

DISABILITY FIRST CIO

England & Wales · Charity number 1163162

Details

Status Registered

Legal form CIO

Registered 2015-08-17

Register [View on the Charity Commission register](#)

Contact

Address Blackpool Centre For Indep't Living
259 Whitegate Drive
Blackpool
FY3 9JL

Phone 01253 472202

Email welcome@disabilityfirst.org

Website www.disabilityfirst.org

Activities

Objects: THE OBJECTS OF THE CIO ARE(1) THE RELIEF OF PHYSICALLY OR MENTALLY DISABLED PEOPLE IN THE COUNTY OF LANCASHIRE AND IN PARTICULAR BUT NOT EXCLUSIVELY BY THE PROVISION OF ADVICE, INFORMATION AND SUPPORT WHICH WILL DIRECTLY RELIEVE THE NEEDS OF SUCH PEOPLE.(2) THE PROMOTION OF EQUALITY AND DIVERSITY FOR THE PUBLIC BENEFIT BY:(A) THE ELIMINATION OF DISCRIMINATION ON THE GROUNDS OF RACE, GENDER, DISABILITY , SEXUAL ORIENTATION OR RELIGION;(B) ADVANCING EDUCATION AND RAISING AWARENESS IN EQUALITY AND DIVERSITY;(C) PROMOTING ACTIVITIES TO FOSTER UNDERSTANDING BETWEEN PEOPLE FROM DIVERSE BACKGROUNDS;(D) CONDUCTING OR COMMISSIONING RESEARCH ON EQUALITY AND DIVERSITY ISSUES AND PUBLISHING THE RESULTS TO THE PUBLIC;(E) CULTIVATING A SENTIMENT IN FAVOUR OF EQUALITY AND DIVERSITY.

Activities: Disability First are a Blackpool based charity funded organisation that works across Lancashire & Cumbria. We offer information, advice and support services to anyone living with or caring for someone with a disability.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, Disability, The Prevention Or Relief Of Poverty, Human Rights/religious Or Racial Harmony/equality Or Diversity, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Blackburn With Darwen
- Blackpool
- Cumbria
- Lancashire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£81,951	£97,390	-	-
2024-03-31	£85,572	£86,274	-	-
2023-03-31	£95,587	£116,529	-	-
2022-03-31	£90,599	£101,930	-	-
2021-03-31	£220,143	£422,594	-	-

Trustees

Name	Role	Appointed
Andrew Reynolds		2025-04-21
Darren McKenzie		2025-10-27
Vasumathi Balaguru		2020-08-10
Zoe Michelle Alimeri		2026-01-23
Zoe Sewart		2019-04-15

DISABILITY FIRST CIO

England & Wales - Charity number 1163162

Accounts

REGISTERED COMPANY NUMBER: CE04342 (England and Wales)
REGISTERED CHARITY NUMBER: 1163162

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2025
for
Disability First CIO

CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Disability First CIO

**Contents of the Financial Statements
for the Year Ended 31 March 2025**

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Disability First CIO

Report of the Trustees **for the Year Ended 31 March 2025**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Disability First CIO is a Blackpool based charity that works across Lancashire and Cumbria. We offer information, advice and support services to anyone living with, or caring for someone with, a disability.

The aims of the charity are:

1. The relief of physically or mentally disabled people in the county of Lancashire and in particular but not exclusively by the provision of advice, information and support, which will directly relieve the needs of such people.
2. The promotion of equality and diversity for the public benefit by:
 - a) the elimination of discrimination on the grounds of race, gender, disability, sexual orientation or religion.
 - b) advancing education and raising awareness in equality and diversity.
 - c) promoting activities to foster understanding between people from diverse backgrounds.
 - d) conducting or commissioning research on equality and diversity issues and publishing the results to the public.
 - e) cultivating a sentiment in favour of equality and diversity.

Our key objectives are:

1. to strengthen our unrestricted funding base
2. to develop stronger connections with the NHS
3. seek opportunities to work in partnership
4. investment in and inclusion of our volunteers
5. increase awareness of what we do

Criteria or measures we use to assess success in the reporting period.

Our funders expect us to demonstrate our success. Funding comes in the form of both restricted and unrestricted income. Therefore we have different reporting models and key performance indicators. This means that in order to measure and demonstrate successful outcomes, we use a range of tools including databases, individual evaluation forms and specific funder reporting models. This enables us to both assess and demonstrate our success in the reporting period.

Disability First CIO

Report of the Trustees **for the Year Ended 31 March 2025**

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

Disability First Charitable Incorporated Organisation (CIO) has been supporting people since 1992, through the specialist provision of services across Lancashire and Cumbria. Disability First empower individuals with disabilities to thrive and advocate for their needs, resulting in enhanced accessibility and inclusive living.

We are one of the few charities on the Fylde Coast that provide a comprehensive Welfare Benefit Service. At grass roots level we help people with disabilities and their families to complete disability benefit forms, on a one to one basis. We also give advice by phone and support clients through the benefits appeal process. Our volunteers support the clients emotionally at what can be a daunting and stressful experience, and express our client's difficulties in their forms, to ensure they receive the financial support they need. This is especially important for our clients with mental health problems, autism or learning difficulties.

From April 2023 to March 2024 our Welfare benefits project directly supported 430 clients with their benefits i
Charitable activities Disability First Charitable Incorporated Organisation (CIO) has been supporting people since 1992, through the specialist provision of services across Lancashire and Cumbria. We are one of the few charities on the Fylde Coast that provide a comprehensive Welfare Benefit Service. At grass roots level we help people with disabilities and their families to complete disability benefit forms, on a one-to-one basis. We also give advice by phone and support clients through the benefits appeal process. We also facilitate the Blackpool Disability Partnership.

In April 2024 to March 2025, we supported a total of 493 people with in person, one to one support to access the benefits that they are entitled to. This covered Blackpool, Fylde & Wyre.

Our Mesothelioma Advice service CLASAG supported people with Asbestos related conditions to access Industrial Injuries benefit, and other benefits they are entitled to as well as holding an in-person support group once a month in Lancaster. We helped 47 people between December 2023 to December 24.

We also work with business and government services to campaign and raise awareness of the disability issues in a bid to achieve greater accessibility and inclusion, whilst driving forward continued improvements in service provision. One of our crucial roles is promoting the views of disabled people, through representation and consultation. The organisation provides a portfolio of overlapping services that aim to promote health and wellbeing, enabling people with long term health conditions of all ages, to live independently.

For more details about Disability First and what we do, please visit:

www.disabilityfirst.org

<https://www.facebook.com/disabilityfirst/>

or call our office on 01253 477201/2

FINANCIAL REVIEW

Reserves policy

The trustees policy is to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to a minimum level of six months of unrestricted expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Disability First CIO

Report of the Trustees
for the Year Ended 31 March 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Key management remuneration

The terms and conditions of employment of all personnel are determined by the Trustees. This includes hours of work, salaries and any increases, for example because of cost-of-living increases, etc. The practice is to create appropriate job descriptions and personal specifications and we are fortunate to have some trustees with a breadth of relevant skills and experience. When necessary, trustees seek the advice of external consultants. We do not operate a financial performance management system at present. The day-to-day objectives of the CIO is devolved to the Chief Executive Officer who is responsible for recruitment of all staff & Volunteers to deliver projects.

Board meetings are a minimum of 4 times per year with an annual AGM. These are arranged in person and virtually to accommodate maximum attendance. Between meetings, decision making and ratification of documents is carried out by email.

Risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks. Controls are in place to provide reasonable assurance against fraud and error.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE04342 (England and Wales)

Registered Charity number

1163162

Registered office

Blackpool Centre for Independent Living
259 Whitegate Drive
Blackpool
Lancashire
FY3 9JL

Trustees

V Balaguru
Z Sewart
B Carney (resigned 30.12.24)
D Ptolomey

Independent Examiner

Mr Paul Ronson FCA
CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

05-Dec-25

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

Disability First CIO

Report of the Trustees
for the Year Ended 31 March 2025

Signed by:

Zoe Sewart

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Z Sewart - Trustee

**Independent Examiner's Report to the Trustees of
Disability First CIO**

Independent examiner's report to the trustees of Disability First CIO ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

DocuSigned by:

8BF741E38FC5483...

Mr Paul Ronson FCA
The Institute of Chartered Accountants in England and Wales

CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

05-Dec-25

Date:

Disability First CIO**Statement of Financial Activities**
for the Year Ended 31 March 2025

	Notes	Unrestricted fund £	Restricted funds £	31.3.25 Total funds £	31.3.24 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		80,837	-	80,837	84,491
Investment income	2	1,114	-	1,114	1,081
Total		<u>81,951</u>	<u>-</u>	<u>81,951</u>	<u>85,572</u>
EXPENDITURE ON					
Charitable activities					
Charitable activities		97,300	-	97,300	-
Other		90	-	90	86,274
Total		<u>97,390</u>	<u>-</u>	<u>97,390</u>	<u>86,274</u>
NET INCOME/(EXPENDITURE)		(15,439)	-	(15,439)	(702)
RECONCILIATION OF FUNDS					
Total funds brought forward		111,816	-	111,816	112,518
TOTAL FUNDS CARRIED FORWARD		<u><u>96,377</u></u>	<u><u>-</u></u>	<u><u>96,377</u></u>	<u><u>111,816</u></u>

The notes form part of these financial statements

Disability First CIO**Balance Sheet**
31 March 2025

	Notes	Unrestricted fund £	Restricted funds £	31.3.25 Total funds £	31.3.24 Total funds £
FIXED ASSETS					
Tangible assets	7	-	-	-	90
CURRENT ASSETS					
Cash at bank		98,018	-	98,018	113,568
CREDITORS					
Amounts falling due within one year	8	(1,641)	-	(1,641)	(1,842)
NET CURRENT ASSETS		<u>96,377</u>	<u>-</u>	<u>96,377</u>	<u>111,726</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>96,377</u>	<u>-</u>	<u>96,377</u>	<u>111,816</u>
NET ASSETS		<u>96,377</u>	<u>-</u>	<u>96,377</u>	<u>111,816</u>
FUNDS	9				
Unrestricted funds				<u>96,377</u>	<u>111,816</u>
TOTAL FUNDS				<u>96,377</u>	<u>111,816</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.


The notes form part of these financial statements

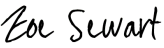
Disability First CIO

Balance Sheet - continued
31 March 2025

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

The financial statements were approved by the Board of Trustees and authorised for issue on 05-Dec-25
and were signed on its behalf by:

Signed by:

4D1318EC725C47A.....
V Balaguru - Trustee

Signed by:

4E6A7F4944724D3.....
Z Sewart - Trustee

Disability First CIO**Notes to the Financial Statements
for the Year Ended 31 March 2025****1. ACCOUNTING POLICIES****Basis of preparing the financial statements**

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

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.

Tangible fixed assets

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

Fixtures and fittings	- 25% on cost
Computer equipment	- 20% on cost

Taxation

The charity is exempt from corporation 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.

Pension costs and other post-retirement benefits

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

Disability First CIO**Notes to the Financial Statements - continued**
for the Year Ended 31 March 2025**2. INVESTMENT INCOME**

	31.3.25	31.3.24
	£	£
Deposit account interest	1,114	1,081
	<u> </u>	<u> </u>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.25	31.3.24
	£	£
Depreciation - owned assets	90	452
	<u> </u>	<u> </u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

5. STAFF COSTS

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

	31.3.25	31.3.24
Trustees	3	6
Staff	3	3
	<u> </u>	<u> </u>
	<u> </u>	<u> </u>
	6	9
	<u> </u>	<u> </u>

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	84,491	-	84,491
Investment income	1,081	-	1,081
	<u> </u>	<u> </u>	<u> </u>
Total	<u>85,572</u>	<u> </u>	<u>85,572</u>
 EXPENDITURE ON			
Other	86,274	-	86,274

Disability First CIO**Notes to the Financial Statements - continued**
for the Year Ended 31 March 2025**6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted fund £	Restricted funds £	Total funds £
	<u> </u>	<u> </u>	<u> </u>
NET INCOME/(EXPENDITURE)	(702)	-	(702)
 RECONCILIATION OF FUNDS			
Total funds brought forward	112,518	-	112,518
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD	<u>111,816</u>	<u>-</u>	<u>111,816</u>

7. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
	<u> </u>	<u> </u>	<u> </u>
COST			
At 1 April 2024 and 31 March 2025	3,384	5,044	8,428
	<u> </u>	<u> </u>	<u> </u>
DEPRECIATION			
At 1 April 2024	3,384	4,954	8,338
Charge for year	-	90	90
	<u> </u>	<u> </u>	<u> </u>
At 31 March 2025	3,384	5,044	8,428
	<u> </u>	<u> </u>	<u> </u>
NET BOOK VALUE			
At 31 March 2025	-	-	-
	<u> </u>	<u> </u>	<u> </u>
At 31 March 2024	-	90	90
	<u> </u>	<u> </u>	<u> </u>

