

# HALTON SPEAK OUT CIO

England & Wales · Charity number 1170145

## Details

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Other names	HALTON SPEAK OUT
Status	Registered
Legal form	CIO
Registered	2016-11-14
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Higher House Northwich Rd Brookvale Runcorn WA7 6PE
Phone	01928713877
Website	<a href="http://www.haltonspeakout.co.uk">www.haltonspeakout.co.uk</a>

## Activities

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**Objects:** FOR THE BENEFIT OF THE PUBLIC, THE RELIEF AND SUPPORT OF CHILDREN AND ADULTS WITH A LEARNING DISABILITY AND OTHER DISABILITIES INCLUDING PERSONS WHO ARE VULNERABLE BY A) THE PROVISION OF ADVOCACY AND LIKE OF SUPPORT SERVICES, TRAINING AND EDUCATIONAL AND OTHER SERVICES DESIGNED TO RELIEVE THEIR CONDITION, AND TO ALLOW THEM TO TAKE FULL PLACE IN SOCIETY B) THE PROVISION THAT WILL ENABLE THEM TO TAKE PART IN THE DRAMATIC AND VISUAL ARTS INCLUDING THE PROVISION OF TRAINING, EDUCATION, PRACTICAL DEMONSTRATIONS AND PARTICIPATIVE LEARNING. C) TO MANAGE A COMMUNITY CENTRE TO PROVIDE FACILITIES IN THE INTEREST OF SOCIAL WELFARE FOR RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITION OF LIFE FOR OUR CLIENTS

**Activities:** HALTON SPEAK OUT was founded in 2001. We converted to a CIO in November 2016. We continue to support individuals with learning disabilities and other vulnerable people by offering a wide range of services including self advocacy, person centred planning, employment opportunities, training, peer advocacy, dramatic and visual arts education and participation.

## Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Disability, Arts/culture/heritage/science, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Defined Groups, The General Public/mankind

## Geography

- Cheshire East
- Cheshire West & Chester
- Halton
- Knowsley
- Liverpool City
- Warrington

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£310,556	£211,913	-	-
2024-03-31	£275,402	£194,299	-	-
2023-03-31	£183,085	£198,619	-	-
2022-03-31	£235,650	£256,258	-	-
2021-03-31	£290,141	£203,199	-	-

## Trustees

Name	Role	Appointed
Colin Leslie Rotherham		2017-05-21
Gerard Mathew Upham		2017-05-22
Kenneth Williams		2022-12-16
LYNNE ELIZABETH MELARANGI		2001-03-01
SHEILA MALONEY		2016-07-15

**HALTON SPEAK OUT CIO**

England & Wales - Charity number 1170145

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# Accounts

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# Halton Speak Out Annual Report



- "Alone, we can do so little; together, we can do so much" – Helen Keller.

2025

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## Hello and Welcome for Ged Upham- Chair of Trustees's

For 27 years, **Halton Speak Out** has been dedicated to empowering people with learning disabilities in Halton, ensuring their voices are heard and valued. For the past 6 years, they have also proudly managed and supported the people of **Brookvale**, continuing their mission to create a community where everyone is respected, included, and able to speak up for themselves.

Let's take a moment to reflect on those words: **Halton Speak Out**. They represent more than just a name — they capture the heart, the drive, and the passion of an organisation and the incredible people who work within it, tirelessly advocating for others and making a real difference every day.

And if we look closely at each letter in *Halton Speak Out*, we begin to understand what this organisation truly stands for:

- **H** is for the **Heart** this organisation has, and for what it believes in.
- **A** is for the **Amazing work** the team does for everyone they come into contact with.
- **L** is for being **ever ready to Listen** and help wherever they can.
- **T** is for the **Trust** of the people, earned over many years.
- **O** is for the **Opportunities** they take and create to help others thrive.
- **N** is for **Nurturing**— watching people and projects grow under their care.
- **S** is for the **Safe place** people call Brookvale Community Centre.
- **P** is for being **Passionate** about everything they do.
- **E** is for the **Enthusiasm** that drives them forward.
- **A** is for **Advocating** for others whenever it is needed.
- **K** is for the **Knowledge** they hold about the people they support and how best to help them.
- **O** is for every **Opportunity** they have taken to grow and improve their service.
- **U** is for being truly **Unique**— you won't find another organisation quite like it.
- **T** is for being **Tenacious**, never giving up, no matter the challenges.

So, as you can see, spelling out *Halton Speak Out* tells the story of an organisation that is built on values, dedication, and care.

As Chair of the Trustees, I look forward to hearing about the projects, the staff, and the people whose lives have been touched by this work. I'm sure you'll share my appreciation for the hard work, commitment, and heart that define the team here at Brookvale

## Brookvale Community Centre - Yvonne Smallman - Centre Manager

### Introduction

Since commencing my post in December 2023, we have made great progress in various areas to enhance our Community Centre and ensure it remains at the heart of our community.

### Footfall and Income Generation

Our main focus has always been to increase footfall and boost income for the Centre. The year 2024/2025 has not disappointed us, with an impressive **15.03% increase**.

### Key Drivers of Growth:

- **Enhanced Social Media Presence** – Regular updates and targeted campaigns have raised our visibility.
- **Support for Community Groups** – Engaging and assisting local groups has helped them expand their activities.
- **Room Hire Promotion** – Improved marketing and accessibility, supported by the *Know Your Neighbourhood* grant, has driven demand.

Our commitment to outreach and community support has translated into real financial growth. These efforts not only boosted income but also strengthened our role as a vibrant hub for local engagement. The Café

The café continues to thrive, increasing footfall by providing good, wholesome food at affordable prices for our community.

Highlights include:

- Children enjoying a special *Breakfast with the Easter Bunny*
- Weekly **Crochet** and **Knit & Natter** groups, offering friendship and connection

The café has become a real social hub, bringing people together to enjoy food, laughter, and company.

### Volunteers

Once again, volunteers have played a huge role in supporting the Centre. From painting and decorating both inside and outside, to welcoming new people and helping with events, their contribution has been invaluable.

We are also grateful to local companies who offered their time and resources to make our Centre a more welcoming place to be.



## Activities & Events

The Centre has been buzzing with activities and events that bring people together, including:

- **Christmas Meal for Over 50s** – A festive event with hampers, entertainment, and a wonderful sense of community spirit.
- **Youth Activities** – Free sessions during school half-terms.
- **Monthly Bingo** – Always popular, with Asda vouchers as prizes.
- **Christmas Market** – Stalls, Santa’s Grotto (with free gifts for children), and festive fun supported by Area Forum funding.
- **Easter Event** – Breakfast with the Easter Bunny, with eggs and photo opportunities.
- **Weekly Group Activities** – Ongoing and growing, thanks to word of mouth and promotion.



## Know Your Neighbourhood – National Lottery Project

We are delighted that *Halton Speak Out* has successfully secured a National Lottery bid to provide a variety of group activities for the community.

These six-week courses give participants the chance to:

- Learn new skills
- Meet new people and combat loneliness
- Boost their mental health and wellbeing



Every course has been well attended, and feedback has been overwhelmingly positive. Many people have told us how much they’ve enjoyed learning, making friends, and feeling part of something special.

## Conclusion

The Centre is making strong progress, and we remain committed to continuing our efforts to ensure Brookvale Community Centre is a **welcoming venue for all**.

Brookvale Community Centre is more than just a building—it’s **the heartbeat of our neighbourhood**.

It’s where people come together to share laughter, learn new skills, support one another, and most importantly, feel that they truly belong

For over 27 years, Halton Speak Out has supported self-advocates with learning disabilities, ensuring their voices are heard and their needs represented.

This year, we continued our strong presence on the Learning Disability Partnership Board, sharing real-life experiences from our self-advocates and the wider community. These contributions have highlighted both the challenges and successes of people with learning disabilities, helping shape decisions that directly affect their lives.



We were especially proud to be part of developing the Adult Learning Disability Strategy for Halton. Our self-advocates shared personal experiences of local services and supports, ensuring the strategy truly reflects the needs and aspirations of people with learning disabilities.

Collaboration has been at the heart of our work. We partnered with organizations including Think Local Act Personal, People Power, ADASS, and Oxford Brookes University to co-produce solutions that make health and social care more personalised and responsive. Our work has taken us across the North West, strengthening networks and learning from other communities. These connections have helped us advocate more effectively for better services and opportunities in Halton.

Alongside advocacy, we have continued to organize inclusive and fun activities that bring people together and create lasting memories. Highlights include:



- Afternoon Teas: Friendly gatherings to chat, share experiences, and enjoy a welcoming environment.
- Quizzes and Get Togethers: Fun, interactive sessions helping people connect and form friendships.
- Disco Parties: A lively August event hosted by two self-advocates as DJs, filled with music, dancing, and fun.



In summary, this year has been about empowering self-advocates, shaping local strategies, and building community connections. We remain committed to giving people with learning disabilities and/or autism a voice and supporting them to live fulfilling, independent lives.

## Volunteer Engagement & Community Involvement

This year has been an inspiring one for our volunteer programme, with several positive developments aimed at supporting, celebrating, and empowering our dedicated team.

- **Volunteer Identity & Recognition**

To ensure every volunteer feels valued and part of the team, we introduced **new Volunteer ID lanyards** for all newcomers and updated badges for existing volunteers. This small but meaningful step has strengthened our sense of community and professionalism.

- **Listening to Volunteer Voices**

Feedback has been at the heart of our approach this year. After each *Ella Show*, volunteers were invited to share their experiences through **post-event feedback forms**. These insights have been invaluable in highlighting what works well and where we can improve.

In addition, a **general volunteer feedback survey** was introduced. This not only revealed areas where volunteers are keen to explore new opportunities, but also demonstrated the incredible impact volunteering has on individuals.

**100% of our volunteers reported improvements in both their mental health and confidence**, with many also sharing how they have developed new skills. One volunteer summed it up beautifully:

*“Being part of this team has changed my life. I feel more confident, happier, and I’ve learned skills I never thought I would.”*

- **Community Presence**

We proudly represented our volunteering opportunities at several community events, engaging with local people and raising awareness about the vital role volunteers play in our work:

- o Brookvale Makers Market
- o Disability Awareness Day
- o Summer Time Special
- o Local Election Day



- **Looking Ahead**

To build on this momentum, we are now **seeking passionate individuals to join a new Fundraising Committee**. Their efforts will be vital in helping us raise much-needed

funds to continue growing our work and supporting the volunteers who give so much.

Together, these initiatives have strengthened our volunteer community, celebrated their contributions, and laid the foundation for even greater impact in the year ahead.

### **Upcoming Projects & Looking Ahead**

As we reflect on the progress made this year, it is clear that we have laid strong foundations to build upon—foundations that not only strengthen our organisation but also make a lasting difference in people’s lives. The impact of our volunteer programme has already shown how confidence, wellbeing, and skills can be transformed through meaningful opportunities, and we are committed to expanding this work in the year ahead.

Looking forward, our focus will be on **continuing to grow, innovate, and create even more pathways for people to flourish**. With the dedication of our volunteers and the support of our community, we are well positioned to enhance our reach, provide new opportunities, and further improve the lives of those we serve.

### **Building Together: Community Engagement & Transformation**

Over the past two years, we have worked hand-in-hand with our community to not only strengthen engagement but to create something truly special—a sense of shared ownership and pride in our building and gardens.

Through open conversations, calls for support, and collaborative action, our community has stepped forward with generosity, creativity, and determination. Together, we have begun the journey of **refurbishing our building and transforming the gardens** into welcoming, vibrant spaces. What once were ordinary grounds are now alive with planting pots, flowers, and greenery that brighten our surroundings and uplift the street image for everyone who passes by.



This has been more than just a refurbishment—it has been a movement of people coming together, giving their time, skills, and passion to create something lasting. The gardens and outdoor spaces are no longer just “ours” as an organisation; they now **belong to the community**. Residents and volunteers alike are using, caring for, and enjoying these areas, making them a true reflection of what happens when people unite with a shared vision.

We also note that the current post of **Volunteer Coordinator is due to conclude on 31st October 2025**. This presents both a moment of transition and an opportunity to review, strengthen, and evolve our volunteer programme so that it continues to thrive well into the future.

Together, we are building not just projects, but possibilities—creating lasting change that empowers individuals, enriches communities, and inspires hope for the years to come.

## How Our Youth Engagement delivers and Exceeds our Goals

- My role involves delivering a range of interconnected programmes, which together create a cohesive network of opportunities for young people, directly supporting our funders’ objectives of engagement, skill development, and community belonging.”
- Total Engagements: 753 young people – some through one-off activities, others through regular participation
- Our Youth Group: Consistent group of 7 (Ages 10-14), build upon and bring a new generation to continue the council that was set and created in 2022.
- Alignment with Funder’s Goals:



Strong foundation and the building blocks in “Amplifying Youth Voice, Build Friendships and create community Belonging” (Brookvale Community Centre, 2022)

Figure 1:

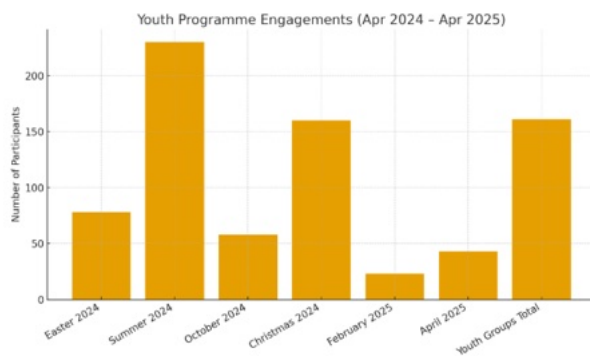
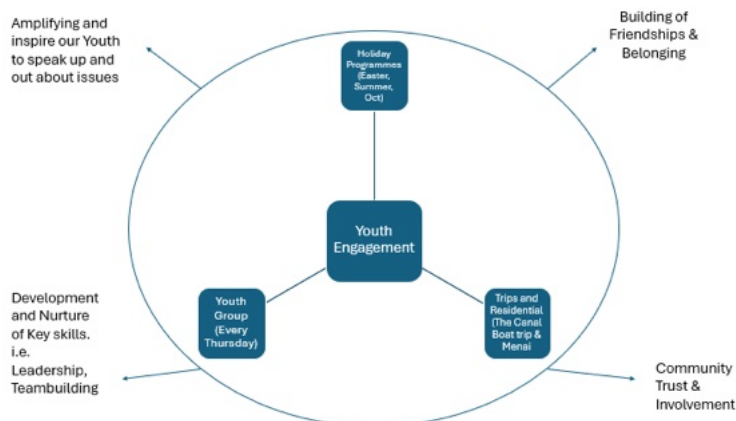


Figure 2: A Web of Youth Engagement and Community Impact



## Our Outcomes and Achievements Presently

- Young people thrive and most importantly enjoy creating from scratch (Bath Bombs, Sewing) – Soft Skills
- Trail and put out sport this summer at the centre – well received, allowing for the continued during upcoming events.
- Young Council, supported the community centre’s work massively: 98 hours of Volunteering (Aug24-Apr25)



- Residential and trips (Menai – where we saw laughter, smiles and stories to tell.
- Evaluation: These experiences, have strengthened trust in the young people we engage with, Numbers are key, but sometimes the stories you get are just as important – it tells you why

## Challenges & Lesson’s Learned

### Areas of Improvement:

- Strengthen our social media presence for our youth project’s – trialled through our upcoming Dance Programme (Promotional video)
- Explored reasons for the drop-off in numbers in 11-14 age group
- Refocus meal programme to Brookvale Primary School
- Key Takeaway: Success needs persistence and flexibility

## Upcoming Projects (2025-2026)

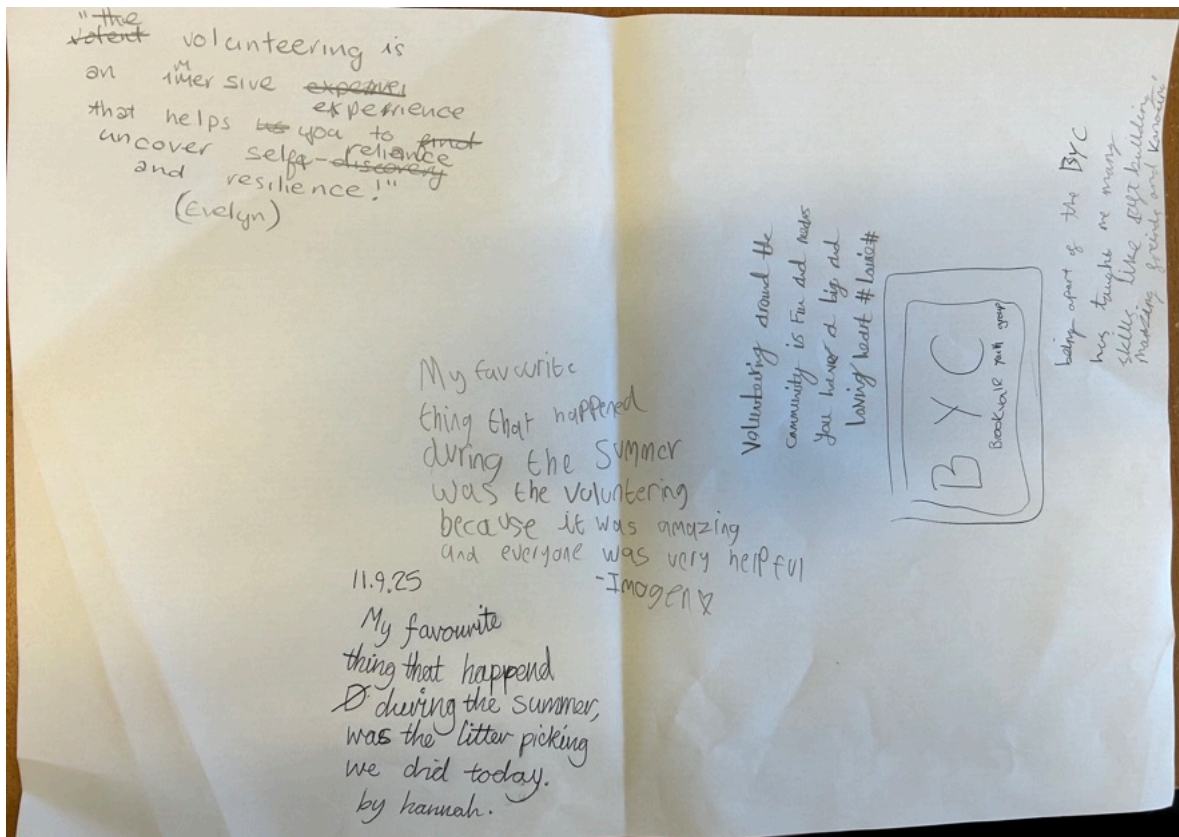
### Planned initiatives:

- 6-week youth dance programme with an intergenerational link
- Plan & run another trip to Menai

### Collaborate closely with the development manager through funding bids

- Meal Programme funded by the Police Crime Commissioner(Yr 5-6)
- More youth-led projects + Youth leadership focus
- Mentoring youth into training, volunteering and employment pathways

**Community Impact:** The voice of the young people



**Special Achievement:**

- Planning & Delivering of Menai – laughter, skills and the friendships made was amazing to witness
- Personal stories you make with the children or the children have with their peers

Funded by the National Lottery's Know Your Neighbourhood Fund programme, the initiative launched in 2023 and will conclude in October 2025. The centre was commissioned to deliver inclusive events that promote learning, wellbeing, social connection, and the formation of new community groups.

To date, a diverse programme of free activities has been successfully delivered, including:



- Beginners computer courses, two Jo Cox Foundation events
- Yoga events, floristry events, sewing events salsa, fitness Pilates, Latin & ballroom dance, arts & crafts, dancercise, crochet, sign language, mindful miniatures

Two independent groups have emerged so far—The Bobbin Along Club (sewing) and Crafty Crochet, now self-sustaining and contributing to the centre's income through room hire. These models offers a promising blueprint for future initiatives. A third group Mindful Miniatures is also in the process of becoming self-sustaining.

### Ongoing Projects

The Know Your Neighbourhood programme continues through October 2025, with further opportunities for groups to become independent and operate from the centre. To support long-term sustainability, we're helping emerging groups with financial setup, insurance, funding applications, and access to sustainability advice. Upcoming activities include pastel painting, yoga and line dancing.

Feedback has been gathered throughout the initiative and as we approach its conclusion, we're consolidating insights focused on success stories, overall impact, group sustainability, and future funding and partnership opportunities.



