



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 1st	Month	2020		Day 31st	Month	Year 2021
		April				March	

Section A

Reference and administration details

Charity name

First Person Plural

Other names charity is known by

FPP

Registered charity number (if any)

1156602

Charity's principal address

Room G05, Regent House

Bath Avenue

Wolverhampton

Postcode

WV1 4EG

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
Kathryn Livingston	Treasurer		
Melanie Goodwin	Chair		
Sarah Kelly			
Kim Sparkes			
Carol Broad			

Names and addresses of advisers (Optional information)

Type of adviser

Name

Address

Bank	The Co-operative Bank PLC	1-2 Dudley Street, Wolverhampton, WV1 3EN
Independent Examiner	Melissa Smith	JMS Accountants Ltd, 6 School Road, Wombourne, Wolverhampton, WV5 9ED

Name of chief executive or names of senior staff members (Optional information)

Section B

Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Association Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Elected by members at AGM, with provision for limited co-options by the Board to fill vacant seats between AGMs or to bring specialist expertise onto the board

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- Trustees' consideration of major risks and the system and procedures to manage them.

FPP is governed by its Board of Trustees.

The operational tasks of the charity are undertaken by one part time employee; a Business Manager (16 hours per week) and a few volunteers including the Voluntary Co-ordinator and Trainers. Employees are line-managed by the Voluntary Co-ordinator.

FPP is a full member of The Survivor's Trust (TST), the national umbrella agency for specialist rape, sexual violence and childhood sexual abuse organisations in the UK & Ireland. Full membership of TST is granted only to organisations that meet a recognised set of Standards with governance, policies and procedures.

Four Trustees are members of European Society for Trauma and Dissociation (ESTD), two of these are e-by-e representatives on the committee of the Network of UK Members of the ESTD (ESTD-UK). One Trustee is a member of International Society for the Study of Trauma and Dissociation (ISST-D), FPP is a member of National Service User Network (NSUN), Small Charities Coalition, Wolverhampton Voluntary Sector Council (WVSC), National Council for Voluntary Organisations (NCVO), Black Country Sexual Abuse Forum and has representation on the Norfolk and Suffolk DID strategy group, NSFT.

FPP works collaboratively with other organisations including the European Society for Trauma and Dissociation-UK (ESTD-UK) and Ritual Abuse Information and Networking Support (RAINS)

The charity has established good working alliances with The Pottergate Centre for Dissociation & Trauma in Norwich, The Clinic for Dissociative Studies in London, Integrate Families / British Institute for Complex Trauma & Dissociation (BICTD) in Huddersfield, the Complex Trauma and Dissociation Clinic (C-TAD) in Cheshire and Willows Counselling Services based in Swindon.

Continuing involvement with long and shorter term national consultations, collaboration and participation in NHS projects are examples of this work.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

The objectives of the CIO are

- (i) The relief of sickness, in particular by provision of support and information to adult survivors of trauma and abuse who experience complex dissociative distress, their friends, family and carers;
- (ii) To promote a better understanding of complex dissociative distress among health and social care professionals and to improve service provisions leading to better health outcomes;
- (iii) The advancement of education of the general public in order to promote a better understanding and acceptance of people who experience complex dissociative distress and those in support roles.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The charity trustees have complied with their duty to have due regard to the Charity Commission's guidance on public benefit.

Compliance with actions that directly furthers FPP's objectives or is conducive or incidental to doing so is maintained at all times.

FPP ensures access to information is available through producing its own resources and linking to others' resources.

FPP responds promptly to all enquiries.

FPP's training programme including bespoke commissioned trainings has adapted and responded to Covid 19 restrictions.

FPP contributes to other organisations' training programmes. e.g. Rape Crisis Centres, Accredited Counselling Courses, NHS Mental Health Teams, Housing Associations and generic Mental Health Well Being organisations.

You may choose to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- Contribution made by volunteers.

Collaborative working with these organisations is maintained with FPP often taking the lead.

FPP maintains and manages their website.

FPP continues to manage and develop the ESTD-UK website and online learning programme.

FPP provides speakers for conferences and similar events.

Responding to members needs during the pandemic.

- Short films containing current, supportive information were produced and uploaded on the website.
- Support Notes – written by members became a regular feature during the year.
- Six, facilitated, online peer support groups were established, meeting alternate months.
- The online forum for full members has been proactively supported by volunteers.
- New, online training has been created to fulfil individual requests.
- Planning online training modules has progressed.

