

ROTHERHAM PARENTS FORUM LIMITED

England & Wales · Charity number 1147969

Details

Other names ROTHERHAM PARENTS FORUM

Status Registered

Legal form Charitable company

Company number [07719951](#)

Registered 2012-07-05

Register [View on the Charity Commission register](#)

Contact

Address 131 Green Lane
Rawmarsh
Rotherham
S62 6JY

Phone 01709296262

Email info@rpcf.co.uk

Website www.rpcf.co.uk

Activities

Objects: THE PROMOTION OF SOCIAL INCLUSION AMONG DISABLED PEOPLE AND THOSE WITH SPECIAL NEEDS IN PARTICULAR BUT NOT EXCLUSIVELY DISABLED CHILDREN AND CHILDREN WITH SPECIAL NEEDS AND THEIR PARENTS, CARERS AND FAMILIES WHO ARE SOCIALLY EXCLUDED FROM SOCIETY, OR PARTS OF IT, AS A RESULT OF THEIR DISABILITY, IN ROTHERHAM AND SURROUNDING AREAS BY, IN PARTICULAR BUT NOT EXCLUSIVELY A) PROVIDING FORUMS, WORKSHOPS, ADVOCACY AND GENERAL SUPPORT; B) RAISING PUBLIC AWARENESS OF ISSUES AFFECTING DISABLED CHILDREN AND THEIR PARENTS AND CARERS.

Activities: We take positive action in Rotherham to promote social inclusion among people with special educational needs and disabilities, and their families by providing forums, workshops, peer support services and offering social opportunities as well as raising public awareness to ensure that individuals are recognised, heard and supported to overcome the inequalities they might face.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Disability
- **Who:** Children/young People, People With Disabilities

Geography

- Rotherham

Finances

Period end	Income	Expenditure	Assets	Employees
2025-07-31	£384,326	£552,485	-	-
2024-07-31	£629,820	£550,632	£260,906	27
2023-07-31	£513,015	£538,352	£181,716	18
2022-07-31	£564,262	£407,131	£207,054	16
2021-07-31	£294,848	£248,720	-	-
2020-07-31	£177,549	£202,026	-	-

Trustees

Name	Role	Appointed
Amanda Moreman	Chair	2013-03-11
Catherine Ratcliffe		2021-03-18
Dr Skander Hussain		2024-08-30
Kieran Mcmanus		2022-11-18
Richard Butcher		2022-02-22

ROTHERHAM PARENTS FORUM LIMITED

England & Wales - Charity number 1147969

Accounts



ROTHERHAM PARENTS FORUM LIMITED

Financial statements for the
year ended 31st July 2025

Charity number: 1147969
Registered England and Wales

Company number: 07719951
Company limited by guarantee

ROTHERHAM PARENTS FORUM LIMITED
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for the year ended 31st July 2025

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ROTHERHAM PARENTS FORUM LIMITED
Administrative details
for the year ended 31st July 2025

Registered Name	ROTHERHAM PARENTS FORUM LIMITED
Registered Charity number	1147969
Registered Company number	07719951
Directors (Trustees)	Amanda Moreman Catherine Ratcliffe Claire Whiting Kieran McManus Richard Butcher Dr Skander Hussain – Appointed 30th August 2024 Stephen Mulligan
Senior staff members	Jayne Fitzgerald – Strategic Manager Louise Graham – Operation Manager
Registered Office	131 Green Lane Rawmarsh Rotherham S62 7JY
Bankers	HSBC Bank Plc 35 College Road Rotherham S65 1AF
Independent examiner	Heera Singh FMAAT HSL Accountancy Solutions Ltd Enterprise House 4-6 Thorne Road Doncaster DN1 2HS

ROTHERHAM PARENTS FORUM LIMITED
The Directors (trustees) present their annual report
for the year ended 31st July 2025

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and financial statements for the year ended 31st July 2025. The Trustees have adopted the provisions of the Statement of Recommended Practice 'Accounting and Reporting by Charities' (FRS102) in preparing the annual report and financial statements of the Charity.

Structure, Governance and Management

Rotherham Parents Forum Limited is a company limited by guarantee, governed by its Memorandum and Articles of Association. The organisation is also a registered charity. Trustees are recruited and appointed following the Articles. New trustees are given an induction into the charity's work and their responsibilities under charity and company law. The board of trustees manages the charity and delegates day-to-day operations to the two directors and other staff members.

Our Activities

This year has been characterised by significant demand, meaningful impact, and strategic change. Families of children and young people with SEND and neurodivergent adults across Rotherham continue to face growing pressures, and the charity's role in providing trusted peer support, amplifying lived experience, and influencing local systems has never been more important.

Throughout the year, the charity has remained deeply committed to reducing isolation, empowering individuals and families, and ensuring that lived experience is central to shaping services and policy. Despite ongoing sector-wide funding pressures, the organisation has continued to deliver high-quality, inclusive support through the dedication of staff, volunteers and trustees.

A major milestone was reached at the end of the financial year with the charity's move into the SEND Hub at the Eric Manns Building, supported by capital investment from Rotherham Metropolitan Borough Council. This development provides a strong foundation for future sustainability, collaboration and income diversification.

While the financial position at year-end reflects challenges, trustees are confident that the steps taken during and after the reporting period position the charity on a more resilient footing for the future.

I would like to thank our staff team, volunteers, partners, funders and—most importantly—the families and individuals who place their trust in our work.

Objectives and Activities

The charity exists to reduce isolation and empower parent carers, children and young people with Special Educational Needs and Disabilities (SEND), siblings, and neurodivergent individuals across Rotherham.

During the year ended 31 July 2025, the charity delivered support and system-influencing activity through:

- Peer support
- Participation and engagement opportunities
- Community-based activities and events
- Strategic voice and influence work rooted in lived experience

All delivery is underpinned by the Genuine Partnerships Four Cornerstones of Welcome and Care, Value and Include, Communication and Partnership, and is designed to improve wellbeing, strengthen confidence, and ensure that individuals and families are seen, heard and supported.

The charity's objectives are to:

- Enhance wellbeing through accessible information, guidance and peer support
- Reduce isolation through inclusive social and community activity
- Enable meaningful co-production and participation
- Amplify lived experience to inform policy, commissioning and practice across education, health and social care

Trustees have had due regard to Charity Commission guidance on public benefit.

Reviewing Our Impact

Trustees review objectives and activities annually to ensure continued alignment with charitable purposes and local need. This process includes consideration of impact, feedback from beneficiaries and partners, and compliance with public benefit and funder requirements.

ROTHERHAM PARENTS FORUM LIMITED
The Directors (trustees) present their annual report
for the year ended 31st July 2025

Key Highlights for the Year

- 2,810 registered parent carers, with 1,412 actively engaged
- 654 new members, a 29% increase on the previous year
- 354 participation opportunities facilitated
- 2,391 parent carer attendances
- 849 consultation responses shared with decision makers
- 582 one-to-one peer support sessions delivered
- 340 children and young people with SEND supported through inclusive activities
- 470 neurodivergent adults supported
- 1,700+ volunteer hours contributed

Achievements and Performance

Engagement and Reach

- 2,810 parent carers were registered with the charity
- 1,412 parent carers actively engaged
- 654 new members joined the forum

Voice, Participation and Strategic Influence

The charity played a central role in amplifying lived experience:

- 354 participation opportunities created
- 2,391 parent carer attendances
- 179 events enabling children, young people and siblings to share their voices
- 336+ strategic and partnership meetings attended
- 849 consultation responses shared with decision makers

This activity influenced:

- Monthly EHCP audits
- SEND Partnership and Executive Boards
- Autism Strategy refresh (2024–2027)
- SEND transport and elective home education policy
- SEN sufficiency planning
- Participation in the national Partnerships for Inclusion of Neurodiversity in Schools (PINS) programme

Peer Support

Family Peer Support outcomes for the period included:

- 273 parent carers supported
- 582 one-to-one peer support sessions delivered
- 27 group workshops delivered
- Reported improvements in confidence, well-being, understanding of SEND systems and reduced isolation

Children, Young People and Siblings

Short Breaks and inclusive activity provision delivered:

- 340 children and young people with SEND supported
- 104 siblings supported
- 2,161 attendances by children and young people
- 260 sibling attendances
- 100% of children and young people reported enjoying activities
- 91% of families reported feeling less isolated

Neurodivergent Adults

- 470 neurodivergent adults accessed support
- 1,071 support sessions were delivered
- 187 activities and events held
- Reported outcomes included reduced isolation, increased confidence, improved wellbeing and improved ability to navigate work, education and health systems

Staff and Volunteers

The charity employed 23 staff, all bringing relevant lived experience, and was supported by volunteers who donated over 1,700 hours during the year. Trustees thank staff and volunteers for their professionalism, compassion and commitment.

ROTHERHAM PARENTS FORUM LIMITED
The Directors (trustees) present their annual report
for the year ended 31st July 2025

Financial Review and Reserves Policy

Financial Overview

The financial statements for the year ended 31 July 2025 show total income of £ 384,326 and total expenditure of £ 552,485. The resulting deficit reflects timing differences between funding cycles, increased demand for support, and planned investment during a period of transition.

Total funds brought forward from 1 August 2024 were £ 260,905, of which the majority related to restricted project funding. As a result, the unrestricted funds available at year-end were limited.

The trustees have reviewed the charity's financial position carefully and consider that the charity continues to operate as a going concern.

Reserves Policy

The trustees aim to maintain unrestricted reserves equivalent to three to six months of expenditure. As in the previous year, this level has not yet been achieved due to the charity's reliance on restricted grants and contracts.

Building unrestricted reserves and improving financial resilience have been identified as key strategic priorities. Trustees are confident that planned income diversification following the move to the SEND Hub will support this aim.

Risk Management

The trustees regularly review risks, including financial sustainability, reliance on restricted income, safeguarding, staffing capacity and operational delivery. Risks are mitigated through regular monitoring, policy review, supervision and strong partnership working.

Plans for Future Periods

In July 2025, the charity moved into the SEND Hub at the Eric Manns Building, supported through capital investment by Rotherham Metropolitan Borough Council. The Hub is a purpose-built, fully accessible community facility in Rotherham town centre, intended to strengthen accessibility, partnership working, and sustainability.

The trustees view the SEND Hub as central to:

- Expanding partnership delivery and commissioning opportunities
- Developing shared use and income-generating activity
- Increasing reach, visibility and community engagement

The charity will also implement a redesigned all-age Autism and ADHD Peer Support service, improving continuity of support across the life course.

ROTHERHAM PARENTS FORUM LIMITED
The Directors (trustees) present their annual report
for the year ended 31st July 2025

Statement of Directors and Trustees' responsibilities

The trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial 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 company and the group for that period. In preparing these 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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 directors declare that they have approved the directors' report above. Signed on behalf of the company's directors:

The trustees declare that they have approved the above report. Signed on behalf of the trustees

Signed: 

Name and position: Richard Butcher, Director

Date: 29th May 2026

**Examiner's report to the trustees of
ROTHERHAM PARENTS FORUM LIMITED
for the year ended 31st July 2025**

I report on the accounts of the ROTHERHAM PARENTS FORUM LIMITED for the year ended 31 July 2025 which are set out on the following pages 7 to 17.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the Company for the purposes of company law) 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;
- 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:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records;
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

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.



Mr Heera Singh FMAAT

Date: 29th May 2026

HSL Accountancy Solutions Ltd
Enterprise House
4-6 Thorne Road
Doncaster
DN1 2HS

ROTHERHAM PARENTS FORUM LIMITED
Statement of Financial Activities
for the year ended 31st July 2025

		Unrestricted funds	Restricted fund	Total 2025	Total 2024
	Notes	£	£	£	£
Income from:					
Donations and legacies		0	0	0	0
Income from charitable activities	2	53,188	331,138	384,326	629,820
Income from charitable trading		0	0	0	0
Investment income		0		0	0
Total		53,188	331,138	384,326	629,820
Expenditure on:					
Cost of raising funds	3	923	3,725	4,648	5,111
Charitable activities	4	45,067	502,770	547,837	545,520
		0	0		
Total		45,990	506,495	552,485	550,632
Net income/(expenditure)		7,199	-175,357	168,158	79,189
Transfers between funds		-9,298	9,298	0	0
Net movement in funds after transfers		-2,099	-166,058	168,158	79,189
Total funds brought forward at 1st August 2024		4,171	256,734	260,905	181,716
Total funds carried forward 31st July 2025		2,072	90,675	92,747	260,906

The above statement includes all gains and losses recognised during the year. All activities are regarded as continuing.

The accounting policies and notes on pages 10 to 17 form part of these financial statements.

ROTHERHAM PARENTS FORUM LIMITED
Balance sheet
As at 31st July 2025

		2025	2024
		£	£
Fixed assets	Notes		
Tangible assets	6	3,569	4,758
Current assets			
Debtors	7	43,424	208,443
Cash at bank and in hand		55,876	55,125
		<u>99,301</u>	<u>263,568</u>
Creditors (amounts falling due in one year)	8	-10,122	-7,420
		<u>89,178</u>	<u>256,147</u>
Net current assets			
		<u>89,178</u>	<u>256,147</u>
Net assets		<u>92,747</u>	<u>260,906</u>
Reconciliation of Funds			
Unrestricted funds		759	1,669
Designated funds - Fixed assets	14	1,313	2,503
Restricted funds	15	90,675	256,734
Total funds		<u>92,747</u>	<u>260,906</u>

For the period ended 31st July 2025, the company is entitled to the audit exemption under section 477 (2) of the Companies Act 2006.

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

The directors acknowledge their responsibilities for:

- a) ensuring the company keeps accounting records which comply with section 386; and
- b) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and its profit or loss for the financial year, in accordance with the requirement of the companies Act 2006 relating to accounts, so far as is applicable to the company.

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

The directors declare that they have approved the accounts above.

Signed on behalf of the company's directors:

Signed: 

Name and position: Richard Butcher, Director

Date: 29th May 2026

The accounting policies and notes on pages 10 to 17 form part of these financial statements.

ROTHERHAM PARENTS FORUM LIMITED
Statement of Cash Flows
As at 31st July 2025

	Total	Total
	2025	2024
	£	£
Cash flows from operating activities:		
Net income/(expenditure) per SoFA	-168,160	79,189
(Increase)/decrease in assets	1,189	1,586
(Increase)/decrease in debtors	165,019	10,667
Increase/(decrease) in creditors	<u>2,702</u>	<u>-65,666</u>
	168,910	-53,413
Cash flows from investing activities:		
Investment income	<u>0</u>	<u>0</u>
Net increase/(decrease) in cash:	751	25,776
Total cash as at 01 August 2024	<u>55,125</u>	<u>29,348</u>
Total cash as at 31 July 2025	<u>55,876</u>	<u>55,125</u>

The accounting policies and notes on pages 10 to 17 form part of these financial statements.

1 Accounting policies

1.1 Basis of preparation

These accounts (financial statements) have been prepared under the historic cost convention, with items recognised at cost or transaction value, unless otherwise stated in the relevant note(s), in accordance with:

- (a) The Charities Act 2011
- (b) The Companies Act 2006
- (c) The Financial Reporting Standard applicable in the UK and the Republic of Ireland: FRS102
- (d) Accounting & Reporting by Charities: Statement of Recommended Practice (Charities SORP FRS102) (effective January 2015)

The charity meets the definition of a public benefit entity as defined by FRS 102. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

1.2 Incoming resources

These are included in the Statement of Financial Activities (SoFA). Incoming resources are recognised when:

- (a) The company becomes entitled to the resources
- (b) The directors are virtually certain they will receive the resources; and
- (c) The monetary value can be measured with sufficient reliability

Where incoming resources have related expenditure (as with fund-raising or contract income) the incoming resources and related expenditure are reported gross in the SoFA. Grants and donations are only included in the SoFA when the company has unconditional entitlement to the resources. Contractual income is only included in the SoFA once the related goods or performance related services have been delivered. Investment income is included in the accounts when receivable.

1.3 Expenditure

Expenditure is charged to the statement of financial activities on an accruals basis, inclusive of any VAT which cannot be recovered. Expenditure is classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable expenditure comprises those costs incurred in the delivery of the charity's activities and services for its beneficiaries, including both direct and support costs.

Governance costs include those costs associated with meeting constitutional and statutory requirements, including Accountancy fees.

1.4 Fund accounting

Restricted funds are funds received from donors which are subject to restrictions on the purposes for which they may be used of which have been raised for a specific project.

Unrestricted funds are those where there are no externally imposed restrictions. These include funds freely available to the charity for expenditure or appropriation to reserves for internally designated purposes.

1.5 Assets

Tangible assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributed to making the assets capable of operating as intended.

Depreciation is provided on all fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset on a straight line basis over the shorter of the relevant period or, where the asset has been obtained via funding, the length of the project/funding stream as follows:

Fixtures, fittings and equipment - 25% reducing balance

Freehold property is initially recognised in the financial statements at historic cost. The fair value of the freehold property, in the opinion of the Trustees, cannot be measured reliably without undue cost or effort due to the specialised nature of the buildings. As such the freehold property is accounted for using the cost model. The Trustees undertake regular impairment reviews.

ROTHERHAM PARENTS FORUM LIMITED
Notes to the financial statements
for the year ended 31st July 2025

1.6 Taxes

The company is not VAT registered. As a Charity the company is exempt from taxation on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of chargeable gains Act section 505 of the Taxes Act 1988 or s256 of the Taxation of chargeable gains Act 1992 to the extent that these are applied to its charitable objects.

1.7. Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount, usually the invoice amount. Accrued charges are normally valued at their settlement amount.

1.8. Debtors

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

1.9. Leases

Rentals payable and receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

1.10. Pension costs

The charity operates a defined pension contribution pension scheme for employees. Pension costs are charged to the SoFA represent the contributions payable by the charity in the year.

1.11. Going concern

The financial statements have been prepared on a going concern basis. The Trustees have considered the level of funds held and the expected income and expenditure for the 12 months following the authorising of these financial statements and consider the going concern basis appropriate. There are no material uncertainties at the Balance Sheet date. The Trustees continue to pursue all known sources and means of funding that may be available to them in order to finance the charity's activities.

