

WORCESTERSHIRE PARENT AND CARERS' COMMUNITY

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2021

WORCESTERSHIRE PARENT AND CARERS' COMMUNITY

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WORCESTERSHIRE PARENT AND CARERS' COMMUNITY TRUSTEE AND ADMINISTRATIVE DETAILS

Trustees	Anne Duddington Sue Jarvis Belinda Morgan Dr Lesley Ann Smallman Simon de Garis	Chairperson Vice chairperson Treasurer
Charity number	1122583	
Principal address	Crossroads Care Weir Lane Worcester WR2 4AY	
Independent examiner	E D Needham ACA ATII Kendall Wadley LLP Granta Lodge 71 Graham Road Malvern Worcestershire WR14 2JS	
Bankers	HSBC 6 Broad Street Worcester WR1 2EJ	

WORCESTERSHIRE PARENT AND CARERS' COMMUNITY TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

Worcestershire Parent and Carers' Community is registered with the Charity Commission and governed by a constitution dated 30 January 2007. It is an association of approximately 200 member families and wide social media reach. The Charity's registered number, trustees and principal address are detailed on page 1. New trustees are selected and appointed by the trustees from within and outside the membership.

The trustees confirm that in undertaking their work they have complied with the duty within section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

Objects of the Charity

The objects of the charity set out in the constitution are the provision of relief to people with a disability; in particular by providing help and support to them, their families and dependents and by assisting with the planning and development of services locally in Worcestershire.

The charity focuses on providing whole family support in the community for families who have a child or young person with a disability or additional need. We provide opportunities for social contact, specialist family inclusive activities, practical and emotional support and signposting to relevant support organisations. We aim to bring families out of isolation and give them a voice in the development of services in Worcestershire.

Summary of the main activities and achievements

We are proud to have continued supporting member families during this difficult year of lockdown and social isolation by switching to online activities where face to face has not been possible. We increased the frequency and scope of our member newsletters and have continued to provide access to our family workers by telephone or online. We have continued to represent families with a disabled child in the development of services in the region.

A proud achievement this year is the publication of a compendium of members' life experiences in the form of a book 'Love, Laughter and Tears'. This has been a collaborative effort and in addition to being distributed to all members has proved popular with outside organisations as a learning resource.

Our activities have included the following:

- online coffee mornings and yoga sessions for wellbeing. Parents and carers can relax and share information and experiences
- a supported family inclusive trip to a Safari Park, which allowed whole families to enjoy a break in the company of other member families.
- a monthly youth group activity for our members aged 13 years and over. Although some sessions were held online, the group enjoyed several face to face youth group events. The activities are designed to help our youngsters develop the independence and social skills necessary to grow into confident adults with fulfilling lives
- providing families in distress with access to a family worker for practical support and signposting advice
- compiling, publishing and releasing our book 'Love, Laughter and Tears' -a collection of life experiences from parents, carers and our young people.
- assisting in the implementation and monitoring of Worcestershire's Carers' Strategy through the Health and Wellbeing Board.
- taking part in the county wide voluntary sector covid response led and coordinated by Worcester Community Foundation
- continuing to engage with the University of Worcester, in particular by delivering an annual lecture on the Special Educational Needs, Disabilities and Inclusion BA degree course
- providing a patient/carer perspective to the Continuing Health Care Communications Working Group set up by Herefordshire and Worcestershire Clinical Commissioning Group

WORCESTERSHIRE PARENT AND CARERS' COMMUNITY TRUSTEES' REPORT CONTINUED FOR THE YEAR ENDED 31 MARCH 2021

- providing a voice in the regional development of infrastructure for young people in the voluntary sector. A nominated individual serves as trustee of Young Solutions Worcestershire for this purpose.
- Working closely with other charities, organisations and our local authority in the development of services for people with a disability, particularly families including disabled children.
- maintaining policies and procedures commensurate with high standards of safeguarding and protection.

Financial sustainability remains a principal challenge. We are dependent on grants and donations for our continued operation and we are truly grateful to the organisations and individuals who have supported us this year, enabling us to continue our work including those who have devoted time and effort to fundraising internally.

Reserves Policy

The trustees' policy is to hold reserves representing at least six months operating expenditure to ensure that we can continue to deliver services and meet our financial obligations despite fluctuations in income. Our free reserves at 31 March 2021 are £40,656 (2020 £50,778) which is in line with this policy.

