

Charity registration number 1181332

Company registration number CE016033 (England and Wales)

COMMUNITY FIRST (PETERBOROUGH)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 JANUARY 2024

COMMUNITY FIRST (PETERBOROUGH)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	M Naheed M Saeed M Shahid R Kauser H Yardley M C Arif
Secretary	M Naheed
Charity number	1181332
Company number	CE016033
Registered office	277 Cromwell Road Peterborough PE1 2HQ
Independent examiner	3 Sixty Accountants Laxton House 191 Lincoln Road Peterborough PE1 2PN

COMMUNITY FIRST (PETERBOROUGH)

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COMMUNITY FIRST (PETERBOROUGH)

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE PERIOD ENDED 31 JANUARY 2024

The Trustees present their report and financial statements for the period ended 31 January 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The CIO's objects are which are solely for the public benefit of the inhabitants of the Peterborough op can-do area, are as follows:

1. To preserve and promote good health through services that have a proven beneficial effect to the people residing in the area of benefit by:
 - a. Providing activities, such as exercise classes, to improve general health.
 - a. Providing opportunities to attend informational sessions relating to specific health needs, such as mental health and dementia care, of those residing in the area of benefit, that are not readily available via the statutory services.
2. To promote for the benefit of the inhabitants of the specified area of benefit the provision of facilities for recreation or other leisure time occupations by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances with the object of improving the condition of life of said inhabitants by:
 - a. Providing opportunities to socialise and integrate through recreational activities such as social gatherings, gardening groups, litter picking etc.
3. To help young people who are inhabitants of the specified area of benefit, especially but not exclusively through leisure time activities, so as to develop their capabilities that they may grow to full maturity as individuals and members of society.
4. To advance the education of children and young people in Peterborough by providing and assisting in the provision of facilities for education and training.
 - a. To advance for the public benefit the education of children and young people in such ways as the Trustees think fit, including but not limited to:
 1. The provision of extra-curriculum tuition in subjects such as Mathematics, English and Science.
 1. The development of individual capabilities, competencies and understanding through interventions such as mentoring.
 2. To provide for the recreation of children and young people by providing facilities and services to them, with the particular (but not limited) aim of helping students gain places at Universities, Colleges or Institutions of Higher Education.
 3. To provide skill-based training in vocational subjects including but not limited to: plumbing, electrical, carpentry and vehicle mechanics.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the CIO should undertake.

COMMUNITY FIRST (PETERBOROUGH)

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE PERIOD ENDED 31 JANUARY 2024

Achievements and performance

Crime

Clear, Hold, Build

This new initiative was launched by the police in 2023, in 2024 we will work closely with this group to help reduce crime and improve services in Millfield and Gladstone.

Environment

Litter picking

Working closely with Peterborough Litter Wombles from January to June we arranged a number of family litter picks. Although wombles were really helpful we found it almost impossible to get local people involved in picking litter.

Working closely with the wombles from January till June, over 250 bags of litter were collected on Bourges Boulevard. The wombles has an excellent and dedicate group of volunteers but the team was discouraged by the lack of local participation.

In March, working with Councillor Ansar Ali and the wombles we gave a talk at Gladstone Park Academy about dropping letter and squishing recycling which was really successful but no families joined subsequent picks.

From June forward we were concentrating on planting, weeding and watering sites as we found that less litter is dropped in areas we care for. See Awards for All.

Awards for All Grant

With resources from the National Lottery, Community First (Peterborough) was able to renovate some of the worst areas in Millfield and Gladstone. Areas which were replanted include

Craig Street

Beeches Avenue

Hankey Street

Seargent Street

All areas have been weeded and replanted, involving community members, Royal Sun Alliance volunteers, young volunteers from the Beeches and a group from UKCG. These areas have been regularly weeded and bulbs planted for Spring.

Local volunteers have been identified to support us as we continue to improve the area and a local gardening firm has been found who are happy to work with us as and when required at reasonable rates. Over 40 local residents have been involved in planting and painting with Community First (Peterborough) this year, and almost all have stated that this involvement has given them a new sense of ownership over these sites.

RSL volunteers are keen to work on similar projects in the New Year. This group is especially useful as they pay to volunteer and once budget has been allocated volunteer days will be scheduled for 2024. In all areas we have improved there has been a significant reduction in litter dropped and residents have felt a greater sense of ownership of the area.

COMMUNITY FIRST (PETERBOROUGH)

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE PERIOD ENDED 31 JANUARY 2024

St Marks Planting

Building on the success of last years "grow your own" activity at St Marks Spring fair, Community First got young people growing, making their own planters from discarded bottles for strawberry plants, bought from a local grower. Over 50 strawberry plants were planted, with many of the growers keeping in touch with Community First (Peterborough) throughout the summer to keep us updated on their crop's growth.

