

HACKNEY PEOPLE FIRST

(CHARITABLE INCORPORATED ORGANISATION)

REPORT OF THE MANAGEMENT COMMITTEE

The trustees present their report and financial statements for the year ended 31 March 2024.

Legal Status:

Hackney People First was established by a constitution on 7th April 2014

Aims:

The aims of the organisation are:

- To support people with learning difficulties living or working in the London Borough of Hackney through services which enable people with learning difficulties to obtain their full rights and privileges as citizens;
- The advancement of education and training of professionals, carers and the public about the needs of people with learning difficulties so people with learning difficulties may achieve full participation in the community.
- To advance and promote the education of people with learning difficulties in self-advocacy.

Work done in Hackney...

- As usual, we had our monthly Management Committee meetings.
- We started our weekly Speak Up project funded by People's Health Trust. This two-year project will continue until end of March 2025.
- Continuation funding from the National Lottery has meant we have been able to continue running the Better Together Project to meet on a weekly basis to help reduce social isolation for adults with learning disabilities.
- Staff took part in Grant Assessments for the local authority
- We underwent an Organisational Health Assessment
- We have been involved in workshops to do with the local Equality Plan, preparations for local authority CQC inspection, Council housing, various local strategies, fundraising, Co-production, and the Learning Disability Partnership Forum.
- We reviewed some important policies and procedures.
- Users were supported to attend a Campaigning workshop around Community Activism with Mencap.
- We have been able to give our views and opinions by getting involved in local consultations on the state of local NHS services, local authority Equality Plan, Supported Employment, East London Foundation Trust Annual Conference, the local Learning Disability Strategy, and communicating with the council to improve local services.

Charitable Incorporated Organisation: 1156543

(Cont.)

- We supported some beneficiaries with their utility bills during the cost-of-living crisis.
- Funding from the London Community Foundation to address the cost-of-living crisis meant we could eat together as a group and enjoy weekend social events, which included a trip to Southend.
- A small group of our members continued to check easy-read documents.
- Some members received advocacy support around such things as mobile phone services, renewing freedom travel pass, signing up to 'priority register' for energy supplier, etc.

Becoming a stronger organisation

- Hackney People First is staying strong in many ways. We continued to receive funding from the National Lottery to continue the Better Together project, plus funding from People's Health Trust for our two year Speak Up project.
- Funding from Broadgate Community Fund, via London Community Foundation, meant we could cover any shortfalls in our core-costs
- We got our new website up and running
- Two new people joined our group
- We changed the venue for our projects, which was more cost-effective. Plus, we were able to refer our beneficiaries to new courses run by the new venue provider
- DBS check for staff was renewed
- Staff attended Safeguarding Awareness training
- We got excellent support from Inclusion London to become a stronger organisation by having an Organisational Health Assessment, which is an ongoing piece of work
- We continued to receive great support from the London Accountancy Practice (LAP)
- We will continue making applications for funding and get help from HCVS and Inclusion London around funding and becoming stronger. We would like to give a special thank you to Steve who has supported Hackney People First by giving very helpful advice and input.

Statement of Trustees' Responsibilities Special Acknowledgement

The trustees are grateful for all the support the organisation gets from the funders, individuals, and other community organisations. Their extended support made it possible for us to reach our present stage of development. In particular we are very grateful to all our main Funders.

The trustees acknowledge the contribution of the Director, staff, and volunteers, through their work, devotion and loyalty.

Charity 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 charity and of its results for that period. In preparing those financial statements the trustees are required to:

Select suitable accounting policies and then apply them consistently. Make judgements and estimates that are reasonable and prudent

State whether the policies adopted are in accordance with the Charities SORP and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements; and

Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the charity and to enable them to ensure that the financial statements comply with relevant law. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Review and Results

The net movement in funds for the year amounted to -£13,056 compared with a surplus of £18,600 in the previous year. The retained reserves at 31st March 2024 amounted to £21,681.

