

**COMPANY REGISTRATION NUMBER: 05438407**

**CHARITY REGISTRATION NUMBER: 1184112**

**PEOPLE FIRST INDEPENDENT ADVOCACY  
COMPANY LIMITED BY GUARANTEE  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2024**

**David Allen**

Chartered Accountants & Statutory Auditor

Dalmar House

Barras Lane Estate

Dalston

Carlisle

CA5 7NY

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **CONTENTS**

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Reference and administrative details	1
Trustees' report incorporating directors' report	2 to 7
Statement of trustees' responsibilities	8
Independent auditor's report	9 to 13
Statement of financial activities	14 to 15
Balance sheet	16
Statement of cash flows	17
Notes to the financial statements	18 to 37

**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**REFERENCE AND ADMINISTRATIVE DETAILS**

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<b>Trustees</b>	Mr S Corlett (resigned 31 May 2024) Mr J M Mills (resigned 9 May 2024) Miss L Townson Mr P R Wiggins (resigned 29 September 2023) Mr T Cole (resigned 19 January 2024) Ms K Ward (appointed 29 September 2023) Ms I Weekes (appointed 29 September 2023) Mr M Pannone (appointed 29 September 2023) Mrs N Murray (appointed 28 May 2024) Mrs E Chambers (appointed 28 May 2024) Mr M G Deans (appointed 29 September 2023)
<b>Charity Registration Number</b>	1184112
<b>Company Registration Number</b>	05438407
<b>Registered Office</b>	People First Conference Centre Milbourne Street Carlisle CA2 5XB
<b>Principal Office</b>	People First Conference Centre Milbourne Street Carlisle CA2 5XB
<b>Auditor</b>	David Allen Chartered Accountants & Statutory Auditor Dalmar House Barras Lane Estate Dalston Carlisle CA5 7NY
<b>Bankers</b>	Unity Trust Bank plc Four Brindley Place Birmingham B1 2JB

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **TRUSTEES' REPORT INCORPORATING DIRECTORS' REPORT**

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The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 March 2024. The annual report serves the purposes of a trustees' report and a directors' report under company law.

#### **OBJECTIVES AND ACTIVITIES**

The objectives of the charity are:

- The relief of those in need by reason of ill-health or disability leading to a lack of capacity including (but not limited to) people with learning difficulties or dementia.
- The advancement of health and the relief of those in need by reason of youth, age, ill-health, disability or financial hardship by:
  - (i) providing information and advice to the general public about local health and social care services;
  - (ii) making the views and experiences of members of the general public known to health and social care providers;
  - (iii) enabling local people to have a voice in the development, delivery and equality of access to local health and care services and facilities;
  - (iv) providing training and the development of skills for volunteers and the wider community in understanding, scrutinizing, reviewing and monitoring local health and care services and facilities; and
  - (v) conducting investigation and research into relevant health and social care issues and making public the useful results of such work.

Our trustees have developed a Business Strategy in consultation with our staff and following engagement with our customers. This strategy is delivered by our Chief Executive and supported by our department Directors. A Business Development plan guides each team's activities to support the achievement of our goals.

People First has continued to deliver a wide range of support services to those in need, these service are delivered under 5 main departments:

#### **Business and Finance**

This department provides support to all areas of our business, including IT, Human Resources, Legal, Governance, Risk Management, Health and Safety, Policy, Compliance and Finance.

#### **Advocacy**

We deliver a range of advocacy services in Cumbria, Lancashire and the North East, including: Independent Mental Capacity Advocacy, Independent Mental Health Advocacy, Care Act Advocacy, NHS Complaints Advocacy, Generic Advocacy, and Maternity and Neonatal Advocacy all supported by a central Advocacy Hub managing incoming advocacy referrals.

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **TRUSTEES' REPORT INCORPORATING DIRECTORS' REPORT (CONTINUED)**

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##### **Healthwatch**

We deliver Healthwatch in Cumberland, Westmorland and Furness and Lancashire, ensuring local people can share their experiences of using health and care services and that those experiences are used to help shape and improve services.

##### **Inclusion**

Working with people who use health and care services to ensure that they are included, listened to and respected, delivered via a range of inclusive projects such as, Self Advocacy Groups, work with universities, education for people with learning disabilities, youth work, as well as projects aimed at helping people who use services to be involved in decision making and quality assurance.

##### **Direct Payments**

Our Direct Payments service provides support to children and adults to employ their own care staff, safely, ensuring that people are in control of their lives, support and homes.

All of the services provided by People First are aimed at helping people to live their best life, we listen to, engage and empower people to be involved, be heard and included in their lives, communities, and the services that they use.

##### ***Public benefit***

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

##### ***Use of volunteers***

We fundamentally believe that volunteers enhance our capacity across communities by bringing additional skills to our teams. Our volunteer coordinators seek to recruit, train and support volunteers across the whole organisation, supported by each department.

All volunteers are recruited through a safer recruitment process and are provided with extensive support from induction and through participation in events which include those also attended by staff.

We aim to maximise the benefits of working with volunteers by matching skills and experience to roles and tasks.

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **TRUSTEES' REPORT INCORPORATING DIRECTORS' REPORT (CONTINUED)**

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##### **ACHIEVEMENTS AND PERFORMANCE**

Building on the success from recent years, People First continues to be a thriving, dynamic organisation. Increased numbers of staff and volunteers has enabled us to support more people than ever before.