### Upcoming Projects (next year)

Over the coming year, I'll prioritise increasing income for the centre through a diverse mix of revenue streams, not just room hire, but also grants, fundraising events and strategic partnerships. This is about reinvesting in our community and ensuring long-term sustainability. Key actions include:

- **Maximising space usage** by reviewing underused areas and adapting them for a wider range of activities
- **Engaging local groups and businesses** with affordable, flexible hire options to attract workshops, clubs, training, and social events
- **Launching community-led fundraising initiatives** such as events and sponsorship

- **Pursuing grant funding** to support growth and impact

### **Community/Member Projects**

We've successfully achieved our intended outcomes from the Know Your Neighbourhood initiative by enhancing skills and learning, improving mental and physical wellbeing and strengthening community bonds through new friendships and shared experiences

Going forward we will continue to deliver events that genuinely reflect our community's interests and needs, keeping the centre active, visible and welcoming. We'll consult widely and co-create activities with local people and groups, encouraging shared ownership and participation. These events will strengthen our role as a vibrant hub while raising our profile and deepening connections with our community.



### **Special achievements or things we were most proud of**

The feedback collected to date has shown us how important these events have been for our community. 89.7% of people have told us they have made new connections or friendships through attending our centre.

Feedback received and has been profound, there are so many I could share but here are a few:

*“I have met a smashing bunch of people, feel welcome and relaxed. Coming here takes my mind off things worrying me at home. Also I feel supported in learning new sewing skills and don't worry about making mistakes and being judged”.*

*“The group has made me feel accepted and would love to continue with the friendships I have made. I often have felt isolated and alone, but this has been so good for me socially. The tutor was also really good, patient, helpful, informative and really down to earth. I will definitely be looking out for future events”.*

*“Having found the community centre, I would definitely love to attend other courses, activities. I think Lynne and Yvonne are very welcoming and make you feel so comfortable about trying new activities. I am new to the centre and think it is a great place. I have signed up for pilates and will keep an eye open for any other activities that interest me”*





# **Halton Speak Out CiO**

Charity number 1170145

## **Annual Report and Financial Statements for the year ended 31 March 2025**

# **Halton Speak Out CiO**

## **Financial Statements for the year ended 31 March 2025**

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**Prepared by the Greater Merseyside Community Accountancy Service**

# **Halton Speak Out CiO**

## **Trustees' report**

The trustees during the year were:

### **Name**

Mr Gerard Upham  
Mr Kenneth Williams  
Mrs Sheila Maloney  
Mrs Lynne Melarangi  
Mr Colin Rotherham

### **Method of appointment**

Appointment of trustees is governed by the constitution of the charity. The executive committee of trustees is authorised to appoint new trustees to fill vacancies arising through the resignation or death of an existing trustee.

### **Principal address**

Higher House  
Northwich Road  
Brookvale  
Runcorn  
WA7 6PE

### **Bankers**

CoOperative Bank  
PO Box 250  
Skelmersdale  
Lancashire  
WN8 6WT

### **Governing document**

The charity is a charitable incorporated organisation registered on 14th November 2016.

### **Objects of the organisation**

For the benefit of the public, the relief and support of children and adults with learning and other disabilities including persons who are vulnerable, by the provision of advocacy and like support services, training, educational and other services designed to relieve their condition, and to allow them to take their full place in society.

The provision of facilities which will enable them to take part in the dramatic and visual arts, including the provision of training, education, practical demonstrations and participative learning.

### **Independent examiner**

on behalf of:

### **Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

**Halton Speak Out CiO**  
**Independent examiner's report on the accounts of**  
**Halton Speak Out CiO**  
**for the year ended 31 March 2025**

I report on the accounts for the year ended 31st March 2025 set out on pages 4 to 8

**Respective responsibilities of the Trustees and the examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is my responsibility to examine the accounts using procedures laid down in the General Directions given by the Charity Commission and to state whether matters have come to my attention.

**Basis of Independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statements 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 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Jane Williams  
MAAT

**Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

29th September 2025

**Halton Speak Out CiO**  
**Statement of Financial Activities**  
**for the year ended 31 March 2025**

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
<b>Incoming Resources</b>					
Grants and donations	(2)	40	169,612	169,652	157,412
Other Income		-	-	-	1,730
Centre Café & Room Hires		140,904	-	140,904	116,260
Bank Interest Received		-	-	-	-
<b>Total incoming resources</b>		<u>140,944</u>	<u>169,612</u>	<u>310,556</u>	<u>275,402</u>
<b>Resources expended</b>					
Salaries and NICs	(3)	72,994	98,104	171,098	160,653
Payroll fees		245	771	1,016	1,053
Consultancy		1,227	11,121	12,348	13,735
Sundry expenses		348	1,378	1,726	116
Equipment		3,152	5,427	8,579	12,244
Rent & Premises Costs		57,825	-	57,825	33,930
Postage, Stationery & Telephone		501	1,399	1,900	130
Insurance		2,040	-	2,040	1,949
Website, Advertising & Publicity		648	216	864	43
DBS Checks		94	100	194	424
Volunteers		-	-	-	623
Training		60	137	197	58
Café Supplies		21,120	-	21,120	17,626
Information & Resources		2,235	-	2,235	1,161
Project costs		3	8,813	8,816	-
<b>Governance Costs</b>		-	-	-	-
Independent Examination & Accountancy		315	-	315	300
Professional fees		2,584	-	2,584	1,528
Administration		15	-	15	-
<b>Total resources expended</b>		<u>165,406</u>	<u>127,466</u>	<u>292,872</u>	<u>245,573</u>
<b>Net incoming / (outgoing) resources</b>		<u>(24,462)</u>	<u>42,146</u>	<u>17,684</u>	<u>29,829</u>
<b>Transfers between funds</b>		<u>164,296</u>	<u>(164,296)</u>	<u>-</u>	<u>-</u>
<b>Fund balances brought forward</b>		<u>16,433</u>	<u>177,796</u>	<u>194,229</u>	<u>164,400</u>
<b>Fund balances carried forward</b>	(4)	<u>156,267</u>	<u>55,646</u>	<u>211,913</u>	<u>194,229</u>

# Halton Speak Out CiO

## Balance sheet

as at 31 March 2025

	2025 Unrestricted £	2025 Restricted £	2025 Total £	2024 Total £
<b>Fixed Assets</b>				
Tangible Assets (5)	-	-	-	-
<b>Total fixed assets</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Current Assets</b>				
Debtors and prepayments (6)	-	-	-	-
Cash at bank and in hand (7)	156,267	55,646	211,913	194,229
<b>Total current assets</b>	<u>156,267</u>	<u>55,646</u>	<u>211,913</u>	<u>194,229</u>
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (8)	-	-	-	-
<b>Total current liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets / (liabilities)</b>	<u>156,267</u>	<u>55,646</u>	<u>211,913</u>	<u>194,229</u>
<b>Total assets less current liabilities</b>	<u>156,267</u>	<u>55,646</u>	<u>211,913</u>	<u>194,229</u>
<b>Creditors: amounts falling due after one year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net assets</b>	<u>156,267</u>	<u>55,646</u>	<u>211,913</u>	<u>194,229</u>
<b>Funds</b>				
Restricted Funds		55,646	55,646	177,796
Unrestricted funds	156,267		156,267	16,433
<b>Total Funds</b>	<u>156,267</u>	<u>55,646</u>	<u>211,913</u>	<u>194,229</u>

### Approval of the accounts

The annual report and accounts were approved at a meeting of the Trustees held on 29th September 2025

Ged Upham  
on behalf of the Trustees

# **Halton Speak Out CiO**

## **Notes to the accounts**

### **for the year ended 31 March 2025**

#### **1 Accounting Policies**

##### **a Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (The Charities SORP).

##### **b Income**

Donations and legacies are accounted for when received by the charity. Other income is accounted for on an accruals basis as far as is prudent to do so.

##### **c Grants**

Revenue grants are recognised in the Statement of Financial Activities on receipt, subject to any required conditions being met or services being provided. Capital grants are recognised on receipt in the Statement of Financial Activities. This policy has been adopted to give a true and fair view as recommended by the SORP.

##### **d Tangible Fixed Assets**

Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250.

Rates of depreciation:

Fixtures and fittings: 25% reducing balance

Equipment: 25% reducing balance

##### **e Pensions**

Contributions are charged when they become due in accordance with the scheme rules.

##### **f Fund accounting**

Funds held by the charity are either:

###### **Unrestricted general funds**

These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

###### **Restricted funds**

These are funds that 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.

###### **Designated funds**

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

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

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2025**

2 Grants and Donations	2025	2025	2025	2024
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>Grants</b>				
Halton Borough Council:				
Adult Project	-	48,118	48,118	55,500
Carers Breaks	-	1,272	1,272	2,544
Youth Engagement	-	-	-	6,600
HBC 24	-	7,872	7,872	-
Halton 50	-	574	574	-
HBC 24 Christmas	-	657	657	-
HBC Residential	-	500	500	-
The National Lottery Funding	-	75,952	75,952	68,525
The Police & Crime Commissioner	-	-	-	4,968
Talles	-	-	-	1,000
TNL: Know Your Neighbourhood	-	11,248	11,248	13,293
In Your Hands	-	-	-	1,171
Your Housing Cleaning	-	16,019	16,019	3,811
Ella Youth Fund	-	7,000	7,000	-
ASDA Community Fund	-	400	400	-
Donations	40	-	40	-
	<u>40</u>	<u>169,612</u>	<u>169,652</u>	<u>157,412</u>

3 Staff costs and numbers	2025	2024
	£	£
Gross salaries	130,717	120,704
Other Wages	37,974	36,639
Social security costs	2,314	2,901
Employer pension	94	409
	<u>171,098</u>	<u>160,653</u>

The average number of employees during the year was 4.8 FTE (2024:4.8)

4 Restricted funds summary	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Adult Project	80,298	48,118	28,471	(99,945)	-
Children & Young Peoples Prog	(4,037)	-	-	4,037	-
Carers Breaks	3,788	1,272	7	-	5,053
24 Grant	-	7,872	7,812	-	60
50 Grant	-	574	574	-	-
24 Christmas	-	657	570	-	87
HBC Residential	-	500	395	-	105
The Steve Morgan Foundation	4,891	-	4,917	26	-
Steve Morgan: Kops & Kids	590	-	612	22	-
Talles	129	-	129	-	-
TNL: Know Your Neighbourhood	8,410	11,248	7,618	(1,422)	10,618
In Your Hands	176	-	-	-	176
Your Housing Cleaning	(4,339)	16,019	10,995	(685)	-
Brindley	63,336	-	620	(62,716)	-
Police & Crime Commissioner	5,489	-	59	-	5,430
The Community Foundation	169	-	-	-	169
Ella Together Youth Fund	-	7,000	197	(579)	6,224
ASDA	-	400	-	(400)	-
Torus Foundation	99	-	99	-	-
HBC: Youth Engagement	1,393	-	892	(501)	-
The National Lottery Fund	17,404	75,952	63,499	(2,133)	27,724
	<u>177,796</u>	<u>169,612</u>	<u>127,466</u>	<u>(164,296)</u>	<u>55,646</u>

Transfer of funds relate to expenditure in previous year unaccounted for and include contributions towards rent building & running costs.

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2025**

<b>5 Tangible assets</b>	Fixtures & Fittings	Computers & Equipment	Total
	£	£	£
<u>Cost</u>			
At 1 April 2024	2,769	5,592	8,361
Additions	-	-	-
At 31 March 2025	<u>2,769</u>	<u>5,592</u>	<u>8,361</u>
<u>Depreciation</u>			
At 1 April 2024	2,769	5,592	8,361
Charge for year	-	-	-
At 31 March 2025	<u>2,769</u>	<u>5,592</u>	<u>8,361</u>
<u>Net book value</u>			
At 31 March 2025	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2024	<u>-</u>	<u>-</u>	<u>-</u>
<b>6 Debtors and prepayments</b>		2025	2024
		£	£
Debtors		-	-
Prepayments		-	-
		<u>-</u>	<u>-</u>
<b>7 Cash at bank and in hand</b>		2025	2024
		£	£
Bank Current a/c		211,913	194,229
		<u>211,913</u>	<u>194,229</u>
<b>8 Creditors and accruals</b>		2025	2024
		£	£
Accruals		-	-
Other Creditors		-	-
		<u>-</u>	<u>-</u>

**9 Trustee remuneration and expenses**

No trustees received any remuneration or expenses during the accounting period to 31st March 2025.

**10 Related party transactions**

Owing to the nature of the charity's activities and the composition of the board of trustees (being drawn from local statutory and voluntary organisations) it is inevitable that transactions will take place with organisations in which a trustee may have an interest. All transactions in which a trustee may have an interest are conducted at arm's length and in accordance with the charity's financial regulations and expenditure procedures.

# **Halton Speak Out CiO**

Charity number 1170145

## **Annual Report and Financial Statements**

**for the year ended 31 March 2025**

# **Halton Speak Out CiO**

## **Financial Statements for the year ended 31 March 2025**

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Trustees' report	2
Examiner's statement	3
Statement of financial activities	4
Balance sheet	5
Notes to the accounts	6 to 8

**Prepared by the Greater Merseyside Community Accountancy Service**

# **Halton Speak Out CiO**

## **Trustees' report**

The trustees during the year were:

### **Name**

Mr Gerard Upham  
Mr Kenneth Williams  
Mrs Sheila Maloney  
Mrs Lynne Melarangi  
Mr Colin Rotherham

### **Method of appointment**

Appointment of trustees is governed by the constitution of the charity. The executive committee of trustees is authorised to appoint new trustees to fill vacancies arising through the resignation or death of an existing trustee.

### **Principal address**

Higher House  
Northwich Road  
Brookvale  
Runcorn  
WA7 6PE

### **Bankers**

CoOperative Bank  
PO Box 250  
Skelmersdale  
Lancashire  
WN8 6WT

### **Governing document**

The charity is a charitable incorporated organisation registered on 14th November 2016.

### **Objects of the organisation**

For the benefit of the public, the relief and support of children and adults with learning and other disabilities including persons who are vulnerable, by the provision of advocacy and like support services, training, educational and other services designed to relieve their condition, and to allow them to take their full place in society.

The provision of facilities which will enable them to take part in the dramatic and visual arts, including the provision of training, education, practical demonstrations and participative learning.

### **Independent examiner**

on behalf of:

### **Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

**Halton Speak Out CiO**  
**Independent examiner's report on the accounts of**  
**Halton Speak Out CiO**  
**for the year ended 31 March 2025**

I report on the accounts for the year ended 31st March 2025 set out on pages 4 to 8

**Respective responsibilities of the Trustees and the examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is my responsibility to examine the accounts using procedures laid down in the General Directions given by the Charity Commission and to state whether matters have come to my attention.

**Basis of Independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statements 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 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Jane Williams  
MAAT

**Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

29th September 2025

**Halton Speak Out CiO**  
**Statement of Financial Activities**  
**for the year ended 31 March 2025**

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
<b>Incoming Resources</b>					
Grants and donations	(2)	40	169,612	169,652	157,412
Other Income		-	-	-	1,730
Centre Café & Room Hires		140,904	-	140,904	116,260
Bank Interest Received		-	-	-	-
<b>Total incoming resources</b>		<b>140,944</b>	<b>169,612</b>	<b>310,556</b>	<b>275,402</b>
<b>Resources expended</b>					
Salaries and NICs	(3)	72,994	98,104	171,098	160,653
Payroll fees		245	771	1,016	1,053
Consultancy		1,227	11,121	12,348	13,735
Sundry expenses		348	1,378	1,726	116
Equipment		3,152	5,427	8,579	12,244
Rent & Premises Costs		57,825	-	57,825	33,930
Postage, Stationery & Telephone		501	1,399	1,900	130
Insurance		2,040	-	2,040	1,949
Website, Advertising & Publicity		648	216	864	43
DBS Checks		94	100	194	424
Volunteers		-	-	-	623
Training		60	137	197	58
Café Supplies		21,120	-	21,120	17,626
Information & Resources		2,235	-	2,235	1,161
Project costs		3	8,813	8,816	-
<b>Governance Costs</b>		-	-	-	-
Independent Examination & Accountancy		315	-	315	300
Professional fees		2,584	-	2,584	1,528
Administration		15	-	15	-
<b>Total resources expended</b>		<b>165,406</b>	<b>127,466</b>	<b>292,872</b>	<b>245,573</b>
<b>Net incoming / (outgoing) resources</b>		<b>(24,462)</b>	<b>42,146</b>	<b>17,684</b>	<b>29,829</b>
<b>Transfers between funds</b>		<b>164,296</b>	<b>(164,296)</b>	<b>-</b>	<b>-</b>
<b>Fund balances brought forward</b>		<b>16,433</b>	<b>177,796</b>	<b>194,229</b>	<b>164,400</b>
<b>Fund balances carried forward</b>	(4)	<b>156,267</b>	<b>55,646</b>	<b>211,913</b>	<b>194,229</b>

# Halton Speak Out CiO

## Balance sheet

as at 31 March 2025

	2025 Unrestricted £	2025 Restricted £	2025 Total £	2024 Total £
<b>Fixed Assets</b>				
Tangible Assets (5)	-	-	-	-
<b>Total fixed assets</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Current Assets</b>				
Debtors and prepayments (6)	-	-	-	-
Cash at bank and in hand (7)	156,267	55,646	211,913	194,229
<b>Total current assets</b>	<u>156,267</u>	<u>55,646</u>	<u>211,913</u>	<u>194,229</u>
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (8)	-	-	-	-
<b>Total current liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets / (liabilities)</b>	<u>156,267</u>	<u>55,646</u>	<u>211,913</u>	<u>194,229</u>
<b>Total assets less current liabilities</b>	<u>156,267</u>	<u>55,646</u>	<u>211,913</u>	<u>194,229</u>
<b>Creditors: amounts falling due after one year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net assets</b>	<u>156,267</u>	<u>55,646</u>	<u>211,913</u>	<u>194,229</u>
<b>Funds</b>				
Restricted Funds		55,646	55,646	177,796
Unrestricted funds	156,267		156,267	16,433
<b>Total Funds</b>	<u>156,267</u>	<u>55,646</u>	<u>211,913</u>	<u>194,229</u>

### Approval of the accounts

The annual report and accounts were approved at a meeting of the Trustees held on 29th September 2025

Ged Upham  
on behalf of the Trustees

# **Halton Speak Out CiO**

## **Notes to the accounts**

### **for the year ended 31 March 2025**

#### **1 Accounting Policies**

##### **a Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (The Charities SORP).

##### **b Income**

Donations and legacies are accounted for when received by the charity. Other income is accounted for on an accruals basis as far as is prudent to do so.

##### **c Grants**

Revenue grants are recognised in the Statement of Financial Activities on receipt, subject to any required conditions being met or services being provided. Capital grants are recognised on receipt in the Statement of Financial Activities. This policy has been adopted to give a true and fair view as recommended by the SORP.

##### **d Tangible Fixed Assets**

Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250.

Rates of depreciation:

Fixtures and fittings: 25% reducing balance

Equipment: 25% reducing balance

##### **e Pensions**

Contributions are charged when they become due in accordance with the scheme rules.

##### **f Fund accounting**

Funds held by the charity are either:

###### **Unrestricted general funds**

These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

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These are funds that 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.

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These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

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

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2025**

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	Unrestricted funds	Restricted funds	Total funds	Total funds
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Adult Project	-	48,118	48,118	55,500
Carers Breaks	-	1,272	1,272	2,544
Youth Engagement	-	-	-	6,600
HBC 24	-	7,872	7,872	-
Halton 50	-	574	574	-
HBC 24 Christmas	-	657	657	-
HBC Residential	-	500	500	-
The National Lottery Funding	-	75,952	75,952	68,525
The Police & Crime Commissioner	-	-	-	4,968
Talles	-	-	-	1,000
TNL: Know Your Neighbourhood	-	11,248	11,248	13,293
In Your Hands	-	-	-	1,171
Your Housing Cleaning	-	16,019	16,019	3,811
Ella Youth Fund	-	7,000	7,000	-
ASDA Community Fund	-	400	400	-
Donations	40	-	40	-
	<u>40</u>	<u>169,612</u>	<u>169,652</u>	<u>157,412</u>

3 Staff costs and numbers	2025	2024
	£	£
Gross salaries	130,717	120,704
Other Wages	37,974	36,639
Social security costs	2,314	2,901
Employer pension	94	409
	<u>171,098</u>	<u>160,653</u>

The average number of employees during the year was 4.8 FTE (2024:4.8)

4 Restricted funds summary	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
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Children & Young Peoples Prog	(4,037)	-	-	4,037	-
Carers Breaks	3,788	1,272	7	-	5,053
24 Grant	-	7,872	7,812	-	60
50 Grant	-	574	574	-	-
24 Christmas	-	657	570	-	87
HBC Residential	-	500	395	-	105
The Steve Morgan Foundation	4,891	-	4,917	26	-
Steve Morgan: Kops & Kids	590	-	612	22	-
Talles	129	-	129	-	-
TNL: Know Your Neighbourhood	8,410	11,248	7,618	(1,422)	10,618
In Your Hands	176	-	-	-	176
Your Housing Cleaning	(4,339)	16,019	10,995	(685)	-
Brindley	63,336	-	620	(62,716)	-
Police & Crime Commissioner	5,489	-	59	-	5,430
The Community Foundation	169	-	-	-	169
Ella Together Youth Fund	-	7,000	197	(579)	6,224
ASDA	-	400	-	(400)	-
Torus Foundation	99	-	99	-	-
HBC: Youth Engagement	1,393	-	892	(501)	-
The National Lottery Fund	17,404	75,952	63,499	(2,133)	27,724
	<u>177,796</u>	<u>169,612</u>	<u>127,466</u>	<u>(164,296)</u>	<u>55,646</u>

Transfer of funds relate to expenditure in previous year unaccounted for and include contributions towards rent building & running costs.

