

**REGISTERED CHARITY NUMBER: 1158888**

**Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2023  
for  
Warrington Speak Up**

## **Warrington Speak Up**

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**Warrington Speak Up**  
**Report of the Trustees**  
**for the Year Ended 31 March 2023**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**Message from the trustees**

It continues to be an absolute pleasure to be members of the board of trustees for Warrington Speak Up. Over the last year, we've had the honour to watch the organisation grow and flourish further, maintaining positive change, delivering high quality services whilst strengthening and developing partnerships and connections. The range of statutory and non-statutory services delivered is most impressive, providing much needed support to service users and their families. It is a real credit to everyone involved the achievements that have been made with such a small resource and budget. The Speak Up staff are miracle workers making what seems the impossible possible day in and day out. This year has continued to be operationally very challenging due to the ongoing fallout from the Covid pandemic, high demand and staff vacancies at times, but the teams have continued to perform above and beyond expectations. It is worthwhile to pause and look back with pride at what has been achieved, before planning for the future. We would like to extend our thanks to all the staff involved at Warrington Speak Up as well as the many partners and individuals that continue to support Warrington Speak Up and the benefit it brings to the Warrington community and beyond. The Charity undoubtedly improves the health and well-being of Warrington residents keeping a great many safe from harm.

**Message from the CEO**

Our aim over the last 12 months has been to not just 'survive' but to actively 'thrive' as a team and an organisation. Although the impact of Covid-19 is still evident within our community we have remained focused on continuing to ensure that people's voices are heard, rights upheld and that we deliver excellent quality advocacy services, projects and participation and engagement initiatives. None of this however could take place without committed, knowledgeable and passionate staff, trustees and volunteers. Staff have continued to demonstrate best practice and work tirelessly to achieve the best outcomes for the people they supported. We have continued to invest in a structured programme of internal and external training, supervision and support, and wellbeing opportunities to ensure our staff and volunteers have the support they need to the jobs they do. We are incredibly proud of their skills, professionalism, resilience and above all passion and commitment to do the very best they can for the people they support.

We are also privileged to be part of a thriving and active voluntary and community sector and have prioritised strengthening our partnerships and relationships. We remain grateful for the continued support and encouragement of our statutory partners and funders. Actively cultivating an ethos of 'working together' with all our partners is something I believe results in both positive change within our communities and positive outcomes for individuals.

Thank you to everyone who has been part of our journey over the last 12 months. Whether we are delivering statutory advocacy, mental health projects, dementia services or community initiatives our aim is the same - to help people live their best lives.

Whilst we continue to face challenges and pressures we are positive about the future, knowing that we have strong foundations in place, a clear sense of purpose, a culture of excellence and involvement, a person-led team delivering personalised services and well embedded community connections.

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

Warrington Speak Up's mission is to provide independent advocacy services to Warrington residents which will directly relieve the needs of vulnerable young people and adults who have learning difficulties, disabilities, health and social care needs and mental health concerns and/or to relieve the needs of those who may be providing care and support. This mission is carried out in such a way as to affirm the dignity, individuality and integrity of each individual, ensuring their rights as ordinary citizens are protected. In addition, we seek to champion change within the field of health and social care.

**Warrington Speak Up**  
**Report of the Trustees**  
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**OBJECTIVES AND ACTIVITIES**

**Public benefit**

In planning the charity's activities, the trustees have had regard to the Charity Commission's guidance on public benefit. In accordance with the National Advocacy Charter, advocacy services are independent (structurally independent from statutory organisations and other service providers) confidential, accessible and provided free of charge. Warrington Speak Up aims to ensure that buildings, policies, procedures and publicity materials promote access to the whole community. Information in a range of formats and on different platforms, is available to clients, funding agencies and other service providers, describing the scope and limitations of services, outlining eligibility criteria and promoting referral pathways.

Advocacy promotes social inclusion, equality and social justice.