Hankey Street Murals

Peterborough Presents and Community First (Peterborough) worked together on a special project on Hankey Street in October, painting the new planters with the help of local artist xxx. 12 local children helped us paint, many of whom live on the street. As some local families have planted, watered and weeded with us they have come to feel a sense of ownership over the area.

Youth Services

Nex Gen youth club has been thriving, we have had continuous sessions at the Gladstone Park Community Centre on Tuesdays. These have been well attended and lots of engagement from young people.

We have also carried out outreach sessions in the local Mosque to speak to and engage with young people that are in harder to reach demographics. These sessions have been invaluable and we continue to progress one to one sessions to provide to make young people aware of pathways that are sometimes not visible to them due to lack of knowledge or opportunities. We hope to develop this strand further in the coming months and years.

School planting

Having developed a strong relationship with both local primary schools in 2023 we worked with the Beeches primary to involve their students in bulb planting in December. In 2024 we plan to involve even more young people in planting activities.

Social Inclusion

Summer Trips

This year, with financial support from THINK communities we were able to arrange 3 special summer trips for families we have been working with, many of whom have experienced domestic abuse. To avoid disappointment, places were offered to women and children only and the trips were not advertised.

The majority of those who attended the trips had not had a family day out for more than a year, with some women not leaving Peterborough for more than 4 years.

Teachers from the Beeches and Gladstone Park Academy have explained to us that they cannot run school trips unless they can guarantee parental contributions. Feedback from these trips showed us that there is a need for excursions for young people in the area and that this can help bring families together and improve relations between parents and children. Further excursions are planned in 2024 for families and for the young people Nex-Gen supports.

COMMUNITY FIRST (PETERBOROUGH)

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE PERIOD ENDED 31 JANUARY 2024**

Domestic Abuse Support and Other Support

In 2023 Community First (Peterborough) supported over 35 families, providing an advocacy service for people needing help with form filling or making appointments, support during appointments or referrals to other agencies. 21 of the cases we dealt with concerned domestic abuse specifically with 9 families moving to refuges for their own safety. We do not advertise an advocacy service but do our best to support residents when they come to us.

In the new year we will be looking for funding so we can continue this work which makes a huge difference to the lives of local residents.

As an organisation we have improved our record keeping this year and improved the way we work with clients to reflect the number of clients we deal with and ensure that their details are kept safe and secure and only shared when we have express permission to do so.

Domestic Abuse Forum

Community First (Peterborough) has continued to lead the Domestic Abuse Forum, bringing together a range of local agencies to improve the service offered to survivors in the community. This has allowed us to strengthen the links between charities working with survivors and improve the support offered to local women, bringing together women's aid, the red cross, the police and other agencies including HELP (Helping Empower Lives in Peterborough).

Food Delivery

This year we have delivered food parcels to those that are most vulnerable and unable to access food banks etc due to their mobility and other issues. We have had referrals from multiple agencies, other organisations and the council.

Deliveries have been once a week with a maximum of 10 a week. Most are delivered parcels every week. The parcels consist of everyday items that people would have in their cupboards including sugar, tinned fruit and veg, pasta, rice etc.

Food parcels have been well received and appreciated by everyone.

Xmas Hamper Delivery

Community First (Peterborough) partnered with the Trussel Trust in December, providing 20 hampers to families in need this Christmas.

COMMUNITY FIRST (PETERBOROUGH)

TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE PERIOD ENDED 31 JANUARY 2024

Financial review

It is the policy of the CIO that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the CIO's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the period.

The Trustees have assessed the major risks to which the CIO is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The Trustees, who are also the directors for the purpose of company law, and who served during the period and up to the date of signature of the financial statements were:

M Naheed
M Saeed
M Shahid
R Kauser
H Yardley
M C Arif

Trustees may be nominated and appointed by the Board. Named officers are the chair, vice-chair, secretary and treasurer

(1) Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

(2) In selecting individuals for appointment as charity trustees, the charity trustees must have regard to skills, knowledge and experience needed for the effective administration of the CIO.

None of the Trustees has any beneficial interest in the company.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

The Trustees report was approved by the Board of Trustees.

M Saeed
Chairman

29 November 2024

COMMUNITY FIRST (PETERBOROUGH)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF COMMUNITY FIRST (PETERBOROUGH)

I report to the Trustees on my examination of the financial statements of Community First (Peterborough) (the CIO) for the period ended 31 January 2024.

