

Registered Charity Number: 1145913
Company number: 07226540

Sheffield Parent Carer Forum

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 March 2024

Sheffield Parent Carer Forum

Contents

Contents	Page
Legal and administrative information	1
Trustees' annual report	2 - 7
Independent examiner's report	8
Statement of financial activities	9
Balance sheet	10
Notes to the accounts	11 - 17

Sheffield Parent Carer Forum

Legal and administrative information For the year ended 31 March 2024

Trustees

Laura Gillespie	Chair	
Jayne Woodward		
Clare Peck		
Catherine Wilson		
Melissa Simmonds		Resigned 10 November 2023
Julie Chambers		
Joel Hardwick		
Jane Carr		Appointed 10 November 2023
Lucy Mottram		Appointed 10 November 2023

Key management

Eva Juusola	Director of Operations
Katie Monette	Director of Strategy

Charity number

1145913

Company number

07226540

Principal address

Sheffield Parent Carer Forum
St Mary's Community Centre
Bramall Lane
Sheffield
S2 4QZ

Bank

Unity Trust Bank plc
Nine Brindleyplace
Birmingham
B1 2HB

Accountants

Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Sheffield Parent Carer Forum

Trustees' annual report For the year ended 31 March 2024

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ending 31 March 2024 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 the charities Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland; FRS 102) issued in October 2019.

Structure Governance & Management

Sheffield Parent Carer Forum (Company number 07226540) was incorporated on 17 April 2010 and its Articles of Association govern it. Its legal status is that of a company limited by guarantee. It was registered as a charity on 15 February 2012 (Charity number 1145913).

Since the Sheffield Parent Carer Forum is a company limited by guarantee, it does not have any paid-up share capital. Each company member has, however, guaranteed an amount not exceeding £1.

Overall management of the company is the responsibility of the trustees who are elected and co-opted under the terms of the Articles of Association. Day-to-day project activity is carried out by paid staff and volunteers. trustees are elected at the Annual General Meeting and the trustees may co-opt onto the committee individuals, in an advisory and non-voting capacity, who they feel will help to fulfil the aims of the charity.

Method used to recruit and appoint new charity trustees

We aim to recruit trustees as a representation of a cross-section of Sheffield's parent carer community. Vacancies are advertised in the newsletter, on our website and on social media. We follow a formal recruitment process as set out in our Volunteer Recruitment Policy and Procedure. Successful applicants are usually co-opted onto the Management Committee before they are elected at the next AGM.

Charitable objects

To relieve the needs of children and young people, including their parents, carers and families, who have disabilities and/or special educational needs in the Sheffield area, in order to improve their quality of life, promote their inclusion in their local communities and to help and support them to reach their full potential.

Accountability

The Forum has over 3,000 members, to whom we are accountable at the AGM. We are also accountable to our donors and funders. The trustees shall meet at least twice a year, but have met monthly, except over the summer. They are responsible for managing the business of the organisation, safeguarding its assets, and managing the funds. Decisions are made by the Trustees, with advice from staff and any of the relevant Sub-Committees (currently Governance Finance and Staffing, Fundraising, and Pay Review).

Risk assessment

The trustees have discussed, and reviewed on a regular basis, all of the major risks to which the Forum is exposed and have established systems to mitigate the risks. By maintaining the Forum's reserves in accordance with the levels set out in the Policy on Reserves below, the Forum will have sufficient resources to deal with adverse situations.

Sheffield Parent Carer Forum

Trustees' annual report - continued For the year ended 31 March 2024

Objectives and activities of the charity

The Forum was established in 2008 and is now the largest parent-led network of families with children and young people with a range of disabilities and special educational needs in Sheffield. Our main aim is to ensure the needs of our children are met.

Our vision is for Sheffield to be a place where our children with disabilities and special educational needs, and our families:

- have a better quality of life
- are fully included in, and accepted by, our communities
- receive services, help and support based on their individual needs to reach their full potential.

We believe that as parents we know our children best. We want to be informed and consulted, and for decisions to be co-produced with families.