Through the provision of statutory and non-statutory advocacy services individuals are able to:

- increase their confidence and self-esteem,
- have their voice heard,
- have their rights defended and upheld,
- have their views and wishes genuinely considered when decisions are being made about their lives,
- enjoy more control over their lives,
- be meaningfully involved in decision making,
- gain improved access to appropriate adult social care, health and well-being services,
- participate and contribute to their local communities,
- be kept safe from all types of abuse and have representation during safeguarding processes,

During 2022-23 the organisation has actively worked with the following identified groups:

- Prisoners with health and social care needs
- Young people and adults with SEND needs, learning disabilities, mental health issues
- Adults with learning difficulties and learning disabilities and health and social care needs
- Adults with autism
- Parents with mental health issues, learning needs, physical or sensory disabilities and/or substance misuse issues, who are involved in Early Intervention, Child in Need, Child Protection and Family Care Proceedings
- Disabled young people in transition
- Older people in care homes and hospital settings
- Older people with dementia
- Carers
- People with acquired brain injury
- People accessing homeless provision and the Street homeless
- People with a physical disability and/or sensory difficulties

In addition, Warrington Speak Up, through consultation activity, community participation events and issue-based advocacy, has sought to influence the development and implementation of local agendas and commissioning priorities within health and social care reform in order to improve outcomes for local people and to ensure the collective voice of individuals is at the centre of decision making. The CEO of Warrington Speak Up is the Chairperson of the Warrington Safeguarding Adult Forum, Chair of the Learning Disability Partnership Board and is a member of the Warrington Adult Safeguarding Board, Autism Board, Suicide Prevention Board, VCSE alliance and various mental health working groups. Our lead practitioners are also members of various boards and forums including the Dementia Partnership Board, Practitioners Forum, Advocacy Leads group and forums within Merseycare.



**Warrington Speak Up**  
**Report of the Trustees**  
**for the Year Ended 31 March 2023**

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

The following services and hours were provided and delivered in the Hub between April 2022 and March 2023.

**Care Act (Statutory)**

Total number of clients supported - 361  
Total number of new referrals - 246  
Total number of advocacy hours - 2382

**Paid RPR (Statutory)**

Total number of clients supported - 451  
Total number of new referrals - 278  
Total number of advocacy hours - 2219

**IMHA (Statutory)**

Total number of clients supported - 231  
Total number of new referrals - 191  
Total number of advocacy hours - 1654

**IMCA (Statutory)**

Total number of clients supported - 126  
Total number of new referrals - 113  
Total number of advocacy hours - 443

**Parent Advocacy (Non-Statutory)**

Total number of clients supported - 147  
Total number of new referrals - 106  
Total number of advocacy hours - 2011

**Early Help (Preventative) Advocacy (Non-Statutory)**

Total number of clients supported - 74  
Total number of new referrals - 65  
Total number of advocacy hours - 451

**Advocacy for Informal Patients (Non-Statutory)**

Total number of clients supported - 83  
Total number of new referrals - 73  
Total number of advocacy hours - 146

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In addition, Warrington Speak Up continues to deliver the following activity on a commissioned basis:

Your Life, Your Say Older Peoples Project  
Located in 2 care homes

**Spot purchase Paid RPR (Statutory)**

54 clients supported, referrals from Warrington, Salford, Lancashire, Worcestershire, Cheshire East, Conwy, Waltham Forest, York, Manchester, Worcestershire

**Spot purchase Care Act (Statutory)**

17 clients supported, referrals from Warrington, Warrington CCG, Hull, St Helens

**Spot purchase IMHA (Statutory)**

1 client supported, referral from Warrington Borough Council

**Spot purchase Parent Advocacy (Non-Statutory)**

34 clients supported, referrals from Halton Borough Council, Warrington Borough Council, Wigan Council

**Spot purchase 1.2 Reps (Statutory)**

20 clients supported, referrals from Warrington Borough Council

**Spot purchase Graphic facilitation**

Pathways Associates (Cheshire Mersey Training Partnership, Confirm and Challenge, NW Regional Meetings, Conference).

