



CIO 1182364

FRIENDS ACTION NORTH EAST ANNUAL REPORT

**FANE champions friendship
raising expectations and
creating opportunities to do
ordinary things**

2023-2024



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0191 231 4327

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ABOUT FANE

Friends Action North East began in 2004 when a group of people with learning disabilities got together and mapped out a grand plan about what it would take for them to have ordinary and equal friendships in their lives.

They wanted to improve people's wellbeing and confidence, celebrate skills and abilities and enable people to have real and meaningful friendships.

They thought about how they wanted to be supported to overcome personal barriers to having an ordinary social life and the friendship mentoring project was created from this plan.



Structure and Governance

FANE is managed and run by the Board of Trustees. The Trustees have control of the Charity and its property and funds. There are five Trustees in office in 2023/24.

The Trustees have the responsibility to ensure the activities of FANE are conducted in compliance with the rules of the Charity Commission and the Articles of the Memorandum.

They ensure the work programme is met and the finances are managed appropriately.

The Trustees complete accredited training about the roles and responsibilities of being a trustee including safeguarding. The election of new Trustees is usually held at the Annual General Meeting, and all Trustees are required to complete an enhanced disclosure and barring check before being accepted as a Trustee.

CHARITY OBJECTS

1. To assist people with learning disabilities and autism to develop and maintain friendships and friendship groups to enable them to achieve their full potential as members of the local community
2. To advance the education of the public and supporters of people with learning disabilities and autism in all issues related to learning disabilities and autism particularly friendship and socialisation



OUR TEAM

FANE employs 5 staff team members, 4 sessional staff and volunteers to carry out the day to day running and management of the charity.

The staff team are employed and managed by the FANE board of Trustees.

Team Members



Sally Evans
Charity manager



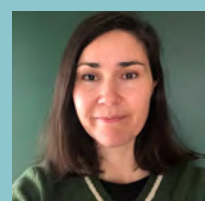
Sara Gibbeson
Project Manger



Keelie Garrard
Operations
Manager



Vicky Tate
Digital & Creative
Coordinator



Lynn O'Brien
Volunteer
Coordinator



Toby Heaps
Lead Sessional
Worker



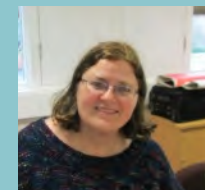
Sacha Simms
Sessional Worker
& Kapow



Sacha Trebacz
Sessional Worker
& Kapow



Graham Patterson
Sessional Worker



Tracy Hearn
Volunteer

Trustees



Barbara Creed
Treasurer



Graham Newton
Co-Chair



Kate Gibson
Chair



Glenn Howe
Trustee



Louise Tebble
Trustee

Steering Group

The FANE Steering Group members meet four times a year to discuss the project work and charity activities.

They discuss what is working well, what could be done to improve things, changing needs and wants of the people being supported and any other issues affecting the people supported by FANE.

They have organised events and activities, supported members with travel and access and shared some great tips about keeping safe online and managing issues on social media. The FANE team would like to thank our steering group members for their valuable input and ongoing commitment.



Volunteers

We have worked with over 280 volunteers in various capacities over the last several years. The essential work provided by volunteers has enabled FANE to support people on a one to one basis providing over 31,600 hours of support to people involved since the project began. This is equivalent to 1 full time and 1 part time staff posts per year. We have held regular volunteer events, including paddle boarding, climbing, bowling, board games and pizza nights- which have proven to be a great way to share good practice and enabling volunteers to learn from one another's experiences.

Many of our volunteers are students from Sunderland, Northumbria and Newcastle Universities which we continue to work in partnership with. The students commit to working with FANE for 70 hours during their placement period, with regular contact taking place between FANE and the course leaders. The social return of this to the North East region is immense and the impact is valuable and long lasting.

Volunteer Roles Include:

1:1 Friendship Mentor

You will meet up on a regular basis to work on friendship goals and help to engage in community activities. You will need to commit to a minimum of 2 hours per week.

Group Support

Supporting people in a group setting to develop confidence and independence skills. Groups can be during the day, evenings or weekends.

Digital Volunteers

Supporting us with tasks such as data input and social media content, including film making and photography. You could work either from home or the office.

Fundraising

We are a small grassroots charity and always need help fundraising so if you would like to get involved please get in touch! Our talented volunteers have raised money in all sorts of ways including bake sales, bingo nights and art auctions.

