 31 March 2025, there have always been sufficient sums held in reserve to meet office cost commitments.

No funds of the charity, restricted or unrestricted, have been or are in deficit as at 31 March 2025.

Explanation of any uncertainties about the charity continuing as a going concern

The main uncertainties that we have expressed in recent years has related to our ability to obtain more grant funding. This will always be an issue for charities such as ours and represents the primary risk to our existence in our current form. We have also obtained funding from Torfaen County Borough Council 'Levelling Up Multiply,' with a bid for further funding having been submitted. A small grant from The Postcode Lottery has been received for core cost expenditure.

A description of the principal risks facing the charity

Within DAP, our strengths are seen as being dependent on the excellent reputation that our charity has built up over many years. This reputation extends beyond Torfaen and, increasingly, into the neighbouring counties. We are well respected by the local AMs and MPs, members of the local council and local housing associations. Our name is passed on by word of mouth by people who we have helped. Amongst those organisations referring clients on to us is, the local Citizens Advice Bureau, The Alzheimer's Society, JobCentrePlus and 2 local Housing Associations.

We have to continually build resilience to welfare reforms as the organisation is heavily affected by these reforms and so we must acknowledge this external dependency while keeping control over what we can influence.

We need to secure sustainability and continuity of services to safeguard the future of the organisation by securing multi-year funding for core services by diversifying income streams and expanding our volunteer base.

Our weaknesses are summarised as revolving around the decrease in grants from traditional sources and our reliance on our volunteer base. The demand on our services is likely to increase in the future. This is due both to the increase in the numbers of people needing to complete applications for Personal Independence Payments and f issues with Universal Credit (UC)

Financial threats go to the heart of the viability of our organisation. Our Finance Officer has been instructed to continuously review our expenditure base with a view to restricting expenditure wherever possible, consistent with maintaining our quality and our standards.

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Financial review *(continued)*

A description of the principal risks facing the charity

Within DAP, our strengths are seen as being dependent on the excellent reputation that our charity has built up over many years. This reputation extends beyond Torfaen and, increasingly, into the neighbouring counties. We are well respected by the local AM, members of the local council and local housing associations. Our name is passed on by word of mouth by people who we have helped. Amongst those organisations referring clients on to us is the local Citizens Advice Bureau, The Alzheimer's Society and 2 local Housing Associations.

Our weaknesses are summarised as revolving around the decrease in grants from traditional sources and our reliance on our volunteer base. The demand on our services is likely to increase in the future. This is due both to the increase in the numbers of people needing to complete applications for Personal Independence Payments and the introduction of Universal Credit (UC). Torfaen was the first County in South Wales to have UC introduced.

Financial threats go to the heart of the viability of our organisation. Our Finance Officer has been instructed to continuously review our expenditure base with a view to restricting expenditure wherever possible, consistent with maintaining our quality and our standards.

Our principal sources of funding

The charity's principal sources of funding for the year ended 31 March 2025 are disclosed in note 6 to the financial statements

Plans for future periods

DAP going forward

We will continue to respond to the need of our clients to improve their quality of life. We will deliver our services based on a hybrid model. This will mean making the most of our learning experiences using virtual platforms such as Zoom and Teams to continue to offer a remote service to those who need it. To ensure the office continues to be a place where face-to-face meetings take place. We will make home visits where the circumstances of the client preclude any other types of meetings.

We will continue to help local councils, housing associations etc understand how they can best serve the needs of disabled people.

We will continue to honour our commitment to expand our area of activity into all the counties of the former county of Gwent / Aneurin Bevan University health Board. We have already shown that we are actively helping not only disabled people but also the families and carers of disabled people. This will continue.

The Disability Advice Project Ltd

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2025

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 26th January 2026 and signed on behalf of the board of trustees by:



Mrs A Deverill-Smith
Trustee

The Disability Advice Project Ltd

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of The Disability Advice Project Ltd

Year ended 31 March 2025

I report to the trustees on my examination of the financial statements of The Disability Advice Project Ltd ('the charity') for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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

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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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.