We have strengthened the skills and experience that sits within our governance arrangements, ensuring that lived experience is at the very heart of what we do, as well as support from professionals to navigate the complex world we operate within.

Our Business and Finance team have worked hard to ensure grip and control over our finances and business processes providing assurance to our board.

The Leadership Team has undergone changes aimed at giving focus and increasing accountability. Head of Services now form a vital part of the Senior Leadership Team.

A new strategy had been co-produced with those we support, staff, volunteers, commissioners and trustees, which include five key pillars;

1. Inclusion - We welcome diversity, making sure everyone feels listened to, respected and valued
2. Independence - We are fearless and brave with clear objectives which identify opportunities and drive our work
3. Impact - We make real differences through delivering local impactful services
4. Intelligence - We use data, evidence, and research to inform our work, our aims and our plans
5. Investment - We build organisational stability and sustainability and invest in our people

##### **FINANCIAL REVIEW**

During the year income amounted to £4,807,819 (2023: £3,329,544) and total expenditure was £4,806,092 (2023: £2,942,667). This resulted in a net surplus of £1,727 (2023: £386,877).

At the year end the total reserves had increased to £1,844,893 (2023: £1,843,166), these being made up of unrestricted reserves of £1,641,689 (2023: £1,690,007) and restricted reserves of £203,204 (2023: £153,159).

##### ***Policy on reserves***

Reserves are held to ensure the stability and deliverability of our mission and vision over all our activities and to ensure the employment and retention of our staff resources. This is equivalent to the greater of 5 months' budgeted costs or the potential close down costs.

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **TRUSTEES' REPORT INCORPORATING DIRECTORS' REPORT (CONTINUED)**

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#### **PLANS FOR FUTURE PERIODS**

##### ***Aims and key objectives for future periods***

- Launching a new business strategy.
- Improving finance processes.
- Strengthening HR systems.
- Developing our employment services.
- Increase the training offer for all staff.
- Organisational Development Programme to enhance leadership and performance.
- Increased focus on partnerships and fundraising.
- Recruitment to our Board of Trustees.
- Service growth in existing and new areas.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### ***Nature of governing document***

People First Independent Advocacy was incorporated on 28 April 2005 as a company limited by guarantee with company registration number 05438407, and was registered as a charity with the Charity Commission on 26 June 2019 under charity registration number 1184112. The charitable company is governed by its memorandum and articles.

The registered company address is People First Conference Centre, Milbourne Street, Carlisle, CA2 5XB.

##### ***Recruitment and appointment of trustees***

Trustees have a clear process in place for the recruitment of new trustees and the appointment to key roles such as chair. This year our board has increased in size, adding additional skills and talents to the organisation.

##### ***Pre-election procedures***

In order to protect the charity, the trustees may implement pre-election procedures for assessing potential candidates for election and ensuring their suitability. Only persons approved by the trustees through such procedures may be candidates in the election.

##### ***Induction and training of trustees***

All trustees attend the same induction training as staff and volunteers. This covers the overall vision and mission of the charity as well as information on the individual departments and services. Trustees also receive safeguarding and data protection training.

##### ***Arrangements for setting key management personnel remuneration***

The board of trustees set the remuneration of the Chief Executive Officer (CEO) who in turn sets remuneration for all other members of staff in collaboration with the finance committee.

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **TRUSTEES' REPORT INCORPORATING DIRECTORS' REPORT (CONTINUED)**

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##### ***Organisational structure***

The board of trustees set the overall five year business strategy, which informs the annual business development plan. There is also a series of committees supporting the board, these include: Finance, Quality and Performance, Our People. The CEO reports to the trustees at every board meeting and directors report annually to the board on their area of responsibility. The board of trustees delegate day to day operational management to the CEO supported by directors.

From 1 April 2023, the trustees of the charitable company took the decision to merge with a Charitable Incorporated Organisation (CIO), People First Services (charity number 1184467). The CIO ceased on 31 March 2023 and the charities merged from 1 April 2023. This transaction has been accounted for as a charity merger.

##### ***Relationships with related parties***

People First strongly believes in working in partnership in order to advance our objectives. We have a wide network of relationships and partnerships with other organisations in the public, private and third sectors. These relationships help us to deliver our services by providing information, support, funding, collaboration, ideas and challenges.

##### ***Major risks and management of those risks***

We have a Risk Management Policy and Risk Matrix which are kept under regular review. Risks are identified, scored using our agreed tolerance and appetite levels and placed on our Risk Matrix. Management of risk is firmly placed in our governance framework with mitigation being kept under review at the assigned level.

Our current main risks are around failure to resecure current contracts.

##### ***Indemnity insurance***

The charitable company has purchased indemnity insurance during the year on behalf of the trustees.

## **FINANCIAL INSTRUMENTS**

##### ***Objectives and policies***

The charity's activities expose it to a number of financial risks including credit risk and cash flow risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

##### ***Cash flow risk***

The charity's activities expose it primarily to the financial risks of interest rates. Interest bearing assets and liabilities are held at fixed rate to ensure certainty of cash flows.



**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**TRUSTEES' REPORT INCORPORATING DIRECTORS' REPORT (CONTINUED)**

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***Credit risk***

The charity's principal financial assets are bank balances and cash, and trade and other receivables.