<https://www.friendsaction.co.uk/volunteering>



Team Message

The FANE Team would like to say a very big thank you for all the support and dedication of everyone that has been involved in our projects this year. The amazing support you provide FANE has enabled us to carry out the work we do.

At the heart of our organisation are the people that join the FANE projects. They continue to prove to us that with the right support everyone can achieve their goals, make real, lasting friendships, feel valued in their communities and be in control of the choices they make in life.



Charity Projects

1:1 Mentoring

The Mentoring programme is a community model of support that is based on the outcomes of FANE's prior work supporting people with a learning disability and autistic people to make and keep safe, positive friendships. One of the lessons learned by FANE is that developing friendships is often still the most difficult, skilled, time intensive, and overlooked part of people's lives.

The mentoring programme is designed to address this need and enable the people who are referred onto it to directly inform and shape its' content and methods of delivery around their individual needs and barriers.

It enables a minimum of 20 adults with a learning disability or autism per year to receive intensive, personalised, 1:1 support to make realistic friendship goals according to their individual needs.

They gain the skills required to put those goals into practice and make new friendships in their own communities, whilst getting the specialised 1:1 support to sustain them. Over 80 people per year get access to our regular health and wellbeing socials.

Through the mentoring programme work FANE has developed a series of training workshops to support friendship—a toolkit called Friendkit. This has been informed by the people we have worked with.

Training and Outreach

The Friendkit training workshops, cover several topics relating to making and keeping healthy friendships and provide resources, tools and frameworks to embed, track, monitor and record friendships skills for people with a wide range of abilities in a holistic, person-centred way.

The workshops address topics such as exploring how friendships are different from other types of relationships, what makes a good friend, what barriers people encounter when making and keeping friends and ways to overcome them.

We have also developed workshops that address hate crime and discrimination, staying safe when out and about in the community, what to do when relationships break down and using social media tools/apps and devices to maintain friendships and connect with others.

This training works alongside the FANE community support model which informs people in local communities about support and access needs including people's goals, needs and aspirations around friendship. It also provides a first contact for securing lasting community connections helping to make people feel more valued and included— which helps to reduce the impact of social isolation



Group Support

The aim of the health & wellbeing social groups is to provide opportunities for people in their local communities to make and maintain friendships and connections in safe inclusive spaces.

As well as practicing social and independence skills using a range of social activities that support and promote physical and mental well being. For example, sport/fitness/walking/yoga/arts & crafts /healthy eating /creative writing/book club etc.

We provide a lead activity worker and a volunteer friendship supporter for each group, to help with organisation, travel, safeguarding and the delivery of activities including support for people's mental wellbeing.

People enrolled on the mentoring programme have full access to these groups, however people can also be referred directly to group support via an application form if they do not require the 1:1 mentoring element of the programme.

Whilst we do not provide 1:1 support for these groups, people with additional support needs are not excluded from them but are required to bring their own support from home or a Personal Assistant. Our social groups currently run in Gateshead and Newcastle.

All groups have a shared plan based on what people want and need, and how the group could become more self-sufficient. This is regularly reviewed during sessions.

Sessional staff and volunteers are trained through FANE and support friendships, communication and communication.

Many independent, long term friendships have developed between individuals from these groups. This year we have ten regular groups running including a midweek online meet up, socials in the Tilley Stone and Five Swans pubs, walking groups and art among others. We also run special off off events like the Consett Forest school day which took place in the summer.



Walking to Wellness

The FANE walking group is a great way to keep fit and keep in touch with friends.

The group meet twice a month with a FANE staff member and some of our volunteers. They plan varied routes and meeting places and support each other throughout.

Games Group

The FANE Games Group runs every fortnight at a local venue. As well as playing pool, darts and other games, it's a great place to meet friends with the support of FANE volunteers and the friendly staff at the venue that know our group members well.



Saturday Social

Saturday Social is a group that has been set up by a FANE member who wanted to meet people and make new friends.

The group plan activities together to decide on the they would like to do, including going for walks, taking part in local events and visiting local venues such as Beamish and South Shields.

Meet and Mooch

The Meet and Mooch group members have been meeting for several years, once a month on Saturday mornings. They catch up for a chat over a cup of coffee and sometimes have a mooch around town afterwards.

It's a friendly group, supported by our brilliant volunteer Tracy, who has supported the group since the very beginning.