2. Income from:

	General Fund	Restricted Fund	Total 2025	General Fund	Restricted Fund	Total 2024
	£	£	£	£	£	£
Grants and contracts						
Autism Strategy	0	10,000	10,000	7,396	0	7,396
Building Recovery in Communities (BRIC)	0	4,990	4,990	0	0	0
Carers rights	0	0	0	700	0	700
CDR 2025/26	0	19,500	19,500	0	0	0
DfE Grant 2022-23	0	0	0	0	8,750	8,750
DfE Grant 2023-24	0	0	0	0	17,495	17,495
DfE Grant 2024-25	0	5,750	5,750	0	0	0
Dfe Grant 2024-25 Y&H Parent Participation Grant	0	6,410	6,410	0	0	0
DfE Grant 2025-26	0	4,638	4,638	0	0	0
Family Hubs Capital Grant	0	25,125	25,125	0	0	0
Family Hubs Network	0	11,500	11,500	0	0	0
MHLDA Project Funding	0	0	0	14,991	0	14,991
National Lottery	0	0	0	0	19,909	19,909
NNPCF - Yorkshire and Humber Finance Account	0	660	660	0	0	0
PINS Creative Engagement Project	0	0	0	0	15,000	15,000
PINS Project	0	11,295	11,295	0	10,000	10,000
RDaSH Grant	0	2,925	2,925	0	0	0
RMBC - Unpaid Carers Support Service Grant	0	0	0	0	5,000	5,000
RMBC Devolved ward fund	0	1,244	1,244	0	768	768
RMBC Short breaks	0	34,063	34,063	0	27,056	27,056
RMBC Voice and influence	0	32,700	32,700	0	44,491	44,491
South Yorkshire Integrated Care Board - RANSS	0	78,302	78,302	0	202,704	202,704
South Yorkshire Integrated Care Board - RPCF	0	45,528	45,528	0	108,032	108,032
SYB ICS Additional TCP Investment	0	36,509	36,509	0	85,908	85,908
VAR - Prevention and Early Intervention Grant	0	0	0	0	5,000	5,000
Total	0	331,138	331,138	23,087	550,112	573,199

ROTHERHAM PARENTS FORUM LIMITED
Notes to the financial statements
for the year ended 31st July 2025

2. Income from (Continued):

	General Fund	Restricted Fund	Total 2025	General Fund	Restricted Fund
	£	£	£	£	£
Other Charitable income					
Max card sales	0	0	0	2,960	0
Consultancy	0	0	0	16,063	0
Activity income	30,322	0	30,322	23,011	0
Misc income	12,193	0	12,193	7,795	0
General fundraising	189	0	189	151	0
Counselling income	10,484	0	10,484	6,641	0
Total	53,188	0	53,188	56,621	0

3. Expenditure on:

	General Fund	Restricted Fund	Total 2025	General Fund	Restricted Fund	Total 2024
	£	£	£	£	£	£
Cost of raising funds						
Max cards	0	3,704	3,704	526	0	526
Advertising	286	20	306	100	3,442	3,542
Fees and charges	637	0	637	1,044	0	1,044
Salary costs			0			0
Total	923	3,725	4,648	1,670	3,442	5,112

4. Expenditure on:

	General Fund	Restricted Fund	Total 2025	General Fund	Restricted Fund	Total 2024
	£	£	£	£	£	£
Charitable Activities						
Consultancy	570	315	885	0	830	830
Travel expenses	107	1,644	1,752	79	913	992
Room hire and refreshments	98	4,539	4,637	145	2,085	2,229
Activity expenses	16,410	17,253	33,663	28,185	13,238	41,423
Rent and rates	0	8,404	8,404	221	9,991	10,213
Insurance	0	2,683	2,683	202	4,806	5,008
Bank charges	96	0	96	138	0	138
Payroll charges	0	2,026	2,026	26	1,455	1,481
Website	25	1,652	1,676	39	2,571	2,610
Equipment	2	1,447	1,449	129	1,838	1,967
General office expenses	1,017	4,769	5,786	965	4,663	5,628
Printing, postage and stationery	0	1,006	1,006	143	943	1,087
Membership and subscriptions	1,593	1,495	3,088	485	2,101	2,586
Telephone and internet	77	5,843	5,920	69	5,565	5,634
ICT Maintenance	320	895	1,215	20	996	1,016
Light and heat	12	5,988	6,000	114	5,886	6,000
Repairs and maintenance	1,102	2,155	3,257	1,052	2,306	3,358
Staff training	31	4,665	4,695	19	1,435	1,454
Access to work expenses	13,963	0	13,963	22,878	50	22,928
Wages and salaries	6,483	426,011	432,493	15,129	401,031	416,161
Depreciation	1,189	0	1,189	1,586	0	1,586
Professional fees	528	8,537	9,065	1,553	3,020	4,573
Volunteer expenses	1,422	1,444	2,866	1,803	4,024	5,828
Sundry expenses	21	0	21	237	554	791
Total	45,067	502,770	547,837	75,219	470,301	545,520

ROTHERHAM PARENTS FORUM LIMITED
Notes to the financial statements
for the year ended 31st July 2025

5. Net income/expenditure for the year

	2025	2024
	Total	Total
	£	£
Net income/expenditure is stated after charging:		
Independent examination fee	1,490	1,490
Depreciation	1,189	1,586
Total	2,679	3,076

6. Tangible fixed assets

	Fixtures, fittings & Equipment
	£
Cost	24,709
Additions	0
Disposals	0
At 31st July 2025	<u>24,709</u>
Depreciation	
At 1st August 2024	19,951
Charge this period	1,190
At 31st July 2025	<u>21,141</u>
Net book value at 31st July 2025	<u>3,569</u>
Net book value at 31st July 2024	<u>4,758</u>

7. Debtors – amounts falling due within one year

	2025	2024
	£	£
Accounts receivable	43,424	208,443
Accrued income	0	0
Prepayments	0	0
	<u>43,424</u>	<u>208,443</u>

8. Creditors – amounts falling due within one year

	2025	2024
	£	£
Accounts payable	4,057	5,930
Accruals	2,198	1,490
HMRC	3,867	0
	<u>10,122</u>	<u>7,420</u>

9. Staff costs

	2025	2024
	£	£
Salaries	394,911	389,788
Social security costs	29,382	19,417
Pension	8,200	6,956
	<u>432,494</u>	<u>416,161</u>

Average number of employees during the period was: 19.00 17.57
 No person received emoluments of more than £60,000.in the year.

10. Trustees remuneration, benefits and expenses

During the year no Trustee received expenses, remuneration or benefits. (2022:Nil)

11. Independent examination and accountancy services

During the period of accounts, the cost of the Independent Examination and accountancy services was £1,490 (2024: £1,490).

13 Related party transactions

C Whiting, A Moreman and C Ratcliffe (trustees) and Louise Graham and Jayne Fitzgerald (employees), are also directors of Genuine Partnerships CIC which was original established as a joint venture between RMBC and Rotherham Parents Forum Limited.

The spouses of Richard Butcher (trustee) and Kieran McManus (trustee) are employed by the charity.

A number of trustees and workers of the charitable company utilise the services offered by the charity.

14 Movement of funds

	Opening 01.08.2024	Incoming resources	Expended resources	Transfers	Closing 31.07.2025
	£	£	£	£	£
Designated funds					
Fixed assets	2,503	0	-1,189	0	1,313
	<u>2,503</u>	<u>0</u>	<u>-1,189</u>	<u>0</u>	<u>1,313</u>
	Opening 01.08.2023	Incoming resources	Expended resources	Transfers	Closing 31.07.2024
	£	£	£	£	£
Designated funds					
Fixed assets	4,089	0	-1,586	0	2,503
	<u>4,089</u>	<u>0</u>	<u>-1,586</u>	<u>0</u>	<u>2,503</u>

Designated Funds

Designated funds are where the value of fixed assets have been transferred from Restricted Funded projects to represent the Net Book Value of Assets. The assets will be depreciated in line with the Charitys depreciation policy.

14 Movement of funds

The transfer between funds were to cover any over spends and to transfer funds balance on completed projects to General funds.

	Opening	Incoming	Expended		Closing
	01.08.2024	resources	resources	Transfers	31.07.2025
	£	£	£	£	£
Restricted funds					
Autism Strategy	0	10,000	-7,138	2,933	5,795
Building Recovery in Communities (BRIC)	0	4,990	-2,177	0	2,813
CDR 2025/26	0	19,500	-9,905	0	9,595
DfE Grant 2023-24	25	0	0	-25	0
DfE Grant 2024-25	12,131	5,750	-16,610	0	1,271
Dfe Grant 2024-25 Y&H Parent Participation Grant	0	6,410	-3,036	0	3,374
DfE Grant 2025-26	0	4,638	-4,638	0	0
Family Hubs Capital Grant	0	25,125	-7,736	0	17,389
Family Hubs Network	0	11,500	-5,131	0	6,369
MHLDA Project Funding- DO NOT USE	0	0	-6,390	6,390	0
National Lottery	16,676	0	-16,676	0	0
NNPCF - Yorkshire and Humber Finance Account	0	660	-106	0	554
PINS Creative Engagement Project	15,000	0	-5,011	0	9,989
PINS Project	9,953	11,295	-1,753	0	19,495
RDaSH Grant	0	2,925	-2,925	0	0
RMBC Devolved ward fund	0	1,244	-1,244	0	0
RMBC Short breaks	0	34,063	-30,063	0	4,000
RMBC Unpaid carers	915	0	-916	0	0
RMBC Voice and influence	0	32,700	-32,464	0	236
South Yorkshire ICB - Family peer support	82,288	45,528	-121,972	0	5,844
South Yorkshire ICS - TCP extension funding	119,747	36,509	-153,745	0	2,510
South Yorkshire Integrated Care Board - RANSS	0	78,302	-76,858	0	1,443
	256,734	331,138	-506,495	9,298	90,675

14. Movement of funds

CCG - Mens mental health - We used this grant to support male parent carers by setting up a monthly support group.

DfE Grant 2023-24 DfE Grant 2024-25 - 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.

DfE Yorkshire Humber - The Yorkshire and Humber region's forum united to secure funding to bolster infrastructure and enhance communication. It was agreed that Rotherham Parents Forum Limited, due to its policies and processes, should hold the grant on behalf of the region.

National Lottery - Funding awarded to establish and further develop SEND Connect, coffee mornings and drop in sessions for parent carers, across the borough.

PINS Creative Engagement Project - Funding awarded in relation to contributing to creating an animated film to share the voice and experience of young Autistic people accessing education across South Yorkshire.

PINS Project - Partnerships for Inclusion of Neurodiversity in Schools (PINS) is a national needs-led project being run across 102 Parent Carer Forums (including ours) within 40 NHS Integrated Care Boards and applies to those who are currently diagnosed and not diagnosed. The programme brings together health and education specialists and parent carers through the Parent Carer Forum.

RMBC Contain outbreak management fund - This grant was awarded for RPCF to lead on the updating of the Local Offer workstream via the SEND Strategic Board setting out the support they expect to be available for local children and young people with special educational needs (SEN) or disabilities through lived experience and voice via a variety of forums in partnership with RMBC and wider partners.

14. Movement of funds

RMBC Devolved ward fund - This funding was to support the development of an allotment project for our organisation, particularly the Rotherham Adult Neurodiversity Support Service, which supports neurodivergent adults. It also allowed us to purchase resources for our activity provision.

RMBC Short breaks - This grant has been awarded for the provision of short break activities for SEND young people and their families.

RMBC Unpaid carers - This was a small grant to support unpaid carers; we hosted several activities and provided wellbeing packs with the funds.

RMBC Voice and influence - This grant is to support us in providing a role in identifying and expressing the voice of parents and carers around special education needs and disability ensuring participation and engagement and providing information and support to parents and carers in Rotherham.

Rotherfed Better mental health - This grant was awarded to address loneliness to protect the mental health of vulnerable groups. Building on the good work started during the pandemic which saw the creation of Rotherham Heroes offering residents who accessed the council's Community Hub (RCH) physical and emotional help. Some of these Heroes went on to deliver befriending support. These local heroes supported people throughout the borough with emotional and practical support. Sitting alongside this was the Rotherham's Befriending Network, comprised of Voluntary and Community Sector organisations providing befriending support to people of all ages

South Yorkshire ICB - Adult post diagnostics - To provide a neurodivergent peer Support Service in Rotherham. The service support adults (18 plus)

South Yorkshire ICB - Family peer support - To provide peer support to parents and carers of Children and Young People who are accessing or about to access mental health services.

South Yorkshire ICS - TCP extension funding - This funding was awarded to do more focused work in relation to the pre and post diagnostic support available for Autistic individuals in Rotherham in relation, to provide social opportunities and to work in coproduction to influence local decision making

VAR Community renewal fund - a grant to work alongside 12 partners from across Rotherham as part of the Anything Possible Rotherham Project

VAR Early prevention - The aim of the grant fund was to support voluntary and community sector projects to provide support to adults who are isolated or experience other issues which require early intervention solutions to promote wellbeing and prevent, reduce and delay escalation of need.

VAR Shared prosperity fund - The grant allowed us to deliver a number of positive activities for parent carers to help individuals struggling with the cost-of-living crisis.

VAR Smiles for miles - This grant was awarded to allow us to contribute to the Smiles for Miles Project on behalf of Voluntary Action Rotherham.

15. Financial commitments

At the year end, the charity had annual commitments under a non-cancellable operating lease as set out below:

Operating leases on land and buildings which expire:

	£	£
Within one year	7,200	7,200
Within two to five years	0	2,400
	7,200	9,600

16. Analysis of net assets between funds

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2025 £
Tangible fixed assets	2,255	1,313	0	3,568
Current assets	0	0	99,302	99,302
Current liabilities	-1,496	0	-8,626	-10,122
	759	1,313	90,675	92,747

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2024 £
Tangible fixed assets	2,255	2,503	0	4,758
Current assets	0	0	263,568	263,568
Current liabilities	-586	0	-6,834	-7,420
	1,669	2,503	256,734	260,906

ROTHERHAM PARENTS FORUM LIMITED

England & Wales - Charity number 1147969

Accounts



ROTHERHAM PARENTS FORUM LIMITED

Financial statements for the
year ended 31st July 2024

Charity number: 1147969
Registered England and Wales

Company number: 07719951
Company limited by guarantee

ROTHERHAM PARENTS FORUM LIMITED
Contents of the financial statements
for the year ended 31st July 2024

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ROTHERHAM PARENTS FORUM LIMITED
Administrative details
for the year ended 31st July 2024

Registered Name	ROTHERHAM PARENTS FORUM LIMITED
Registered Charity number	1147969
Registered Company number	07719951
Directors (Trustees)	Amanda Moreman Claire Whiting Stephen Mulligan Catherine Ratcliffe Richard Butcher Kieran McManus
Company secretary	Louise Graham
Senior staff members	Jayne Fitzgerald – Strategic Manager Louise Graham – Operation Manager
Registered Office	131 Green Lane Rawmarsh Rotherham S62 7JY
Bankers	HSBC Bank Plc 35 College Road Rotherham S65 1AF
Independent examiner	Heera Singh FMAAT HSL Accountancy Solutions Ltd Enterprise House 4-6 Thorne Road Doncaster DN1 2HS

ROTHERHAM PARENTS FORUM LIMITED
The Directors (trustees) present their annual report
for the year ended 31st July 2024

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and financial statements for the year ended 31st July 2024. The Trustees have adopted the provisions of the Statement of Recommended Practice 'Accounting and Reporting by Charities' (FRS102) in preparing the annual report and financial statements of the Charity.

Structure, Governance and Management

Rotherham Parents Forum Limited is a company limited by guarantee, governed by its Memorandum and Articles of Association. The organisation is also a registered charity. Trustees are recruited and appointed following the Articles. New trustees are given an induction into the charity's work and their responsibilities under charity and company law. The board of trustees manages the charity and delegates day-to-day operations to the two directors and other staff members.

Objectives and Activities

Rotherham Parents Forum Limited is dedicated to empowering and supporting the families of children and young people with Special Educational Needs and Disabilities (SEND) and neurodivergent adults in Rotherham. We operate under two distinct service names:

- Rotherham Parent Carers Forum (RPCF) - provides essential support for parents and carers of children with disabilities and additional needs.
- Rotherham Adult Neurodiversity Support Service (RANSS) offers guidance and advocacy for neurodivergent adults.

Our charitable objectives are:

- To enhance the wellbeing of beneficiaries by providing accessible support and information.
- To foster social opportunities where individuals can come together, share experiences, and gain mutual peer support, strengthening community bonds.
- To ensure that beneficiaries are actively involved in co-producing services that directly impact them, fostering genuine collaboration in community development.

Core Values & Strategic Direction

Our work is rooted in the Four Cornerstones model, developed by Genuine Partnerships, which strengthens TRUST:

- We Welcome and Care – approaching our work with compassion, empathy, and respect.
- We work in partnership – collaborating with individuals, professionals, and the wider community to create a strong support network.
- We Value and Include – promoting dignity and representing diverse voices.
- We Communicate Effectively – equipping families and individuals with the necessary knowledge and resources.

Reviewing Our Impact

To ensure we remain focused on our mission, we annually review our objectives and activities, assessing:

- The impact of our work on beneficiaries.
- The success of key initiatives.
- The effectiveness of our strategies in addressing inequalities.

This process allows us to refine our approach while remaining aligned with our core purpose and the Charity Commission's guidance on public benefit.

Our Activities

Throughout the year, we have actively engaged with stakeholders and strengthened our support network for families of children and young people with SEND and neurodivergent adults. Our key initiatives have included:

- Expanding our membership by encouraging parent carers to join RPCF, ensuring they remain informed and empowered to influence local services.
- Collaborating with local authorities, education settings, healthcare providers and local services to improve service accessibility and outcomes for children with SEND and neurodivergent adults.
- Delivering tailored support through forums, workshops, and direct services, equipping families and individuals with essential resources and guidance.
- Raising public awareness of the challenges faced by those with disabilities and additional needs, advocating for systemic change and greater inclusivity.
- Strengthening our volunteer network and enhancing our ability to provide meaningful support.
- Investing in our team to ensure we continue delivering high-quality services with lived experience at the heart of our approach.

ROTHERHAM PARENTS FORUM LIMITED
The Directors (trustees) present their annual report
for the year ended 31st July 2024

Through these initiatives, we remain committed to fostering inclusion, driving systemic change, and providing sustainable support for families and individuals across Rotherham.

Achievements and performance

During the year ending, Rotherham Parents Forum Limited made significant progress supporting families of children and young people with Special Educational Needs and Disabilities (SEND) and neurodivergent adults across Rotherham. Key achievements included:

Engagement and Reach:

- 2,252 registered Rotherham Parent Carers Forum (RPCF) members, with 1,335 actively engaged parent carers. 601 new members signed up during the year, a 27% increase from last year (2022-2023).
- 455 neurodivergent adults supported by the Rotherham Adult Neurodiversity Support Service (RANSS).
- 513 unique children and young people with SEND and their siblings accessed support through RPCF activities.

Support Services:

- Delivered over 1,300 RANSS support sessions (counselling, peer support, group workshops).
- Held 163 short break activity sessions for children and young people with SEND and their siblings, with over 2,400 total attendances.
- 127 unique siblings of Children/Young People with SEND participated in special Sibling Support Sessions with total attendances of 297.
- Within our Family Peer Support Service 75 unique parent carers accessed virtual drop-ins and wellbeing walks, the Male Parent Carer Group, and 164 unique families accessed Family Peer Support sessions. 32 Group training workshops were delivered in the areas of Managing Anxiety, Advocating for your Child, Emotional Regulation, and Sensory Differences, with 141 parent carer attendances.
- Provided free counselling to 88 neurodivergent adults, 29 parent carers, and 23 children/young people and siblings. A total of 683 counselling sessions were delivered.