Disability First CIO**Notes to the Financial Statements - continued**
for the Year Ended 31 March 2025**8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.25	31.3.24
	£	£
Trade creditors	91	290
Social security and other taxes	605	611
Accrued expenses	945	941
	<u>1,641</u>	<u>1,842</u>

9. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
Unrestricted funds			
General fund	111,816	(15,439)	96,377
	<u>111,816</u>	<u>(15,439)</u>	<u>96,377</u>
TOTAL FUNDS	<u>111,816</u>	<u>(15,439)</u>	<u>96,377</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	81,951	(97,390)	(15,439)
	<u>81,951</u>	<u>(97,390)</u>	<u>(15,439)</u>
TOTAL FUNDS	<u>81,951</u>	<u>(97,390)</u>	<u>(15,439)</u>

Comparatives for movement in funds

	At 1.4.23	Net movement in funds	At 31.3.24
	£	£	£
Unrestricted funds			
General fund	112,518	(702)	111,816
	<u>112,518</u>	<u>(702)</u>	<u>111,816</u>
TOTAL FUNDS	<u>112,518</u>	<u>(702)</u>	<u>111,816</u>

Disability First CIO**Notes to the Financial Statements - continued**
for the Year Ended 31 March 2025**9. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	85,572	(86,274)	(702)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>85,572</u>	<u>(86,274)</u>	<u>(702)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.23 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General fund	112,518	(16,141)	96,377
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>112,518</u>	<u>(16,141)</u>	<u>96,377</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	167,523	(183,664)	(16,141)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>167,523</u>	<u>(183,664)</u>	<u>(16,141)</u>

Disability First CIO

Notes to the Financial Statements - continued
for the Year Ended 31 March 2025

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

Disability First CIO**Detailed Statement of Financial Activities**
for the Year Ended 31 March 2025

	31.3.25 £	31.3.24 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	23,837	69,491
Grants	57,000	15,000
	<hr/>	<hr/>
	80,837	84,491
Investment income		
Deposit account interest	1,114	1,081
	<hr/>	<hr/>
Total incoming resources	81,951	85,572
EXPENDITURE		
Other		
Computer equipment	90	452
Support costs		
Finance		
Bank charges	152	150
Information technology		
computer software and support	631	1,281
Human resources		
Wages	59,608	57,294
Pensions	1,029	972
	<hr/>	<hr/>
	60,637	58,266
Other		
Rent and utility costs	3,802	3,898
Insurance	1,363	1,240
Telephone and internet	2,927	2,857
Sundries	897	188
Training costs and materials	4,854	-
Travelling expenses	1,139	1,169
Volunteer expenses	4,642	2,017
Postage and stationery	1,932	922
Advertising	-	105
Repairs and renewals	437	-
Carried forward	21,993	12,396

This page does not form part of the statutory financial statements

Disability First CIO**Detailed Statement of Financial Activities**
for the Year Ended 31 March 2025

	31.3.25	31.3.24
	£	£
Other		
Brought forward	21,993	12,396
Sub-contractors	8,716	12,469
	<u>30,709</u>	<u>24,865</u>
Governance costs		
Independent examiner fee	912	900
Professional fees	4,259	360
	<u>5,171</u>	<u>1,260</u>
Total resources expended	<u>97,390</u>	<u>86,274</u>
Net expenditure	<u><u>(15,439)</u></u>	<u><u>(702)</u></u>

This page does not form part of the statutory financial statements

DISABILITY FIRST CIO

England & Wales - Charity number 1163162

Accounts

CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Disability First CIO

for

Unaudited Financial Statements for the Year Ended 31 March 2024

Report of the Trustees and

REGISTERED COMPANY NUMBER: CE04342 (England and Wales)
REGISTERED CHARITY NUMBER: 1163162

Contents of the Financial Statements
for the Year Ended 31 March 2024

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6 to 7	Balance Sheet
8 to 13	Notes to the Financial Statements
14 to 15	Detailed Statement of Financial Activities

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Disability First CIO is a Blackpool based charity that works across Lancashire and Cumbria. We offer information, advice and support services to anyone living with, or caring for someone with, a disability.

The aims of the charity are:

1. The relief of physically or mentally disabled people in the county of Lancashire and in particular but not exclusively by the provision of advice, information and support, which will directly relieve the needs of such people.
2. The promotion of equality and diversity for the public benefit by:
 - a) the elimination of discrimination on the grounds of race, gender, disability, sexual orientation or religion.
 - b) advancing education and raising awareness in equality and diversity.
 - c) promoting activities to foster understanding between people from diverse backgrounds.
 - d) conducting or commissioning research on equality and diversity issues and publishing the results to the public.
 - e) cultivating a sentiment in favour of equality and diversity.

Our key objectives are:

1. to strengthen our unrestricted funding base
2. to develop stronger connections with the NHS
3. seek opportunities to work in partnership
4. investment in and inclusion of our volunteers
5. increase awareness of what we do

Criteria or measures we use to assess success in the reporting period.

Our funders expect us to demonstrate our success. Funding comes in the form of both restricted and unrestricted income. Therefore we have different reporting models and key performance indicators. This means that in order to measure and demonstrate successful outcomes, we use a range of tools including databases, individual evaluation forms and specific funder reporting models. This enables us to both assess and demonstrate our success in the reporting period.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Disability First Charitable Incorporated Organisation (CIO) has been supporting people since 1992, through the specialist provision of services across Lancashire and Cumbria. Disability First empower individuals with disabilities to thrive and advocate for their needs, resulting in enhanced accessibility and inclusive living.

We are one of the few charities on the Fylde Coast that provide a comprehensive Welfare Benefit Service. At grass roots level we help people with disabilities and their families to complete disability benefit forms, on a one to one basis. We also give advice by phone and support clients through the benefits appeal process. Our volunteers support the clients emotionally at what can be a daunting and stressful experience, and express our clients' difficulties in their forms, to ensure they receive the financial support they need. This is especially important for our clients with mental health problems, autism or learning difficulties.

From April 2023 to March 2024 our Welfare benefits project directly supported 430 clients with their benefits including Attendance Allowance, Carers Allowance, Disability Living Allowance, Employment Support Allowance, Personal Independence Payment, Universal Credit, Appeals forms, and Blue Badge applications. This is an increase of 162 more clients than our previous year. Our support is done by one to one appointment, telephone and online. We also offer an Advice line for information. This benefits our clients' financial wellbeing, offering them more independence.

Our Cumbria and South Lancashire Asbestos Support Group is now based in Lancaster. Our Asbestos Advice and Support project also offers support in benefits form filling. This project runs from December-January annually and from December 2022 to December 2023 we supported 53 clients with a home visit to help them to complete applications for support.

Charity helps provide the support and advice for people to achieve social justice, by helping them to receive the benefits that they are entitled to in a period where welfare reform has left vulnerable people at a financial disadvantage.

We also work with business and government services to campaign and raise awareness of the disability issues in a bid to achieve greater accessibility and inclusion, whilst driving forward continued improvements in service provision. One of our crucial roles is promoting the views of disabled people, through representation and consultation.

The organisation provides a portfolio of overlapping services that aim to promote health and wellbeing, enabling people with long term health conditions of all ages, to live independently.

For more details about Disability First and what we do, please visit:

www.disabilityfirst.org
<https://www.facebook.com/disabilityfirst/>
or call our office on 01253 477201/2

FINANCIAL REVIEW

Reserves policy

The trustees policy is to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to a minimum level of six months of unrestricted expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Key management remuneration

The terms and conditions of employment of all personnel are determined by the Trustees. This includes hours of work, salaries and any increases, for example because of cost of living increases, etc. The practice is to create appropriate job descriptions and personal specifications and we are fortunate to have some trustees with a breadth of relevant skills and experience. When necessary, trustees seek the advice of external consultants. We do not operate a financial performance management system at present. However, certain principal activities such as the Access Fylde Coast project have outcome targets agreed with the funder.

Risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks. Controls are in place to provide reasonable assurance against fraud and error.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number CE04342 (England and Wales)

Registered Charity number 1163162

Registered office

Blackpool Centre for Independent Living
259 Whitegate Drive
Blackpool
Lancashire
FY3 9JL

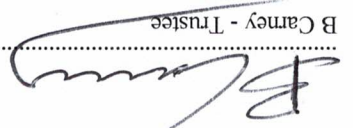
Trustees

V R Machen
V Balaguru
Z Roscoe
B Carney
K Barrett
D Ptolomey

Independent Examiner

Mr Paul Ronson FCA
CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

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


B Carney - Trustee

**Independent Examiner's Report to the Trustees of
Disability First CIO**

Independent examiner's report to the trustees of Disability First CIO ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or

2. the accounts do not accord with those records; or

3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or

4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mr Paul Ronson FCA

The Institute of Chartered Accountants in England and Wales

CCW Limited

Chartered Accountants

295/297 Church Street

Blackpool

Lancashire

FY1 3PJ

Date: 21/01/2025

Disability First CIO

**Statement of Financial Activities
for the Year Ended 31 March 2024**

	31.3.24	31.3.23		Total funds	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies	84,491	84,491	-	95,316	
Investment income	1,081	1,081	-	271	
	2				
Total	<u>85,572</u>	<u>85,572</u>	<u>-</u>	<u>95,587</u>	
EXPENDITURE ON					
Other	86,274	86,274	-	116,529	
NET INCOME/(EXPENDITURE)	(702)	(702)	-	(20,942)	
RECONCILIATION OF FUNDS					
Total funds brought forward	112,518	112,518	-	133,460	
TOTAL FUNDS CARRIED FORWARD	<u>111,816</u>	<u>111,816</u>	<u>-</u>	<u>112,518</u>	

Notes

Unrestricted funds
Restricted funds

£
Total funds

£
Total funds

The notes form part of these financial statements

Disability First CIO

Balance Sheet
31 March 2024

	Unrestricted funds	Restricted funds	Total funds	Notes
FIXED ASSETS				
Tangible assets	90	-	90	7
CURRENT ASSETS				
Cash at bank and in hand	113,568	-	113,568	
CREDITORS				
Amounts falling due within one year	(1,842)	-	(1,842)	8
NET CURRENT ASSETS	111,726	-	111,726	
TOTAL ASSETS LESS CURRENT LIABILITIES	111,816	-	111,816	
NET ASSETS	111,816	-	111,816	
FUNDS				
Unrestricted funds	111,816		111,816	9
TOTAL FUNDS	111,816		111,816	
			112,518	
			112,518	

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

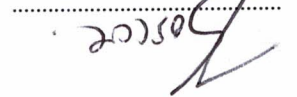
(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

The notes form part of these financial statements

Z Roscoe - Trustee



B Carney - Trustee



and were signed on its behalf by:

The financial statements were approved by the Board of Trustees and authorised for issue on 21/01/2025

subject to the small companies regime.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies

Balance Sheet - continued
31 March 2024

Disability First CIO

ACCOUNTING POLICIES

1.

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

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.

Tangible fixed assets

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

Fixtures and fittings	- 25% on cost
Computer equipment	- 20% on cost

Taxation

The charity is exempt from corporation 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.

Pension costs and other post-retirement benefits

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

Disability First CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2024**

2.	INVESTMENT INCOME		
	Deposit account interest	31.3.24	31.3.23
		£ 1,081	£ 271
		=====	=====
3.	NET INCOME/(EXPENDITURE)		
	Net income/(expenditure) is stated after charging/(crediting):		
	Depreciation - owned assets	31.3.24	31.3.23
		£ 452	£ 1,009
		=====	=====
4.	TRUSTEES' REMUNERATION AND BENEFITS		
	There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.		
	Trustees' expenses		
	There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.		
5.	STAFF COSTS		
	The average monthly number of employees during the year was as follows:		
	Trustees	31.3.24	31.3.23
	Staff	6	4
		3	4
		=====	=====
		9	10
6.	COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES		
	INCOME AND ENDOWMENTS FROM		
	Donations and legacies	95,316	95,316
	Investment income	271	271
	Total	95,587	95,587
		=====	=====
		-	-
	EXPENDITURE ON		
	Other	116,529	116,529
		-	-

Disability First CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2024**

9.