**Projects**

**Speak Up Group**

The group continues to grow, with 20 regular members meeting each week, being a strong voice for people with learning disabilities in Warrington. The Gateway continue to provide a welcoming, warm and accessible space for the group to meet.

Many partner organisations have worked with the group and individual representatives throughout the year including Northwest Ambulance Service, Cheshire Constabulary, Warrington CCG, Merseycare, Learning Disability Community Nursing Team, Job Centre, Adult Social Care teams and BILD.

The highlight of the years for members will always be the regional conferences particularly the Blackpool event.

**Connect Yourself**

The Connect Yourself Project seeks to work with individuals to identify and achieve their goals with a view to maximising independence. The approach of the project is entirely person centred which allows for creative and unique approaches. The young people we have worked with have presented with a range of wishes from confidence building and independent travel training, to securing benefits, opening a bank account, moving to independent living, attending a youth club and getting a job. Due to the success of the project and the number of young people participating we have received an additional two years funding.

**Get Warrington Talking**

**Warrington Speak Up**  
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We have facilitated a number of one off and regular events throughout the year to raise awareness of mental health and challenge stigma. These included our annual suicide prevention walk through the night on World Suicide Prevention Day involving 300 participants, Time to Talk Day and World Mental Health day initiatives at Golden Square shopping centre, bi-weekly walk and talks, supper clubs and soup and chats. We have recruited, trained and provided ongoing support to a team of volunteers with lived experiences and put in place a volunteer co-ordinator.

**PAUSE**

Total number of clients supported - 111

Total number of hours - 300

Our non-clinical community mental health listening space has been operational for 12 months and provided support to over 100 individuals enabling open conversations about their mental health, free from stigma and judgement. The initiative is part of Warrington's suicide prevention strategy, encouraging conversation, improving wellbeing, supporting access to appropriate services, raising awareness and understanding of mental health and aiming to save lives.

The PAUSE meeting room continues to offer a safe and welcoming environment that puts people at their ease and where they feel valued.

PAUSE is open Monday, Wednesday and Friday with the added offer of additional 1 to 1 appointments. We have established excellent partnership working relationships with key agencies. The Verve, Priestley College and Warrington Vale Royal College continue to help us to connect with our 18-24 year old primary target audience while allowing the space to cater for all adults.

**Your Life, Your Say Older People's Project**

Provides instructed and non-instructed advocacy support to residents within 2 residential/nursing homes. Advocacy is aimed at residents with little or no family contact or other social networks, tackling social isolation within care settings. Activity includes life story work, discussion and contribution to resident surveys, end of life care planning.

**Still Me Dementia Project**

Working in partnership with people living with dementia, carers, community groups and organisations we aim to collate views, themes and experiences. We recognise people living with dementia want others to know that they still want lives that are meaningful and full. They want to end the stigma attached to the word 'dementia'.

Our findings are fed back to the Warrington Dementia Transformation Board who are looking to improve dementia care for all in Warrington.

**Fundraising activities**

During the year the Charity continued to pursue a policy of securing additional sources of income in order to build on Warrington Speak Up's activities and retain sufficient reserves.

We have 6 main strands of income:

- 1) Specific contracts to deliver mainstream advocacy services within the local authority ie Advocacy Hub
- 2) Funding received through grants to deliver specific projects ie Connect Yourself, PAUSE, Get Warrington Talking
- 3) Income generated through offering bespoke training and consultancy
- 4) Gifts/donations from individuals and organisations
- 5) Out of area and local spot purchase arrangements,
- 6) Individual commissioned work i.e. graphic facilitation

The Charity has received its main income from the Local Authority for the provision of advocacy services. Smaller grants and sources of income include We Change Lives, Krinvest, Active Cheshire, Mersey Care Warrington Borough Council, NHS England, NHS Cheshire, NHS Warrington and various other local authorities.