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2025**

<b>5 Tangible assets</b>	Fixtures & Fittings	Computers & Equipment	Total
	£	£	£
<u>Cost</u>			
At 1 April 2024	2,769	5,592	8,361
Additions	-	-	-
At 31 March 2025	<u>2,769</u>	<u>5,592</u>	<u>8,361</u>
<u>Depreciation</u>			
At 1 April 2024	2,769	5,592	8,361
Charge for year	-	-	-
At 31 March 2025	<u>2,769</u>	<u>5,592</u>	<u>8,361</u>
<u>Net book value</u>			
At 31 March 2025	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2024	<u>-</u>	<u>-</u>	<u>-</u>
<b>6 Debtors and prepayments</b>		2025	2024
		£	£
Debtors		-	-
Prepayments		-	-
		<u>-</u>	<u>-</u>
<b>7 Cash at bank and in hand</b>		2025	2024
		£	£
Bank Current a/c		211,913	194,229
		<u>211,913</u>	<u>194,229</u>
<b>8 Creditors and accruals</b>		2025	2024
		£	£
Accruals		-	-
Other Creditors		-	-
		<u>-</u>	<u>-</u>

**9 Trustee remuneration and expenses**

No trustees received any remuneration or expenses during the accounting period to 31st March 2025.

**10 Related party transactions**

Owing to the nature of the charity's activities and the composition of the board of trustees (being drawn from local statutory and voluntary organisations) it is inevitable that transactions will take place with organisations in which a trustee may have an interest. All transactions in which a trustee may have an interest are conducted at arm's length and in accordance with the charity's financial regulations and expenditure procedures.

**HALTON SPEAK OUT CIO**

England & Wales - Charity number 1170145

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# Accounts

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# Halton Speak Out Annual Report



The greatness of a community is most accurately measured by the compassionate actions of its members

## 2024



# Content

Welcome and running order Page 2



A word from our chairperson- Ged Upham Page 3



Brookvale Community Centre Page 4



Brookvale Adult project Page 5



Brookvale Volunteers project Page 6



Brookvale Youth Project Page 7

## A word from our chairperson- Ged Upham



Hello and welcome my name is Ged Upham and I am the chair of Halton Speak Out.

When thinking about a community I want to ask everyone here what are the does the word mean to you.

Im not asking you to stand up and tell us what the word means to each of you, but more to ask you just take a few seconds to say that word over and over in your head  
COMMUNITY COMMUNITY COMMUNITY.

We are here today to share with you our journey as a community.....a community centre in the heart of Runcorn doing our very best to provide a community centre that offers community services

Last year when talking about Halton Halton Speak Out and Brookvale Community Centre I used words like challenging, exciting, and I am going to use those words again

As trustees's we hear at our meetings about the work of our projects and the opportunities our funders have given us in order to support our expansion. We also hear about the challenges our staff face. These are not just an issues for Brookvale Community Centre, they are issues society faces in general, unemployment, healthcare, discrimination, economic equality, metal health, loneliness and the list goes on.

We cannot solve these issues but what we can do is offer a space and projects that we hope may support our community in building a resilience and work together to support people living within reach of our centre

So when I asked you at the beginning what Community meant to you I hope that what you are about to hear from the staff that follow me is Halton Speak Out's is evidence to you that we are working in our community for the people living in our community

We will continue to stretch boundaries, build relationship, support our community and provide a community centre that is build on the needs of its community. I would like to thank all our partners over the last 12 months to the children/young people and adults we have supported for allowing us to be part of their lives, to the volunteers who give their time to support our work, to our partners for funding and believing in the work we do Last but not least to all the staff at Halton Speak Out for their dedication and their hard work. I for one have every confidence in our board of trustees and our staff for the coming year and am very excited as to what 24/25 will bring.

**A COMMUNITY IS A GROUP OF PEOPLE WHO CHOOSE TO GROW  
TOGETHER**

## Brookvale Community Centre - Yvonne Smallman -Centre Manager

Since commencing my post in December 2023, we have made great progress in various areas to enhance our community Centre.

### **Footfall and income Generation.**

Our primary focus has been to increase the footfall and boosting income. We have had a big increase of approximately 60% in room hire income compared to the previous year when we had increased room hire by 45%. Our efforts have resulted in a further 30% as we continue to increase in the hour that our halls are in use. This reflects our succession efforts to engage with the various groups both in house and externally.

### **Café**

The café staff have worked hard in increasing the footfall by providing good no frills food at competitive prices. Gradually over time we have built up a range of activities that take place in the cafe such as Knit and Knatter, Breakfast, Lunch Clubs, Afternoon Teas and the Easter Bunny even made an appearance to the delight of local children,



### **Providing a Centre we can all be proud of**



Once again Volunteers have played a big part in supporting the Centre with internal and external decoration of the centre, and in supporting our cafe We are very proud of our centre and love it when people say what a warm and welcoming place it is to come to.

### **Know Your Community.**

Halton Speak Out have been fortunate to succeed in a National Lottery bid to provide different group activity for the community. Each group is a six-week course which supports participants in learning new skills. All our course have been well attended. People have said they have really enjoyed the classes, meeting new people and it has been good for their mental health and wellbeing.

In conclusion, the Centre is making good progress, we are committed to continuing our efforts to make Brookvale Community Centre a welcoming venue for all.



## Halton Speak Out Adult Project - Sue Jones and Lynne Hall



Throughout 2023/24t The Adult project was involved in lots of work helping to develop Halton's Coproduction charter. The charter allowed people with lived experience to work alongside facilitators from TLAP to be a part of reinvigorating coproduction in Halton. We worked in partnership with Think Local Act Personal (TLAP) People Power, Peoples Voice Media, Social Care Future, and ADASS.

### Meetings and regional work

At the April LDPB meeting, a number of self-advocates accompanied us, and were valuable participants within the meeting, sharing their experiences as experts by experience who were involved in the recent work with TLAP and associates.

### Afternoon Tea for Self-Advocates

We are now offering a monthly opportunity to meet up with others in some FREE Afternoon Tea event's where we will facilitate a Quiz and a free raffle.



### Social events

Although we have seen a drop in attendance we will continue to host regular disco events They will be themed events (Christmas, Valentines ,Easter & Halloween) throughout the year.



### Publicity

We have continued to publish our events and information on our Facebook page. We have attended local events and shared our information) with the community.

### Supporting Self-advocates

Our Brookvale surgeries are proving popular and are from 10-12 pm every Tuesday for any self-advocate who needs support or signposting to services. Early indications show that numbers are increasing, and we hope for the trend to continue. This is a drop-in service but we also accept referrals to work with people.The information regarding the surgeries has been shared with Social Care and the wider community.

Our volunteer project is funded but The National Lottery Community Fund, and we are in the 2nd year of this funding programme

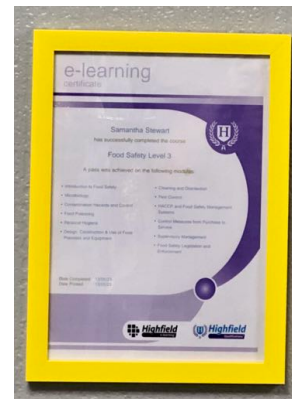
We have 33 volunteers supporting the work and groups at Brookvale Community Centre.



Amongst the groups supported by our volunteers is the Ella Performance group. We have recruited volunteers in various role from making costumes, props to supporting the group in staging they're productions on the Brindley Theatre.

Recruiting volunteers has been our focus this year. In order to ensure we follow safer recruitment guidelines we have been updating volunteer roles and responsibilities and ensuring our volunteer handbook and policies and procedures are up to date.

We are keen to enhance and increase the skills of our volunteers by offering those working in the cafe the opportunity to take food hygiene courses at various levels. This for some may increase their employability in the future.



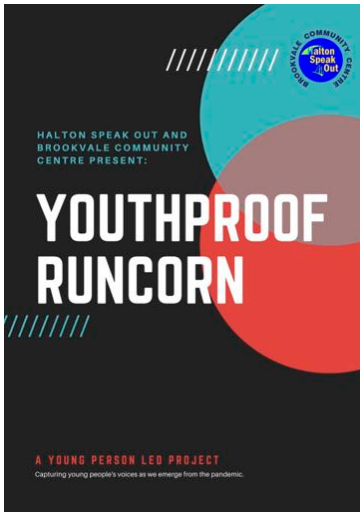
Networking with other agencies has been key in building our volunteer bank. New connections have been forged with groups such Halton and St Helens VCA, Frodsham and Helsby Rotary and Riverside college. We will continue to build on these partnerships.

## Brookvale Youth Project. Jack Hampson

During the pandemic the children and young people of Brookvale were instrumental in putting together a report based on their experiences living on Brookvale. They highlighted their concerns and shared what they felt could be improved in the local area, Paying attention and to listening to their lived experiences enabled us to draw up an action plan for the young people to work towards.

Working with the community they began to tackle issues that they felt were long standing and meeting with key people who may be able to help

This work is ongoing and has proved challenging, but the young people remain focused and positive regarding their aims



At Brookvale we feel the engagement of young people and the building for relationships is key to both hearing and listening to the young people's voices.

We provide:

- after school tea sessions twice a week
- activities throughout all the school holidays. Course that enhance their life skills such a photography,, sewing and cookery
- Weekly youth meetings



**The Youth of today are the leaders of tomorrow**







# **Halton Speak Out CiO**

Charity number 1170145

## **Annual Report and Financial Statements for the year ended 31 March 2024**

# **Halton Speak Out CiO**

## **Financial Statements for the year ended 31 March 2024**

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Notes to the accounts	6 to 8

**Prepared by the Greater Merseyside Community Accountancy Service**

# **Halton Speak Out CiO**

## **Trustees' report**

The trustees during the year were:

<b>Name</b>	<b>Dates</b>
Mr Gerard Upham	
Mrs Jackie Stringer	
Mrs Sheila Maloney	
Mrs Lynne Melarangi	
Mr Colin Rotherham	

### **Method of appointment**

Appointment of trustees is governed by the constitution of the charity. The executive committee of trustees is authorised to appoint new trustees to fill vacancies arising through the resignation or death of an existing trustee.

### **Principal address**

Higher House  
Northwich Road  
Brookvale  
Runcorn  
WA7 6PE

### **Bankers**

CoOperative Bank  
PO Box 250  
Skelmersdale  
Lancashire  
WN8 6WT

### **Governing document**

The charity is a charitable incorporated organisation registered on 14th November 2016.

### **Objects of the organisation**

For the benefit of the public, the relief and support of children and adults with learning and other disabilities including persons who are vulnerable, by the provision of advocacy and like support services, training, educational and other services designed to relieve their condition, and to allow them to take their full place in society.

The provision of facilities which will enable them to take part in the dramatic and visual arts, including the provision of training, education, practical demonstrations and participative learning.

### **Independent examiner**

on behalf of:

### **Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

# **Halton Speak Out CiO**

## **Independent examiner's report on the accounts of Halton Speak Out CiO for the year ended 31 March 2024**

I report on the accounts for the year ended 31st March 2024 set out on pages 4 to 8

### **Respective responsibilities of the Trustees and the examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is my responsibility to examine the accounts using procedures laid down in the General Directions given by the Charity Commission and to state whether matters have come to my attention.

### **Basis of Independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statements 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 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Jane Williams  
MAAT

**Greater Merseyside Community Accountancy Service**  
St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

4th September 2024

**Halton Speak Out CiO**  
**Statement of Financial Activities**  
**for the year ended 31 March 2024**

	Notes	2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
<b>Incoming Resources</b>					
Grants and donations	(2)	-	157,412	157,412	87,750
Other Income		1,730	-	1,730	2,024
Centre Café & Room Hires		116,260	-	116,260	93,311
Bank Interest Received		-	-	-	-
<b>Total incoming resources</b>		<b>117,990</b>	<b>157,412</b>	<b>275,402</b>	<b>183,085</b>
<b>Resources expended</b>					
Salaries and NICs	(3)	72,269	88,384	160,653	98,528
Payroll fees		31	1,022	1,053	977
Consultancy		5,509	8,226	13,735	9,647
Sundry expenses		116	-	116	272
Equipment		5,897	6,347	12,244	12,041
Rent		33,807	123	33,930	46,793
Postage, Stationery & Telephone		-	130	130	2,876
Insurance		1,299	650	1,949	1,820
Website, Advertising & Publicity		43	-	43	542
DBS Checks		162	262	424	224
Volunteers		331	292	623	1,045
Training		58	-	58	964
Café Supplies		17,399	157	17,556	15,421
Information & Resources		-	1,161	1,161	497
Project costs		-	-	-	4,875
<b>Governance Costs</b>		-	-	-	-
Independent Examination & Accountancy		150	150	300	473
Professional fees		1,528	-	1,528	1,528
Administration		-	-	-	96
<b>Total resources expended</b>		<b>138,599</b>	<b>106,904</b>	<b>245,503</b>	<b>198,619</b>
<b>Net incoming / (outgoing) resources</b>		<b>(20,609)</b>	<b>50,508</b>	<b>29,899</b>	<b>(15,534)</b>
<b>Transfers between funds</b>		<b>2,351</b>	<b>(2,351)</b>	<b>-</b>	<b>-</b>
<b>Fund balances brought forward</b>		<b>34,761</b>	<b>129,639</b>	<b>164,400</b>	<b>179,934</b>
<b>Fund balances carried forward</b>	(4)	<b>16,503</b>	<b>177,796</b>	<b>194,299</b>	<b>164,400</b>

**Halton Speak Out CiO**  
**Balance sheet**  
**as at 31 March 2024**

	2024 Unrestricted £	2024 Restricted £	2024 Total £	2023 Total £
<b>Fixed Assets</b>				
Tangible Assets (5)	-	-	-	-
<b>Total fixed assets</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Current Assets</b>				
Debtors and prepayments (6)	-	-	-	-
Cash at bank and in hand (7)	16,433	177,796	194,229	164,400
<b>Total current assets</b>	<u>16,433</u>	<u>177,796</u>	<u>194,229</u>	<u>164,400</u>
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (8)	-	-	-	-
<b>Total current liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets / (liabilities)</b>	<u>16,433</u>	<u>177,796</u>	<u>194,229</u>	<u>164,400</u>
<b>Total assets less current liabilities</b>	<u>16,433</u>	<u>177,796</u>	<u>194,229</u>	<u>164,400</u>
<b>Creditors: amounts falling due after one year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net assets</b>	<u>16,433</u>	<u>177,796</u>	<u>194,229</u>	<u>164,400</u>
<b>Funds</b>				
Restricted Funds		177,796	177,796	129,639
Unrestricted funds	16,503		16,503	34,761
<b>Total Funds</b>	<u>16,503</u>	<u>177,796</u>	<u>194,299</u>	<u>164,400</u>

**Approval of the accounts**

The annual report and accounts were approved at a meeting of the Trustees held on 4th September 2024

Ged Upham  
on behalf of the Trustees

# **Halton Speak Out CiO**

## **Notes to the accounts**

### **for the year ended 31 March 2024**

#### **1 Accounting Policies**

##### **a Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (The Charities SORP).

##### **b Income**

Donations and legacies are accounted for when received by the charity. Other income is accounted for on an accruals basis as far as is prudent to do so.

##### **c Grants**

Revenue grants are recognised in the Statement of Financial Activities on receipt, subject to any required conditions being met or services being provided. Capital grants are recognised on receipt in the Statement of Financial Activities. This policy has been adopted to give a true and fair view as recommended by the SORP.

##### **d Tangible Fixed Assets**

Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250.

Rates of depreciation:

Fixtures and fittings: 25% reducing balance

Equipment: 25% reducing balance

##### **e Pensions**

Contributions are charged when they become due in accordance with the scheme rules.

##### **f Fund accounting**

Funds held by the charity are either:

###### **Unrestricted general funds**

These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

###### **Restricted funds**

These are funds that 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.

###### **Designated funds**

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

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

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2024**

2 Grants and Donations	2024	2024	2024	2023
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Grants</b>				
Halton Borough Council:				
Adult Project	-	55,500	55,500	27,980
Carers Breaks	-	2,544	2,544	2,544
Youth Engagement	-	6,600	6,600	5,000
The Steve Morgan Foundation	-	-	-	10,025
The National Lottery Funding	-	68,525	68,525	30,898
Tesco Groundwork	-	-	-	500
Torus Foundation	-	-	-	1,000
The Police & Crime Commissioner	-	4,968	4,968	-
Talles	-	1,000	1,000	-
TNL: Know Your Neighbourhood	-	13,293	13,293	-
In Your Hands	-	1,171	1,171	-
Your Housing Cleaning	-	3,811	3,811	-
Donations	-	-	-	9,803
	<u>-</u>	<u>157,412</u>	<u>157,412</u>	<u>87,750</u>

3 Staff costs and numbers	2024 £	2023 £
Gross salaries	120,704	85,349
Other Wages	36,639	11,778
Social security costs	2,901	1,236
Employer pension	409	166
	<u>160,653</u>	<u>98,528</u>

The average number of employees during the year was 4.8 FTE (2023:4.8)

4 Restricted funds summary	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Adult Project	52,562	55,500	27,764	-	80,298
Children & Young Peoples Prog	(4,037)	-	-	-	(4,037)
Carers Breaks	1,244	2,544	-	-	3,788
The Steve Morgan Foundation	4,917	-	26	-	4,891
Steve Morgan: Kops & Kids	664	-	-	(74)	590
Steve Morgan: Kitchen	(74)	-	-	74	-
Talles	-	1,000	871	-	129
TNL: Know Your Neighbourhood	-	13,293	4,883	-	8,410
In Your Hands	-	1,171	995	-	176
Your Housing Cleaning	-	3,811	8,150	-	(4,339)
Brindley	63,336	-	-	-	63,336
Police & Crime Commissioner	521	4,968	-	-	5,489
The Community Foundation	169	-	-	-	169
Tesco Groundwork	500	-	477	(23)	-
Torus Foundation	1,000	-	901	-	99
HBC: Youth Engagement	1,507	6,600	4,386	(2,328)	1,393
The National Lottery Fund	7,330	68,525	58,451	-	17,404
	<u>129,639</u>	<u>157,412</u>	<u>106,904</u>	<u>(2,351)</u>	<u>177,796</u>

Transfer of funds relate to expenditure in previous year unaccounted for and include contributions towards rent building & running costs.

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2024**

<b>5 Tangible assets</b>	Fixtures & Fittings £	Computers & Equipment £	Total £
<b><u>Cost</u></b>			
At 1 April 2023	2,769	5,592	8,361
Additions	-	-	-
At 31 March 2024	2,769	5,592	8,361
<b><u>Depreciation</u></b>			
At 1 April 2023	2,769	5,592	8,361
Charge for year	-	-	-
At 31 March 2024	2,769	5,592	8,361
<b><u>Net book value</u></b>			
At 31 March 2024	-	-	-
At 31 March 2023	-	-	-

<b>6 Debtors and prepayments</b>	2024 £	2023 £
Debtors	-	-
Prepayments	-	-
	-	-

<b>7 Cash at bank and in hand</b>	2024 £	2023 £
Bank Current a/c	194,229	164,400
	194,229	164,400

<b>8 Creditors and accruals</b>	2024 £	2023 £
Accruals	-	-
Other Creditors	-	-
	-	-

**9 Trustee remuneration and expenses**

No trustees received any remuneration or expenses during the accounting period to 31st March 2024.

**10 Related party transactions**

Owing to the nature of the charity's activities and the composition of the board of trustees (being drawn from local statutory and voluntary organisations) it is inevitable that transactions will take place with organisations in which a trustee may have an interest. All transactions in which a trustee may have an interest are conducted at arm's length and in accordance with the charity's financial regulations and expenditure procedures.

# **Halton Speak Out CiO**

Charity number 1170145

## **Annual Report and Financial Statements for the year ended 31 March 2024**

# **Halton Speak Out CiO**

## **Financial Statements for the year ended 31 March 2024**

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**Prepared by the Greater Merseyside Community Accountancy Service**

# **Halton Speak Out CiO**

## **Trustees' report**

The trustees during the year were:

### **Name**

### **Dates**

Mr Gerard Upham  
Mrs Jackie Stringer  
Mrs Sheila Maloney  
Mrs Lynne Melarangi  
Mr Colin Rotherham

### **Method of appointment**

Appointment of trustees is governed by the constitution of the charity. The executive committee of trustees is authorised to appoint new trustees to fill vacancies arising through the resignation or death of an existing trustee.

