

Parents of Children with Additional Needs

Charity number 1147436

Annual Report and Financial Statements for the year ended 31 March 2023



Parents of Children with Additional Needs

Annual Report and Financial Statements for the year ended 31 March 2023

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Prepared by West Yorkshire Community Accountancy Service CIO

Parents of Children with Additional Needs

Trustees' report for the year ended 31 March 2023

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Anne Patterson-Brown		
Tracey Smith-McQuillan		
Carol Thomas		
Johanna Hull		
Anisa Kothia		
Joanne Jackson		Resigned 23 October 2023
Joanne Osborne		
Natasha Smith		Resigned 3 May 2022
Rebecca Foley		Resigned 7 February 2023

Charity number	1147436	Registered in England and Wales
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Registered and principal address	Bankers
Suite 230	Lloyds Bank plc
6 Queen Street	PO Box 1000
Huddersfield	Andover
HD1 2SQ	BX1 1LT

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is governed by a constitution adopted on 18 June 2011, as amended on 15 November 2019.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Objectives and activities

The charity's objects

To relieve in the metropolitan district of Kirklees, and surrounding districts, children under 25 years old with learning, physical or sensory disabilities, or who have behavioural problems, by providing support, advice and information to their parents and/or others who are responsible for providing their care and/or support.

Parents of Children with Additional Needs

Trustees' report (continued) for the year ended 31 March 2023

The charity's main activities

PCAN is the independent, parent-led forum in Kirklees for all parents and carers of children and young people with additional needs aged from birth to 25 years.

PCAN provides good information, links to social media so parents can network with each other, and a range of social and other events to help us to develop a strong, collective voice so that we can work in partnership with service providers across Kirklees. Together we can improve services for our children and young people with additional needs!

PCAN welcomes all parents or carers, whether you are just beginning to become aware that your child or young person may have additional needs, or if they have confirmed diagnosis or disability.

Our work is divided into three strands: Good information, Support and friendship and Stronger voice.

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular ensuring that the voices of parents and carers of children and young people with SEND (Special Educational Needs and Disability) are heard in the planning, development and delivery of services for their children (engagement and co-production).

Achievements and performance

Note from the Trustees

A number of the Trustees were dealing with significant personal issues during this financial year but still found time to direct and support PCAN's activities. A big thank you to them for ensuring PCAN's continued presence as an active Parent Carer Forum and to other colleagues who stepped up to assist.

Apologies to anyone affected if we were unable to respond to queries as quickly as usual.

Thanks to all our helpers

Our team of Trustees mostly contribute their time and skills for free, and those who are self-employed and receive payment for their work also contribute a significant number of hours a week on a voluntary basis. We also have a number of fabulous volunteers who have been involved in checking documents, delivering training, interviewing Kirklees staff, supporting people to fill in surveys, networking information and more.

We would like to thank PCAN Trustees, volunteers and members for giving up their valuable time to either help us with PCAN's work in whatever ways they can and generally helping us to make a difference for everyone. You are fantastic, and we couldn't do this without you! Thanks also to our small team of freelance workers who always go above and beyond.

Huge thanks also go to member Sharon Dixon who raised £650 for PCAN so we can continue to support families by learning to box and taking part in a fight night, and to Roberttown Choir who donated £200 from their Christmas concert.

Parents of Children with Additional Needs

Trustees' report (continued) for the year ended 31 March 2023

Achievements and performance (Continued)

Appeal for new Trustees

A number of Trustees have retired from PCAN or are due to retire in the forthcoming financial year.

If you would like to share your skills with us by becoming a Trustee, we would be delighted to hear from you. Please contact us on 07754102336 or info@pcankirklees.org

The role is voluntary, not too onerous, can be fun and is very rewarding – you would need to attend around 4 meetings per year to help decide PCAN's activities, monitor our progress and make decisions about how we spend.

Covid 19 – continued affects

There is a trend since lockdown for meeting remotely with partners and whilst this can save time, reduce travel costs and it is simple to convene very quick face to face meetings, there is a downside to not meeting colleagues in person, it reduces the opportunities for conversations outside of meetings, the ability to network, and work effectively as a team. We feel we are less visible as an organisation especially in larger remote meetings and we have had to work harder to maintain our presence.