Balance Sheet

Details of the major items on the balance sheet can be found in the notes to the accounts.

The fluctuations in debtors and creditors year on year are purely the result of the timing of receipts and payment around the year-end.

REPORT OF THE MANAGEMENT COMMITTEE (continued)

Reserve Policy

The trustees review their reserve policy periodically and aim to retain an adequate sum to ensure the continuity of its activities. This is to ensure that in the event of a significant drop in funding, the charity will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

Risk Management

The trustees have drawn up a risk register which provides dates and details of action to be taken to reduce the risks faced by the charity. The charity also purchases a range of insurances.

Approved by the Management Committee on 20th November 2024 and signed on its behalf by

S. HUSSEIN

Trustee (Chairperson)



Trustee (Treasurer)

HACKNEY PEOPLE FIRST
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024
CHARITY NUMBER 1156543

LONDON ACCOUNTANCY PRACTICE
SOJOURNER TRUTH CENTRE
161 SUMNER ROAD
LONDON SE15 6JL

**HACKNEY PEOPLE FIRST
(CHARITABLE INCORPORATED ORGANISATION)
YEAR ENDED 31 MARCH 2024**

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**HACKNEY PEOPLE FIRST
(CHARITABLE INCORPORATED ORGANISATION)
ADMINISTRATIVE INFORMATION
AS AT 31 MARCH 2024**

REGISTRATION DETAILS

Hackney People First is registered as a Charitable Incorporated Organisation in England and Wales - Registered Charity No: 1156543.

GOVERNING DOCUMENT

Hackney People First is governed by its Memorandum and Articles of Association and the Charities Act 2011.

DIRECTORS/ TRUSTEES

Salih HusseinChairperson
Patricia Charlesworth.....Vice Chair
Peter Allum.....Treasurer
Valerie Clery.Secretary
Anita Jacques.....Officer
Israel Forest.....Officer
Steven Kyriacou.....Officer

FORMAL ADDRESS

Hackney People First,
65 Dalston Lane
London E8 2NG

BANKERS

NatWest Bank
Hackney – Amhurst Road Branch
20 Amhurst Road
London E8 1QZ

INDEPENDENT EXAMINER

London Accountancy Practice
Sojourner Truth Centre
161 Sumner Road
London SE15 6JL

**HACKNEY PEOPLE FIRST
(CHARITABLE INCORPORATED ORGANISATION)
REPORT OF THE TRUSTEES/DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2024**

PRINCIPAL ACTIVITY

The principal activities of the organisation continue to be:

1. To support people with learning difficulties living or working in the London Borough of Hackney through services which enable people with learning difficulties to obtain their full rights and privileges as citizen.
2. The advancement of education and training of professionals, carers and the public about the needs of people with learning difficulties so people with learning difficulties may achieve full participation in the community.
3. To advance and promote the education of people with learning difficulties in self advocacy.

DEVELOPMENTS AND ACHIEVEMENTS DURING THE YEAR

(See Hackney People First separate Annual Report for more information)

STATEMENT OF DIRECTORS' AND TRUSTEES' RESPONSIBILITIES

Law applicable to incorporated Charities in England and Wales requires the trustees, who are also the directors of the Organisation, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the end of the year and of its financial activities during the year then ended. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the project will continue in operation.

The directors are responsible for keeping proper accounting records which disclose at any time the financial position of the Company. They are also responsible for safe guarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Sign.....*V. Clery*.....Secretary
Valerie Clery

Date *19/06/2024*

**HACKNEY PEOPLE FIRST
(CHARITABLE INCORPORATED ORGANISATION)
REPORT OF THE DIRECTORS/ TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024**

FINANCIAL REVIEW

The results of the year's operation are set out in the attached financial statements. The net movement in funds for the year amounted to -£13,056 compared with a surplus of £18,600 in the previous year. The retained reserves at 31st March 2024 amounted to £21,681.

