

WORCESTERSHIRE PARENT AND CARERS' COMMUNITY

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2017

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 Stephen Hewitt Lesley Smith Lesley Ann Smallman Marcus Seale Sylvia Dyke	Chairperson Vice chairperson Treasurer (appointed 10 May 2016) (appointed 10 January 2017) (resigned July 2016) (resigned May 2016)
Charity number	1122583	
Principal address	Crossroads Care Weir Lane Worcester WR2 4AY	
Independent examiner	E D Needham ACA ATII Kendall Wadley LLP Chartered Accountants 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 2017

Worcestershire Parent and Carers' Community is registered with the Charity Commission and governed by a constitution dated 30 January 2007. It is an association with 200 member families. 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 we 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 supporting the parents and carers of disabled children and their families and aims to bring them out of isolation and to help them to support themselves and each other. We provide opportunities for social contact, specialist family inclusive activities, practical and emotional support and information including training sessions and signposting to relevant support organisations.

Summary of the main activities and achievements

During the year to 31 March 2017 we have continued our work supporting parents and carers and helping to bring the families of disabled children out of isolation. Our activities have included:

- holding coffee mornings around the region where parents and carers can gather information, meet others facing the same challenges and build their own support networks.
- organising a wide range of family inclusive activities enabling the whole family to enjoy a break together in the company of other member families. These events build confidence and provide opportunities for friendship, increasing the resilience of the parents and carers of disabled children. The year's activities included trips to an animal sanctuary, a zorbing event, a West Midlands Safari Park outing, a trip to the Worcester Warriors fireworks, a swimming pool event, a picnic, a Christmas party and a celebration of the Charity's tenth anniversary.
- running a very popular youth group for our 14+ members, with monthly youth group activities in the Wychavon area and group outings which this year included trips to Laser Quest and the Malvern Hills Outdoor Centre. Through the activities offered to this group we aim to help our youngsters to develop the independence and social skills necessary for them to grow into confident adults with fulfilling lives
- offering the services of a family worker to families in distress, to listen and provide practical and signposting advice.
- renewing our website and facilitating social media groups and a welcoming premises in Worcester. Through these, social contact and access to information are made available to parents and carers, supporting them and enabling them to help themselves and support each other
- continuing to engage with Worcestershire County Council, Carers Action Worcestershire, Young Solutions, Healthwatch Worcestershire and Worcestershire NHS Health and Care Trust in the development of services for people with a disability, particularly families including disabled children.
- maintaining policies and procedures commensurate with a high standard of safeguarding, including providing safeguarding training within the organisation.

Financial sustainability remains our principal challenge. We have continued to fundraise internally to match funds raised from external organisations. We are very dependent on grants and donations for our continued operation and we are tremendously grateful to the organisations and individuals who have supported us this year, enabling us to continue our work.

WORCESTERSHIRE PARENT AND CARERS' COMMUNITY TRUSTEES' REPORT CONTINUED FOR THE YEAR ENDED 31 MARCH 2017

Reserves Policy

The trustees' policy is to hold reserves representing at least three 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 2017 are £23,614 (2016 £21,529).

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

The Eveson Charitable Trust
Worcestershire County Council
Lasletts Hinton Charitable Foundation
J Sainsbury plc
The Edward Cadbury Charitable Trust
Bransford Golf Club
Worcester Lions Club
The Mary Hill Trust
Waitrose Limited
The Malvern Catenians
Worcestershire County Councillors Marc Bayliss, Liz Tucker, Paul Denham, Lynne Duffy, Matthew Jenkins and Graham Vickery
Graham Plumpton who completed the London Marathon and Emma Chetwynd Jarvis an Iron Man Triathlon in support of the Charity.
Schools who held a Rainbow Day - Tardebigge, Walkwood Middle, Burlish Primary and Riverside.
Members, parents and carers who have made donations and contributed towards events and activities.

The trustees would also like to thank everyone who provides time and practical support to our activities.



Anne Duddington
Chairperson

19 June 2017

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

I report on the accounts of the charity for the year ended 31 March 2017 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

19 June 2017

**WORCESTERSHIRE PARENTS AND CARERS' COMMUNITY
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2017**

	Restricted Funds £	Unrestricted Funds £	Total £	Total 2016 £
Receipts				
Grants and donations:				
The Eveson Charitable Trust		7,500	7,500	9,000
Worcestershire County Wychavon 14+ Project	5,608	2,052	7,660	6,459
Worcestershire County Councillors		3,500	3,500	-
Lasletts Hinton Charitable Foundation		3,000	3,000	-
Bransford Golf Club		1,629	1,629	-
Edward Cadbury Charitable Trust		1,000	1,000	-
Other		1,931	1,931	24,761
	<u>5,608</u>	<u>20,612</u>	<u>26,220</u>	<u>40,120</u>
Fundraising activities and sponsorship		4,752	4,752	1,847
Parent carer contributions for activities		2,942	2,942	1,705
Bank interest		5	5	4
	<u>5,608</u>	<u>28,311</u>	<u>33,919</u>	<u>43,776</u>
Payments				
Direct costs of charitable activities				
Activities and events	2,649	6,591	9,240	6,131
Direct salary cost	880	11,734	12,614	16,808
Support work and travel costs	2,202	-	2,202	3,595
Advertising and communications		1,015	1,015	640
Fundraising		4,570	4,570	812
Equipment and supplies	1,080		1,080	1,324
Other	46		46	3,986
	<u>6,857</u>	<u>23,910</u>	<u>30,767</u>	<u>33,296</u>
Overheads and administration costs				
Salary for administration		1,257	1,257	3,828
Office, telephone and insurance		1,423	1,423	2,256
Professional fees & DBS checks		439	439	652
Sundries		160	160	621
		<u>3,279</u>	<u>3,279</u>	<u>7,357</u>
Total payments	<u>6,857</u>	<u>27,189</u>	<u>34,046</u>	<u>40,653</u>
Net income (deficit) for the year	(1,249)	1,122	(127)	3,123
Transfer	169	(169)	-	-
Net movement in funds	<u>(1,080)</u>	<u>953</u>	<u>(127)</u>	<u>3,123</u>
Fund balances at start of year	1,612	22,661	24,273	21,150
Fund balances at end of year	<u>532</u>	<u>23,614</u>	<u>24,146</u>	<u>24,273</u>

WORCESTERSHIRE PARENTS AND CARERS' COMMUNITY
STATEMENT OF ASSETS AND LIABILITIES
AT 31 MARCH 2017

	Restricted Funds £	Unrestricted Funds £	Total £	2016 £
ASSETS				
Accounts at HSBC				
Current account	-	16,738	16,738	12,870
Savings account	532	6,876	7,408	7,403
Baily Thomas Grant account	-	-	-	4,000
	<u>532</u>	<u>23,614</u>	<u>24,146</u>	<u>24,273</u>

There were no expenses incurred but not paid at the year end.

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2017

1 Accounting policies

Basis of preparation

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

2 Restricted funds

	At 1 April 2016 £	Amounts received £	Funds Expended £	Transfer from unrestricted £	At 31 March 2017 £
Npower capital grant	1,612	-	(1,080)	-	532
Wychavon short breaks 14+	-	5,608	(5,777)	169	-
	<u>1,612</u>	<u>5,608</u>	<u>(6,857)</u>	<u>169</u>	<u>532</u>

The Npower capital grant was made to fund expenditure on capital items. The Wychavon grant is restricted to expenditure on youth group activities strictly specified in the grant agreement and is subject to monitoring.

3 Trustees' remuneration and expenses

None of the trustees or persons knowingly connected with them received any remuneration.