

WORCESTERSHIRE PARENT AND CARERS' COMMUNITY

TRUSTEES' REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2019

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 Ann Smallman Simon Sanders	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 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 2019

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 700 members including 130 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 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 supporting the parents and carers of disabled children and their families and bringing them out of isolation. It provides opportunities for social contact, specialist family inclusive activities, practical and emotional support and signposting to relevant support organisations.

Summary of the main activities and achievements

During the year to 31 March 2019 we have continued our work supporting parents and carers and helping them to support themselves and each other. Our activities have included:

- coffee mornings, workshops, yoga and health and wellbeing sessions through which parents and carers can relax and gather information, meet others facing the same challenges and build support networks.
- a range of family inclusive activities enabling the whole family to enjoy a break in the company of other member families and providing opportunities for friendship. The year's activities included a family fun day, Wildlife Trust visit, swimming, picnic, Safari park outing, fireworks event and Christmas party.
- a youth group for our members aged 14 years and over, with monthly youth group activities in the Wychavon area and quarterly group outings including a residential trip to an outdoor centre. We aim to help our youngsters develop the independence and social skills necessary to grow into confident adults with fulfilling lives
- providing access to a family worker, to provide practical support and signposting advice to families in distress.
- maintaining social media presence and improving our website and information packs including leaflets and newsletters.
- providing a welcoming base in Worcester
- assisting in the implementation and monitoring of Worcestershire's Carers' Strategy through the Health and Wellbeing Board.
- presenting at a national conference run by the Institute of Voluntary Action Research (IVAR) on Building Healthy Partnerships - 'Think Carer' programme.
- continuing to engage with Worcestershire County Council, Carers Action Worcestershire, Young Solutions Worcestershire, Healthwatch Worcestershire and Worcestershire Health and Care NHS 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.

WORCESTERSHIRE PARENT AND CARERS' COMMUNITY TRUSTEES' REPORT CONTINUED FOR THE YEAR ENDED 31 MARCH 2019

Financial sustainability remains a principal challenge. We are 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 including those who have devoted time and effort to fundraising internally.

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 2019 are £35,919 (2018 £33,248).

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

Eveson Charitable Trust
The Burford Trust
Worcestershire County Council
Laslett's Hinton Charity
St James's Place Charitable Foundation
Worcester Round Table
Pershore Carnival
Rotary Club of Kidderminster
Worcester Lions
Asda Foundation
Sainsbury's
Waitrose Limited
Worcestershire County Councillors- Bob Banks, Bob Brookes, Brandon Clayton, Paul Denham, Nathan Desmond, Marcus Hart, Anne Hingley, Matt Jenkins, Luke Mallett, Jane Potter, Andy Roberts, Peter Tomlinson, Liz Tucker

The trustees would also like to extend their thanks to members, parents, carers and other individuals who have made donations and contributed time and practical support to our activities.



Anne Duddington
Chairperson

18 June 2019

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 2019 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

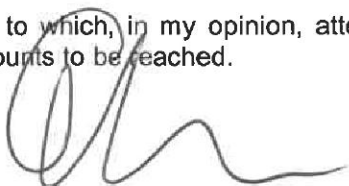
In connection with my examination, no matter has come to my attention:

(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

18 June 2019

**WORCESTERSHIRE PARENT AND CARERS' COMMUNITY
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2019**

	Restricted Funds £	Unrestricted Funds £	Total £	Total 2018 £
Receipts				
Grants and donations:				
Eveson Charitable Trust		7,500	7,500	7,500
Worcestershire County Wychavon 14+ Project	4,453	-	4,453	5,020
The Burford Trust		5,000	5,000	-
Worcestershire County Councillors		5,870	5,870	3,600
Laslett's Hinton Charity		4,000	4,000	2,500
St James's Place Charitable Foundation		2,500	2,500	-
Worcester Round Table		2,400	2,400	-
Other (up to and including £1,000)		8,362	8,362	20,440
	<u>4,453</u>	<u>35,632</u>	<u>40,085</u>	<u>39,060</u>
Fundraising activities and bucket collections		2,295	2,295	2,341
Parent carer contributions for activities		3,171	3,171	2,619
Bank interest		12	12	3
	<u>4,453</u>	<u>41,110</u>	<u>45,563</u>	<u>44,023</u>
Payments				
Direct costs of charitable activities				
Activities and events	2,361	7,758	10,119	9,284
Direct salary cost	1,086	19,175	20,261	14,723
Support work	3,176	-	3,176	3,071
Communication and advertising		1,614	1,614	442
Fundraising		218	218	789
Equipment and supplies		1,550	1,550	1,214
Other	108	-	108	82
	<u>6,731</u>	<u>30,315</u>	<u>37,046</u>	<u>29,605</u>
Overheads and administration costs				
Salary cost for administration		3,384	3,384	3,203
Office, telephone and insurance	400	1,520	1,920	1,483
Professional fees & DBS checks		425	425	474
Sundries		117	117	156
	<u>400</u>	<u>5,446</u>	<u>5,846</u>	<u>5,316</u>
Total payments	<u>7,131</u>	<u>35,761</u>	<u>42,892</u>	<u>34,921</u>
Net income (deficit) for the year	(2,678)	5,349	2,671	9,102
Transfer	2,678	(2,678)	-	-
Net movement in funds	-	2,671	2,671	9,102
Fund balances at start of year	-	33,248	33,248	24,146
Fund balances at end of year	-	<u>35,919</u>	<u>35,919</u>	<u>33,248</u>

**WORCESTERSHIRE PARENT AND CARERS' COMMUNITY
STATEMENT OF ASSETS AND LIABILITIES
AT 31 MARCH 2019**

	Restricted Funds £	Unrestricted Funds £	Total £	2018 £
ASSETS				
Accounts at HSBC				
Current account	-	28,496	28,496	25,837
Savings account	-	7,423	7,423	7,411
	<u>-</u>	<u>35,919</u>	<u>35,919</u>	<u>33,248</u>

These accounts have been approved by the Trustees on 18th June 2019 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 2019

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 2018 £	Amounts received £	Funds Expended £	Transfer from unrestricted £	At 31 March 2019 £
Wychavon short breaks 14+	-	4,453	(7,131)	2,678	-

The Wychavon grant is restricted to expenditure on youth group activities 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.

4. Expenses incurred but not paid at the year end

Amounts due but not paid at the year end are room hire £80 and HM Revenue income tax £140.