MOVEMENT IN FUNDS - continued

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

Unrestricted funds				
General fund				
£	£	£	£	
95,587	95,587	95,587	95,587	
(116,529)	(116,529)	(116,529)	(116,529)	
<u>(20,942)</u>	<u>(20,942)</u>	<u>(20,942)</u>	<u>(20,942)</u>	
TOTAL FUNDS				

A current year 12 months and prior year 12 months combined position is as follows:

Unrestricted funds				
General fund				
£	£	£	£	
At 1,422	At 1,422	At 1,422	At 1,422	
in funds	in funds	in funds	in funds	
movement	movement	movement	movement	
At	At	At	At	
31,324	31,324	31,324	31,324	
£	£	£	£	
111,816	111,816	111,816	111,816	
(21,644)	(21,644)	(21,644)	(21,644)	
<u>133,460</u>	<u>133,460</u>	<u>133,460</u>	<u>133,460</u>	
TOTAL FUNDS				

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

Unrestricted funds				
General fund				
£	£	£	£	
181,159	181,159	181,159	181,159	
resources	resources	resources	resources	
incoming	incoming	incoming	incoming	
£	£	£	£	
(202,803)	(202,803)	(202,803)	(202,803)	
Resources	Resources	Resources	Resources	
expended	expended	expended	expended	
in funds	in funds	in funds	in funds	
Movement	Movement	Movement	Movement	
£	£	£	£	
(21,644)	(21,644)	(21,644)	(21,644)	
<u>(21,644)</u>	<u>(21,644)</u>	<u>(21,644)</u>	<u>(21,644)</u>	
TOTAL FUNDS				

There were no related party transactions for the year ended 31 March 2024.

10. RELATED PARTY DISCLOSURES

Notes to the Financial Statements - continued
for the Year Ended 31 March 2024

Disability First CIO

Disability First CIO

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2024**

	£	31,323		£	31,324
INCOME AND ENDOWMENTS					
Donations and legacies		82,614		69,491	
Donations		12,702		15,000	
Grants		69,912		54,491	
Investment income		271		1,081	
Deposit account interest		271		1,081	
Total incoming resources		95,587		85,572	
EXPENDITURE					
Other		1,009		452	
Computer equipment		1,009		452	
Support costs					
Finance		161		150	
Bank charges		161		150	
Information technology		2,507		1,281	
computer software and support		2,507		1,281	
Human resources		80,645		57,294	
Wages		80,645		57,294	
Social security		1,741		-	
Pensions		1,163		972	
Other		5,910		3,898	
Rent and utility costs		5,910		3,898	
Insurance		2,028		1,240	
Telephone and internet		2,750		2,857	
Sundries		256		188	
Travelling expenses		587		1,169	
Volunteer expenses		2,254		2,017	
Postage and stationery		2,335		922	
Advertising		998		105	
Sub-contractors		10,895		12,469	
		<u>28,013</u>		<u>24,865</u>	

This page does not form part of the statutory financial statements

Disability First CIO

Detailed Statement of Financial Activities
for the Year Ended 31 March 2024

	£	31,323
Other		
Governance costs		
Independent examiner fee	900	
Professional fees	360	
Total resources expended	1,260	
	86,274	
	(702)	
	116,529	
	1,290	
	360	
	930	
	31,323	

This page does not form part of the statutory financial statements

DISABILITY FIRST CIO

England & Wales - Charity number 1163162

Accounts

REGISTERED COMPANY NUMBER: CE04342 (England and Wales)
REGISTERED CHARITY NUMBER: 1163162

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2023
for
Disability First CIO

CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Disability First CIO

Contents of the Financial Statements
for the Year Ended 31 March 2023

	Page
Report of the Trustees	1 to 3
Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6 to 7
Notes to the Financial Statements	8 to 12
Detailed Statement of Financial Activities	13 to 14

Disability First CIO
Report of the Trustees
for the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Disability First CIO is a Blackpool based charity that works across Lancashire and Cumbria. We offer information, advice and support services to anyone living with, or caring for someone with, a disability.

The aims of the charity are:

1. The relief of physically or mentally disabled people in the county of Lancashire and in particular but not exclusively by the provision of advice, information and support, which will directly relieve the needs of such people.
2. The promotion of equality and diversity for the public benefit by:
 - a) the elimination of discrimination on the grounds of race, gender, disability, sexual orientation or religion.
 - b) advancing education and raising awareness in equality and diversity.
 - c) promoting activities to foster understanding between people from diverse backgrounds.
 - d) conducting or commissioning research on equality and diversity issues and publishing the results to the public.
 - e) cultivating a sentiment in favour of equality and diversity.

Our key objectives are:

1. to strengthen our unrestricted funding base
2. to develop stronger connections with the NHS
3. seek opportunities to work in partnership
4. investment in and inclusion of our volunteers
5. increase awareness of what we do

Criteria or measures we use to assess success in the reporting period.

Our funders expect us to demonstrate our success. Funding comes in the form of both restricted and unrestricted income. Therefore we have different reporting models and key performance indicators. This means that in order to measure and demonstrate successful outcomes, we use a range of tools including databases, individual evaluation forms and specific funder reporting models. This enables us to both assess and demonstrate our success in the reporting period.

Disability First CIO
Report of the Trustees
for the Year Ended 31 March 2023

ACHIEVEMENT AND PERFORMANCE

Charitable activities

As a charity who supports people with disabilities and long term health conditions. the impact of COVID 19 was extended for us far longer than the rest of the community.

As we enter a new year for Disability First CIO we have continued to generate new ideas, retained an excellent volunteer team and are moving forward.

Our development of our CLASAG group in Preston was a new step to providing asbestos related support for Lancashire, as well as resuming our Barrow CLASAG meetings.

Our aim for the future is to develop our services further, offer more support for disabled people and grow as a charity.

I would also like to thank the Trustees for their ongoing support and guidance, their faith in Disability First CIO and the work we do has never wavered.

Would YOU like to help us help others?

We know time is precious, it's the new currency. Time weighs heavily when you are worrying - whether it is about the health and welfare of a loved one, how to juggle finances, or access services, which open a window on the world.

We know others want your help too. If recent events have taught us nothing else, it is that charity may well begin at home, but it does not end there - the sense of community engendered extends way beyond that.

Charities such as ours help stitch together the gaps in society's safety net. We catch people when - or ideally long before they fall.

Disability First CIO has not survived by helping people merely get by; we help them thrive by providing specialist and critical services. We right wrongs, create opportunities, fight their corner and stand shoulder to shoulder with others.

Now we are seeking new trustees to join our Management Board and help us do so much more within the 'new' normality of a very different and even more challenging and changing world.

We already offer a range of projects, some of them overlapping, all of them crucial, such as, welfare benefits support and advice & intervention and volunteer recruitment. They all aim to enable disabled people, of all ages, to live independently - and have quality of life.

We do not expect them to go it alone, nor should we, that is why we need you.

For further information, contact Lindsay Barlow at lindsaybarlow@disabilityfirst.org or call 07508061904

For more details about the charity please visit:

www.disabilityfirst.org
<http://www.facebook.com/#1/disabilityfirst>
<http://www.charity-commission.gov.uk/>

FINANCIAL REVIEW

Reserves policy

The trustees policy is to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to a minimum level of six months of unrestricted expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Disability First CIO

Report of the Trustees
for the Year Ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Key management remuneration

The terms and conditions of employment of all personnel are determined by the Trustees. This includes hours of work, salaries and any increase's, for example because of cost of living increases, etc. The practice is to create appropriate job descriptions and personal specifications and we are fortunate to have some trustees with a breadth of relevant skills and experience. When necessary, trustees seek the advice of external consultants. We do not operate a financial performance management system at present. However, certain principal activities such as the Access Fylde Coast project have outcome targets agreed with the funder.

Risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks. Controls are in place to provide reasonable assurance against fraud and error.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE04342 (England and Wales)

Registered Charity number

1163162

Registered office

Blackpool Centre for Independent Living
259 Whitegate Drive
Blackpool
Lancashire
FY3 9JL

Trustees

V R Machen
P M Taylor (resigned 16.5.22)
V Balaguru
Z Roscoe
B Carney (appointed 16.5.22)
K Barrett (appointed 22.8.22)
D Ptolomey (appointed 17.10.22)

Independent Examiner

Mr Paul Ronson FCA
CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Approved by order of the board of trustees on 18th JAN 24 and signed on its behalf by:



.....
B Carney - Trustee

**Independent Examiner's Report to the Trustees of
Disability First CIO**

Independent examiner's report to the trustees of Disability First CIO ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

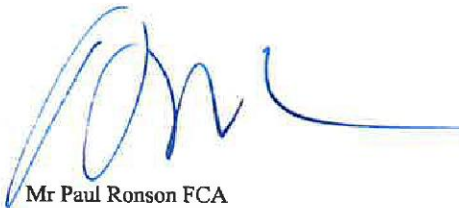
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mr Paul Ronson FCA
The Institute of Chartered Accountants in England and Wales

CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Date: 18-1-24

Disability First CIO

**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 £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		95,316	-	95,316	90,590
Investment income	2	271	-	271	9
Total		<u>95,587</u>	<u>-</u>	<u>95,587</u>	<u>90,599</u>
EXPENDITURE ON					
Other		<u>116,529</u>	<u>-</u>	<u>116,529</u>	<u>101,930</u>
NET INCOME/(EXPENDITURE)		(20,942)	-	(20,942)	(11,331)
RECONCILIATION OF FUNDS					
Total funds brought forward		133,460	-	133,460	144,791
TOTAL FUNDS CARRIED FORWARD		<u>112,518</u>	<u>-</u>	<u>112,518</u>	<u>133,460</u>

The notes form part of these financial statements

Disability First CIO

**Balance Sheet
31 March 2023**

	Notes	Unrestricted fund £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
FIXED ASSETS					
Tangible assets	7	542	-	542	1,551
CURRENT ASSETS					
Cash at bank and in hand		115,147	-	115,147	134,562
CREDITORS					
Amounts falling due within one year	8	(3,171)	-	(3,171)	(2,653)
NET CURRENT ASSETS		<u>111,976</u>	<u>-</u>	<u>111,976</u>	<u>131,909</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>112,518</u>	<u>-</u>	<u>112,518</u>	<u>133,460</u>
NET ASSETS		<u>112,518</u>	<u>-</u>	<u>112,518</u>	<u>133,460</u>
FUNDS	9				
Unrestricted funds				<u>112,518</u>	<u>133,460</u>
TOTAL FUNDS				<u>112,518</u>	<u>133,460</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Disability First CIO

Balance Sheet - continued

31 March 2023

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

The financial statements were approved by the Board of Trustees and authorised for issue on **18th JAN 24** and were signed on its behalf by:



B Carney - Trustee



Z Roscoe - Trustee

Disability First CIO

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 charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

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.

Tangible fixed assets

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

Fixtures and fittings	- 25% on cost
Computer equipment	- 20% on cost

Taxation

The charity is exempt from corporation 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.

Pension costs and other post-retirement benefits

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

Disability First CIO

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

2. INVESTMENT INCOME

	31.3.23	31.3.22
	£	£
Deposit account interest	271	9
	<u>271</u>	<u>9</u>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	1,009	1,009
Deficit on disposal of fixed assets	-	3,963
	<u>1,009</u>	<u>4,972</u>

4. 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.

5. STAFF COSTS

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

	31.3.23	31.3.22
Trustees	6	5
Staff	4	4
	<u>10</u>	<u>9</u>

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	90,590	-	90,590
Investment income	9	-	9
Total	<u>90,599</u>	<u>-</u>	<u>90,599</u>
EXPENDITURE ON			
Other	97,967	3,963	101,930
NET INCOME/(EXPENDITURE)	<u>(7,368)</u>	<u>(3,963)</u>	<u>(11,331)</u>
Transfers between funds	16,436	(16,436)	-

Disability First CIO

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted fund £	Restricted funds £	Total funds £
Net movement in funds	9,068	(20,399)	(11,331)
RECONCILIATION OF FUNDS			
Total funds brought forward	124,392	20,399	144,791
TOTAL FUNDS CARRIED FORWARD	<u>133,460</u>	<u>-</u>	<u>133,460</u>
7. TANGIBLE FIXED ASSETS	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2022	4,234	5,044	9,278
Disposals	(850)	-	(850)
At 31 March 2023	<u>3,384</u>	<u>5,044</u>	<u>8,428</u>
DEPRECIATION			
At 1 April 2022	4,234	3,493	7,727
Charge for year	-	1,009	1,009
Eliminated on disposal	(850)	-	(850)
At 31 March 2023	<u>3,384</u>	<u>4,502</u>	<u>7,886</u>
NET BOOK VALUE			
At 31 March 2023	<u>-</u>	<u>542</u>	<u>542</u>
At 31 March 2022	<u>-</u>	<u>1,551</u>	<u>1,551</u>
8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		31.3.23 £	31.3.22 £
Trade creditors		1,135	1,035
Social security and other taxes		1,095	718
Accrued expenses		941	900
		<u>3,171</u>	<u>2,653</u>

Disability First CIO

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

9. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	At 31.3.23 £
Unrestricted funds			
General fund	133,460	(20,942)	112,518
TOTAL FUNDS	<u>133,460</u>	<u>(20,942)</u>	<u>112,518</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	95,587	(116,529)	(20,942)
TOTAL FUNDS	<u>95,587</u>	<u>(116,529)</u>	<u>(20,942)</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	124,392	(7,368)	16,436	133,460
Restricted funds				
Building Better Opportunities	2,560	-	(2,560)	-
Coastal Communities Fund	7,839	(3,963)	(3,876)	-
Lottery	10,000	-	(10,000)	-
	<u>20,399</u>	<u>(3,963)</u>	<u>(16,436)</u>	<u>-</u>
TOTAL FUNDS	<u>144,791</u>	<u>(11,331)</u>	<u>-</u>	<u>133,460</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	90,599	(97,967)	(7,368)
Restricted funds			
Coastal Communities Fund	-	(3,963)	(3,963)
TOTAL FUNDS	<u>90,599</u>	<u>(101,930)</u>	<u>(11,331)</u>