Volunteers, working collaboratively with the Business Manager are instrumental in the overall management, development and running of the organisation.

General Overview and Training

General

FPP responds comprehensively to many e-mail enquiries. This includes networking with other professionals/agencies and sign posting.

FPP continues to support the independent Norwich Peer Support group if required.

FPP responded to the increase in requests for individual support, generated partially by the Covid restrictions. Six, online, facilitated Peer Support Groups were established, open to full members. They were held in alternate months and are initially a pilot for one year. They have been reviewed and the project will be taken forward in September 2021.

FPP training programme was postponed in compliance with Covid regulations.

FPP responded and adapted their training material to fulfil individual, bespoke training requests, provided online.

Online Trustee meetings were held regularly. The 2020 AGM was cancelled in accordance with the constitution. Trustees were briefed about operational activities outside of meetings when appropriate.

FPP worked with ESTD-UK colleagues in organising a joint conference to be held October 2020. This was cancelled. FPP applied for free legal advice through the Voluntary Sector to resolve the cancellation process, a victim of the pandemic. The Solicitors Firm Covington and Burling LLP accepted the job as a bona fide case. This was an involved and prolonged process; the legal advice was invaluable.

Writing for and compiling the newsletters and updating the website are ongoing.

FPP continues to work with students undertaking research. This may involve a single consultation or long term collaboration.

FPP does not offer individual, ongoing support but at times is able to provide a one-off phone call. Each request is given due consideration.

FPP is represented on the National Sexual Assault and Abuse Services team at NHS England and NHS Improvement Committee - Pathfinders for

adult victims and survivors of sexual assault and abuse with complex trauma related mental health needs. This is an ongoing project.

FPP's role as host employer for the Black Country Sexual Abuse Forum (BCSAF) Forum Co-ordinator ended in August 2020. FPP's close involvement with this forum remains, including providing a training session.

FPP continues to have a proactive role within the Norfolk and Suffolk Foundation Trust – NFST developing their training programme and input into the DID strategy group.

In compliance with the government's Covid rules and restrictions the use of the office has been spasmodic. Negotiations with our landlords in relation to managing FPP's 80% rates reduction for charities was concluded and resulted in a new 6 month occupation agreement at a reduced rent.

Specific actions April 2020 – March 2021 -Training and external meetings/events

The Survivors Trust has established online support groups for the Trustees of their member organisations. An FPP Trustee has attended these bimonthly sessions. It has been an appreciated opportunity to meet with other trustees.

Two FPP members were part a panel of survivors meeting over four weeks to assist in their development of online material.

An FPP member has attended four DID strategy group meetings of the NSFT.

EbE input for the NSFT current DID training and planning for the future was provided. This included input into an NHS evaluation form for the ESTD -UK online course. (FPP provides one of the four online modules).

A member attended regular meetings of the BCSAF contributing to forward planning and providing a session on Trauma and Dissociation.

In collaboration with Remy Aquarone three courses comprising four sessions were run using the ESTD-UK online course. This was free and was offered to ESTD-UK members and NHS therapists.

	The annual training session for new volunteers with the Sue Lambert Trust was maintained via Zoom. Bespoke training for Alina Care was provided. There have been numerous Zoom meetings with FPP staff and volunteers. FPP has been able to provide many individual consultations. E.g. liaising with the Suffolk Young Mental Health Champion. A lot of the work during this time has been provisional until face to face training and meetings can safely resume.
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Section E	Financial review
Brief statement of the charity's policy on reserves	FPP ensures that enough reserves are held to cover all predictable costs and a contingency amount to ensure FPP can stay operational for at least one year following any failures of funding income.
Details of any funds materially in deficit	N/A

Further financial review details

(Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity; investment policy and objectives

Working with due regard to our income requirements FPP negotiates fees for commissioned trainings to ensure smaller organisations can access necessary training. Each request is considered on its individual merit, an absolute minimum requires all trainers' expenses to be met.

Full, Associate and International membership is available. Refer to criteria as specified in section 9 of the constitution. Financial hardship is never a barrier to membership.

FPP's income is usually derived primarily from membership and other donations, training fees and income from the sale of our training/information films. This year was no different, but in addition we received two substantial donations. In January FPP received a transfer of funds donation on the closure of Dorset-based charity Hurting to Healing in the amount of £68,930.88. A further donation of £10,000 (Plus Gift Aid) was received in February from Elly Hanson. It was part of the compensation settlement she had been awarded by The Mail on Sunday, following a High Court case. These donations are will make a significant difference to FPP and its beneficiaries. We have produced a new 3 year Strategic Plan, liaising with a representative from the TST. The plan includes increasing our fundraising and communications capacity through the appointment of another paid member of staff. We are extremely grateful to all those who support FPP financially through donations and as members; as well as those who gift their time and experience. This allows FPP to continue to work towards fulfilling its aims and objectives.