### **Principal address**

Higher House  
Northwich Road  
Brookvale  
Runcorn  
WA7 6PE

### **Bankers**

CoOperative Bank  
PO Box 250  
Skelmersdale  
Lancashire  
WN8 6WT

### **Governing document**

The charity is a charitable incorporated organisation registered on 14th November 2016.

### **Objects of the organisation**

For the benefit of the public, the relief and support of children and adults with learning and other disabilities including persons who are vulnerable, by the provision of advocacy and like support services, training, educational and other services designed to relieve their condition, and to allow them to take their full place in society.

The provision of facilities which will enable them to take part in the dramatic and visual arts, including the provision of training, education, practical demonstrations and participative learning.

### **Independent examiner**

on behalf of:

### **Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

# **Halton Speak Out CiO**

## **Independent examiner's report on the accounts of Halton Speak Out CiO for the year ended 31 March 2024**

I report on the accounts for the year ended 31st March 2024 set out on pages 4 to 8

### **Respective responsibilities of the Trustees and the examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is my responsibility to examine the accounts using procedures laid down in the General Directions given by the Charity Commission and to state whether matters have come to my attention.

### **Basis of Independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statements 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 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Jane Williams  
MAAT

**Greater Merseyside Community Accountancy Service**  
St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

4th September 2024

**Halton Speak Out CiO**  
**Statement of Financial Activities**  
**for the year ended 31 March 2024**

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
<b>Incoming Resources</b>					
Grants and donations	(2)	-	157,412	157,412	87,750
Other Income		1,730	-	1,730	2,024
Centre Café & Room Hires		116,260	-	116,260	93,311
Bank Interest Received		-	-	-	-
<b>Total incoming resources</b>		<b>117,990</b>	<b>157,412</b>	<b>275,402</b>	<b>183,085</b>
<b>Resources expended</b>					
Salaries and NICs	(3)	72,269	88,384	160,653	98,528
Payroll fees		31	1,022	1,053	977
Consultancy		5,509	8,226	13,735	9,647
Sundry expenses		116	-	116	272
Equipment		5,897	6,347	12,244	12,041
Rent		33,807	123	33,930	46,793
Postage, Stationery & Telephone		-	130	130	2,876
Insurance		1,299	650	1,949	1,820
Website, Advertising & Publicity		43	-	43	542
DBS Checks		162	262	424	224
Volunteers		331	292	623	1,045
Training		58	-	58	964
Café Supplies		17,399	157	17,556	15,421
Information & Resources		-	1,161	1,161	497
Project costs		-	-	-	4,875
<b>Governance Costs</b>		-	-	-	-
Independent Examination & Accountancy		150	150	300	473
Professional fees		1,528	-	1,528	1,528
Administration		-	-	-	96
<b>Total resources expended</b>		<b>138,599</b>	<b>106,904</b>	<b>245,503</b>	<b>198,619</b>
<b>Net incoming / (outgoing) resources</b>		<b>(20,609)</b>	<b>50,508</b>	<b>29,899</b>	<b>(15,534)</b>
<b>Transfers between funds</b>		<b>2,351</b>	<b>(2,351)</b>	<b>-</b>	<b>-</b>
<b>Fund balances brought forward</b>		<b>34,761</b>	<b>129,639</b>	<b>164,400</b>	<b>179,934</b>
<b>Fund balances carried forward</b>	(4)	<b>16,503</b>	<b>177,796</b>	<b>194,299</b>	<b>164,400</b>

**Halton Speak Out CiO**  
**Balance sheet**  
**as at 31 March 2024**

	2024 Unrestricted £	2024 Restricted £	2024 Total £	2023 Total £
<b>Fixed Assets</b>				
Tangible Assets (5)	-	-	-	-
<b>Total fixed assets</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Current Assets</b>				
Debtors and prepayments (6)	-	-	-	-
Cash at bank and in hand (7)	16,433	177,796	194,229	164,400
<b>Total current assets</b>	<u>16,433</u>	<u>177,796</u>	<u>194,229</u>	<u>164,400</u>
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (8)	-	-	-	-
<b>Total current liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets / (liabilities)</b>	<u>16,433</u>	<u>177,796</u>	<u>194,229</u>	<u>164,400</u>
<b>Total assets less current liabilities</b>	<u>16,433</u>	<u>177,796</u>	<u>194,229</u>	<u>164,400</u>
<b>Creditors: amounts falling due after one year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net assets</b>	<u>16,433</u>	<u>177,796</u>	<u>194,229</u>	<u>164,400</u>
<b>Funds</b>				
Restricted Funds		177,796	177,796	129,639
Unrestricted funds	16,503		16,503	34,761
<b>Total Funds</b>	<u>16,503</u>	<u>177,796</u>	<u>194,299</u>	<u>164,400</u>

**Approval of the accounts**

The annual report and accounts were approved at a meeting of the Trustees held on 4th September 2024

Ged Upham  
on behalf of the Trustees

# **Halton Speak Out CiO**

## **Notes to the accounts**

### **for the year ended 31 March 2024**

#### **1 Accounting Policies**

##### **a Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (The Charities SORP).

##### **b Income**

Donations and legacies are accounted for when received by the charity. Other income is accounted for on an accruals basis as far as is prudent to do so.

##### **c Grants**

Revenue grants are recognised in the Statement of Financial Activities on receipt, subject to any required conditions being met or services being provided. Capital grants are recognised on receipt in the Statement of Financial Activities. This policy has been adopted to give a true and fair view as recommended by the SORP.

##### **d Tangible Fixed Assets**

Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250.

Rates of depreciation:

Fixtures and fittings: 25% reducing balance

Equipment: 25% reducing balance

##### **e Pensions**

Contributions are charged when they become due in accordance with the scheme rules.

##### **f Fund accounting**

Funds held by the charity are either:

###### **Unrestricted general funds**

These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

###### **Restricted funds**

These are funds that 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.

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These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

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

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2024**

2 Grants and Donations	2024	2024	2024	2023
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Grants</b>				
Halton Borough Council:				
Adult Project	-	55,500	55,500	27,980
Carers Breaks	-	2,544	2,544	2,544
Youth Engagement	-	6,600	6,600	5,000
The Steve Morgan Foundation	-	-	-	10,025
The National Lottery Funding	-	68,525	68,525	30,898
Tesco Groundwork	-	-	-	500
Torus Foundation	-	-	-	1,000
The Police & Crime Commissioner	-	4,968	4,968	-
Talles	-	1,000	1,000	-
TNL: Know Your Neighbourhood	-	13,293	13,293	-
In Your Hands	-	1,171	1,171	-
Your Housing Cleaning	-	3,811	3,811	-
Donations	-	-	-	9,803
	<u>-</u>	<u>157,412</u>	<u>157,412</u>	<u>87,750</u>

3 Staff costs and numbers	2024 £	2023 £
Gross salaries	120,704	85,349
Other Wages	36,639	11,778
Social security costs	2,901	1,236
Employer pension	409	166
	<u>160,653</u>	<u>98,528</u>

The average number of employees during the year was 4.8 FTE (2023:4.8)

4 Restricted funds summary	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Adult Project	52,562	55,500	27,764	-	80,298
Children & Young Peoples Prog	(4,037)	-	-	-	(4,037)
Carers Breaks	1,244	2,544	-	-	3,788
The Steve Morgan Foundation	4,917	-	26	-	4,891
Steve Morgan: Kops & Kids	664	-	-	(74)	590
Steve Morgan: Kitchen	(74)	-	-	74	-
Talles	-	1,000	871	-	129
TNL: Know Your Neighbourhood	-	13,293	4,883	-	8,410
In Your Hands	-	1,171	995	-	176
Your Housing Cleaning	-	3,811	8,150	-	(4,339)
Brindley	63,336	-	-	-	63,336
Police & Crime Commissioner	521	4,968	-	-	5,489
The Community Foundation	169	-	-	-	169
Tesco Groundwork	500	-	477	(23)	-
Torus Foundation	1,000	-	901	-	99
HBC: Youth Engagement	1,507	6,600	4,386	(2,328)	1,393
The National Lottery Fund	7,330	68,525	58,451	-	17,404
	<u>129,639</u>	<u>157,412</u>	<u>106,904</u>	<u>(2,351)</u>	<u>177,796</u>

Transfer of funds relate to expenditure in previous year unaccounted for and include contributions towards rent building & running costs.

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2024**

<b>5 Tangible assets</b>	Fixtures & Fittings	Computers & Equipment	Total
<u>Cost</u>	£	£	£
At 1 April 2023	2,769	5,592	8,361
Additions	-	-	-
At 31 March 2024	2,769	5,592	8,361
 <u>Depreciation</u>			
At 1 April 2023	2,769	5,592	8,361
Charge for year	-	-	-
At 31 March 2024	2,769	5,592	8,361
 <u>Net book value</u>			
At 31 March 2024	-	-	-
At 31 March 2023	-	-	-

<b>6 Debtors and prepayments</b>	2024	2023
	£	£
Debtors	-	-
Prepayments	-	-
	-	-

<b>7 Cash at bank and in hand</b>	2024	2023
	£	£
Bank Current a/c	194,229	164,400
	194,229	164,400

<b>8 Creditors and accruals</b>	2024	2023
	£	£
Accruals	-	-
Other Creditors	-	-
	-	-

**9 Trustee remuneration and expenses**

No trustees received any remuneration or expenses during the accounting period to 31st March 2024.

**10 Related party transactions**

Owing to the nature of the charity's activities and the composition of the board of trustees (being drawn from local statutory and voluntary organisations) it is inevitable that transactions will take place with organisations in which a trustee may have an interest. All transactions in which a trustee may have an interest are conducted at arm's length and in accordance with the charity's financial regulations and expenditure procedures.

**HALTON SPEAK OUT CIO**

England & Wales - Charity number 1170145

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# Accounts

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# Halton Speak Out Annual



The future of every community lies in capturing the passion, imagination and resources of its people

## Report 2023

# Content

Welcome and running order Page 2



A word from our chairperson- Ged Upham Page 3



Brookvale Community Centre Page 4 and 5



Brookvale Adult project Page 6



Brookvale Youth Project Page 7



Brookvale All Sorts Project Page 8

**Alone we can do so little but together we can do so much**



Hello and welcome my name is Ged Upham and I am the chair of Halton Speak Out.

Like so many charities Halton Speak Out has been rebuilding following on from the pandemic. Reduced funding has had an impact on the work we have been able to undertake. But as a result it has allowed Halton Speak Out to “take stock” of the charity and find new ways of connecting with the community.

In November 22 we were successful in our application to the National Lottery and we received 3 years funding to assist us in meeting the needs we had identified. The funding enabled us to employ a 35 hour manager for the community centre Emma Lavarello and a 25hr Youth Worker Jim Ellison. Both these new members of staff have helped us change and improve our services to the community and young people living on and around Brookvale Community Centre. Mal Hampson has now moved into a more strategic role of Operational Manager.

Brookvale Community Centre as you will see from the following report has really expanded its offer to the community, new groups in the centre, new activities and new partners. All the staff have been working really hard in developing these new services.

So what the future looks like for Halton Speak Out and Brookvale Community Centre....words like challenging, exciting, growth are the first that come to mind. I know the staff working for Halton Speak Out will continue to stretch boundaries, build relationships, support our community and provide a community centre that is built on the needs of its community. I for one have every confidence in our board of trustees and staff for the coming year.

As my final comment I would like to thank all our partners over the last 12 months to the children/young people and adults we have supported for allowing us to be part of their lives, to the volunteers who give their time to support our work, to our partners for funding and believing in the work we do. Last but not least to all the staff at Halton Speak Out for the dedication, hard work.

**THANK YOU EVERYONE FOR YOUR CONTINUED SUPPORT.**



# Brookvale Community Centre

Since commencing my post in November 2022, we have made significant progress in various areas to enhance our community centre

## **1. Footfall and Income Generation:**

Our primary focus has been on increasing footfall and boosting income through room hire and rental services at the centre. We are delighted to report a substantial increase of approximately 42% in room hire income compared to the previous year. Additionally, our efforts have resulted in a 15% increase in the hours that our halls are in use. This reflects our successful efforts to engage with various groups both in house and externally.

## **2. Cafe Management:**

In pursuit of smoother operations, we hired a dedicated Cafe Manager and formalised the role of Cafe Supervisor. As a result of these changes, the cafe's only consistently quiet day is now Monday, signifying improved performance and customer satisfaction.

## **3. Caretaker:**

The caretaker role has been formalised and Tommy Hampson has been instrumental in diligently overseeing tasks such as daily fire checks, waste disposal, and the maintenance of our outdoor areas. This has allowed us to concentrate on interior spaces within the centre.

## **4. Cleaner:**

We have expanded our team by welcoming two new cleaning staff members, who's hard work has significantly improved the centre's overall cleanliness and appearance, including deep cleaning in areas that needed attention.

## **5. Internal Renovation/Decoration:**

We have forged valuable partnerships with external volunteers, from companies such as Thales, who helped us renovate the small hall. Additionally volunteers from Ella Together, along with members of our staff, we ensured all finishing touches were in place ready for the small hall to be hired out once again.

## **6. Increased Room Hire:**

Several groups have increased their room hire with us:

- Theatre Works increased their room hire by 9% or 2.5 hours per week
- Popcats increased their room hire by an impressive 100% or 2 hours. Per week
- Runcorn Sewing Bee increased their room hire by 50% or 3 hours and is now exclusively based at Brookvale Community Centre.

Line Dancing Social on Mondays has become consistently busy, benefiting the centre through donations rather than room hire fees. Additionally, Bingo sessions have grown in popularity and are now held fortnightly instead of monthly, contributing to both community engagement and increased income.

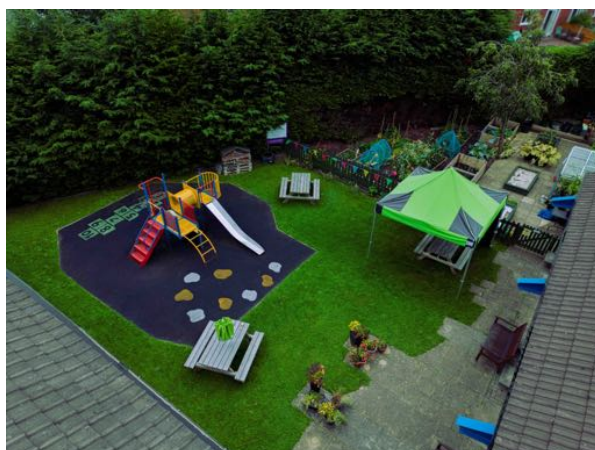
### **7. Upstairs Office Space:**

We are exploring the option of hiring out our upstairs office as this will generate additional income.

### **8. Lost Room Hire:**

Unfortunately, the Girl Guides have disbanded and therefore no longer hire space at our centre. Abbie Parr Singing Lessons is going on maternity leave and is expected to return around Easter next year. Christina's Weigh 2 Go left us in early 2023 due to poor group attendance and has not returned.

In conclusion, I am proud of the significant progress we have made in the past year. We are committed to continuing our efforts to make Brookvale Community Centre a thriving hub for our community. I would like to thank our dedicated staff, volunteers, and all members for their unwavering support and look forward to an even more prosperous year ahead.



## Brookvale Adult Project

Over the 23 years Halton Speak Out has been commissioned to work with people with learning disabilities, our core work has always been to support and promote self-advocacy, to support people to speak up for themselves. Self-advocacy promotes confidence and independence and empowers people and by supporting people they are able to find solutions to problems. The past year has seen many changes for our Adult Project, here at Speak Out. At the beginning of the year there were changes to our commissioning which meant less funding for the project but supporting self-advocates was always at the core of our work and we were able to continue to work with self-advocates in Halton to support and help them find their own way of moving their life forward.

Our consultation group have met with senior leads for health. This has given our self-advocates a chance to share some of their experiences around health services the good experiences and the not so good.

We are now working alongside the Council as part of the Transformation co-production group, This co-production work is important and allows self-advocates to be part of the planning of services for people in the borough.

Over the past 12 months we have also been involved in a more effective way of reporting at LDPB. This new way gives us with a clearer path allowing self-advocates voices to be heard at senior levels within the Council. This is proving to work well for our self-advocates giving opportunities for them to hear feedback from the work they are involved in, and opportunities to raise issues and have them heard.

Throughout the year we have continued to actively promote the “Stay up late” campaign, hosting Disco nights at Beechwood Community centre. These



events will continue to run throughout the year, giving social opportunities and occasions for people to meet up with friends.

We will also continue to organise and facilitate regular themed workshops for self-advocates in

# Brookvale youth project AGM report.

## The Brookvale Youth Committee: Empowering Youth in Brookvale

Comprising of 12 young individuals aged 9 to 23, it was formed in response to the concerns highlighted in the Youth Proofing Runcorn Report. This report, made by some of the attendees during the covid 19 pandemic shed light on various challenges faced by the youth in our community. These challenges included violence in Runcorn, the digitisation of social interactions due in the wake of the pandemic, physical wellbeing and the environmental issues our locality.

One of the foremost concerns discussed within our committee was the issue of local environment in Runcorn. The stories shared in the Youth Proofing Runcorn Report and the meetings were alarming. We collaborated with your housing group, Cheshire wildlife trust and engaged in extensive dialogues with community leaders to devise a plan to address the local environmental issues.

## The Padstow Square Project

This project aimed to transform the area outside the community centre into a safe, clean and vibrant space. Our vision was to create a space that fosters a sense of community, reduces the risk of violence, and We have since ran a litter picking group named tidy friday and we have collected over 100 bags of litter so far.

## The Youth Room

Our committee took a new approach by involving the young people themselves in the project's design process. We conducted surveys and gathered feedback from the youth to ensure that the youth room truly met their needs and desires. The result was a vibrant, youth-centric hangout space that exceeded everyone's expectations. The hangout space features a galaxy projector, creating a soothing atmosphere. Plush beanbags provides comfortable seating, and a state-of-the-art TV allows for entertainment and group activities such as mario kart. Bookshelves filled with a range of books encourage reading and learning. It was interesting to learn that the young people now want a quieter, more comfortable space to meet friends rather than the pool tables and loudspeakers of traditional youth services.

## Half term activities

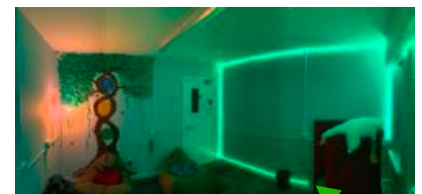
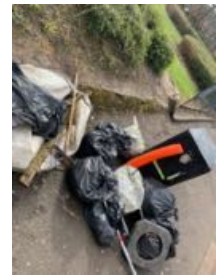
Using feedback and ideas generated by the brookvale youth committee we have delivered lots of fresh and exciting half term activities including, but not limited to: young vets day, bird box making, a snake meet n greet, tie dye shirts, cooking, baking and much more. Each activity aims to inspire a positive self concept in our attendees.



Our mascot, Bruce the goose



The first Tidy Friday



Our Youth Room



Young vets day, with animal teach



t



## All Sorts Project



The Steve Morgan Foundation kindly funded the project

This project started in December 2020 and ceased in March 2023. The aim was to engage and contact older people in the community and bring them out of their homes and back into the community.

### **What have we celebrated.**

During September 22- March 23 we have organized a monthly bingo session. Although numbers started low, this has steadily increased. People began to hear about it and it is now one of the most popular events at the centre. Initially for prizes we gave food bags with ingredients to make a substantial meal, giving the current cost of living crunch this went down very well. We then went one better and gave Asda gift vouchers for prizes. People say they really look forward to their game of Bingo and meeting their friends.



The Line dancing group meets every Monday afternoon and although the lady who started the group has now retired an existing member offered to keep the group going as it is enjoyed by so many.

A knit & natter group is now in place every Thursday in the Honey Pot coffee house with many members joining. Keep fit run by Margaret Wright has a weekly session for older people that the Centre support they are looking to put on another day in September. The Greenfingers gardening group run by Pam Roberts encourages people over the age of 50 to get involved in growing your own vegetables and fruit.



### **The Honey Pot Coffee House**

Our cafe is a great meeting place for people of all ages. It also is home to our local Knit and Natter Groups who meet every Thursday morning and The Ukuleles who rehearse every Monday evening and who play once a month in the cafe.

# **Halton Speak Out CiO**

Charity number 1170145

## **Annual Report and Financial Statements for the year ended 31 March 2023**

# **Halton Speak Out CiO**

## **Financial Statements for the year ended 31 March 2023**

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Examiner's statement	3
Statement of financial activities	4
Balance sheet	5
Notes to the accounts	6 to 8

**Prepared by the Greater Merseyside Community Accountancy Service**

# **Halton Speak Out CiO**

## **Trustees' report**

The trustees during the year were:

<b>Name</b>	<b>Dates</b>
Mr Gerard Upham	
Mrs Jackie Stringer	
Mrs Sheila Maloney	
Mrs Lynne Melarangi	
Mr Colin Rotherham	

### **Method of appointment**

Appointment of trustees is governed by the constitution of the charity. The executive committee of trustees is authorised to appoint new trustees to fill vacancies arising through the resignation or death of an existing trustee.

