

The Parson Cross Community Development Forum

(Registered charity number 1102741)

(Company limited by guarantee. Registered Number 4626358)

financial statements

for the year ended 30 March 2025

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The Parson Cross Community Development Forum

Legal and administrative information

Trustees

Mrs Norma Ashmore

Chair

Mr Ian Brown LLB

Leigh Bramall

Cyril Olsen

Cllr Anthony Damms

Resigned 23 September 2024

Rebecca Akers

Cllr Mike Chaplin

Company Secretary

Mr Ian Brown LLB

Registered Charity number

1102741

Company Ltd by Guarantee number

4626358

Principal address

St Thomas More Church and Community Centre

56 Margetson Crescent

Sheffield

S5 9NB

Independent examiner

Craig Williamson

The Ghyll

Threapland

Aspatria

CA7 2EL

Bank

National Westminster

72 Middlewood Road

Sheffield

S6 4PB

The Parson Cross Community Development Forum

Trustees' report

The Trustees present their annual report and financial statements for the year ended 30 March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for Smaller Entities.

Achievements and performance

Parson Cross Forum has continued to deliver our highly successful and impactful dementia focused activities: 3 Memory Cafés per week, our weekly Late Stage JABADAO group, and Monthly Carers support group, thanks to funding from the National Lottery Community Fund and the People Keeping Well in their Community, Southey Owlerton Partnership. Thanks to the National Lottery Funding, we have also been able to sustain employment for our 3 staff and assist our volunteer base with relevant training and support.

In all our dementia project activities, attendance has increased. This is due to the fantastic work from our staff and volunteers who take time to know each individual who attends. The National Lottery funding has also allowed us to expand our services in other areas, resulting in 24 activities/sessions per week being available for older people and people in need in our community. We pride ourselves on the knowledge that the Forum staff know at least 90% of attendees on a first name basis and this makes a difference to how people feel when they come along to the Forum.

The past year has been a busy and transformative time.

The number of people attending our Memory Café and JABADAO sessions over the past year 313 individuals accessing our Memory Café and JABADAO over the 48 weeks

2756 individual contacts for the Monday Memory café and JABADAO - Total no. of Attendances at Sessions. (each person counted each time they attend a session x 48 weeks)

1842 individual contacts for the Friday Café - Total no. of attendees at Sessions (each person counted each time they attend a session x 48 weeks)

Average number of attendees per session

Monday Memory Café and JABADAO = 57

Average number of attendees per session

Friday Memory Café = 38

As well as our Dementia Groups, we work with around 538 individuals per week for our regular groups. (This does not include any of our special events.)

The Parson Cross Community Development Forum

Trustees' report

Weekly Programme of Activities (excluding Memory Cafés, JABADAO Group and Carers Group)

Friendship and Community Bingo
Men's Support Group with SWFC Community Programme
Tai Chi
Open Door Art Project for Adults with Learning Disabilities
Parkinson's UK Cafe
Young at Heart Exercise Class
Cake My Day Warm Space
Pilates
Wednesday Lunch Club
Singing for the Soul
Indoor Carpet Bowling Darts
Jiggy Wiggles Toddler Group
Jiggy Wiggles Baby Group
Walking Football with SWFC Community Programme
Batters Table Tennis Group
Games and Cards Group
Sequence Dancing
Friday Lunch Club

Special Events

Tea parties x 4 x approx. 80 people each
Day trips x 3 x 45 people each
Evening nights Dogs x 25 people
Meals out x 2 x 25 people
Pantomime x 120 people
Easter Fayre x 500+ people
Christmas Fayre x 500+ people
Grandma on the Moon Play x 50 people

Private businesses

Berry Academy of Dance
Taekwondo
Syro-Malabar Parish

Most of our groups run for 48 weeks per year, giving us an average of 25874 individual contacts per year.

Both Louises have had the honor of becoming Community Champions for the Lord Mayor last year due to the excellent work they do around Dementia, and they were able to deliver one of their Memory Café sessions in the Town Hall as the Mayor of Sheffield's guests, which the group thoroughly enjoyed.

They also met with the Lord Mayor and were able to have a private tour of the Palour. This was a special day for our members and one that they will remember forever.

