

For the year ending 31 March 2025
Name of Charity: Cornwall People First
Charity registration Number: 1160773



Annual report and financial statements

For the year ended 31 March 2025

Registered Charity Number: 1160773

Contents

Reference and administrative details	3
Trustee report	5
Review of financial activities	6
Project reports and statements	7
Independent examiner's report	12
Balance sheet	14
Notes to the financial statements	15

For the year ending 31 March 2025
Name of Charity: Cornwall People First
Charity registration Number: 1160773

Reference and administrative details - For the year ended 31 March 2025

Name of charity: Cornwall People First

Charity registration number: 1160773

Governing Documentation: CIO - Association Registered 5 March 2015

Trustees:

Sam Axon
Daniel Ball
Julie Pape
Jason Pape
Ann-Marie Dean

No trustee has a beneficial interest in the charity, although some benefit from the services provided, however these are only the same as anyone else with their disabilities.

Principal address:

Cornwall People First
C/O The Lescudjack Centre
Penmere Close
Penzance
Cornwall TR18 3PE

For the year ending 31 March 2025
Name of Charity: Cornwall People First
Charity registration Number: 1160773

Independent

Examiner:

Mr R Maule
The Cross House
South Woodchester
GL5 5EL

Bankers:

Lloyds Bank Plc
11 – 12 Killigrew Street
Falmouth
Cornwall TR11 3RA

Trustees' report

For the year ended 31 March 2025

The Trustees of Cornwall People First present their annual report and audited accounts for the year ended 31 March 2025 and confirm they comply with the requirements of the Charities Act 2011, the trust deed and the Charities SORP 2015.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing their aims and objectives and in planning their future activities. In particular the trustees consider how planned activities will contribute to those aims and objectives.

Cornwall People First is a user led charity. It is run by and for adults with learning disabilities and autism. It provides a platform where self-advocates can have a voice and be heard by those who commission services in Cornwall and surrounding areas. We offer a range of self-advocacy Speak Up Groups across the area as part of the projects that we are working on, all with the aim of improving the lives of those with learning disabilities and/or autism. Cornwall People First can also signpost our members to appropriate people and services. We attract members from a variety of sources from residential homes, day services, social worker referrals and self-referrals.

Our organisation assists and enables participation in policy development and planning of services for adults with learning disabilities and autism.

Results for the year

The results for the year are shown in the statement of financial activities.

Review of Financial Activities

This year saw the continuation of our two projects funded by the NHS Integrated Care Board (ICB). We received £60,068 in June for The Practice Partners Project to continue until March 31st 2025, and £19,054 for The Sunflower Project to carry on until 30th September 2024.

Alongside these projects we received £8,980.65 from the NHS to work with CIDER (Cornwall Intellectual Disability Equitable Research) and East London NHS Trust on a research project called 'Iconic'. This work ran from January 2025.

We received £20,000 spread over 5 payments, from The Women's Centre Cornwall. This was for a year-long Men's Relationships Project. It started in May 2024.

In September we received £4,830 from Cornwall Community Foundation for book clubs.

As well as our larger projects we continue to find funding for smaller pieces of work. In February we received £300 from Well Connected for a day spent speaking to dental students at Peninsula Dental School about how to treat patients with Learning Disabilities and/or Autism. We also received £300 from Photosymbols for enabling them to come and speak to a group about AI and Easy Read.

In March we were paid £424.69 to attend a REN conference in Taunton. The conference was about the projects that were funded in the same way as our previous project, 'Count Me In!'.

We were paid £100 in Pay pal charity donations.

We continue to work without an office space and are paying for a storage facility to be able to hold our files, resources and equipment. Our volunteer treasurer Christopher Jordan offered his services to us for free until his death in January 2025.

The trustees would like to extend a special thanks to Christopher Jordan for working so tirelessly on our behalf.

We received £5,245 on behalf of the Blue Light Day committee for the next Blue Light Day event.

We continued the year as a team of three members of staff (2 full time equivalent and one part time member of staff).

We have 19 volunteers.

Our work

We continued our two NHS projects this year – The Sunflower Project and The Practice Partners Project. The Sunflower Project is a research project looking at death, dying and loss. We facilitated a series of Sunflower Project workshops in day centres, talking about loss, grief, and then preparing for the future with a letter of wishes. We also held a few sessions in a day centre when one of their members died.

The Practice Partners project progressed this year. We continued to attend Patient Participation groups in GP Surgeries in Marazion, Saltash and Hayle with patients with LD/Autism.

We attended the PPG meetings with a Self-Advocate and we worked together with the surgeries to support accessibility and better communication. This included the creation of a number of easy read resources, including an Annual Health Check letter and a guide to the automated phone system. We also continued to facilitate Access All Areas groups across the county in St Austell, Hayle, Marazion, Saltash and Launceston. We also facilitated a series of special women's health groups in several day services where requested. These groups were very popular and provided a space for self-advocates to ask health professionals questions about their appointments, health conditions, or what they do.