Our mission is to bring together families with children with disabilities and special educational needs throughout Sheffield:

- to support each other
- to exchange and provide information and signpost to sources of help and advice
- to gather the views of parent carers to influence and transform services.

We will do this by:

- reaching out and making the Forum as accessible and welcoming to families as possible
- providing information about support and services for families
- offering support and activities in response to parents' priorities
- working in co-production with partners to influence and transform services, using information gathered across the city and representing views across disabilities, postcodes and background
- developing the Forum as an effective, independent, parent-led organisation.

Summary of the main activities undertaken for public benefit

The main objects of the charity, as set out in its governing document, are to relieve the needs of children and young people, including their parents, carers and families, who have disabilities and/or special educational needs in the Sheffield area, in order to improve their quality of life, promote their inclusion in their local communities and to help and support them to reach their full potential.

The main activities undertaken for the public benefit in relation to these objects are:

1. Providing an information and signposting service to services and resources for parent carers

We provided information about services, financial support, events, consultations, policy changes and other relevant issues through:

- two issues of our newsletter
- our website, Facebook, Twitter, email and telephone
- information and training sessions for parents on a variety of topics
- an information day about Anxiety, Sensory Challenges and Behaviour

Access to timely and relevant information enables families to access the services and support they need to gain a better quality of life, become more included and integrated into society and more active and informed citizens.

Sheffield Parent Carer Forum

Trustees' annual report - continued For the year ended 31 March 2024

Objectives and activities of the charity- continued)

2. Providing peer support

Our Peer Support Service delivered 1:1 support, peer support groups, drop-ins and information sessions in community venues across the city. Through our small grants programme, we funded other organisations to run events for families with disabled children during the school holidays. We also continued to run our own family events and outreach activities. Through the Autism in Schools project, we ran monthly parent groups at 15 secondary schools in Sheffield.

These opportunities for families to meet, support and learn from each other have reduced their isolation, increased their confidence and encouraged greater involvement in community activities.

3. Influencing and transforming services and attitudes

We did this by:

- collecting feedback from parents and organising parent representation on various issues to statutory services
- reviewing / co-producing information for parents in partnership with the local authority and health service
- co-producing training to include the parent perspective for professionals who work with children and young people with SEND

This has enhanced our pool of knowledge about the issues disabled children and their families face, which gives us evidence to support consultations with service providers, and influence policies which affect these children and families and the wider community. Training will help to increase professional and public knowledge and awareness of the barriers faced by disabled children and their families.

In carrying out these activities, the trustees have had regard to the guidance issued by the Charity Commission on public benefit.

Summary of the main achievements

We gained a substantial increase in the number of parents we are in contact with, and through evaluation forms and informal feedback confirmed that we are responding to parents' needs for information, support and influencing policy.

Over the year, our volunteers donated around 630 hours to the organisation.

There have been no complaints, health and safety difficulties or safeguarding issues.