### **Principal address**

Higher House  
Northwich Road  
Brookvale  
Runcorn  
WA7 6PE

### **Bankers**

CoOperative Bank  
PO Box 250  
Skelmersdale  
Lancashire  
WN8 6WT

### **Governing document**

The charity is a charitable incorporated organisation registered on 14th November 2016.

### **Objects of the organisation**

For the benefit of the public, the relief and support of children and adults with learning and other disabilities including persons who are vulnerable, by the provision of advocacy and like support services, training, educational and other services designed to relieve their condition, and to allow them to take their full place in society.

The provision of facilities which will enable them to take part in the dramatic and visual arts, including the provision of training, education, practical demonstrations and participative learning.

### **Independent examiner**

on behalf of:

### **Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

**Halton Speak Out CiO**  
**Independent examiner's report on the accounts of**  
**Halton Speak Out CiO**  
**for the year ended 31 March 2023**

I report on the accounts for the year ended 31st March 2023 set out on pages 4 to 8

**Respective responsibilities of the Trustees and the examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is my responsibility to examine the accounts using procedures laid down in the General Directions given by the Charity Commission and to state whether matters have come to my attention.

**Basis of Independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statements 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 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Jane Williams  
MAAT

**Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

**Halton Speak Out CiO**  
**Statement of Financial Activities**  
**for the year ended 31 March 2023**

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
<b>Incoming Resources</b>					
Grants and donations	(2)	500	87,250	87,750	162,336
Other Income		2,024	-	2,024	1,256
Centre Café & Room Hires		93,311	-	93,311	72,058
Bank Interest Received		-	-	-	-
<b>Total incoming resources</b>		<b>95,835</b>	<b>87,250</b>	<b>183,085</b>	<b>235,650</b>
<b>Resources expended</b>					
Salaries and NICs	(3)	53,033	45,495	98,528	116,404
Payroll fees		-	977	977	795
Consultancy		4,799	4,848	9,647	12,684
Sundry expenses		272	-	272	194
Equipment		8,155	3,886	12,041	12,402
Rent		44,577	2,216	46,793	80,916
Postage, Stationery & Telephone		2,031	845	2,876	2,758
Insurance		1,820	-	1,820	635
Website, Advertising & Publicity		542	-	542	-
DBS Checks		50	174	224	164
Volunteers		870	175	1,045	564
Training		964	-	964	14
Café Supplies		15,421	-	15,421	3,900
Information & Resources		497	-	497	643
Project costs		2,103	2,772	4,875	23,886
<b>Governance Costs</b>					
Independent Examination & Accountancy		197	276	473	300
Professional fees		928	600	1,528	-
Administration		-	96	96	-
<b>Total resources expended</b>		<b>136,259</b>	<b>62,360</b>	<b>198,619</b>	<b>256,259</b>
<b>Net incoming / (outgoing) resources</b>		<b>(40,424)</b>	<b>24,890</b>	<b>(15,534)</b>	<b>(20,609)</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund balances brought forward</b>		<b>75,186</b>	<b>104,749</b>	<b>179,935</b>	<b>200,544</b>
<b>Fund balances carried forward</b>	(4)	<b>34,761</b>	<b>129,639</b>	<b>164,400</b>	<b>179,935</b>

**Halton Speak Out CiO**  
**Balance sheet**  
**as at 31 March 2023**

	2023 Unrestricted £	2023 Restricted £	2023 Total £	2022 Total £
<b>Fixed Assets</b>				
Tangible Assets (5)	-	-	-	-
<b>Total fixed assets</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Current Assets</b>				
Debtors and prepayments (6)	-	-	-	-
Cash at bank and in hand (7)	34,761	129,639	164,400	179,935
<b>Total current assets</b>	<u>34,761</u>	<u>129,639</u>	<u>164,400</u>	<u>179,935</u>
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (8)	-	-	-	-
<b>Total current liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets / (liabilities)</b>	<u>34,761</u>	<u>129,639</u>	<u>164,400</u>	<u>179,935</u>
<b>Total assets less current liabilities</b>	<u>34,761</u>	<u>129,639</u>	<u>164,400</u>	<u>179,935</u>
<b>Creditors: amounts falling due after one year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net assets</b>	<u>34,761</u>	<u>129,639</u>	<u>164,400</u>	<u>179,935</u>
<b>Funds</b>				
Restricted Funds		129,639	129,639	104,749
Unrestricted funds	34,761		34,761	75,186
<b>Total Funds</b>	<u>34,761</u>	<u>129,639</u>	<u>164,400</u>	<u>179,935</u>

**Approval of the accounts**

The annual report and accounts were approved at a meeting of the Trustees held on September 2023

Ged Upham  
on behalf of the Trustees

# **Halton Speak Out CiO**

## **Notes to the accounts**

### **for the year ended 31 March 2023**

#### **1 Accounting Policies**

##### **a Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (The Charities SORP).

##### **b Income**

Donations and legacies are accounted for when received by the charity. Other income is accounted for on an accruals basis as far as is prudent to do so.

##### **c Grants**

Revenue grants are recognised in the Statement of Financial Activities on receipt, subject to any required conditions being met or services being provided. Capital grants are recognised on receipt in the Statement of Financial Activities. This policy has been adopted to give a true and fair view as recommended by the SORP.

##### **d Tangible Fixed Assets**

Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250.

Rates of depreciation:

Fixtures and fittings: 25% reducing balance

Equipment: 25% reducing balance

##### **e Pensions**

Contributions are charged when they become due in accordance with the scheme rules.

##### **f Fund accounting**

Funds held by the charity are either:

###### **Unrestricted general funds**

These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

###### **Restricted funds**

These are funds that 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.

###### **Designated funds**

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

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

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

2 Grants and Donations	2023	2023	2023	2022
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Grants</b>				
Halton Borough Council:				
Adult Project	-	27,980	27,980	55,079
Children & Young People Project	-	-	-	33,750
Carers Breaks	-	2,544	2,544	2,544
Youth Engagement	-	5,000	5,000	10,000
The Steve Morgan Foundation	-	10,025	10,025	30,009
HMRC: CJRS	-	-	-	979
The National Lottery Funding	-	30,898	30,898	-
Tesco Groundwork	-	500	500	-
Torus Foundation	-	1,000	1,000	-
CoOp Community Fund	-	-	-	5,537
The Community Foundation	-	-	-	1,485
Donations	500	9,303	9,803	22,953
	<u>500</u>	<u>87,250</u>	<u>87,750</u>	<u>162,336</u>

3 Staff costs and numbers	2023 £	2022 £
Gross salaries	85,349	88,533
Other Wages	11,778	23,735
Social security costs	1,236	3,930
Employer pension	166	206
	<u>98,528</u>	<u>116,404</u>

The average number of employees during the year was 4.8 FTE (2022:4.8)

4 Restricted funds summary	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Adult Project	43,667	27,980	19,085	-	52,562
Children & Young Peoples Prog	(2,724)	-	1,313	-	(4,037)
Carers Breaks	680	2,544	1,980	-	1,244
The Steve Morgan Foundation	3,149	10,025	8,257	-	4,917
Steve Morgan: Kops & Kids	664	-	-	-	664
Steve Morgan: Kitchen	2,390	-	2,464	-	(74)
Brindley	56,168	9,303	2,135	-	63,336
Police & Crime Commissioner	521	-	-	-	521
The Community Foundation	234	-	65	-	169
Tesco Groundwork	-	500	-	-	500
Torus Foundation	-	1,000	-	-	1,000
HBC: Youth Engagement	-	5,000	3,493	-	1,507
The National Lottery Fund	-	30,898	23,568	-	7,330
	<u>104,749</u>	<u>87,250</u>	<u>62,360</u>	<u>-</u>	<u>129,639</u>

Transfer of funds relate to expenditure in previous year unaccounted for and include contributions towards rent building & running costs.

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

<b>5 Tangible assets</b>	Fixtures & Fittings	Computers & Equipment	Total
	£	£	£
<b>Cost</b>			
At 1 April 2022	2,769	5,592	8,361
Additions	-	-	-
At 31 March 2023	<u>2,769</u>	<u>5,592</u>	<u>8,361</u>
<b>Depreciation</b>			
At 1 April 2022	2,769	5,592	8,361
Charge for year	-	-	-
At 31 March 2023	<u>2,769</u>	<u>5,592</u>	<u>8,361</u>
<b>Net book value</b>			
At 31 March 2023	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>
<b>6 Debtors and prepayments</b>		2023	2022
		£	£
Debtors		-	-
Prepayments		-	-
		<u>-</u>	<u>-</u>
<b>7 Cash at bank and in hand</b>		2023	2022
		£	£
Bank Current a/c		164,400	179,935
		<u>164,400</u>	<u>179,935</u>
<b>8 Creditors and accruals</b>		2023	2022
		£	£
Accruals		-	-
Other Creditors		-	-
		<u>-</u>	<u>-</u>

**9 Trustee remuneration and expenses**

No trustees received any remuneration or expenses during the accounting period to 31st March 2023.

**10 Related party transactions**

Owing to the nature of the charity's activities and the composition of the board of trustees (being drawn from local statutory and voluntary organisations) it is inevitable that transactions will take place with organisations in which a trustee may have an interest. All transactions in which a trustee may have an interest are conducted at arm's length and in accordance with the charity's financial regulations and expenditure procedures.

# **Halton Speak Out CiO**

Charity number 1170145

## **Annual Report and Financial Statements**

**for the year ended 31 March 2023**

# **Halton Speak Out CiO**

## **Financial Statements for the year ended 31 March 2023**

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**Prepared by the Greater Merseyside Community Accountancy Service**

# **Halton Speak Out CiO**

## **Trustees' report**

The trustees during the year were:

<b>Name</b>	<b>Dates</b>
Mr Gerard Upham	
Mrs Jackie Stringer	
Mrs Sheila Maloney	
Mrs Lynne Melarangi	
Mr Colin Rotherham	

### **Method of appointment**

Appointment of trustees is governed by the constitution of the charity. The executive committee of trustees is authorised to appoint new trustees to fill vacancies arising through the resignation or death of an existing trustee.

### **Principal address**

Higher House  
Northwich Road  
Brookvale  
Runcorn  
WA7 6PE

### **Bankers**

CoOperative Bank  
PO Box 250  
Skelmersdale  
Lancashire  
WN8 6WT

### **Governing document**

The charity is a charitable incorporated organisation registered on 14th November 2016.

### **Objects of the organisation**

For the benefit of the public, the relief and support of children and adults with learning and other disabilities including persons who are vulnerable, by the provision of advocacy and like support services, training, educational and other services designed to relieve their condition, and to allow them to take their full place in society.

The provision of facilities which will enable them to take part in the dramatic and visual arts, including the provision of training, education, practical demonstrations and participative learning.

### **Independent examiner**

on behalf of:

### **Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

**Halton Speak Out CiO**  
**Independent examiner's report on the accounts of**  
**Halton Speak Out CiO**  
**for the year ended 31 March 2023**

I report on the accounts for the year ended 31st March 2023 set out on pages 4 to 8

**Respective responsibilities of the Trustees and the examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is my responsibility to examine the accounts using procedures laid down in the General Directions given by the Charity Commission and to state whether matters have come to my attention.

**Basis of Independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statements 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 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Jane Williams  
MAAT

**Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

**Halton Speak Out CiO**  
**Statement of Financial Activities**  
**for the year ended 31 March 2023**

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
<b>Incoming Resources</b>					
Grants and donations	(2)	500	87,250	87,750	162,336
Other Income		2,024	-	2,024	1,256
Centre Café & Room Hires		93,311	-	93,311	72,058
Bank Interest Received		-	-	-	-
<b>Total incoming resources</b>		<b>95,835</b>	<b>87,250</b>	<b>183,085</b>	<b>235,650</b>
<b>Resources expended</b>					
Salaries and NICs	(3)	53,033	45,495	98,528	116,404
Payroll fees		-	977	977	795
Consultancy		4,799	4,848	9,647	12,684
Sundry expenses		272	-	272	194
Equipment		8,155	3,886	12,041	12,402
Rent		44,577	2,216	46,793	80,916
Postage, Stationery & Telephone		2,031	845	2,876	2,758
Insurance		1,820	-	1,820	635
Website, Advertising & Publicity		542	-	542	-
DBS Checks		50	174	224	164
Volunteers		870	175	1,045	564
Training		964	-	964	14
Café Supplies		15,421	-	15,421	3,900
Information & Resources		497	-	497	643
Project costs		2,103	2,772	4,875	23,886
<b>Governance Costs</b>					
Independent Examination & Accountancy		197	276	473	300
Professional fees		928	600	1,528	-
Administration		-	96	96	-
<b>Total resources expended</b>		<b>136,259</b>	<b>62,360</b>	<b>198,619</b>	<b>256,259</b>
<b>Net incoming / (outgoing) resources</b>		<b>(40,424)</b>	<b>24,890</b>	<b>(15,534)</b>	<b>(20,609)</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund balances brought forward</b>		<b>75,186</b>	<b>104,749</b>	<b>179,935</b>	<b>200,544</b>
<b>Fund balances carried forward</b>	(4)	<b>34,761</b>	<b>129,639</b>	<b>164,400</b>	<b>179,935</b>

**Halton Speak Out CiO**  
**Balance sheet**  
**as at 31 March 2023**

	2023 Unrestricted £	2023 Restricted £	2023 Total £	2022 Total £
<b>Fixed Assets</b>				
Tangible Assets (5)	-	-	-	-
<b>Total fixed assets</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Current Assets</b>				
Debtors and prepayments (6)	-	-	-	-
Cash at bank and in hand (7)	34,761	129,639	164,400	179,935
<b>Total current assets</b>	<u>34,761</u>	<u>129,639</u>	<u>164,400</u>	<u>179,935</u>
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (8)	-	-	-	-
<b>Total current liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets / (liabilities)</b>	<u>34,761</u>	<u>129,639</u>	<u>164,400</u>	<u>179,935</u>
<b>Total assets less current liabilities</b>	<u>34,761</u>	<u>129,639</u>	<u>164,400</u>	<u>179,935</u>
<b>Creditors: amounts falling due after one year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net assets</b>	<u>34,761</u>	<u>129,639</u>	<u>164,400</u>	<u>179,935</u>
<b>Funds</b>				
Restricted Funds		129,639	129,639	104,749
Unrestricted funds	34,761		34,761	75,186
<b>Total Funds</b>	<u>34,761</u>	<u>129,639</u>	<u>164,400</u>	<u>179,935</u>

**Approval of the accounts**

The annual report and accounts were approved at a meeting of the Trustees held on September 2023

Ged Upham  
on behalf of the Trustees

# **Halton Speak Out CiO**

## **Notes to the accounts**

### **for the year ended 31 March 2023**

#### **1 Accounting Policies**

##### **a Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (The Charities SORP).

##### **b Income**

Donations and legacies are accounted for when received by the charity. Other income is accounted for on an accruals basis as far as is prudent to do so.

##### **c Grants**

Revenue grants are recognised in the Statement of Financial Activities on receipt, subject to any required conditions being met or services being provided. Capital grants are recognised on receipt in the Statement of Financial Activities. This policy has been adopted to give a true and fair view as recommended by the SORP.

##### **d Tangible Fixed Assets**

Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250.

Rates of depreciation:

Fixtures and fittings: 25% reducing balance

Equipment: 25% reducing balance

##### **e Pensions**

Contributions are charged when they become due in accordance with the scheme rules.

##### **f Fund accounting**

Funds held by the charity are either:

###### **Unrestricted general funds**

These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

###### **Restricted funds**

These are funds that 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.

###### **Designated funds**

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

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

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

2 Grants and Donations	2023	2023	2023	2022
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Grants</b>				
Halton Borough Council:				
Adult Project	-	27,980	27,980	55,079
Children & Young People Project	-	-	-	33,750
Carers Breaks	-	2,544	2,544	2,544
Youth Engagement	-	5,000	5,000	10,000
The Steve Morgan Foundation	-	10,025	10,025	30,009
HMRC: CJRS	-	-	-	979
The National Lottery Funding	-	30,898	30,898	-
Tesco Groundwork	-	500	500	-
Torus Foundation	-	1,000	1,000	-
CoOp Community Fund	-	-	-	5,537
The Community Foundation	-	-	-	1,485
Donations	500	9,303	9,803	22,953
	<u>500</u>	<u>87,250</u>	<u>87,750</u>	<u>162,336</u>

3 Staff costs and numbers	2023	2022
	£	£
Gross salaries	85,349	88,533
Other Wages	11,778	23,735
Social security costs	1,236	3,930
Employer pension	166	206
	<u>98,528</u>	<u>116,404</u>

The average number of employees during the year was 4.8 FTE (2022:4.8)

4 Restricted funds summary	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Adult Project	43,667	27,980	19,085	-	52,562
Children & Young Peoples Prog	(2,724)	-	1,313	-	(4,037)
Carers Breaks	680	2,544	1,980	-	1,244
The Steve Morgan Foundation	3,149	10,025	8,257	-	4,917
Steve Morgan: Kops & Kids	664	-	-	-	664
Steve Morgan: Kitchen	2,390	-	2,464	-	(74)
Brindley	56,168	9,303	2,135	-	63,336
Police & Crime Commissioner	521	-	-	-	521
The Community Foundation	234	-	65	-	169
Tesco Groundwork	-	500	-	-	500
Torus Foundation	-	1,000	-	-	1,000
HBC: Youth Engagement	-	5,000	3,493	-	1,507
The National Lottery Fund	-	30,898	23,568	-	7,330
	<u>104,749</u>	<u>87,250</u>	<u>62,360</u>	<u>-</u>	<u>129,639</u>

Transfer of funds relate to expenditure in previous year unaccounted for and include contributions towards rent building & running costs.

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2023**

<b>5 Tangible assets</b>	Fixtures & Fittings	Computers & Equipment	Total
	£	£	£
<b>Cost</b>			
At 1 April 2022	2,769	5,592	8,361
Additions	-	-	-
At 31 March 2023	<u>2,769</u>	<u>5,592</u>	<u>8,361</u>
<b>Depreciation</b>			
At 1 April 2022	2,769	5,592	8,361
Charge for year	-	-	-
At 31 March 2023	<u>2,769</u>	<u>5,592</u>	<u>8,361</u>
<b>Net book value</b>			
At 31 March 2023	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>
<b>6 Debtors and prepayments</b>		2023	2022
		£	£
Debtors		-	-
Prepayments		-	-
		<u>-</u>	<u>-</u>
<b>7 Cash at bank and in hand</b>		2023	2022
		£	£
Bank Current a/c		164,400	179,935
		<u>164,400</u>	<u>179,935</u>
<b>8 Creditors and accruals</b>		2023	2022
		£	£
Accruals		-	-
Other Creditors		-	-
		<u>-</u>	<u>-</u>

**9 Trustee remuneration and expenses**

No trustees received any remuneration or expenses during the accounting period to 31st March 2023.

**10 Related party transactions**

Owing to the nature of the charity's activities and the composition of the board of trustees (being drawn from local statutory and voluntary organisations) it is inevitable that transactions will take place with organisations in which a trustee may have an interest. All transactions in which a trustee may have an interest are conducted at arm's length and in accordance with the charity's financial regulations and expenditure procedures.

**HALTON SPEAK OUT CIO**

England & Wales - Charity number 1170145

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# Accounts

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# Halton Speak Out Annual



The future of every community lies in capturing the passion, imagination and resources of its people

## Report 2022

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Welcome and running order

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A word from our chairperson - Ged Upham

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Hello and welcome everyone to Halton Speak Out's 20<sup>th</sup> AGM.

My name is Ged Upham and I am the chair person of Halton Speak Out

As in previous years, funding continues to be high on the group's priority, Through the hard work, tenacity and dedication, the staff and volunteers we have continued in supporting young people and adults with a learning disability here in Halton. We recently amended our charitable status to enable us to provide support to all vulnerable groups within our community. The focus of this work is around

Brookvale Community Centre and increasing the amount of people accessing the centre and activities we provide. We endeavour to be a safe haven for all.

Halton Borough Council children and young people's services and adult's services awarded the group funding to continue their work until March 2022. Sadly however in September 2021 our contract ended with children's services.

Our vision for the future of Brookvale Community Centre is still one of our main priorities. Visitors to the centre will see and experience a very different centre to the one we took over in 2019. We have transferred the centre into a brighter, safer place for all sections of the community to visit. We closed our cafe for a short period of time to enable us relocate and refurbish. We were supported by the Steve Morgan Foundation in the refurbishment of a new kitchen and we are grateful for this vital funding that enabled us to do this. Our cafe plays a pivotal role in linking all the organisations using the centre and the wider community on Brookvale. People comment on how warm, bright and welcoming the cafe is. This positive feedback fills us with great sense of pride as that is what we were aiming for

We are now in a strong position to consolidate and grow partnerships with other organisations and with the continued support of the staff, volunteers and family members, Halton Speak Out will continue to be the place where people will want to be. A place where they can learn and grow.