Families of children with additional needs continue to be disproportionately affected by lockdown with longer waiting lists for support and services across almost all professions and shortages of key professionals since the pandemic

Good Information

Parents and carers need good quality information to do the best job they can for their children and young people. PCAN works hard to let local parents and carers know about the activities, services, support and information that can make their life, and that of their family, better and this year was still very challenging with the legacy of Covid restrictions and services starting back up. Key activities for 2022/23 include:

PCAN website and social media were regularly updated. Our main private Facebook Group has 1266 members, with over 1000 followers/members of our other groups. All information posted is networked across many other local social media parent and SEND groups ensuring a wider reach. We continued to respond to members' posts via private message as needed.

This year is the first full year since 2019 that we were able to operate without any restrictions and we moved back to your usual schedule of social events at the Zone and Thornhill Lees Community Centre. However, numbers are slow to grow back to pre-pandemic levels despite a programme of attendees from organisations that we know our parents value the opportunity to talk to. This includes SENDACT, Carers Count, members of the Kirklees Education team (e.g. Kelsey Clark-Davies) and various third sector organisations.

The AGM which took place in November 2022 was combined with an Education Update event so local families could find out about the SEND Transformation Plan which has been co-produced with PCAN and other stakeholders. Senior managers were able to respond to field questions and gather information about lived experience of the SEND system in Kirklees

Parents of Children with Additional Needs

Trustees' report (continued) for the year ended 31 March 2023

Achievements and performance (Continued)

Good Information

Our social events organisers move into semi-retirement this year and supported volunteers and freelance workers new and old to learn the ropes to take over from her in the following financial year. Thanks to everyone involved in that transition.

We identified an individual in January 2023 who has started work to support South Asian families, building relationships in high population areas in North Kirklees. She started working with Ravensthorpe Community centre and attended 2 groups plus supporting our Thornhill Lees events and school visits as supporter and interpreter.

PCAN Trustees continued to work with the Kirklees Local Offer team to improve the quality of information for anyone caring for a child or young adult with special education needs and disabilities (SEND). We regularly signposted families to the required areas of the Local Offer.

We ran 4 larger information events in March 2023 mainly focussed around promoting and sharing the Local Offer but also supporting individuals who attended with information specific to their needs.

We started again in February with our visits to SEN coffee mornings at 9 different schools and these visits are ongoing.

Support and Friendship

Helping parents to meet and support each other is a big part of what PCAN is about. We want parents and carers to feel less isolated and to be able to contact other parents who understand the challenges and the joys of having children and young people with additional needs. This continued to be a challenge during 2022 and 2023.

What we did in 2022/23

Connected people via our Facebook groups, and virtual social and information events. Huge thanks for our members for the helping hand they extended to others.

We ran 22 social groups based in the Zone, Huddersfield and Thornhill Lees Community Centre

We had a stand at the Kirklees Local Offer Live event in November. The event was co-produced with PCAN including timing of the event, selection of stallholders, marketing and promotion, workshops for parents etc. It was well attended and the feedback indicated that the event was highly valued by those who attended. Local Offer Live is happening again this year on 29th November at Dewsbury Town Hall so we look forward to seeing you there. We will have a stand so please come and say Hello.

A PCAN Trustee was available to offer a friendly, empathic point of contact for parent carers who ring the main PCAN number with concerns or contacted us by email. We received multiple referrals from other agencies such as Carers Count, KIAS, Northrop Hall, Community Plus, Early Support and schools.

We continued to supply Max cards for families living in Kirklees to enable families to save money on days out.

Parents contacted us with a multitude of issues and despite availability issues, Trustees and volunteers worked really hard to support those families signposting them to relevant information, and offering a listening ear. When necessary referrals were made on their behalf (with their consent) for support.

Parents of Children with Additional Needs

Trustees' report (continued) for the year ended 31 March 2023

Achievements and performance (Continued)

Stronger Voice - Together we can make a difference

PCAN works with local service providers to ensure that parents' voices are heard in the design and development of new and existing services (parent participation). It is a mandatory requirement for Local Authority and Health departments to gather the views of parent carers and this forms a large part of PCAN's work. Parent participation is all about making sure that parents of children/young people with additional needs can be involved alongside providers in service planning and decision making. The result is services which meet families' needs more quickly and effectively which are therefore valued and have good levels of take up. PCAN receives specific funding from the Department of Education towards the cost of this really important work. This continued to be challenging during 2022-23 as parents were still not keen on meeting in person, so we still had to do things by phone or virtually.