The trustees would like to thank the following for their financial support:

Burford Trust
Laslett's Hinton Charity
Sanctuary Group and connected individuals
Masonic Charitable Foundation
Worcestershire Community Foundation
Edward Cadbury Charitable Trust
Worcestershire Children First
Groundwork UK
Worcestershire County Councillor Liz Tucker
Baron Davenport's Charity
Enterprise Cars
Tesco
Wooden Spoon
Mary Hill Trust
The Monday Night Group

The trustees would like to extend thanks to members, parents, carers and other supporters who have donated their time to support our activities.



**Anne Duddington
Chairperson**

13 July 2021

WORCESTERSHIRE PARENT AND CARERS' COMMUNITY INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report on the accounts of the charity for the year ended 31 March 2021 which are set out on pages 5 to 6.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

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

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



E D Needham ACA ATII

Kendall Wadley LLP
Chartered Accountants
Granta Lodge
71 Graham Road
Malvern
Worcestershire

13 July 2021

**WORCESTERSHIRE PARENT AND CARERS' COMMUNITY
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2021**

	Restricted Funds £	Unrestricted Funds £	Total £	Total 2020 £
Receipts				
Grants and donations:				
Burford Trust		5,000	5,000	-
Worcestershire Children First	3,904	-	3,904	6,756
Laslett's Hinton Charity		4,000	4,000	-
Masonic Charitable Foundation		2,900	2,900	2,900
Sanctuary Group		2,276	2,276	2,478
Worcester Community Foundation		2,500	2,500	2,000
Others (< £2,500)		8,432	8,432	22,262
	<u>3,904</u>	<u>25,108</u>	<u>29,012</u>	<u>55,573</u>
Fundraising activities and collections		-	-	1,647
Member contributions for activities		736	736	3,535
Refunds for cancelled activities		1,608	1,608	-
Bank interest		4	4	15
	<u>3,904</u>	<u>27,456</u>	<u>31,360</u>	<u>60,770</u>
Payments				
Direct costs of charitable activities				
Activities and events	1,817	9,442	11,259	12,120
Salary cost- delivery of activities and family support	1,086	20,142	21,228	21,429
Event support work	2,258	-	2,258	2,932
Communications, social media and website		1,114	1,114	2,360
Fundraising and volunteer coordination		1,003	1,003	1,483
Other	111	158	269	160
	<u>5,272</u>	<u>31,859</u>	<u>37,131</u>	<u>40,484</u>
Overheads				
Salary cost – office/administration		2,238	2,238	2,260
Office, telephone and insurance	400	943	1,343	2,645
Other administration costs		658	658	356
Sundries		112	112	166
	<u>400</u>	<u>3,951</u>	<u>4,351</u>	<u>5,427</u>
Total payments	<u>5,672</u>	<u>35,810</u>	<u>41,482</u>	<u>45,911</u>
Net income (deficit) for the year	(1,768)	(8,354)	(10,122)	14,859
Transfer	1,768	(1,768)	-	-
Net movement in funds	-	(10,122)	(10,122)	14,859
Fund balances at start of year	-	50,778	50,778	35,919
Fund balances at end of year	-	40,656	40,656	50,778

**WORCESTERSHIRE PARENT AND CARERS' COMMUNITY
STATEMENT OF ASSETS AND LIABILITIES
AT 31 MARCH 2021**

	Restricted Funds £	Unrestricted Funds £	Total £	2020 £
ASSETS				
Accounts at HSBC				
Current account	-	33,214	33,214	43,341
Savings account	-	7,442	7,442	7,437
	<u>-</u>	<u>40,656</u>	<u>40,656</u>	<u>50,778</u>

These accounts were approved by the Trustees on 13th July 2021 and signed on their behalf by:

Anne Duddington

Anne Duddington
Chairperson

WORCESTERSHIRE PARENT AND CARERS' COMMUNITY
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

Basis of preparation

These accounts have been prepared on a receipts and payments basis under section 133 of the Charities Act 2011 following the guidance for accounting issued by the Charity Commission.

2 Restricted funds

	At 1 April 2020 £	Amounts received £	Amounts spent £	Transfer from unrestricted £	At 31 March 2021 £
Worcestershire Children First	-	3,904	(5,672)	(1,768)	-

The grant is restricted to expenditure on youth group activities specified in the grant agreement and is subject to monitoring.

3 Trustees' remuneration and expenses

There was none.

4 Related party transactions

One of the individuals employed by the charity is connected to a trustee of the charity. The trustees manage potential conflicts of interest.

5 Expenses incurred but not paid at the year end

There were no amounts due but not paid at the year end.