Through both of these projects we have learnt a lot about how the NHS works and have been able to support our members to navigate the system more effectively.

In September 2024 we launched our book clubs. These were funded by the Cornwall Community Foundation, with the money coming from the Office for Police and Crime Commission (OPCC), therefore they needed to have a focus on safety and crime prevention. We used Beyond Words books and met across the county, in St Austell, Saltash and Marazion. These books don't have words and mean the group discussion could flow freely as we interpreted the images on the page. We welcomed the Police Diverse Communities Team along to two groups and they were able to answer questions that came up as we read the books. The Marazion book club became a small closed group of around 10 Self-Advocates that met regularly for the year.

In January we started work on a research project called 'Iconic'. We worked with researchers from the NHS CIDER team, East London NHS

Foundation Trust and Queen Mary University London. We met as a closed group with five Self-Advocates and spent time looking at the Dialogue+ tool. This is an app that mental health clinicians use with patients to improve their wellbeing. We talked about how it could be adapted to use with people with Learning Disabilities. This project lasted until May.

In March a small group of us attended a day at Peninsula Dental School organised by Well Connected. We spoke to around 80 Year 4 dental students throughout the day and shared ways in which they can adapt their practice to support patients with Learning Disabilities and Autism.

In June we held a big celebration day for Learning Disability Awareness week. It was based on the national theme; 'Do You See Me?' We spent time getting to know each other properly and created some art about our favourite things.

We remain a part of the Blue Light Day planning committee and organised the stage and finances for the 2024 day.

We have continued to grow our social media presence. Facebook has been a really useful way of contacting people and sharing the groups and work we are doing, while our website has been a good source of information for outside organisations.

Our Saltash group has continued to meet. Two of the group members are members of the Practice Partners Project so we have been able to talk about health-related issues within the group and they have shared what they have learnt at the PPG meetings.

Our lead volunteer and treasurer, Christopher Jordan, sadly died in January. He offered his bookkeeping services to us right up until the end of his life. We were privileged to be able to support him in hospital and with end of life planning.

Holocaust Memorial Day

Holocaust Memorial Day was held in person as well as being shown remotely and shared online afterwards. This year Chris Jordan was no longer with us but had been looking forward to the day. He was remembered on the day and a candle was lit in remembrance of him.

Structure, Governance and Management

The trustees are responsible for the overall management and control of Cornwall People First and meet as a minimum, quarterly. The treasurer gives regular finance reports. All trustees give of their time freely and a small remuneration and expenses were paid in the year.

Organisational Management

The day to day running of the charity is delegated to the Operational and Development Leads, and is supported by Trustee Advisors and additionally by staff and Trustees.

Risk Management

The trustees and advisors are responsible for the overseeing of the risks faced by the charity. Risks are identified and assessed, and controls established throughout the year. A formal review of the charity's risk management processes is undertaken.

Risk is managed under the headings of financial sustainability, safety, welfare, employment, events and community access. Through the risk management processes established for the Charity, the Trustees are satisfied that the major risks identified have been adequately lessened where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed. The charity has taken out suitable insurance in order to cover any unforeseen problems

Reserves policy

The trustees aim to create sufficient reserves to cover 12 month's expenditure to ensure the charity's long-term viability and maintain its activities if incoming resources temporarily cease. The trustees have agreed a reserves policy for designated funds. This totals £169,385

This policy is reviewed annually.

Tax Status

As a registered charity, Cornwall People First is exempt from corporation tax on its investments and other non-trading income.

Statement of Trustees' responsibilities

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations. Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

The financial statements are required by law to give a true and fair view of the state of the affairs of the charity and of the financial activities for that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its 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 Charities Act. They have general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the charity and to prevent and detect fraud and other irregularities. Laws applicable to charities in England and Wales require the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

Statement of disclosure to independent examiner

In so far as the trustees are aware:

There is no relevant information of which the charity's independent examiner is unaware; and the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

By order of the board

.....

D. Bull (Treasurer)

C/O The Lescudjack Centre
Penmere Close
PENZANCE
TR18 3PE

Independent Examiner's Report to the Trustees of Cornwall People First

I report on the accounts of the company for the year ended 31st March 2025 which are set out on pages 13 to 20.

Respective responsibilities of trustees and examiner

The trustees 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.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) 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 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave 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.