Achievements

PCAN collects evidence from parents and carers about the services and support they receive in Kirklees across education, health, social care and voluntary sector. Sometimes this is in the form of collated information from specific engagement events or surveys; often our information is anecdotal which is collected from the daily stream of information from social media, emails and phone calls, plus information gathered at social and other parent events. This vitally important evidence of the lived experiences of families is shared as needed at strategic groups which meet regularly and have representation from PCAN, for example:

SEND Transformation Group

Local Offer Steering Group

Carers Strategy Group

KIAS Steering Group

Youth Development Partnership Board

Early Support and Families Together Partnerships

In addition to participating in these formal groups, PCAN work on a number of "projects" about specific issues. Some of these are specific council groups or formal consultations, others are working groups. During 2022/2023 this is what we worked on:

Council/health led work:

We have spent time with the LA going over the Written Statement of Action from the local area inspection (Feb 22) which links directly with our existing work on the SEND Transformation Plan. One of the workstreams coming from this following our engagement with parents about the plan is that of creating a simple public facing document which outlines the key features of the plan and what it intends to achieve, the outcomes for young people etc. We are working alongside Our Voice, the group that works with young people to get their voice heard around the wording and how it should look.

PCAN promoted the formal consultation around the changes and new build/location for Joseph Norton School and Woodley school as well as providing comment on this and other proposals around new specialist and satellite provision in mainstream schools.

Early Support – continued meetings around the creation of local Family Hubs, and to ensure that work on the SEND offer is underway, especially an offer for 16-25 year olds, although progress rather slow. As part of this PCAN has been attending Hub events across Kirklees promoting what we do to parents in the area. This work is ongoing.

PCAN members have taken part in a review of the Direct Payments policy in Kirklees, sharing their experiences to influence the final version - this work is ongoing.

PCAN has contributed to the Therapies review and work on improving pathways and waiting times for diagnosis of ASD/ADHD.

Parents of Children with Additional Needs

Trustees' report (continued) for the year ended 31 March 2023

Achievements and performance (Continued)

A trustee worked with the NHS regional autism project and other local parent carer forum representatives on autism initiatives (this group had worked initially on the Night Owls service).

PCAN has been invited to participate in the review of Short Breaks in Kirklees, this has been a little slow getting started (outside of our control) and whilst we have spoken to parents about short breaks, and they have come up in other engagement work, a full scale piece of engagement is taking place in November 2023.

Other work:

Behaviour: this is a continuation from work started in 2019. Following our Behaviour Event in 2019, we finally gained commitment from our LA to provide some pilot sessions around positive behaviour support training which was identified as a gap in services by local parents. The first ones have taken place and we will be part of an evaluation project. The training includes, understanding your child's condition, understanding behaviour as communication, recognising triggers, de-escalation techniques. This is a significant issue raised by families which has not been addressed in the past, and we are keen to finally see some progress here and will not let it go.

We attend regular "catch-up" meetings with commissioners for children's services to make sure that we are aware of ongoing matters and also to ensure they are aware of issues which have arisen and that we have been made aware of by parents and carers.

We also attend regular catch-up meetings with colleagues from education for the same reason.

PCAN colleagues have been involved in interviews for potential SENDACT staff – thank you to those who took part.

PCAN delivers training and this continued with a session for Early Years SENDco's in the private and voluntary sector.

Attending regular regional meetings (some virtual, some face to face) of the National Network of parent carer forums (NNPCF) in Yorkshire and the Humber. We also attended the virtual elements of the national conference of parent carer forums (it was held in Bristol this year which was too far for us to send a representative as we normally would). We gathered useful information about the national SEN agenda including the ongoing SEN reviews and other education changes. We contributed our views to NNPCF who were commenting on some of these to share with the Department for Education (DfE). The SEND and AP green paper response finally came out in March 2023.

The Independent Review of Children's Social Care (to which PCAN had contributed via attending meetings and via the NNPCF) was issued in May 2022 – what this will mean for disabled children and their families is ongoing.

PCAN Trustees and volunteers attended over 160 meetings and other events with Council and Health colleagues, voluntary sector, schools and other support groups and organisations over the 12 month period

Feedback from Tom Brailsford, Strategic Director for Children's Services, Jo-Anne Sanders, Service Director for Learning and Early Support and Kieran Lord, Service Director Resources, Improvements and Partnerships

"Thank you for the work you have undertaken on behalf of parents and carers to support and challenge us to continue to improve provision for children, young people and their families across Kirklees. We have valued being able to meet with you recently and look forward to working together to develop high quality services for children locally."