The Parson Cross Community Development Forum

Trustees' report

How we involve people in our community

We continue our commitment to be user-led and responsive, ensuring that our activities reflect the needs and desires of the people we work with. Community consultations, surveys, talking and listening guides our work.

We have 14 volunteers who help us retain close links to the communities we support. We listen, we respond, and we act on behalf of others where we can, making sure that everyone has a voice in shaping services that impact their lives. The feedback we've gathered has also driven decisions on green space improvements and regeneration efforts.

Alongside our regular weekly projects, we've introduced new initiatives such as our monthly Parkinson's Café in partnership with Parkinson's UK. We have also hosted 6 events, including our first Christmas Fayre and Easter Fayre, where we encourage and support small independent businesses. These events were for the whole community to enjoy. We have enhanced our partnership working amongst other Citywide providers, other charities, GPs, the University of Sheffield and small business traders.

One of our proudest achievements has been the continued success of our wider community projects, ensuring that people from different backgrounds and age groups can come together. Our Christmas market and Easter fayre were particularly successful as they brought together over 20 local businesses and 500 residents to each event, while providing these much-needed events at an affordable rate. We also worked with nearby businesses to install Christmas lights, paint new car parking spaces, and put up banners to promote the local shops. All this helps to support the local economy and to bring festive cheer and excitement to the community.

The differences we're making (both big and small)

Our impact is evident not just in numbers, but in the real stories of change we see every day. A key area of growth has been our partnership with student paramedics from Sheffield University who join our Memory Cafes to learn best practices, communication techniques, and gain knowledge about dementia.

We have partnered with Parkinson's UK in 2024/2025 to run a Parkinson's Café, similar to the Memory Cafes. Initially, this was a pilot to gauge interest and review potential impact. This Café is the first of its kind in the North East of Sheffield and has been running for 6 months. It has exceeded expectations, regularly attracting over 20 people each month. Parkinson's UK is so impressed that they are willing to fund the project for the next 12 months (from March 2025 onwards). We will also offer an additional exercise class each month from April 2025 through the support of Parkinson's UK.

We are innovative in our approach and seek to create solutions for identified gaps in provision, both locally and across Sheffield. Our model is consistently being looked at for potential wider adoption across different services and providers. Another major success continues to be our Memory Café and JABADAO, which we pioneered in Sheffield long before similar projects became more widespread. We are continually busy, showing how we lead the way in successfully tackling the emerging needs of people living with dementia and their carers.

Unfortunately, due to the nature of working with older people and those living with terminal illnesses, over the years, we have lost many members. We are generally one of the first points of contact for spouses and family members and support them through the grieving process of losing their loved ones.

Both Louise's try to attend as many of the funerals as possible and take time to help the families after the event. The staff at the Forum see every one of their members as the reason for their success, so they treat each person with respect and kindness they deserve. The Forum has become part of their family, and we encourage family and loved ones to continue to attend the activities/services to help them through the challenging times they may face ahead. We also encourage them to seek any additional support they may need, such as bereavement counselling.

Parson Cross Forum has also delivered the 4th part of the Dementia play "Grandma on the Moon" working in partnership with AZ2B theatres. This play looks at how children deal with grief and how to support them through it. All four of the plays we have delivered have been a powerful tool for people with dementia and those working or caring for someone with dementia.

The Parson Cross Community Development Forum

Trustees' report

What you've learned, challenges overcome

Like many organisations, funding remains our biggest challenge. The competition for grants is increasing, and we've found it harder to secure funding for essential projects. This has pushed us to be more resourceful, looking at cost-saving measures such as replacing lighting and heating systems to make our building more energy-efficient. However, some services simply can't be sustained without funding, like our Open-Door Art Project for Adults with Learning Disabilities, which provides high-quality sheltered activities but comes at a significant cost. We need ongoing financial support to maintain these vital services, as well as many other new activities that emerge as a need from our local community.

Another challenge has been finding affordable, high-quality facilitators for our activity sessions. We want to maintain high standards, but costs are rising. This is particularly evident in groups like our toddler sessions, where the demand is there, but finding sustainable funding is difficult.

