

REGISTERED COMPANY NUMBER: 06339300 (England and Wales)
REGISTERED CHARITY NUMBER: 1124426

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2020
FOR
MANCHESTER PEOPLE FIRST

Cadishead Accountancy Services Limited
Britannic House
657 Liverpool Road
Irlam
Manchester
Greater Manchester
M44 5XD

MANCHESTER PEOPLE FIRST

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FOR THE YEAR ENDED 31ST MARCH 2020

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MANCHESTER PEOPLE FIRST

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31ST MARCH 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Company is a non-profit making organisation. Its objective is to challenge discrimination against people with learning difficulties in Greater Manchester and surrounding areas by:

The relief and support of such people through the provision of services which will enable them to obtain their full rights and privileges as citizens.

Supporting and encouraging self and group advocacy through the provision of support, assistance signposting and training.

To advance the education and training of the public, professionals and carers about the needs, skills and interests of people who have learning difficulties to enable people with learning difficulties to achieve full participation within the community.

Significant activities

Manchester People First will help Learning Disabled people have more choice and control over their lives through accessible information leading to more confident self-advocates.

Manchester People First will do this using a variety of different methods including workshops, conferences, information days, social events and training, this will be for Learning Disabled people, professionals, volunteers, organisations and other interested parties.

FINANCIAL REVIEW

Reserves policy

The Company ensures it has approximately 3 months running cost and adequate redundancy costs for its staff in reserve.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

The Company may by ordinary resolution appoint a person who is willing to act as a director and determine the rotation in which any additional directors are to retire.

At each general meeting all of the directors must retire from office but may put themselves forward for re-appointment.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06339300 (England and Wales)

Registered Charity number

1124426

MANCHESTER PEOPLE FIRST

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2020

Registered office
3 Broughton Street
Cheetham Hill
Manchester
Greater Manchester
M8 8RF

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees

Mr R J W Hughes	Trustee	- appointed 25.10.19
Ms P Phillips	Trustee	- resigned 24.10.19
Miss J Smith	Trustee	- appointed 25.10.19
Mr J D Timms	Trustee	- resigned 24.10.19
Mr B Edwards	Trustee	- appointed 25.10.19
Mr Q A Safdar	Trustee	- appointed 25.10.19

Company Secretary

Mr A A Needle

Independent Examiner

Colin Wilkinson FCA
Cadishead Accountancy Services Limited
Britannic House
657 Liverpool Road
Irlam
Manchester
Greater Manchester
M44 5XD

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 7th Oct 2020 and signed on its behalf by:

.....
Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
MANCHESTER PEOPLE FIRST
FOR THE YEAR ENDED 31ST MARCH 2020

Independent examiner's report to the trustees of Manchester People First ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent examiner's statement

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

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

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



Colin Wilkinson
FCA
Cadishead Accountancy Services Limited
Britannic House
657 Liverpool Road
Irlam
Manchester
Greater Manchester
M44 5XD

Date: 7/12/20

MANCHESTER PEOPLE FIRST

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2020

	Notes	Unrestricted funds £	Restricted funds £	Year Ended 31.3.20 Total Funds £	31.3.19 Total Funds £
INCOME AND ENDOWMENTS FROM					
Voluntary income		1,838	600	2,438	846
Activities for generating funds	2	6,506	-	6,506	6,450
Investment income	3	221	-	221	201
Charitable activities					
Self-advocacy		67,700	-	67,700	65,124
Service audit assistant		-	57,027	57,027	57,719
Partnership board		-	10,250	10,250	10,499
The social		-	-	-	6,743
Blackpool conference		-	3,000	3,000	3,000
Great British get together		-	-	-	-
Hate crime		500	-	500	-
Consultancy and training		800	-	800	550
Just information project		-	6,561	6,561	17,526
Health Workshop		-	-	-	-
Ambition for ageing work		-	-	-	-
Ambition for ageing tea dance		-	-	-	100
Anti-bullying		-	-	-	400
Total		77,565	77,438	155,003	169,158

