



# **Croydon People First CIO**

**Report and Financial Statements for the  
year ended 31 March 2022**

**Charity Number: 1168110**

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## **Reference and Administrative Details**

<b>Address</b>	Portland House 678 London Road Thornton Heath CR7 7HU
<b>Trustees</b>	Mr S Wilson (Chair) Mr R Ruffell (Treasurer) Mr D Abson Mr J Claxton (appointed June 2022)
<b>Bankers</b>	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
<b>Independent Examiner</b>	Klass & Co 18 Mounthurst Road Hayes Bromley Kent BR2 7QN
<b>Registered Charity</b>	1168110
<b>Founded by</b>	Registered as a Charitable Incorporated Organisation (CIO) on 7th July 2016

## **TRUSTEES' REPORT**

**The Trustees of Croydon People First CIO submit their report and the accounts for the year to 31<sup>st</sup> March 2022.**

### **Director's Report 2021 - 2022**

This year we have managed to meet up face to face with our members, which went very well. Also we had to change venue due to the Broad Green Hub closing so we held our members meetings at Our space in Croydon. I still attended some meetings on Teams Zoom. We held 3 Trustees meetings face to face. My supporter left and now I have a new supporter. I am continuing to work from home.

### **Staff and Trustees**

The Director was assisted by three different support workers during the year. Additional staff was recruited to work on the Peoples Health Trust project.

### **Projects and Funding**

During the year we continued to receive funding from the DWP Access to Work scheme which funded the cost of my support worker.

### **Admin, Accounts, Payroll**

Everything was kept up to date from the administration point of view. We held our AGM and read out our annual reports.

*Geraldine O'Shea (Director)*

### **Treasurer's Report**

At the end of the financial year, the balance in the Croydon People First CIO bank accounts with CAF was £14,934 and the balance of cash and bank was £15,168. The deficit of £5,714 reflects spending to accomplish the project funded by the People Health Trust during the year. Total funds are £15,168 with £11,213 unrestricted and £3,955 restricted.

We are very grateful for continued financial support from the DWP Access to Work (£9,338). We are also grateful to have received funding Peoples Health Trust (£6,208).

*Richard Ruffell (Treasurer)*

### **Aims, Objects and Public Benefit**

The charity's objects are (a) to relieve and support people with learning disabilities in the London Borough of Croydon and surrounding areas, by the provision of services which enable people with learning disabilities to develop their potential and obtain their full rights and privileges as citizens; and (b) to advance the education and training of the public, professionals, carers and other organisations about the needs, skills and interests of people who have learning disabilities to enable people with learning disabilities to achieve full participation in the community.

Croydon People First aims to enable and assist people with learning disabilities to speak for themselves, to share their ideas and to voice their opinions to others. We also aim to enable and assist people with learning disabilities to reach greater independence, more choice and more control over their own lives.

Current activities are:

- Regular Future for Us Community Hub meetings;
- Regular Making It Happen activities;
- Supporting people with learning disabilities to carry out voluntary work;
- Other projects and activities on topics important to adults with learning disabilities;
- Representing the interests of local adults with learning disabilities on various Community Forums and at various meetings;
- Supporting individuals with learning disabilities (both Members and Non-Members) to speak out about things that affect their lives

### **Structure, Governance and Trustees**

Croydon People First CIO is a Charitable Incorporated Organisation (no. 1168110). It was registered on 7th July 2016 and was formed from the transfer of assets from Croydon People First, the charity (1124217), which started in 1973 and was set up to serve people with learning disabilities in the London Borough of Croydon. There are about 7,000 people with learning disabilities who live in Croydon. Before Croydon People First existed, adults with learning disabilities living in Croydon had no independent voice. Now the organisation is run by adults with learning disabilities with help from supporters directed by them.

Croydon People First CIO has a Director who works 17.5 hours per week. At 31<sup>st</sup> March 2022, there were Trustees on the Board of Trustees all with learning disabilities:

Mr S Wilson (Chair)  
Mr R Ruffell (Treasurer)

Mr D Abson  
Mr J Claxton

We would like to welcome Jamie Claxton who became a trustee in June 2022.

Trustees are recruited by community adverts placed, recommendations and nominations to the Trustees, after which an interested person would be invited to interview by members of the Board of Trustees. If the person has the skills and experience which Croydon People First CIO is looking for, the Board will vote to appoint them at a Trustees Meeting and they will be introduced to the Membership at the next AGM. This procedure is in accordance with the Croydon People First CIO's constitution.