Disability First CIO

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

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	124,392	(28,310)	16,436	112,518
Restricted funds				
Building Better Opportunities	2,560	-	(2,560)	-
Coastal Communities Fund	7,839	(3,963)	(3,876)	-
Lottery	10,000	-	(10,000)	-
	<u>20,399</u>	<u>(3,963)</u>	<u>(16,436)</u>	<u>-</u>
TOTAL FUNDS	<u>144,791</u>	<u>(32,273)</u>	<u>-</u>	<u>112,518</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	186,186	(214,496)	(28,310)
Restricted funds			
Coastal Communities Fund	-	(3,963)	(3,963)
TOTAL FUNDS	<u>186,186</u>	<u>(218,459)</u>	<u>(32,273)</u>

10. RELATED PARTY DISCLOSURES

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

Disability First CIO

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

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Charity events	-	3
Donations	82,614	83,055
Grants	12,702	7,532
	95,316	90,590
Investment income		
Deposit account interest	271	9
	95,587	90,599
TOTAL INCOMING RESOURCES		
EXPENDITURE		
Other		
Computer equipment	1,009	1,009
Loss on sale of tangible fixed assets	-	3,963
	1,009	4,972
Support costs		
Finance		
Bank charges	161	126
Information technology		
computer software and support	2,507	1,921
Human resources		
Wages	80,645	68,372
Social security	1,741	622
Pensions	1,163	983
	83,549	69,977
Other		
Rent and utility costs	5,910	4,090
Insurance	2,028	1,696
Telephone and internet	2,750	2,112
Sundries	256	279
Training costs and materials	-	1,662
Travelling expenses	587	592
Volunteer expenses	2,254	1,224
Postage and stationery	2,335	2,029
Advertising	998	1,328
Sub-contractors	10,895	7,712
	28,013	22,724

This page does not form part of the statutory financial statements

Disability First CIO

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

	31.3.23	31.3.22
	£	£
Other		
Governance costs		
Independent examiner fee	930	950
Professional fees	360	1,260
	<u>1,290</u>	<u>2,210</u>
Total resources expended	<u>116,529</u>	<u>101,930</u>
Net expenditure	<u>(20,942)</u>	<u>(11,331)</u>

This page does not form part of the statutory financial statements

DISABILITY FIRST CIO

England & Wales - Charity number 1163162

Accounts



Annual Report 2021 - 2022

“Supporting people since 1992”

The trustees wish to acknowledge the financial support of the following

organisations and trusts:



Leigh Day



LYTHAM FESTIVAL

**Councillors Michele & Danny Scott -
Warbreck Ward, Blackpool**



The many people who have generously given contributions & donations whom without their support we would not be able to continue our services across Cumbria & Lancashire.

Chief Executive Officer - Lindsay Barlow

Many of you will be aware that I have worked for Disability First since 2014, starting with a volunteering role with our form filling service and moving from that to employment on our Lancashire County Council project, then as Office Manager. After leaving the charity in 2020 for a Fundraising and Business Development Worker role at ICANN I was asked to return to Disability First as Acting CEO to enable the charity's work to continue in 2021. Of course I agreed, and due to the supportive team around me the charity was able to move forward.

As a charity who supports people with disabilities and long term health conditions, the impact of COVID 19 was extended for us far longer than the rest of the community. Many of our clients were continuing to shield throughout 2021 and 2022 and continue to do so for their own safety.

Through using a strict protocol for our services we were still able to support people with our services remotely, by telephone and with our own office restrictions for in person appointments. Staff long term sickness also had an impact throughout 2021 and 2022 which impacted our service provision. However due to the dedication and hard work of our staff we were able to continue and our new building opened in September 2021, allowing us to keep going forward.

I would like to thank staff for their hard work during this period, and their positive attitude during a difficult year for the charity. As we enter a new year for Disability First CIO we have continued to generate new ideas, retained an excellent volunteer team and are moving forward.

I would also like to thank the Trustees for their ongoing support and guidance, their faith in Disability First CIO and the work we do has never wavered.

2022 was the 20th Birthday of Disability First CIO, and we are pleased to celebrate this anniversary with you all. 30 years of helping people with disabilities and health conditions, here is to many more.



Specialist Advice Service for Asbestos Related Conditions -

CLASAG aims to support patients and carers by providing information on the latest drug trials and treatments, NHS and community support and similar topics, through monthly meetings held at the Barrow Disability Centre. Officially launched in January 2019, the meetings also provide an opportunity to share experiences and find out what help and advice is available.

We have introduced a separate CLASAG Facebook page to share Asbestos related issues and offer direct communication for our groups online. We have also designed and printed new leaflets to promote CLASAG and the services we offer which are being distributed throughout Cumbria and Lancashire.

We have continued to offer specialist advice for asbestos related conditions throughout the last year, providing a Covid safe service. Initially our meetings have also been held via Zoom to ensure the safety of all of our attendees and staff. We have now recommenced our Barrow meetings on the third Monday of every month.

Preston Support Group

Our development of our CLASAG group in Preston was a new step to providing asbestos related support for Lancashire, as well as resuming our Barrow CLASAG meetings. We have made new connections with Mesothelioma nurses in Chorley and Preston, as well as Meso UK to refer people to our services and group.

Number : 42

Volunteer Coordinator - Sandra Wilson

- ❖ **Aims and Objectives - To raise awareness of the charity , support where needed and recruit and retain volunteers to Disability First**

CIO via social media platforms, volunteer centre and locally sourced recruitment events an fairs

ADMIN

NEW forms produced for clients completing benefit forms at the centre

1. Customer registration forms – showing address
2. Customer Health forms – showing dates of vaccines and Lateral flow test dates
3. Customer feedback forms
4. Evaluation forms – showing scores 1-6 and comments from the clients to our form completers

New forms also produced for Volunteers:

1. Application form – showing more details
2. Placement Plans
3. Role description and Volunteer agreement
4. Policy and Procedure forms for Volunteers to sign
5. NEW Volunteers HANDBOOK

Health and Safety Procedures

1. COVID 19 register – Paper and spreadsheet produced – Volunteers testing for every volunteering session and details of vaccination dates
2. Volunteers have to show NEGATIVE/POSITIVE testing tab or text message showing results
3. Regular and intense COVID 19 cleaning monitor for the office and toilet areas
4. Regular updates at meetings re health and safety

Events and planning

1. Disability first CIO received an invite by CUFF and TAYLOR promotions and event organisers to be the chosen charity for the WONDERHALL 2021 festival in August of that year. Volunteers were needed to man the access areas at the festival for 6 nights in total. We were delighted to take part and this helped to raise the profile of the charity within the local community.
2. Due our presence at WONDERHALL we were then invited as one of the chosen charities for Lytham Festival 2022 and on 2nd July our night was Nile Rodgers and Chic which raised £1,095.49 for Disability First and enhanced our standing with CUFF and TAYLOR as a local charity.
3. The HARRI Bus – A local initiative from the NHS – Health Advisory Recovery and Resilience initiatives. I (on behalf of Disability First CIO) attended events at Poulton, Cleveleys, Thornton and central Blackpool. Handing out our leaflets and answering benefit enquiries. I made useful contacts with Minds Matter a local mental health support organisation and the NHS (Various support and recovery groups) who have since referred clients to our charity mainly for welfare benefit enquires and support.

4. Blackpool and Fylde College. Attendance at fresher’s fairs and volunteering events – Next event – Main fresher’s fair 20th September 2022. The aim to recruit young

Benefit Forms

I complete on average around 2/3 different forms per week ranging from PIP/PIP Reviews/Attendance Allowance Forms/Carers Allowance/ESA and now bus pass forms and Blue Badge.

Welfare Benefits Project

The start to the year was still completed remotely by telephone for our client’s safety. Due to staff sickness and shortage we were limited in how many forms we could complete this year, also our volunteers were not able to deliver services by phone. This year’s figures will reflect this. However we did still manage to keep our service open. We continued with our help and advice line and were still able to support people. From September 2021 we reintroduced in person appointments with strict COVID19 restrictions to keep our clients, volunteers and staff safe.

It was wonderful to have all our staff and volunteers back together after isolation for so long, many of our volunteers have disabilities and health restrictions themselves so were isolated for a significant period of time.

From March we trained our new Kick Start worker Antony Dixon in welfare benefits form completion. Anthony brought new skills to the service including an aptitude for online form filling which has allowed us to extend our form filling service to Universal Credit applications, Blue badges and Bus Pass applications.

Type of form	Number of clients	
AA	23	
CA	2	
DLA	4	
ESA	13	
PIP	181	
UC	1	
PIP REVIEW	3	
total	227	

Appeals - 29

Our appeals volunteers continued their support for tribunal representation remotely during the whole of the pandemic. These were with three way telephone tribunal calls set up so that we could represent our clients. During this period Jeanie King and John Hutchinson supported 29 people at appeal.

Kick Start Project Staff - Anthony Dixon

“Supporting people since 1992”

My experience with Kickstart

I first started on a Kickstart programme in March 2022 with Disability First CIO. When I was initially told I would be working for a charity as a Welfare Benefits Advisor, I was apprehensive as I had previously graduated from university with a science degree and it was, in my mind, a vastly different discipline to advise people on benefits. Within the first week of being at the charity and on the Kickstart programme I learnt that the skills needed for both my job and my degree were the same. I was taught in university to analyse data, look for trends in results and write in depth about what my findings were, but in my job I had to analyse the person, look at how they were affected by their conditions and write in depth about why they are entitled to the benefit they were applying for. I also learnt lots of new skills like, how to deal with clients who are suffering with mental health conditions, how to deal with people who have physical and neurological problems like dementia, Tourette’s and arthritis.

Feedback

“Excellent service from start to finish, good advice and very well explained throughout. Anthony explained what we needed and how best to present that information within the form.” -M

“Would recommend because they are very helpful, and was made to feel very comfortable”- S

“Will be recommending to friends and family”-V

“Maxine was very kind and understanding, very helpful”- C

“Without this support I wouldn't be able to cope with or understand the forms”.- R

“Superstar”- D

“Very helpful, lovely gentleman helped me today with completing the forms” - A

Would YOU like to help us help others?

We know time is precious, it’s the new currency. Time weighs heavily when you are worrying – whether it is about the health and welfare of a loved one, how to juggle finances, or access services, which open a window on the world.

We know others want your help too. If recent events have taught us nothing else, it is that charity may well begin at home, but it does not end there – the sense of community engendered extends way beyond that.

Charities such as ours help stitch together the gaps in society’s safety net. We catch people when – or ideally long before – they fall.

Disability First CIO has not survived by helping people merely get by; we help them thrive by providing specialist and critical services. We right wrongs, create opportunities, fight their corner and stand shoulder to shoulder with others.

“Supporting people since 1992”

Now we are seeking new trustees to join our Management Board and help us do so much more within the ‘new’ normality of a very different and even more challenging and changing world.

We already offer a range of projects, some of them overlapping, all of them crucial, such as digital training, welfare benefits advice & intervention and volunteer recruitment. They all aim to enable disabled people, of all ages, to live independently – and have quality of life.

In addition, we provide infrastructure support to organisations within the disability field, including access audits, advice, and training. We do not expect them to go it alone, nor should we, that is why we need you.

For further information, contact Lindsay Barlow at lindsaybarlow@disabilityfirst.org or call 07508061904

For more details about the charity please visit:

www.disabilityfirst.org

<http://www.facebook.com/#!/disabilityfirst>

<http://www.charity-commission.gov.uk/>

REGISTERED COMPANY NUMBER: CE04342 (England and Wales)
REGISTERED CHARITY NUMBER: 1163162

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2022
for
Disability First CIO

CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Disability First CIO

**Contents of the Financial Statements
for the Year Ended 31 March 2022**

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Statement of Financial Activities	5
Balance Sheet	6 to 7
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Detailed Statement of Financial Activities	15 to 16

Disability First CIO
Report of the Trustees
for the Year Ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Disability First CIO is a Blackpool based charity that works across Lancashire and Cumbria. We offer information, advice and support services to anyone living with, or caring for someone with, a disability.

The aims of the charity are:

1. The relief of physically or mentally disabled people in the county of Lancashire and in particular but not exclusively by the provision of advice, information and support, which will directly relieve the needs of such people.
2. The promotion of equality and diversity for the public benefit by:
 - a) the elimination of discrimination on the grounds of race, gender, disability, sexual orientation or religion.
 - b) advancing education and raising awareness in equality and diversity.
 - c) promoting activities to foster understanding between people from diverse backgrounds.
 - d) conducting or commissioning research on equality and diversity issues and publishing the results to the public.
 - e) cultivating a sentiment in favour of equality and diversity.