Sheffield Parent Carer Forum

Trustees' annual report - continued For the year ended 31 March 2024

Summary of the main activities – continued

<i>Aim and outcome</i>	<i>Achieved 2023/24</i>
<p>1 Aim: To reach out and make SPCF accessible and welcoming to families</p> <p>Outcome: More families aware of SPCF across postcodes and disabilities and feel welcome/part of Forum</p>	<ul style="list-style-type: none"> - Recruited 452 full members (parent carers) and 31 associate members (professionals and practitioners) - Ran 211 Peer Support sessions (drop-ins, peer support groups, information sessions, events funded through the small grants programme) at community venues across the city
<p>2 Aim: To provide information about support and services for families</p> <p>Outcome: Families are better informed about services</p>	<p>Provided information to over 6,500 people</p> <ul style="list-style-type: none"> - Published two issues of the newsletter (circulation 6,000 and 6,500) - Sent 6 email bulletins to members (over 2,200 subscribers) - Maintained our SPCF website (84,772 page views / 27,407 users) - Maintained our Facebook page (4,149 followers, 98,500 reach) and X/Twitter account (1,675 followers) - Ran 46 Peer Support information sessions - Organised an information day about anxiety, sensory challenges and behaviour, attended by 167 people - Responded to 164 enquiries from parents
<p>3 Aim: To offer support and activities in response to parents' priorities</p> <p>Outcome: Parents are in touch with other parents and feel less isolated</p>	<p>Provided peer support and advice through meetings:</p> <ul style="list-style-type: none"> - Ran 151 Peer Support Group meetings and drop-ins at community venues across the city - Ran 127 parent meetings across 15 mainstream secondary schools as part of the Autism in Schools project
<p>4 Aim: To work in co-production with partners to influence and transform services, using information gathered across the city and representing views across disabilities, postcodes and background</p> <p>Outcome: Strategies include parents' views, existing services improve and new services are developed in response to need</p>	<p>Collected parental feedback and represented parents' views at meetings</p> <ul style="list-style-type: none"> - Published a report about our State of Sheffield 2023 survey (496 responses) - Attended 246 meetings with Sheffield City Council, South Yorkshire ICB and other partners - Established/maintained links with partner organisations, e.g. SENDIAS, Mencap, Carers Centre, local charities and support groups - Attended 6 regional meetings of parent carer forums - Held 5 focus groups (on Integrated Resources, Housing, and the Transition Guide) - Held 13 subgroup meetings (3 on Education, 2 on Transition, 4 on Speech and Language Therapy, 4 for Adoptive/Foster Parents)

Sheffield Parent Carer Forum

Trustees' annual report - continued For the year ended 31 March 2024

Summary of the main activities – continued

<p>5 Aim: To develop SPCF as an effective, independent, parent-led organisation</p> <p>Outcome: SPCF continues in existence, is valued by parents and respected by statutory services</p>	<ul style="list-style-type: none">- Held 11 management committee meetings and an AGM- Held 11 meetings of the subcommittee for Staffing, Governance and Finance and 1 meeting of the Fundraising Committee- Organised training for staff and volunteers (on safeguarding, safer recruitment, Lamplight, QuickBooks, Human Rights Act and other topics)- Held an Away Day to review the organisational action plan and safeguarding action plan- Reviewed the risk register- Conducted staff development reviews- Maintained our volunteer base (recruited new volunteers, held inductions, carried out exit interviews)- Volunteers donated around 630 hours to the organisation
---	---

Financial Review

SPCF's principal funders are NHS South Yorkshire ICB – Sheffield Place, Sheffield City Council and Health Education England; additional funding came from the Department for Education, Gripple Ltd, the Facey Family Foundation and donations. The main item of expenditure was staffing, followed by business expenses and event costs. These are all directed towards the core objectives referred to above.

Plans for future periods

Our three-year SLA with Sheffield City Council and NHS South Yorkshire ICB – Sheffield Place has been renewed and will run until March 2026.

We have set up a Peer Support Service, which has an annual budget of £70,000 per year. The project was originally intended to run for three years, but will now receive recurrent funding.

The Autism in Schools project has been extended until March 2025.

The Neurodisability training project funded by Health Education England has been extended until December 2024.

We have submitted our application for the annual £17,500 Parent Participation Grant from the Department for Education, for 2024/25.

We are also planning to submit applications to other funders, to cover the cost of volunteer coordination and support, and events.

We intend to continue all our current activities, including parent carer participation activities, peer support and signposting, parent meetings for the Autism in Schools project, Neurodisability training for professionals, family events like the family fun day and Christmas film, outreach activities, and information and training sessions for parents.

Trustees' annual report - continued
For the year ended 31 March 2024

Policy on Reserves

The trustees have set a reserves policy which requires reserves to be maintained at a level which ensures that three to six months of the organisation's core activity could continue during a period of unforeseen difficulty, and to meet fluctuations in receipts or payments. The charity's free reserves (unrestricted funds excluding fixed assets) as at 31 March 2024 were £38,638 (2023: £35,586). Therefore, they are slightly below the target of £41,800 of unrestricted funds (the equivalent of six months' operational expenditure) set by the Trustees.