The retained reserves above includes unrestricted (General) fund of £9,218. The trustees have been aware of the need to comply with good practice guidelines issued by the Charity Commission on free reserves and Hackney People First policy is included in the notes to the accounts.

RESERVE POLICY

The Charity Commission requires charities to determine and explain their policy for free reserves. The trustees have reviewed its free reserve policy and have turned its entire unrestricted fund into an emergency reserve to enable HACKNEY PEOPLE FIRST to meet its obligations in the event of a shortfall in income or sudden upturn in expenditure. The organisation requires at least 3 months' operating costs which amounts £19,314 based on this year's expenditure.

RISK MANAGEMENT

The trustees have examined the major risk which HACKNEY PEOPLE FIRST faces and believe that maintaining our free reserves at a reasonable level, combined with our annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks which we face and confirm that they have established systems to mitigate the significant risks.

TANGIBLE FIXED ASSETS

The Organisation does not have fixed assets.

FUNDS AVAILABLE

The present level of funding is adequate to support the continuation of the charity operations for the medium term, and the trustees consider the financial position of the charity to be satisfactory.

VOLUNTEERS

HACKNEY PEOPLE FIRST recognises the significant contributions made by volunteers.

**HACKNEY PEOPLE FIRST
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES AND DIRECTORS
FOR THE YEAR ENDED 31 MARCH 2024**

I report on the accounts of the company for the year ended 31 March 2024, which are set out on pages 7 to 8.

Respective responsibilities of trustees and examiner

The trustees (who are also the 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 this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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 report

My examination was carried out in accordance with the 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 you as 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

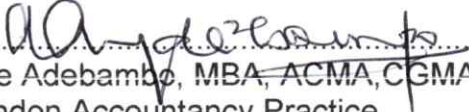
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.......... Date.....1ST AUGUST 2024..
Ade Adebambo, MBA, ACMA, CGMA, ACG
London Accountancy Practice
161 Sumner Road
London SE15 6JL

HACKNEY PEOPLE FIRST
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

	Unrestricted Fund £	Restricted Fund £	2024 Total £	2023 Total £
Incoming Resources				
Grants, Donations and legacies	1,845	62,357	64,202	72,911
Total Incoming Resources	1,845	62,357	64,202	72,911
Costs of generating funds:				
Charitable activities	3,888	73,370	77,258	54,311
Total Resources Expended	3,888	73,370	77,258	54,311
Net Incoming Resources	-2,043	-11,013	-13,056	18,600
Balances brought forward	11,261	23,476	34,737	16,137
Fund balances carried forward	9,218	12,463	21,681	34,737

**HACKNEY PEOPLE FIRST
BALANCE SHEET
AS AT 31 MARCH 2024**

	2024 £	2023 £
CURRENT ASSETS		
Cash at Bank	22,086	35,207
Cash at hand	159	5
	<u>22,206</u>	<u>35,212</u>
CURRENT LIABILITIES		
Creditors and Accruals	525	475
	<u>21,681</u>	<u>34,737</u>
REPRESENTED BY:		
FUNDS:		
Unrestricted	9,218	11,261
Restricted	12,463	23,476
	<u>21,681</u>	<u>34,737</u>

Approved by the Management Committee on 19th June 2024
and signed on its behalf by:

Sign S. HUSSEIN Chair
Salih Hussein

Sign P. Allum Treasurer
Peter Allum

**HACKNEY PEOPLE FIRST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

1. ACCOUNTING POLICIES

1.1 Basis of preparation of Financial Statements

The financial statements are prepared under the historic cost convention and include the results of the charity's operations which are described in the report of the directors /trustees all of which are continuing.

The accounts have been prepared in accordance with the Statements of Recommended Practice for charity accounts.