The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

**DISCLOSURE OF INFORMATION TO AUDITOR**

Each trustee has taken steps that they ought to have taken as a trustee in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information. The trustees confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

**REAPPOINTMENT OF AUDITOR**

In accordance with section 485 of the Companies Act 2006, a resolution for the re-appointment of David Allen as auditors of the charity is to be proposed at the forthcoming Annual General Meeting.

**SMALL COMPANIES PROVISION STATEMENT**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 20 December 2024 and signed on its behalf by:

.....  
Mr M Pannone  
Trustee

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

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The trustees (who are also the directors of People First Independent Advocacy for the purposes of company law) are responsible for preparing the trustees' report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 20 December 2024 and signed on its behalf by:

.....  
Mr M Pannone  
Trustee

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PEOPLE FIRST INDEPENDENT ADVOCACY**

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### **OPINION**

We have audited the financial statements of People First Independent Advocacy (the 'charity') for the year ended 31 March 2024, which comprise the Statement of financial activities, Balance sheet, Statement of cash flows, and Notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, including FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **BASIS FOR OPINION**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **CONCLUSIONS RELATING TO GOING CONCERN**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### **OTHER INFORMATION**

The trustees are responsible for the other information continued within the annual report. The other information comprises the information included in the annual report, including the trustees' report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PEOPLE FIRST INDEPENDENT ADVOCACY (CONTINUED)**

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In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

#### **MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

In the light of our knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report incorporating the Directors' report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

#### **RESPONSIBILITIES OF TRUSTEES**

As explained more fully in the Statement of trustees' responsibilities [set out on page 8], the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PEOPLE FIRST INDEPENDENT ADVOCACY (CONTINUED)**

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In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### **AUDITOR RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Our audit procedures were designed to respond to those identified risks, including non-compliance with laws and regulations (irregularities) and fraud that are material to the financial statements. Our audit procedures included but were not limited to:

- Discussing with the Trustees and Management their policies and procedures regarding compliance with laws and regulations;
- Communicating identified laws and regulations throughout our engagement team and remaining alert to any indications of non-compliance throughout our audit; and
- Considering the risk of acts by the charity which were contrary to the applicable laws and regulations, including fraud.

Our audit procedures in relation to fraud included but were not limited to:

- Making enquiries of the Trustees and Management on whether they had knowledge of any actual, suspected or alleged fraud;
- Gaining an understanding of the internal controls established to mitigate risks related to fraud;
- Discussing amongst the engagement team the risks of fraud; and
- Addressing the risks of fraud through management override of controls by performing journal entry testing.

We are not responsible for detecting fraud and preventing non-compliance and cannot be expected to detect all fraud and non-compliance with all laws and regulations. The primary responsibility for the prevention and detection of irregularities including fraud rests with both the Trustees and Management. As with any audit, there remained a risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal controls.

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PEOPLE FIRST INDEPENDENT ADVOCACY (CONTINUED)**

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As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### **USE OF OUR REPORT**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PEOPLE FIRST INDEPENDENT  
ADVOCACY (CONTINUED)**

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.....  
ALISON WELTON (Senior Statutory Auditor)  
For and on behalf of  
David Allen  
Chartered Accountants & Statutory Auditor

Dalmar House  
Barras Lane Estate  
Dalston  
Carlisle  
CA5 7NY

Date: 20 December 2024

**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024  
(INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL  
RECOGNISED GAINS AND LOSSES)**

	<b>Note</b>	<b>Unrestricted £</b>	<b>Restricted £</b>	<b>Total 2024 £</b>	<b>Total 2023 £</b>
<b>Income from:</b>					
Donations, legacies and grants receivable	3	11,971	415,474	427,445	312,529
Charitable activities	4	4,279,335	62,002	4,341,337	3,002,745
Investment income	5	39,037	-	39,037	9,270
Other income	6	-	-	-	5,000
Total income		<u>4,330,343</u>	<u>477,476</u>	<u>4,807,819</u>	<u>3,329,544</u>
<b>Expenditure on:</b>					
Charitable activities	7	<u>(4,378,661)</u>	<u>(427,431)</u>	<u>(4,806,092)</u>	<u>(2,942,667)</u>
Total expenditure		<u>(4,378,661)</u>	<u>(427,431)</u>	<u>(4,806,092)</u>	<u>(2,942,667)</u>
Net (expenditure)/income		<u>(48,318)</u>	<u>50,045</u>	<u>1,727</u>	<u>386,877</u>
Net movement in funds		(48,318)	50,045	1,727	386,877
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>1,690,007</u>	<u>153,159</u>	<u>1,843,166</u>	<u>1,456,289</u>
Total funds carried forward	18	<u><u>1,641,689</u></u>	<u><u>203,204</u></u>	<u><u>1,844,893</u></u>	<u><u>1,843,166</u></u>



**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024**

**(CONTINUED)**

**(INCLUDING INCOME AND EXPENDITURE ACCOUNT AND STATEMENT OF TOTAL  
RECOGNISED GAINS AND LOSSES)**

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	<b>Note</b>	<b>Unrestricted £</b>	<b>Restricted £</b>	<b>Total 2023 £</b>
<b>Income from:</b>				
Donations, legacies and grants receivable	3	70,063	242,466	312,529
Charitable activities	4	2,937,457	65,288	3,002,745
Investment income	5	9,270	-	9,270
Other income	6	5,000	-	5,000
Total income		<u>3,021,790</u>	<u>307,754</u>	<u>3,329,544</u>
<b>Expenditure on:</b>				
Charitable activities	7	<u>(2,699,211)</u>	<u>(243,456)</u>	<u>(2,942,667)</u>
Total expenditure		<u>(2,699,211)</u>	<u>(243,456)</u>	<u>(2,942,667)</u>
Net income		<u>322,579</u>	<u>64,298</u>	<u>386,877</u>
Net movement in funds		322,579	64,298	386,877
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>1,367,428</u>	<u>88,861</u>	<u>1,456,289</u>
Total funds carried forward	18	<u>1,690,007</u>	<u>153,159</u>	<u>1,843,166</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2024 and 2023 are shown in note 18.