J Rhodes

Jonathan Rhodes BSc BFP FCA
Independent Examiner

24 Bridge Street
Newport
South Wales
NP20 4SF

26th January 2026

The Disability Advice Project Ltd

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2025

			2025		2024
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income and endowments					
Donations and legacies	5	3,374	—	3,374	4,613
Charitable activities	6	25,000	153,638	178,638	151,026
Investment income	7	1,705	—	1,705	1,046
Total income		<u>30,079</u>	<u>153,638</u>	<u>183,717</u>	<u>156,685</u>
Expenditure					
Expenditure on charitable activities	8,9	27,017	128,696	155,713	156,635
Total expenditure		<u>27,017</u>	<u>128,696</u>	<u>155,713</u>	<u>156,635</u>
Net income and net movement in funds		<u>3,062</u>	<u>24,942</u>	<u>28,004</u>	<u>50</u>
Reconciliation of funds					
Total funds brought forward		54,572	49,458	104,030	103,980
Total funds carried forward		<u>57,634</u>	<u>74,400</u>	<u>132,034</u>	<u>104,030</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The notes on pages 18 to 25 form part of these financial statements.

The Disability Advice Project Ltd

Company Limited by Guarantee

Statement of Financial Position

31 March 2025

	Note	2025 £	2024 £
Current assets			
Debtors	14	2,791	3,312
Cash at bank and in hand		131,985	105,463
		<u>134,776</u>	<u>108,775</u>
Creditors: amounts falling due within one year	15	<u>2,742</u>	<u>4,745</u>
Net current assets		132,034	104,030
Total assets less current liabilities		132,034	104,030
Net assets		132,034	104,030
Funds of the charity			
Restricted funds		74,400	49,458
Unrestricted funds		57,634	54,572
Total charity funds	17	132,034	104,030

For the year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 26th January 2026, and are signed on behalf of the board by:



Mrs A Deverill-Smith
Trustee

The notes on pages 18 to 25 form part of these financial statements.

The Disability Advice Project Ltd

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2025

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 24 Bridge Street, Newport, NP20 4SF.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

The charity is entirely dependent on continuing grant aid and as a consequence the going concern basis is also dependent on the continuing grant aid. However, at the time of signing these accounts there are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal and fall into one of two sub-classes: restricted income funds or endowment funds.

Incoming resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

The Disability Advice Project Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

3. Accounting policies *(continued)*

Incoming resources *(continued)*

- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

The Disability Advice Project Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

4. Limited by guarantee

The charity is incorporated under the Companies Act 2006 and is limited by guarantee, each member having to contribute such amounts not exceeding £1 as may be required in the event of the company being wound up.

Number of members of the charity as at 31 March 2025 was 2 (2024: 4).

5. Donations and legacies

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Donations				
Donations	3,374	3,374	4,613	4,613

6. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
GAVO	—	—	—
National Lottery Community Fund	—	49,979	49,979
Postcode lottery	25,000	—	25,000
The Waterloo Foundation	—	10,000	10,000
Torfaen County Borough Council	—	93,659	93,659
	25,000	153,638	178,638

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
GAVO	10,000	—	10,000
National Lottery Community Fund	—	59,979	59,979
Postcode lottery	25,000	—	25,000
The Waterloo Foundation	—	—	—
Torfaen County Borough Council	—	56,047	56,047
	35,000	116,026	151,026

7. Investment income

	Unrestricted Funds £	Total Funds 2025 £	Unrestricted Funds £	Total Funds 2024 £
Bank interest receivable	1,705	1,705	1,046	1,046

The Disability Advice Project Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Core activities	–	–	–
National Lottery Community Fund	–	34,528	34,528
Postcode Lottery	17,907	–	17,907
The Waterloo Foundation	–	3,255	3,255
Torfaen County Borough Council	–	55,692	55,692
Support costs	9,110	35,221	44,331
	<u>27,017</u>	<u>128,696</u>	<u>155,713</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Core activities	1,061	–	1,061
National Lottery Community Fund	–	101,014	101,014
Postcode Lottery	–	–	–
The Waterloo Foundation	–	–	–
Torfaen County Borough Council	–	36,307	36,307
Support costs	1,045	17,208	18,253
	<u>2,106</u>	<u>154,529</u>	<u>156,635</u>

9. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2025 £	Total fund 2024 £
Core activities	–	–	–	2,106
National Lottery Community Fund	34,528	13,000	47,528	110,432
Postcode Lottery	17,907	6,710	24,617	–
The Waterloo Foundation	3,255	1,258	4,513	–
Torfaen County Borough Council	55,692	20,963	76,655	44,097
Governance costs	–	2,400	2,400	–
	<u>111,382</u>	<u>44,331</u>	<u>155,713</u>	<u>156,635</u>