The notes form part of these financial statements

MANCHESTER PEOPLE FIRST

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2020

	Notes	Unrestricted funds £	Restricted funds £	Year Ended 31.3.20 Total Funds £	Year Ended 31.3.19 Total Funds £
EXPENDITURE ON					
Costs of generating funds					
Raising funds		-	-	-	-
Charitable activities					
Self-advocacy		75,692	-	75,692	75,866
Just		-	4,731	4,731	2,229
Service audit assistant		-	56,539	56,539	51,155
Partnership Board		-	7,512	7,512	9,275
Blackpool conference		-	1,407	1,407	1,477
The social		-	-	-	6,185
Chatty Tuesday drama		-	298	298	-
Ombudsman donation		564	-	564	-
Farm Food training		-	140	140	2,144
Ambition for ageing work		-	-	-	49
Ambition for ageing tea dance		-	-	-	52
Hate crime		189	-	189	-
Anti-bullying		-	-	-	154
Talent show		-	-	-	312
The Challenge project		-	-	-	280
Governance costs		<u>2,095</u>	<u>-</u>	<u>2,095</u>	<u>2,050</u>
Total		<u>78,540</u>	<u>70,627</u>	<u>149,167</u>	<u>151,228</u>
INCOME/(EXPENDITURE)					
		(975)	6,811	5,836	17,930
RECONCILIATION OF FUNDS					
Total funds brought forward		39,355	12,006	51,361	33,426
Transfer funds		<u>9,799</u>	<u>(9,799)</u>	<u>-</u>	<u>-</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>48,179</u></u>	<u><u>9,018</u></u>	<u><u>57,197</u></u>	<u><u>51,356</u></u>

The notes form part of these financial statements

MANCHESTER PEOPLE FIRST

BALANCE SHEET
AT 31ST MARCH 2020

	Notes	Unrestricted funds £	Restricted funds £	31.3.20 Total Funds £	31.3.19 Total Funds £
FIXED ASSETS					
Tangible assets	9	17	-	17	26
CURRENT ASSETS					
Debtors	10	6,232	-	6,232	18,109
Prepayments and accrued income		2,118	-	2,118	2,118
Cash at bank and in hand		<u>51,050</u>	<u>9,018</u>	<u>60,068</u>	<u>34,009</u>
		59,400	9,018	68,418	54,236
CREDITORS					
Amounts falling due within one year	11	(11,238)	-	(11,238)	(2,901)
NET CURRENT ASSETS		<u>48,162</u>	<u>9,018</u>	<u>57,180</u>	<u>51,335</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>48,179</u>	<u>9,018</u>	<u>57,197</u>	<u>51,361</u>
NET ASSETS		<u>48,179</u>	<u>9,018</u>	<u>57,197</u>	<u>51,361</u>
FUNDS	13				
Unrestricted funds				48,179	39,355
Restricted funds				<u>9,018</u>	<u>12,006</u>
TOTAL FUNDS				<u>57,197</u>	<u>51,361</u>

The notes form part of these financial statements

MANCHESTER PEOPLE FIRST

BALANCE SHEET - CONTINUED
AT 31ST MARCH 2020

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2020.

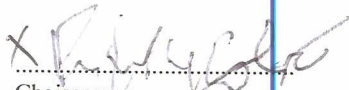
The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Section 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus and deficit for each financial year in accordance with the requirements of Section 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 7th Oct 2020 and were signed on its behalf by:


.....
Chairperson


.....
Trustee

The notes form part of these financial statements

MANCHESTER PEOPLE FIRST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2020

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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 33% on reducing balance

Taxation

The charity is exempt from corporation tax on its charitable activities.

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.

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

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight-line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	Year Ended 31.3.20 £	Year Ended 31.3.19 £
Other income	<u>6,506</u>	<u>6,450</u>

MANCHESTER PEOPLE FIRST

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2020

3. INVESTMENT INCOME

	31.3.20	31.3.19
	£	£
Deposit account interest	<u>221</u>	<u>201</u>

4. RAISING FUNDS

Raising donations and legacies

	31.3.20	31.3.19
	£	£
Depreciation	9	13
	<u>9</u>	<u>20</u>

5. NET INCOMING/(OUTGOING) RESOURCES

Net income/(expenditure) is stated after charging/(crediting):

	Year Ended 31.3.20	Year Ended 31.3.19
	£	£
Depreciation - owned assets	9	13
Other operating leases	<u>21,110</u>	<u>16,790</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2020 nor for the year ended 31st March 2019.

Trustees' Expenses

There were no trustees' expenses paid for the year ended 31st March 2020 nor for the year ended 31st March 2019.