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Small company provisions:

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

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

19.7.24

Signed on behalf of the trustees:



Name: Laura Gillespie
Trustee

Independent Examiner's report to the trustees of Sheffield Parent Carer Forum ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').


Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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: 
Susan Cochrane, FCA, DChA
Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Date: 11/09/2024

Sheffield Parent Carer Forum

Statement of Financial Activities

(incorporating the income and expenditure account)

For the year ended 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Income from:					
Donations & grants	2	1,133	236,235	237,368	288,382
Charitable activities	3	84	493	577	1,370
Bank interest		2,730	-	2,730	-
Total income		3,947	236,728	240,675	289,752
Expenditure on:					
Charitable activities	4	1,412	210,438	211,850	159,035
Total expenditure		1,412	210,438	211,850	159,035
Net income/ (expenditure)		2,535	26,290	28,825	130,717
Transfers between funds	12	-	-	-	-
Total funds brought forward		36,909	175,475	212,384	81,667
Total funds carried forward		39,444	201,765	241,209	212,384

Balance Sheet

As at 31 March 2024

	Notes	2024 £	2023 £
Current Assets			
Balance at bank and cash		241,399	185,091
Debtors	8	3,750	93,321
Total current assets		<u>245,149</u>	<u>278,412</u>
Creditors: amounts falling due within one year	9	(3,940)	(66,028)
Net current assets		<u>241,209</u>	<u>212,384</u>
Creditors: amounts falling due after one year		-	-
Total net assets		<u><u>241,209</u></u>	<u><u>212,384</u></u>
Funds of the Charity			
General funds		38,638	35,586
Designated funds	11	806	1,323
Total unrestricted funds		<u>39,444</u>	<u>36,909</u>
Restricted funds	12	201,765	175,475
Total funds	13	<u><u>241,209</u></u>	<u><u>212,384</u></u>

For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

Approved by the board on 19.7.24

Signed on behalf of the board: 

Name : LAURA GILLESPIE
Trustee

Notes to the financial statements
For the year ended 31 March 2024

1 Accounting Policies

(a) General

The Sheffield Parent Carer Forum is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice. The financial statements have adopted Charities SORP (FRS102) Bulletin 1 and taken advantage of the exemption to the prepare a Statement of Cash Flows.

Sheffield Parent Carer Forum meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Investment income is included when receivable.

(c) Expenditure and creditors

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(d) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work.

Designated funds are funds set aside at the discretion of the trustees for a specific project.

(e) Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of receivables.

(f) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Notes to the financial statements - continued
For the year ended 31 March 2024

(g) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

(h) Fixed assets

Tangible fixed assets are stated at costs less depreciation. The charity has a policy of not capitalising expenditure unless it exceeds £1000.

(i) Defined contribution pension scheme

The charity contributes to a defined contribution pension scheme for the benefit of the employees. The pension costs charged against net incoming resources are the contributions payable to the scheme in respect of the accounting period in accordance with FRS102.

(j) Taxation

As a charity, the organisation is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

(K) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2 Income from donations and grants

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Donations	1,133	-	1,133	61
Department for Education Parent Participation Grant	-	23,608	23,608	19,334
Sheffield City Council SLA	-	47,675	47,675	45,000
People's Health Trust	-	-	-	4,539
NHS Sheffield CCG: Autism in Schools	-	50,000	50,000	72,348
Facey Family Foundation donation	-	4,000	4,000	4,000
Gripple Limited donation	-	-	-	3,100
NHS Health Education England	-	61,007	61,007	-
NHS Sheffield CCG: Peer Support	-	49,945	49,945	140,000
	<u>1,133</u>	<u>236,235</u>	<u>237,368</u>	<u>288,382</u>

3 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Training income	84	-	84	809
Event income	-	493	493	561
	<u>84</u>	<u>493</u>	<u>577</u>	<u>1,370</u>