Peer and Community Support:

- SEND Connect volunteers ran 125 face-to-face evening and daytime meet-ups, supporting 195 unique parent carers with total attendances of 1342. A further 170 parent carers were supported via coffee mornings held in 14 different schools across the borough. This provided opportunities for parent carers to come together, share their experiences, and access mutual support.
- 205 RANSS Activities and Events were held with 182 unique neurodivergent adult attendees and a total of 1463 attendances
- Developed a new Voice & Influence strand within RANSS to amplify lived experiences of neurodivergent adults.

Inclusion and Events:

- Delivered Rotherham's first Disability Fun Day with wide community participation and raised visibility.
- Took part in the Rotherham Show to promote inclusion and build new partnerships.
- Raised awareness through events such as boxing matches and skydives, supporting neurodiversity.

Strategic Impact:

- Over the year, 375 opportunities for parent-carer participation were facilitated.
- 204 events or activities were facilitated to allow children and young people with SEND and their siblings to share their voices and experiences.
- 377 responses to consultations and living experience examples from families, which can influence the ongoing development of services, were shared at relevant workstreams attended by RPCF.
- Parent Carer representatives from RPCF presented the living experience of families at over 239 meetings across all SEND workstreams, which contributed to the following:
 - The creation of hospital passports directly results from the parent carer's voice regarding accessibility.
 - Revised Transport policy in co-production via RPCF drop-ins and activities.
 - Ongoing work around the right to choose pathway for Neurodevelopmental Services.
 - Further funding secured to engage and widen the support offer for unpaid carers and co-produce the carers strategy to include parent carers.
 - Continuation of partnership work with the Rotherham SEND Local Offer, which included the launch of the new Local Offer Website.
 - RPCF Co designed and co-delivered SEND Awareness training to practitioners across health, education and social care throughout the borough.

ROTHERHAM PARENTS FORUM LIMITED
The Directors (trustees) present their annual report
for the year ended 31st July 2024

Strategic Impact:

- Continuation of SEND Sufficiency work, currently in the process of implementing Phase 4, which aims to deliver an additional 100 SEND places across Rotherham through the development of 10 extra resource provisions on mainstream sites. Three provisions have been approved, and additional places at a local Integrated Resource Provision. Five further provisions are in development, with extra places scheduled for September 2024.
- Monthly EHCP audits by RPCF in Partnership with health education and social care, providing a parent carer perspective - identifying areas of good practice, non-compliance and areas for improvement in EHCPs.
- Partnership work with the Early Years Team has resulted in a new monthly SEND Early Years Session.
- RPCF was invited as an equal partner to contribute to the significant recruitment of senior staff related to SEND, including the CYPS Assistant Director for Education and Inclusion and Head of SEND.
- Presenting at the SENCO network has increased the awareness and understanding of the RPCF offer among families and partners, reducing isolation and empowering parents to work in partnership for better outcomes.
- Ongoing work as co-leaders of Genuine Partnerships by involving and supporting parent carers and young people at all levels of the co-production process.
- Partners in RMBC asked RPCF to lead on the engagement element of the refreshed All-Age Autism Strategy. Results from hearing the living experience of autistic people and their family, carers and loved ones will inform the delivery plan over the next 3 years.
- RPCF are a Key delivery partner in a new National initiative - Partnership for Inclusion of Neurodiversity in Schools – PINS. This is a direct result of parent carer voice around provision for neurodivergent young people in mainstream schools. Rotherham is piloting ten primary schools in 2024.

Awards and Recognition:

- Finalists in the VAR Community Achievement Awards.
- One of our volunteers won Young Volunteer of the Year.
- Our Short Breaks & Activities Coordinator was named Rotherham United Community Trust's 2024 Community Captain.

Outcomes:

- In a recent user feedback survey, 84% of responders who accessed RANSS said they were highly likely to recommend the support they accessed to a friend.
- In a recent membership survey, 79% of parent carers reported feeling less isolated due to their involvement with RPCF, and 72% of parent carer respondents were confident that RPCF accurately represented parent carer views.
- In a recent survey, 99% of children and young people told us they enjoyed the activity they attended, and 82% of families reported feeling less isolated by coming to activities.

Despite sector-wide funding pressures, the charity remained resilient and adaptable, thanks to the dedication of our staff team and over 2,500 volunteer hours donated during the year. We continue to provide person-centred, inclusive, and impactful services that improve lives and reduce isolation across the borough.

Financial Review and Reserves Policy

The charity's total annual income was £629820, primarily sourced from grants provided by Rotherham Metropolitan Borough Council, the NHS, and other funders.

Additional income was generated through fundraising activities and donations.

Expenditure totalled £550632, with the majority allocated to staffing costs, project delivery, events, and operational expenses.

At the year-end, the charity held reserves of £4171.

The charity trustees have examined the reserve requirements, considering the organisation's principal risks. It has established a policy whereby the unrestricted funds held by the charity should be between 3 and 6 months of the expenditure to allow the charity to continue should there be any gaps in funding. Currently, as much of the charity's income is from grants and contracts and must be spent by a particular time, the organisation does not hold this level of reserves. There is awareness of the importance of building the required level, which will be a priority over the coming period. There will be time invested into the fundraising strategy to try to diversify income,

Risk Management

The trustees recognise the importance of identifying, assessing, and mitigating risks to ensure the charity's sustainability and effectiveness. In line with Charity Commission guidance, we regularly review risks across financial sustainability, governance and compliance, operational challenges, reputational considerations, data protection, and strategic adaptability. While a formal risk strategy has not yet been implemented, the trustees are committed to developing a structured approach to risk management in the coming year.

To date, financial risks have been managed through developing a plan to diversify income sources and implementing rigorous financial controls, while governance risks have been addressed through transparent decision-making and compliance measures. Operational risks, including safeguarding and service consistency, have been supported through structured policies and staff oversight. In protecting our reputation, we prioritise open communication and stakeholder engagement. Cybersecurity and data protection remain a priority, with ongoing efforts to enhance compliance with GDPR. Finally, strategic risks have been navigated through regular reviews of community needs and collaboration with key partners, and a new three-year strategic plan has been developed.

The trustees will continue proactively assessing risks and strengthening management approaches, ensuring the charity remains resilient and responsive to emerging challenges. A formal risk strategy will be introduced in the coming year to enhance accountability and effectiveness further.

Plans for Future Periods

In the coming year, the charity's most ambitious goal is to move to a new building in the town centre, where we will establish a SEND and Neurodivergent Support Hub, a dedicated space providing tailored resources, peer support, and services for families and neurodivergent adults. This hub will serve as a vital community asset, fostering collaboration, inclusion, and accessible support.

We are hoping this move will allow us to:

- Expand our offer to underrepresented communities in Rotherham.
- Develop peer support groups catering to specific needs.
- Secure new funding to ensure long-term sustainability.
- Enhance digital resources, including webinars and forums.
- Strengthen co-production efforts with public service partners.

The charity remains committed to supporting parent carers, children and young people with SEND and neurodivergent adults, ensuring they have access to vital resources and a platform to shape services. Following a recent review of our strategic plan through stakeholder engagement, our key priorities for the next three years include:

- Successfully launching and developing the SEND and Neurodivergent Support Hub to become a central, thriving space for the community.
- Sustaining and enhancing existing initiatives to maximise impact.
- Strengthening communication with stakeholders to drive engagement.
- Prioritising equality, diversity, and inclusion in everything we do.
- Investing in staff and volunteers through a dedicated "People Strategy."
- Improving efficiency by refining systems and processes.
- Diversifying income streams to secure financial resilience.

This strategic direction ensures that our services remain accessible, responsive, and driven by the community's needs while positioning the charity for sustainable growth.

ROTHERHAM PARENTS FORUM LIMITED

**The Directors (trustees) present their annual report (continued)
for the year ended 31st July 2024**

Statement of Directors and Trustees' responsibilities

The trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial 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 company and the group for that period. In preparing these 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

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 directors declare that they have approved the directors' report above. Signed on behalf of the company's directors:

The trustees declare that they have approved the above report. Signed on behalf of the trustees

Signed: 

Name and position: Richard Butcher, Trustee/Director

Date: 13th May 2025

**Examiner's report to the trustees of
ROTHERHAM PARENTS FORUM LIMITED
for the year ended 31st July 2024**

I report on the accounts of the ROTHERHAM PARENTS FORUM LIMITED for the year ended 31 July 2024 which are set out on the following pages 8 to 18.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the Company for the purposes of company law) 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;
- 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:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records;
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

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.



Mr Heera Singh FMAAT

Date: 13th May 2025

HSL Accountancy Solutions Ltd
Enterprise House
4-6 Thorne Road
Doncaster
DN1 2HS

ROTHERHAM PARENTS FORUM LIMITED
Statement of Financial Activities
for the year ended 31st July 2024

		Unrestricted funds	Restricted fund	Total 2024	Total 2023
	Notes	£	£	£	£
Income from:					
Donations and legacies		0	0	0	4,178
Income from charitable activities	2	79,708	550,112	629,820	508,837
Income from charitable trading		0	0	0	0
Investment income		0	0	0	0
Total		79,708	550,112	629,820	513,015
Expenditure on:					
Cost of raising funds	3	1,669	3,442	5,111	4,690
Charitable activities	4	75,219	470,301	545,520	533,662
		0	0		
Total		76,888	473,744	550,632	538,352
Net income/(expenditure)		2,821	76,368	79,189	-25,338
Transfers between funds		809	-809	0	0
Net movement in funds after transfers		3,631	75,558	79,189	-25,338
Total funds brought forward at 1st August 2023		540	181,176	181,716	207,054
Total funds carried forward 31st July 2024		4,171	256,734	260,906	181,716

The above statement includes all gains and losses recognised during the year. All activities are regarded as continuing.

The accounting policies and notes on pages 11 to 18 form part of these financial statements.

ROTHERHAM PARENTS FORUM LIMITED
Balance sheet
As at 31st July 2024

		2024	2023
		£	£
Fixed assets	Notes		
Tangible assets	6	4,758	6,344
Current assets			
Debtors	7	208,443	219,110
Cash at bank and in hand		55,125	29,348
		<u>263,568</u>	<u>248,458</u>
Creditors (amounts falling due in one year)	8	-7,420	-73,086
		<u>256,147</u>	<u>175,372</u>
Net current assets			
		<u>260,906</u>	<u>181,716</u>
Net assets			
		<u>260,906</u>	<u>181,716</u>
Reconciliation of Funds			
Unrestricted funds		1,669	-3,549
Designated funds - Fixed assets	14	2,503	4,089
Restricted funds	15	256,734	181,176
Total funds		<u>260,906</u>	<u>181,716</u>

For the period ended 31st July 2024, the company is entitled to the audit exemption under section 477 (2) of the Companies Act 2006.

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

The directors acknowledge their responsibilities for:

- a) ensuring the company keeps accounting records which comply with section 386; and
- b) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and its profit or loss for the financial year, in accordance with the requirement of the companies Act 2006 relating to accounts, so far as is applicable to the company.

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

The directors declare that they have approved the accounts above.

Signed on behalf of the company's directors:

Signed: 

Name and position: Richard Butcher, Trustee/Director

Date: 13th May 2025

The accounting policies and notes on pages 11 to 18 form part of these financial statements.

ROTHERHAM PARENTS FORUM LIMITED
Statement of Cash Flows
As at 31st July 2024

	Total	Total
	2024	2023
	£	£
Cash flows from operating activities:		
Net income/(expenditure) per SoFA	79,189	-25,338
(Increase)/decrease in assets	1,586	918
(Increase)/decrease in debtors	10,667	-171,129
Increase/(decrease) in creditors	<u>-65,666</u>	<u>48,478</u>
	-53,413	-121,733
Cash flows from investing activities:		
Investment income	<u>0</u>	<u>0</u>
Net increase/(decrease) in cash:	25,776	-147,071
Total cash as at 01 August 2023	<u>29,348</u>	<u>176,419</u>
Total cash as at 31 July 2024	<u>55,125</u>	<u>29,348</u>

The accounting policies and notes on pages 11 to 18 form part of these financial statements.

1 Accounting policies

1.1 Basis of preparation

These accounts (financial statements) have been prepared under the historic cost convention, with items recognised at cost or transaction value, unless otherwise stated in the relevant note(s), in accordance with:

- (a) The Charities Act 2011
- (b) The Companies Act 2006
- (c) The Financial Reporting Standard applicable in the UK and the Republic of Ireland: FRS102
- (d) Accounting & Reporting by Charities: Statement of Recommended Practice (Charities SORP FRS102) (effective January 2015)

The charity meets the definition of a public benefit entity as defined by FRS 102. The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

1.2 Incoming resources

These are included in the Statement of Financial Activities (SoFA). Incoming resources are recognised when:

- (a) The company becomes entitled to the resources
- (b) The directors are virtually certain they will receive the resources; and
- (c) The monetary value can be measured with sufficient reliability

Where incoming resources have related expenditure (as with fund-raising or contract income) the incoming resources and related expenditure are reported gross in the SoFA. Grants and donations are only included in the SoFA when the company has unconditional entitlement to the resources. Contractual income is only included in the SoFA once the related goods or performance related services have been delivered. Investment income is included in the accounts when receivable.

1.3 Expenditure

Expenditure is charged to the statement of financial activities on an accruals basis, inclusive of any VAT which cannot be recovered. Expenditure is classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable expenditure comprises those costs incurred in the delivery of the charity's activities and services for its beneficiaries, including both direct and support costs.

Governance costs include those costs associated with meeting constitutional and statutory requirements, including Accountancy fees.

1.4 Fund accounting

Restricted funds are funds received from donors which are subject to restrictions on the purposes for which they may be used of which have been raised for a specific project.

Unrestricted funds are those where there are no externally imposed restrictions. These include funds freely available to the charity for expenditure or appropriation to reserves for internally designated purposes.

1.5 Assets

Tangible assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributed to making the assets capable of operating as intended.

Depreciation is provided on all fixed assets at rates calculated to write off the cost, less estimated residual value, of each asset on a straight line basis over the shorter of the relevant period or, where the asset has been obtained via funding, the length of the project/funding stream as follows:

Fixtures, fittings and equipment - 25% reducing balance

Freehold property is initially recognised in the financial statements at historic cost. The fair value of the freehold property, in the opinion of the Trustees, cannot be measured reliably without undue cost or effort due to the specialised nature of the buildings. As such the freehold property is accounted for using the cost model. The Trustees undertake regular impairment reviews.

ROTHERHAM PARENTS FORUM LIMITED
Notes to the financial statements
for the year ended 31st July 2024

1.6 Taxes

The company is not VAT registered. As a Charity the company is exempt from taxation on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of chargeable gains Act section 505 of the Taxes Act 1988 or s256 of the Taxation of chargeable gains Act 1992 to the extent that these are applied to its charitable objects.

1.7. Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount, usually the invoice amount. Accrued charges are normally valued at their settlement amount.

1.8. Debtors

Debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

1.9. Leases

Rentals payable and receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

1.10. Pension costs

The charity operates a defined pension contribution pension scheme for employees. Pension costs are charged to the SoFA represent the contributions payable by the charity in the year.

1.11. Going concern

The financial statements have been prepared on a going concern basis. The Trustees have considered the level of funds held and the expected income and expenditure for the 12 months following the authorising of these financial statements and consider the going concern basis appropriate. There are no material uncertainties at the Balance Sheet date. The Trustees continue to pursue all known sources and means of funding that may be available to them in order to finance the charity's activities.

2. Income from:

	General Fund	Restricted Fund	Total 2024	General Fund	Restricted Fund	Total 2023
	£	£	£	£	£	£
Grants and contracts						
Autism Strategy	7,396	0	7,396	0	0	0
Carers rights	700	0	700	0	0	0
DfE Grant 2022-23	0	8,750	8,750	0	8,750	8,750
DfE Grant 2023-24	0	17,495	17,495	0	8,750	8,750
DfE Yorkshire and Humber	0	0	0	0	7,249	7,249
MHLDA Project Funding	14,991	0	14,991	0	0	0
National Lottery	0	19,909	19,909	0	0	0
PINS Creative Engagement Project	0	15,000	15,000	0	0	0
PINS Project	0	10,000	10,000	0	0	0
RMBC - Unpaid Carers Support Service Grant	0	5,000	5,000	0	0	0
RMBC Devolved ward fund	0	768	768	0	15,989	15,989
RMBC Short breaks	0	27,056	27,056	0	20,833	20,833
RMBC Voice and influence	0	44,491	44,491	0	30,000	30,000
Rotherham CCG - Winter pressures fund	0	0	0	0	71,366	71,366
South Yorkshire ICB - Adult post diagnostic	0	0	0	0	185,120	185,120
South Yorkshire ICB - Family peer support	0	0	0	0	89,079	89,079
South Yorkshire Integrated Care Board - RANSS	0	202,704	202,704	0	0	0
South Yorkshire Integrated Care Board - RPCF	0	108,032	108,032	0	0	0
SYB ICS Additional TCP Investment	0	85,908	85,908	0	0	0
VAR - Prevention and Early Intervention Grant	0	5,000	5,000	0	0	0
VAR Community renewal fund	0	0	0	0	1,873	1,873
VAR Shared prosperity fund.	0	0	0	0	5,000	5,000
VAR Smiles for miles	0	0	0	0	13,984	13,984
Total	23,087	550,112	573,199	0	457,993	457,993

ROTHERHAM PARENTS FORUM LIMITED
Notes to the financial statements
for the year ended 31st July 2024

2. Income from (Continued):

	General Fund	Restricted Fund	Total 2024	General Fund	Restricted Fund	Total 2023
	£	£	£	£	£	£
Other Charitable income						
Max card sales	2,960	0	2,960	2,253	0	2,253
Consultancy	16,063	0	16,063	25,099	0	25,099
Activity income	23,011	0	23,011	8,807	0	8,807
Misc income	7,795	0	7,795	319	0	319
General fundraising	151	0	151	10,316	0	10,316
Counselling income	6,641	0	6,641	4,050	0	4,050
Total	56,621	0	56,621	50,844	0	50,844

3. Expenditure on:

	General Fund	Restricted Fund	Total 2024	General Fund	Restricted Fund	Total 2023
	£	£	£	£	£	£
Cost of raising funds						
Max cards	526	0	526	1,787	13	1,800
Advertising	100	3,442	3,542	259	197	456
Fees and charges	1,044	0	1,044	646	0	646
Salary costs			0	1,788	0	1,788
Total	1,670	3,442	5,112	4,480	210	4,690

4. Expenditure on:

	General Fund	Restricted Fund	Total 2024	General Fund	Restricted Fund	Total 2023
	£	£	£	£	£	£
Charitable Activities						
Consultancy	0	830	830	19	2,524	2,543
Travel expenses	79	913	992	62	717	779
Room hire and refreshments	145	2,085	2,229	647	3,360	4,007
Activity expenses	28,185	13,238	41,423	16,311	6,545	22,856
Rent and rates	221	9,991	10,213	437	8,558	8,995
Insurance	202	4,806	5,008	112	1,676	1,788
Bank charges	138	0	138	106	0	106
Payroll charges	26	1,455	1,481	74	2,495	2,569
Website	39	2,571	2,610	27	7,579	7,606
Equipment	129	1,838	1,967	-37	3,833	3,796
General office expenses	965	4,663	5,628	384	3,278	3,662
Printing, postage and stationery	143	943	1,087	153	4,459	4,612
Membership and subscriptions	485	2,101	2,586	400	1,710	2,110
Telephone and internet	69	5,565	5,634	460	10,136	10,596
ICT Maintenance	20	996	1,016	164	1,529	1,693
Light and heat	114	5,886	6,000	94	4,206	4,300
Repairs and maintenance	1,052	2,306	3,358	2,390	18,527	20,917
Staff training	19	1,435	1,454	124	2,655	2,779
Access to work expenses	22,878	50	22,928	13,034	0	13,034
Wages and salaries	15,129	401,031	416,161	19,517	381,892	401,409
Bad debts	0	0	0	1,238	0	1,238
Penalty and interest	0	0	0	242	0	242
Depreciation	1,586	0	1,586	1,181	934	2,115
Professional fees	1,553	3,020	4,573	-1,554	3,836	2,282
Volunteer expenses	1,803	4,024	5,828	1,092	1,251	2,343
Sundry expenses	237	554	791	3,061	2,225	5,286
Total	75,219	470,301	545,520	59,737	473,925	533,662

ROTHERHAM PARENTS FORUM LIMITED
Notes to the financial statements
for the year ended 31st July 2024

5. Net income/expenditure for the year

	2024	2023
	Total	Total
	£	£
Net income/expenditure is stated after charging:		
Independent examination fee	1,490	1,650
Depreciation	1,586	2,115
Total	3,076	3,765

6. Tangible fixed assets

	Fixtures, fittings & Equipment
	£
Cost	24,709
Additions	0
Disposals	0
At 31st July 2024	<u>24,709</u>
Depreciation	
At 1st August 2023	18,365
Charge this period	1,586
At 31st July 2024	<u>19,951</u>
Net book value at 31st July 2024	<u>4,758</u>
Net book value at 31st July 2023	<u>6,344</u>

7. Debtors – amounts falling due within one year

	2024	2023
	£	£
Accounts receivable	208,443	197,534
Accrued income	0	19,479
Prepayments	0	2,098
	<u>208,443</u>	<u>219,110</u>

8. Creditors – amounts falling due within one year

	2024	2023
	£	£
Accounts payable	5,930	945
Accruals	1,490	3,223
Income received in advanced	0	62,973
HMRC	0	5,945
	<u>7,420</u>	<u>73,086</u>

9. Staff costs

	2024	2023
	£	£
Salaries	389,788	377,646
Social security costs	19,417	18,812
Pension	6,956	6,739
	<u>416,161</u>	<u>403,197</u>

Average number of employees during the period was:

27 17.57

No person received emoluments of more than £60,000.in the year.