**Warrington Speak Up**  
**Report of the Trustees**  
**for the Year Ended 31 March 2023**

**FINANCIAL REVIEW**

**Financial position**

The Charity has made a surplus in the year of £70,779. Its principal funding source is from grants which totalled £282,326. Total reserves at the year end were £381,364.

**Reserves policy**

The Trustees have reviewed the policy for reserves for the charity. This review encompassed the nature of the income and expenditure streams, the need to match funding income with fixed commitments and the nature of the reserves. The review concluded that to allow the charity to be managed efficiently and to provide an uninterrupted service to our client base, a general reserve which equates to approximately 6 months running costs should be maintained. In addition to this the Trustees agreed the reserves for the charity should also include costs to meet redundancy obligations for eligible staff.

**FUTURE PLANS**

**Objectives for 2022-2023**

1. Complete three-year strategy document and associated action plan and review core values
  - Core values have been reviewed and amended
  - Following a development day with staff, trustees and volunteers a three year strategy has been written which will be under review on an annual basis
2. Secure ongoing funding for Dementia Advocacy project
  - A further 12 months funding has been awarded
3. Increase number of trustees
  - A new trustee joined in June 2022
4. Review and develop training plan and embed into practice for staff and volunteers
  - A comprehensive training plan has been developed, overseen by the senior practice lead

**Objectives for 2023-2024**

1. Complete the desk top assessment for QPM by March 2023 in readiness for the in-person assessment in July 2024
2. Be ready for the forthcoming tender process in 2024 (date TBC)
3. Increase volunteer base to resource projects
4. Work with key partners on a Warrington wide co-production strategy
5. Recruit a social media consultant, review social media and increase presence, merge all platforms under Warrington Speak Up

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

**Warrington Speak Up**  
**Report of the Trustees**  
**for the Year Ended 31 March 2023**

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

The charity was registered on 11th July 2006 and is governed by its constitution adopted on 27th June 2006. After the year end, the constitution of the charity was amended, and was adopted by the Board on 26th February 2013. The amendment was made to reflect the expansion of the charity and its area of activity. The charity operates under the name of Warrington Speak Up from its offices at The Gateway.

In October 2014 the charity was registered as CIO (Charitable Incorporated Organisation and ratified by the Charities Commission. The new organisation came into effect on January 1st 2015.

Warrington Speak Up is an independent advocacy organisation actively promoting social inclusion, equality and social justice. Our aim is to strengthen the voice of people living in Warrington who face discrimination, disadvantage or social isolation. Advocacy supports and enables people who find it difficult or lack the confidence to speak up, to express their views, exercise their rights and make informed choices.

Advocacy is available to any Warrington resident over the age of 18 or to a disabled young person from the age of 16. We work with people disadvantaged through age, mental illness, disability, ill health, family and social circumstances.

**Recruitment and appointment of new trustees**

**Induction and training of new trustees**

New trustees undergo a period of induction to brief them on the work of Warrington Speak Up, structures, decision making processes and recent financial performance. During induction, trustees meet with the staff team and other members of the Board. Formal training is accessed via Warrington Voluntary Action, a local voluntary organisation that provides a range of services to 3rd Sector organisations including training on governance. A revised Trustee Induction Pack has been developed.

**Organisational structure**

Warrington Speak Up is managed by a Board of Trustees. We actively seek to appoint trustees who demonstrate their understanding of the values and ethos of Warrington Speak Up and who offer a range of experience, skill and expertise. In addition, we benefit from the support of external advisors offering specific areas of expertise and knowledge in the field of health and social care, community development and 3rd sector infrastructure and general legal advice.

The Board is keen to promote and support meaningful opportunity to any person who accesses advocacy services to share their views on the development of the organisation and influence decision making. This is supported through regular consultation events with clients and group members, satisfaction surveys and through a robust complaints, comments and compliments policy. In addition, trustees commit to meeting with members of self-advocacy groups on an annual basis to listen to their views and experiences of the organisation.