Responsibilities and basis of report

As the Trustees of the CIO (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

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

Independent examiner's statement

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

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

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

3 Sixty Accountants

Laxton House
191 Lincoln Road
Peterborough
PE1 2PN

Dated: 29 November 2024

COMMUNITY FIRST (PETERBOROUGH)

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE PERIOD ENDED 31 JANUARY 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes						
Income from:							
Donations and legacies	3	25,232	3,732	28,964	239	86,559	86,798
Total income		25,232	3,732	28,964	239	86,559	86,798
Expenditure on:							
Charitable activities	4	4,094	35,615	39,709	3,771	41,380	45,151
Total expenditure		4,094	35,615	39,709	3,771	41,380	45,151
Net income/(expenditure) and movement in funds		21,138	(31,883)	(10,745)	(3,532)	45,179	41,647
Reconciliation of funds:							
Fund balances at 1 January 2023		3,612	106,672	110,284	7,144	61,493	68,637
Fund balances at 31 January 2024		24,750	74,789	99,539	3,612	106,672	110,284

The statement of financial activities includes all gains and losses recognised in the period. All income and expenditure derive from continuing activities.

COMMUNITY FIRST (PETERBOROUGH)

BALANCE SHEET

AS AT 31 JANUARY 2024

	Notes	2024 £	£	2022 £	£
Current assets					
Cash at bank and in hand		100,239		110,984	
Creditors: amounts falling due within one year	8	<u>(700)</u>		<u>(700)</u>	
Net current assets			<u>99,539</u>		<u>110,284</u>
Income funds					
Restricted funds	9		74,789		106,672
Unrestricted funds			<u>24,750</u>		<u>3,612</u>
			<u>99,539</u>		<u>110,284</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the period ended 31 January 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The member has not required the company to obtain an audit of its financial statements for the period in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 29 November 2024

M Saeed
Chairman

Company registration number CE016033

COMMUNITY FIRST (PETERBOROUGH)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31 JANUARY 2024

1 Accounting policies

Charity information

Community First (Peterborough) is a private company limited by guarantee incorporated in England and Wales. The registered office is 277 Cromwell Road, Peterborough, PE1 2HQ.

1.1 Accounting convention

The financial statements have been prepared in accordance with the CIO's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The CIO is a Public Benefit Entity as defined by FRS 102.

The CIO has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the CIO. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the CIO has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the CIO.

1.4 Income

Income is recognised when the CIO is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the CIO has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the CIO has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

COMMUNITY FIRST (PETERBOROUGH)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE PERIOD ENDED 31 JANUARY 2024

1 Accounting policies

(Continued)

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.5 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the CIO's contractual obligations expire or are discharged or cancelled.

1.6 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the CIO is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

COMMUNITY FIRST (PETERBOROUGH)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE PERIOD ENDED 31 JANUARY 2024

2 Critical accounting estimates and judgements

In the application of the CIO's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Donations and gifts	25,232	3,732	28,964	239	86,559	86,798

4 Charitable activities

	2024 £	2022 £
Staff costs	3,100	-
Charitable expenditure	36,609	45,151
	39,709	45,151
	39,709	45,151
Analysis by fund		
Unrestricted funds	4,094	3,771
Restricted funds	35,615	41,380
	39,709	45,151

5 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the CIO during the period.

COMMUNITY FIRST (PETERBOROUGH)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE PERIOD ENDED 31 JANUARY 2024

6 Employees

The average monthly number of employees during the period was:

	2024 Number	2022 Number
Employees	1	2

Employment costs

	2024 £	2022 £
Wages and salaries	3,100	-

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

7 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

8 Creditors: amounts falling due within one year

	2024 £	2022 £
Accruals and deferred income	700	700

9 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 January 2023 £	Incoming resources £	Resources expended £	At 31 January 2024 £
	106,672	3,732	(35,615)	74,789
Previous year:	At 1 January 2022 £	Incoming resources £	Resources expended £	At 31 December 2022 £
	61,493	86,559	(41,380)	106,672

COMMUNITY FIRST (PETERBOROUGH)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE PERIOD ENDED 31 JANUARY 2024

10 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2023 £	Incoming resources £	Resources expended £	At 31 January 2024 £
General funds	3,612	25,232	(4,094)	24,750
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Previous year:	At 1 January 2022 £	Incoming resources £	Resources expended £	At 31 December 2022 £
General funds	7,144	239	(3,771)	3,612
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

11 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 January 2024 are represented by:						
Current assets/(liabilities)	7,143	61,494	99,539	7,218	48,487	110,284
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	7,143	61,494	99,539	7,218	48,487	110,284
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

12 Related party transactions

There were no disclosable related party transactions during the period (2022 - none).