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DISABILITY INFORMATION SERVICE HUNTINGDONSHIRE

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2023

REGISTERED CHARITY NUMBER 1198841

DISABILITY INFORMATION SERVICE HUNTINGDONSHIRE
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FOR THE YEAR ENDED 31ST MARCH 2023

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DISABILITY INFORMATION SERVICE HUNTINGDONSHIRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

The Trustees present their report for the year ended 31st March 2023.

Disability Information Service Huntingdonshire (DISH) is registered with the Charities Commission (No. 1198841) and is constituted by Deed of Trust.

Registered Office

6 Oak Drive, Huntingdon, Cambridgeshire. PE29 7HN

Trustees (as of 31st March 2023)

Mr D L Bowers (Chair)
Ms A Bosse (Vice Chair)
Ms S Ferrelly
M Griffin
Mr W V Templeton
Mr N C Wells
Ms M Chanakira (Treasurer)
Ms E Blake
Mr R Johnson

OBJECTIVES AND ACTIVITIES

Objectives and aims

DISH's aims are to:

- relieve people with disabilities and disadvantaged people living in Huntingdonshire and the neighbourhood thereof so that they may lead active and fulfilling lives integrated into society.
- eliminate discrimination on the grounds of race, gender, disability, sexual orientation or religion.

Ensuring our work delivers our aims

We monitor and review all our deliverables and activities within our regular Trustee Board committee meetings.

We monitor and review the progress of the work and the benefits the have brought to those groups of people we help. We regularly engage our clients by phone/questionnaires/testimonials to request feedback on our service. We inform funders of our progress.

We regularly, and in accordance with our agreements update our funders.

The focus of our work

Our main objectives for the year continue to be the provision of information, advice practical support to people of all ages with any disability in the Huntingdonshire district, and in neighbouring South Cambridgeshire.

- We carry out welfare benefits assessments, and make applications. This service is in great demand, particularly for Personal Independence Payments (PIP) (adults), Employment Supplement Allowance (ESA) (adults), Disability Living Allowance (DLA) (children), Attendance Allowance (AA) (elderly) and Carers Allowance (CA). We also support clients with additional issues which may cause financial difficulty.
- Our clients often have multiple needs, and we work with other organisations through referral and signposting to support the needs where DISH cannot.
- At our disability friendly office we provide face to face interviews and give advice on the phone.. Most importantly, though, for our many housebound clients, we make home visits. We appeal against refused applications at Benefits Tribunals. Very few organisations locally offer these particular services.
- Welfare benefit applications are complex and time consuming. It can take up to 4 hours to complete a PIP, DLA or ESA form, not including time to obtain medical, educational and social reports from professionals. This is often an impossible task for the most vulnerable in our community. We establish relationships and trust with our clients.

DISABILITY INFORMATION SERVICE HUNTINGDONSHIRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

Public benefit

How our activities deliver public benefit

- Filling an advice gap: There is currently a lack of sufficient local welfare advice available to local people with disabilities and carers of disabled people, who are more adversely affected than any other group by current welfare changes, and who need higher levels of guidance and support to complete lengthy and complicated application forms.
- Improving quality of life: In Our experience, and demonstrated by research, receiving appropriate advice, maximising income, and access to resources not only improves the daily living experiences of people with disabilities, but also has a beneficial effect on mental and physical health, employability, and general well being, thus helping to reduce pressure on other stretched local NHS/Statutory services.
- Reducing demands on local services: we help people in local areas identified as pockets of deprivation, eg Huntingdon North and St Neots, to avoid becoming reliant on charities and local authorities for crisis help and discretionary funding.
- Resourcing families: The needs of a disabled child are more expensive. Improved income allows parents to not only meet these needs, but gives them more opportunities for independence, and the prospect of taking up employment and training. It reduces stress, and improves family life.
- Addressing digital exclusion; taking services to clients: The Department of Work and Pensions, and local Councils increasingly provide almost exclusively online access to services. We can help digitally excluded disabled people, to make online applications, and give the disabled housebound access to information and advice through home visits.
- Tribunal Appeals: We provide informed support to Appeal at Tribunals against refused benefits applications for those who have no legal knowledge, and can't afford legal representation.

Who used and benefited from our services?