The Board of Trustees must have a minimum of three trustees but with no maximum number. We currently have five trustees.

Trustees meet bimonthly with additional meetings when required to deal with specific issues. The primary focus of the Board is to review performance of the charity, review strategic and financial plans, support organisational growth and development and agree policy and procedure. Day to day responsibility and decision making is delegated to the Manager who has overall responsibility for ensuring that the services specified are delivered to a high standard, for securing funding and the day to day management of the staff team.

During this period the Board has overseen the development of governance processes and preparation for potential changes within the management and staffing structure. Their focus for the next 12 months will be to assess the impact of Covid 19 on finances and service and ensure appropriate actions are taken to mitigate against any risks identified.

**Warrington Speak Up**  
**Report of the Trustees**  
**for the Year Ended 31 March 2023**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Risk management**

The trustees continue to assess the major risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error and manage identified risks.

Adequate insurance cover is in place in line with contractual obligations and the finances are kept under constant review with external auditing.

Significant external risks to funding have led to the development of a 'strategic plan' allowing for the diversification of funding and activities. Generating new income takes place through the promotion of specific advocacy products including spot purchase arrangements from external local authorities for statutory advocacy, provider consultation and quality assurance, graphic facilitation services across the northwest, design of easy read information and training and the Your Life Your Say Older Peoples Project.

Cash flow, expenditure and income generation is monitored and checked regularly against the annual budget. Internal control risks are minimised by the implementation of procedures for authorisation of all financial and contractual transactions.

Robust policies and procedures ensure compliance with health and safety regulations and safeguarding in relation to staff, volunteers, service users and visitors. All procedures and policies are reviewed in a systematic way to ensure that they continue to meet the needs of the Charity, service users and contractual obligations. It is our aim to seek to continually improve the effectiveness of our quality management system through the implementation of policies, quality objectives, audit results, analysis of data, corrective and preventative actions and management review.

The Board of Trustees have been committed to communicating the importance of quality assurance whilst meeting the needs of clients, commissioners and relevant statutory requirements. All advocacy activity is reviewed and evaluated against outcome-based measures and the views of clients and stakeholders are actively sought and used to identify, set objectives and achieve improvements in the quality of its service.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1158888

**Principal address**

The Gateway  
89 Sankey Street  
Warrington  
Cheshire  
WA1 1SR

**Trustees**

Ms S L Bennett  
M Horne  
Mrs A O'Mahony  
S Woof  
Mrs K Donnelly

**Independent Examiner**

Voisey & Co LLP  
Chartered Accountants  
8 Winmarleigh Street  
Warrington  
Cheshire  
WA1 1JW

## **Warrington Speak Up**

### **Report of the Trustees for the Year Ended 31 March 2023**

#### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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 the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 charity will continue in business.

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 the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on 1 December 2023 and signed on its behalf by:



Ms S L Bennett - Trustee

**Independent Examiner's Report to the Trustees of  
Warrington Speak Up**

**Independent examiner's report to the trustees of Warrington Speak Up**

I report to the charity trustees on my examination of the accounts of Warrington Speak Up (the Trust) for the year ended 31 March 2023.

**Responsibilities and basis of report**

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

I report in respect of my examination of the Trust's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

**Independent examiner's statement**

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

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

1. accounting records were not kept in respect of the Trust as required by Section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Lee Warburton BA FCA  
The Institute of Chartered Accountants in England and Wales

Voisey & Co LLP  
Chartered Accountants  
8 Winmarleigh Street  
Warrington  
Cheshire  
WA1 1JW