The charity has taken advantage of the exemption of Financial Reporting Standard No 1 from the requirements to produce a cash flow statement on the grounds that it qualifies as a small charity

1.2 Incoming Resources

1.2.1 Revenue grants are credited to the Statement of Financial Activities on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are included on the Balance Sheet as deferred income to be recognised in the future accounting period.

1.2.2 Grants received for specific purposes are accounted for as restricted funds in the Statement of Financial Activities.

1.3 Restricted Funds

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

1.4 Unrestricted Funds

Unrestricted funds are donations and other incomes received or generated for the objects of the organisation without further specified purpose and are available for general funds.

1.5 Designated Funds

Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

1.6 Resources Expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities.

2.0 CREDITORS & ACCRUALS

2024

2023

	£	£		
Accountancy Fees	525		475	
HACKNEY PEOPLE FIRST				
DETAILED INCOME AND EXPENDITURE ACCOUNT				
FOR THE YEAR ENDED 31 MARCH 2024				
INCOMING RESOURCES	Unrestricted Fund	Restricted Fund	Total 2024	Total 2023
	£	£	£	£
Grants, legacies and donations				
National Lottery Community Fund-RC London and South East Region	0	50,000	50,000	50,000
HCVS Workshop	0	0	0	523
E N Bloom	1,360	0	1,360	1,840
London Community Foundation	0	5,000	5,000	10,000
LB Hackney- Sageguarding event	0	0	0	500
Donations- Health Watch Hackney	0	0	0	180
People's Health Trust	0	7,357	7,357	8,828
Donation-People's Health Trust	100	0	100	0
The Open University-Workshop	25	0	25	50
Donations-Skills for Care	360	0	360	990
Total Incoming Resources	1,845	62,357	64,202	72,911
OUTGOING RESOURCES				
Advocacy Co-ordinator	0	38,567	38,567	32,031
HMRC	0	17,976	17,976	10,359
Room Bookings	0	5,770	5,770	3,470
Pensions	0	8,762	8,762	3,070
Staff Travel	509	0	509	430
DBS Check	62	0	62	0
Telephone & Internet	268	0	268	166
Social activities	0	0	0	281
Certificates	0	0	0	23
Website Development	0	1,800	1,800	1
Website-1&1 Internet	19	0	19	0
Web Hosting	29	0	29	0
Social activities	573	0	573	0
Energy Support	600	0	600	0
Postage & Stationery	50	0	50	53
Utilities	639	0	639	599
Office Project Equipment	147	0	147	20
Office software	0	0	0	12
Zoom Meetings	0	0	0	144
Members Travel	105	0	105	142
Payroll Services	362	0	362	357
Accountancy Fees	525	0	525	475
Insurance	0	496	496	392
Sundry Expenses	0	0	0	2,286
TOTAL RESOURCES EXPENDED	3,888	73,370	77,258	54,311

HACKNEY PEOPLE FIRST
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024
CHARITY NUMBER 1156543

LONDON ACCOUNTANCY PRACTICE
SOJOURNER TRUTH CENTRE
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LONDON SE15 6JL

**HACKNEY PEOPLE FIRST
(CHARITABLE INCORPORATED ORGANISATION)
YEAR ENDED 31 MARCH 2024**

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Steven Kyriacou.....Officer

FORMAL ADDRESS

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BANKERS

NatWest Bank
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London E8 1QZ

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DEVELOPMENTS AND ACHIEVEMENTS DURING THE YEAR

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Sign.....*V. Clery*.....Secretary
Valerie Clery

Date *19/06/2024*

**HACKNEY PEOPLE FIRST
(CHARITABLE INCORPORATED ORGANISATION)
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- 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 report

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Independent examiner's statement

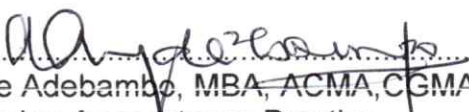
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(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

.......... Date.....1ST AUGUST 2024..
Ade Adebambo, MBA, ACMA, CGMA, ACG
London Accountancy Practice
161 Sumner Road
London SE15 6JL