**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**BALANCE SHEET AS AT 31 MARCH 2024**

	<b>Note</b>	<b>2024 £</b>	<b>2023 £</b>
<b>Fixed assets</b>			
Tangible assets	13	127,878	125,459
<b>Current assets</b>			
Debtors	14	740,364	579,367
Cash at bank and in hand		<u>3,801,769</u>	<u>1,641,565</u>
		4,542,133	2,220,932
<b>Creditors: Amounts falling due within one year</b>	15	<u>(2,825,118)</u>	<u>(503,225)</u>
<b>Net current assets</b>		<u>1,717,015</u>	<u>1,717,707</u>
<b>Net assets</b>		<u>1,844,893</u>	<u>1,843,166</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds		203,204	153,159
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>1,641,689</u>	<u>1,690,007</u>
<b>Total funds</b>	18	<u>1,844,893</u>	<u>1,843,166</u>

The financial statements on pages 14 to 37 were approved by the trustees, and authorised for issue on 20 December 2024 and signed on their behalf by:

.....  
Mr M Pannone  
Trustee  
Registration number: 05438407

**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2024**

	<b>Note</b>	<b>2024 £</b>	<b>2023 £</b>
<b>Cash flows from operating activities</b>			
Net cash income		1,727	386,877
<b>Adjustments to cash flows from non-cash items</b>			
Depreciation		46,946	47,435
Investment income	5	<u>(39,037)</u>	<u>(9,270)</u>
		9,636	425,042
<b>Working capital adjustments</b>			
(Increase)/decrease in debtors	14	(160,997)	132,997
Increase/(decrease) in creditors	15	<u>2,321,892</u>	<u>(593,467)</u>
Net cash flows from operating activities		<u>2,170,531</u>	<u>(35,428)</u>
<b>Cash flows from investing activities</b>			
Interest receivable and similar income	5	39,037	9,270
Purchase of tangible fixed assets	13	<u>(49,364)</u>	<u>(42,298)</u>
Net cash flows from investing activities		<u>(10,327)</u>	<u>(33,028)</u>
Net increase/(decrease) in cash and cash equivalents		2,160,204	(68,456)
Cash and cash equivalents at 1 April		<u>1,641,565</u>	<u>1,710,021</u>
Cash and cash equivalents at 31 March		<u>3,801,769</u>	<u>1,641,565</u>

All of the cash flows are derived from continuing operations during the above two periods.

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024**

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##### **1 CHARITY STATUS**

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

People First Conference Centre  
Milbourne Street  
Carlisle  
CA2 5XB

These financial statements were authorised for issue by the trustees on 20 December 2024.

##### **2 ACCOUNTING POLICIES**

###### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

###### **Statement of compliance**

The financial statements 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). They also comply with the Companies Act 2006 and Charities Act 2011.

###### **Basis of preparation**

People First Independent Advocacy meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

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

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (CONTINUED)**

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## **2 ACCOUNTING POLICIES (CONTINUED)**

### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

### **Departures from the SORP**

As noted in the trustees' report, organisational structure section, the charitable company merged with a CIO, People First Services with effect from 1 April 2023. This transaction has been accounted for as a charity merger, which accurately reflects the substance of the transactions. This is a departure from SORP FRS 102 paragraph 27.4A which specifies that a charitable company cannot apply merger accounting to such combinations. The departure from the provisions of the SORP is required in order to give a true and fair view.

Additional disclosures regarding the merger transactions can be found detailed in Note 22.

### **Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

### **Income**

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

### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (CONTINUED)**

---

## **2 ACCOUNTING POLICIES (CONTINUED)**

### ***Investment income***

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

### ***Charitable activities***

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

### ***Other income***

Other income is recognised when there is evidence of entitlement, receipt is probable and its amount can be measured reliably.

### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources.

### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

### **Support costs**

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

### **Governance costs**

Governance costs are costs incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

## PEOPLE FIRST INDEPENDENT ADVOCACY

### COMPANY LIMITED BY GUARANTEE

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (CONTINUED)

---

### 2 ACCOUNTING POLICIES (CONTINUED)

#### Tangible fixed assets

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The cost of tangible assets includes directly attributable incremental costs incurred in their acquisition and installation.

#### Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Fixtures, fittings and equipment	25% straight line, 20% straight line and 15% reducing balance
Plant and machinery	20% reducing balance
Property improvements - Bistro	straight line over remaining life of leasehold lease
Equipment - Bistro	20% straight line

#### Debtors

Trade debtors and other debtors are measured at their recoverable amounts. Prepayments are calculated as amounts paid during the financial year, but which relate to a future financial period. Accrued income is recognised where the entity is entitled to the income in the financial year, but the receipt does not occur until a future financial year.