Woodland Wellbeing

In partnership with North East Wilds CIC and Scotswood Garden we began a health and well being social group. Our woodland well being sessions started as a pilot project that allowed 10 people to be part of a Forest school/nature community model, which has been proven to improve people's mental health and anxiety. It has proven to be a fantastic way to connect people to nature and become part of a supportive community.

Social Groups

We have two regular social meet ups that take place in local pubs on Friday evenings.

These groups have been running for a number of years and are well attended. Many long lasting friendships have developed from these groups and staff and volunteers attend to support with social interaction and building connections.



Photography Group

The photography group continues to run, facilitated by Peer Mentor Marc and volunteers.

The group meet online to share photos they have taken and set different themes and ideas for future projects.

Art Group

We have a regular art group run by practicing artist Toby and supported by volunteers. This year we were lucky enough to have Caitlin, a student studying BA (Hons) Illustration and Design at the University of Sunderland supporting the group as well. Caitlin supported the practical activities as well as facilitating her own workshops which the members loved!

Highlights-2023/24

Welcome Lynn!



We're pleased to welcome Lynn to the FANE team this year. Lynn joined us in the role of Volunteer Co-ordinator and has been working hard to support our volunteers. She has lots of experience working with different groups of learners in a variety of settings and is a qualified teacher. Lynn has set up a book club for FANE members and will be running creative writing workshops soon.

Welcome KAPOW!

We're pleased to welcome Sacha and the Kapow group to the FANE team as well.

Sacha joined forces with FANE to continue the amazing work of Kapow as well as supporting other FANE activities. The Kapow group members plan lots of exciting trips and social events together with Sacha's support.

Sacha has lots of experience supporting people with learning disabilities and autistic people in a variety of settings and will be setting up lots of new opportunities for FANE members over the coming months.

A big thank you to the funders that made both of these roles possible.



Peer Volunteer

Meet Marc, a FANE member and Peer Volunteer.

Marc has been an enthusiastic and committed member of the team for several years. He has volunteered to do talks with agencies and professionals, helped other FANE members and hosts the FANE online photography group.

Marc is also a talented and experienced actor who has performed many times with the Twisting Ducks Theatre Company to entertain and inform audiences and help amplify the voices of people who are not always listened to or acknowledged.

We thank you Marc for all your hard work and dedication over the years and look forward to continuing the good work with you.



Safety Works Newcastle

We spent a brilliant afternoon at Safety Works in Newcastle. We learned so much about fire safety, everyday hazards in the home, and some great tips on how to stay safe. Tyne and Wear Fire brigade and Northumbria police made us all feel very welcome. We also had a sneak peak of the new Tyne and Wear Metro!





Printing Workshops

We teamed up with local print studio Northern Print, who facilitated several group sessions for us using their. This was an exciting opportunity for everyone involved to explore the creative process from start to finish. Exploring ways to take an idea or through to a finished physical print.

The members learned new skills and had a brilliant time working with staff in the studio using the professional equipment and facilities.





Giving Network Event

We had a great time at Community Foundation's Giving Network event this summer.

It was wonderful to share some of the work we do, and tell the stories of the people we support. It was also very inspiring to hear from the other charities, and make some new FANE friends!

Thank you to everyone involved with the event including Community Foundation Tyne & Wear and Northumberland, Northumberland Domestic Abuse Services, Recycle y' Bike and The Oswin Project.

A huge thank you to those that donated funds to all the charities including FANE.

Your support will enable us to continue or work around the region.



FANE turns 20!

It's hard to believe that it's 20 years since the FANE founders first got together to create the big friendship grand plan.

How far the charity has come since then. It's due to the continued hard work, commitment, passion and support of the FANE team, supporters and friends that we are able to continue our good work.

A special thank you to Sally Evans who has been with FANE since the very beginning, steering the FANE ship through choppy waters and calm seas alike with her unique humour, grit, determination and vision. What a star!
Look out for news of celebrations coming soon.



Partnership Work

FANE has 20 years of established partnership working in the North East to champion our aims around friendship and to promote safeguarding.

We constantly adapt our support methods to meet the changing wants and needs of the people we support. We work in partnership with several local organisations, parent/carer groups and community venues where, we share skills and resources which help us to support vulnerable people in the area.

This year we have been involved in some exciting projects with some long standing partners.