Our key objectives are:

1. to strengthen our unrestricted funding base
2. to develop stronger connections with the NHS
3. seek opportunities to work in partnership
4. investment in and inclusion of our volunteers
5. increase awareness of what we do

Criteria or measures we use to assess success in the reporting period.

Our funders expect us to demonstrate our success. Funding comes in the form of both restricted and unrestricted income. Therefore we have different reporting models and key performance indicators. This means that in order to measure and demonstrate successful outcomes, we use a range of tools including databases, individual evaluation forms and specific funder reporting models. This enables us to both assess and demonstrate our success in the reporting period.

Disability First CIO
Report of the Trustees
for the Year Ended 31 March 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

As a charity who supports people with disabilities and long term health conditions, the impact of COVID 19 was extended for us far longer than the rest of the community. Many of our clients were continuing to shield throughout 2021 and 2022 and continue to do so for their own safety.

Through using a strict protocol for our services we were still able to support people with our services remotely, by telephone and with our own office restrictions for in person appointments. Staff long term sickness also had an impact throughout 2021 and 2022 which impacted our service provision. However due to the dedication and hard work of our staff we were able to continue and our new building opened in September 2021, allowing us to keep going forward.

I would like to thank staff for their hard work during this period, and their positive attitude during a difficult year for the charity. As we enter a new year for Disability First CIO we have continued to generate new ideas, retained an excellent volunteer team and are moving forward.

Our development of our CLASAG group in Preston was a new step to providing asbestos related support for Lancashire, as well as resuming our Barrow CLASAG meetings.

Our aim for the future is to develop our services further, offer more support for disabled people and grow as a charity.

I would also like to thank the Trustees for their ongoing support and guidance, their faith in Disability First CIO and the work we do has never wavered.

For more details about the charity please visit:

www.disabilityfirst.org

<http://www.facebook.com/#!/disabilityfirst>

<http://www.charity-commission.gov.uk/>

FINANCIAL REVIEW

Reserves policy

The trustees policy is to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to a minimum level of six months of unrestricted expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Key management remuneration

The terms and conditions of employment of all personnel are determined by the Trustees. This includes hours of work, salaries and any increase's, for example because of cost of living increases, etc. The practice is to create appropriate job descriptions and personal specifications and we are fortunate to have some trustees with a breadth of relevant skills and experience. When necessary, trustees seek the advice of external consultants. We do not operate a financial performance management system at present. However, certain principal activities such as the Access Fylde Coast project have outcome targets agreed with the funder.

Risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks. The controls are in place to provide reasonable assurance against fraud and error.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE04342 (England and Wales)

Registered Charity number

1163162

Disability First CIO
Report of the Trustees
for the Year Ended 31 March 2022

Registered office

Blackpool Centre for Independent Living
259 Whitegate Drive
Blackpool
Lancashire
FY3 9JL

Trustees

V R Machen
P M Taylor (resigned 16.5.22)
V Balaguru
Z Roscoe
A L Dunn (resigned 6.9.21)
B Carney (appointed 16.5.22)
K Barrett (appointed 22.8.22)
D Ptolomey (appointed 17.10.22)

Company Secretary

Independent Examiner

CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Approved by order of the board of trustees on 20/1/2023 and signed on its behalf by:

Vanessa Machen

.....
V R Machen - Trustee

Disability First CIO

**Statement of Financial Activities
for the Year Ended 31 March 2022**

	Notes	Unrestricted fund £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		90,590	-	90,590	220,073
Investment income	2	9	-	9	70
Total		<u>90,599</u>	<u>-</u>	<u>90,599</u>	<u>220,143</u>
EXPENDITURE ON					
Charitable activities					
Coastal Communities Fund		-	-	-	290,489
Digital Training		-	-	-	7,361
Other		97,967	3,963	101,930	124,744
Total		<u>97,967</u>	<u>3,963</u>	<u>101,930</u>	<u>422,594</u>
NET INCOME/(EXPENDITURE)		(7,368)	(3,963)	(11,331)	(202,451)
Transfers between funds	9	16,436	(16,436)	-	-
Net movement in funds		9,068	(20,399)	(11,331)	(202,451)
RECONCILIATION OF FUNDS					
Total funds brought forward		124,392	20,399	144,791	347,242
TOTAL FUNDS CARRIED FORWARD		<u><u>133,460</u></u>	<u><u>-</u></u>	<u><u>133,460</u></u>	<u><u>144,791</u></u>

The notes form part of these financial statements

**Independent Examiner's Report to the Trustees of
Disability First CIO**

Independent examiner's report to the trustees of Disability First CIO ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mr Paul Ronson FCA
Institute of Chartered Accountants in England and Wales
CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Date: 20th Jan 23

Disability First CIO

**Balance Sheet
31 March 2022**

	Notes	Unrestricted fund £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
FIXED ASSETS					
Tangible assets	7	1,551	-	1,551	6,523
CURRENT ASSETS					
Cash at bank and in hand		134,562	-	134,562	171,738
CREDITORS					
Amounts falling due within one year	8	(2,653)	-	(2,653)	(33,470)
NET CURRENT ASSETS		131,909	-	131,909	138,268
TOTAL ASSETS LESS CURRENT LIABILITIES		133,460	-	133,460	144,791
NET ASSETS		133,460	-	133,460	144,791
FUNDS	9				
Unrestricted funds				133,460	124,392
Restricted funds				-	20,399
TOTAL FUNDS				133,460	144,791

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Disability First CIO

Balance Sheet - continued
31 March 2022

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

The financial statements were approved by the Board of Trustees and authorised for issue on 20.11.23 and were signed on its behalf by:

Vaneva Machen

.....
V R Machen - Trustee

Roscoe

.....
Roscoe - Trustee

The notes form part of these financial statements

Disability First CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

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.

Tangible fixed assets

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

Fixtures and fittings	- 25% on cost
Computer equipment	- 20% on cost

Taxation

The charity is exempt from corporation 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.

Pension costs and other post-retirement benefits

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

Disability First CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

2. INVESTMENT INCOME

	31.3.22	31.3.21
	£	£
Deposit account interest	9	70
	<u>9</u>	<u>70</u>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.22	31.3.21
	£	£
Depreciation - owned assets	1,009	2,495
Deficit on disposal of fixed assets	3,963	-
	<u>4,972</u>	<u>2,495</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

5. STAFF COSTS

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

	31.3.22	31.3.21
Trustees	5	5
Staff	4	8
	<u>9</u>	<u>13</u>

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	124,224	95,849	220,073
Investment income	67	3	70
Total	<u>124,291</u>	<u>95,852</u>	<u>220,143</u>
EXPENDITURE ON			
Charitable activities			
Coastal Communities Fund	-	290,489	290,489
Digital Training	-	7,361	7,361
Other	113,739	11,005	124,744
Total	<u>113,739</u>	<u>308,855</u>	<u>422,594</u>

Disability First CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted fund £	Restricted funds £	Total funds £
NET INCOME/(EXPENDITURE)	10,552	(213,003)	(202,451)
Transfers between funds	45,748	(45,748)	-
Net movement in funds	56,300	(258,751)	(202,451)
RECONCILIATION OF FUNDS			
Total funds brought forward	68,092	279,150	347,242
TOTAL FUNDS CARRIED FORWARD	<u>124,392</u>	<u>20,399</u>	<u>144,791</u>
7. TANGIBLE FIXED ASSETS	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2021	3,885	12,474	16,359
Disposals	349	(7,430)	(7,081)
At 31 March 2022	<u>4,234</u>	<u>5,044</u>	<u>9,278</u>
DEPRECIATION			
At 1 April 2021	3,885	5,951	9,836
Charge for year	-	1,009	1,009
Eliminated on disposal	349	(3,467)	(3,118)
At 31 March 2022	<u>4,234</u>	<u>3,493</u>	<u>7,727</u>
NET BOOK VALUE			
At 31 March 2022	<u>-</u>	<u>1,551</u>	<u>1,551</u>
At 31 March 2021	<u>-</u>	<u>6,523</u>	<u>6,523</u>

Disability First CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Trade creditors	1,035	32,620
Social security and other taxes	718	-
Accrued expenses	900	850
	<u>2,653</u>	<u>33,470</u>

9. MOVEMENT IN FUNDS

	At 1.4.21	Net movement in funds	Transfers between funds	At 31.3.22
	£	£	£	£
Unrestricted funds				
General fund	124,392	(7,368)	16,436	133,460
Restricted funds				
Building Better Opportunities	2,560	-	(2,560)	-
Coastal Communities Fund	7,839	(3,963)	(3,876)	-
Lottery	10,000	-	(10,000)	-
	<u>20,399</u>	<u>(3,963)</u>	<u>(16,436)</u>	<u>-</u>
TOTAL FUNDS	<u>144,791</u>	<u>(11,331)</u>	<u>-</u>	<u>133,460</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	90,599	(97,967)	(7,368)
Restricted funds			
Coastal Communities Fund	-	(3,963)	(3,963)
TOTAL FUNDS	<u>90,599</u>	<u>(101,930)</u>	<u>(11,331)</u>

Disability First CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	68,092	10,552	45,748	124,392
Restricted funds				
Computers Made Easy	14,454	-	(14,454)	-
Building Better Opportunities	13,996	(1,009)	(10,427)	2,560
Good Things Foundation	16,297	-	(16,297)	-
Society of the Holy Cross	25,000	-	(25,000)	-
Reach Fund	8,510	(8,510)	-	-
Welfare Benefits	1,000	-	(1,000)	-
Coastal Communities Fund	199,893	(211,083)	19,029	7,839
Digital Training	-	(2,401)	2,401	-
Lottery	-	10,000	-	10,000
	<u>279,150</u>	<u>(213,003)</u>	<u>(45,748)</u>	<u>20,399</u>
TOTAL FUNDS	<u>347,242</u>	<u>(202,451)</u>	<u>-</u>	<u>144,791</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	124,291	(113,739)	10,552
Restricted funds			
Building Better Opportunities	-	(1,009)	(1,009)
Reach Fund	-	(8,510)	(8,510)
Coastal Communities Fund	80,892	(291,975)	(211,083)
Digital Training	4,960	(7,361)	(2,401)
Lottery	10,000	-	10,000
	<u>95,852</u>	<u>(308,855)</u>	<u>(213,003)</u>
TOTAL FUNDS	<u>220,143</u>	<u>(422,594)</u>	<u>(202,451)</u>

Disability First CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	68,092	3,184	62,184	133,460
Restricted funds				
Computers Made Easy	14,454	-	(14,454)	-
Building Better Opportunities	13,996	(1,009)	(12,987)	-
Good Things Foundation	16,297	-	(16,297)	-
Society of the Holy Cross	25,000	-	(25,000)	-
Reach Fund	8,510	(8,510)	-	-
Welfare Benefits	1,000	-	(1,000)	-
Coastal Communities Fund	199,893	(215,046)	15,153	-
Digital Training	-	(2,401)	2,401	-
Lottery	-	10,000	(10,000)	-
	<u>279,150</u>	<u>(216,966)</u>	<u>(62,184)</u>	<u>-</u>
TOTAL FUNDS	<u>347,242</u>	<u>(213,782)</u>	<u>-</u>	<u>133,460</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	214,890	(211,706)	3,184
Restricted funds			
Building Better Opportunities	-	(1,009)	(1,009)
Reach Fund	-	(8,510)	(8,510)
Coastal Communities Fund	80,892	(295,938)	(215,046)
Digital Training	4,960	(7,361)	(2,401)
Lottery	10,000	-	10,000
	<u>95,852</u>	<u>(312,818)</u>	<u>(216,966)</u>
TOTAL FUNDS	<u>310,742</u>	<u>(524,524)</u>	<u>(213,782)</u>

Disability First CIO

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

Disability First CIO

Detailed Statement of Financial Activities
for the Year Ended 31 March 2022

	31.3.22 £	31.3.21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Charity events	3	-
Donations	83,055	98,754
Grants	7,532	121,319
	90,590	220,073
Investment income		
Deposit account interest	9	70
	90,599	220,143
EXPENDITURE		
Charitable activities		
Insurance	-	294
Telephone	-	1,218
Postage and stationery	-	480
Advertising	-	71,912
Computer expenses	-	6,631
Staff travelling expenses	-	1,383
Staff wages	-	69,095
Social security	-	5,323
Employer pension contributions	-	1,489
Insurance	-	368
Sundries	-	66
Sub-contractors	-	81,112
	-	239,371
Other		
Computer equipment	1,009	2,495
Loss on sale of tangible fixed assets	3,963	-
	4,972	2,495
Support costs		
Finance		
Bank charges	126	228
Information technology		
computer software and support	1,921	4,525
Human resources		
Wages	68,372	77,053
Social security	622	2,088
Carried forward	68,994	79,141

This page does not form part of the statutory financial statements

Disability First CIO

Detailed Statement of Financial Activities
for the Year Ended 31 March 2022

	31.3.22	31.3.21
	£	£
Human resources		
Brought forward	68,994	79,141
Pensions	983	1,506
	<u>69,977</u>	<u>80,647</u>
Other		
Rent and utility costs	4,090	2,363
Insurance	1,696	1,207
Telephone and internet	2,112	2,426
Sundries	279	188
Training costs and materials	1,662	295
Travelling expenses	592	177
Volunteer expenses	1,224	106
Postage and stationery	2,029	1,473
Advertising	1,328	1,378
Sub-contractors	7,712	16,468
	<u>22,724</u>	<u>26,081</u>
Governance costs		
Independent examiner fee	950	850
Professional fees	1,260	68,397
	<u>2,210</u>	<u>69,247</u>
Total resources expended	<u>101,930</u>	<u>422,594</u>
Net expenditure	<u>(11,331)</u>	<u>(202,451)</u>

This page does not form part of the statutory financial statements

REGISTERED COMPANY NUMBER: CE04342 (England and Wales)
REGISTERED CHARITY NUMBER: 1163162

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2022
for
Disability First CIO

CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Disability First CIO

**Contents of the Financial Statements
for the Year Ended 31 March 2022**

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Independent Examiner's Report	4
Statement of Financial Activities	5
Balance Sheet	6 to 7
Notes to the Financial Statements	8 to 14
Detailed Statement of Financial Activities	15 to 16

Disability First CIO
Report of the Trustees
for the Year Ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Disability First CIO is a Blackpool based charity that works across Lancashire and Cumbria. We offer information, advice and support services to anyone living with, or caring for someone with, a disability.