Section F

Other optional information

N/A

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Melanie Goodwin	Kathryn Livingston
Position (eg Secretary, Chair, etc)	Chairperson	Treasurer
Date	5th July, 2021	

	A	B	C	D	E
1	First Person Plural (CIO) - Charity Reg No 1156602				
2	Income/Expenses Accounts				
3	For the period 1st April 2020to 31st March 2021				
4	2020-2021			2019-2020	
5		Unrestricted	Subtotals	Unrestricted	Subtotals
6	Income				
7	Donations (note 1)	90,169.94		17,325.77	
8	HMRC Gift Aid		829.69		0.00
9	Membership Subscriptions		1,832.00		0.00
10	Hurting to Healing		68,930.89		0.00
11	DissocDID		588.43		0.00
12	Individual Donors		15,881.81		3,060.46
13	Fundraiser		2,107.12		129.16
14	TAG		0.00		12,421.15
15	Rent		0.00		840.00
16	In Memorium		0.00		475.00
17	Staff costs		0.00		400.00
18	ESTD-UK Collaboration	3,164.19		13,401.02	
19	Administration costs		1,234.67		0.00
20	ESTD-UK online training		1,929.52		2,175.00
21	2019 Conference		0.00		7,326.00
22	Non-training (reclaimed expenses)		0.00		3,900.02
23	HMRC Gift Aid (note 1)	0.00		919.80	
24	Investment income	119.07		60.26	
25	Bank Interest		119.07		60.26
26	Membership Subscriptions (note 1)	0.00		2,015.30	
27	Sales	941.64		1,011.82	
28	MP4 & DVD		641.64		1,011.82
29	Laptop		300.00		0.00
30					
31	Training Income	1,900.00		14,438.70	
32	Consultancy fees		1,150.00		460.00
33	Commissioned		750.00		9,441.00
34	Delegate fees		0.00		3,027.96
35	Reclaimed travel expenses		0.00		1,509.74
36	CCG Grant for BCSAF Staff costs	0.00		6,790.00	
37	Total Income this period	96,294.84		55,962.67	
38					
39					
40	Expenses				
41	Accommodation	0.00		317.45	
42	Training (Volunteers)		0.00		194.97
43	FPP representation (Volunteers)		0.00		122.48
44	Administration	1,615.92		1,877.37	
45	Computer Software		964.02		852.63
46	ICO Registration		35.00		35.00
47	Internet Services Media Downloads		0.00		67.87
48	Internet Services Events Booking		0.00		75.60
49	Intenet Services Members Forum		57.07		56.76
50	Internet Services Training Evaluations		41.94		125.82
51	Internet Services Website Hosting		72.00		72.00
52	Phone		98.21		53.70
53	Postage		121.90		252.75
54	Print/Copy		49.00		141.69
55	Stationery		32.90		143.55

	A	B	C	D	E
56	Annual Zoom Fee		143.88		0.00
57	Bank Charges	93.22		133.58	
58	PayPal		33.63		44.79
59	ESTD-UK online booking charges		59.59		79.15
60	Service Charges		0.00		9.64
61	Catering	0.00		210.79	
62	AGM		0.00		0.00
63	Hospitality		0.00		210.79
64	CPD & Representation	0.00			
65	Representation at external events		0.00	306.19	
66	Entertainment	0.00		75.00	
67	AGM		0.00		75.00
68	Equipment	0.00		1,361.01	
69	BCSAF staff equipment (computer, phone, usb		0.00		673.46
70	FPP staff laptop/accessories and printer		0.00		687.55
71	ESTD UK Collaboration	5,052.04		3,729.25	
72	Forfeited Conference deposit contribution		2,832.48		0.00
73	Online training		1,752.89		1,995.85
74	Non-training		466.67		1,369.40
75	Training/Conference		0.00		364.00
76	Dues and Subscriptions	155.45		348.35	
77	ESTD Membership		77.85		
78	Benefits and Work subscription (note 2)		77.60		
79					
80	Information Resources	0.00		97.00	
81	Benefits and Work subscription (Note 2)		0.00		97.00
82	Insurance	524.52		531.45	
83	Indemnity & Liability Insurance		524.52		476.88
84	Travel Insurance		0.00		54.57
85	Office expenses	0.00		30.49	
86	Premises	2,208.96		2,962.08	
87	Rent		2,208.96		2,962.08
88	Room Hire	0.00		504.00	
89	Training venue (Leicester)		0.00		504.00
90	Sales Refunds	0.00		2,120.00	
91	Refund of delegate fees		0.00		2,120.00
92	Staff Costs	14,202.94		9,774.20	
93	Salaries		13,856.94		9,774.20
94	Staff Home working allowance		346.00		0.00
95	Subsistence	0.00		102.01	
96	Commissioned training (Volunteers)		0.00		79.86
97	BCSAF		0.00		22.15
98	Travel Expenses	0.00		5,471.31	
99	AGM		0.00		31.70
100	Staff		0.00		124.85
101	FPP representation (Volunteers)		0.00		1,521.16
102	Commissioned training/training (Volunteers)		0.00		3,793.60
103	Professional fees	380.00		0.00	
104	Independent examination of accounts		380.00		0.00
105					
106	Total Expenses this period	24,233.05		29,951.53	
107					
108	TOTAL BALANCE this period	72,061.79		26,011.14	
109					
110					
111	Total Cash Assets @ 31/03/21	108,878.99		36,715.16	