ROTHERHAM PARENTS FORUM LIMITED
Notes to the financial statements
for the year ended 31st July 2024

10. Trustees remuneration, benefits and expenses

During the year no Trustee received expenses, remuneration or benefits. (2022:Nil)

11. Fees paid to the Independent Examiners organisation

	2024	2023
	£	£
Payroll	0	2,344
HR services	0	225
Accountancy support	0	250
Quickbooks license	0	270
	0	3,089

12. Independent examination and accountancy services

During the period of accounts, the cost of the Independent Examination and accountancy services was £1,490 (2023: £1,650).

13. Related party transactions

C Whiting, A Moreman and C Ratcliffe (trustees) and Louise Graham and Jayne Fitzgerald (employees), are also directors of Genuine Partnerships CIC which was original established as a joint venture between RMBC and Rotherham Parents Forum Limited.

The spouses of Richard Butcher (trustee) and Kieran McManus (trustee) are employed by the charity.

A number of trustees and workers of the charitable company utilise the services offered by the charity.

14. Movement of funds

	Opening	Incoming	Expended	Transfers	Closing
	01.08.2023	resources	resources		31.07.2024
	£	£	£	£	£
Designated funds					
Fixed assets	4,089	0	-1,586	0	2,503
	4,089	0	-1,586	0	2,503
	Opening	Incoming	Expended	Transfers	Closing
	01.08.2022	resources	resources		31.07.2023
	£	£	£	£	£
Designated funds					
Fixed assets	4,176	0	-1,044	957	4,089
	4,176	0	-1,044	957	4,089

Designated Funds

Designated funds are where the value of fixed assets have been transferred from Restricted Funded projects to represent the Net Book Value of Assets. The assets will be depreciated in line with the Charitys depreciation policy.

ROTHERHAM PARENTS FORUM LIMITED
Notes to the financial statements
for the year ended 31st July 2024

14 Movement of funds

The transfer between funds were to cover any over spends and to transfer funds balance on completed projects to General funds.

	Opening	Incoming	Expended		Closing
	01.08.2023	resources	resources	Transfers	31.07.2024
	£	£	£	£	£
Restricted funds					
CCG - Mens mental health	1,870	0	0	-1,870	0
DfE Grant 2023-24	2,788	8,750	-11,513	0	25
DfE Grant 2024-25	0	17,495	-5,365	0	12,131
DfE Yorkshire Humber	5,376	0	-5,835	459	0
National Lottery	0	19,909	-3,233	0	16,676
PINS Creative Engagement Project	0	15,000	0	0	15,000
PINS Project	0	10,000	-47	0	9,953
RMBC Contain outbreak management fund	12,054	0	-12,054	0	0
RMBC Devolved ward fund	-3,043	768	2,275	0	0
RMBC Short breaks	950	27,056	-28,005	0	0
RMBC Unpaid carers	-234	5,000	-3,850	0	915
RMBC Voice and influence	-4,778	44,491	-39,713	0	0
Rotherfed Better mental health	562	0	0	-562	0
South Yorkshire ICB - Adult post diagnostics	4,833	202,704	-207,537	0	0
South Yorkshire ICB - Family peer support	62,849	108,032	-88,593	0	82,288
South Yorkshire ICS - TCP extension funding	99,114	85,908	-65,275	0	119,747
VAR Community renewal fund	28	0	0	-28	0
VAR Early prevention	0	5,000	-5,000	0	0
VAR Shared prosperity fund	1,373	0	0	-1,373	0
VAR Smiles for miles	-2,565	0	0	2,565	0
	181,176	550,112	-473,743	-809	256,734

	Opening	Incoming	Expended		Closing
	01.08.2022	resources	resources	Transfers	31.07.2023
	£	£	£	£	£
Restricted funds					
DfE Grant 2022-23	4,830	8,750	-13,151	-429	0
CCG - Mens mental health	1,870	0	0	0	1,870
DfE Grant 2022-24	0	8,750	-5,962	0	2,788
DfE Yorkshire Humber	0	7,249	-1,873	0	5,376
RMBC Contain outbreak management fund	32,203	0	-20,149	0	12,054
RMBC Devolved ward fund	0	15,989	-18,635	-397	-3,043
RMBC Short breaks	6,863	20,833	-26,746	0	950
RMBC Unpaid carers	0	0	-234	0	-234
RMBC Voice and influence	9,107	30,000	-43,885	0	-4,778
Rotherfed Better mental health	4,648	0	-4,086	0	562
South Yorkshire ICB - Adult post diagnostics	21,490	185,120	-201,777	0	4,833
South Yorkshire ICB - Family peer support	49,006	89,079	-75,236	0	62,849
South Yorkshire ICS - TCP extension funding	69,928	71,366	-42,180	0	99,114
VAR Community renewal fund	1,783	1,873	-3,628	0	28
VAR Shared prosperity fund	0	5,000	-3,627	0	1,373
VAR Smiles for miles	-3,584	13,984	-12,965	0	-2,565
	198,144	457,993	-474,135	-826	181,176

14. Movement of funds

CCG - Mens mental health - We used this grant to support male parent carers by setting up a monthly support group.

DfE Grant 2023-24 DfE Grant 2024-25 - 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.

DfE Yorkshire Humber - The Yorkshire and Humber region's forum united to secure funding to bolster infrastructure and enhance communication. It was agreed that Rotherham Parents Forum Limited, due to its policies and processes, should hold the grant on behalf of the region.

National Lottery - Funding awarded to establish and further develop SEND Connect, coffee mornings and drop in sessions for parent carers, across the borough.

PINS Creative Engagement Project - Funding awarded in relation to contributing to creating an animated film to share the voice and experience of young Autistic people accessing education across South Yorkshire.

PINS Project - Partnerships for Inclusion of Neurodiversity in Schools (PINS) is a national needs-led project being run across 102 Parent Carer Forums (including ours) within 40 NHS Integrated Care Boards and applies to those who are currently diagnosed and not diagnosed. The programme brings together health and education specialists and parent carers through the Parent Carer Forum.

RMBC Contain outbreak management fund - This grant was awarded for RPCF to lead on the updating of the Local Offer workstream via the SEND Strategic Board setting out the support they expect to be available for local children and young people with special educational needs (SEN) or disabilities through lived experience and voice via a variety of forums in partnership with RMBC and wider partners.

RMBC Devolved ward fund - This funding was to support the development of an allotment project for our organisation, particularly the Rotherham Adult Neurodiversity Support Service, which supports neurodivergent adults. It also allowed us to purchase resources for our activity provision.

RMBC Short breaks - This grant has been awarded for the provision of short break activities for SEND young people and their families.

RMBC Unpaid carers - This was a small grant to support unpaid carers; we hosted several activities and provided wellbeing packs with the funds.

RMBC Voice and influence - This grant is to support us in providing a role in identifying and expressing the voice of parents and carers around special education needs and disability ensuring participation and engagement and providing information and support to parents and carers in Rotherham.

Rotherfed Better mental health - This grant was awarded to address loneliness to protect the mental health of vulnerable groups. Building on the good work started during the pandemic which saw the creation of Rotherham Heroes offering residents who accessed the council's Community Hub (RCH) physical and emotional help. Some of these Heroes went on to deliver befriending support. These local heroes supported people throughout the borough with emotional and practical support. Sitting alongside this was the Rotherham's Befriending Network, comprised of Voluntary and Community Sector organisations providing befriending support to people of all ages

South Yorkshire ICB - Adult post diagnostics - To provide a neurodivergent peer Support Service in Rotherham. The service support adults (18 plus)

South Yorkshire ICB - Family peer support - To provide peer support to parents and carers of Children and Young People who are accessing or about to access mental health services.

South Yorkshire ICS - TCP extension funding - This funding was awarded to do more focused work in relation to the pre and post diagnostic support available for Autistic individuals in Rotherham in relation, to provide social opportunities and to work in coproduction to influence local decision making

VAR Community renewal fund - a grant to work alongside 12 partners from across Rotherham as part of the Anything Possible Rotherham Project

14. Movement of funds

VAR Early prevention - The aim of the grant fund was to support voluntary and community sector projects to provide support to adults who are isolated or experience other issues which require early intervention solutions to promote wellbeing and prevent, reduce and delay escalation of need.

VAR Shared prosperity fund - The grant allowed us to deliver a number of positive activities for parent carers to help individuals struggling with the cost-of-living crisis.

VAR Smiles for miles - This grant was awarded to allow us to contribute to the Smiles for Miles Project on behalf of Voluntary Action Rotherham.

15. Financial commitments

At the year end, the charity had annual commitments under a non-cancellable operating lease as set out below:

Operating leases on land and buildings which expire:

	2024	2023
	£	£
Within one year	7,200	7,200
Within two to five years	2,400	9,600
	9,600	16,800

16. Analysis of net assets between funds

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2024
	£	£	£	£
Tangible fixed assets	2,255	2,503	0	4,758
Current assets	0	0	263,568	263,568
Current liabilities	-586	0	-6,834	-7,420
	1,669	2,503	256,734	260,906

	Unrestricted Funds	Designated Funds	Restricted Funds	Total 2023
	£	£	£	£
Tangible fixed assets	410	4,089	1,845	6,344
Current assets	3,676	0	244,782	248,458
Current liabilities	-7,635	0	-65,451	-73,086
	-3,549	4,089	181,176	181,716

ROTHERHAM PARENTS FORUM LIMITED

England & Wales - Charity number 1147969

Accounts

Rotherham Parents Forum Limited

Financial statements for the year
ended 31st July 2023



Charity number: 1147969

Company number: 7719951



The Spectrum, Coke Hill, Rotherham, S60 2HX
Tel: 01709 829821 Fax: 01709 829822
Email: admin@varotherham.org.uk Web: www.varotherham.org.uk

Rotherham Parents Forum Limited
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Rotherham Parents Forum Limited
Administrative details

Charity number 1147969

Registered company number 7719951
company limited by guarantee

Directors (Trustees) Amanda Moreman
Claire Whiting
Yvonne Moreman - resigned 17.05.23
Catherine Bridge - resigned 17.05.23
Caroline Bradley - resigned 17.05.23
Stephen Mulligan
Catherine Ratcliffe
Richard Butcher
Kieran McManus

Company Secretary Louise Graham

Senior Staff members Jayne Fitzgerald - Strategic Manager
Louise Graham - Operations Manager & Company Secretary

Registered office 131 Green Lane
Rawmarsh
Rotherham
S62 7JY

Bankers HSBC
35 College Street
Rotherham
S65 1AF

Independent examiner Faye Hazlehurst
Community Accountant
Voluntary Action Rotherham
The Spectrum
Coke Hill
Rotherham
S60 2HX

Rotherham Parents Forum Limited
Trustees` report (incorporating the Directors` annual report)
for the year ended 31 July 2023

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and financial statements for the year ended 31st July 2023.

Exemptions

The trustees have taken advantage of the exemptions available to small companies, including the audit exemption (see statement on balance sheet).

Structure, governance and management

Rotherham Parents Forum Ltd (Company number 7719951) was incorporated on 27/7/2011 and its Memorandum and Articles of Association govern it. Its legal status is that of a company limited by guarantee and a registered Charity (Charity number 1147969).

A team of twenty-five employed staff (equivalent to 12.6 full-time staff) carries out day-to-day project activity, and 37 volunteers provide invaluable support in many areas. Volunteer processes have been reviewed this year, increasing the support they provide, hence the increase in volunteer expenses compared to last year. Volunteers have contributed approximately 3700 hours to the charity, and we are immensely grateful for their help and support.

Governance arrangements were reviewed and strengthened during the year, including trustees taking on specific roles and responsibilities according to their skills and experience. The charity's policies and procedures were regularly reviewed and updated to ensure compliance with legal and regulatory requirements.

Appointment of Directors and membership

Three years after incorporation, a third of the directors must retire annually but can apply for re-election. Company members vote on the board of directors. The directors to retire by rotation shall be those who have been in office the longest since their last appointment.

Objectives and activities

As trustees of Rotherham Parents Forum Limited, we present our Annual Report from August 2022 to July 2023. This report outlines our activities, achievements, and financial performance during the year.

- Rotherham Parent Carers Forum (RPCF) - supports parents and carers of children with disabilities and additional needs in Rotherham.

- Rotherham Adult Neurodiversity Support Service (RANSS) - supports Autistic adults and those diagnosed with ADHD in Rotherham.

Our mission is to empower and support parent carers, young people with special needs, and neurodiverse adults in Rotherham. We foster a community that champions inclusion and understanding and raise public awareness to ensure that individuals are recognised, heard, and supported in overcoming any inequalities they might face.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2023

Objectives and activities continued

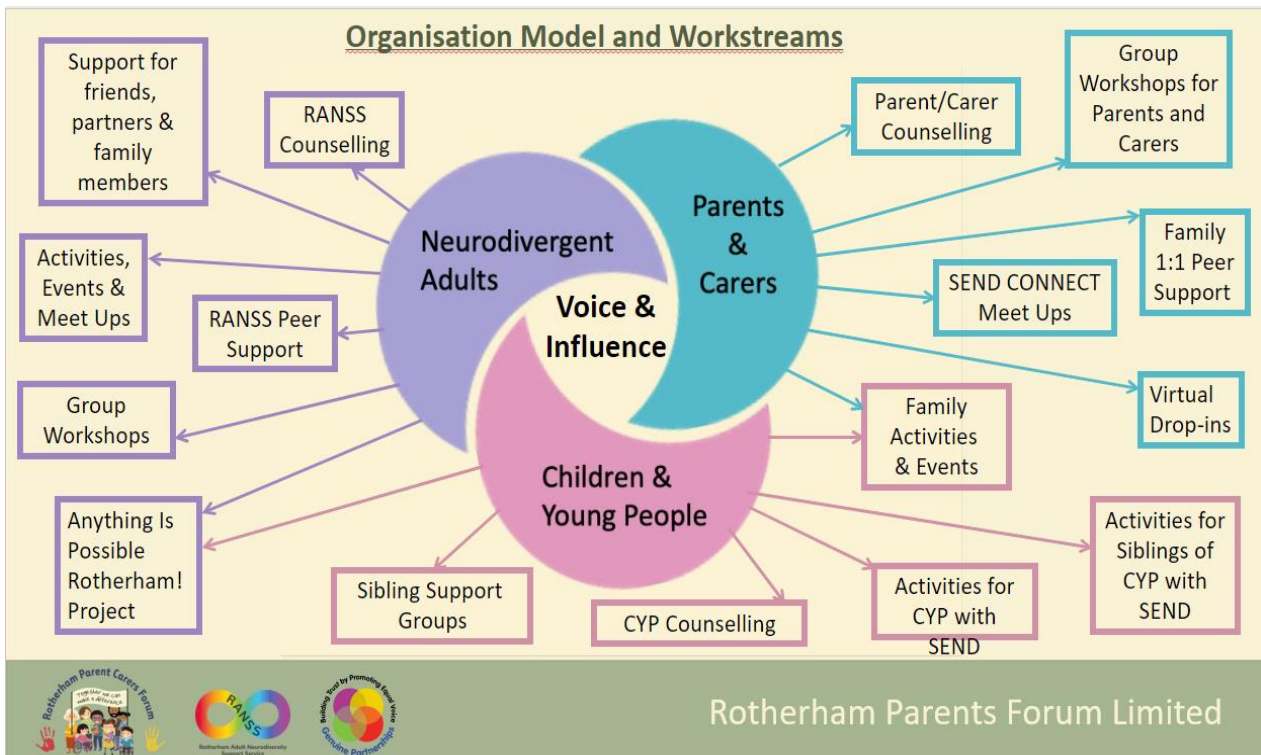
Ensuring our work delivers our aims

We review our aims, objectives, and activities each year. This review looks at what we achieved, the outcomes of our work during the previous 12 months, the success of each critical activity, and the benefits they have brought to those groups of people we are set up to support. The review also helps us to ensure our aims, objectives and activities remain focused on our stated purposes. We have referred to the Charity Commission’s general guidance on public benefit when reviewing our aims and objectives and planning our future activities. In particular, the trustees consider how planned activities contribute to their aims and objectives.

Our main activities

During the year, we actively engaged with our stakeholders through various initiatives, which included encouraging parent carers to sign up to become members of RPCF to keep up to date on our voice and influence work and collaborating with the local authority, schools, and health services to improve outcomes for children with SEND and neurodivergent adults.

An overview of specific activities and initiatives that were offered is as follows:



Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2023

Achievements and performance

Our main activities and achievements throughout the year are described below. All our charitable activities are undertaken to further our charitable purposes for the public benefit.