HACKNEY PEOPLE FIRST
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

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**HACKNEY PEOPLE FIRST
BALANCE SHEET
AS AT 31 MARCH 2024**

	2024 £	2023 £
CURRENT ASSETS		
Cash at Bank	22,086	35,207
Cash at hand	159	5
	<u>22,206</u>	<u>35,212</u>
CURRENT LIABILITIES		
Creditors and Accruals	525	475
	<u>21,681</u>	<u>34,737</u>
REPRESENTED BY:		
FUNDS:		
Unrestricted	9,218	11,261
Restricted	12,463	23,476
	<u>21,681</u>	<u>34,737</u>

Approved by the Management Committee on 19th June 2024
and signed on its behalf by:

Sign S. HUSSEIN Chair
Salih Hussein

Sign P. Allum Treasurer
Peter Allum

**HACKNEY PEOPLE FIRST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024**

1. ACCOUNTING POLICIES

1.1 Basis of preparation of Financial Statements

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The charity has taken advantage of the exemption of Financial Reporting Standard No 1 from the requirements to produce a cash flow statement on the grounds that it qualifies as a small charity

1.2 Incoming Resources

1.2.1 Revenue grants are credited to the Statement of Financial Activities on the earlier date of when they are received or when they are receivable, unless they relate to a specific future period, in which case they are included on the Balance Sheet as deferred income to be recognised in the future accounting period.

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1.3 Restricted Funds

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1.4 Unrestricted Funds

Unrestricted funds are donations and other incomes received or generated for the objects of the organisation without further specified purpose and are available for general funds.

1.5 Designated Funds

Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.

1.6 Resources Expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities.

2.0 CREDITORS & ACCRUALS

2024

2023

	£		£	
	525		475	
Accountancy Fees				
HACKNEY PEOPLE FIRST				
DETAILED INCOME AND EXPENDITURE ACCOUNT				
FOR THE YEAR ENDED 31 MARCH 2024				
INCOMING RESOURCES	Unrestricted	Restricted	Total	Total
	Fund	Fund	2024	2023
	£	£	£	£
Grants, legacies and donations				
National Lottery Community Fund-RC London and South East Region	0	50,000	50,000	50,000
HCVS Workshop	0	0	0	523
E N Bloom	1,360	0	1,360	1,840
London Community Foundation	0	5,000	5,000	10,000
LB Hackney- Sageguarding event	0	0	0	500
Donations- Health Watch Hackney	0	0	0	180
People's Health Trust	0	7,357	7,357	8,828
Donation-People's Health Trust	100	0	100	0
The Open University-Workshop	25	0	25	50
Donations-Skills for Care	360	0	360	990
Total Incoming Resources	1,845	62,357	64,202	72,911
OUTGOING RESOURCES				
Advocacy Co-ordinator	0	38,567	38,567	32,031
HMRC	0	17,976	17,976	10,359
Room Bookings	0	5,770	5,770	3,470
Pensions	0	8,762	8,762	3,070
Staff Travel	509	0	509	430
DBS Check	62	0	62	0
Telephone & Internet	268	0	268	166
Social activities	0	0	0	281
Certificates	0	0	0	23
Website Development	0	1,800	1,800	
Website-1&1 Internet	19	0	19	0
Web Hosting	29	0	29	0
Social activities	573	0	573	0
Energy Support	600	0	600	0
Postage & Stationery	50	0	50	53
Utilities	639	0	639	599
Office Project Equipment	147	0	147	20
Office software	0	0	0	12
Zoom Meetings	0	0	0	144
Members Travel	105	0	105	142
Payroll Services	362	0	362	357
Accountancy Fees	525	0	525	475
Insurance	0	496	496	392
Sundry Expenses	0	0	0	2,286
TOTAL RESOURCES EXPENDED	3,888	73,370	77,258	54,311