#### Cash and cash equivalents

Includes all cash held and in bank current and deposit accounts.

#### Creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Accruals are calculated as amounts relating to the financial year, but which are paid for after the year end. Deferred income includes amounts received in the financial year for income relating to future financial periods.

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (CONTINUED)**

---

## **2 ACCOUNTING POLICIES (CONTINUED)**

### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

### **Operating leases**

Leases in which substantially all the risks and rewards of ownership are retained by the lessor are classified as operating leases. Rentals payable under operating leases are charged in the Statement of Financial Activities on a straight line basis over the lease term.

### **Pensions and other post retirement obligations**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Outstanding pension contributions at the balance sheet date are included within other creditors.

### **Employee benefits**

Termination benefits are recognised as an expense in the Statement of Financial Activities immediately. Termination benefits are recognised as a liability and expense only when the charitable company is demonstrably committed either to terminate the employment of an employee or group of employees before the normal retirement date or to provide termination benefits as a result of an offer made in order to encourage voluntary redundancy.

Termination benefits are measured at the best estimate of the expenditure that would be required to settle the obligation at the reporting date. In the case of an offer made to encourage voluntary redundancy, measurement is based on the number of employees expected to accept the offer. When termination benefits are due more than 12 months after the end of the reporting period, they shall be measure at their discounted present value.

### **Financial instruments**

#### ***Classification***

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.



**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024  
(CONTINUED)**

---

**2 ACCOUNTING POLICIES (CONTINUED)**

***Recognition and measurement***

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024  
(CONTINUED)**

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**3 INCOME FROM DONATIONS, LEGACIES AND GRANTS RECEIVABLE**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>General</b>	<b>funds</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Donations and legacies;				
Donations from companies, trusts and similar proceeds	11,971	-	11,971	75,063
Francis C Scott Charitable Trust	-	-	-	4,000
Arnold Clark Community Fund	-	-	-	1,000
Grants, including capital grants;				
Newcastle Upon Tyne Hospitals NHS Foundation	-	24,236	24,236	-
VONNE - Research Engagement Network	-	15,500	15,500	-
Development	-	11,406	11,406	-
Cumbria Youth Alliance	-	24,649	24,649	-
Cumbria Community Foundation	-	148,333	148,333	-
National Lottery Community Fund	-	-	-	53,506
Children in Need - Next steps	-	20,000	20,000	38,000
Children in need - Journeys	-	143,160	143,160	-
Maternity Voices Partnership	-	-	-	67,960
Disability Voices Project	-	24,690	24,690	33,000
Safeguarding Voices	-	3,500	3,500	40,000
Poverty Reduction Action	-			
	<u>11,971</u>	<u>415,474</u>	<u>427,445</u>	<u>312,529</u>

**4 INCOME FROM CHARITABLE ACTIVITIES**

	<b>Unrestricted</b>		<b>Total</b>	<b>Total</b>
	<b>funds</b>	<b>Restricted</b>	<b>2024</b>	<b>2023</b>
	<b>General</b>	<b>£</b>	<b>£</b>	<b>£</b>
	<b>£</b>			
Income receivable	<u>4,279,335</u>	<u>62,002</u>	<u>4,341,337</u>	<u>3,002,745</u>

**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024  
(CONTINUED)**

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**5 INVESTMENT INCOME**

	<b>Unrestricted funds</b>		
	<b>General</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
Interest on cash deposits	<u>39,037</u>	<u>39,037</u>	<u>9,270</u>

**6 OTHER INCOME**

	<b>Total</b>	<b>Total</b>
	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Rental income	<u>-</u>	<u>5,000</u>

**7 EXPENDITURE ON CHARITABLE ACTIVITIES**

	<b>Activity undertaken directly</b>	<b>Activity support costs</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>2024</b>	<b>2023</b>
			<b>£</b>	<b>£</b>
Charitable activities	<u>4,501,832</u>	<u>304,260</u>	<u>4,806,092</u>	<u>2,942,667</u>

**8 ANALYSIS OF GOVERNANCE AND SUPPORT COSTS**

**SUPPORT COSTS ALLOCATED TO CHARITABLE ACTIVITIES**

	<b>Support costs</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>2024</b>	<b>2023</b>
		<b>£</b>	<b>£</b>
Support costs	<u>304,260</u>	<u>304,260</u>	<u>220,424</u>

**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024  
(CONTINUED)**

---

**8 ANALYSIS OF GOVERNANCE AND SUPPORT COSTS (CONTINUED)**

**GOVERNANCE COSTS**

	<b>Unrestricted funds General £</b>	<b>Total 2024 £</b>
Accountancy fees	8,812	8,812
Auditor's fees	15,000	15,000
	<u>23,812</u>	<u>23,812</u>
	<b>Unrestricted funds General £</b>	<b>Total 2023 £</b>
Accountancy fees	22,356	22,356
Auditor's fees	4,057	4,057
	<u>26,413</u>	<u>26,413</u>

**9 NET INCOMING/OUTGOING RESOURCES**

Net incoming resources for the year include:

	<b>2024 £</b>	<b>2023 £</b>
Operating leases - other assets	84,594	94,271
Audit fees	15,000	4,057
Other non-audit services	19,469	22,356
Depreciation of fixed assets	<u>46,946</u>	<u>47,436</u>

## PEOPLE FIRST INDEPENDENT ADVOCACY

### COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (CONTINUED)

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##### 10 TRUSTEES REMUNERATION AND EXPENSES

During the year the charity made the following transactions with trustees:

###### Miss L Townson

Miss L Townson received remuneration of £866 (2023: £433) during the year.