Who used and benefited from our services?

Our objectives and funding limit our services to those living in Rotherham. South Yorkshire ICB Rotherham Place must be the individual's responsible commissioner for some services. We currently work with families who have children and young people with Special Educational Needs and Disabilities, as well as neurodiverse adults aged 18+. Therefore, according to current data, the estimated number of people eligible to access our services is as follows.

- 8044 children and young people and their families (The Rotherham school census data from January 2021-identifies that there are 45,189 children and young people attending Rotherham's schools and 17.8% are identified as having Special Educational Need).

- 2035 neurodiverse adults and their networks of support (Rotherham's All Age Autism Strategy - Projecting Adults Needs and Service Information (PANSI) data for 18–64-year-olds and Projecting Older People Population Information (POPPI) data for people aged sixty-five and over, have produced a profile with predicted numbers of autistic people up to 2035)

The primary areas of charitable activity are peer support for both families and neurodiverse adults, provision of counselling services, an activity programme for children and young people with SEND and their families, sibling support services, advice and information and our voice and influence work with local services. We also work with the Local Authority as equal partners through a separate Community Interest Company, Genuine Partnerships, modelling and supporting co-production and inclusive practice both locally and nationally. The activities and achievements that flow from these services are described below.

Supporting Parent Carers

Over the last year, the charity has worked with many parent carers, and from talking to families, it is known that membership to the forum and engaging in the activities provided has a positive impact on the emotional well-being of parents, as they are accessing peer support and spending time with other families who share similar experiences. Parents are also more empowered and better informed to play an active part in their child's health and education. Our current membership data shows that members are distributed all over the borough; more data is as follows :

- RPCF has 2004 registered members
- 623 new members signed up during the year, a 63% increase from last year 2021-22

General information, advice and guidance

We have an office base from where we operate all our services which is open from Monday to Friday 9:00am to 5:00pm.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2023

Achievements and performance continued

We also have active Facebook pages where information and valuable articles are posted. Anyone can follow the main Facebook page and be updated on forum news, and parents and practitioners can use this facility. The forum also has a closed discussion group solely for our members' use. This group comprises parents and carers and enables the forum to conduct consultations and gather opinions. It is also a safe space where parents can ask for mutual advice and support. We also send out regular e-newsletters, a highly effective way of sharing helpful information and news and encouraging parent participation and engagement.

Peer support - Family service

Commissioned by South Yorkshire ICB Rotherham Place, the Family Peer Support team aims to provide peer support to parents and carers of Children and Young People who are accessing or about to access mental health services. This support will enable them to cope better with the challenges resulting from interaction with the various services and any emotional well-being or mental health issues.

Family Activities

Commissioned by Rotherham Metropolitan Borough Council as part of the Short Breaks Offer, we have a programme of activities that take place weekly, fortnightly, and monthly, and families are welcome to access as few or as many as they feel necessary. One-off events are run throughout the year to coincide with school holidays. Sessions include trampolining, soft play, adapted cinema screenings, and day trips. We also work with another local charitable organisation, Rotherham United Community Sports Trust, and hold a weekly youth club for children and young people with SEND at New York Stadium, which has been incredibly successful, and we very much value the partnership we have developed. We work with providers to ensure that environments are adapted to suit the needs of members' families.

The activities also offer sibling and parent support. The family is welcome to attend, and team members are always on hand.

To support access to leisure provision, the forum is also an official distributor of the Max Card, which allows families of children with SEND to access discounted days out across the country. The card costs £3 for the forum to purchase and is valid for two years. This cost is passed onto families, but nothing further is charged. For many families, this has been an introduction to the forum and has helped to increase membership.

Sibling Support Services

Sibling Support Groups create opportunities for siblings of children with SEND to meet other young people in similar situations, share their thoughts, feelings, opinions, and insights, and have lots of fun on the journey.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2023

Counselling Services

The forum has always offered counselling services to parents and carers of children and young people with SEND. Over the last year, neurodiverse adults accessing RANSS have also completed additional training to deliver a service for children and young people.

Counselling sessions offer a safe and non-judgmental environment to allow people to express and explore their thoughts and feelings in ways they may not feel able to do with friends and family. Counsellors do not give advice or make decisions for people; they will support people in developing their insights and solutions to difficulties. Counselling enables people to feel less isolated, find inner strength, and better understand themselves.

All the team members have a specific understanding of Special Educational Needs and Disabilities. They understand that people are individuals with varied needs. They are sensitive to such matters and make adjustments where possible.

The benefit of the service being within our charity is that as the counselling relationship ends, people are signposted to other areas of our activity to continue to access different areas of support for them and their families.

SEND Connect

Thanks to grants from the Shared Prosperity Fund and RMBC Unpaid Carers grants, we delivered several positive activities for parent carers to help individuals struggling with the cost-of-living crisis and provide wellbeing packs.

Summary of support to parent carers

- SEND Connect volunteers supported 123 unique parents and carers at 74 face-to-face evening and daytime meet-ups, with a total attendance of 418.
- 133 free parent carer counselling sessions were facilitated, supporting 22 unique individuals.
- 524 families applied for Max Cards through RPCF, which gave them discounts for family
- 167 unique families were actively supported through Family Peer Support sessions.
- A further 55 unique individuals accessed the more comprehensive offer through virtual drop-ins and the Male Parent Carer Group.
- 361 1:1 Peer Support Sessions were delivered
- 27 Group training workshops were delivered in Managing Anxiety, Advocating for your Child, Emotional Regulation, Sensory Differences and Communication.
- There were 118 attendances at group workshops

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2023

Summary of support to children and young people

- 346 unique Children/Young People with SEND accessed RPCF Activities
- 85 unique siblings of Children/Young People with SEND accessed RPCF Activities
- 48 unique Children/Young People with SEND or their siblings accessed RPCF free Counselling Sessions
- A total of 279 Free Counselling Sessions for children and young people were delivered.
- We had 1724 attendances at RPCF activities from children/young people with send and 198 attendances from siblings across 138 delivered sessions.
- 48 unique siblings of Children/Young People with SEND participated in special Sibling Support Sessions, with 172 total attendees.

Support to neurodivergent adults

This service aims to facilitate opportunities for individuals to access a community of support, workshops, leisure activities, etc., reduce isolation, build confidence, and inform services through lived experience.

The service has a team of peer support workers with lived experience. In addition to providing information, advice, and guidance, they help people open up about what they are feeling and experiencing following a diagnosis. Their role is also to:

- introduce people to ideas and approaches that others have found helpful
- reassure people that they are not alone in how they are feeling
- help people to connect with others and give them a sense of belonging
- encourage people to value their strengths
- build people's self-esteem and confidence
- help people to feel more hopeful about the future

Over the past year, thanks to grants from the RMBC Devolved Ward fund, we have been able to develop an allotment project for our organisation, particularly the Rotherham Adult Neurodiversity Support Service. The aim of this project is to grow fruit and vegetables, encourage nature recovery, and create a safe and relaxing space for Rotherham's neurodiverse community.

Summary of support to Neurodivergent Adults

- 469 unique adults accessed support from RANSS during the year.
- RANSS delivered 1227 support sessions, including counselling, 1:1 peer support and group workshops.
- 187 RANSS Activities and Events were held with 132 unique adult attendees and 849 attendances.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2023

Voice and Influence Work

At the core of our charity is our voice and influence work. To bring about change and make a real difference in Rotherham, there is a need to facilitate opportunities for people to share their voices and experiences. Through the activities described above, people get the 'head space' to identify the things that work well for them and the blocks they encounter. Through these activities, the team engages with people daily, working appreciatively, listening to what is working well within Rotherham and asking where the gaps are and what would improve things. Common priorities can be identified, and this feedback is passed onto the charity's voice and influence team to ascertain common priorities resulting from lived experience. They then facilitate timed consultations and targeted focus groups to gather more expansive views, attend numerous meetings, and share this in partnership at a strategic level with decision-makers and policymakers to influence service delivery and development. Some pieces of work over the past year have included :

- CAMHS Pathways Consultation and Listening Event – Sept 2022
- Written Statement of Action – Education and Health Care Plans Consultation and
- Written statement of Action – Local Offer Consultation and Listening Event – Jan 2023
- RPCF Membership Survey to ascertain family priorities across Rotherham

The charity is determined to get the best possible outcome for the people it works with. Through years of experience, it has learnt that working with and alongside services and practitioners is the best way to achieve its aims.

The charity actively encourages individuals and their families to participate and work in partnership with providers for better outcomes, directly, with support or via consultation on common issues and priorities.

The charity is based in and around Rotherham, but it also works regionally through the Yorkshire and Humber Network and nationally via the National Network of Parent Carer Forums (NNPCF).

Genuine Partnerships

The charity is also an equal partner with the Local Authority (via the Educational Psychology Service) in promoting the Rotherham Charter, now known as the Four Cornerstones of Co-production and Inclusive Practice, through a separate Community Interest Company, Genuine Partnerships. We work with schools, settings, and services across our local area, supporting and facilitating projects and training with partners in places across the Yorkshire and Humber region and nationally, as well as in partnership with national charity Contact.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2023

Our approach is based upon the Four Cornerstones of Co-production and Inclusive Practice:



The Cornerstones grew out of the experiences of Rotherham children and young people with special educational needs and disabilities (SEND) and their parent carers. The Genuine Partnerships team promotes the Cornerstones Approach as a tried and tested way of embedding partnership working and inclusive practice within the culture and ethos of any organisation, and at an area level. The team has co-created and co-delivers a range of tools, materials, projects and training packages to support co-production in Rotherham, the region and across the country (see the website www.genuinepartnerships.co.uk).

This relational way of working is set out in the Children and Families Act 2014 and the SEND Code of Practice and should be the foundation of any graduated response. By strengthening relationships and empowering voice, it boosts everybody's emotional health and wellbeing.

Genuine Partnerships has been commissioned by RMBC to facilitate the young people with SEND Voice and Influence group, Guiding Voices and to promote embedding the Cornerstones within strategy (e.g., SEND, Accessibility, Preparation for Adulthood) and practice within every school and service.

Summary of voice and influence work

- Over the year, 290 opportunities for parent carer participation were facilitated, including virtual drop-ins, face-to-face meet-ups, Listening Events, Family Activities, and SEND events.
- The total number of parent/carers attendances at these participation events was 1911
- 32 different people attended 323 strategic meetings and workstreams, presenting the voices of the people we work with.
- In a recent membership survey, 82% of parent-carer respondents were confident that RPCF accurately represents their views.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2023

Examples of positive outcomes from this work are as follows:

- ND Pathway – Helios contract was reviewed and recommissioned for a full assessment.
- Monthly meetings were established with Camhs service and Neurodevelopment pathway leads, providing an opportunity for a living experience to shape current service and practice.
- SEN Sufficiency - Phase 4 project – increasing provision in the borough.
- Partnership meeting with TRFT clarified Autism support on admission to hospital (RDaSH team support LD and Autism – TRFT team support LD or Autism)
- 0-19 first 1001 days- In partnership included SEND, not included in plan originally.
- Home school Transport – Improved communication – one parent email and telephone number – on local offer and shared via our networks.
- Sendco network – a slot at every event/meeting to share the current family experience with school Sendcos
- Regular formal meetings with the Director for Education, Head of SEND, and CYPs cabinet members to update on current SEND priorities from families.
- Regular formal meetings with a Designated clinical officer to update on health priorities from families.

In Rotherham, twenty-three schools and settings have been supported to strengthen and embed co-production and inclusive practice within their culture and ethos by embedding the Genuine Partnerships working method. Further examples of positive practice include :

- Further, Rotherham Schools awarded Charter Gold and celebrated inclusive practice at the Charter Gold event, including reaccreditation after 4 and 8 years., building on the excellent partnership and inclusive practice implemented.
- Rotherham's response to the SEND green paper framed by the Cornerstones at the collaborative event.

4 Cornerstones of coproduction is the scaffolding for Rotherham's refreshed SEND strategy

4 Cornerstones framed the coproduced Y&H minimum standards for Preparation for Adulthood
4 Cornerstones approach applied in more services, including seldom heard communities.
Genuine Partnerships delivered coproduction training to various services, including CAMHS, Inclusion services, and the EHCP team.

A formal funding agreement between Genuine Partnerships and RMBC ensuring joint priority of partnership with families.

Plans for Future Periods

The charity plans to continue the activities outlined above in the forthcoming years subject to satisfactory funding arrangements and will continue to provide support and advice to parents and carers of children with disabilities and additional needs in Rotherham, as well as Autistic adults and those with ADHD. The charity has recently revisited its strategic plan for the next three years through engagement with its stakeholders and has established the following key priorities :

- Sustain and enhance current initiatives
- Improve communication with our stakeholders
- Prioritise equality, diversity, and inclusion
- Invest in our staff and volunteers by creating a “People Strategy.”
- Improve the efficiency of our systems and processes
- Diversify income streams
- Move to more extensive premises

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2023

Financial review and reserves policy

The charity trustees have examined the charity's requirements for reserves considering the main risks to the organisation. It has established a policy whereby the unrestricted funds held by the charity should be between 3 and 6 months of the expenditure. Currently, as much of the charity's income is from grants and contracts and must be spent by a particular time, the organisation does not hold this level of reserves.

There is awareness of the importance of building the required level and this will be a priority over the coming period and there will be time invested into the fundraising strategy to try to diversify income.

As at 31 July 2023 the company had no free reserves, the amount of unrestricted reserves was £3,549 in deficit, this does not take into account the money tied up in fixed assets. (2022: £5,089). At this point in time the charitable company is utilising restricted funds for general expenditure. The trustees are aware of the need to build the reserves levels as a matter of priority. The reserves policy requires 3 months running costs which based on the current year of expenditure is approximately £134,588.

Directors' responsibilities for the financial statements

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company at the end of the year and of the surplus or deficiency for the year then ended.

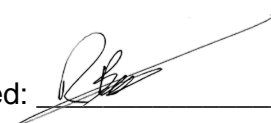
In preparing those financial statements, the trustees are required to: select suitable accounting policies and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company, and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

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 directors declare that they have approved the directors' annual report and signed on their behalf:

Signed: 

Print name: Richard Butcher
Director

Date: 10th April 2024

**Independent examiners report to the trustees of
Rotherham Parents Forum Limited
for the year ended 31 July 2023**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2023.

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 145 of the Charities Act 2011 Act ('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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Accounting Technician, which is one of the listed bodies.

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 (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: 

11 April 2024

F Hazlehurst FMAAT
Community Accountant
Voluntary Action Rotherham Ltd
The Spectrum
Coke Hill
Rotherham
S60 2HX

Rotherham Parents Forum Limited
Statement of Financial Activities
for the year ended 31 July 2023

	Unrestricted Notes	Funds £	Restricted Funds £	2023 Total £	2022 Total £
Income					
Donations & legacies		4,178	-	4,178	3,445
Charitable activities	2	50,844	457,993	508,837	560,817
Total income		<u>55,022</u>	<u>457,993</u>	<u>513,015</u>	<u>564,262</u>
Expenditure					
Cost of raising funds	3	4,480	210	4,690	3,983
Expenditure on charitable activities	4	59,737	473,925	533,662	403,148
Total expenditure		<u>64,217</u>	<u>474,135</u>	<u>538,352</u>	<u>407,131</u>
Net income/(expenditure)		(9,196)	(16,142)	(25,338)	157,130
Transfer between funds		<u>826</u>	<u>(826)</u>	<u>-</u>	<u>-</u>
Net movement in funds		(8,370)	(16,968)	(25,338)	157,130
Total funds brought forward		8,910	198,144	207,054	49,924
Total funds carried forward		<u><u>540</u></u>	<u><u>181,176</u></u>	<u><u>181,716</u></u>	<u><u>207,054</u></u>

The Statement of Financial Activities complies with the requirements for an income and expenditure account under the Companies Act 2006 and includes all gains and losses recognised in the year.

All the activities of the charitable company are classed as continuing.

Rotherham Parents Forum Limited
Balance Sheet
as at 31 July 2023

		2023	2022
	Notes	£	£
Fixed Assets			
Tangible assets	6	6,344	7,262
Current Assets			
Debtors	7	219,110	47,981
Cash at Bank and in hand		29,348	176,419
		<u>248,458</u>	<u>224,400</u>
Creditors - amounts due within one year	8	(73,086)	(24,608)
Net current assets		<u>175,372</u>	<u>199,792</u>
Net assets		<u>181,716</u>	<u>207,054</u>
Represented by:			
Unrestricted funds		(3,549)	4,734
Designated funds	14	4,089	4,176
Restricted funds	15	181,176	198,144
Total funds		<u>181,716</u>	<u>207,054</u>

The notes on the following pages form part of these financial statements.

For the period ended 31st July 2023 the company is entitled to the audit exemption 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 directors 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.

The directors declare that they have approved the accounts above.

Signed on behalf of the company's directors:

Signed: 

Date: 10th April 2024

Print name: Richard Butcher

Director

Rotherham Parents Forum Limited
Statement of Cash flows
as at 31 July 2023

	Note	2023	2022
Cashflow from operating activities	18	(145,874)	147,106
		<u>(145,874)</u>	<u>147,106</u>
Net cashflow from operating activities		(145,874)	147,106
Cashflow from investing activities			
Payment to acquire tangible fixed asset		(1,197)	(3,386)
Interest received		-	-
		<u>(1,197)</u>	<u>(3,386)</u>
Net cashflow from investing activities		(1,197)	(3,386)
		<u>(1,197)</u>	<u>(3,386)</u>
Net increase in cash and cash equivalents		(147,071)	143,720
Cash and cash equivalents at 1 August 2022		176,419	32,699
		<u>176,419</u>	<u>32,699</u>
Cash and cash equivalents at 31 July 2023		29,348	176,419
		<u>29,348</u>	<u>176,419</u>
Cash and cash equivalents consists of:			
Cash at bank and in hand		29,348	176,419
		<u>29,348</u>	<u>176,419</u>
Cash and cash equivalents at 31 July 2023		29,348	176,419
		<u>29,348</u>	<u>176,419</u>

Rotherham Parents Forum Limited
Notes to the financial statements
for the year ended 31 July 2023

1 Accounting policies

a) Basis of preparation of the accounts

These 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 (FRS102) (effective 1 January 2019) - Charities SORP (FRS102)) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy note(s).

The charity meets the definition of a public benefit entity as defined by FRS102.

b) Going Concern

The financial statements have been prepared on a going concern basis. The trustees have considered the level of funds held and the expected level of income and expenditure for the 12 months following the authorising of these financial statements and consider the going concern basis appropriate. The trustees are aware of the need to build reserves urgently.

c) Incoming resources

All material incoming resources have been included in the Statement of Financial Activities when the charity is entitled to the income, when any performance conditions attached are met, when it is probable that the income will be received and when 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.

Grant income is deferred if the period the monies relate to is specified or indicated by the funder.