Following the success of our Woodland Wellbeing groups we have been planning further partnership work with Scotswood Garden this year.

We will apply for joint funding so that we can continue this positive work and provide opportunities for more FANE members to get support and access to the wonderful facilities at Scotswood Garden. This is not only an amazing setting to learn new skills, and make friends but it also brings lots of health and wellbeing benefits from being surrounded by nature and active in the outdoors.

The FANE team has been working with Your Voice Counts, Know Your Neighbourhood groups this year to deliver some of our Friendkit workshops. We delivered activities ranging from the Plan B board game to Goal Setting and What is a Friend. It's great to share our knowledge and skills around supporting friendship with partners and see the brilliant resources developed by FANE members being put into practice.

Thanks to receiving a business development grant From the Tudor Trust we have been working with a local business developer Lauren Patterson. Lauren has been researching into potential funding streams and opportunities for further partnership working. We have already started planning work based on the findings from her report.

We are looking forward to working with local schools and colleges over the coming months to deliver new workshops around employment skills. Thanks to our successful application for funding through the Newcastle Building Society Community Grant. These fun and interactive workshops will enable us to work with younger autistic people and people with learning disabilities to develop skills and confidence in the work place.



Impact



**39 new applications
for 1:1 mentoring**



**23 people receiving
ongoing 1:1 support**



**55 people attended
Friendkit training**



**78 people
supported through
social groups**



**10 social wellbeing
groups running**



**12 people aged
under 25 joined
FANE this year**



Finances

Balance Sheet

FRIENDS ACTION NORTH EAST CIO

Charity Number 1182364

BALANCE SHEET

As at 31 March 2024

	Notes	£	Total 2024 £	£	Total 2023 £
<u>Fixed assets</u>					
Tangible assets	16		254		860
Total fixed assets			254		860
<u>Current assets</u>					
Debtors	17	1,095		803	
Cash at bank and in hand	18	80,260		126,780	
Total current assets		81,355		127,583	
Creditors: amounts falling due within one year	19	(2,831)		(1,697)	
Net current assets			78,524		125,886
Total assets less current liabilities			78,778		126,746
Total net assets or liabilities			78,778		126,746
<u>Funds of the charity</u>					
Unrestricted income funds			23,551		56,860
Restricted income funds			55,227		69,886
Total funds			78,778		126,746

The notes on pages 18 to 26 form an integral part of these accounts.

These financial statements were approved by the Board on: _____

and are signed on its behalf by: Barbara Creed
Treasurer _____

Finances

Statement of Financial Activities

FRIENDS ACTION NORTH EAST CIO

STATEMENT OF FINANCIAL ACTIVITIES

For the year ended 31 March 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<u>Income from:</u>					
Donations and legacies	6	1,817	-	1,817	2,624
Charitable activities					
Grants and contracts	7	1,500	81,343	82,843	134,420
Other trading activities	8	16,815	-	16,815	15,482
Total income		20,132	81,343	101,475	152,526
<u>Expenditure on:</u>					
Charitable activities					
Operation of the charity	9	53,441	96,002	149,443	115,090
Total expenditure		53,441	96,002	149,443	115,090
Net income/(expenditure) and net movement of funds		(33,309)	(14,659)	(47,968)	37,436
<u>Reconciliation of funds</u>					
Total funds brought forward		56,860	69,886	126,746	89,310
Total funds carried forward		23,551	55,227	78,778	126,746

The Statement of Financial Activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

The notes on pages 18 to 26 form an integral part of these accounts.

Friendkit

Friendkit is a collection of tools and resources developed by FANE to support people to make and keep friends. Get in touch to find out how you or someone you know can get access to Friendkit training and resources. Friendkit consists of individual training programmes and resources that will help you to build your own personalised friendship journey.

Each workshop focuses on a different part of friendship and takes you through fun activities, conversations, games, videos and other cool stuff. They provide you with the tools and resources needed to build a picture of your friendship goals and plans so you can work towards making and keeping friends.

What is a Friend is about understanding the difference between equal friendships and other types of relationships in our lives.

Social Interaction is about feeling more confident in new situations and getting guidance about social situations and making conversation.

Goals and barriers is about setting personal friendship goals and breaking them down into practical, achievable steps towards building meaningful friendships.

Plan B is about planning ahead and being prepared when going out with friends, whether you can do this independently or with support.