Trustees may also be beneficiaries of the work that Croydon People First CIO does, and the Board are careful to manage issues of conflict of interest where they are not allowed to take up a place on an activity organised by Croydon People First where there are other general members who are keen to have this place. Trustees follow guidance on conflict of interest provided by the Charity Commission.

## **Reserves Policy and Going Concern**

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately 3 months of unrestricted charitable expenditure. The trustees consider that this level will provide sufficient funds to ensure that support and governance costs are covered. The trustees consider that a level of 3 months is sufficient given the projects currently being run.

The balance held as unrestricted funds at 31 March 2022 was £11,213, all of which are regarded as free reserves. Actual three month cash payments total £3,014 therefore current reserves have exceeded the amount required by the reserves policy. The trustees are of the view that Croydon People First CIO is a going concern.

Approved by the Trustees on 30<sup>th</sup> January 2023 and signed on their behalf by:

**Sedley Wilson** (*Chairman of Trustees*)

## **Independent Examiner's Report to the Trustees of Croydon People First**

I report on the accounts of the charity for the year ended 31 March 2022, including the 'notes to the accounts' as set out on pages 9 to 12.

### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commissioners under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's statement**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent examiner's statement**

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Signature:

Name:

Relevant professional body:

Address:

Date:

.....

Osbert Klass

Chartered Association of Certified Accountants

18 Mounthurst Road, Bromley, Kent BR2 7QN

30<sup>th</sup> January 2023

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31 MARCH 2022**

		Unrestricted Funds	Restricted Funds	Total	2021
	<i>Notes</i>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b>Income and endowments</b>	1				
Grants, donations and legacies	3	9,338	6,208	15,546	36,278
Other income		-	-	-	-
<b>Total receipts</b>		<u><b>9,338</b></u>	<u><b>6,208</b></u>	<u><b>15,546</b></u>	<u><b>36,278</b></u>
<b>Expenditure</b>					
Cost of generating funds		-	-	-	-
Charitable activities	4	12,054	16,657	28,711	30,564
<b>Total expenditure</b>		<u>12,054</u>	<u>16,657</u>	<u>28,711</u>	<u>30,564</u>
<b>Net income/(expenditure) before gains and losses on investments</b>		<b>(2,716)</b>	<b>(10,449)</b>	<b>(13,165)</b>	<b>5,714</b>
<b>Net gains/(losses) on investments</b>		-	-	-	-
<b>Net income/(expenditure) for year</b>		<u><b>(2,716)</b></u>	<u><b>(10,449)</b></u>	<u><b>(13,165)</b></u>	<u><b>5,714</b></u>
<b>Total funds brought forward</b>		13,929	14,404	28,333	22,619
<b>Transfer of funds from charity</b>		3,955	(3,955)	-	-
<b>Total Funds</b>		<u><b>15,168</b></u>	<u><b>-</b></u>	<u><b>15,168</b></u>	<u><b>28,333</b></u>

The notes on pages 9 to 12 form part of these accounts.

**STATEMENT OF FINANCIAL POSITION**  
**AT 31 MARCH 2022**

				2021	
		£	£	£	£
	Notes				
<b>Current Assets</b>					
Debtors and Prepayments		-		-	
Cash at bank and in hand		15,168		29,853	
		<u>15,168</u>		<u>29,853</u>	
<b>Current Liabilities</b>					
Creditors and Accruals	5	-		1,520	
		<u>-</u>		<u>1,520</u>	
Net Current Assets			15,168		28,333
<b>Net Assets</b>			<u><b>15,168</b></u>		<u><b>28,333</b></u>
<b>Funds</b>					
Unrestricted funds			11,213		13,929
Restricted funds			3,955		14,404
<b>Total Funds</b>			<u><b>15,168</b></u>		<u><b>28,333</b></u>

Approved by the Trustees on 30<sup>th</sup> January 2023 and signed on their behalf by:

**Sedley Wilson**  
**Chair of Trustees**

30<sup>th</sup> January 2023

The notes on pages 9 to 12 form part of these accounts.