Dick Maule FCA
The Cross House
South Woodchester GL5 5EL

Date

Cornwall People First

Statement of Financial Activities [including Income and Expenditure Account] for the year ended 31st. March 2025

	Notes	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
Income from					
Donations		-	-	-	1,720
Investment income		2,954	-	2,954	2,308
Grants and contracts		98,025	5,245	103,270	102,088
Fee and miscellaneous income		19,405	-	19,405	10,672
Total Income		120,384	5,245	125,629	116,789
Expenditure on	(7)				
Charitable activities		25	100,561	100,586	87,113
Net income/[expenditure]		120,359	(95,316)	25,043	29,676
Reconciliation of funds					
Total funds brought forward		138,942	124,500	263,442	233,766
Tranfers between reserves		-	-	-	-
Total funds carried forward		259,301	29,184	288,485	263,442

Cornwall People First

Balance sheet as at 31st. March 2025

	Notes	2025		2024	
		£	£	£	£
Fixed assets					
Tangible assets	(2)		-		-
Current assets					
Debtors and prepayments		2,050		-	
Cash at bank and on hand		<u>291,086</u>		<u>264,192</u>	
Total current assets		293,136		264,192	
Current liabilities					
Creditors: amounts falling due within 12 months	(3)	<u>(4,651)</u>		<u>(750)</u>	
Net Current assets			<u>288,485</u>		<u>263,442</u>
Net assets			<u>288,485</u>		<u>263,442</u>
The funds of the charity:					
Unrestricted funds	(6)				
General funds			107,833		36,242
Designated funds			169,385		102,700
Restricted Funds			<u>11,266</u>		<u>124,500</u>
Total charity funds			<u>288,485</u>		<u>263,442</u>

These financial statements were approved by the Trustees.....

On behalf of the Trustees

dated:-

Notes to the accounts for the year ended 31st. March 2025

(1) Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous years.

(a) Basis of preparation

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) as updated by Update Bulletin 2, and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention.

(b) Fund accounting

- [i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- [ii] Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- [iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(c) Income

Income is included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

- [i] Income received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- [ii] Donated services and facilities are included at the value to the charity where this can be quantified.
- [iii] The value of services provided by volunteers has not been included in these accounts.
- [iv] Investment income is included when receivable.
- [v] Income from charitable trading activity are accounted for when earned.
- [vi] Income from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.

(d) Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered

- [i] Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.
- [ii] Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them
- [iii] All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Cornwall People First

Notes to the accounts for the year ended 31st. March 2025

(1) Principal Accounting Policies

(e) Fixed assets

Tangible fixed assets are written off over the expected useful life of the asset, at 25% per annum on the reducing balance method .

Items costing over £500 are capitalised.

(2) Fixed Assets

Fittings & equipment £

Cost : balance brought forward	6,285
Depreciation	
balance brought forward	6,285
charge for the year	-
	6,285
Net book value 31st. March 2025	-
Net book value 31st. March 2024	-

(3) Debtors

	2025	2024
£	£	
Sundry debtors	-	-

(4) Creditors

Amounts falling due within 12 months

Sundry creditors	4,651	750
------------------	-------	-----

(5) Employee information

Number of employees	2.5	2.5
---------------------	-----	-----

No employee received emoluments of more than £60,000.

The average weekly number of employees during the year were calculated on the average head count basis.

The total employee benefits of key management personnel were £74,881 [2024: £54203]

	£	£
Salaries and wages	66,699	60,135
Pension	6,120	4,594
Social security costs	8,313	6,072
	81,132	70,801

(6) Trustees information

	£	£
Trustees remuneration and expenses	-	-

Expenses relate to Trustees' travel and subsistence at meetings.

Notes to the accounts for the year ended 31st. March 2025

(7) Movements in funds

	Balance 1st April 2024 £	Income £	Expenditure £	Balance Transfers £	Balance 31st. March 2025 £
Unrestricted funds					
Designated Funds	<u>102,700</u>	<u>-</u>	<u>-</u>	<u>66,685</u>	<u>169,385</u>
General Fund	<u>36,242</u>	<u>120,384</u>	<u>(25)</u>	<u>(49,124)</u>	<u>107,476</u>
	<u>138,942</u>	<u>120,384</u>	<u>(25)</u>	<u>17,561</u>	<u>276,861</u>
Restricted funds					
Blue Light Day	2,487	5,245	(3,548)	7,439	11,623
Better Together	5,157	-	(5,157)		-
Practice Partners Project	72,431	-	(47,431)	(25,000)	-
Sunflower Project	<u>44,425</u>	<u>-</u>	<u>(44,425)</u>	<u>-</u>	<u>-</u>
	<u>124,500</u>	<u>5,245</u>	<u>(100,561)</u>	<u>(17,561)</u>	<u>11,623</u>
Total funds	<u>263,442</u>	<u>125,629</u>	<u>(100,586)</u>	<u>-</u>	<u>288,485</u>

Designated Funds

The trustees have designated the following funds:

	2025 £	2024 £
Long term staff sickness, maternity leave, staff leaving and recruitment costs	10,000	10,000
Redundancy costs	22,000	11,000
Legal and accountancy costs for closure of CPF	4,500	4,500
The time to the expiry of leases on property - 6 months (Penzance)	2,640	1,200
That staff can continue working, primarily to secure new funding (3 months)	105,545	30,000
Employee Pensions	3,200	1,000
Employer NI Contribution	13,500	-
Deficit through reduction in Cornwall Council funding	-	3,000
Grant not renewed CPF (6 months)	-	40,000
Expenses and Resources	6,000	-
Other contingencies	<u>2,000</u>	<u>2,000</u>
TOTAL	<u>169,385</u>	<u>102,700</u>

Cornwall People First

Notes to the accounts for the year ended 31st. March 2025

(8) Movements in funds prior year

	Balance 1st April 2023 £	Income £	Expenditure £	Balance Transfers £	Balance 31st. March 2024 £
Unrestricted funds					
Designated Funds	<u>102,700</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>102,700</u>
General Fund	<u>41,565</u>	<u>25,201</u>	<u>(30,524)</u>	<u>-</u>	<u>36,242</u>
	144,265	25,201	(30,524)	-	138,942
Restricted funds					
Blue Light Day	2,467	2,500	(2,480)		2,487
Better Together	20,011	-	(14,854)		5,157
Practice Partners Project	21,998	70,034	(19,601)		72,431
Sunflower Project	<u>45,025</u>	<u>19,054</u>	<u>(19,654)</u>	<u>-</u>	<u>44,425</u>
	<u>89,501</u>	<u>91,588</u>	<u>(56,589)</u>	<u>-</u>	<u>124,500</u>
Total funds	<u>233,766</u>	<u>116,789</u>	<u>(87,113)</u>	<u>-</u>	<u>263,442</u>

Designated Funds

The trustees have designated the following funds:

	2024 £	2023 £
Long term staff sickness, maternity leave, staff leaving and recruitment costs	10,000	10,000
Redundancy costs	11,000	11,000
Legal and accountancy costs for closure of CPF	4,500	4,500
The time to the expiry of leases on property - 6 months (Penzance)	1,200	1,200
That staff can continue working, primarily to secure new funding (3 months)	30,000	30,000
Employee Pensions	1,000	1,000
Deficit through reduction in Cornwall Council funding	3,000	3,000
Grant not renewed CPF (6 months)	40,000	40,000
Other contingencies	<u>2,000</u>	<u>2,000</u>
TOTAL	<u><u>102,700</u></u>	<u><u>102,700</u></u>

Cornwall People First

Notes to the accounts for the year ended 31st. March 2025

(7) Charitable expenditure

	Total	Total
	2025	2024
	£	£
Wages and salaries	81,132	70,801
Staff costs	72	1,163
Telephone	437	502
Print, post and stationery	1,846	349
Insurance and subscriptions	1,710	1,416
Room hire	2,062	1,950
Refreshments & CPF forums	65	670
Travel expenses	4,126	4,212
Computer and IT costs	646	1,073
Legal and professional fees	1,031	424
Reporting accountant's fees	1,928	750
Rent and rates	2,712	2,278
Depreciation	-	-
Sundry expenses	2,821	68
Office equipment charges	-	1,280
Non capitalised equipment	-	178
	100,586	87,113

(8) Analysis of net assets between funds

	General Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Fixed assets	-	-	-	-
Current assets	112,484	169,385	11,266	293,136
Current liabilities	(4,651)	-	-	(4,651)
Net assets at 31st March 2025	107,833	169,385	11,266	288,485

Cornwall People First

(9) Analysis of prior year funds

Statement of Financial Activities [including Income and Expenditure Account] for the year ended 31st. March 2024

	Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
	2024	2024	2024	2023
	£	£	£	£
Income from				
Donations	1,720	-	1,720	12,699
Investment income	2,308	-	2,308	413
Grants and contracts	10,500	91,588	102,088	88,914
Fee and miscellaneous income	10,672	-	10,672	2,885
Total Income	<u>25,201</u>	<u>91,588</u>	<u>116,789</u>	<u>104,911</u>
Expenditure on				
Charitable activities	<u>30,524</u>	<u>56,589</u>	<u>87,113</u>	<u>72,995</u>
Net income/[expenditure]	<u>(5,323)</u>	<u>34,999</u>	<u>29,676</u>	<u>31,916</u>
Reconciliation of funds				
Total funds brought forward	144,265	89,501	233,766	201,850
Tranfers between reserves	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total funds carried forward	<u><u>138,942</u></u>	<u><u>124,500</u></u>	<u><u>263,442</u></u>	<u><u>233,766</u></u>