A word of thanks

We would like to thank the Greggs Foundation, The Community Foundation, the National Lottery Community Fund, Baily Thomas Charitable Fund, Tudor Trust, the Ballinger Charitable Trust, the Postcode Neighbourhood Lottery, Sir James Knott Trust and William Leach for the continued grants supporting core costs and income for specific projects from The 1989 Willan Charitable Trust.

We would also like to thank the Joseph Strong Frazer Trust, for ongoing support and funding. We would like to thank the Sir James Knott Trust and the L.G.A Foundation for grants towards the mentoring project moving forward into 2024/2025.

Without the support from our funders, community organisations and the wider community FANE would not be able to continue working for the people we support on a day to day basis. The impact of having opportunities to make meaningful friendships, learn new skills and feel valued can be life changing. Without access to these grants and funding our project would cease to exist.

FANE would also like to say a 'BIG thank you' to all the volunteers for all their time and hard work they give to support the people on our projects to achieve their friendship goals, attend our social groups and support our digital project work. Without our amazing volunteers our project would not be possible.

The staff team would like to thank the Board of Trustees for all their hard work and support throughout the project to date.

We would also like to thank all the supporters and the people who join in with FANE activities, who send us messages of thanks and encouragement, tell us stories of how the project has helped them and remind us regularly why the work we do continues to be important and relevant to people now more than ever.



Big
Thanks



Get Involved



Volunteer

Do you have a spare couple of hours a week to help out your community? Or are you a student returning or coming to Newcastle soon, and are keen to develop your skills?

From friendship mentors to digital volunteers we have lots of roles available at FANE.

We can promise that volunteering with our friendly team is rewarding and fulfilling work.

Interested in finding out more? There are lots of ways to get in touch with us and don't worry we're a friendly bunch!

Get in Touch

Phone: 0191 231 43 27

Email:
info@friendsaction.co.uk

**Drop us a message on one of our social media channels,
or visit our website and find out more on our About page**

www.friendsaction.co.uk





FRIENDS ACTION NORTH EAST CIO

REPORT AND FINANCIAL STATEMENTS
For the year ended 31 March 2024

Charity Number 1182364

FRIENDS ACTION NORTH EAST CIO

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 March 2024

I report on the financial statements of Friends Action North East CIO for the year ended 31 March 2024, which are set out on pages 16 to 26.

Respective responsibilities of trustees and examiner

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

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

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

Basis of independent examiner's statement

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

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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

Michelle Wright
MW Accounting Services
Woodgate House
5c Wood Street
Gateshead
NE11 9NP
Date:

FRIENDS ACTION NORTH EAST CIO

STATEMENT OF FINANCIAL ACTIVITIES

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These financial statements were approved by the Board on:

and are signed on its behalf by:

Barbara Creed
Treasurer

FRIENDS ACTION NORTH EAST CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2 Basis of accounting

2.1 Basis of preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with 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) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

Friends Action North East CIO meets the definition of a public benefit entity under FRS 102.

2.2 Preparation of the accounts on a going concern basis

The charity reported total unrestricted funds at the year end of £23,551 and has already secured a significant amount of funding for the current year. The trustees are of the view that the immediate future of the charity for the next 12 to 18 months is secure and that on this basis the charity is a going concern.

The financial statements have been prepared on a going concern basis. In making their assessment the trustees have reviewed and considered relevant information, including their annual budget and future cash flows. The trustees are of the view that the immediate future of the charity for the next 12 months is secure and that on this basis the charity is a going concern.

3 Income

3.1 Recognition of income

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability

3.2 Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

3.3 Grants and donations

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

FRIENDS ACTION NORTH EAST CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

3.4 Volunteer help

The value of volunteer help received is not included in the accounts but is described in the trustees' annual report.

3.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

3.6 Income from membership subscriptions

Membership subscriptions received in the nature of a gift are recognised in donations and legacies.

Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.

3.7 Investment gains and losses

This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

3.8 Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the

4 Expenditure and liabilities

4.1 Liability recognition

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

4.2 Charitable activities

Expenditure on charitable activities includes the costs of training and other activities undertaken to further the purposes of the charity and their associated support costs.

4.3 Governance and support costs

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable

FRIENDS ACTION NORTH EAST CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

4.4 Irrecoverable VAT

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

4.5 Creditors

The charity has creditors which are measured at settlement amounts less any trade discounts.