One of the biggest, unexpected successes has been the Parkinson's Café. Initially launched as a pilot, it is now becoming a core service, proving just how valuable this support is. The links between Parkinson's, dementia, and other neurological conditions

have become more evident, and up to 80% of people with a diagnosis of Parkinson's will go on to develop dementia. We see our café and JABADAO group evolving into a feeder group that helps both individuals with Parkinson's and their carers.

We've also seen remarkable progress in our exercise groups, where members with conditions like strokes and reduced mobility have significantly improved their strength and movement. These stories reinforce the need for continued investment in physical and social activities for older adults.

How you're changing what you do

- Continue expanding community events, making them as accessible and affordable as possible.
- Organise more day trips, particularly during school holidays, as these have been incredibly popular and fully booked in previous years.
- Launch a new website with donation and legacy pages to support fundraising.
- Strengthen our presence by developing new support groups in the local community so members don't have to travel across the City.
- Explore a Cancer and Stroke Café model, like our Memory Cafés, to provide a dedicated space for those affected by cancer and stroke.

How our plans help the community thrive

Everything we do is about keeping people connected, supported, and engaged. Our work directly impacts mental and physical health, providing both practical support and social connections. From community events to one-on-one support, we ensure that no one is left behind.

The economic impact of our work is also significant. By keeping local businesses involved, we contribute to the local economy, providing income opportunities and sustaining vital services. The ripple effect of our work benefits not just individuals but the entire community.

The Parson Cross Community Development Forum

Trustees report

Support we need

To continue delivering these essential services, we need financial backing.

Our priority is securing funding to:

- Improve our website, ensuring we can reach more people and offer better online resources.
- Sustain our community events and activities, especially our Dementia Cafes and JABADAO, which are a lifeline for many.
- Expand our support for stroke survivors and those affected by cancer.
- Maintain and grow our memory cafés, Parkinson's groups, and intergenerational projects.

We will also be working closely with GPs again as they use our meeting space for their meetings. This enables us to forge better relationships with those who attend, ensuring that local healthcare professionals know about our services and can refer people to us confidently. This partnership is crucial in reaching those who might not otherwise access the support they need.

We've had a year of progress, challenges, and incredible impact. While funding remains our biggest hurdle, we remain committed to responding to community needs, leading by example, and creating innovative solutions.

We look forward to another year of making a difference, growing our partnerships, and ensuring that the people of Parson Cross have access to the support, connection, and services they deserve.

The Reserves Policy:

Trustees continue to review our Reserves Policy in accordance with the change of financial responsibilities.

A proportion of reserves will be maintained in a readily realisable form

The currently reserve level will continue to be assessed to ensure it covers the necessary salaries, office expenditure and rent, and winding down costs, these would be drawn from both restricted and unrestricted funds as the risks apply to both heads.

Risk Management Policy:

In assessing the risks, the Trustees continue to measure the likelihood of occurrence and the severity of the impact on the work of the charity. The trustees make decisions based on minimising the impact of risk whilst maximising the charities' ability to meet its objectives.

The Parson Cross Community Development Forum

Trustees' report

Trustees responsibilities for the financial statements

Company and charity law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and apply them consistently;
- ☐ make judgements and estimates that are reasonable and prudent.
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- ☐ state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

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

This report was approved by the Trustees on 1/9/2015 and is signed on their behalf by:

Norma Ashmore
Chair of trustees



The Parson Cross Community Development Forum

Independent Examiner's report on the Accounts of The Parson Cross Community Development Forum for the year ended 30 March 2025

I report on the accounts of the company for the year ended 30 March 2025, which are set out on pages 10 to 13.

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.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- ☐ examine the accounts under section 145 of the 2011 Act;
- ☐ to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- ☐ to 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 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.

Signed: _____

Craig Williamson
White Rose Accounting for Charities
The Ghyll
Threapland
Aspatria
CA7 2EL