The aims of the charity are:

1. The relief of physically or mentally disabled people in the county of Lancashire and in particular but not exclusively by the provision of advice, information and support, which will directly relieve the needs of such people.
2. The promotion of equality and diversity for the public benefit by:
 - a) the elimination of discrimination on the grounds of race, gender, disability, sexual orientation or religion.
 - b) advancing education and raising awareness in equality and diversity.
 - c) promoting activities to foster understanding between people from diverse backgrounds.
 - d) conducting or commissioning research on equality and diversity issues and publishing the results to the public.
 - e) cultivating a sentiment in favour of equality and diversity.

Our key objectives are:

1. to strengthen our unrestricted funding base
2. to develop stronger connections with the NHS
3. seek opportunities to work in partnership
4. investment in and inclusion of our volunteers
5. increase awareness of what we do

Criteria or measures we use to assess success in the reporting period.

Our funders expect us to demonstrate our success. Funding comes in the form of both restricted and unrestricted income. Therefore we have different reporting models and key performance indicators. This means that in order to measure and demonstrate successful outcomes, we use a range of tools including databases, individual evaluation forms and specific funder reporting models. This enables us to both assess and demonstrate our success in the reporting period.

Disability First CIO
Report of the Trustees
for the Year Ended 31 March 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

As a charity who supports people with disabilities and long term health conditions, the impact of COVID 19 was extended for us far longer than the rest of the community. Many of our clients were continuing to shield throughout 2021 and 2022 and continue to do so for their own safety.

Through using a strict protocol for our services we were still able to support people with our services remotely, by telephone and with our own office restrictions for in person appointments. Staff long term sickness also had an impact throughout 2021 and 2022 which impacted our service provision. However due to the dedication and hard work of our staff we were able to continue and our new building opened in September 2021, allowing us to keep going forward.

I would like to thank staff for their hard work during this period, and their positive attitude during a difficult year for the charity. As we enter a new year for Disability First CIO we have continued to generate new ideas, retained an excellent volunteer team and are moving forward.

Our development of our CLASAG group in Preston was a new step to providing asbestos related support for Lancashire, as well as resuming our Barrow CLASAG meetings.

Our aim for the future is to develop our services further, offer more support for disabled people and grow as a charity.

I would also like to thank the Trustees for their ongoing support and guidance, their faith in Disability First CIO and the work we do has never wavered.

For more details about the charity please visit:

www.disabilityfirst.org

<http://www.facebook.com/#!/disabilityfirst>

<http://www.charity-commission.gov.uk/>

FINANCIAL REVIEW

Reserves policy

The trustees policy is to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to a minimum level of six months of unrestricted expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Key management remuneration

The terms and conditions of employment of all personnel are determined by the Trustees. This includes hours of work, salaries and any increase's, for example because of cost of living increases, etc. The practice is to create appropriate job descriptions and personal specifications and we are fortunate to have some trustees with a breadth of relevant skills and experience. When necessary, trustees seek the advice of external consultants. We do not operate a financial performance management system at present. However, certain principal activities such as the Access Fylde Coast project have outcome targets agreed with the funder.

Risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks. The controls are in place to provide reasonable assurance against fraud and error.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

CE04342 (England and Wales)

Registered Charity number

1163162

Disability First CIO
Report of the Trustees
for the Year Ended 31 March 2022

Registered office

Blackpool Centre for Independent Living
259 Whitegate Drive
Blackpool
Lancashire
FY3 9JL

Trustees

V R Machen
P M Taylor (resigned 16.5.22)
V Balaguru
Z Roscoe
A L Dunn (resigned 6.9.21)
B Carney (appointed 16.5.22)
K Barrett (appointed 22.8.22)
D Ptolomey (appointed 17.10.22)

Company Secretary

Independent Examiner

CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Approved by order of the board of trustees on 20/1/2023 and signed on its behalf by:

Vanessa Machen

.....
V R Machen - Trustee

Disability First CIO

**Statement of Financial Activities
for the Year Ended 31 March 2022**

	Notes	Unrestricted fund £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		90,590	-	90,590	220,073
Investment income	2	9	-	9	70
Total		<u>90,599</u>	<u>-</u>	<u>90,599</u>	<u>220,143</u>
EXPENDITURE ON					
Charitable activities					
Coastal Communities Fund		-	-	-	290,489
Digital Training		-	-	-	7,361
Other		97,967	3,963	101,930	124,744
Total		<u>97,967</u>	<u>3,963</u>	<u>101,930</u>	<u>422,594</u>
NET INCOME/(EXPENDITURE)		(7,368)	(3,963)	(11,331)	(202,451)
Transfers between funds	9	16,436	(16,436)	-	-
Net movement in funds		9,068	(20,399)	(11,331)	(202,451)
RECONCILIATION OF FUNDS					
Total funds brought forward		124,392	20,399	144,791	347,242
TOTAL FUNDS CARRIED FORWARD		<u><u>133,460</u></u>	<u><u>-</u></u>	<u><u>133,460</u></u>	<u><u>144,791</u></u>

The notes form part of these financial statements

**Independent Examiner's Report to the Trustees of
Disability First CIO**

Independent examiner's report to the trustees of Disability First CIO ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mr Paul Ronson FCA
Institute of Chartered Accountants in England and Wales
CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Date: 20th Jan 23

Disability First CIO

**Balance Sheet
31 March 2022**

	Notes	Unrestricted fund £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
FIXED ASSETS					
Tangible assets	7	1,551	-	1,551	6,523
CURRENT ASSETS					
Cash at bank and in hand		134,562	-	134,562	171,738
CREDITORS					
Amounts falling due within one year	8	(2,653)	-	(2,653)	(33,470)
NET CURRENT ASSETS		131,909	-	131,909	138,268
TOTAL ASSETS LESS CURRENT LIABILITIES		133,460	-	133,460	144,791
NET ASSETS		133,460	-	133,460	144,791
FUNDS	9				
Unrestricted funds				133,460	124,392
Restricted funds				-	20,399
TOTAL FUNDS				133,460	144,791

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Disability First CIO

Balance Sheet - continued
31 March 2022

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

The financial statements were approved by the Board of Trustees and authorised for issue on 20.11.23 and were signed on its behalf by:

Vaneva Machen

.....
V R Machen - Trustee

Roscoe

.....
Roscoe - Trustee

The notes form part of these financial statements

Disability First CIO

Notes to the Financial Statements for the Year Ended 31 March 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

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.

Tangible fixed assets

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

Fixtures and fittings	- 25% on cost
Computer equipment	- 20% on cost

Taxation

The charity is exempt from corporation 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.

Pension costs and other post-retirement benefits

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

Disability First CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

2. INVESTMENT INCOME

	31.3.22	31.3.21
	£	£
Deposit account interest	9	70
	<u> </u>	<u> </u>

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.22	31.3.21
	£	£
Depreciation - owned assets	1,009	2,495
Deficit on disposal of fixed assets	3,963	-
	<u> </u>	<u> </u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

5. STAFF COSTS

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

	31.3.22	31.3.21
Trustees	5	5
Staff	4	8
	<u> </u>	<u> </u>
	9	13
	<u> </u>	<u> </u>

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

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	124,224	95,849	220,073
Investment income	67	3	70
Total	<u>124,291</u>	<u>95,852</u>	<u>220,143</u>
EXPENDITURE ON			
Charitable activities			
Coastal Communities Fund	-	290,489	290,489
Digital Training	-	7,361	7,361
Other	113,739	11,005	124,744
Total	<u>113,739</u>	<u>308,855</u>	<u>422,594</u>

Disability First CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted fund £	Restricted funds £	Total funds £
NET INCOME/(EXPENDITURE)	10,552	(213,003)	(202,451)
Transfers between funds	45,748	(45,748)	-
Net movement in funds	56,300	(258,751)	(202,451)
RECONCILIATION OF FUNDS			
Total funds brought forward	68,092	279,150	347,242
TOTAL FUNDS CARRIED FORWARD	<u>124,392</u>	<u>20,399</u>	<u>144,791</u>
7. TANGIBLE FIXED ASSETS	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2021	3,885	12,474	16,359
Disposals	349	(7,430)	(7,081)
At 31 March 2022	<u>4,234</u>	<u>5,044</u>	<u>9,278</u>
DEPRECIATION			
At 1 April 2021	3,885	5,951	9,836
Charge for year	-	1,009	1,009
Eliminated on disposal	349	(3,467)	(3,118)
At 31 March 2022	<u>4,234</u>	<u>3,493</u>	<u>7,727</u>
NET BOOK VALUE			
At 31 March 2022	<u>-</u>	<u>1,551</u>	<u>1,551</u>
At 31 March 2021	<u>-</u>	<u>6,523</u>	<u>6,523</u>

Disability First CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

8.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	31.3.22	31.3.21
		£	£
	Trade creditors	1,035	32,620
	Social security and other taxes	718	-
	Accrued expenses	900	850
		<u>2,653</u>	<u>33,470</u>

9.	MOVEMENT IN FUNDS			
		Net movement in funds	Transfers between funds	At
	At 1.4.21	£	£	31.3.22
	£	£	£	£
	Unrestricted funds			
	General fund	124,392	(7,368)	16,436
	Restricted funds			
	Building Better Opportunities	2,560	-	(2,560)
	Coastal Communities Fund	7,839	(3,963)	(3,876)
	Lottery	10,000	-	(10,000)
		<u>20,399</u>	<u>(3,963)</u>	<u>(16,436)</u>
	TOTAL FUNDS	<u>144,791</u>	<u>(11,331)</u>	<u>-</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	90,599	(97,967)	(7,368)
Restricted funds			
Coastal Communities Fund	-	(3,963)	(3,963)
TOTAL FUNDS	<u>90,599</u>	<u>(101,930)</u>	<u>(11,331)</u>

Disability First CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

9. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	68,092	10,552	45,748	124,392
Restricted funds				
Computers Made Easy	14,454	-	(14,454)	-
Building Better Opportunities	13,996	(1,009)	(10,427)	2,560
Good Things Foundation	16,297	-	(16,297)	-
Society of the Holy Cross	25,000	-	(25,000)	-
Reach Fund	8,510	(8,510)	-	-
Welfare Benefits	1,000	-	(1,000)	-
Coastal Communities Fund	199,893	(211,083)	19,029	7,839
Digital Training	-	(2,401)	2,401	-
Lottery	-	10,000	-	10,000
	<u>279,150</u>	<u>(213,003)</u>	<u>(45,748)</u>	<u>20,399</u>
TOTAL FUNDS	<u>347,242</u>	<u>(202,451)</u>	<u>-</u>	<u>144,791</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	124,291	(113,739)	10,552
Restricted funds			
Building Better Opportunities	-	(1,009)	(1,009)
Reach Fund	-	(8,510)	(8,510)
Coastal Communities Fund	80,892	(291,975)	(211,083)
Digital Training	4,960	(7,361)	(2,401)
Lottery	10,000	-	10,000
	<u>95,852</u>	<u>(308,855)</u>	<u>(213,003)</u>
TOTAL FUNDS	<u>220,143</u>	<u>(422,594)</u>	<u>(202,451)</u>