1 December 2023



**Warrington Speak Up**

**Statement of Financial Activities  
for the Year Ended 31 March 2023**

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	4,905	5,000	9,905	5,195
<b>Charitable activities</b>	3				
Advocacy, counselling and support		370,327	148,614	518,941	469,802
<b>Total</b>		<u>375,232</u>	<u>153,614</u>	<u>528,846</u>	<u>474,997</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	4				
Advocacy, counselling and support		312,874	145,193	458,067	343,336
<b>NET INCOME</b>		62,358	8,421	70,779	131,661
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		310,585	-	310,585	178,924
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>372,943</u>	<u>8,421</u>	<u>381,364</u>	<u>310,585</u>

The notes form part of these financial statements

# Warrington Speak Up

## Balance Sheet 31 March 2023

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	8	8,812	-	8,812	8,405
<b>CURRENT ASSETS</b>					
Debtors	9	74,346	-	74,346	51,701
Cash at bank and in hand		479,730	8,421	488,151	427,719
		<u>554,076</u>	<u>8,421</u>	<u>562,497</u>	<u>479,420</u>
<b>CREDITORS</b>					
Amounts falling due within one year	10	(189,945)	-	(189,945)	(177,240)
<b>NET CURRENT ASSETS</b>		<u>364,131</u>	<u>8,421</u>	<u>372,552</u>	<u>302,180</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>372,943</u>	<u>8,421</u>	<u>381,364</u>	<u>310,585</u>
<b>NET ASSETS</b>		<u>372,943</u>	<u>8,421</u>	<u>381,364</u>	<u>310,585</u>
<b>FUNDS</b>	11				
Unrestricted funds				372,943	310,585
Restricted funds				8,421	-
<b>TOTAL FUNDS</b>				<u>381,364</u>	<u>310,585</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 1 December 2023 and were signed on its behalf by:

S L Bennett - Trustee

M Horne - Trustee

The notes form part of these financial statements

**Warrington Speak Up**  
**Cash Flow Statement**  
**for the Year Ended 31 March 2023**

	Notes	31.3.23 £	31.3.22 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	65,116	132,538
Net cash provided by operating activities		<u>65,116</u>	<u>132,538</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(4,684)	(6,089)
Net cash used in investing activities		<u>(4,684)</u>	<u>(6,089)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>60,432</u>	<u>126,449</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>427,719</u>	<u>301,270</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>488,151</u></u>	<u><u>427,719</u></u>

The notes form part of these financial statements

# Warrington Speak Up

## Notes to the Cash Flow Statement for the Year Ended 31 March 2023

### 1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.23	31.3.22
	£	£
<b>Net income for the reporting period (as per the Statement of Financial Activities)</b>	70,779	131,661
<b>Adjustments for:</b>		
Depreciation charges	3,258	2,278
Loss on disposal of fixed assets	1,019	553
Increase in debtors	(22,645)	(41,925)
Increase in creditors	12,705	39,971
<b>Net cash provided by operations</b>	<u>65,116</u>	<u>132,538</u>

### 2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.22	Cash flow	At 31.3.23
	£	£	£
<b>Net cash</b>			
Cash at bank and in hand	427,719	60,432	488,151
	<u>427,719</u>	<u>60,432</u>	<u>488,151</u>
<b>Total</b>	<u>427,719</u>	<u>60,432</u>	<u>488,151</u>

The notes form part of these financial statements

## **Warrington Speak Up**

### **Notes to the Financial Statements for the Year Ended 31 March 2023**

#### **1. ACCOUNTING POLICIES**

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

In the opinion of the Trustees the charity has sufficient resources and funding for the foreseeable future and as a result have prepared the financial statements on a going concern basis.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Donations, are recognised when the Charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

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.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

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.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

- Expenditure on charitable activities includes the costs incurred by the charity to enable it to fulfil its core operations.

- Other expenditure represents those items not falling into any other heading.