Miss L Townson completes work as an independent expert by experience to help in delivering independent reviews externally.

Total expenses of £514 were reimbursed to two trustees in respect of travel and subsistence (2023: £1,310 reimbursed to two trustees in respect of travel and subsistence).

No trustees have received any other benefits from the charity during the year.

##### 11 STAFF COSTS

The aggregate payroll costs were as follows:

	2024 £	2023 £
<b>Staff costs during the year were:</b>		
Wages and salaries	2,783,089	1,984,849
Social security costs	220,739	178,223
Pension costs	129,146	89,194
	<u>3,132,974</u>	<u>2,252,266</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2024 No	2023 No
Average number of staff	<u>104</u>	<u>100</u>

92 (2023 - 95) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £129,146 (2023 - £89,194).

During the year, the charity committed to redundancy and/or termination payments which totalled £7,814 (2023 - £20,073).

## PEOPLE FIRST INDEPENDENT ADVOCACY

### COMPANY LIMITED BY GUARANTEE

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (CONTINUED)

##### 11 STAFF COSTS (CONTINUED)

The number of employees whose emoluments fell within the following bands was:

	2024 No	2023 No
£80,001 - £90,000	-	1
£110,001 - £120,000	1	-

The actual salary of the individual concerned in this band is considerably lower. The total includes special reimbursements related to additional cover provided in the absence of a Finance Director.

The total employee benefits of the key management personnel of the charity were £523,668 (2023 - £404,590).

##### 12 TAXATION

The charity is a registered charity and is therefore exempt from taxation.

##### 13 TANGIBLE FIXED ASSETS

	Property improvements - Bistro £	Plant and machinery £	Fixtures, fittings and equipment £	Equipment - Bistro £	Total £
<b>Cost</b>					
At 1 April 2023	38,225	11,375	443,772	71,538	564,910
Additions	-	4,615	6,342	38,407	49,364
At 31 March 2024	38,225	15,990	450,114	109,945	614,274
<b>Depreciation</b>					
At 1 April 2023	17,988	3,445	382,825	35,192	439,450
Charge for the year	4,497	2,367	21,062	19,020	46,946
At 31 March 2024	22,485	5,812	403,887	54,212	486,396
<b>Net book value</b>					
At 31 March 2024	15,740	10,178	46,227	55,733	127,878
At 31 March 2023	20,237	7,930	60,947	36,346	125,460

**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024  
(CONTINUED)**

---

**14 DEBTORS**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade debtors	455,494	489,481
Prepayments and accrued income	284,870	86,235
Other debtors	-	3,651
	<u>740,364</u>	<u>579,367</u>

**15 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Trade creditors	167,635	55,091
Other taxation and social security	48,624	36,494
Other creditors	2,416,712	271,969
Accruals and deferred income	<u>192,147</u>	<u>139,671</u>
	<u>2,825,118</u>	<u>503,225</u>

Included in other creditors is £2,400,000 of funds held not belonging to the charity.

**Deferred income**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Deferred income at 1 April 2023	95,135	431,076
Resources deferred in the period	150,097	95,135
Amounts released from previous periods	<u>(95,135)</u>	<u>(431,076)</u>
Deferred income at year end	<u>150,097</u>	<u>95,135</u>

At the balance sheet date, the charity held grants and funds received in advance relating to the next financial year which amounted to £150,097 (£95,135).

**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024  
(CONTINUED)**

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**16 OBLIGATIONS UNDER LEASES AND HIRE PURCHASE CONTRACTS**

**OPERATING LEASE COMMITMENTS**

Total future minimum lease payments under non-cancellable operating leases are as follows:

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Land and buildings</b>		
Within one year	60,072	60,072
Between one and five years	<u>151,250</u>	<u>206,250</u>
	<u>211,322</u>	<u>266,322</u>
<b>Other</b>		
Within one year	<u>-</u>	<u>2,433</u>

The amount paid in respect of operating lease payments during the year was £84,594 (2023: £94,271).

**17 PENSION**

**Defined contribution pension scheme**

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £129,146 (2023 - £89,194).



**PEOPLE FIRST INDEPENDENT ADVOCACY****COMPANY LIMITED BY GUARANTEE****NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024  
(CONTINUED)****18 FUNDS**

	<b>Balance at 1 April 2023 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Balance at 31 March 2024 £</b>
<b>Unrestricted funds</b>				
<i>General</i>				
General Funds	1,390,007	4,330,343	(4,378,661)	1,341,689
<i>Designated</i>				
Property costs	300,000	-	-	300,000
<b>Total unrestricted funds</b>	<u>1,690,007</u>	<u>4,330,343</u>	<u>(4,378,661)</u>	<u>1,641,689</u>
<b>Restricted funds</b>				
Children in Need - Journeys	(11,763)	20,000	(8,237)	-
Cumbria Community Foundation - Brian and Ann Clark Fund	668	-	(668)	-
Savoy Educational Trust	967	-	(884)	83
National Lottery Community Fund	2,432	148,333	(2,432)	148,333
Hedley Foundation	3,000	-	(3,000)	-
Funding for Bistro	8,308	-	(5,986)	2,322
Cumbria Community Foundation - Virtual groups	4,433	-	(4,433)	-
Social Enterprise Support Fund	201	-	(201)	-
Cumbria Police and Crime Commissioner	1,839	-	(851)	988
Sanitisation Station	964	-	(275)	689
Persimmon Community Champions	1,000	-	(1,000)	-
Defibrillator funding	150	-	-	150
Disability Voices Project	67,960	-	(67,960)	-
Lancashire - Safeguarding Voices Project	33,000	-	(33,000)	-
Poverty Reduction Action	40,000	3,500	(43,500)	-
VONNE - Research Engagement Network	-	15,500	(15,500)	-
Development	-	24,236	(24,236)	-
Newcastle Upon Tyne Hospitals NHS Foundation	-	11,406	(11,406)	-
Cumbria Youth Alliance	-			