Disability First CIO

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

9. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	68,092	3,184	62,184	133,460
Restricted funds				
Computers Made Easy	14,454	-	(14,454)	-
Building Better Opportunities	13,996	(1,009)	(12,987)	-
Good Things Foundation	16,297	-	(16,297)	-
Society of the Holy Cross	25,000	-	(25,000)	-
Reach Fund	8,510	(8,510)	-	-
Welfare Benefits	1,000	-	(1,000)	-
Coastal Communities Fund	199,893	(215,046)	15,153	-
Digital Training	-	(2,401)	2,401	-
Lottery	-	10,000	(10,000)	-
	<u>279,150</u>	<u>(216,966)</u>	<u>(62,184)</u>	<u>-</u>
TOTAL FUNDS	<u>347,242</u>	<u>(213,782)</u>	<u>-</u>	<u>133,460</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	214,890	(211,706)	3,184
Restricted funds			
Building Better Opportunities	-	(1,009)	(1,009)
Reach Fund	-	(8,510)	(8,510)
Coastal Communities Fund	80,892	(295,938)	(215,046)
Digital Training	4,960	(7,361)	(2,401)
Lottery	10,000	-	10,000
	<u>95,852</u>	<u>(312,818)</u>	<u>(216,966)</u>
TOTAL FUNDS	<u>310,742</u>	<u>(524,524)</u>	<u>(213,782)</u>

Disability First CIO

Notes to the Financial Statements - continued
for the Year Ended 31 March 2022

10. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

Disability First CIO

Detailed Statement of Financial Activities
for the Year Ended 31 March 2022

	31.3.22 £	31.3.21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Charity events	3	-
Donations	83,055	98,754
Grants	7,532	121,319
	90,590	220,073
Investment income		
Deposit account interest	9	70
	90,599	220,143
EXPENDITURE		
Charitable activities		
Insurance	-	294
Telephone	-	1,218
Postage and stationery	-	480
Advertising	-	71,912
Computer expenses	-	6,631
Staff travelling expenses	-	1,383
Staff wages	-	69,095
Social security	-	5,323
Employer pension contributions	-	1,489
Insurance	-	368
Sundries	-	66
Sub-contractors	-	81,112
	-	239,371
Other		
Computer equipment	1,009	2,495
Loss on sale of tangible fixed assets	3,963	-
	4,972	2,495
Support costs		
Finance		
Bank charges	126	228
Information technology		
computer software and support	1,921	4,525
Human resources		
Wages	68,372	77,053
Social security	622	2,088
Carried forward	68,994	79,141

This page does not form part of the statutory financial statements

Disability First CIO

Detailed Statement of Financial Activities
for the Year Ended 31 March 2022

	31.3.22	31.3.21
	£	£
Human resources		
Brought forward	68,994	79,141
Pensions	983	1,506
	<u>69,977</u>	<u>80,647</u>
Other		
Rent and utility costs	4,090	2,363
Insurance	1,696	1,207
Telephone and internet	2,112	2,426
Sundries	279	188
Training costs and materials	1,662	295
Travelling expenses	592	177
Volunteer expenses	1,224	106
Postage and stationery	2,029	1,473
Advertising	1,328	1,378
Sub-contractors	7,712	16,468
	<u>22,724</u>	<u>26,081</u>
Governance costs		
Independent examiner fee	950	850
Professional fees	1,260	68,397
	<u>2,210</u>	<u>69,247</u>
Total resources expended	<u>101,930</u>	<u>422,594</u>
Net expenditure	<u>(11,331)</u>	<u>(202,451)</u>

This page does not form part of the statutory financial statements

DISABILITY FIRST CIO

England & Wales - Charity number 1163162

Accounts

REGISTERED COMPANY NUMBER: CE04342 (England and Wales)
REGISTERED CHARITY NUMBER: 1163162

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2021
for
Disability First CIO

CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Disability First CIO

**Contents of the Financial Statements
for the Year Ended 31 March 2021**

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Statement of Financial Activities	7
Balance Sheet	8 to 9
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Detailed Statement of Financial Activities	16 to 17

Disability First CIO

Report of the Trustees for the Year Ended 31 March 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Disability First CIO is a Blackpool based charity that works across Lancashire and Cumbria. We offer information, advice and support services to anyone living with, or caring for someone with, a disability.

The aims of the charity are:

1. The relief of physically or mentally disabled people in the county of Lancashire and in particular but not exclusively by the provision of advice, information and support, which will directly relieve the needs of such people.
2. The promotion of equality and diversity for the public benefit by:
 - a) the elimination of discrimination on the grounds of race, gender, disability, sexual orientation or religion.
 - b) advancing education and raising awareness in equality and diversity.
 - c) promoting activities to foster understanding between people from diverse backgrounds.
 - d) conducting or commissioning research on equality and diversity issues and publishing the results to the public.
 - e) cultivating a sentiment in favour of equality and diversity.

Our key objectives are:

1. to strengthen our unrestricted funding base
2. to develop stronger connections with the NHS
3. seek opportunities to work in partnership
4. investment in and inclusion of our volunteers
5. increase awareness of what we do

Criteria or measures we use to assess success in the reporting period.

Our funders expect us to demonstrate our success. Funding comes in the form of both restricted and unrestricted income. Therefore we have different reporting models and key performance indicators. This means that in order to measure and demonstrate successful outcomes, we use a range of tools including databases, individual evaluation forms and specific funder reporting models. This enables us to both assess and demonstrate our success in the reporting period.

Disability First CIO

Report of the Trustees for the Year Ended 31 March 2021

FINANCIAL REVIEW

Financial position

This year was one of the hardest and most unusual years for charities. We have had to ensure that our services were still provided to help some of the most vulnerable people in Lancashire and Cumbria, remotely.

This however has shown that something that people with disabilities and health conditions have been requesting in the workplace, flexible working and the opportunity to work from home, was and is in fact possible in many cases. Let us hope that moving forward the strategies and lessons learned by businesses and organisations can help shape a better way of working for everyone, particularly those who want to work from home due to a disability.

Due to the dedication of staff and the loyalty and support of our volunteers, we have managed to continue to help people throughout the pandemic, and ride one of the roughest years the charity has ever had.

During the lockdowns our search for funding was paramount to ensure our services could continue through and beyond, as Office manager I searched for available funding and obtained several grants which we were grateful to receive.

Key Successes -

" Secured £10,000 from The National Lottery for our Welfare Benefits Project

" Secured a £10,000 Covid Recovery grant from the Government for continuation of Welfare Benefits services

We have also relocated into our new office space, which is ideal for our service needs and is fully accessible.

Our focus for the next year is to develop existing projects, increase our capacity and add new projects to our portfolio. We aim to raise the profile of the charity to ensure that locally, we are the go to charity for anyone with a disability or health condition to provide a range of services to aid accessibility, quality of life and help people to have their voices heard.

Specialist Advice Service for Asbestos Related Conditions -

CLASAG aims to support patients and carers by providing information on the latest drug trials and treatments, NHS and community support and similar topics, through monthly meetings held at the Barrow Disability Centre. Officially launched in January 2019, the meetings also provide an opportunity to share experiences and find out what help and advice is available.

We have continued to offer specialist advice for asbestos related conditions throughout the last year, providing a covid safe service. Our meetings have also been held via Zoom to ensure the safety of all of our attendees and staff.

Number : 47

Presuming all had automatic entitlement to:

Attendance Allowance/ higher rate care PIP/DLA (£89.15 pw)

Industrial Injuries Disablement Benefit at 100% rate (£182.60 pw)

Meso Payment scheme (£15,000 average)

Based on one off payments of government compensation (average payment)

Benefits paid in one year:

Cash gains per client: £29,130

for all clients: £1,369,110

Volunteer Coordinator - Sandra Wilson

Report - Volunteer Coordinator - for the period: April 2020 - March 2021

Summary

Role A - Volunteer Support and Recruitment

During the period April 2020 - March 2021 I worked on a remote basis from home due to the onset of the COVID 19 Pandemic and during my working hours which were then, 9.30am - 3pm Monday to Thursday inclusive my role was to support 16 volunteers some of which were isolating (COVID 19 Compliances and Government guidelines) due to various long-term illnesses and health complications.

Disability First CIO

Report of the Trustees for the Year Ended 31 March 2021

I offered a weekly ZOOM meeting to all volunteers and if they didn't feel confident in the use of this platform I would contact them by phone, WhatsApp, email or text message. The take up for the ZOOM meetings was around 50% of the total number of volunteers and this took the form of news updates regarding the Charity, Monthly quizzes and just general chat about COVID 19 protocols and local information. The volunteers looked forward to the ZOOM calls and were able to interact with each other and keep in contact which was the main aim during the pandemic. The feedback from the meetings was always very positive and many volunteers said it lifted their spirits especially those in strict isolation. During the Christmas period of December 2020 I held a Christmas Quiz and Carol concert for the Volunteers which they all enjoyed

Volunteer Contact Information

ZOOM calls Delivered Phone calls Other - email/text/WhatsApp
53 49 48

Role 2

Social Media - FACEBOOK page administrator

During the period April 2020 - March 2021 I managed the content for Disability First CIO of their FACEBOOK page. I found this at first to be quite challenging as I had only used social media for my own personal updates but after posting many successful features I really enjoyed the role and during this period increased the insights as shown on the chart. The busiest period was during the first lockdown and of course people were responding to the pages more due to the fact they were at home either on furlough or working remotely. The posts that caught the attention more and received the most likes were all related to adults with various forms of Disabilities who had been fund raising during the pandemic and any posts that related to community groups making PPE during the pandemic.

Role 3

Completing Welfare Benefit forms by phone

During the period April 2020 - March 2021 I also took on the role of helping clients to complete their PIP/ESA/AA/CA. The results are listed in the chart below.

PIP AA CA ESA ESA 50 MRN SSCS1 Submissions Appeal Wins

73 22 9 0 8 2 2

POSTCODES

FY1 Central Blackpool FY2 Bispham FY3 Grange Park and Layton FY4 South Shore and Whitegate Drive rea FY5 Thornton-Cleveleys Anchorholme and Little Bispham FY6 Poulton Preesall Singleton FY7 Fleetwood and Rossall FY8 Lytham St Annes and Ansdell PR Preston

23 13 25 22 10 3 8 5 4

During this period the charity supported over 30% of clients with Anxiety/Depression and Mental Health issues Over 40% of clients with severe disabilities and the remaining 30% with Heart/Angina/Diabetes/Rheumatoid Arthritis and other health conditions

We ensured that clients were supported during this period with all their Welfare Benefit enquiries and the completion of the relevant forms and because of this we received excellent feedback with many clients making the effort to inform us of their DWP benefit decisions and appeal wins, which always range around the 95% mark even during the pandemic/lockdown period.

Project Manager - Dennis Langley

We have set in motion a Culture Change; our key achievement has been to begin to change perceptions and the key now is to press home the message.

Disability Awareness Training

Disability First CIO

Report of the Trustees for the Year Ended 31 March 2021

Despite the Covid-19 the Access Fylde Coast project still continued to deliver face to face training through webinars. This change in training delivery proved to be very successful in educating and changing people's perspectives on disability. The project has delivered online and face to face training to 520 individuals against a target of 500.

Nearly 550 Access Guides to improve access to shops and venues for disabled customers.

"It's not cost me anything to be accessible and disabled people recommend our shop to others," says Linda, owner of Bonney Fabrics, Lytham. "Like with all the changes I have made at the shop, I try and think of anything and everything which could be a barrier to a person with disability."

Webinar delivery partner offering Access Champion training to big businesses stated:

"Nowhere else in the country has there been such a destination-wide accessibility project"

Gillian Scotford, Access For All

Would YOU like to help us help others?

We know time is precious, it's the new currency. Time weighs heavily when you are worrying - whether it is about the health and welfare of a loved one, how to juggle finances, or access services, which open a window on the world.

We know others want your help too. If recent events have taught us nothing else, it is that charity may well begin at home, but it does not end there - the sense of community engendered extends way beyond that.

Charities such as ours help stitch together the gaps in society's safety net. We catch people when - or ideally long before - they fall.

Disability First CIO has not survived by helping people merely get by; we help them thrive by providing specialist and critical services. We right wrongs, create opportunities, fight their corner and stand shoulder to shoulder with others.

Now we are seeking new trustees to join our Management Board and help us do so much more within the 'new' normality of a very different and even more challenging and changing world.

We already offer a range of projects, some of them overlapping, all of them crucial, such as digital training, welfare benefits advice & intervention and volunteer recruitment. They all aim to enable disabled people, of all ages, to live independently - and have quality of life.

In addition, we provide infrastructure support to organisations within the disability field, including access audits, advice, and training. We do not expect them to go it alone, nor should we, that is why we need you.

For further information, contact Lindsay Barlow at lindsaybarlow@disabilityfirst.org or call 07508061904

For more details about the charity please visit:

www.disabilityfirst.org

<http://www.facebook.com/#!/disabilityfirst>

<http://www.charity-commission.gov.uk/>

Reserves policy

The trustees policy is to maintain unrestricted funds, which are the free reserves of the charity, at a level which equates to a minimum level of six months of unrestricted expenditure.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Key management remuneration

The terms and conditions of employment of all personnel are determined by the Trustees. This includes hours of work, salaries and any increase's, for example because of cost of living increases, etc. The practice is to create appropriate job descriptions and personal specifications and we are fortunate to have some trustees with a breadth of relevant skills and experience. When necessary, trustees seek the advice of external consultants. We do not operate a financial performance management system at present. However, certain principal activities such as the Access Fylde Coast project have outcome targets agreed with the funder.