The Disability Advice Project Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

10. Analysis of support costs

	Core activities	National Lottery Community Fund	Postcode Lottery	The Waterloo Foundation	Torfaen County Borough Council	Total 2025	Total 2024
	£	£	£	£	£	£	£
Premises	–	7,344	3,791	711	11,845	23,691	4,113
General office	–	3,583	1,849	347	5,775	11,554	11,045
Finance costs	–	35	18	3	57	113	343
Legal, accounting & professional fees	2,400	1,548	799	150	2,496	7,393	2,752
Insurance	–	490	253	47	790	1,580	–
	2,400	13,000	6,710	1,258	20,963	44,331	18,253

The Disability Advice Project Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

11. Independent examination fees

	2025	2024
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2,400</u>	<u>2,331</u>

12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2025	2024
	£	£
Wages and salaries	106,671	113,504
Social security costs	1,623	349
Employer contributions to pension plans	1,874	4,002
	<u>110,168</u>	<u>117,855</u>

The average head count of employees during the year was 7 (2024: 10). The average number of full-time equivalent employees during the year is analysed as follows:

	2025	2024
	No.	No.
Number of staff involved in charitable activities	<u>5</u>	<u>8</u>

No employee received employee benefits of more than £60,000 during the year (2024: Nil).

Key Management Personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £14,543 (2024: £12,253).

13. Trustee remuneration and expenses

Neither the trustees or any persons connected with them have received any remuneration either in the current year or in the prior year.

Neither the trustees or any persons connected with them were reimbursed any expenses either in the current year or in the prior year.

Funds belonging to the charity have been used for the purchase of insurance to protect the charity from loss arising from neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part. The indemnity insurance is included as part of the overall charity insurance premium and therefore is an unidentifiable cost.

The Disability Advice Project Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

14. Debtors

	2025	2024
	£	£
Prepayments and accrued income	2,791	2,605
Other debtors	—	707
	<u>2,791</u>	<u>3,312</u>

15. Creditors: amounts falling due within one year

	2025	2024
	£	£
Accruals and deferred income	2,400	4,745
Pension	342	—
	<u>2,742</u>	<u>4,745</u>

16. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £1,874 (2024: £4,002).

17. Analysis of charitable funds

Unrestricted funds

	At 1 April 2024	Income	Expenditure	At 31 March 2025
	£	£	£	£
General funds	48,135	30,079	(27,017)	51,197
Designated Fund - office costs	6,437	—	—	6,437
	<u>54,572</u>	<u>30,079</u>	<u>(27,017)</u>	<u>57,634</u>

	At 1 April 2023	Income	Expenditure	At 31 March 2024
	£	£	£	£
General funds	9,582	40,659	(2,106)	48,135
Designated Fund - office costs	6,437	—	—	6,437
	<u>16,019</u>	<u>40,659</u>	<u>(2,106)</u>	<u>54,572</u>

The Disability Advice Project Ltd

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2025

17. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 April 2024 £	Income £	Expenditure £	At 31 March 2025 £
People's Health Trust	–	93,659	(76,655)	17,004
Torfaen County Borough Council	186	–	–	186
National Lottery Community Fund	49,272	49,979	(47,528)	51,723
Postcode Lottery	–	10,000	(4,513)	5,487
	<u>49,458</u>	<u>153,638</u>	<u>(128,696)</u>	<u>74,400</u>

	At 1 April 2023 £	Income £	Expenditure £	At 31 March 2024 £
People's Health Trust	–	–	–	–
Torfaen County Borough Council	186	56,047	(44,097)	12,136
National Lottery Community Fund	87,775	59,979	(110,432)	37,322
Postcode Lottery	–	–	–	–
	<u>87,961</u>	<u>116,026</u>	<u>(154,529)</u>	<u>49,458</u>

18. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2025 £
Current assets	60,376	74,400	134,776
Creditors less than 1 year	(2,742)	–	(2,742)
Net assets	<u>57,634</u>	<u>74,400</u>	<u>132,034</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Current assets	18,480	90,295	108,775
Creditors less than 1 year	(1,756)	(2,989)	(4,745)
Net assets	<u>16,724</u>	<u>87,306</u>	<u>104,030</u>