**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024  
(CONTINUED)**

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**18 FUNDS (CONTINUED)**

	<b>Balance at 1 April 2023</b>	<b>Income</b>	<b>Expenditure</b>	<b>Balance at 31 March 2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Safeguarding Voices	-	24,690	-	24,690
Cumbria Community Foundation	-	24,649	-	24,649
Inclusion North - Oliver McGowan funding	-	60,702	(60,702)	-
Healthwatch Cumbria dentistry funding	-	1,040	-	1,040
Healthwatch W&F dentistry funding	-	260	-	260
Maternity Voices Partnership	-	143,160	(143,160)	-
<b>Total restricted funds</b>	<u>153,159</u>	<u>477,476</u>	<u>(427,431)</u>	<u>203,204</u>
<b>Total funds</b>	<u><u>1,843,166</u></u>	<u><u>4,807,819</u></u>	<u><u>(4,806,092)</u></u>	<u><u>1,844,893</u></u>

**PEOPLE FIRST INDEPENDENT ADVOCACY****COMPANY LIMITED BY GUARANTEE****NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024  
(CONTINUED)****18 FUNDS (CONTINUED)**

	Balance at 1 April 2022 £	Income £	Expenditure £	Balance at 31 March 2023 £
<b>Unrestricted funds</b>				
<i>General</i>				
General Funds	1,067,428	3,021,790	(2,699,211)	1,390,007
<i>Designated</i>				
Property costs	300,000	-	-	300,000
<b>Total unrestricted funds</b>	<u>1,367,428</u>	<u>3,021,790</u>	<u>(2,699,211)</u>	<u>1,690,007</u>
<b>Restricted</b>				
Children in Need - Journeys	21,272	38,000	(71,035)	(11,763)
Dreamscheme	86	-	(86)	-
Cumbria Community				
Foundation - Brian and Ann				
Clark Fund	1,336	-	(668)	668
Savoy Educational Trust	1,850	-	(883)	967
National Lottery Community				
Fund	-	5,000	(2,568)	2,432
Hedley Foundation	-	3,000	-	3,000
Funding for Bistro	14,295	-	(5,987)	8,308
Children in Need - Next Steps	40,843	53,506	(94,349)	-
Cumbria Community				
Foundation - Virtual groups	4,649	-	(216)	4,433
Social Enterprise Support Fund	-	65,288	(65,087)	201
Cumbria Police and Crime				
Commissioner	2,275	-	(436)	1,839
Sanitisation Station	1,105	-	(141)	964
Persimmon Community				
Champions	1,000	-	-	1,000
Defibrillator funding	150	-	-	150
Albert Hunt	-	2,000	(2,000)	-
Disability Voices Project	-	67,960	-	67,960
Lancashire - Safeguarding				
Voices Project	-	33,000	-	33,000
Poverty Reduction Action	-	40,000	-	40,000
<b>Total restricted funds</b>	<u>88,861</u>	<u>307,754</u>	<u>(243,456)</u>	<u>153,159</u>
<b>Total funds</b>	<u>1,456,289</u>	<u>3,329,544</u>	<u>(2,942,667)</u>	<u>1,843,166</u>

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (CONTINUED)**

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##### **18 FUNDS (CONTINUED)**

The specific purposes for which the funds are to be applied are as follows:

Children in Need provided funding for the Journeys project. This project will deliver activities and support for young people with learning difficulties and/or autism in West Cumbria to transition through the pandemic, school and employment, leading to improved resilience, self-awareness and self-expression.

Dreamscheme provided funding towards a camera for learners to use.

The Brian and Ann Clark fund provided funding for the hospitality academy garden.

The Savoy Educational Trust provided funding for the purchase of a coffee machine for the bistro.

Francis Scott foundation, Awards for All and the Cumberland Building Society all provided capital funding for the bistro and equipment for the bistro.

Children in need provided funding for the next steps project which delivered support for learning disabled children and young people in North and West Cumbria, who have become anxious and isolated during the pandemic.

Cumbria Community Foundation provided funding for staff and equipment costs for Virtual Self-Advocacy Groups. The grant enabled the charity to launch the Keeping People Connected project, meaning they were able to support vulnerable people throughout the pandemic with a telephone advice and support service.

Disability Voices Project is a fund provided by the Nuclear Decommissioning Authority to engage with disabled people across Cumbria in order to understand what their lives are like and understand what changes need to be made to improve them.

Lancashire County Council provided funding for a Safeguarding Voices Project which will review the involvement of people within the safeguarding process who fall under Blackpool, Blackburn (with Darwen Borough) and Lancashire County Councils. The project's aim is to involve people as fully as possible so that the quality of life, wellbeing and safety of the individual can be improved.