Donations and legacies are accounted for when they are receivable.

d) Resources Expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Cost of raising funds includes all expenditure incurred to raise funds for charitable purposes including costs of all fundraising activities and costs incurred in seeking donations, grants and legacies.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2023

e) Tangible Fixed Assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over (£500) their expected useful lives on the following basis:

Fixtures & fittings	25% reducing balance
Equipment	25% reducing balance

f) Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

g) Leases

Rentals payable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

h) Trade debtors

Trade debtors are amounts due from customers for consultancy fees in the ordinary course of business.

i) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers.

j) Fund accounting

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Where a fixed asset has been purchased with restricted funds and the funding has or is coming to an end the value is transferred to the designated fixed asset fund and depreciation is charged accordingly.

Restricted funds have been provided to the charity for a particular purpose and may only be spent for the purpose for which they were given. Any balance remaining on a restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding.

k) Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2023

Analysis of Income

2 Charitable activities	Unrestricted Funds	Restricted Funds	Total 2023	Unrestricted Funds	Restricted Funds	Total 2022
	£	£	£	£	£	£
Grants & contracts						
South Yorkshire ICB - Family peer support	-	89,079	89,079	-	92,423	92,423
RMBC Voice and Influence	-	30,000	30,000	-	30,000	30,000
RMBC Short Breaks	-	20,833	20,833	-	25,000	25,000
RMBC - Contain outbreak management fund	-	-	-	-	48,000	48,000
RMBC Co-production project	-	-	-	4,980	-	4,980
DfE Grant 2021-22	-	-	-	-	8,750	8,750
DfE Grant 2022-23	-	8,750	8,750	-	8,750	8,750
DfE Grant 2023-24	-	8,750	8,750	-	-	8,750
DfE Yorkshire and Humber	-	7,249	7,249	-	-	8,750
South Yorkshire ICB - Adult Post Diagnostic	-	185,120	185,120	-	172,141	172,141
Rotherham CCG - Winter Pressure funding	-	71,366	71,366	-	93,333	93,333
VAR - Community renewal fund	-	1,873	1,873	-	30,905	30,905
VAR - Smiles for Miles	-	13,984	13,984	-	7,500	7,500
VAR - Shared Prosperity fund	-	5,000	5,000	-	-	7,500
RotherFed - Better mental health	-	-	-	-	19,500	19,500
RMBC - Devolved Ward fund	-	15,989	15,989	-	-	19,500
Other charitable income:						
Max card sales	2,253	-	2,253	1,068	-	1,068
Consultancy	25,099	-	25,099	2,000	-	2,000
Activity income	8,807	-	8,807	4,650	-	4,650
Misc charitable income	319	-	319	275	-	275
General fundraising	10,316	-	10,316	10,391	-	10,391
Counselling income	4,050	-	4,050	1,150	-	1,150
	50,844	457,993	508,837	24,515	536,302	560,817

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2023

Analysis of expenditure

3 Cost of raising funds	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	2023	Funds	Funds	2022
Max cards	1,787	13	1,800	1,500	-	1,500
Advertising	259	197	456	37	752	789
Paypal fees/charges	646	-	646	-	-	-
Salary costs	1,788	-	1,788	1,694	-	1,694
	4,480	210	4,690	3,231	752	3,983

4 Charitable activities	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	2023	Funds	Funds	2022
	£	£	£	£	£	£
Consultancy	19	2,524	2,543	348	2,412	2,760
Travel Expenses	62	717	779	57	162	219
Room Hire and Refreshments	647	3,360	4,007	1,125	2,542	3,667
Activity Expenses	16,311	6,545	22,856	11,811	2,420	14,231
Rent and Rates	437	8,558	8,995	-	7,409	7,409
Insurance	112	1,676	1,788	-	-	-
Bank charges	106	-	106	68	-	68
PayPal charges	-	-	-	502	-	502
Payroll charges	74	2,495	2,569	-	1,620	1,620
Website	27	7,579	7,606	75	2,430	2,505
Equipment	(37)	3,833	3,796	138	4,960	5,098
General office expenses	384	3,278	3,662	740	2,216	2,956
Printing, postage and stationery	153	4,459	4,612	191	1,402	1,593
Membership & subscriptions	400	1,710	2,110	166	648	814
Telephone & internet	460	10,136	10,596	130	9,209	9,339
ICT maintenance	164	1,529	1,693	36	1,961	1,997
Light and Heat	94	4,206	4,300	-	2,400	2,400
Repairs and Maintenance	2,390	18,527	20,917	1,108	1,329	2,437
Staff Training	124	2,655	2,779	-	2,066	2,066
Access to work expenses	13,034	-	13,034	-	-	-
Wages & Salaries	9 19,517	381,892	401,409	926	329,527	330,453
Bad debts	1,238	-	1,238	-	-	-
Penalties and interest	242	-	242	-	-	-
Depreciation	1,181	934	2,115	1,574	847	2,421
Loss on disposal of assets	-	-	-	221	-	221
Professional fees	(1,554)	3,836	2,282	794	2,259	3,053
Volunteer Expenses	1,092	1,251	2,342	775	644	1,419
Sundry expenses	3,061	2,225	5,286	799	3,101	3,900
	59,737	473,925	533,662	21,584	381,564	403,148

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2023

5 Net income/expenditure for the year	2023	2022
	£	£

Net income/expenditure is stated after charging:

Independent Examination fee	1,650	1,650
Depreciation of tangible fixed assets	2,115	2,421
	<u>3,765</u>	<u>4,071</u>

6 Tangible Fixed Assets

**Fixture, fittings
& equipment**

Cost		£
at 1 August 2022		23,512
Additions		1,197
Disposals		-
at 31 July 2023		<u>24,709</u>

Depreciation

at 1 August 2022		16,250
Charge this period		2,115
Disposals		-
at 31 July 2023		<u>18,365</u>

Net book value at 31 July 2023

6,344

Net book value at 31 July 2022

7,262

	2023	2022
	£	£
7 Debtors		
Trade debtors	197,534	14,508
Prepayments	2,098	-
Accrued Income	19,479	33,473
	<u>219,110</u>	<u>47,981</u>

8 Creditors - amounts due within one year

	2023	2022
	£	£
Trade creditors	945	3,710
HMRC Liabilities	5,945	16,381
Income received in advance	62,973	-
Accruals	3,223	4,517
	<u>73,086</u>	<u>24,608</u>

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2023

9 Staff Costs and numbers	2023	2022
	£	£
Salaries	377,646	310,747
Employer's national insurance	23,812	20,980
Employer's allowance	(5,000)	(5,163)
Employer's pension	6,739	5,583
	<u>403,197</u>	<u>332,147</u>

The average monthly number of employees during the year on full time equivalent (FTE) basis was as follows:

2023	2022
<u>17.57</u>	<u>16.16</u>

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

The average number of employees during the year was 26 (2022 - 21)

10 Trustees' remuneration, benefits and expenses

During the year no trustee's (2022: none) received expenses, remuneration or benefits (2022: £nil).

11 Fees paid to the Independent Examiners organisation

	2023	2022
	£	£
Payroll	2,344	1,620
HR services	225	150
Accountancy support	250	-
QuickBooks license	270	240
	<u>3,089</u>	<u>2,010</u>

12 Independent examination and accountancy services

During the period, the cost of the independent examination and accountancy services was £1,650 (2022: £1,650).

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2023

13 Related Party Transactions

The charitable company received funding from Voluntary Action Rotherham (VAR) via the Smiles for Miles programme, Community Renewal fund and the Shared Prosperity fund amounting to £20,857 (2022: £38,405).

This is not considered to be a conflict of interest due to the reporting lines in place within VAR.

The charitable company receives free hire of the Social Prescribing hub through VAR this is offered to groups in the Voluntary and Community Sector offering a Social Prescribing Service.

C Whiting, A Moreman and C Ratcliffe are directors of the company, they are also directors of Genuine Partnerships. The charitable company received consultancy income of £5,600 during the period. (2022: £2,000).

Louise Graham and Jayne Fitzgerald, senior employees of the Charity are also a director of Genuine Partnerships CIC (a partnership between RPCF and RMBC).

The spouse of Richard Butcher (trustee) is employed by the charity.

A number of trustees and workers of the charitable company utilise the services offered by the charity.

Movement in funds

14 Designated funds

<u>2023</u>	Brought forward £	Incoming Resources £	Resources Expended £	Transfers £	Carried forward £
Fixed Asset fund	4,176	-	1,044	957	4,089
	4,176	-	1,044	957	4,089

Transfer of funds

The transfer of funds into the designated fixed asset fund represents the NBV of assets purchased with restricted funding that has now ended. The assets will be depreciated over the useful life.

<u>2022</u>	Brought forward £	Incoming Resources £	Resources Expended £	Transfers £	Carried forward £
Fixed Asset fund	5,789	-	1,613	-	4,176
	5,789	-	1,613	-	4,176

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2023

Movement in funds continued
15 Restricted funds

<u>2023</u>	Brought forward	Incoming Resources	Resources Expended	Transfers	Carried forward
	£	£	£	£	£
DfE Grant 2022-23	4,830	8,750	13,151	(429)	-
DfE Grant 2023-24	-	8,750	5,962	-	2,788
DfE Yorkshire and Humber	-	7,249	1,873	-	5,376
RMBC Voice and Influence	9,107	30,000	43,885	-	(4,778)
RMBC short breaks	6,863	20,833	26,746	-	950
South Yorkshire ICB - Family Peer Support	49,006	89,079	75,236	-	62,849
CCG - Men's Mental Health	1,870	-	-	-	1,870
South Yorkshire ICB - Adult Post Diagnostic	21,490	185,120	201,777	-	4,833
VAR - Smiles for Miles	(3,584)	13,984	12,965	-	(2,565)
South Yorkshire ICS - TCP Extension funding	69,928	71,366	42,180	-	99,114
RMBC - Contain outbreak management fund	32,203	-	20,149	-	12,054
VAR - Community renewal fund	1,783	1,873	3,628	-	28
VAR - Shared Prosperity fund	-	5,000	3,627	-	1,373
RotherFed - Better Mental Health	4,648	-	4,086	-	562
RMBC - unpaid carers	-	-	234	-	(234)
RMBC - Devolved Ward fund	-	15,989	18,635	(397)	(3,043)
	198,144	457,993	474,135	(826)	181,176

Fund transfers

The transfers from the restricted funds into the designated fixed asset fund are to cover the NBV of the asset. This will be written down over the useful life of the asset.

<u>2022</u>	Brought forward	Incoming Resources	Resources Expended	Transfers	Carried forward
	£	£	£	£	£
DfE Grant 2020-21	619	-	(222)	(841)	-
DfE Grant 2021-22	4,252	8,750	15,356	2,354	-
DfE Grant 2022-23	0	8,750	3,920	-	4,830
RMBC Voice and Influence	2,595	30,000	23,488	-	9,107
RMBC short breaks	5,180	25,000	23,317	-	6,863
South Yorkshire ICB - Family Peer Support	15,713	92,423	59,130	-	49,006
CCG - Men's Mental Health	1,870	-	-	-	1,870
South Yorkshire ICB - Adult Post Diagnostic	(5,396)	172,141	145,255	-	21,490
VAR - Smiles for Miles	-	7,500	11,084	-	(3,584)
South Yorkshire ICS - TCP Extension funding	-	93,333	23,405	-	69,928
Rotherham CCG - Winter Pressure funding	16,069	-	17,812	1,743	-
RMBC - Contain outbreak management fund	-	48,000	15,797	-	32,203
VAR - Community renewal fund	-	30,905	29,122	-	1,783
RotherFed - Better mental health	-	19,500	14,852	-	4,648
	40,902	536,302	382,316	3,256	198,144

Fund transfers

The transfer between DfE grants is to cover the under and overpends during the years 2020-21 and 2021-22. A transfer has been made from general funds to cover the total overspend.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2023

15 Restricted funds

DFE Grant 2022-23 and 2023-24

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.

South Yorkshire ICB (Rotherham Place) - Family Peer Support

To provide peer support to parents and carers of Children and Young People who are accessing or about to access mental health services. This support will enable them to cope better with the challenges resulting from interaction with the various services and shared lived experience to offer advice and strategies on supporting any emotional wellbeing or mental health issues.

South Yorkshire ICB (Rotherham Place) - Post Diagnostic Support to Adults

To provide a new Post Diagnostic Support Service to be based and operating in Rotherham. The service will support adults (18 plus) and provide a liaison service to support patients who have been diagnosed with Autism or ADHD by the RDaSH Rotherham pathway.

Rotherham Borough Council - Short breaks contract

This grant has been awarded for the provision of short break activities for SEND young people and their families.

Rotherham Borough Council - Voice and Influence contract

This grant is to support us in providing a role in identifying and expressing the voice of parents and carers around special education needs and disability ensuring participation and engagement and providing information and support to parents and carers in Rotherham.

Voluntary Action Rotherham – Community Renewal Fund

This grant was awarded to allow us to contribute to the Anything's Possible Rotherham Project.

Rotherham Borough Council – COMF

This grant was awarded for RPCF to lead on the updating of the Local Offer workstream via the SEND Strategic Board setting out the support they expect to be available for local children and young people with special educational needs (SEN) or disabilities through lived experience and voice via a variety of forums in partnership with RMBC and wider partners.

Voluntary Action Rotherham – Smiles for Miles

This grant was awarded to allow us to contribute to the Smiles for Miles Project on behalf of Voluntary Action Rotherham Ltd.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2023

Restricted funds continued

Rotherfed - Prevention and Promotion Fund for Better Mental Health

This grant was awarded to address loneliness to protect the mental health of vulnerable groups. Building on the good work started during the pandemic which saw the creation of Rotherham Heroes offering residents who accessed the council's Community Hub (RCH) physical and emotional help. Some of these Heroes went on to deliver befriending support. These local heroes supported people throughout the borough with emotional and practical support. Sitting alongside this was the Rotherham's Befriending Network, comprised of Voluntary and Community Sector organisations providing befriending support to people of all ages

South Yorkshire ICS – TCP Extension Funding

This funding was awarded to do more focused work in relation to the pre and post diagnostic support available for Autistic individuals in Rotherham in relation to both adults and CYP.

DfE Yorkshire and Humber

The Yorkshire and Humber region's forum united to secure funding to bolster infrastructure and enhance communication. It was agreed that Rotherham Parents Forum Limited, due to its policies and processes, should hold the grant on behalf of the region.

VAR - Shared Prosperity fund

The grant allowed us to deliver a number of positive activities for parent carers to help individuals struggling with the cost-of-living crisis.

RMBC - unpaid Carers

This was a small grant to support unpaid carers; we hosted several activities and provided wellbeing packs with the funds.

RMBC Devolved Ward fund

This funding was to support the development of an allotment project for our organisation, particularly the Rotherham Adult Neurodiversity Support Service, which supports neurodivergent adults.

16 Financial commitments

At the year end, the charity had annual commitments under non-cancellable operating leases as set out below:

Operating leases on land and buildings which expire:

	2023	2022
	£	£
Within one year	7,200	7,200
Within two to five years	9,600	16,800
	<u>16,800</u>	<u>24,000</u>

Rotherham Parents Forum Limited
Notes to the financial statements
for the year ended 31 July 2023

17

Analysis of net assets between funds

2023

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £
Fixed assets	410	4,089	1,845	6,344
Current assets	3,676	-	244,782	248,458
Current liabilities	(7,635)	-	(65,451)	(73,086)
	<u>(3,549)</u>	<u>4,089</u>	<u>181,176</u>	<u>181,716</u>

2022

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £
Fixed assets	547	4,176	2,539	7,262
Current assets	24,510	-	199,890	224,400
Current liabilities	(20,323)	-	(4,285)	(24,608)
	<u>4,734</u>	<u>4,176</u>	<u>198,144</u>	<u>207,054</u>

18 Reconciliation of net (expenditure)/income to net cash flow from operating activities

	2023 £	2022 £
Net income (as per the SOFA)	(25,338)	157,130
Depreciation of tangible fixed assets	2,115	2,421
Loss/(profit) on the disposal of fixed asset	-	221
(Increase)/ decrease in debtors	(171,129)	(29,020)
Increase/(decrease) in creditors	48,478	16,354
Net cash flow from operating activities	<u>(145,874)</u>	<u>147,106</u>

ROTHERHAM PARENTS FORUM LIMITED

England & Wales - Charity number 1147969

Accounts

Rotherham Parents Forum Limited

Financial statements for the year
ended 31st July 2022



Charity number: 1147969

Company number: 7719951



The Spectrum, Coke Hill, Rotherham, S60 2HX
Tel: 01709 829821 Fax: 01709 829822
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Rotherham Parents Forum Limited
Administrative details

Charity number	1147969
Registered company number company limited by guarantee	7719951
Directors (Trustees)	Amanda Moreman Claire Whiting Yvonne Moreman Catherine Bridge Caroline Bradley Stephen Mulligan Catherine Ratcliffe Richard Butcher - appointed 22 February 2022 Kieran McManus - appointed 18 November 2022
Company Secretary	Louise Graham
Senior Staff members	Jayne Fitzgerald - Strategic Manager Louise Graham - Operations Manager
Registered office	131 Green Lane Rawmarsh Rotherham S62 7JY
Bankers	HSBC 35 College Street Rotherham S65 1AF
Independent examiner	Faye Hazlehurst Community Accountant Voluntary Action Rotherham The Spectrum Coke Hill Rotherham S60 2HX

Rotherham Parents Forum Limited
Trustees` report (incorporating the Directors` annual report)
for the year ended 31 July 2022

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and financial statements for the year ended 31st July 2022.

Exemptions

The trustees have taken advantage of the exemptions available to small companies, including the audit exemption (see statement on balance sheet).

Structure, governance and management

Rotherham Parents Forum Ltd (Company number 7719951) was incorporated on 27/7/2011 and its Memorandum and Articles of Association govern it. Its legal status is that of a company limited by guarantee and a registered Charity (Charity number 1147969).

Day to day project activity is carried out by a team consisting of twenty-two employed staff (equivalent to 15.4 full time staff) which is an increase of 1.8 in comparison to the previous year and there is also have a team of 45 registered volunteers who provide invaluable support in many areas.

Governance arrangements were reviewed and strengthened during the year, including the appointment of new trustees with expertise in financial management and strategic development. The charity's financial position remained strong throughout the year, and its policies and procedures were regularly reviewed and updated to ensure compliance with legal and regulatory requirements.

Appointment of Directors and membership

Three years after the incorporation, a third of the directors must retire on an annual basis but can apply for re-election. However, no director may serve more than nine years out of a ten-year period. Directors are voted onto the board by members of the company. The directors to retire by rotation shall be those who have been longest in office since their last appointment.

Objectives and activities

Rotherham Parents Forum Limited is a registered charity that operates on a day-to-day basis under two names as follows:

- Rotherham Parent Carers Forum (RPCF) - supports parents and carers of children with disabilities and additional needs in Rotherham.