- We have a well established reputation with local people with disabilities, local authorities, agencies and partners in the charity and voluntary sector in Huntingdonshire and South Cambridgeshire. We provide continuity of service, having clients who return over the years. Much work is gained by word of mouth.
- We continue to support children and families, and an increasing number of elderly people.
- We have continued to visit those people with disabilities who are housebound, and have provided online, telephone helpline and e-mail advice. We have conducted office based interviews.
- We have successfully represented clients at an increased number of Appeals to Benefits Tribunals.
- We recruit and train volunteers. The majority of our management committee, staff and volunteers either have a disability, or have experience of caring for someone who has a disability, giving us unique insights into coping with disability and the benefits system.
- We have well established links with NHS practices, health professionals and Children's Centres. They are able to signpost their clients to our services.
- Through our links with partner agencies, we have been able to signpost people to those who have specialist expertise in areas other than ours.
- We provide value for money to our funders: over this past financial year (April 2022 to March 2023) with eleven part-time staff, we dealt with more than 5,000 contacts with more than 500 clients. These were mostly by telephone or office-based interviews. In financial terms, on an annual expenditure of about £140,000 we obtained over £500,000 (annual equivalent) in welfare benefits for our clients.
- Government welfare changes which involve a rolling programme of reassessing the needs of PIP clients, and the rollout of Universal Credit, has progressively increased the need for our service.

DISABILITY INFORMATION SERVICE HUNTINGDONSHIRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

FINANCIAL REVIEW

Financial review

The closing balance from DISH, register charity 1061702 was transferred to this newly incorporated charity. This is shown as a donation received from 'DISH - the old charity' totalling £156,470. The split is unrestricted funds of £74,022 and restricted funds of £82,448.

Annual Budgets are set which form the basis of our expenditure pattern and an account of actual income and expenditure is reported to the management board at each bi-monthly meeting. We adhere to agreed financial procedures which follow the Charity Commission guidelines.

Reserves policy

The Management Committee has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 3 and 6 months of expenditure.

The charity's trustees agreed that the reserves policy is to keep a minimum unrestricted funds of £50,000 in the bank at any given time to ensure that the charity can continue to deliver the DISH programme in the long term.

Funding

DISH has been privileged to be awarded support through funding from existing grant donors, new donors and one off donors as well. This however does not stop DISH from regularly investigating and pursuing new sources of funding. Pressure on Local Authority funds and the low return from the money markets has continued to make the situation for local charities quite challenging, and short term funding makes future planning difficult.

DISH has received funding over the past financial year from the following public bodies and charitable organisations:

- | | |
|---|---|
| - <i>Alan Boswell Charity</i> | - <i>St Ives Town Council</i> |
| - <i>Cambridge City Council</i> | - <i>South Cambs District Council</i> |
| - <i>Cambridgeshire County Council</i> | - <i>Sutton Place Foundation</i> |
| - <i>Cambridgeshire Community Fund</i> | - <i>The Bellasis Trust</i> |
| - <i>Christadelphian Samaritan Fund</i> | - <i>The Cambridge Building Society</i> |
| - <i>Douglas Heath Eves Trust</i> | - <i>The Davis Foundation</i> |
| - <i>F B Coales No.4 (Family) Trust</i> | - <i>The Glendswood Charitable Trust</i> |
| - <i>Groundwork UK</i> | - <i>The Irving Memorial Trust</i> |
| - <i>Hudson Charitable Trust</i> | - <i>The Yvonne Flux Charitable Trust</i> |
| - <i>Huntingdon Freemens Trust</i> | - <i>Theodore Maxxy Charitable Trust</i> |
| - <i>Magic Little Grants</i> | - <i>True Mark Trust</i> |
| - <i>National Lottery</i> | - <i>Webb Family Trust</i> |
| - <i>NPC</i> | - <i>Whitehall Chase Foundation Trust</i> |
| - <i>Pat Newman Memorial Trust</i> | |

We have also had a number of cash donations from friends and clients, and from fund raising activities. We thank all those organisations and individuals who have supported us.