Funding for the poverty reduction action project was provided by Cumberland County Council and Westmorland and Furness for benefits advice.

The Social Enterprise Support Fund provided funding for two hospitality academy tutors and mentors for six months.

## **PEOPLE FIRST INDEPENDENT ADVOCACY**

### **COMPANY LIMITED BY GUARANTEE**

#### **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024 (CONTINUED)**

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##### **18 FUNDS (CONTINUED)**

Cumbria Police and Crime Commissioner provided funding to help deliver the HERE - All Age Counselling Service to respond to the mental health crisis caused by Covid-19. The project will address the rise in demand for counselling which in turn, will reduce the pressures on the mental health services, other counselling provision, police, NHS and other statutory agencies.

The Persimmon van community champions grant was funding towards the cost of the van.

Other funding was received for the purchase of a sanitisation station.

The charity received a grant from The National Lottery Community Fund for the refurbishment of the on-site catering kitchen for the learners.

Funding was received for a defibrillator.

The Hedley Foundation grant was received to go towards two yearly educational visits at the hospitality academy.

A grant was received from VONNE towards the Research Engagement Network Development Project.

Newcastle Upon Tyne Hospitals NHS Foundation provided a grant to subsidise cafe costs.

A grant was received from Cumbria Youth Alliance towards social action projects that involve young people.

The National Lottery Community Grant - RC North East and Cumbria Region provided funding towards the work in progress project.

The Cumbria Community Foundation provided funding towards the work ready program.

A grant was received from Lancashire Council for a local community voices project.

Inclusion North CIC provided restricted funding to deliver Oliver McGowan training.

Healthwatch provided funding for the survey of residents' experiences in 2023 across the North East and North Cumbria.

Maternity Voices Partnership funding received from the NHS for the North East North Cumbria (NENC) Local Maternity Neonatal System (LMNS) funding for service user involvement.

**PEOPLE FIRST INDEPENDENT ADVOCACY****COMPANY LIMITED BY GUARANTEE****NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024  
(CONTINUED)****19 ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	<b>General</b>	<b>Designated</b>	<b>Restricted</b>	<b>Total funds at 31 March 2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible fixed assets	126,698	-	1,180	127,878
Current assets	4,040,109	300,000	202,024	4,542,133
Current liabilities	<u>(2,825,118)</u>	<u>-</u>	<u>-</u>	<u>(2,825,118)</u>
Total net assets	<u>1,341,689</u>	<u>300,000</u>	<u>203,204</u>	<u>1,844,893</u>
				<b>Total funds at 31 March 2023</b>
	<b>General</b>	<b>Designated</b>	<b>Restricted</b>	<b>£</b>
	<b>£</b>	<b>£</b>	<b>£</b>	
Tangible fixed assets	115,315	-	10,144	125,459
Current assets	1,777,917	300,000	143,015	2,220,932
Current liabilities	<u>(503,225)</u>	<u>-</u>	<u>-</u>	<u>(503,225)</u>
Total net assets	<u>1,390,007</u>	<u>300,000</u>	<u>153,159</u>	<u>1,843,166</u>

**20 ANALYSIS OF NET FUNDS**

	<b>At 1 April 2023</b>	<b>Financing cash flows</b>	<b>At 31 March 2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Cash at bank and in hand	<u>1,641,565</u>	<u>2,160,204</u>	<u>3,801,769</u>
Net debt	<u>1,641,565</u>	<u>2,160,204</u>	<u>3,801,769</u>
	<b>At 1 April 2022</b>	<b>Financing cash flows</b>	<b>At 31 March 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Cash at bank and in hand	<u>1,710,021</u>	<u>(68,456)</u>	<u>1,641,565</u>
Net debt	<u>1,710,021</u>	<u>(68,456)</u>	<u>1,641,565</u>

**21 RELATED PARTY TRANSACTIONS**

There were no related party transactions in the year.

**PEOPLE FIRST INDEPENDENT ADVOCACY**

**COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024  
(CONTINUED)**

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**22 CHARITY MERGER**

**Analysis of principal SOFA components for the previous reporting period**

	<b>People First Independent Advocacy (charity number 1184112)</b>	<b>People First Services (charity number 1184467)</b>	<b>Combined total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Total income	2,335,789	993,755	3,329,544
Total expenditure	(2,013,226)	(929,441)	(2,942,667)
Net income	322,563	64,314	386,877
Net movement in funds	322,563	64,314	386,877
Total funds brought forward	1,162,591	293,698	1,456,289
<b>Total funds carried forward</b>	<b>1,485,154</b>	<b>358,012</b>	<b>1,843,166</b>

**Analysis of net assets at the date of merger**

	<b>People First Independent Advocacy (charity number 1184112)</b>	<b>People First Services (charity number 1184467)</b>	<b>Combined total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Net assets	1,485,154	<b>358,012</b>	<b>1,843,166</b>
Represented by:			
Unrestricted funds	1,041,581	348,426	1,390,007
Designated funds	300,000	-	300,000
Restricted income funds	143,573	9,586	153,159
<b>Total funds</b>	<b>1,485,154</b>	<b>358,012</b>	<b>1,843,166</b>

There were no significant adjustments made to the previous periods figures in order to align the accounting policies. Overall, the net assets remain the same, however adjustments were made to remove the balances owed between the two charities.