- Rotherham Adult Neurodiversity Support Service (RANSS) - provides support to adults with neurodiverse conditions, such as autism and ADHD, in Rotherham

The financial year 2021-22 was a challenging year due to the ongoing pandemic, but the charity continued to deliver its core services and adapt to changing circumstances.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2022

Objectives and activities continued

Our charity's purposes as set out in the objects contained in the company's Articles of Association are to:

- take positive action in Rotherham to promote social inclusion among disabled people and those with special educational needs and their parents, carers and families who are socially excluded from society or parts of it because of their disability by:
 - providing forums, advocacy, workshops and general support
 - raising public awareness to ensure that individuals are recognised, heard and supported to overcome the inequalities they might face

Ensuring our work delivers our aims

We review our aims, objectives, and activities each year. This review looks at what we achieved and the outcomes of our work during the previous 12 months, as well as the success of each key activity and the benefits they have brought to those groups of people that we are set up to support. The review also helps us to ensure our aims, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

The focus of our work

Our main objectives for the year continued to be to promote social inclusion among disabled people in Rotherham and specific objectives for the past financial year for our two services were as follows:

RPCF's objectives for the year were to:

- Provide support and advice to parents and carers of children with disabilities and additional needs
- Provide a range of activities to ensure that families are less lonely and more connected with their communities
- Advocate for the needs of children with disabilities and additional needs at a local, regional and national level
- Develop and maintain strong partnerships with other organisations that support children with disabilities and additional needs.
- Ensure effective governance and financial management of the charity

RANSS's objectives for the year were to:

- Provide peer support and training and development opportunities to Autistic adults or those with ADHS in Rotherham
- Provide a range of events activities to ensure that individuals are less lonely and more connected with their communities.
- Raise awareness and understanding of neurodiversity in the wider community.
- Develop and maintain strong partnerships with other organisations that support neurodiverse adults
- Ensure effective governance and financial management of the charity

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2022

Achievements and performance

Our main activities and achievements throughout the year are described below. All our charitable activities are undertaken to further our charitable purposes for the public benefit.

Who used and benefited from our services?

Our objects and funding limit the services we provide to those who live in Rotherham or for some services, the requirement is that South Yorkshire ICB Rotherham Place are the responsible commissioner for the individual. We currently work with families who have children and young people with Special Educational Needs and/or Disabilities as well as neurodiverse adults aged 18+. Therefore, according to current data, the estimated number of people who are currently eligible to access our services are as follows.

- 8044 children and young people and their families (The Rotherham school census data from January 2021-identifies that there are 45,189 children and young people attending Rotherham's schools and 17.8% are identified as having Special Educational Need).

- 2035 neurodiverse adults and their networks of support (Rotherham's All Age Autism Strategy - Projecting Adults Needs and Service Information (PANSI) data for 18–64-year-olds and Projecting Older People Population Information (POPPI) data for people aged sixty-five and over, have produced a profile with predicted numbers of autistic people up to 2035)

The primary areas of charitable activity are peer support for both families and neurodiverse adults, provision of counselling services, an activity programme for children and young people with SEND and their families, sibling support services, advice and information and our voice and influence work with local services. We also work with the Local Authority as equal partners through a separate Community Interest Company, Genuine Partnerships, modelling and supporting co-production and inclusive practice both locally and nationally. The activities and achievements that flow from these services are described below.

Supporting Parent Carers

Over the course of the last year the charity has worked with many parent carers and from talking to families, it is known that membership to the forum and engaging in the activities provided has a positive impact on the emotional wellbeing of parents, as they are accessing peer support and spending time with other families who share similar experiences. Parents are also more empowered and better informed to play an active part of their child's health and education. We have supported parent carers in the following ways:

General information, advice and guidance

We have an office base from where we operate all our services which is open from Monday to Friday 9:00am to 5:00pm.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2022

Achievements and performance continued

We also have active Facebook pages where information and useful articles are posted. Anyone can follow the main Facebook page and be kept up to date on forum news and both parents and practitioners use this facility. The forum also has a closed discussion group which is solely for the use of our members. This group consists of parents and carers and enables the forum to carry out consultations and gather opinion as well as being a safe space in which parents can ask for mutual advice and support. There are strict terms and conditions about the use of this group such as not mentioning individual settings/services or practitioners and it is moderated by the forum's management team.

The forum also sends out regular E-newsletters to members and several practitioners in Rotherham have subscribed. This is a highly effective way of sharing useful information and news as well as encouraging parents to take part in consultations.

Peer support - Family service

Since January 2016, the charity has received funding from South Yorkshire ICB Rotherham Place, initially as a grant over a four-year period as part of the 'Future in Minds' NHS England project Transforming Mental Health Services (CAMHS), which allowed the creation of a team of peer support workers to provide support to families living in Rotherham with a child or young person accessing, or needing to access, Child and Adolescent Mental Health Services. As of April 2020, this grant changed to a contract.

The Peer Support Service is available to all parents and carers that have Children or Young People who are accessing, or likely to access mental health services (CAMHS). This includes Autism and ADHD (suspected, awaiting assessment and diagnosed), as well as all other mental health needs. The team support all areas of mental health including challenging behaviours, anxiety, emotional regulation, understanding sensory needs, eating disorders and more as well as signposting to other appropriate services and support. The child/young person needs to be registered with a Rotherham GP to access this service. All members of the Peer Support Team have children with additional needs and have faced some of the challenges that families will experience.

The aims of the service are to provide peer support to parents and carers of Children and Young People, who are accessing, or about to access mental health services. This support will enable them to cope better with the challenges resulting from interaction with the various services and any emotional wellbeing or mental health issues.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2022

Achievements and performance continued

Summary of support to parent carers

- **169** unique families were actively supported through Family Peer Support sessions. (An increase of 49 compared to last year). A further 33 individuals accessed the wider offer through virtual drop-ins.
- **399** 1:1 Peer Support Sessions were delivered (an increase of 127 compared to last year)

- **37** Group training workshops were delivered in the areas of Managing Anxiety, Advocating for your Child, Emotional Regulation, Sensory Differences and Communication and there were 142 attendances at these workshops (an increase of 64 compared to last year)

- Following the pandemic, a new service named SEND Connect was launched and volunteers re-established face to face drop-ins for Parents and Carers with opportunities to meet both during the day and in the evenings and reconnected with other members through telephone support calls and through this project, the charity was able to support 122 unique parents and carers.

- Towards the end of the year, following the lifting of restrictions, parent carer counselling sessions were re-established.

- Over the course of this financial year, and as at the end of July 2022, there are currently **1828** families of children and young people with SEND registered with the charity, **383** new members signed up over the period.

- Staff and volunteers welcomed **205** visitors to our premises in Rawmarsh and supported and responded to **520** parent carer interactions through telephone calls, emails, and social media.

Supporting children and young people

Family Activities

We have a programme of activities that take place weekly, fortnightly, and monthly and families are welcome to access as few or as many as they feel necessary. One off events are run throughout the year to coincide with school holidays. Sessions include activities such as trampolining, soft play, adapted cinema screenings as well as day trips. We also work with another local charitable organisation, Rotherham United Community Sports Trust, and hold a weekly youth club for children and young people with SEND at New York Stadium which has been incredibly successful, and we very much value the partnership that we have developed. We work with providers to ensure that environments are adapted to suit the needs of members' families.

The activities also offer sibling support and parent support as the whole family are welcome to attend and there are always members of the team on hand.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2022

Achievements and performance continued

To support access to leisure provision, the forum is also an official distributor of the Max Card, which allows families of children with SEND to access discounted days out across the country. Cards cost £3 for the forum to purchase and are valid for two years. This cost is passed onto families, but nothing further is charged. For many families, this has been an introduction to the forum and has helped to increase membership.

Sibling Support Services

Within the work of the charity, it is recognised that being the sibling of a child with SEND can also be difficult and therefore weekly sibling support groups are held throughout the year.

The group is focused on the young person who has a brother or sister with an additional need. From experience, although siblings do an amazing job in supporting their brother or sister's additional need, there is often anxiety, questions, worries etc. around this.

Each session is positive, based on fun activities, which allow the young person to discuss their fears but also celebrate their skills, current coping strategies, and support them in creating further ones. It also allows young people to recognise that they are not alone and 'normalise' their anxieties and feelings.

The aims of the group are to reduce isolation for young people by enabling them to meet others who share similar experiences of a brother or sister's difficulties and how they can affect everyday family life.

These groups are run by a member of our team who is a trained counsellor, qualified personal life coach and was previously a primary school teacher, so has experience working in this area.

Counselling Services

The forum has always offered a counselling service to parents and carers of children and young people with SEND, Neurodiverse adults who are accessing RANSS and have over the last year, also completed additional training to deliver a service for children and young people.

Counselling sessions offer a safe and non-judgmental environment to give the space for people to express and explore their thoughts and feelings in ways they may not feel able to do with friends and family. The counsellors do not give advice or make decisions for people; they will, however, support people to develop their own insights and solutions to difficulties. Counselling enables people to feel less isolated, find inner strength, and to gain a deeper understanding of themselves.

All the team have a specific understanding of Special Educational Needs and/or Disabilities and understand that people are individuals and have varied needs. They are sensitive to such matters and make adjustments where possible.

The benefits of the service being within our charity is that as the counselling relationship ends, people are signposted to other areas of our activity to be able to continue to access other areas of support for both them and their families.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2022

Achievements and performance continued

Summary of support to children and young people

- 282 unique Children/Young People with SEND accessed RPCF Activities
- 27 unique siblings of Children/Young People with SEND accessed RPCF Activities
- 32 unique Children/Young People with SEND or their siblings accessed RPCF counselling sessions
- A total of 186 Counselling Sessions for children and young people were delivered.
- There was a total of 1156 attendances at RPCF activities from children/young people with send and 185 attendances from siblings across a total of 103 delivered sessions.
- 19 unique siblings of Children/Young People with SEND took part in special Sibling Support Sessions with total attendances of 79.
- 192 families applied for Max Cards through RPCF giving them discounts for family days out.
- 74% of the Children/Young People that accessed RPCF activities have autism and/or ADHD.

Supporting autistic adults and those with ADHD

Peer support - Rotherham Adult Neurodiversity Support Service

During the financial year (2019-20) the charity recognised the need to expand current services to meet the needs of people in Rotherham and made plans to develop some areas of work. Historically there had been a focus on working with the families of children and young people (aged 0-25) but there was a need to extend this work to support people of all ages. Based on skills and experience the charity wanted to particularly extend the offer to support adults who receive an Autism diagnosis. RANSS launched in November 2020.

The aims of this service are to facilitate opportunities for individuals to access a community of support, workshops, leisure activities etc, as well as to reduce isolation, build confidence and inform services through lived experience.

The service has a team of peer support workers who all have lived experience and as well as providing information, advice and guidance they are helping people to open up about what they are feeling and experiencing following a diagnosis. Their role is also to:

- introduce people to ideas and approaches that others have found helpful
- reassure people that they are not alone in how they are feeling
- help people to connect with others and give them a sense of belonging
- encourage people to value their strengths
- build people's self-esteem and confidence
- help people to feel more hopeful about the future

Summary of support to Neurodivergent Adults

- 122 unique newly diagnosed adults accessed post diagnostic support through all or some of the following: group workshops, peer support, activities, meet ups and counselling.
- A further 19 unique neurodivergent adults accessed the activities and events.
- RANSS delivered 654 post-diagnostic support sessions including counselling, peer support and group workshops as well as 133 activity and meet up sessions.
- The ages of neurodivergent adults accessing RANSS range from 18 to 65. 57% of the adults who worked with us are in employment or education.
- The overall Service User Satisfaction Rating was 95%

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2022

Achievements and performance continued

Voice and Influence Work

To bring about change and make a real difference in Rotherham, there is a need to facilitate opportunities for people to share their voice and experiences and to allow this to happen anxiety and isolation individuals and their families often encounter needs to be reduced. Through the activities described above people get the 'head space' to identify the things that are working well for them as well as the blocks they encounter.

It is also through these activities that the team get to engage with people daily, working appreciatively and listening to what is working well within Rotherham but also asking where the gaps are and what would make things better. Common priorities can be identified, and it is this feedback that is passed onto the charity's strategic representatives who attend numerous meetings and share this in partnership at strategic level, with decision makers and policy makers to influence service delivery and development.

The charity is determined to get the best possible outcome for the people it works with and have learnt through years of experience, that working with and alongside services and practitioners is the best way to achieve its aims.

The charity actively encourages individuals and their families to participate and work in partnership with providers for better outcomes, either directly, with support or via consultation on common issues and priorities. Work is based in and around Rotherham, but the charity also works regionally through the Yorkshire and Humber Network and nationally via the National Network of Parent Carer Forums (NNPCF). Some areas of work that have been carried out over the past 12 months are listed below but there are far too many to list.

- Local Area SEND Inspection Consultation - Nov 2021
- SEND Inspection Written Statement of Action Listening Event – Jan 2022
- SEMH Free School - Next Steps March 2022
- Local Offer Feedback Consultation - Feb/Mar 2022
- Action plans re WSoA – all 4 areas in response to voice from consultations, listening event.
- Parent current priorities/themes of lived experience shared at monthly 1:1 with strategic leads and CYPS cabinet member. Quick wins and early intervention
- Refreshed/coproduced SEND strategy.
- Refreshed/coproduced SEMH strategy.
- Senco online resource – (Graduated response)
- Implementation of cornerstones included in service specs.
- SEMH free school process, selection and provider – methodology throughout in coproduction with lived experience and what good looks like for families.
- Commissioners implementing recommendations and 4 Cornerstones of coproduction in service specs.

Genuine Partnerships

We are also an equal partner with the Local Authority (via the Educational Psychology Service) in promoting the Rotherham Charter, now known as the Four Cornerstones of Co-production and Inclusive Practice, through a separated Community Interest Company, Genuine Partnerships. Working with schools, settings and services across our local area, and supporting and facilitating projects and training with partners in areas across the Yorkshire and Humber region and nationally, in partnership with national charity Contact.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2022

Achievements and performance continued

Our approach is based upon the Four Cornerstones of Co-production and Inclusive Practice:



The Cornerstones grew out of the experiences of Rotherham children and young people with special educational needs and disabilities (SEND) and their parent carers. The Genuine Partnerships team promotes the Cornerstones Approach as a tried and tested way of embedding partnership working and inclusive practice within the culture and ethos of any organisation, and at an area level. The team has co-created and co-delivers a range of tools, materials, projects and training packages to support co-production in Rotherham, the region and across the country (see the website www.genuinepartnerships.co.uk).

This relational way of working is set out in the Children and Families Act 2014 and the SEND Code of Practice and should be the foundation of any graduated response. By strengthening relationships and empowering voice, it boosts everybody's emotional health and wellbeing.

Genuine Partnerships has been commissioned by RMBC to facilitate the young people with SEND Voice and Influence group, Guiding Voices and to promote embedding the Cornerstones within strategy (e.g., SEND, Accessibility, Preparation for Adulthood) and practice within every school and service.

Summary of voice and influence work

- 376 strategic meetings attended by 17 different reps.
- 224 individual responses collated on several consultations
- 231 opportunities for parent participation were facilitated over the year including virtual drop-ins, face-to-face meetups, Listening Events, Family Activities and SEND events and the total number of parent/carers attendances at these participation events was 1540
- In Rotherham, twenty-three schools and settings have been supported to strengthen and embed co-production and inclusive practice within their culture and ethos.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2022

Plans for Future Periods

The charity plans continuing the activities as outlined above in the forthcoming years subject to satisfactory funding arrangements and will continue to provide support and advice to parents and carers of children with disabilities and additional needs in Rotherham, as well as Autistic adults and those with ADHD. The charity will also seek to expand its reach and impact through the development of new partnerships and collaborations. The charity will also focus on building its fundraising capacity to ensure its financial sustainability and enable it to deliver its objectives effectively as well as continue raising awareness and understanding of special educational needs and or disabilities as well as neurodiversity in the wider community and advocating for the rights of the people that we work with.

Financial review and reserves policy

The charity trustees have examined the charity's requirements for reserves considering the main risks to the organisation. It has established a policy whereby the unrestricted funds held by the charity should be between 3 and 6 months of the expenditure. Currently, as much of the charity's income is from grants and contracts and must be spent by a particular time, the organisation does not hold this level of reserves.

There is awareness of the importance of building the required level and this will be a priority over the coming period and there will be time invested into the fundraising strategy to try to diversify income.

As at 31 July 2022 the company had free reserves not invested in fixed assets of £4,187 (2021: £2,504). The reserves policy requires 3 months running costs which based on the current year of expenditure is approximately £101,782.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2022

Directors' responsibilities for the financial statements

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the trustees are required to: select suitable accounting policies and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company, and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

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 directors declare that they have approved the directors' annual report and signed on their behalf:

Signed:  _____

Print name: Richard Butcher

Director

Date: 12 April 2023

**Independent examiners report to the trustees of
Rotherham Parents Forum Limited
for the year ended 31 July 2022**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2022.

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 145 of the Charities Act 2011 Act ('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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Accounting Technician, which is one of the listed bodies.

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 (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: 

12 April 2023

F Hazlehurst FMAAT
Community Accountant
Voluntary Action Rotherham Ltd
The Spectrum
Coke Hill
Rotherham
S60 2HX

Rotherham Parents Forum Limited
Statement of Financial Activities
for the year ended 31 July 2022

	Unrestricted Notes	Funds £	Restricted Funds £	2022 Total £	2021 Total £
Income					
Donations & legacies		3,445	-	3,445	1,709
Charitable activities	2	24,515	536,302	560,817	293,139
Total income		<u>27,960</u>	<u>536,302</u>	<u>564,262</u>	<u>294,848</u>
Expenditure					
Cost of raising funds	3	3,231	752	3,983	1,766
Expenditure on charitable activities	4	21,584	381,564	403,148	255,883
Total expenditure		<u>24,815</u>	<u>382,316</u>	<u>407,131</u>	<u>257,649</u>
Net income/(expenditure)		3,145	153,986	157,130	37,199
Transfer between funds		<u>(3,256)</u>	<u>3,256</u>	<u>-</u>	<u>-</u>
Net movement in funds		(112)	157,242	157,130	37,199
Total funds brought forward		9,022	40,902	49,924	12,725
Total funds carried forward		<u>8,910</u>	<u>198,144</u>	<u>207,054</u>	<u>49,924</u>

The Statement of Financial Activities complies with the requirements for an income and expenditure account under the Companies Act 2006 and includes all gains and losses recognised in the year.

All the activities of the charitable company are classed as continuing.

Rotherham Parents Forum Limited
Balance Sheet
as at 31 July 2022

	Notes	2022	2021
		£	£
Fixed Assets			
Tangible assets	6	7,262	6,518
Current Assets			
Debtors	7	47,981	18,961
Cash at Bank and in hand		176,419	32,699
		<u>224,400</u>	<u>51,660</u>
Creditors - amounts due within one year	8	(24,608)	(8,254)
		<u>199,792</u>	<u>43,406</u>
Net current assets			
		<u>199,792</u>	<u>43,406</u>
Net assets		<u>207,054</u>	<u>49,924</u>
Represented by:			
Unrestricted funds		4,734	3,233
Designated funds	14	4,176	5,789
Restricted funds	15	198,144	40,902
Total funds		<u>207,054</u>	<u>49,924</u>

The notes on the following pages form part of these financial statements.

For the period ended 31st July 2022 the company is entitled to the audit exemption 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 directors 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.

The directors declare that they have approved the accounts above.