We now have a centre that we can be proud of and the community can be proud of but in true Halton Speak Out style our journey has only just begun.

As my final comment I would like to thank all our partners over the last 12 months to the children/young people and adults we have supported for allowing us to be part of their lives, to the volunteers who give their time to support our work, to our partners for funding and believing in the work we do Last but not least to all the staff at Halton Speak Out for the dedication, hard work.

# Adult Project

## Peoples Cabinet and Ignite and Transform



Over the past year our self-advocates have been getting back to 'normal' post COVID.

We reflect back on a world where things changed so much for us all. The lockdowns, the isolation and the fear that many still have when they hear the word COVID.

*Times change ....and we need to change as well*

Working in partnership with Halton Borough Council in 2021/22 we looked at what the role of Halton Speak Out would be in supporting people with a learning disability. We need to ensure our much needed service was targeted in the right areas. Using the data and information we had gathered we were able to provide our commissioner with information that enabled them to redesign our service. So what did we evaluate?

Person Centre Planning.....In 2020/21 we had continued to work with adults with a learning disability by gathering information on what was important to them and the type of support or services they may require. This information was then used within the review process and the planning required for individuals to lead a fulfilling life. Over the years we had worked with many individuals, families, support providers and other professionals to develop a person centred culture in Halton.

Self Advocacy.....The most powerful tool a person can have is a voice. A voice that others will listen to. But this is a tool that many people with a learning disability find hard to use. Our role is to listen to the person and to help them make those choices and informed decisions. To know their rights and to use these rights to support a good quality of life. Someone described this as 'Halton Speak Out's bread and butter work' . We continue to see people grow, gain skills and find their own way of moving forward and its something we will continue to do.

Consultation.....In November our Adult group Ignite & Transform were approached by the Council to meet with the Peer reviewers from NW ADASS (Directors Adult Social Services), Our self-advocates decided that it would be good to use a Person centred tool called P.A.T.H (Planning Alternative Tomorrow with Hope) to help us look at how we saw Halton now and what provision we would like to see Halton providing for people with learning disabilities over the next few years. Initially we were able to share this work at a Zoom meeting with the

Our partnership with Halton Borough Council....We have continued to attend partnership board meetings , working alongside professionals from the council, and all areas of Social Care. We have continued to represent Halton at the Pathways Confirm & Challenge meetings around Transforming Care, when we have regularly met with other self-advocates from the North West to help to co-produce and plan services at a regional level

# Moving Forward

If you can't fly then you run.....if you can run then you walk.....if you can't walk then you crawl but what ever you do You keep moving forward



Halton Speak Out with the support of Halton Borough Council will continue to work adults to have a voice. To learn the power of self advocacy and to be listened to. Halton Speak Out have been commissioned to provide self advocacy support.

Supporting people to feel confident in what they're learning and doing. Self-advocacy also creates independence. And it empowers people to find solutions to problems that others might not be aware of.



Working together to change peoples lives here in Halton. Tackling peoples rights to have an ordinary life.

The 'Stay Up Late campaign has been running for a number of years, encouraging and promoting the rights for people with a learning disability to be able to 'Stay up Late'

Working with Halton Borough Council and other partners we will



In the autumn of 2022 we will be holding the first of our new "Consultation Forum ' meetings

We have been working with representatives and self-advocates from all the support agencies in Halton.



Working together we aim to strengthen the voices of people in the commissioning of new services here Halton.



# Bright Sparks and Planning for Life



Sadly, in September 2022 our contract with Halton Borough Council ended, Halton Speak Out have worked with young people since 2006 aged 11-18 years of age. During that time, we have met and supported many young people to have their voices heard in decisions being made about their day to day lives and their future. We have worked closely with Halton Borough Council in improving services and amenities within the borough

Through the creative approach in which the team at Halton Speak Out have worked we have encouraged and supported young people to dream and to have high aspirations for the future.



The 'Bright Sparks' element to the project was all about working with young people to help them think about the service's local amenities and venues they and their friends accessed.

The project was all about involving young people in the development of new services. Young people felt appreciated and listened to and they

Through the project the young people and staff worked hard to challenge discrimination and to work towards an inclusive society, Seeing the young people gain confidence and self-esteem as they began to take a greater control promoted such a sense of achievement for all staff involved in the project.

Young people went onto work with many partner agencies and other young people both locally, regionally and on a national level. Many families have expressed their thanks for the opportunities this project had offered their child. One family member said *'I would never in my wildest dreams have ever thought my child would be able to do the things he is doing now. He has friends, he has tried new things. We are not so scared of the future now'*

But any project is only as good as the staff who have worked on it and over the years we have had some amazing staff work on this project, and we thank them all for their hard work and dedication to their role They all believed young people with a learning disability deserved the same opportunities and life chances as any other and they did their very best to make where possible this happen. So, thank you all

But we must say a special thank you to John Hunt who worked on the project for many years and who left Halton Speak Out in September 2021. Thank you, John, from all the young people you worked with, and who you help dream and plan.



# Allsorts Project

Steve Morgan  
FOUNDATION



Allsorts project was a project that we were able to undertake created with generous support from the Steve Morgan Foundation that was matched with government COVID-19 emergency funding. This is a 2-year project that started in December 2020 The aim the project is to engage and make contact with the senior member of our

The last 12 months has seen an increase in the number of older people accessing the centre. There is evidence however that for some older people the fear of Covid is still a factor.

Through working with older people, we have really listened to what they want and the type of activities that would appeal to them. We have hosted afternoon tea dances with live entertainment. This then led onto weekly tea dances. It was a real joy to see people enjoying themselves with friends and making new friends

So, what next, it had to be line dancing. Pam who is a regular at the centre and who had previously attended line dancing at another centre said she was happy to start a group up and this she did. They numbers kept increasing and increasing till we now have on average 30-50 people attending in week.

Keep fit sessions have always proven to be a huge draw and these continue so much so we are now looking at other forms of keep fit to attract a wider audience.

A community centre would not be a community centre without BINGO. We have hosted a prize bingo session on several occasions and as a result 3 ladies have formed a bingo committee and we now hope to be hosting weekly sessions.

For many members of our community the centre has become a focus



We want to thank all the senior members of the community who have engaged with the activities here at Brookvale Community Centre and who have shared their life lessons to help and guide the younger members of our community. Together we can once again spend time together doing the things that make us happy

**“In the end, it’s not the years in your life that count. It’s the life in your years.” – Abraham Lincoln**

We have continued to build on the activities we offer here at the centre built on the values and principals of Halton Speak Out . Striving a build a community centre that meets the needs of its community. A centre that promotes inclusion. Changing and responding to the needs of the community.



A place where people are welcome and where they can:

- Make a difference
- Meet People
- Be part of a community
- Learn new skills
- Take on a challenge
- Have fun

# Brookvale Community Centre

A centre that opens its doors and provides activities for children during school holidays. That enables them to try new experiences but most of all the have fun



A place where partnerships are built and maintained. All with one common aim

To support a community through the daily challenges and to place that people feel comfortable in and safe

**Alone we can do so little but together we can do so much**



# **Halton Speak Out CiO**

Charity number 1170145

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

# **Halton Speak Out CiO**

## **Financial Statements for the year ended 31 March 2022**

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**Prepared by the Greater Merseyside Community Accountancy Service**

# **Halton Speak Out CiO**

## **Trustees' report**

The trustees during the year were:

<b>Name</b>	<b>Dates</b>
Mr Gerard Upham	
Mrs Jackie Stringer	
Mrs Sheila Maloney	
Mrs Lynne Melarangi	
Mr Colin Rotherham	

### **Method of appointment**

Appointment of trustees is governed by the constitution of the charity. The executive committee of trustees is authorised to appoint new trustees to fill vacancies arising through the resignation or death of an existing trustee.

### **Principal address**

Higher House  
Northwich Road  
Brookvale  
Runcorn  
WA7 6PE

### **Bankers**

CoOperative Bank  
PO Box 250  
Skelmersdale  
Lancashire  
WN8 6WT

### **Governing document**

The charity is a charitable incorporated organisation registered on 14th November 2016.

### **Objects of the organisation**

For the benefit of the public, the relief and support of children and adults with learning and other disabilities including persons who are vulnerable, by the provision of advocacy and like support services, training, educational and other services designed to relieve their condition, and to allow them to take their full place in society.

The provision of facilities which will enable them to take part in the dramatic and visual arts, including the provision of training, education, practical demonstrations and participative learning.

### **Independent examiner**

on behalf of:

### **Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

**Halton Speak Out CiO**  
**Independent examiner's report on the accounts of**  
**Halton Speak Out CiO**  
**for the year ended 31 March 2022**

I report on the accounts for the year ended 31st March 2022 set out on pages 4 to 8

**Respective responsibilities of the Trustees and the examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is my responsibility to examine the accounts using procedures laid down in the General Directions given by the Charity Commission and to state whether matters have come to my attention.

**Basis of Independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statements 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 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Jane Williams  
MAAT

**Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

23rd September 2022

**Halton Speak Out CiO**  
**Statement of Financial Activities**  
**for the year ended 31 March 2022**

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Incoming Resources</b>					
Grants and donations	(2)	30,721	131,615	162,336	272,068
Other Income		1,256	-	1,256	18,073
Centre Café & Room Hires		72,058	-	72,058	-
Bank Interest Received		-	-	-	-
<b>Total incoming resources</b>		<b>104,035</b>	<b>131,615</b>	<b>235,650</b>	<b>290,141</b>
<b>Resources expended</b>					
Salaries and NICs	(3)	60,511	55,893	116,404	148,690
Payroll fees		-	795	795	900
Consultancy		12,684	-	12,684	2,550
Sundry expenses		194	-	194	341
Equipment		8,242	4,160	12,402	6,511
Rent		66,336	14,580	80,916	16,522
Postage, Stationery & Telephone		1,790	968	2,758	2,709
Insurance		-	635	635	1,802
Website, Advertising & Publicity		-	-	-	668
DBS Checks		164	-	164	264
Volunteers		563	-	563	60
Training		14	-	14	-
Café Supplies		3,900	-	3,900	1,943
Information & Resources		643	-	643	812
Project costs		489	23,397	23,886	19,128
<b>Governance Costs</b>					
Independent Examination & Accountancy		-	300	300	300
Professional fees		-	-	-	-
Administration		-	-	-	-
<b>Total resources expended</b>		<b>155,530</b>	<b>100,728</b>	<b>256,258</b>	<b>203,200</b>
<b>Net incoming / (outgoing) resources</b>		<b>(51,495)</b>	<b>30,887</b>	<b>(20,608)</b>	<b>86,941</b>
<b>Transfers between funds</b>		<b>23,081</b>	<b>(23,081)</b>	<b>-</b>	<b>-</b>
<b>Fund balances brought forward</b>		<b>103,601</b>	<b>96,943</b>	<b>200,544</b>	<b>113,603</b>
<b>Fund balances carried forward</b>	(4)	<b>75,186</b>	<b>104,749</b>	<b>179,935</b>	<b>200,544</b>

# Halton Speak Out CiO

## Balance sheet

as at 31 March 2022

	2022 Unrestricted £	2022 Restricted £	2022 Total £	2021 Total £
<b>Fixed Assets</b>				
Tangible Assets (5)	-	-	-	-
<b>Total fixed assets</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Current Assets</b>				
Debtors and prepayments (6)	-	-	-	-
Cash at bank and in hand (7)	75,186	104,749	179,935	200,544
<b>Total current assets</b>	<u>75,186</u>	<u>104,749</u>	<u>179,935</u>	<u>200,544</u>
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (8)	-	-	-	-
<b>Total current liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets / (liabilities)</b>	<u>75,186</u>	<u>104,749</u>	<u>179,935</u>	<u>200,544</u>
<b>Total assets less current liabilities</b>	<u>75,186</u>	<u>104,749</u>	<u>179,935</u>	<u>200,544</u>
<b>Creditors: amounts falling due after one year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net assets</b>	<u>75,186</u>	<u>104,749</u>	<u>179,935</u>	<u>200,544</u>
<b>Funds</b>				
Restricted Funds		104,749	104,749	96,943
Unrestricted funds	75,186		75,186	103,601
<b>Total Funds</b>	<u>75,186</u>	<u>104,749</u>	<u>179,935</u>	<u>200,544</u>

### Approval of the accounts

The annual report and accounts were approved at a meeting of the Trustees held on 23rd September 2022

Ged Upham  
on behalf of the Trustees

# **Halton Speak Out CiO**

## **Notes to the accounts**

### **for the year ended 31 March 2022**

#### **1 Accounting Policies**

##### **a Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (The Charities SORP).

##### **b Income**

Donations and legacies are accounted for when received by the charity. Other income is accounted for on an accruals basis as far as is prudent to do so.

##### **c Grants**

Revenue grants are recognised in the Statement of Financial Activities on receipt, subject to any required conditions being met or services being provided. Capital grants are recognised on receipt in the Statement of Financial Activities. This policy has been adopted to give a true and fair view as recommended by the SORP.

##### **d Tangible Fixed Assets**

Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250.

Rates of depreciation:

Fixtures and fittings: 25% reducing balance

Equipment: 25% reducing balance

##### **e Pensions**

Contributions are charged when they become due in accordance with the scheme rules.

##### **f Fund accounting**

Funds held by the charity are either:

###### **Unrestricted general funds**

These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

###### **Restricted funds**

These are funds that 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.

###### **Designated funds**

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

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

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2022**

2 Grants and Donations	2022	2022	2022	2021
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
<b>Grants</b>				
Halton Borough Council:				
Adult Project	-	55,079	55,079	110,159
Children & Young People Project	-	33,750	33,750	33,750
Carers Breaks	-	2,544	2,544	2,544
Area Forum	-	-	-	3,110
Community Development	-	-	-	400
Youth Engagement	10,000	-	10,000	-
Government COVID Grants	-	-	-	39,143
Police Emergency Fund	-	-	-	1,000
SEND Careers Forum	-	-	-	15,080
PCC	-	-	-	541
The Steve Morgan Foundation	-	30,009	30,009	20,050
HMRC: CJRS	-	979	979	2,936
Assura	-	-	-	3,560
POCA	-	-	-	5,040
Youth Led Community Adult	-	-	-	6,375
CoOp Community Fund	5,537	-	5,537	5,836
The Community Foundation	-	1,485	1,485	-
Donations	15,184	7,769	22,953	22,544
	<u>30,721</u>	<u>131,615</u>	<u>162,336</u>	<u>272,068</u>

3 Staff costs and numbers	2022	2021
	£	£
Gross salaries	88,533	113,837
Other Wages	23,735	30,054
Social security costs	3,930	4,351
Employer pension	206	449
	<u>116,404</u>	<u>148,690</u>

The average number of employees during the year was 4.8 FTE (2021:4.8)

4 Restricted funds summary	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Adult Project	31,580	55,079	42,992	-	43,667
Children & Young Peoples Prog	(10,109)	33,750	26,365	-	(2,724)
Carers Breaks	116	2,544	1,980	-	680
Area Forum	3,110	-	-	(3,110)	-
The Steve Morgan Foundation	50	10,025	6,926	-	3,149
Steve Morgan: Kops & Kids	-	9,984	9,320	-	664
Steve Morgan: Kitchen	-	10,000	7,610	-	2,390
Brindley	48,627	7,769	228	-	56,168
Police & Crime Commissioner	5,541	-	541	(4,479)	521
Main Grants	8,078	-	832	(7,246)	-
SEND Careers forum	3,824	-	1,704	(2,120)	-
HMRC: CJRS	-	979	979	-	-
The Community Foundation	-	1,485	1,251	-	234
Lord Mayors fund	6,126	-	-	(6,126)	-
	<u>96,943</u>	<u>131,615</u>	<u>100,728</u>	<u>(23,081)</u>	<u>104,749</u>

Transfer of funds relate to expenditure in previous year unaccounted for and include contributions towards rent building & running costs.

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2022**

<b>5 Tangible assets</b>	Fixtures & Fittings	Computers & Equipment	Total
	£	£	£
<b>Cost</b>			
At 1 April 2021	2,769	5,592	8,361
Additions	-	-	-
At 31 March 2022	<u>2,769</u>	<u>5,592</u>	<u>8,361</u>
<b>Depreciation</b>			
At 1 April 2021	2,769	5,592	8,361
Charge for year	-	-	-
At 31 March 2022	<u>2,769</u>	<u>5,592</u>	<u>8,361</u>
<b>Net book value</b>			
At 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>
<b>6 Debtors and prepayments</b>		2022	2021
		£	£
Debtors		-	-
Prepayments		-	-
		<u>-</u>	<u>-</u>
<b>7 Cash at bank and in hand</b>		2022	2021
		£	£
Bank Current a/c		179,935	200,544
		<u>179,935</u>	<u>200,544</u>
<b>8 Creditors and accruals</b>		2022	2021
		£	£
Accruals		-	-
Other Creditors		-	-
		<u>-</u>	<u>-</u>

**9 Trustee remuneration and expenses**

No trustees received any remuneration or expenses during the accounting period to 31st March 2022.

**10 Related party transactions**

Owing to the nature of the charity's activities and the composition of the board of trustees (being drawn from local statutory and voluntary organisations) it is inevitable that transactions will take place with organisations in which a trustee may have an interest. All transactions in which a trustee may have an interest are conducted at arm's length and in accordance with the charity's financial regulations and expenditure procedures.

# **Halton Speak Out CiO**

Charity number 1170145

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

# **Halton Speak Out CiO**

## **Financial Statements for the year ended 31 March 2022**

<b>Contents</b>	<b>Page</b>
Trustees' report	2
Examiner's statement	3
Statement of financial activities	4
Balance sheet	5
Notes to the accounts	6 to 8

**Prepared by the Greater Merseyside Community Accountancy Service**

# **Halton Speak Out CiO**

## **Trustees' report**

The trustees during the year were:

<b>Name</b>	<b>Dates</b>
Mr Gerard Upham	
Mrs Jackie Stringer	
Mrs Sheila Maloney	
Mrs Lynne Melarangi	
Mr Colin Rotherham	

### **Method of appointment**

Appointment of trustees is governed by the constitution of the charity. The executive committee of trustees is authorised to appoint new trustees to fill vacancies arising through the resignation or death of an existing trustee.

### **Principal address**

Higher House  
Northwich Road  
Brookvale  
Runcorn  
WA7 6PE

### **Bankers**

CoOperative Bank  
PO Box 250  
Skelmersdale  
Lancashire  
WN8 6WT

### **Governing document**

The charity is a charitable incorporated organisation registered on 14th November 2016.

### **Objects of the organisation**

For the benefit of the public, the relief and support of children and adults with learning and other disabilities including persons who are vulnerable, by the provision of advocacy and like support services, training, educational and other services designed to relieve their condition, and to allow them to take their full place in society.

The provision of facilities which will enable them to take part in the dramatic and visual arts, including the provision of training, education, practical demonstrations and participative learning.

### **Independent examiner**

on behalf of:

### **Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

**Halton Speak Out CiO**  
**Independent examiner's report on the accounts of**  
**Halton Speak Out CiO**  
**for the year ended 31 March 2022**

I report on the accounts for the year ended 31st March 2022 set out on pages 4 to 8

**Respective responsibilities of the Trustees and the examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is my responsibility to examine the accounts using procedures laid down in the General Directions given by the Charity Commission and to state whether matters have come to my attention.