4.6 Provisions for liabilities

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

5 Assets

5.1 Tangible fixed assets for use by the charity

Individual fixed assets costing £500 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis, the charity does not currently have any tangible fixed assets:

Equipment	25% Straight line over four years
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FRIENDS ACTION NORTH EAST CIO**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2024

Analysis of income

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
6 Donations and legacies				
Donations and gifts	1,624	-	1,624	2,624
Gift Aid	194	-	194	-
	<u>1,817</u>	<u>-</u>	<u>1,817</u>	<u>2,624</u>
7 Charitable activities				
<u>Income from grants</u>				
Queen's Jubilee Grant	-	-	-	2,000
WM Leech	-	-	-	5,000
Willan Charitable Trust	-	-	-	10,000
Sir James Knott	-	10,000	10,000	15,000
Postcode Neighbourhood Lottery	-	-	-	25,000
Greggs Foundation	-	20,000	20,000	10,000
Community Fund Health Wellbeing	-	-	-	10,000
Mencap Groups	-	-	-	5,420
Bailey Thomas Charitable Foundation	-	-	-	20,000
Tudor Trust	-	30,000	30,000	30,000
Tudor Trust Wellbeing	-	-	-	2,000
Community Fund Woodland Wellbeing	-	10,260	10,260	-
Marks Sat Social	-	7,750	7,750	-
LGA Foundation	-	3,333	3,333	-
Other small grants	1,500	-	1,500	-
	<u>1,500</u>	<u>81,343</u>	<u>82,843</u>	<u>134,420</u>
8 Other trading activities				
Fundraising events	-	-	-	407
Other	16,815	-	16,815	15,075
	<u>16,815</u>	<u>-</u>	<u>16,815</u>	<u>15,482</u>

Income was £101,475 (2023: £152,526) of which £20,132 was unrestricted or designated (2023: £18,106) and £81,343 was restricted (2023: £134,420)

FRIENDS ACTION NORTH EAST CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

Analysis of expenditure on charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
9 Charitable activities				
<u>Direct costs</u>				
Salary costs	42,797	56,078	98,875	79,218
Accommodation	85	1,512	1,597	1,564
Travel and volunteer expenses	779	1,793	2,573	1,129
Training, conference and events	-	1,284	1,284	179
Sessional costs	2,300	16,445	18,745	9,658
Project resources	696	2,024	2,720	4,431
<u>Support costs</u>				
Rent and rates	3,020	7,828	10,848	8,172
Payroll fees	150	578	728	801
Insurance	867	-	867	847
Technical support website	-	398	398	374
General running costs	1,642	8,061	9,702	6,987
Depreciation	606	-	606	840
<u>Governance costs</u>				
Independent examiner's fees for reporting on the accounts	500	-	500	890
	<u>53,441</u>	<u>96,002</u>	<u>149,443</u>	<u>115,090</u>

Expenditure on charitable activities was £149,443 (2023: £115,090) of which £53,441 was unrestricted or designated (2023: £23,184) and £96,002 was restricted (2023: £91,906)

10 Fees for examination of the accounts

	2024 £	2023 £
Independent examiner's fees for reporting on the accounts	500	890
Other accountancy services paid to the examiner	-	801
	<u>500</u>	<u>1,691</u>

11 Analysis of staff costs and the cost of key management personnel

	2024 £	2023 £
Salaries and wages	89,968	72,897
Social security costs	6,851	5,008
Pension costs (defined contribution pension plan)	1,793	1,313
	<u>98,612</u>	<u>79,218</u>

No employee received remuneration above £60,000 (2023: nil)

The key management personnel of the charity, comprise the trustees and the joint Project Managers. The total employee benefits of the key management personnel of the charity were £53,715 (2023: £56,241).

FRIENDS ACTION NORTH EAST CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

12 Staff numbers

The average monthly head count was 5 staff (2023: 5 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2024	2023
	Number	Number
The parts of the charity in which the employee's work		
Charitable activities	4.0	5.0
	4.0	5.0

13 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

Trustees' expenses

No trustee expenses have been incurred in the year.

Transaction(s) with related parties

There have been no related party transactions in the reporting period.