7. STAFF COSTS

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

	31.3.20	31.3.19
Management	1	2
Support	<u>8</u>	<u>7</u>
	<u>9</u>	<u>9</u>

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

WAGE
funds

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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2020

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	846	-	846
Charitable activities			
Self-advocacy/Grants	65,674	95,987	161,661
Other trading activities	6,450	-	6,450
Investment income	<u>201</u>	<u>-</u>	<u>201</u>
Total	73,171	95,987	169,158
EXPENDITURE ON			
Raising funds	-	-	-
Charitable activities			
Self-advocacy/Grants	<u>80,145</u>	<u>71,083</u>	<u>151,228</u>
Total	<u>80,145</u>	<u>71,083</u>	<u>151,228</u>
NET INCOME/(EXPENDITURE)	(6,974)	24,904	17,930
RECONCILIATION OF FUNDS			
Total funds brought forward	26,526,	6,900	33,426
Transfer funds	19,798	(19,798)	-
TOTAL FUNDS CARRIED FORWARD	<u><u>39,350</u></u>	<u><u>12,006</u></u>	<u><u>51,356</u></u>

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NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2020

9. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 April 2019 and 31 March 2020	<u>2,271</u>
DEPRECIATION	
At 1 April 2019	2,245
Charge for year	<u>9</u>
At 31 March 2020	<u>2,254</u>
NET BOOK VALUE	
At 31 March 2020	<u>17</u>
At 31 March 2019	<u>26</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.20	31.3.19
	£	£
Trade debtors	6,232	18,109
	<u>6,232</u>	<u>18,109</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.20	31.3.19
	£	£
Deferred grant income	7,058	-
Social security and other taxes	1,280	-
Accrued expenses	<u>2,900</u>	<u>2,901</u>
	11,238	2,901

12. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.20	31.3.19
	£	£
Within one year	21,000	21,000
Between one to five years	<u>42,000</u>	<u>63,000</u>

MANCHESTER PEOPLE FIRST

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
for the Year Ended 31 March 2020

13. MOVEMENT IN FUNDS

	At 1.4.19 £	Net movement in funds £	At 31.3.20 £
Funds			
General fund	39,355	8,824	48,179
Restricted fund	12,006	(2,988)	9,018
TOTAL FUNDS	<u>51,361</u>	<u>5,836</u>	<u>57,197</u>
Net balances in restricted funds, included in the above are as follows:		31.3.20 £	31.3.19 £
Chatty Tuesday		202	-
Training for members		2,716	2,856
Wednesday group		100	-
GM Gold project		6,000	9,150
		<u>9,018</u>	<u>12,006</u>
Restricted funds		<u>9,018</u>	<u>12,006</u>

The funding we receive for agreed activities/events as stipulated in our contracts. Any funds not spent within the year are either carried forward or allocated to the core once the activity/event has been undertaken.

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

	Incoming resources £	Resource s expended £	Movement in funds £
Unrestricted funds			
General fund	77,565	(68,741)	8,824
Restricted fund	77,438	(80,426)	(2,988)
TOTAL FUNDS	<u>155,003</u>	<u>(149,167)</u>	<u>5,836</u>

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2020.

MANCHESTER PEOPLE FIRST

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2020

	31.3.20 £	31.3.19 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	2,438	846
Other trading activities		
Other income	6,506	6,450
Investment income		
Deposit account interest	221	201
Charitable activities		
Consultancy and training	800	550
Just info project	6,561	17,526
Support	7,299	9,411
Grants	<u>131,178</u>	<u>134,173</u>
	<u>145,838</u>	<u>161,660</u>
Total incoming resources	155,003	169,157
EXPENDITURE		
Raising donations and legacies		
Computer equipment	9	13
Support costs		
Management		
Meeting costs	3,966	5,298
Finance		
Bank charges	120	130
Human resources		
Wages	91,350	97,201
Social security	1,565	2,769
Pensions	6,177	5,926
Staff training	<u>-</u>	<u>-</u>
	99,092	105,896
Other		
Other operating leases	21,110	16,790
Professional Services	6,138	5,469
Insurance	2,081	2,037
Light and heat	1,627	2,891
Telephone	1,436	942
Printing postage & stationery	3,509	4,636
Sundries	1,428	2,137
Rates and water	1,915	1,306
Equipment and repairs	3,929	959
Publications and subscriptions	232	241
Travel	480	433
Carried forward	43,885	37,841

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DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2020

	31.3.20	31.3.19
	£	£
Other		
Brought forward	43,885	37,841
Volunteer expenditure	<u>-</u>	<u>-</u>
	43,885	37,841
Governance costs		
Accountancy and legal fees	<u>2,095</u>	<u>2,050</u>
Total resources expended	149,167	151,228
	<u> </u>	<u> </u>
Net expenditure	<u><u>5,836</u></u>	<u><u>17,929</u></u>