**Basis of Independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statements 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 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Jane Williams  
MAAT

**Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

23rd September 2022

**Halton Speak Out CiO**  
**Statement of Financial Activities**  
**for the year ended 31 March 2022**

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Incoming Resources</b>					
Grants and donations	(2)	30,721	131,615	162,336	272,068
Other Income		1,256	-	1,256	18,073
Centre Café & Room Hires		72,058	-	72,058	-
Bank Interest Received		-	-	-	-
<b>Total incoming resources</b>		<b>104,035</b>	<b>131,615</b>	<b>235,650</b>	<b>290,141</b>
<b>Resources expended</b>					
Salaries and NICs	(3)	60,511	55,893	116,404	148,690
Payroll fees		-	795	795	900
Consultancy		12,684	-	12,684	2,550
Sundry expenses		194	-	194	341
Equipment		8,242	4,160	12,402	6,511
Rent		66,336	14,580	80,916	16,522
Postage, Stationery & Telephone		1,790	968	2,758	2,709
Insurance		-	635	635	1,802
Website, Advertising & Publicity		-	-	-	668
DBS Checks		164	-	164	264
Volunteers		563	-	563	60
Training		14	-	14	-
Café Supplies		3,900	-	3,900	1,943
Information & Resources		643	-	643	812
Project costs		489	23,397	23,886	19,128
<b>Governance Costs</b>					
Independent Examination & Accountancy		-	300	300	300
Professional fees		-	-	-	-
Administration		-	-	-	-
<b>Total resources expended</b>		<b>155,530</b>	<b>100,728</b>	<b>256,258</b>	<b>203,200</b>
<b>Net incoming / (outgoing) resources</b>		<b>(51,495)</b>	<b>30,887</b>	<b>(20,608)</b>	<b>86,941</b>
<b>Transfers between funds</b>		<b>23,081</b>	<b>(23,081)</b>	<b>-</b>	<b>-</b>
<b>Fund balances brought forward</b>		<b>103,601</b>	<b>96,943</b>	<b>200,544</b>	<b>113,603</b>
<b>Fund balances carried forward</b>	(4)	<b>75,186</b>	<b>104,749</b>	<b>179,935</b>	<b>200,544</b>

# Halton Speak Out CiO

## Balance sheet

as at 31 March 2022

	2022 Unrestricted £	2022 Restricted £	2022 Total £	2021 Total £
<b>Fixed Assets</b>				
Tangible Assets (5)	-	-	-	-
<b>Total fixed assets</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Current Assets</b>				
Debtors and prepayments (6)	-	-	-	-
Cash at bank and in hand (7)	75,186	104,749	179,935	200,544
<b>Total current assets</b>	<u>75,186</u>	<u>104,749</u>	<u>179,935</u>	<u>200,544</u>
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (8)	-	-	-	-
<b>Total current liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets / (liabilities)</b>	<u>75,186</u>	<u>104,749</u>	<u>179,935</u>	<u>200,544</u>
<b>Total assets less current liabilities</b>	<u>75,186</u>	<u>104,749</u>	<u>179,935</u>	<u>200,544</u>
<b>Creditors: amounts falling due after one year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net assets</b>	<u>75,186</u>	<u>104,749</u>	<u>179,935</u>	<u>200,544</u>
<b>Funds</b>				
Restricted Funds		104,749	104,749	96,943
Unrestricted funds	75,186		75,186	103,601
<b>Total Funds</b>	<u>75,186</u>	<u>104,749</u>	<u>179,935</u>	<u>200,544</u>

### Approval of the accounts

The annual report and accounts were approved at a meeting of the Trustees held on 23rd September 2022

Ged Upham  
on behalf of the Trustees

# **Halton Speak Out CiO**

## **Notes to the accounts**

### **for the year ended 31 March 2022**

#### **1 Accounting Policies**

##### **a Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (The Charities SORP).

##### **b Income**

Donations and legacies are accounted for when received by the charity. Other income is accounted for on an accruals basis as far as is prudent to do so.

##### **c Grants**

Revenue grants are recognised in the Statement of Financial Activities on receipt, subject to any required conditions being met or services being provided. Capital grants are recognised on receipt in the Statement of Financial Activities. This policy has been adopted to give a true and fair view as recommended by the SORP.

##### **d Tangible Fixed Assets**

Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250.

Rates of depreciation:

Fixtures and fittings: 25% reducing balance

Equipment: 25% reducing balance

##### **e Pensions**

Contributions are charged when they become due in accordance with the scheme rules.

##### **f Fund accounting**

Funds held by the charity are either:

###### **Unrestricted general funds**

These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

###### **Restricted funds**

These are funds that 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.

###### **Designated funds**

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

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

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2022**

2 Grants and Donations	2022	2022	2022	2021
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Grants</b>				
Halton Borough Council:				
Adult Project	-	55,079	55,079	110,159
Children & Young People Project	-	33,750	33,750	33,750
Carers Breaks	-	2,544	2,544	2,544
Area Forum	-	-	-	3,110
Community Development	-	-	-	400
Youth Engagement	10,000	-	10,000	-
Government COVID Grants	-	-	-	39,143
Police Emergency Fund	-	-	-	1,000
SEND Careers Forum	-	-	-	15,080
PCC	-	-	-	541
The Steve Morgan Foundation	-	30,009	30,009	20,050
HMRC: CJRS	-	979	979	2,936
Assura	-	-	-	3,560
POCA	-	-	-	5,040
Youth Led Community Adult	-	-	-	6,375
CoOp Community Fund	5,537	-	5,537	5,836
The Community Foundation	-	1,485	1,485	-
Donations	15,184	7,769	22,953	22,544
	<u>30,721</u>	<u>131,615</u>	<u>162,336</u>	<u>272,068</u>

3 Staff costs and numbers	2022 £	2021 £
Gross salaries	88,533	113,837
Other Wages	23,735	30,054
Social security costs	3,930	4,351
Employer pension	206	449
	<u>116,404</u>	<u>148,690</u>

The average number of employees during the year was 4.8 FTE (2021:4.8)

4 Restricted funds summary	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Adult Project	31,580	55,079	42,992	-	43,667
Children & Young Peoples Prog	(10,109)	33,750	26,365	-	(2,724)
Carers Breaks	116	2,544	1,980	-	680
Area Forum	3,110	-	-	(3,110)	-
The Steve Morgan Foundation	50	10,025	6,926	-	3,149
Steve Morgan: Kops & Kids	-	9,984	9,320	-	664
Steve Morgan: Kitchen	-	10,000	7,610	-	2,390
Brindley	48,627	7,769	228	-	56,168
Police & Crime Commissioner	5,541	-	541	(4,479)	521
Main Grants	8,078	-	832	(7,246)	-
SEND Careers forum	3,824	-	1,704	(2,120)	-
HMRC: CJRS	-	979	979	-	-
The Community Foundation	-	1,485	1,251	-	234
Lord Mayors fund	6,126	-	-	(6,126)	-
	<u>96,943</u>	<u>131,615</u>	<u>100,728</u>	<u>(23,081)</u>	<u>104,749</u>

Transfer of funds relate to expenditure in previous year unaccounted for and include contributions towards rent building & running costs.

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2022**

<b>5 Tangible assets</b>	Fixtures & Fittings	Computers & Equipment	Total
	£	£	£
<b>Cost</b>			
At 1 April 2021	2,769	5,592	8,361
Additions	-	-	-
At 31 March 2022	<u>2,769</u>	<u>5,592</u>	<u>8,361</u>
<b>Depreciation</b>			
At 1 April 2021	2,769	5,592	8,361
Charge for year	-	-	-
At 31 March 2022	<u>2,769</u>	<u>5,592</u>	<u>8,361</u>
<b>Net book value</b>			
At 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2021	<u>-</u>	<u>-</u>	<u>-</u>
<b>6 Debtors and prepayments</b>		2022	2021
		£	£
Debtors		-	-
Prepayments		-	-
		<u>-</u>	<u>-</u>
<b>7 Cash at bank and in hand</b>		2022	2021
		£	£
Bank Current a/c		179,935	200,544
		<u>179,935</u>	<u>200,544</u>
<b>8 Creditors and accruals</b>		2022	2021
		£	£
Accruals		-	-
Other Creditors		-	-
		<u>-</u>	<u>-</u>

**9 Trustee remuneration and expenses**

No trustees received any remuneration or expenses during the accounting period to 31st March 2022.

**10 Related party transactions**

Owing to the nature of the charity's activities and the composition of the board of trustees (being drawn from local statutory and voluntary organisations) it is inevitable that transactions will take place with organisations in which a trustee may have an interest. All transactions in which a trustee may have an interest are conducted at arm's length and in accordance with the charity's financial regulations and expenditure procedures.

**HALTON SPEAK OUT CIO**

England & Wales - Charity number 1170145

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# Accounts

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# Halton Speak Out Annual



## Report 2021

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21 years working to support people with a learning disability living in Halton to have a voice and building a sustainable and inclusive community

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Hello and welcome everyone to Halton Speak Out's 21st AGM.

For those that don't know me, my name is Ged Upham, and I am the Chairperson for Halton Speak Out.

What a crazy and unprecedented time we've all had over the last year and a half, and I think all of us have been affected in some way.

Halton Speak Out is no exception to that, and one of the biggest issues for us was the closure of the centre at Brookvale due to the pandemic, and ensuring that government guidelines were adhered to at all times.

The centre is the hub of the Speak Out its members and local community, and for it to close left a void in many peoples lives and routines

So as always the staff looked at other ways of meeting people using social media and outdoor meetings had to be arranged in order to keep doing the things we do best. We were acutely aware that isolation was a serious issue for many of our vulnerable members, and we did everything we could to keep in contact with as many people as we could.

Sadly plans involving the centre had to be "mothballed", including our community cafe till September 20.

As always ,the team behind the scenes at Speak out continued tirelessly to work finding funding for projects like the "Winter Warmers" due to this initiative many of most vulnerable members in the community received a goody box, and on the back of this a friending service help line, so people had local people to contact, even if it was just a chat over the phone.

We will hear more about how our projects and initiatives and how we were able to carry on throughout the pandemic within this report and how the our work supported our members and the local community.

Sadly some schemes had to come to an end we said goodbye to our Safe in Town scheme due to lack of funding, but new and exciting links have been forged with the likes of the Steve Morgan Foundation, and Cheshire Police which will carry on into next year and look like some exciting projects ahead.

Finally can I put on record an enormous thank you to everyone behind the scenes at Halton Speak out, and a special mention for all our partners. Thank you for your continued support.

Last but by no means least. An enormous debt of gratitude goes to all our volunteers, who have put in hours and hours of work out of the goodness of their hearts. They epitomise all that is good about Speak Out, and their community spirit is something we should all be proud of.

Despite all the things thrown at us over the last year or so, we are still in good shape to have a bright future and be a place where the community can learn and grow and support each other.

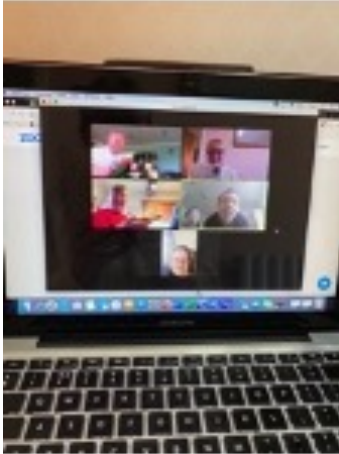
Thank you all for your continued support

Ged Upham

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# Adult Project

## Peoples Cabinet and Ignite and Transform



The past year has been quite unique due to the COVID pandemic. The work we have been involved in has seen us having to change and manoeuvre the way we support people in order to accommodate the needs of self-advocates in Halton.

Lockdown was really hitting some self-advocates hard, as more and more restrictions were coming into play, self-advocates were trying to come to terms with their previous routines and patterns for their days disappearing quickly. New routines had to be developed as a lot of our self-advocates were exhibiting fear, worry and concerns around the uncertainty of what the future held.

We had to develop new ways of working to give maximum opportunities for self-advocates to keep in touch and have access to accessible information and guidelines to help to allay their worries.

The main part of our work now was using the internet and telephone, we found some self-advocates developing their computer skills brilliantly, as did a few of us staff members!

We started the People's Cabinet Facebook page and opened it up to all self-advocates. We shared accessible information daily, giving people clear guidance, this proved to be invaluable.

We started the Ignite & Transform WhatsApp group, where self-advocates could pop in and catch up with their friends.

By facilitating Zoom opportunities for self-advocates we soon realised that Zooms had to be made fun, so we asked self-advocates what they wanted to focus on

Community Zooms, proved to be really rewarding for self-advocates, where we linked up with self-advocates from different provider agencies and where they could still connect with friends from other services.

Throughout this time we also supported some of our self-advocates to complete a self-advocacy course training course, which was run by NWTDT. Like many this gave our members an opportunity to develop new skills which we hope will be useful in the coming months

We attended all Transforming Care Zoom meetings, catching up with self-advocates from all over the North West. People were able to listen and learn but most importantly share their fears and anxieties around the pandemic.

So even though a lot of the year was focussed on keeping self-advocates mental wellbeing a big focus through COVID, we still managed to continue to share and learn and support each other around the usual work we are involved in at HSO.

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# Adult Project



## Person Centred Planning

During the pandemic it was even more important to support families and our members to think about the future and to make plans.

But why if during a pandemic when people were isolated and cut off from the outside world when they were confused and scared did we need person centred planning.....if the last 12 months has taught us nothing other than the need to feel more in control over our lives and the needed to be involved in decision making processes, to be cared for and supported in a

way that works for us. The need to feel we are important. I don't think anyone of us can really grasp the effect the enormity of these issues for people with a learning disability.

But this is where we use our expertise and our creativity in ensuring we were able to continue to support our self-advocates in Halton.

Our usual way of working with a person was impossible, so we again used Zoom, Skype, WhatsApp, Facebook, text, messenger and telephone calls to chat, we kept in touch not only with self-advocates, but their families, we were able to listen, find out information, reassure and signpost to relevant services.

We arranged for food to be delivered out for medicines to be picked up and even ensuring that people's much loved pets were all cared for.

Information gathering with families became so much more, it allowed families to air concerns and worries regarding their family member, and to problem solve together. At times it was both distressing and upsetting to hear people's individual struggles. We extended our service and we supported people not only through the day but evenings and weekend, in which ever we could.

We worked closely with Social Care, flagging up any issues, which allowed us all to support people and their families throughout this very challenging year.

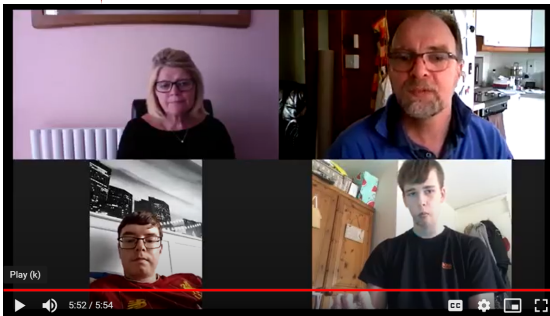
When we were able (weather permitting) we managed to meet people and facilitate garden reviews, to continue to make sure that self-advocates were staying at the centre of their care and support, with the ability to have their voice heard.

Sadly a number of statutory meetings for people were held over zoom. For some of our members this did not work but our staff endeavoured to ensure the person's voice was in those meetings even if the person felt unable to attend. We collected the information from them and their families and presented it on their behalf.

So yes 20/21 was possibly the most challenging year in Halton Speak Out's year but then wasn't this



# Bright Sparks



Well, the last year has certainly been different! Like everyone, Bright Sparks has had a lot of challenges but positive things have come out of the situation as well.

At the beginning of the national lockdown, we worked hard to adapt the way we work with the Bright Sparks – we had to develop new IT skills quickly! We set up a private WhatsApp page for the young people to encourage them to communicate with us and each other. We also set up a weekly programme of Zoom meetings.

Although working online is not always ideal, it allowed us to have more regular contact with the young people in term time. This has helped to form a more cohesive group which we are sure will benefit the group when more face to face work is possible. A number of students from Ashley School joined us and have become regulars.

Supporting the young people to deal with the Covid lockdown situation and helping to maintain their wellbeing was obviously a big priority. As well as opportunities to talk, games and fun activities, regular challenges and of course Kahoot! quizzes (following the national trend!), we used simple tools like the 'moodometer' to gauge where the YP were at each time we met. They scored their mood out of 5 and said why they had given that score. We also kept in touch with the young people and their families regularly by phone and we were able to support the Disabled Children's Team in monitoring their wellbeing.

We tried to shape the activities around the young peoples' interests and many of them were educational. We supported the young people to work through the 'Preparing for Adulthood' videos on the Local Offer and then to think about their futures and do some person centred planning.

Zoom came to the rescue again in the school holidays! We planned days which had breaks offline and the Bright Sparks engaged with them enthusiastically. We were so pleased that we were able to have a face to face Christmas evening event to end 2020. It was lovely for the young people to be able to meet together after getting to know each other online.

Assessments on the accessibility of public premises, facilities and services in Halton for the Kitemark Award have been very restricted, but we were able to support the Bright Sparks to do some on a limited basis when restrictions were reduced in the summer holidays.

Some of the young people did an online course on being an effective self advocate and we also had a joint meeting with some members of Halton Youth Cabinet. We also did some more formal consultation. This included the Bright Sparks helping with Halton's new SEND Strategy.

So, although it wasn't without it's challenges, a number of the young people and their families have told us how much they appreciate what we've done as a group and how it has helped them through difficult times

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# Planning for Life



The Planning for Life Project has been working with young people aged 14-18 since 2006, supporting them to prepare for their transition into adult life.

Like lots of other things, Planning for Life has been heavily affected by the Covid pandemic this last year, but we've done what we could to support young people to think about their life and their future, plan and have control in the decisions made about them.

Face to face work is nearly always the best way to work with young people and important people in their lives when gathering information and preparing for their planning meeting or review and certainly the best way to do the meetings in way that works for them. It just makes communication easier, which is obviously very important.

Other forms of communication work well for some of our young people, but for others it's just better than nothing and for others it doesn't work at all. We've used zooms, phonecalls, messaging on WhatsApp and emails. When restrictions have allowed, we've managed to have some meetings outdoors. We've managed to do some quality person centred planning, the rest of the time has been taken up in supporting the young people and their families through the scary and often regularly changing and uncertain times we have been in.

We supported the year 9 students at Cavendish School to prepare for their annual review meetings and these finished a couple of weeks before the lockdown began. Although everyone has worked hard to keep review meetings happening, the majority of them have had to be on Skype voice calls where people phone into them. Unfortunately, this has meant that a lot of the young people haven't been in their meetings as they wouldn't have been comfortable or been able to deal with that situation. Where possible, we have got their views beforehand and fed them into the meeting.

On some occasions, when it's been possible and it has worked for the young person, we have been able to hold a small number of meetings on Zoom. We worked with one young lady and her Mum to decide on the outcomes she wanted in her EHC Plan and after describing to her how the meeting on Zoom would go, she decided which parts she wanted to be present in and was confident to join in on the day.

As well as this, you will see in the Bright Sparks Project report, how person centred planning has happened naturally as part of what they have been doing in their pandemic time programme.

So, although it's been a challenging year with many barriers to us supporting the young people in the way we would like to, there have been some examples of young people being empowered and their lives changing for the better





# Brookvale Community Centre

What a year.....3 months after taking over Brookvale Community Centre we were all faced with a National lockdown, But we strived to maintain the time of the centre to build on Halton Speak Out's values and principals in that the centre and all activities taking place in the centre should be built on Inclusion.

The centre's planned opening of its doors to the 'Hello Community Cafe' should have taken place in March ,20 but due to government restrictions it was delayed until September. We were able to begin building our community presence and one by one groups started coming to the centre. Then in January 21 another national lockdown. We were at this point ready to rename the centre the OKE KOKE centre due to being in an out all the time. This lockdown carried on for many months again

But during this time we continued to build strong links with our partners in Halton Borough Council and Runcorn Police and funding bodies. We were determined to as they say hit the ground running for when we could open up and be the type of community centre we wanted to be



*Building a Community that includes everyone and who work together to make things happen.*



# Allsorts Project



COVID-19 has impacted us all in many different ways but older people, in particular, have been affected more than most. As well as the physical issues of being more vulnerable to the virus another major problem of the pandemic is also having a devastating and long lasting impact.

Since the first national lockdown occurred in March 2020, older and vulnerable people were asked to stay at home in isolation for up to 4 months. The Brookvale community is already one of the most deprived areas in the UK so the impact of isolation and mental health is even greater.

To overcome this, the Allsorts Project was created with generous support from the Steve Morgan Foundation that was matched with government COVID-19 Emergency Funding. This is a 2 year project that started in December 2020 with the aim to engage and make contact with this age group and bring them back out of their homes and into the community.

As the project started we were immediately faced with local lockdowns and then from the beginning of January 2021 another national lockdown of at least 4 months began meaning the Centre was closed for longer than it was open since the project started. It was designed to include a befriending service to visit people in their homes to encourage them to get back out again and into the Community Centre but due to COVID-19 we were unable to do this.

To overcome this, we used our social media channels to carry out an online survey and find out how people were affected by the pandemic and what activities they would like to see for when it was safe again to come back out. From this, we formed a Focus Group of 5 older people to help us build on the ideas from the survey and develop a plan.

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This plan would enable us to support the groups that were currently using the Centre and develop new activities that older people could come along to and take part in with activities such as afternoon socials, line dancing, knit and natter groups and art workshops which would have benefits of encourage people out of isolation, improving their physical fitness and mental wellbeing. However, these cannot be arranged until the Centre can re-open whenever that is permitted.

We have developed a website, [www.brookvalecommunitycentre.com](http://www.brookvalecommunitycentre.com), so those people who have access to the internet can keep up to date with developments and activities at the Centre.

To reach out to the community in the meantime we worked with other agencies



including Cheshire Police, Kops n’Kids, the Illegal Money Lending Team, The Queen of Hearts pub, Halton Borough Council and Fresh Beginnings to create 50 Winter Warmer Boxes that we all helped to deliver to older, vulnerable people in the Brookvale and Sutton Park communities. The packs contained items such as woolly hats, blankets, biscuits and a range of other treat items and advice including healthy eating on a budget to keep people warm, how to avoid loan sharks and cheer them up in the knowledge their community is there to help them. They were very well received by the people who received them.