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

##### **Tangible fixed assets**

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

## **Warrington Speak Up**

### **Notes to the Financial Statements - continued for the Year Ended 31 March 2023**

#### **1. ACCOUNTING POLICIES - continued**

##### **Tangible fixed assets**

Fixtures and fittings	- 25% on cost
Computer equipment	- 33% on cost

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

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

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

##### **Hire purchase and leasing commitments**

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

##### **Pension costs and other post-retirement benefits**

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

##### **Financial instruments**

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's statement of financial position when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the net asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised costs using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Other financial assets**

Other financial assets, including investments in equity instruments which are not subsidiaries, associates or joint ventures, are initially measured at fair value, which is normally the transaction price. Such assets are subsequently carried at fair value and the changes in fair value are recognised in profit or loss, except that investments in equity instruments that are not publically traded and whose fair values cannot be measured reliably are measured at cost less impairment.

##### **Impairment of financial assets**

Financial assets, other than those held at fair value through profit or loss, are assessed for indicators of impairment at each reporting end date.

## Warrington Speak Up

### Notes to the Financial Statements - continued for the Year Ended 31 March 2023

#### 1. ACCOUNTING POLICIES - continued

##### Financial instruments

Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected. If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in profit or loss.

##### Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the company transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

##### Employee benefits

The costs of the short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the costs of stock or fixed assets. The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received. Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 2. DONATIONS AND LEGACIES

	31.3.23	31.3.22
	£	£
Donations	9,905	5,195
	<u>          </u>	<u>          </u>

#### 3. INCOME FROM CHARITABLE ACTIVITIES

		31.3.23	31.3.22
	Activity	£	£
Services and events	Advocacy, counselling and support	236,615	143,532
Grants	Advocacy, counselling and support	282,326	326,270
		<u>          </u>	<u>          </u>
		518,941	469,802
		<u>          </u>	<u>          </u>

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

	31.3.23	31.3.22
	£	£
Warrington Borough Council	282,326	326,270
	<u>          </u>	<u>          </u>

# Warrington Speak Up

## Notes to the Financial Statements - continued for the Year Ended 31 March 2023

### 4. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 5) £	Totals £
Advocacy, counselling and support	<u>423,452</u>	<u>34,615</u>	<u>458,067</u>

### 5. SUPPORT COSTS

	Management £	Finance £	Governance costs £	Totals £
Advocacy, counselling and support	<u>33,111</u>	<u>85</u>	<u>1,419</u>	<u>34,615</u>

### 6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

### 7. STAFF COSTS

	31.3.23 £	31.3.22 £
Wages and salaries	342,107	263,257
Social security costs	25,646	18,937
Other pension costs	<u>7,957</u>	<u>6,897</u>
	<u>375,710</u>	<u>289,091</u>

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

	31.3.23	31.3.22
Staff	<u>14</u>	<u>11</u>

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



**Warrington Speak Up**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023**

**8. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 April 2022	4,377	10,734	15,111
Additions	-	4,684	4,684
Disposals	-	(1,727)	(1,727)
	<hr/>	<hr/>	<hr/>
At 31 March 2023	4,377	13,691	18,068
	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>			
At 1 April 2022	3,995	2,711	6,706
Charge for year	147	3,111	3,258
Eliminated on disposal	-	(708)	(708)
	<hr/>	<hr/>	<hr/>
At 31 March 2023	4,142	5,114	9,256
	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>			
At 31 March 2023	235	8,577	8,812
	<hr/>	<hr/>	<hr/>
At 31 March 2022	382	8,023	8,405
	<hr/>	<hr/>	<hr/>

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.23 £	31.3.22 £
Trade debtors	67,230	42,162
Prepayments and accrued income	7,116	9,539
	<hr/>	<hr/>
	74,346	51,701
	<hr/>	<hr/>

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.23 £	31.3.22 £
Trade creditors	5,170	5,933
Social security and other taxes	7,413	6,227
Other creditors	2,178	1,929
Accruals and deferred income	175,184	163,151
	<hr/>	<hr/>
	189,945	177,240
	<hr/>	<hr/>

Deferred income comprises grant income received in advance of the year to which it relates.