**CASH FLOW STATEMENT**  
**FOR THE YEAR TO 31 MARCH 2022**

	<b><u>£</u></b>
<b>Cash generated from operating activities:</b>	
Net cash provided by operating activities	(14,685)
 Cash & Bank introduced during the year	 <u>29,853</u>
<b>Cash &amp; Bank at the end of the year</b>	<b><u><u>15,168</u></u></b>
	 <b><u>£</u></b>
<b>Net income/(expenditure)</b>	(13,165)
<b>Adjustments for:</b>	
Depreciation charges	-
(Increase)/decrease in debtors	-
Increase/(decrease) in creditors	<u>(1,520)</u>
	<b><u><u>(14,685)</u></u></b>

**NOTES TO THE ACCOUNTS FOR THE PERIOD YEAR TO 31 MARCH 2022****1. Accounting Policies****1 Basis of Preparing the Accounts****(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102. The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

**(b) Reconciliation with previous Generally Accepted Accounting Practice**

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was needed. No restatements were required. In accordance with the requirements of FRS 102 a reconciliation of opening balances and net income/(expenditure) for the year is provided with the net income/(expenditure) under previous GAAP adjusted for the presentation of investment gains/(losses) as a component of reported income.

**2 Funds**

- (a) Unrestricted funds represent funds of the charity which are not subject to any restrictions regarding their use and are available for application on the general purposes of the charity.
- (b) Restricted funds represent funds of the charity which were received with restrictions so that use can only be used for the purposes stated.

**3 Income**

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

**4 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 settlement will be required and the amount of the

obligation can be measured reliably. All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

## **5 Fixed Assets**

Assets costing over £500 will be capitalised and depreciated as follows:

Equipment (computer & electronic) – 33.3% per annum.

## **2. Statement of Financial Activities - 2021 (Comparatives)**

	<i>Notes</i>	<b>Un- restricted Funds £</b>	<b>Restricted Funds £</b>	<b>2021 Total £</b>
<b>Income and endowments</b>	1			
Grants, donations and legacies	3	17,579	18,699	36,278
Other income		-	-	-
<b>Total receipts</b>		<b>17,579</b>	<b>18,699</b>	<b>36,278</b>
<b>Expenditure</b>				
Cost of generating funds		-	-	-
Charitable activities	4	26,269	4,295	30,564
<b>Total expenditure</b>		<b>26,269</b>	<b>4,295</b>	<b>30,564</b>
<b>Net income/(expenditure) before gains and losses on investments</b>		<b>(8,690)</b>	<b>14,404</b>	<b>5,714</b>
<b>Net gains/(losses) on investments</b>		<b>-</b>	<b>-</b>	<b>-</b>
<b>Net income/(expenditure) for year</b>		<b>(8,690)</b>	<b>14,404</b>	<b>5,714</b>
<b>Total funds brought forward</b>		<b>22,619</b>	<b>-</b>	<b>22,619</b>
<b>Total Funds</b>		<b>13,929</b>	<b>14,404</b>	<b>28,333</b>

**3. Income**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b><i>Unrestricted</i></b>		
Dept of Work & Pensions	9,338	8,554
London Borough of Croydon	-	8,525
Croydon Epilepsy Society	-	500
	<b><u>9,338</u></b>	<b><u>17,579</u></b>

**4. Restricted Reserves**

	<b>Zetetick Housing</b>	<b>Peoples Health</b>	<b>Covid- 19</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Opening Balance	3,000	7,449	3,955	14,404
Income	-	6,208	-	6,208
Expenditure	(3,000)	(13,657)	-	(16,657)
Transfer	-	-	(3,955)	(3,955)
Closing Balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

**5. Expenditure**

Activities directly related to the work of the charity

	<b>Un- restricted</b>	<b>Restricted</b>	<b>Total</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b><u>Charitable Activities</u></b>				
Salary & Pension Costs	3,640	8,949	12,589	14,400
Sessional Support	5,165	6,988	12,153	10,854
Telephone and Internet	-	-	-	240
Postage, Printing and Stationary	43	20	63	4
Office Rent and Room Hire	2,010	700	2,710	2,400
Bank Charges	109	-	109	70
IT Consumables & Support	576	-	576	1,362
Office & Miscellaneous	255	-	255	237
Independent Examiner	-	-	-	375
Payroll Administration	256	-	256	118
Depreciation	-	-	-	504
	<b><u>12,054</u></b>	<b><u>16,657</u></b>	<b><u>28,711</u></b>	<b><u>30,564</u></b>

**6. Creditors and Accruals**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Salary/PAYE	-	905
Telephones	-	240
Accountancy	-	375
	<b><u>-</u></b>	<b><u>1,520</u></b>

**7. Staff**

The average weekly number of employees during the year was made up as follows:-

	<u>No.</u>
Administration	<u>2.5</u>

**8. Trustees.**

No trustee received any remuneration or benefit in kind during the year, nor any expenses reimbursed.

**9. Restricted Funds**

The restricted income collected during the year was for the provision of services to people with learning disabilities and were entirely used for such provision.