This was so successful that we repeated this at the end of March with 50 Easter Spring Bags including a range of Easter treats of chocolate, daffodils, scone jam and cream plus other items. Our hope is that when conditions improve and the Centre is allowed to re-open again we can continue in meeting our aims to re-engage with this badly affected sector and see



**Halton Speak Out CiO**

Charity number 1170145

**Annual Report and Financial Statements**  
**for the year ended 31 March 2021**

# **Halton Speak Out CiO**

## **Financial Statements for the year ended 31 March 2021**

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Examiner's statement	3
Statement of financial activities	4
Balance sheet	5
Notes to the accounts	6 to 8

**Prepared by the Greater Merseyside Community Accountancy Service**

# **Halton Speak Out CiO**

## **Trustees' report**

The trustees during the year were:

<b>Name</b>	<b>Dates</b>
Mr Gerard Upham	
Mrs Jackie Stringer	
Mrs Sheila Maloney	
Mrs Lynne Melarangi	
Mr Colin Rotherham	

### **Method of appointment**

Appointment of trustees is governed by the constitution of the charity. The executive committee of trustees is authorised to appoint new trustees to fill vacancies arising through the resignation or death of an existing trustee.

### **Principal address**

Higher House  
Northwich Road  
Brookvale  
Runcorn  
WA7 6PE

### **Bankers**

CoOperative Bank  
PO Box 250  
Skelmersdale  
Lancashire  
WN8 6WT

### **Governing document**

The charity is a charitable incorporated organisation registered on 14th November 2016.

### **Objects of the organisation**

For the benefit of the public, the relief and support of children and adults with learning and other disabilities including persons who are vulnerable, by the provision of advocacy and like support services, training, educational and other services designed to relieve their condition, and to allow them to take their full place in society.

The provision of facilities which will enable them to take part in the dramatic and visual arts, including the provision of training, education, practical demonstrations and participative learning.

### **Independent examiner**

on behalf of:

### **Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

**Halton Speak Out CiO**  
**Independent examiner's report on the accounts of**  
**Halton Speak Out CiO**  
**for the year ended 31 March 2021**

I report on the accounts for the year ended 31st March 2021 set out on pages 4 to 8

**Respective responsibilities of the Trustees and the examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is my responsibility to examine the accounts using procedures laid down in the General Directions given by the Charity Commission and to state whether matters have come to my attention.

**Basis of Independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statements 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 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Jane Williams  
MAAT

**Greater Merseyside Community Accountancy Service**  
St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

30th September 2021

**Halton Speak Out CiO**  
**Statement of Financial Activities**  
**for the year ended 31 March 2021**

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Incoming Resources</b>					
Grants and donations	(2)	60,465	211,603	272,068	159,237
Other Income		18,073	-	18,073	-
Fundraising		-	-	-	-
Bank Interest Received		-	-	-	-
<b>Total incoming resources</b>		<b>78,538</b>	<b>211,603</b>	<b>290,141</b>	<b>159,237</b>
<b>Resources expended</b>					
Salaries and NICs	(3)	38,624	110,066	148,690	127,427
Payroll fees		-	900	900	792
Consultancy		-	2,550	2,550	6,642
Sundry expenses		-	341	341	1,795
Equipment		-	6,511	6,511	4,644
Rent		-	16,522	16,522	16,105
Postage, Stationery & Telephone		-	2,709	2,709	4,041
Insurance		-	1,802	1,802	1,506
Website, Advertising & Publicity		-	668	668	424
DBS Checks		264	-	264	440
Volunteers		60	-	60	1,213
Donations		-	-	-	17
Café Supplies		609	1,334	1,943	-
Information & Resources		156	656	812	-
Project costs		-	19,127	19,127	-
<b>Governance Costs</b>					
Independent Examination & Accountancy		300	-	300	300
Professional fees		-	-	-	804
Administration		-	-	-	15
<b>Total resources expended</b>		<b>40,013</b>	<b>163,186</b>	<b>203,199</b>	<b>166,163</b>
<b>Net incoming / (outgoing) resources</b>		<b>38,524</b>	<b>48,417</b>	<b>86,941</b>	<b>(6,926)</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund balances brought forward</b>		<b>65,077</b>	<b>48,526</b>	<b>113,603</b>	<b>120,529</b>
<b>Fund balances carried forward</b>	(4)	<b>103,601</b>	<b>96,943</b>	<b>200,544</b>	<b>113,603</b>

## Halton Speak Out CiO

### Balance sheet

as at 31 March 2021

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
<b>Fixed Assets</b>				
Tangible Assets (5)	-	-	-	-
<b>Total fixed assets</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Current Assets</b>				
Debtors and prepayments (6)	-	-	-	-
Cash at bank and in hand (7)	103,601	96,943	200,544	113,603
<b>Total current assets</b>	<u>103,601</u>	<u>96,943</u>	<u>200,544</u>	<u>113,603</u>
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (8)	-	-	-	-
<b>Total current liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets / (liabilities)</b>	<u>103,601</u>	<u>96,943</u>	<u>200,544</u>	<u>113,603</u>
<b>Total assets less current liabilities</b>	<u>103,601</u>	<u>96,943</u>	<u>200,544</u>	<u>113,603</u>
<b>Creditors: amounts falling due after one year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net assets</b>	<u>103,601</u>	<u>96,943</u>	<u>200,544</u>	<u>113,603</u>
<b>Funds</b>				
Restricted Funds		96,943	96,943	48,526
Unrestricted funds	103,601		103,601	65,077
<b>Total Funds</b>	<u>103,601</u>	<u>96,943</u>	<u>200,544</u>	<u>113,603</u>

#### Approval of the accounts

The annual report and accounts were approved at a meeting of the Trustees held on 30th September 2021

Ged Upham  
on behalf of the Trustees



# **Halton Speak Out CiO**

## **Notes to the accounts**

### **for the year ended 31 March 2021**

#### **1 Accounting Policies**

##### **a Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (The Charities SORP).

##### **b Income**

Donations and legacies are accounted for when received by the charity. Other income is accounted for on an accruals basis as far as is prudent to do so.

##### **c Grants**

Revenue grants are recognised in the Statement of Financial Activities on receipt, subject to any required conditions being met or services being provided. Capital grants are recognised on receipt in the Statement of Financial Activities. This policy has been adopted to give a true and fair view as recommended by the SORP.

##### **d Tangible Fixed Assets**

Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250.

Rates of depreciation:

Fixtures and fittings: 25% reducing balance

Equipment: 25% reducing balance

##### **e Pensions**

Contributions are charged when they become due in accordance with the scheme rules.

##### **f Fund accounting**

Funds held by the charity are either:

###### **Unrestricted general funds**

These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

###### **Restricted funds**

These are funds that 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.

###### **Designated funds**

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

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

## Halton Speak Out CiO

### Notes to the accounts continued for the year ended 31 March 2021

2 Grants and Donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Grants</b>				
Halton Borough Council:				
Adult Project	-	110,159	110,159	73,439
Children & Young People Project	-	33,750	33,750	45,000
Carers Breaks	-	2,544	2,544	2,447
Area Forum	-	3,110	3,110	-
Community Development	400	-	400	-
Government GOVID Grants	39,143	-	39,143	-
Police Emergency Fund	-	1,000	1,000	-
SEND Careers Forum	-	15,080	15,080	8,648
Cavendish	-	-	-	3,330
PCC	-	541	541	5,000
Main Grants	-	-	-	10,000
The Steve Morgan Foundation	-	20,050	20,050	-
HMRC: CJRS	-	2,936	2,936	-
Assura	3,560	-	3,560	-
POCA	5,040	-	5,040	-
Youth Led Community Adult	6,375	-	6,375	-
CoOp Community Fund	5,836	-	5,836	-
Donations	111	22,433	22,544	11,373
	<u>60,465</u>	<u>211,603</u>	<u>272,068</u>	<u>159,237</u>

3 Staff costs and numbers	2021 £	2020 £
Gross salaries	113,837	105,048
Other Wages	30,054	16,097
Social security costs	4,351	5,982
Employer pension	449	299
	<u>148,690</u>	<u>127,427</u>

The average number of employees during the year was 4.8 FTE (2020:4.8)

4 Restricted funds summary	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Adult Project	(10,336)	110,159	68,243	-	31,580
Children & Young Peoples Prog	960	33,750	44,819	-	(10,109)
Carers Breaks	92	2,544	2,520	-	116
Area Forum	-	3,110	-	-	3,110
Police Emergency Fund	-	1,000	1,000	-	-
The Steve Morgan Foundation	-	20,050	20,000	-	50
HMRC: CJRS	-	2,936	2,936	-	-
Cavendish	7,346	-	7,346	-	-
Brindley	26,209	22,433	15	-	48,627
PCC	5,000	541	-	-	5,541
Main Grants	8,078	-	-	-	8,078
SEND Careers forum	5,051	15,080	16,307	-	3,824
Lord Mayors fund	6,126	-	-	-	6,126
	<u>48,526</u>	<u>211,603</u>	<u>163,186</u>	<u>-</u>	<u>96,943</u>

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2021**

5 Tangible assets	Fixtures & Fittings	Computers & Equipment	Total
<u>Cost</u>	£	£	£
At 1 April 2020	2,769	5,592	8,361
Additions	-	-	-
At 31 March 2021	2,769	5,592	8,361
 <u>Depreciation</u>			
At 1 April 2020	2,769	5,592	8,361
Charge for year	-	-	-
At 31 March 2021	2,769	5,592	8,361
 <u>Net book value</u>			
At 31 March 2021	-	-	-
At 31 March 2020	-	-	-

6 Debtors and prepayments	2021	2020
	£	£
Debtors	-	-
Prepayments	-	-
	-	-

7 Cash at bank and in hand	2021	2020
	£	£
Bank Current a/c	200,544	113,603
	200,544	113,603

8 Creditors and accruals	2021	2020
	£	£
Accruals	-	-
Other Creditors	-	-
	-	-

**9 Trustee remuneration and expenses**

No trustees received any remuneration or expenses during the accounting period to 31st March 2021.

**10 Related party transactions**

Owing to the nature of the charity's activities and the composition of the board of trustees (being drawn from local statutory and voluntary organisations) it is inevitable that transactions will take place with organisations in which a trustee may have an interest. All transactions in which a trustee may have an interest are conducted at arm's length and in accordance with the charity's financial regulations and expenditure procedures.

**Halton Speak Out CiO**

Charity number 1170145

**Annual Report and Financial Statements**  
**for the year ended 31 March 2021**

# **Halton Speak Out CiO**

## **Financial Statements for the year ended 31 March 2021**

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Examiner's statement	3
Statement of financial activities	4
Balance sheet	5
Notes to the accounts	6 to 8

**Prepared by the Greater Merseyside Community Accountancy Service**

# **Halton Speak Out CiO**

## **Trustees' report**

The trustees during the year were:

<b>Name</b>	<b>Dates</b>
Mr Gerard Upham	
Mrs Jackie Stringer	
Mrs Sheila Maloney	
Mrs Lynne Melarangi	
Mr Colin Rotherham	

### **Method of appointment**

Appointment of trustees is governed by the constitution of the charity. The executive committee of trustees is authorised to appoint new trustees to fill vacancies arising through the resignation or death of an existing trustee.

### **Principal address**

Higher House  
Northwich Road  
Brookvale  
Runcorn  
WA7 6PE

### **Bankers**

CoOperative Bank  
PO Box 250  
Skelmersdale  
Lancashire  
WN8 6WT

### **Governing document**

The charity is a charitable incorporated organisation registered on 14th November 2016.

### **Objects of the organisation**

For the benefit of the public, the relief and support of children and adults with learning and other disabilities including persons who are vulnerable, by the provision of advocacy and like support services, training, educational and other services designed to relieve their condition, and to allow them to take their full place in society.

The provision of facilities which will enable them to take part in the dramatic and visual arts, including the provision of training, education, practical demonstrations and participative learning.

### **Independent examiner**

on behalf of:

### **Greater Merseyside Community Accountancy Service**

St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

**Halton Speak Out CiO**  
**Independent examiner's report on the accounts of**  
**Halton Speak Out CiO**  
**for the year ended 31 March 2021**

I report on the accounts for the year ended 31st March 2021 set out on pages 4 to 8

**Respective responsibilities of the Trustees and the examiner**

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 does not apply. It is my responsibility to examine the accounts using procedures laid down in the General Directions given by the Charity Commission and to state whether matters have come to my attention.

**Basis of Independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 statements 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 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

Jane Williams  
MAAT

**Greater Merseyside Community Accountancy Service**  
St Maries  
Lugsdale Road  
Widnes  
WA8 6DB

30th September 2021

**Halton Speak Out CiO**  
**Statement of Financial Activities**  
**for the year ended 31 March 2021**

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Incoming Resources</b>					
Grants and donations	(2)	60,465	211,603	272,068	159,237
Other Income		18,073	-	18,073	-
Fundraising		-	-	-	-
Bank Interest Received		-	-	-	-
<b>Total incoming resources</b>		<b>78,538</b>	<b>211,603</b>	<b>290,141</b>	<b>159,237</b>
<b>Resources expended</b>					
Salaries and NICs	(3)	38,624	110,066	148,690	127,427
Payroll fees		-	900	900	792
Consultancy		-	2,550	2,550	6,642
Sundry expenses		-	341	341	1,795
Equipment		-	6,511	6,511	4,644
Rent		-	16,522	16,522	16,105
Postage, Stationery & Telephone		-	2,709	2,709	4,041
Insurance		-	1,802	1,802	1,506
Website, Advertising & Publicity		-	668	668	424
DBS Checks		264	-	264	440
Volunteers		60	-	60	1,213
Donations		-	-	-	17
Café Supplies		609	1,334	1,943	-
Information & Resources		156	656	812	-
Project costs		-	19,127	19,127	-
<b>Governance Costs</b>					
Independent Examination & Accountancy		300	-	300	300
Professional fees		-	-	-	804
Administration		-	-	-	15
<b>Total resources expended</b>		<b>40,013</b>	<b>163,186</b>	<b>203,199</b>	<b>166,163</b>
<b>Net incoming / (outgoing) resources</b>		<b>38,524</b>	<b>48,417</b>	<b>86,941</b>	<b>(6,926)</b>
<b>Transfers between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund balances brought forward</b>		<b>65,077</b>	<b>48,526</b>	<b>113,603</b>	<b>120,529</b>
<b>Fund balances carried forward</b>	(4)	<b>103,601</b>	<b>96,943</b>	<b>200,544</b>	<b>113,603</b>

## Halton Speak Out CiO

### Balance sheet

as at 31 March 2021

	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
<b>Fixed Assets</b>				
Tangible Assets (5)	-	-	-	-
<b>Total fixed assets</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Current Assets</b>				
Debtors and prepayments (6)	-	-	-	-
Cash at bank and in hand (7)	103,601	96,943	200,544	113,603
<b>Total current assets</b>	<u>103,601</u>	<u>96,943</u>	<u>200,544</u>	<u>113,603</u>
<b>Current liabilities: amounts falling due within one year</b>				
Creditors and accruals (8)	-	-	-	-
<b>Total current liabilities</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net current assets / (liabilities)</b>	<u>103,601</u>	<u>96,943</u>	<u>200,544</u>	<u>113,603</u>
<b>Total assets less current liabilities</b>	<u>103,601</u>	<u>96,943</u>	<u>200,544</u>	<u>113,603</u>
<b>Creditors: amounts falling due after one year</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net assets</b>	<u>103,601</u>	<u>96,943</u>	<u>200,544</u>	<u>113,603</u>
<b>Funds</b>				
Restricted Funds		96,943	96,943	48,526
Unrestricted funds	103,601		103,601	65,077
<b>Total Funds</b>	<u>103,601</u>	<u>96,943</u>	<u>200,544</u>	<u>113,603</u>

#### Approval of the accounts

The annual report and accounts were approved at a meeting of the Trustees held on 30th September 2021

Ged Upham  
on behalf of the Trustees



# **Halton Speak Out CiO**

## **Notes to the accounts**

### **for the year ended 31 March 2021**

#### **1 Accounting Policies**

##### **a Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (The Charities SORP).

##### **b Income**

Donations and legacies are accounted for when received by the charity. Other income is accounted for on an accruals basis as far as is prudent to do so.

##### **c Grants**

Revenue grants are recognised in the Statement of Financial Activities on receipt, subject to any required conditions being met or services being provided. Capital grants are recognised on receipt in the Statement of Financial Activities. This policy has been adopted to give a true and fair view as recommended by the SORP.

##### **d Tangible Fixed Assets**

Tangible fixed assets are capitalised if they can be used for more than one year and cost at least £250.

Rates of depreciation:

Fixtures and fittings: 25% reducing balance

Equipment: 25% reducing balance

##### **e Pensions**

Contributions are charged when they become due in accordance with the scheme rules.

##### **f Fund accounting**

Funds held by the charity are either:

###### **Unrestricted general funds**

These are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

###### **Restricted funds**

These are funds that 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.

###### **Designated funds**

These are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

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

## Halton Speak Out CiO

### Notes to the accounts continued for the year ended 31 March 2021

2 Grants and Donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Grants</b>				
Halton Borough Council:				
Adult Project	-	110,159	110,159	73,439
Children & Young People Project	-	33,750	33,750	45,000
Carers Breaks	-	2,544	2,544	2,447
Area Forum	-	3,110	3,110	-
Community Development	400	-	400	-
Government COVID Grants	39,143	-	39,143	-
Police Emergency Fund	-	1,000	1,000	-
SEND Careers Forum	-	15,080	15,080	8,648
Cavendish	-	-	-	3,330
PCC	-	541	541	5,000
Main Grants	-	-	-	10,000
The Steve Morgan Foundation	-	20,050	20,050	-
HMRC: CJRS	-	2,936	2,936	-
Assura	3,560	-	3,560	-
POCA	5,040	-	5,040	-
Youth Led Community Adult	6,375	-	6,375	-
CoOp Community Fund	5,836	-	5,836	-
Donations	111	22,433	22,544	11,373
	<u>60,465</u>	<u>211,603</u>	<u>272,068</u>	<u>159,237</u>

3 Staff costs and numbers	2021 £	2020 £
Gross salaries	113,837	105,048
Other Wages	30,054	16,097
Social security costs	4,351	5,982
Employer pension	449	299
	<u>148,690</u>	<u>127,427</u>

The average number of employees during the year was 4.8 FTE (2020:4.8)

4 Restricted funds summary	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Adult Project	(10,336)	110,159	68,243	-	31,580
Children & Young Peoples Prog	960	33,750	44,819	-	(10,109)
Carers Breaks	92	2,544	2,520	-	116
Area Forum	-	3,110	-	-	3,110
Police Emergency Fund	-	1,000	1,000	-	-
The Steve Morgan Foundation	-	20,050	20,000	-	50
HMRC: CJRS	-	2,936	2,936	-	-
Cavendish	7,346	-	7,346	-	-
Brindley	26,209	22,433	15	-	48,627
PCC	5,000	541	-	-	5,541
Main Grants	8,078	-	-	-	8,078
SEND Careers forum	5,051	15,080	16,307	-	3,824
Lord Mayors fund	6,126	-	-	-	6,126
	<u>48,526</u>	<u>211,603</u>	<u>163,186</u>	<u>-</u>	<u>96,943</u>

**Halton Speak Out CiO**  
**Notes to the accounts continued**  
**for the year ended 31 March 2021**

5 Tangible assets	Fixtures & Fittings £	Computers & Equipment £	Total £
<b>Cost</b>			
At 1 April 2020	2,769	5,592	8,361
Additions	-	-	-
At 31 March 2021	2,769	5,592	8,361
<b>Depreciation</b>			
At 1 April 2020	2,769	5,592	8,361
Charge for year	-	-	-
At 31 March 2021	2,769	5,592	8,361
<b>Net book value</b>			
At 31 March 2021	-	-	-
At 31 March 2020	-	-	-

6 Debtors and prepayments	2021 £	2020 £
Debtors	-	-
Prepayments	-	-
	-	-

7 Cash at bank and in hand	2021 £	2020 £
Bank Current a/c	200,544	113,603
	200,544	113,603

8 Creditors and accruals	2021 £	2020 £
Accruals	-	-
Other Creditors	-	-
	-	-

**9 Trustee remuneration and expenses**

No trustees received any remuneration or expenses during the accounting period to 31st March 2021.

**10 Related party transactions**

Owing to the nature of the charity's activities and the composition of the board of trustees (being drawn from local statutory and voluntary organisations) it is inevitable that transactions will take place with organisations in which a trustee may have an interest. All transactions in which a trustee may have an interest are conducted at arm's length and in accordance with the charity's financial regulations and expenditure procedures.