	31.03.23 £
Balance as at 1st April 2022	160,826
Amount released to income earned from charitable activities	(160,826)
Amount deferred in year	173,855
	<hr/>

**Warrington Speak Up**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023**

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR - continued**

Balance as at 31st March 2023	173,855
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**11. MOVEMENT IN FUNDS**

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
<b>Unrestricted funds</b>			
General fund	310,585	62,358	372,943
<b>Restricted funds</b>			
Dementia Advocacy	-	8,421	8,421
<b>TOTAL FUNDS</b>	<u>310,585</u>	<u>70,779</u>	<u>381,364</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	375,232	(312,874)	62,358
<b>Restricted funds</b>			
Connect Yourself Project	25,000	(25,000)	-
Inpatient advocacy support	7,773	(7,773)	-
Get Warrington Talking	86,222	(86,222)	-
Dementia Advocacy	29,619	(21,198)	8,421
Suicide Prevention	5,000	(5,000)	-
	<u>153,614</u>	<u>(145,193)</u>	<u>8,421</u>
<b>TOTAL FUNDS</b>	<u>528,846</u>	<u>(458,067)</u>	<u>70,779</u>

**Comparatives for movement in funds**

	At 1.4.21 £	Net movement in funds £	At 31.3.22 £
<b>Unrestricted funds</b>			
General fund	178,924	131,661	310,585
<b>TOTAL FUNDS</b>	<u>178,924</u>	<u>131,661</u>	<u>310,585</u>

**Warrington Speak Up**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2023**

**11. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	441,742	(310,081)	131,661
<b>Restricted funds</b>			
Inpatient advocacy support	1,727	(1,727)	-
Get Warrington Talking	31,528	(31,528)	-
	<u>33,255</u>	<u>(33,255)</u>	<u>-</u>
<b>TOTAL FUNDS</b>	<u>474,997</u>	<u>(343,336)</u>	<u>131,661</u>

**12. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2023.

**13. REMUNERATION OF KEY MANAGEMENT PERSONNEL**

The charity considers its key management personnel to comprise its trustees and manager. The total employment benefits including employer pension contributions of the key management personnel were £50,223 (2022 £49,150). No employee had employee benefits in excess of £60,000.

**Warrington Speak Up**  
**Detailed Statement of Financial Activities**  
**for the Year Ended 31 March 2023**

	31.3.23 £	31.3.22 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	9,905	5,195
<b>Charitable activities</b>		
Services and events	236,615	143,532
Grants	282,326	326,270
	<hr/> 518,941	<hr/> 469,802
<b>Total incoming resources</b>	528,846	474,997
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	342,107	263,257
Social security	25,646	18,937
Pensions	7,957	6,897
Other operating leases	21,108	14,554
Travel expenses	7,444	3,783
Training	8,907	2,103
Local projects	10,283	8,806
	<hr/> 423,452	<hr/> 318,337
<b>Support costs</b>		
<b>Management</b>		
Insurance	1,206	1,134
Telephone	5,099	4,010
Postage and stationery	2,569	675
Sundries	3,522	3,678
IT costs	6,426	7,974
Repairs and renewals	2,014	741
Recruitment expenses	383	-
Staff welfare	7,615	-
Depreciation of tangible assets	3,258	2,278
Loss on sale of tangible fixed assets	1,019	553
	<hr/> 33,111	<hr/> 21,043
<b>Finance</b>		
Bank charges	85	86
<b>Governance costs</b>		
Accountancy and legal fees	1,256	2,536
Carried forward	1,256	2,536

This page does not form part of the statutory financial statements

# Warrington Speak Up

## Detailed Statement of Financial Activities for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
<b>Governance costs</b>		
Brought forward	1,256	2,536
Legal fees	163	1,334
	<u>1,419</u>	<u>3,870</u>
Total resources expended	<u>458,067</u>	<u>343,336</u>
<b>Net income</b>	<u><u>70,779</u></u>	<u><u>131,661</u></u>

This page does not form part of the statutory financial statements