Risk management

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks. te controls are in place to provide reasonable assurance against fraud and error.

Disability First CIO

Report of the Trustees
for the Year Ended 31 March 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
CE04342 (England and Wales)

Registered Charity number
1163162

Registered office
Blackpool Centre for Independent Living
259 Whitegate Drive
Blackpool
Lancashire
FY3 9JL

Trustees
V R Machen (appointed 10.8.20)
P M Taylor
V Balaguru (appointed 10.8.20)
Z Roscoe
A L Dunn
E Embley (resigned 15.2.21)

Company Secretary

Independent Examiner
CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Approved by order of the board of trustees on 31-1-22 and signed on its behalf by:

Vaneva Machen
V R Machen - Trustee

**Independent Examiner's Report to the Trustees of
Disability First CIO**

Independent examiner's report to the trustees of Disability First CIO ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').


Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Mr Paul Ronson FCA
Institute of Chartered Accountants in England and Wales
CCW Limited
Chartered Accountants
295/297 Church Street
Blackpool
Lancashire
FY1 3PJ

Date: 31-1-22

Disability First CIO

Statement of Financial Activities
for the Year Ended 31 March 2021

	Notes	Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		124,224	95,849	220,073	693,306
Investment income	2	<u>67</u>	<u>3</u>	<u>70</u>	<u>417</u>
Total		124,291	95,852	220,143	693,723
EXPENDITURE ON					
Charitable activities					
Good Things Foundaiton		-	-	-	7,570
Coastal Communities Fund		-	290,489	290,489	527,554
Building Better Opportunities		-	-	-	93
Digital Training		-	7,361	7,361	-
Other		<u>113,739</u>	<u>11,005</u>	<u>124,744</u>	<u>126,849</u>
Total		113,739	308,855	422,594	662,066
NET INCOME/(EXPENDITURE)		10,552	(213,003)	(202,451)	31,657
Transfers between funds	8	<u>45,748</u>	<u>(45,748)</u>	<u>-</u>	<u>-</u>
Net movement in funds		56,300	(258,751)	(202,451)	31,657
RECONCILIATION OF FUNDS					
Total funds brought forward		68,092	279,150	347,242	315,585
TOTAL FUNDS CARRIED FORWARD		<u>124,392</u>	<u>20,399</u>	<u>144,791</u>	<u>347,242</u>

The notes form part of these financial statements

Disability First CIO

Balance Sheet
31 March 2021

	Notes	Unrestricted fund £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
FIXED ASSETS					
Tangible assets	6	-	6,523	6,523	9,018
CURRENT ASSETS					
Cash at bank and in hand		128,719	43,019	171,738	391,811
CREDITORS					
Amounts falling due within one year	7	(4,327)	(29,143)	(33,470)	(53,587)
NET CURRENT ASSETS		<u>124,392</u>	<u>13,876</u>	<u>138,268</u>	<u>338,224</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>124,392</u>	<u>20,399</u>	<u>144,791</u>	<u>347,242</u>
NET ASSETS		<u>124,392</u>	<u>20,399</u>	<u>144,791</u>	<u>347,242</u>
FUNDS	8				
Unrestricted funds				124,392	68,092
Restricted funds				<u>20,399</u>	<u>279,150</u>
TOTAL FUNDS				<u>144,791</u>	<u>347,242</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

Disability First CIO

Balance Sheet - continued
31 March 2021

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

The financial statements were approved by the Board of Trustees and authorised for issue on 31/1/22 and were signed on its behalf by:

V R Machen

.....
V R Machen - Trustee

P M Taylor

.....
P M Taylor - Trustee

The notes form part of these financial statements

Disability First CIO

Notes to the Financial Statements for the Year Ended 31 March 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, 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 Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

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.

Tangible fixed assets

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

Taxation

The charity is exempt from corporation 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.

Pension costs and other post-retirement benefits

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

2. INVESTMENT INCOME

	31.3.21	31.3.20
	£	£
Deposit account interest	<u>70</u>	<u>417</u>

Disability First CIO

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

3. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.21	31.3.20
	£	£
Depreciation - owned assets	<u>2,495</u>	<u>3,467</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	91,730	601,576	693,306
Investment income	<u>160</u>	<u>257</u>	<u>417</u>
Total	91,890	601,833	693,723
EXPENDITURE ON			
Charitable activities			
Good Things Foundaiton	-	7,570	7,570
Coastal Communities Fund	-	527,554	527,554
Building Better Opportunities	-	93	93
Other	<u>117,928</u>	<u>8,921</u>	<u>126,849</u>
Total	117,928	544,138	662,066
NET INCOME/(EXPENDITURE)	(26,038)	57,695	31,657
Transfers between funds	<u>11,744</u>	<u>(11,744)</u>	<u>-</u>
Net movement in funds	(14,294)	45,951	31,657
RECONCILIATION OF FUNDS			
Total funds brought forward	82,386	233,199	315,585
TOTAL FUNDS CARRIED FORWARD	<u>68,092</u>	<u>279,150</u>	<u>347,242</u>

Disability First CIO

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

6. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2020 and 31 March 2021	<u>3,885</u>	<u>12,474</u>	<u>16,359</u>
DEPRECIATION			
At 1 April 2020	3,885	3,456	7,341
Charge for year	<u>-</u>	<u>2,495</u>	<u>2,495</u>
At 31 March 2021	<u>3,885</u>	<u>5,951</u>	<u>9,836</u>
NET BOOK VALUE			
At 31 March 2021	<u>-</u>	<u>6,523</u>	<u>6,523</u>
At 31 March 2020	<u>-</u>	<u>9,018</u>	<u>9,018</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Trade creditors	32,620	48,909
Social security and other taxes	-	3,256
Accrued expenses	<u>850</u>	<u>1,422</u>
	<u>33,470</u>	<u>53,587</u>

8. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	68,092	10,552	45,748	124,392
Restricted funds				
Computers Made Easy	14,454	-	(14,454)	-
Building Better Opportunities	13,996	(1,009)	(10,427)	2,560
Good Things Foundation	16,297	-	(16,297)	-
Society of the Holy Cross	25,000	-	(25,000)	-
Reach Fund	8,510	(8,510)	-	-
Welfare Benefits	1,000	-	(1,000)	-
Coastal Communities Fund	199,893	(211,083)	19,029	7,839
Digital Training	-	(2,401)	2,401	-
Lottery	<u>-</u>	<u>10,000</u>	<u>-</u>	<u>10,000</u>
	<u>279,150</u>	<u>(213,003)</u>	<u>(45,748)</u>	<u>20,399</u>
TOTAL FUNDS	<u>347,242</u>	<u>(202,451)</u>	<u>-</u>	<u>144,791</u>

Disability First CIO

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

8. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	124,291	(113,739)	10,552
Restricted funds			
Building Better Opportunities	-	(1,009)	(1,009)
Reach Fund	-	(8,510)	(8,510)
Coastal Communities Fund	80,892	(291,975)	(211,083)
Digital Training	4,960	(7,361)	(2,401)
Lottery	10,000	-	10,000
	<u>95,852</u>	<u>(308,855)</u>	<u>(213,003)</u>
TOTAL FUNDS	<u>220,143</u>	<u>(422,594)</u>	<u>(202,451)</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	82,386	(26,038)	11,744	68,092
Restricted funds				
Advice Link Partnership	6,818	4,926	(11,744)	-
Computers Made Easy	14,492	(38)	-	14,454
Building Better Opportunities	7,731	6,265	-	13,996
Good Things Foundation	15,116	1,181	-	16,297
Society of the Holy Cross	-	25,000	-	25,000
Reach Fund	-	8,510	-	8,510
Welfare Benefits	-	1,000	-	1,000
Coastal Communities Fund	189,042	10,851	-	199,893
	<u>233,199</u>	<u>57,695</u>	<u>(11,744)</u>	<u>279,150</u>
TOTAL FUNDS	<u>315,585</u>	<u>31,657</u>	<u>-</u>	<u>347,242</u>

Disability First CIO

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

8. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	91,890	(117,928)	(26,038)
Restricted funds			
Advice Link Partnership	4,926	-	4,926
Computers Made Easy	-	(38)	(38)
Building Better Opportunities	7,455	(1,190)	6,265
Good Things Foundation	8,751	(7,570)	1,181
Society of the Holy Cross	25,000	-	25,000
Reach Fund	14,810	(6,300)	8,510
Welfare Benefits	1,000	-	1,000
Coastal Communities Fund	<u>539,891</u>	<u>(529,040)</u>	<u>10,851</u>
	<u>601,833</u>	<u>(544,138)</u>	<u>57,695</u>
TOTAL FUNDS	<u>693,723</u>	<u>(662,066)</u>	<u>31,657</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	82,386	(15,486)	57,492	124,392
Restricted funds				
Advice Link Partnership	6,818	4,926	(11,744)	-
Computers Made Easy	14,492	(38)	(14,454)	-
Building Better Opportunities	7,731	5,256	(10,427)	2,560
Good Things Foundation	15,116	1,181	(16,297)	-
Society of the Holy Cross	-	25,000	(25,000)	-
Welfare Benefits	-	1,000	(1,000)	-
Coastal Communities Fund	189,042	(200,232)	19,029	7,839
Digital Training	-	(2,401)	2,401	-
Lottery	-	<u>10,000</u>	-	<u>10,000</u>
	<u>233,199</u>	<u>(155,308)</u>	<u>(57,492)</u>	<u>20,399</u>
TOTAL FUNDS	<u>315,585</u>	<u>(170,794)</u>	<u>-</u>	<u>144,791</u>

Disability First CIO

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

8. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	216,181	(231,667)	(15,486)
Restricted funds			
Advice Link Partnership	4,926	-	4,926
Computers Made Easy	-	(38)	(38)
Building Better Opportunities	7,455	(2,199)	5,256
Good Things Foundation	8,751	(7,570)	1,181
Society of the Holy Cross	25,000	-	25,000
Reach Fund	14,810	(14,810)	-
Welfare Benefits	1,000	-	1,000
Coastal Communities Fund	620,783	(821,015)	(200,232)
Digital Training	4,960	(7,361)	(2,401)
Lottery	10,000	-	10,000
	<u>697,685</u>	<u>(852,993)</u>	<u>(155,308)</u>
TOTAL FUNDS	<u>913,866</u>	<u>(1,084,660)</u>	<u>(170,794)</u>

9. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

Disability First CIO

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	31.3.21	31.3.20
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Charity events	-	495
Donations	98,754	82,373
Grants	121,319	609,053
Welfare advice	-	1,385
	<u>220,073</u>	<u>693,306</u>
Investment income		
Deposit account interest	<u>70</u>	<u>417</u>
Total incoming resources	220,143	693,723
EXPENDITURE		
Charitable activities		
Insurance	294	1,851
Telephone	1,218	2,094
Postage and stationery	480	2,502
Advertising	71,912	256,025
Computer expenses	6,631	36,809
Staff travelling expenses	1,383	-
Staff wages	69,095	3,943
Social security	5,323	125,115
Employer pension contributions	1,489	2,451
Access able app costs	-	52,628
Insurance	368	1,245
Sundries	66	1,042
Sub-contractors	81,112	23,851
Room hire	-	185
	<u>239,371</u>	<u>509,741</u>
Other		
Fixtures and fittings	-	972
Computer equipment	<u>2,495</u>	<u>2,495</u>
	2,495	3,467
Support costs		
Finance		
Bank charges	228	236
Information technology		
computer software and support	4,525	170
Human resources		
Wages	77,053	76,799
Carried forward	77,053	76,799

This page does not form part of the statutory financial statements

Disability First CIO

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	31.3.21	31.3.20
	£	£
Human resources		
Brought forward	77,053	76,799
Social security	2,088	-
Pensions	<u>1,506</u>	<u>1,400</u>
	80,647	78,199
Other		
Rent and utility costs	2,363	9,827
Insurance	1,207	1,263
Telephone and internet	2,426	2,010
Sundries	188	658
Training costs and materials	295	884
Travelling expenses	177	3,786
Volunteer expenses	106	1,995
Postage and stationery	1,473	1,817
Advertising	1,378	655
Sub-contractors	16,468	11,967
Room hire	<u>-</u>	<u>154</u>
	26,081	35,016
Governance costs		
Independent examiner fee	850	1,452
Professional fees	<u>68,397</u>	<u>33,785</u>
	<u>69,247</u>	<u>35,237</u>
Total resources expended	<u>422,594</u>	<u>662,066</u>
Net (expenditure)/income	<u>(202,451)</u>	<u>31,657</u>