DISABILITY INFORMATION SERVICE HUNTINGDONSHIRE
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2023

STATEMENT OF TRUSTEES RESPONSIBILITIES

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

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP 2019 (FRS 102);
- make judgements and estimates 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 accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

The Charity's bankers are CAF (Charities Aid Foundation)

The Independent Examiner is K F Green, trading as Tacconi, Green & Co,

Approved by order of the board of trustees on 4th December 2023 and signed on its behalf by:



.....
D Bowers - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
DISABILITY INFORMATION SERVICE HUNTINGDONSHIRE**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st March 2023 which are set out on pages 6 to 10.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of the 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 no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



K F Green (FMAAT)
32a East Street
St. Ives
Cambs
PE27 5PD

Dated: 18th December 2023

DISABILITY INFORMATION SERVICE HUNTINGDONSHIRE
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2023

	Unrestricted funds £	Restricted funds £	2023 Total £
Donations & legacies			
Grants	3,352	144,454	147,806
Donations	29,122	-	29,122
DISH - donation from old charity	74,022	82,448	156,470
Other income	1,759	-	1,759
	108,255	226,902	335,157
Investment income			
Interest received	1,250	-	1,250
	1,250	-	1,250
Total incoming resources	109,505	226,902	336,407
Raising donations & legacies			
Staff salaries & NI costs	-	147,330	147,330
Support costs			
Rent, rates & service charge	8,727	-	8,727
Staff & volunteer travel	166	949	1,115
Postage & stationery	1,567	393	1,960
Telephone	1,150	284	1,434
Insurance	2,312	-	2,312
Conference & training	1,915	3,624	5,539
Advertising & promotion	1,546	-	1,546
Subscriptions	1,199	-	1,199
Repairs & computer costs	6,397	-	6,397
Accountancy	715	-	715
Professional fees	8,311	-	8,311
Miscellaneous expenses	2,022	-	2,022
Finance			
Bank charges	72	-	72
Total resources expended	36,099	152,580	188,679
Net Income/(Expenditure)	73,406	74,322	147,728
Accumulated funds brought forward	-	-	-
Accumulated funds carried forward	73,406	74,322	147,728

DISABILITY INFORMATION SERVICE HUNTINGDONSHIRE
BALANCE SHEET
FOR THE YEAR ENDED 31ST MARCH 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total £
Current assets				
Debtors	4	-	-	-
Current account		31,725	-	31,725
Deposit accounts		59,944	111,405	171,349
Cash in hand		-	-	-
		91,669	111,405	203,074
Less Current liabilities				
Creditors & accruals	5	(18,263)	(37,083)	(55,346)
		(18,263)	(37,083)	(55,346)
Net assets		73,406	74,322	147,728

FUNDS

Unrestricted funds	6	73,406	-	73,406
Restricted Funds	6	-	74,322	74,322
		73,406	74,322	147,728

These accounts were approved on behalf on the Managing Committee by



D Bowers - Trustee



M Chanakira - Trustee

4th December 2023

DISABILITY INFORMATION SERVICE HUNTINGDONSHIRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

Note

1 ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the 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) issued on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest pound.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Investments

Investments are included at market value at the balance sheet date. The Statement of Financial Activities includes the net gains and losses arising on revaluations and disposals throughout the year. The artefacts in the museum are not brought into the accounts at cost or valuation because the trustees consider that they have no value other than as part of the collection.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

DISABILITY INFORMATION SERVICE HUNTINGDONSHIRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

Note

2 Trustees' Remuneration and Benefits

There were no trustees' remuneration or other benefits for the year ended 31st March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2023.

3 Staff costs

The average number of employees during the year was as follows: 5

No employees received emoluments in excess of £60,000.

4 Debtors 2023
£

Grants receivable	-
Prepayments	-
	<u><u>-</u></u>

5 Creditors 2023
£

Trade creditors	1,939
Social security and other taxes	5,255
Accrued expenses	715
Other creditors	354
Grants received in advance	47,083
	<u><u>55,346</u></u>

DISABILITY INFORMATION SERVICE HUNTINGDONSHIRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

Note

6	MOVEMENT IN FUNDS	As at 1.4.2022 £	Net movement in funds £	As at 31.3.2023 £
	Unrestricted funds	-	73,406	73,406
	Restricted funds	-	74,322	74,322
	TOTAL FUNDS	<u>-</u>	<u>147,728</u>	<u>147,728</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains & losses £	Movement in funds £
Unrestricted funds	109,505	(36,099)	-	73,406
Restricted funds	226,902	(152,580)	-	74,322
TOTAL FUNDS	<u>336,407</u>	<u>(188,679)</u>	<u>-</u>	<u>147,728</u>