Parents of Children with Additional Needs

Trustees' report (continued) for the year ended 31 March 2023

Achievements and performance (Continued)

PCAN is looking for volunteers to help us with our work.

That might be helping at events, representing parents' views at meetings, looking at documents, helping us with social media and newsletters, delivering training. There are loads of things you could help with and it may not take up too much of your time.

Please speak to one of us at any time if you are interested. Full training will be given as required. Tel: 07754102336.

THANK YOU!

Funders and Supporters

Many thanks to Kirklees Council for awarding us a new three year contract from September 2022 to continue to be the voice for parents in Kirklees.

Thank you to the professionals across education, health and social care who promote engagement and co-production at every opportunity – you know who you are!

Thank you to all the people who took time to help other parents during these difficult times.

Thank you to all our colleagues at Carers Count for their commitment to supporting all carers in Kirklees.

Huge thanks to all the PCAN Trustees, volunteers and supporters who give up their time for the benefit of others. We couldn't do any of this without you.

Financial review

The net income for the year was £15,185, including net income of £15,202 on unrestricted funds and net expenses of £17 on restricted funds.

Our ability to continue is entirely dependent on funding from the Local Authority and Department for Education. We are able to continue for at least 12 months with our current levels of funding.

PCAN is a Department for Education (DfE) recognised Parent Carer Forum. It is partly funded by an annual grant from the Department for Education (c.£17,500). The grant is used to strengthen parent carer forums, so that parent carers can participate in the strategic planning and decision-making around services for children and young people with SEND in their area.

In addition, PCAN holds a contract with Kirklees Council to support its work as a parent carer forum to enable the Council to meet some of its statutory duties under the Children & Families Act 2014. The first contract ran from 1st September 2019 to 31st August 2022. PCAN has subsequently been successful in obtaining a contract for a further three years (extendable to 5 years) from 1st September 2022.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £54,197.

The trustees have not adopted a formal reserves policy and are looking at doing this in the current year.

Approved by the board of trustees on 13 December 2023

Johanna Hull (Trustee)

Parents of Children with Additional Needs

Independent examiner's report to the trustees of Parents of Children with Additional Needs

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2023, which are set out on pages 10 to 15.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Simon Bostrom FCIE

15 December 2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Parents of Children with Additional Needs
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2023

	Notes	2023	2023	2023	2022
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
Income from:					
Grants and donations	(2)	1,393	17,232	18,625	17,729
Contracts for services		26,593	-	26,593	30,601
Max cards		1,470	-	1,470	708
Total income		<u>29,456</u>	<u>17,232</u>	<u>46,688</u>	<u>49,038</u>
Expenditure on:					
Co-ordination, project delivery and administration		7,200	-	7,200	6,289
Liaison service		553	6,730	7,283	10,699
Education work		2,059	-	2,059	4,694
Freelance workers		1,712	2,009	3,721	1,728
Website		-	204	204	3,245
Room hire, event costs and childcare		-	4,058	4,058	1,563
Promotions		-	227	227	439
Max cards		1,179	-	1,179	500
Postage, telephone, broadband and stationery		-	1,379	1,379	1,804
Equipment		-	498	498	478
Travel, meeting and AGM expenses		51	1,173	1,224	582
Insurance and registrations		919	351	1,270	586
Accountancy and independent examination		526	200	726	480
Trustee training		-	420	420	214
Memberships		55	-	55	53
Total expenditure		<u>14,254</u>	<u>17,249</u>	<u>31,503</u>	<u>33,354</u>
Net movement in funds		<u>15,202</u>	<u>(17)</u>	<u>15,185</u>	<u>15,684</u>
Fund balances brought forward		<u>38,995</u>	<u>325</u>	<u>39,320</u>	<u>23,636</u>
Fund balances carried forward	(3)	<u>54,197</u>	<u>308</u>	<u>54,505</u>	<u>39,320</u>

All incoming resources and resources expended derive from continuing activities.