	A	B	C	D	E
112					
113	Co-operative Current		1,109.98		1,288.77
114	Co-operative Savings		106,849.96		34,700.00
115	PayPal		916.55		723.89
116	Petty Cash		2.50		2.50
117	Other Assets Total (note 3)	5,138.40		6,194.33	
118	Outstanding invoices		200.00		500.00
119	2 (20-21) / 3 (19 - 20) x Laptop computers		561.50		583.20
120	1 x Printers		40.00		48.60
121	Office furniture		274.40		638.93
122	Other office equipment		0.00		48.60
123	DVD sales stock		4,062.50		4,375.00
124	Other Liabilities total	85.08		283.04	
125	Payroll liability (Tax/NI)		85.08		283.04
126	Accounts prepared by Lesley Thomas, Business Manager on 10/05/2021 from the books and records of First Person Plural (Charity Registration Number 1156602) and agreed by Kathryn Livingston, Honorary Treasurer. I declare that to the best of my knowledge and belief these accounts represent an accurate record of the CIO's finances on 31st March 2021. 				

Notes

- Donations now include Gift Aid and Membership subscriptions
- Benefits and work subscription moved to 'Dues and subscriptions'
- Current Value of Assets recalculated using revised depreciation rates as recommended by JMS Accounting. Thus depreciation of laptops / printers and other office equipment now @ 25% pa over 4 years since date of purchase; and at 10% over 10 years since date of purchase

Depreciation 2020-2021

Laptops:

1. date of purchase = £629.99 14/10/2019

Depreciation = -25% of cost price over 4 years = £157.5 per year for 4 years @31/03/2021
asset value = £315

2. date of purchase = £493.00 16/09/2019

Depreciation = -25% of cost price over 4 years = £123.25 per year for 4 years @
31/03/2021 asset value = £246.50

Total asset value for laptops at 31/03/2021 = £561.50

*[3. date of purchase = 2016 for approx. £400 – depreciated value at -25% over 4 years
expired by Mar 2020 but sold for £300 in late 2020]*

Printer purchased 11/02/2020 = £79.99

Depreciation = -25% over 4 years = £20 per year for 4 years @ 31/03/2021 asset value =
£40

Other Office equipment: all purchased more than 4 years ago.

Depreciation = -25% over 4 years; so @31/03/2021 have no economic value i.e. £0

Office Furniture: Date of purchase cJune 2014 at cost of £1372

Depreciation = -10% over 10 years = 137.20 per year giving a value at 31/03/2021 of
£274.40

DVDs asset value calculated on estimated stock of 325 units @ selling price of £12.50 per
unit = £4062.50



Section A

Independent Examiner's Report

Report to the trustees/
members of

First Person Plural

On accounts for the year
ended

31 March 2021

Charity no
(if any)

1156602

Set out on pages

1 to 3

Responsibilities and
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 03 / 2021.

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 Trust's accounts carried out under section 145 of the 2011 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have 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.

Signed:

Date:

12 July 2021

Name:

Melissa Smith

Relevant professional
qualification(s) or body
(if any):

CIMA dip MA, MAAT

Address:

6 School Road, Wombourne, Wolverhampton, West Midlands WV5 9ED