Notes to the financial statements - continued
For the year ended 31 March 2024

4 Expenditure on charitable activities

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Total 2023 £
Events		-	11,985	11,985	10,207
Newsletter		-	9,758	9,758	8,525
Resources		609	1,532	2,141	-
Employment costs					
Staff costs	5	-	154,122	154,122	110,113
Payroll fees		-	1,428	1,428	886
Staff training and expenses		-	3,472	3,472	1,984
Consultancy		-	2,000	2,000	140
Premises costs					
Room hire		225	5,510	5,735	3,433
Rent		-	3,297	3,297	3,410
Volunteer expenses		-	47	47	205
Business expenses					
Bank charges		-	60	60	263
Insurance		-	1,475	1,475	1,408
IT costs		-	3,637	3,637	4,191
Office equipment		-	1,892	1,892	7,885
Office expenses		578	4,216	4,794	2,709
Printing and Stationery		-	1,327	1,327	659
Publicity		-	3,015	3,015	1,722
Subscriptions		-	398	398	53
Governance					
Independent examination	6	-	1,200	1,200	1,218
Other governance costs		-	67	67	24
		1,412	210,438	211,850	159,035

5 Staff costs

	2024 £	2023 £
Gross salaries	146,352	104,779
Employer's national insurance costs	7,420	6,002
Employer's allowance	(5,000)	(5,000)
Employer's pension contributions	5,350	4,332
	154,122	110,113

	2024 Number	2023 Number
The average number of employees in the year working was:		
Charitable activities	12	8

No employee received emoluments of more than £60,000.

Notes to the financial statements - continued
For the year ended 31 March 2024

6 Fees for the examination of the accounts

	2024	2023
	£	£

Independent examiner's fees for reporting on the accounts	<u>1,200</u>	<u>1,218</u>
---	---------------------	---------------------

7 Trustees' remuneration, expenses and benefits

One trustee was reimbursed expenses of £67 for training during the year (2023: £Nil).

No donations were made by the Trustees to cover expenses paid (2023: £Nil).

8 Debtors

	2024	2023
	£	£

Other debtors	3,750	92,949
Prepayments	-	372
	<u>3,750</u>	<u>93,321</u>

9 Creditors: amounts due within 1 year

	2024	2023
	£	£

Trade creditors	2,740	3,802
Other creditors	-	-
Accruals	1,200	1,219
Deferred income	-	61,007
	<u>3,940</u>	<u>66,028</u>

10 Deferred income

	2024	2023
	£	£
Balance at the start of the accounting period	61,007	-
Amounts added in current period	-	61,007
Amounts released to income from previous periods	<u>(61,007)</u>	<u>-</u>
Balance at the end of the reporting period	<u>-</u>	<u>61,007</u>

Deferred income related to the Health Education England neurodisability training project that commenced in September 2023.

Notes to the financial statements - continued
For the year ended 31 March 2024

11 Designated income funds

	Balance at 01-Apr-23 £	Income £	Expenditure £	Transfers £	Balance at 31-Mar-24 £
David Woodhouse fund	1,323	-	(517)	-	806
	1,323	-	(517)	-	806

David Woodhouse Fund

David Woodhouse Community Award: Monies allocated for an annual award to recognise individuals who have provided outstanding service in supporting and benefitting parent carers in the city and their families.

<i>Prior year</i>	<i>Balance at 01-Apr-22 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>Balance at 31-Mar-23 £</i>
<i>David Woodhouse fund</i>	<i>1,829</i>	<i>-</i>	<i>(506)</i>	<i>-</i>	<i>1,323</i>
	1,829	-	(506)	-	1,323

12 Restricted income funds

	Balance at 01-Apr-23 £	Income £	Expenditure £	Transfers £	Balance at 31-Mar-24 £
Department for Education Parent Participation Grant	372	23,608	(23,980)	-	-
Sheffield City Council SLA	10,918	47,675	(49,772)	-	8,821
Autism in Schools	54,045	50,000	(42,297)	-	61,748
Film	1,616	-	(1,421)	-	195
Health Education England	2,982	61,007	(17,076)	-	46,913
Family Fun Day	4,031	4,493	(4,512)	-	4,012
Peer Support	101,511	49,945	(71,380)	-	80,076
	175,475	236,728	(210,438)	-	201,765

Sheffield Parent Carer Forum

Notes to the financial statements - continued For the year ended 31 March 2024

12 Restricted income funds (continued)

Department for Education Parent Participation Grant

These are monies provided for the delivery of parent carer participation activities.