14 Defined contribution pension scheme

The charitable company contributes to individual private staff pension schemes. The employer's pension costs represent contributions payable by the charity.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £1,793 (2023: £3,063). There was £333 outstanding as at (2023: £298)

15 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

FRIENDS ACTION NORTH EAST CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

16 Tangible fixed assets	Computer & camera equipment	Office furniture	Total
	£	£	£
Cost			
Balance brought forward	14,191	683	14,874
Additions	-	-	-
Disposals	-	-	-
Balance carried forward	14,191	683	14,874
Depreciation			
Basis	SL	SL	
Rate	25%	25%	
Balance brought forward	13,331	683	14,014
Depreciation charge for year	606	-	606
Disposals	-	-	-
Balance carried forward	13,937	683	14,620
Net book value			
Brought forward	860	-	860
Carried forward	254	-	254
17 Debtors and prepayments (receivable within 1 year)			
	2024	2023	
	£	£	
Prepayments	765	666	
Other debtors	330	137	
	1,095	803	
18 Cash at bank and in hand			
	2024	2023	
	£	£	
Bank current account	80,155	126,443	
Short term deposits	105	337	
	80,260	126,780	
19 Creditors and accruals (payable within 1 year)			
	2024	2023	
	£	£	
PAYE & NI	1,841	-	
Pension	333	-	
Accruals			
Independent examination of accounts	500	890	
Other accruals	156	509	
Other creditors	-	298	
	2,831	1,697	

FRIENDS ACTION NORTH EAST CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

20 Events after the end of the reporting period

No events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

21 Analysis of charitable funds

Analysis of movements in unrestricted funds

For the year ending 31 March 2024

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	40,600	20,132	(53,441)	-	7,291
Designated funds					
HSBC	13,251	-	-	-	13,251
The Emse Fairbairn Foundation	709	-	-	-	709
Big Lottery Fund Assets	2,300	-	-	-	2,300
Totals	56,860	20,132	(53,441)	-	23,551

For the year ending 31 March 2023

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Unrestricted funds					
General unrestricted fund	45,678	18,106	(23,184)	-	40,600
Designated funds					
HSBC	13,251	-	-	-	13,251
The Emse Fairbairn Foundation	709	-	-	-	709
Big Lottery Fund Assets	2,300	-	-	-	2,300
Totals	61,938	18,106	(23,184)	-	56,860

Purpose of unrestricted funds

General unrestricted fund The 'free reserves' of the charity
Designated funds

HSBC Funds set aside to cover costs in the event the charity closes down

FRIENDS ACTION NORTH EAST CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

21 Analysis of charitable funds (*continued*)

Analysis of movement in restricted funds

For the year ending 31 March 2024

	Fund balances brought forward	Incoming resources	Resources expended	Transfers	Fund balances carried forward
	£	£	£	£	£
Restricted funds					
Durham Community Foundation	553	-	(553)	-	-
Tudor Trust	27,663	30,000	(29,953)	-	27,710
Tudor Trust Wellbeing	1,999	-	(1,999)	-	-
Greggs Foundation	9,821	20,000	(9,821)	-	20,000
Community Fund Health & Wellbeing	7,974	-	(7,974)	-	-
Mencap Groups	1,876	-	(1,876)	-	-
Bailey Thomas Charitable Foundation	20,000	-	(20,000)	-	-
Sir James Knott	-	10,000	(10,000)	-	-
Community Fund Woodland Wellbeing	-	10,260	(6,500)	-	3,760
Marks Sat Social	-	7,750	(3,992)	-	3,758
LGA Foundation	-	3,333	(3,333)	-	-
Totals	69,886	81,343	(96,002)	-	55,227

FRIENDS ACTION NORTH EAST CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

21 Analysis of charitable funds (continued)

Analysis of movement in restricted funds

For the year ending 31 March 2023

Restricted funds	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
Awards for All	12,245	-	(12,245)	-	-
Durham Community Foundation	2,718	-	(2,165)	-	553
Tudor Trust	6,493	30,000	(8,830)	-	27,663
Tudor Trust Wellbeing	415	2,000	(416)	-	1,999
Well Newcastle Gateshead	855	-	(855)	-	-
Rise North east	1,246	-	(1,246)	-	-
The Joicey Trust	3,400	-	(3,400)	-	-
Queen's Jubilee Grant	-	2,000	(2,000)	-	-
WM Leech	-	5,000	(5,000)	-	-
Willan Charitable Trust	-	10,000	(10,000)	-	-
Postcode Neighbourhood Lottery	-	25,000	(25,000)	-	-
Greggs Foundation	-	10,000	(179)	-	9,821
Community Fund Health & Wellbeing	-	10,000	(2,026)	-	7,974
Mencap Groups	-	5,420	(3,544)	-	1,876
Bailey Thomas Charitable Foundation	-	20,000	-	-	20,000
Sir James Knott	-	15,000	(15,000)	-	-
Totals	27,372	134,420	(91,906)	-	69,886

Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

Durham Community Foundation	Funding for friend kit training, digital inclusion and tech support workshops
Tudor Trust	The grant from the Tudor Trust over 3 years is towards core salaries of the CIO working in the North East to help support people with additional needs to reduce social isolation and establish independent friendships using digital inclusion.
Tudor Trust Wellbeing	This is a one off grant towards the health and wellbeing of all staff, volunteers and trustees to help mental health and wellbeing recovery post COVID-19
Greggs Foundation	Core funding for the project
Community Fund Health & Wellbeing	This grant was awarded for social health and wellbeing groups and sessional workers to lead them
Mencap Groups	Grant towards 3 health and wellbeing social groups for 1 year
Bailey Thomas Charitable Foundation	Towards the core costs of the mentoring project and group for people with a learning disability.
Sir James Knott	Grant towards the core costs of the 1:1 mentoring programme and social groups

FRIENDS ACTION NORTH EAST CIO

NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

21 Analysis of charitable funds (*continued*)

Purpose of restricted funds

Community Fund Woodland Wellbeing	Funding to provide 20 woodland wellbeing sessions
Marks Sat Social	Funding to provide 2 social sessions per month for 12 months
LGA Foundation	Funding towards the mentoring project

22 Capital commitments

As at 31 March 2024, the charity had no capital commitments (2023 -£nil)

23 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Tangible fixed assets	254	-	254	860
Cash at bank and in hand	25,033	55,227	80,260	126,780
Other net current assets/(liabilities)	(1,736)	-	(1,736)	(894)
	<u>23,551</u>	<u>55,227</u>	<u>78,778</u>	<u>126,746</u>

24 Guarantee

There have been no guarantees given by the charity at 31 March 2024.

25 Debt

There is no debt outstanding which is owed by the charity and which is secured by an excess charge on any of the assets of the charity at 31 March 2024.

26 Governing document

The organisation is a Charitable Incorporated Organisation - Foundation registered on 07 March 2019 as a body corporate under part 11 of the Charities Act 2011.

1. Reference and administrative details of the charity, its trustees and advisors

Charity Name	Friends Action North East CIO		
Registered Charity Number	1182364		
Trustees	Graham Newton Barbara Creed Glenn Howe Kate Gibson Louise Tebble	Chair Appointed 15 Sept 2023	
Registered Office	c/o Ouseburn Farm Ouseburn Road Newcastle NE1 2PA		
Independent Examiner	Michelle Wright MW Accounting Services Woodgate House 5c Wood Street Gateshead NE11 9NP		
Bankers	The Co-operative Bank PLC Customer Service, PO Box 250 Skelmersdale WN8 6WT		

2. Structure, governance and management

Governing documents

The organisation is a charitable incorporated organisation the constitution was adopted 7th March 2019. The financial statements comply with current statutory requirements, the organisations memorandum and articles of association and the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in January 2015 (SORP 2016)'.

Appointment of Trustees

Trustees are elected by members of the organisation at the Annual General Meeting (AGM) and are eligible to stand for re-election each year. There is a minimum of three and maximum of 10 trustees at any given time. The trustees have the power to co-opt up to three other members and agree to meet at least four times a year. Newly appointed trustees are provided with a Trustee pack giving an overview of the work of the charity, including its constitution and its finances. Should trustee training be required, this is arranged and along with any specific training needed for a particular role.

Organisation

The trustees administer the charity and the Project Managers are responsible for managing the work of the charity on a day-to-day basis. 25 The trustees are aware that the major risk to the organisation is lack of funding. Each quarter the risk is assessed when budgets are compared to actual spend and reserves are reviewed on a yearly basis to ensure that there are sufficient funds available to cover three months running costs and any possible redundancy costs.

Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and for ensuring the consistent quality of the delivery of all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

3. Trustees responsibilities in relation to the financial statement

The trustees are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure of the charity for the year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees on 13/12/2024 and signed on their behalf by:

BCreed
Barbara Creed
Treasurer