Date: _____

20/6/25

The Parson Cross Community Development Forum

Statement of financial activities for the year ended 30 March 2025

	Notes	Total 2025	Total 2024
Incoming resources	1	£	£
Grants and donations	2	182,684	171,560
Activity income		49,337	44,628
Rental income		33,379	21,546
Fundraising		30,978	18,185
Young at Heart		1,013	2,559
Service charges		702	711
Bank interest		302	279
Total incoming resources		298,395	259,468
Resources expended			
Staff	3	102,342	92,805
Premises and utilities		8,812	7,701
Refurbishment		22,980	-
Equipment, repairs, maintenance and cleaning		3,387	1,045
Stationary, printing and postage		457	353
Social events and community services		96,308	64,754
Young at Heart		1,150	1,125
St Thomas Moore management and services		20,605	6,000
Accountancy & payroll		907	848
Total resources expended		256,948	174,631
Net incoming/(outgoing)resources		41,447	84,837
Fund balances brought forward		332,454	247,617
Fund balances carried forward	6	373,901	332,454

The Parson Cross Community Development Forum

Balance Sheet as at 30 March 2025

	Notes	2025 £	2024 £
Fixed assets		-	-
Current assets			
Balance at bank and cash in hand		374,551	333,034
Debtors	4	-	-
Total current assets		374,551	333,034
Creditors: amounts falling due within one year	5	(650)	(580)
Net current assets/(liabilities)		373,901	332,454
Total assets less current liabilities		373,901	332,454
Net assets		373,901	332,454
Represented by			
Unrestricted general fund		295,690	266,512
Designated funds		13,072	13,209
Restricted income fund	6	65,139	52,733
		373,901	332,454

For the period ending 30 March 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibilities;

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

This report was approved by the Trustees on 1/9/2025 and is signed on their behalf by:

Norma Ashmore
Chair of trustees

N Ashmore

The Parson Cross Community Development Forum

Notes to the accounts for the year ended 30 March 2025

1 Accounting policies:-

(a) Basis of preparation

The Financial Statements have been prepared in accordance with the Companies Act 2006, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (effective from January 2015 and updated with effect from January 2016) - (the Charities SORP (FRS102)), as modified for smaller charities.

The Charity meets the definition of a public benefit entity as defined under FRS102.

(b) Accounting for income

Donations and sundry income are accounted for on receipts basis. Grant income and fee income are accounted for on an accruals basis, insofar as it is prudent to do so.

(c) Accounting for purchases with an expected life of more than one year

It has been considered prudent to write off the costs of such items in the year of purchase

2 Grants

Grants received during the year were:-

	2025	2024
	£	£
ASDA Foundation		968
Awards for All	17,600	-
Big Lottery Reaching Communities	97,822	90,343
J G Graves	1,500	-
Morrisons Foundation	7,586	-
Postcode Lottery	-	25,000
Sheffield City Council	31,294	12,952
Sheffield Town Trust	2,000	2,500
SOAR - Memory Café	16,143	11,473
SOAR - PKW Carers Group	2,613	2,457
SOAR - Lets Build Health	-	1,470
South Yorkshire Community Foundation	-	7,434
Sports England	-	8,703
Veolia	-	-
Utley Foundation	-	-
Voluntary Action Sheffield	-	2,000
Other grants and donations	6,126	6,260
	<u>182,684</u>	<u>171,560</u>

3 Staff numbers and costs:-

	£
Wages and salaries	100,605
Employers National Insurance	1,737
	<u>102,342</u>

The average number of employees during the year was 3, all of whom were engaged in activities in furtherance of the objects of the charity.

No employees received emoluments in excess of £50,000 per year

Trustees are not remunerated. No trustees received reimbursement of out-of-pocket expenses.

The Parson Cross Community Development Forum

Notes to the accounts (continued) for the year ended 30 March 2025

4 Debtors

These are services and expenses that have been paid for in advance but not used during the accounting period. They are in respect of:

	2025 £	2024 £
Debtors	-	-
	<u>-</u>	<u>-</u>

5 Creditors and accruals

These are expenses owed by the group but not paid during the accounting period. They are in respect of:

	2025 £	2024 £
Creditors	650	580
	<u>650</u>	<u>580</u>

6 Restricted funds

	Brought forward	Incoming resources	Outgoing resources	Closing balance 31/03/25
		£	£	£
Big Lottery Reaching Communities	50,699	97,821	(101,181)	47,339
Awards for All	-	17,600	(1,300)	16,300
Sheffield City Council - Cake My Day	2,034	300	(2,334)	-
Sheffield Town Trust	-	2,000	(500)	1,500
	<u>52,733</u>	<u>117,721</u>	<u>(105,315)</u>	<u>65,139</u>