Sheffield City Council SLA

These are monies provided for the delivery of parent carer participation activities.

People's Health Trust

These are monies given to provide a bi-annual printed newsletter and meetings for parent carers.

Autism in Schools

Monies given to set up and run monthly parent groups at mainstream secondary schools.

Film

Monies donated by Gripple Limited to provide a Christmas film screening for families with disabled children.

Health Education England

Monies provided in order to develop and deliver neurodisability training for professionals.

Family Fun Day

Monies donated by the Facey Family Foundation to run a family fun day for families with disabled children.

Peer Support

Monies given to set up and provide a peer support service for parent carers of disabled children and young people.

Prior year

	Balance at 01-Apr-22 £	Income £	Expenditure £	Transfers £	Balance at 01-Apr-23 £
Department for Education Parent Participation Grant	1,365	19,334	(20,327)	-	372
Sheffield City Council SLA	16,089	45,000	(50,171)	-	10,918
People's Health Trust	2,994	4,539	(7,648)	115	-
Autism in Schools	16,180	72,348	(34,483)	-	54,045
Film	-	3,100	(1,484)	-	1,616
Health Education England	2,982	-	-	-	2,982
Family Fun Day	4,000	4,580	(4,549)	-	4,031
Peer Support	-	140,000	(38,489)	-	101,511
	<u>43,610</u>	<u>288,901</u>	<u>(157,151)</u>	<u>115</u>	<u>175,475</u>

Notes to the financial statements - continued
For the year ended 31 March 2024

13 Net assets by fund

	General funds £	Designated funds £	Restricted funds £	Total £
Current assets	38,638	806	205,705	245,149
Current liabilities	-	-	(3,940)	(3,940)
	<u>38,638</u>	<u>806</u>	<u>201,765</u>	<u>241,209</u>

Prior year

	General funds £	Designated funds £	Restricted funds £	Total £
Current assets	35,586	1,323	241,503	278,412
Current liabilities	-	-	(66,028)	(66,028)
	<u>35,586</u>	<u>1,323</u>	<u>175,475</u>	<u>212,384</u>

14 Related party transactions

Except for the trustee transactions disclosed in note 6, there have been no other related party transactions during the year.

15 Statement of financial activities - previous year fund analysis

	2024			2023		
	Unrestricted funds £	Restricted funds £	Total £	Unrestricted funds £	Restricted funds £	Total £
Income from:						
Donations & grants	1,133	236,235	237,368	42	288,340	288,382
Charitable activities	84	493	577	809	561	1,370
Other trading income	2,730	-	2,730	-	-	-
Total income	<u>3,947</u>	<u>236,728</u>	<u>240,675</u>	<u>851</u>	<u>288,901</u>	<u>289,752</u>
Expenditure on:						
Charitable activities	1,412	210,438	211,850	1,884	157,151	159,035
Total expenditure	<u>1,412</u>	<u>210,438</u>	<u>211,850</u>	<u>1,884</u>	<u>157,151</u>	<u>159,035</u>
Net income	<u>2,535</u>	<u>26,290</u>	<u>28,825</u>	<u>(1,033)</u>	<u>131,750</u>	<u>130,717</u>
Transfers between funds	-	-	-	(115)	115	-
Total funds brought forward	<u>36,909</u>	<u>175,475</u>	<u>212,384</u>	<u>38,057</u>	<u>43,610</u>	<u>81,667</u>
Total funds carried forward	<u>39,444</u>	<u>201,765</u>	<u>241,209</u>	<u>36,909</u>	<u>175,475</u>	<u>212,384</u>