



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 and 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

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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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. 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>133,460</u> | <u>-</u> | <u>133,460</u> | <u>144,791</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 | | <u>131,909</u> | <u>-</u> | <u>131,909</u> | <u>138,268</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>133,460</u> | <u>-</u> | <u>133,460</u> | <u>144,791</u> |
| NET ASSETS | | <u>133,460</u> | <u>-</u> | <u>133,460</u> | <u>144,791</u> |
| FUNDS | 9 | | | | |
| Unrestricted funds | | | | 133,460 | 124,392 |
| Restricted funds | | | | - | 20,399 |
| TOTAL FUNDS | | | | <u>133,460</u> | <u>144,791</u> |

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 29.11.23 and were signed on its behalf by:

Vanessa Machen

V R Machen - Trustee

Roscoe

R 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 | 124,392 | 20,399 | 144,791 |

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 | 4,234 | 5,044 | 9,278 |
| 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 | 4,234 | 3,493 | 7,727 |
| NET BOOK VALUE | | | |
| At 31 March 2022 | - | 1,551 | 1,551 |
| At 31 March 2021 | - | 6,523 | 6,523 |

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 |
| | <hr/> 90,590 | <hr/> 220,073 |
| Investment income | | |
| Deposit account interest | 9 | 70 |
| | <hr/> | <hr/> |
| Total incoming resources | 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 |
| | <hr/> - | <hr/> 239,371 |
| Other | | |
| Computer equipment | 1,009 | 2,495 |
| Loss on sale of tangible fixed assets | 3,963 | - |
| | <hr/> 4,972 | <hr/> 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 |
| | <hr/> 69,977 | <hr/> 80,647 |
| 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 |
| | <hr/> 22,724 | <hr/> 26,081 |
| Governance costs | | |
| Independent examiner fee | 950 | 850 |
| Professional fees | 1,260 | 68,397 |
| | <hr/> 2,210 | <hr/> 69,247 |
| Total resources expended | <hr/> 101,930 | <hr/> 422,594 |
| Net expenditure | <hr/> <hr/> (11,331) | <hr/> <hr/> (202,451) |

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**

| | 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 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. 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:



.....
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>133,460</u> | <u>-</u> | <u>133,460</u> | <u>144,791</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 | | <u>131,909</u> | <u>-</u> | <u>131,909</u> | <u>138,268</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>133,460</u> | <u>-</u> | <u>133,460</u> | <u>144,791</u> |
| NET ASSETS | | <u>133,460</u> | <u>-</u> | <u>133,460</u> | <u>144,791</u> |
| FUNDS | 9 | | | | |
| Unrestricted funds | | | | 133,460 | 124,392 |
| Restricted funds | | | | - | 20,399 |
| TOTAL FUNDS | | | | <u>133,460</u> | <u>144,791</u> |

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 29.11.23 and were signed on its behalf by:

Vanessa Machen

V R Machen - Trustee

Roscoe

R 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 | 124,392 | 20,399 | 144,791 |

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 | 4,234 | 5,044 | 9,278 |
| 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 | 4,234 | 3,493 | 7,727 |
| NET BOOK VALUE | | | |
| At 31 March 2022 | - | 1,551 | 1,551 |
| At 31 March 2021 | - | 6,523 | 6,523 |

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 |
| | <hr/> 90,590 | <hr/> 220,073 |
| Investment income | | |
| Deposit account interest | 9 | 70 |
| | <hr/> | <hr/> |
| Total incoming resources | 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 |
| | <hr/> - | <hr/> 239,371 |
| Other | | |
| Computer equipment | 1,009 | 2,495 |
| Loss on sale of tangible fixed assets | 3,963 | - |
| | <hr/> 4,972 | <hr/> 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 |

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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 |
| | <hr/> 69,977 | <hr/> 80,647 |
| 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 |
| | <hr/> 22,724 | <hr/> 26,081 |
| Governance costs | | |
| Independent examiner fee | 950 | 850 |
| Professional fees | 1,260 | 68,397 |
| | <hr/> 2,210 | <hr/> 69,247 |
| Total resources expended | <hr/> 101,930 | <hr/> 422,594 |
| Net expenditure | <hr/> <hr/> (11,331) | <hr/> <hr/> (202,451) |

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