Parents of Children with Additional Needs

Balance sheet

as at 31 March 2023

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	14,068	-	14,068	397
Cash at bank	42,523	1,469	43,992	54,732
Total current assets	56,591	1,469	58,060	55,129
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(4) 2,394	1,161	3,555	15,809
Total current liabilities	2,394	1,161	3,555	15,809
Net assets	54,197	308	54,505	39,320
Funds				
Unrestricted funds	54,197	-	54,197	38,995
Restricted funds	-	308	308	325
Total funds	54,197	308	54,505	39,320

The financial statements were approved by the board of trustees on 13 December 2023

Johanna Hull (Trustee)

Parents of Children with Additional Needs

Notes to the accounts

for the year ended 31 March 2023

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.
There has been no change to the accounting policies since last year.
No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Computer equipment: over 4 years

Equipment: over 4 years

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Parents of Children with Additional Needs

Notes to the accounts continued

for the year ended 31 March 2023

2 Grants and donations	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Department for Education	-	17,232	17,232	17,491
Other donations	1,393	-	1,393	238
	<u>1,393</u>	<u>17,232</u>	<u>18,625</u>	<u>17,729</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
DfE	325	17,232	17,249	-	308
	<u>325</u>	<u>17,232</u>	<u>17,249</u>	<u>-</u>	<u>308</u>

Fund name

DfE

Purpose of restriction

Towards the provision of a Parent Carer Forum in Kirklees.

4 Debtors and prepayments	2023 £	2022 £
Prepayments	404	397
Accrued income	13,664	-
	<u>14,068</u>	<u>397</u>

4 Creditors and accruals	2023 £	2022 £
Creditors	2,829	2,400
Accruals	726	480
Deferred income	-	12,929
	<u>3,555</u>	<u>15,809</u>

5 Related party transactions

Trustee expenses

During the year 3 trustees were paid a total of £786 in respect of travel and other expenses (previous year: 3 trustees and £412).

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Details of remuneration and benefits

	2023 £	2022 £
Carol Thomas	7,200	5,531
Tracey Smith-McQuillan	6,355	9,855
Johanna Hull	2,059	4,390
	<u>15,613</u>	<u>19,776</u>

Reason for remuneration

The above trustees were engaged on a freelance basis to provide Co-ordination services, Liaison Services and the Education role.

Legal authority for the payment

The legal authority for the payment is via a provision within the charity's governing document.

Parents of Children with Additional Needs

Notes to the accounts continued

for the year ended 31 March 2023

5 Related party transactions continued

Legal authority for the payment

The legal authority for the payment is via a provision within the charity's governing document.

Other transactions with trustees or related parties

			2022 £	2021 £
Name of trustee or related party	Relationship to charity	Description of transaction		
F Smith McQuillan	Husband of a trustee	Carry out admin work	793	-
			<hr/>	<hr/>
			793	-
			<hr/>	<hr/>

Parents of Children with Additional Needs

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2023

	2023 Unrestricted funds £	2022 Unrestricted funds £	2023 Restricted funds £	2022 Restricted funds £	2023 Total funds £	2022 Total funds £
Income						
Grants and donations	1,393	238	17,232	17,491	18,625	17,729
Contracts for services	26,593	30,601	-	-	26,593	30,601
Max cards	1,470	708	-	-	1,470	708
Total income	29,456	31,547	17,232	17,491	46,688	49,038
Expenditure						
Co-ordination, proj. delivery and admin	7,200	6,289	-	-	7,200	6,289
Liaison service	553	1,949	6,730	8,750	7,283	10,699
Education work	2,059	4,694	-	-	2,059	4,694
Freelance workers	1,712	1,728	2,009	-	3,721	1,728
Website	-	-	204	3,245	204	3,245
Room hire, event costs and childcare	-	-	4,058	1,563	4,058	1,563
Promotions	-	-	227	439	227	439
Max cards	1,179	500	-	-	1,179	500
Postage, phone and stationery	-	341	1,379	1,463	1,379	1,804
Equipment	-	-	498	478	498	478
Travel, meeting and AGM expenses	51	-	1,173	582	1,224	582
Insurance and registrations	919	398	351	188	1,270	586
Accountancy and independent exam	526	280	200	200	726	480
Trustee training	-	-	420	214	420	214
Memberships	55	-	-	53	55	53
Total expenditure	14,254	16,179	17,249	17,175	31,503	33,354
Net movement in funds	15,202	15,368	(17)	316	15,185	15,684
Fund balances brought forward	38,995	23,627	325	9	39,320	23,636
Fund balances carried forward	54,197	38,995	308	325	54,505	39,320