Signed on behalf of the company's directors:

Signed:



Date: 12 April 2023

Print name: Richard Butcher

Director

Rotherham Parents Forum Limited
Statement of Cash flows
as at 31 July 2022

	Note	2022	2021
Cashflow from operating activities	18	147,106	21,232
		<u>147,106</u>	<u>21,232</u>
Net cashflow from operating activities		147,106	21,232
Cashflow from investing activities			
Payment to acquire tangible fixed asset		(3,386)	(3,955)
Interest received		-	-
		<u>(3,386)</u>	<u>(3,955)</u>
Net cashflow from investing activities		(3,386)	(3,955)
		<u>143,720</u>	<u>17,277</u>
Net increase in cash and cash equivalents		143,720	17,277
Cash and cash equivalents at 1 August 2021		<u>32,699</u>	<u>15,422</u>
		<u>176,419</u>	<u>32,699</u>
Cash and cash equivalents at 31 July 2022		176,419	32,699
Cash and cash equivalents consists of:			
Cash at bank and in hand		<u>176,419</u>	<u>32,699</u>
Cash and cash equivalents at 31 July 2022		<u>176,419</u>	<u>32,699</u>

Rotherham Parents Forum Limited
Notes to the financial statements
for the year ended 31 July 2022

1 Accounting policies

a) Basis of preparation of the accounts

These 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 (FRS102) (effective 1 January 2019) - Charities SORP (FRS102)) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy note(s).

The charity meets the definition of a public benefit entity as defined by FRS102.

b) Going Concern

The financial statements have been prepared on a going concern basis. The trustees have considered the level of funds held and the expected level of income and expenditure for the 12 months following the authorising of these financial statements and consider the going concern basis appropriate.

c) Incoming resources

All material incoming resources have been included in the Statement of Financial Activities when the charity is entitled to the income, when any performance conditions attached are met, when it is probable that the income will be received and when 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.

Grant income is deferred if the period the monies relate to is specified or indicated by the funder.

Donations and legacies are accounted for when they are receivable.

d) Resources Expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measure reliably.

Cost of raising funds includes all expenditure incurred to raise funds for charitable purposes including costs of all fundraising activities and costs incurred in seeking donations, grants and legacies.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2022

e) Tangible Fixed Assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over (£500) their expected useful lives on the following basis:

Fixtures & fittings	25% reducing balance
Equipment	25% reducing balance

f) Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

g) Leases

Rentals payable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

h) Trade debtors

Trade debtors are amounts due from customers for consultancy fees in the ordinary course of business.

i) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers.

j) Fund accounting

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Where a fixed asset has been purchased with restricted funds and the funding has or is coming to an end the value is transferred to the designated fixed asset fund and depreciation is charged accordingly.

Restricted funds have been provided to the charity for a particular purpose and may only be spent for the purpose for which they were given. Any balance remaining on a restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding.

k) Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2022

Analysis of Income

2 Charitable activities	Unrestricted Funds	Restricted Funds	Total 2022	Unrestricted Funds	Restricted Funds	Total 2021
	£	£	£			£
Grants & contracts						
South Yorkshire ICB - Family peer support	-	92,423	92,423	-	77,916	77,916
RMBC Voice and Influence	-	30,000	30,000	-	40,000	40,000
RMBC Short Breaks	-	25,000	25,000	-	33,333	33,333
RMBC - Contain outbreak management fund	-	48,000	48,000	-	-	-
RMBC Co-production project	4,980	-	4,980	-	-	-
DfE Grant 2020-21	-	-	-	-	12,429	12,429
DfE Grant 2021-22	-	8,750	8,750	-	8,750	8,750
DfE Grant 2022-23	-	8,750	8,750	-	-	-
South Yorkshire ICB - Adult Post Diagnostic Children & Young People Consortium	-	172,141	172,141	-	74,173	74,173
South Yorkshire Police & Crime Commissioner	-	-	-	-	8,863	8,863
Rotherham CCG - Winter Pressure funding	-	93,333	93,333	-	6,370	6,370
VAR - Community renewal fund	-	30,905	30,905	-	26,000	26,000
VAR - Smiles for Miles	-	7,500	7,500	-	-	-
RotherFed - Better mental health	-	19,500	19,500	-	-	-
Max card sales	1,068	-	1,068	393	-	393
Consultancy	2,000	-	2,000	1,044	-	1,044
Activity income	4,650	-	4,650	2,943	-	2,943
Other charitable income	275	-	275	222	-	222
General fundraising	10,391	-	10,391	703	-	703
Counselling income	1,150	-	1,150	-	-	-
	24,515	536,302	560,817	5,305	287,834	293,139

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2022

Analysis of expenditure

3 Cost of raising funds	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	2022	Funds	Funds	2021
Max cards	1,500	-	1,500	588	-	588
Advertising	37	752	789	-	-	-
Salary costs	1,694	-	1,694	-	1,178	1,178
	<u>3,231</u>	<u>752</u>	<u>3,983</u>	<u>588</u>	<u>1,178</u>	<u>1,766</u>

4 Charitable activities	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	2022	Funds	Funds	2021
	£	£	£	£	£	£
Consultancy	348	2,412	2,760	(736)	4,397	3,661
Travel Expenses	57	162	219	-	-	-
Room Hire and Refreshments	1,125	2,542	3,667	-	518	518
Activity Expenses	11,811	2,420	14,231	3,886	-	3,886
Rent and Rates	-	7,409	7,409	5	8,430	8,435
Insurance	-	-	-	-	3,244	3,244
Bank charges	68	-	68	10	20	30
PayPal charges	502	-	502	117	-	117
Payroll charges	-	1,620	1,620	40	1,226	1,266
Website	75	2,430	2,505	-	5,701	5,701
Equipment	138	4,960	5,098	-	4,973	4,973
General office expenses	740	2,216	2,956	-	729	729
Printing, postage and stationery	191	1,402	1,593	(27)	761	734
Membership & subscriptions	166	648	814	7	292	299
Telephone & internet	130	9,209	9,339	-	9,821	9,821
ICT maintenance	36	1,961	1,997	-	1,640	1,640
Light and Heat	-	2,400	2,400	-	1,946	1,946
Repairs and Maintenance	1,108	1,329	2,437	611	1,427	2,038
Staff Training	-	2,066	2,066	-	2,377	2,377
Wages & Salaries	926	329,527	330,453	1,978	195,405	197,383
Depreciation	1,574	847	2,421	2,173	-	2,173
Loss on disposal of assets	221	-	221	-	423	423
Professional fees	794	2,259	3,053	48	1,688	1,736
Volunteer Expenses	775	644	1,419	-	312	312
Sundry expenses	799	3,101	3,900	229	2,211	2,440
	<u>21,584</u>	<u>381,564</u>	<u>403,148</u>	<u>8,341</u>	<u>247,542</u>	<u>255,883</u>

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2022

5 Net income/expenditure for the year	2022	2021
	£	£

Net income/expenditure is stated after charging:

Independent Examination fee	1,800	1,000
Depreciation of tangible fixed assets	<u>2,421</u>	<u>2,173</u>
	4,221	3,173

6 Tangible Fixed Assets

**Fixture, fittings
& equipment**

Cost	£
at 1 August 2021	20,826
Additions	3,386
Disposals	(700)
at 31 July 2022	<u><u>23,512</u></u>

Depreciation

at 1 August 2021	14,308
Charge this period	2,421
Disposals	(479)
at 31 July 2022	<u><u>16,250</u></u>

Net book value at 31 July 2022

7,262

Net book value at 31 July 2021

6,518

	2022	2021
	£	£
7 Debtors		
Trade debtors	14,508	628
Accrued Income	<u>33,473</u>	<u>18,333</u>
	47,981	18,961

8 Creditors - amounts due within one year

	£	£
Trade creditors	3,710	4,939
HMRC Liabilities	16,381	1,062
Accruals	<u>4,517</u>	<u>2,253</u>
	24,608	8,254

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2022

9 Staff Costs and numbers	2022	2021
	£	£
Salaries	310,747	189,394
Employer's national insurance	20,980	11,236
Employer's allowance	(5,163)	(5,228)
Employer's pension	5,583	3,159
	<u>332,147</u>	<u>198,561</u>

The average monthly number of employees during the year on full time equivalent (FTE) basis was as follows:

2022	2021
<u>16.16</u>	<u>13.83</u>

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

The average number of employees during the year was 21 (2021 - 14)

10 Trustees' remuneration, benefits and expenses

During the year no trustee's (2021: none) received expenses, remuneration or benefits (2021: £nil).

11 Fees paid to the Independent Examiners organisation

	2022	2021
	£	£
Payroll	1,620	1,267
HR services	150	375
QuickBooks license	240	240
	<u>2,010</u>	<u>1,882</u>

12 Independent examination and accountancy services

During the period, the cost of the independent examination and accountancy services was £1,650 (2021: £1,000).

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2022

13 Related Party Transactions

The charitable company received funding from Voluntary Action Rotherham (VAR) via the Smiles for Miles programme and Community renewal fund amounting to £38,405. (2021: £8,863 through the Children's and Young People Consortium). This is not considered to be a conflict of interest due to the reporting lines in place within VAR.

The charitable company receives free hire of the Social Prescribing hub through VAR this is offered to groups in the Voluntary and Community Sector offering a Social Prescribing Service.

C Whiting and A Moreman, directors of the company, are also a directors of Genuine Partnerships. The charitable company received consultancy income of £2,000 during the period. (2021: £1,780).

Louise Graham, a senior employee of the Charity is also a director of Genuine Partnerships CIC (a partnership between RPCF and RMBC).

The spouse of Richard Butcher (trustee) is an employee of the charity.

A number of trustees and workers of the charitable company utilise the services offered by the charity.

Movement in funds

14 Designated funds

<u>2022</u>	Brought forward £	Incoming Resources £	Resources Expended £	Transfers £	Carried forward £
Fixed Asset fund	5,789	-	1,613	-	4,176
	5,789	-	1,613	-	4,176
<u>2021</u>	Brought forward £	Incoming Resources £	Resources Expended £	Transfers £	Carried forward £
Fixed Asset fund	-	-	1,929	7,718	5,789
	-	-	1,929	7,718	5,789

Fund transfers

In 2021 the transfer of £7,718 from restricted funds to the designated fixed asset fund is for equipment that has been purchased and capitalised. The remaining balance will be used to write down the value over the useful life of the assets.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2022

Movement in funds continued
15 Restricted funds

<u>2022</u>	Brought forward	Incoming Resources	Resources Expended	Transfers	Carried forward
	£	£	£	£	£
DfE Grant 2020-21	619		(222)	(841)	-
DfE Grant 2021-22	4,252	8,750	15,356	2,354	-
DfE Grant 2022-23	-	8,750	3,920	-	4,830
RMBC Voice and Influence	2,595	30,000	23,488	-	9,107
RMBC short breaks	5,180	25,000	23,317	-	6,863
South Yorkshire ICB - Family Peer Support	15,713	92,423	59,130	-	49,006
CCG - Men's Mental Health	1,870		-	-	1,870
South Yorkshire ICB - Adult Post Diagnostic	(5,396)	172,141	145,255	-	21,490
VAR - Smiles for Miles	-	7,500	11,084	-	(3,584)
Rotherham CCG - Winter Pressure funding	16,069	-	17,812	1,743	-
South Yorkshire ICS – TCP Extension Funding	-	93,333	23,405	-	69,928
RMBC - Contain outbreak management fund	-	48,000	15,797	-	32,203
VAR - Community renewal fund	-	30,905	29,122	-	1,783
RotherFed - Better mental health	-	19,500	14,852	-	4,648
	40,902	536,302	382,316	3,256	198,144

Fund transfers

The transfer between DfE grants is to cover the under and overpends during the years 2020-21 and 2021-22. A transfer has been made from general funds to the winter fuel pressure funding to cover the overspend.

<u>2021</u>	Brought forward	Incoming Resources	Resources Expended	Transfers	Carried forward
	£	£	£	£	£
DfE Grant 2020-21	450	12,429	11,711	(549)	619
DfE Grant 2021-22	-	8,750	4,498	-	4,252
RMBC Voice and Influence	(7,990)	40,000	29,415	-	2,595
RMBC short breaks	(3,383)	33,333	24,475	(295)	5,180
NHS Rotherham CCG	18,466	77,916	77,200	(3,469)	15,713
CCG - Men's Mental Health	1,870	-	-	-	1,870
CCG - Adult Post Diagnostic	-	74,173	79,020	(549)	(5,396)
VAR - Children and Young People Consortium	-	8,863	8,942	79	-
South Yorkshire Police & Crime Commissioner	-	6,370	3,528	(2,842)	-
Rotherham CCG - Winter Pressure funding	-	26,000	9,931	-	16,069
	9,413	287,834	248,720	(7,625)	40,902

Fund transfers

In 2021 an amount of £93 has been transferred from general funds into restricted funds to cover overspends on projects that have now ended. Transfers are as follows:

VAR Children and Young People Consortium £79

South Yorkshire Police & Crime Commissioner £14

The remaining transfers are to the designated fixed asset fund (see note 12).

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2022

Restricted funds

DFE Grant 2020-21, 2021-22 and 2022-23

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.

South Yorkshire ICB (Rotherham Place) - Family Peer Support

To provide peer support to parents and carers of Children and Young People who are accessing or about to access mental health services. This support will enable them to cope better with the challenges resulting from interaction with the various services and shared lived experience to offer advice and strategies on supporting any emotional wellbeing or mental health issues.

South Yorkshire ICB (Rotherham Place) - Post Diagnostic Support to Adults

To provide a new Post Diagnostic Support Service to be based and operating in Rotherham. The service will support adults (18 plus) and provide a liaison service to support patients who have been diagnosed with Autism or ADHD by the RDaSH Rotherham pathway.

Rotherham Borough Council - Short breaks contract

This grant has been awarded for the provision of short break activities for SEND young people and their families.

Rotherham Borough Council - Voice and Influence contract

This grant is to support us in providing a role in identifying and expressing the voice of parents and carers around special education needs and disability ensuring participation and engagement and providing information and support to parents and carers in Rotherham.

Voluntary Action Rotherham – Community Renewal Fund

This grant was awarded to allow us to contribute to the Anything's Possible Rotherham Project.

Rotherham Borough Council – COMF

This grant was awarded for RPCF to lead on the updating of the Local Offer workstream via the SEND Strategic Board setting out the support they expect to be available for local children and young people with special educational needs (SEN) or disabilities through lived experience and voice via a variety of forums in partnership with RMBC and wider partners.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2022

Restricted funds continued

Voluntary Action Rotherham – Smiles for Miles

This grant was awarded to allow us to contribute to the Smiles for Miles Project on behalf of Voluntary Action Rotherham Ltd.

Rotherfed - Prevention and Promotion Fund for Better Mental Health

This grant was awarded to address loneliness to protect the mental health of vulnerable groups. Building on the good work started during the pandemic which saw the creation of Rotherham Heroes offering residents who accessed the council's Community Hub (RCH) physical and emotional help. Some of these Heroes went on to deliver befriending support. These local heroes supported people throughout the borough with emotional and practical support. Sitting alongside this was the Rotherham's Befriending Network, comprised of Voluntary and Community Sector organisations providing befriending support to people of all ages

South Yorkshire ICS – TCP Extension Funding

This funding was awarded to do more focused work in relation to the pre and post diagnostic support available for Autistic individuals in Rotherham in relation to both adults and CYP.

16 Financial commitments

At the year end, the charity had annual commitments under non-cancellable operating leases as set out below:

Operating leases on land and buildings which expire:

	2021	2020
	£	£
Within one year	7,200	7,200
Within two to five years	16,800	24,800
	<u>24,000</u>	<u>32,000</u>

17 Analysis of net assets between funds

2022

	Unrestricted funds	Designated funds	Restricted funds	Total funds
	£	£	£	£
Fixed assets	547	4,176	2,539	7,262
Current assets	24,510	-	199,890	224,400
Current liabilities	(20,323)	-	(4,285)	(24,608)
	<u>4,734</u>	<u>4,176</u>	<u>198,144</u>	<u>207,054</u>

Rotherham Parents Forum Limited
Notes to the financial statements
for the year ended 31 July 2022

Analysis of net assets between funds continued

2021

	Unrestricted funds	Designated funds	Restricted funds	Total funds
	£	£	£	£
Fixed assets	729	5,789	-	6,518
Current assets	4,292	-	47,368	51,660
Current liabilities	(1,788)	-	(6,466)	(8,254)
	<u>3,233</u>	<u>5,789</u>	<u>40,902</u>	<u>49,924</u>

18 Reconciliation of net (expenditure)/income to net cash flow from operating activities

	2022	2021
	£	£
Net income (as per the SOFA)	157,130	37,199
Depreciation of tangible fixed assets	2,421	2,173
Loss/(profit) on the disposal of fixed asset	221	423
(Increase)/ decrease in debtors	(29,020)	(8,333)
Increase/(decrease) in creditors	16,354	(10,230)
Net cash flow from operating activities	<u>147,106</u>	<u>21,232</u>

ROTHERHAM PARENTS FORUM LIMITED

England & Wales - Charity number 1147969

Accounts

Rotherham Parents Forum Limited

Financial statements for the year
ended 31st July 2021



Charity number: 1147969

Company number: 7719951



The Spectrum, Coke Hill, Rotherham, S60 2HX
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**Rotherham Parents Forum Limited
Administrative details**

Charity number 1147969

Registered company number 7719951
company limited by guarantee

Directors (Trustees) Amanda Moreman
Claire Whiting
Yvonne Moreman
Catherine Bridge
Julie Adamson - resigned 22 June 2021
Caroline Bradley
Stephen Mulligan- appointed 19 May 2021

Company Secretary Louise Graham

Senior Staff members Jayne Fitzgerald - Strategic Lead and Participation Manager
Louise Graham - Operations Manager and Company Secretary

Registered office 131 Green Lane
Rawmarsh
Rotherham
S62 7JY

Bankers HSBC
35 College Street
Rotherham
S65 1AF

Independent examiner Faye Hazlehurst
Community Accountant
Voluntary Action Rotherham
The Spectrum
Coke Hill
Rotherham
S60 2HX

Rotherham Parents Forum Limited
Trustees` report (incorporating the Directors` annual report)
for the year ended 31 July 2021

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and financial statements for the year ended 31st July 2020.

Exemptions

The trustees have taken advantage of the exemptions available to small companies, including the audit exemption (see statement on balance sheet).

Structure, governance and management

Rotherham Parents Forum Ltd (Company number 7719951) was incorporated on 27/7/2011 and its Memorandum and Articles of Association govern it. Its legal status is that of a company limited by guarantee and a registered Charity (Charity number 1147969).

Day to day project activity is carried out by a team consisting of 22 employed staff (equivalent to 13.6 full time staff) which is an increase of 5.3 in comparison to the previous year and we also have a team of 47 registered volunteers - an increase of 14.

Appointment of Directors and membership

Three years after the incorporation, a third of the directors must retire on an annual basis but can apply for re-election. However, no director may serve more than nine years out of a ten-year period. Directors are voted onto the board by members of the company. The directors to retire by rotation shall be those who have been longest in office since their last appointment.

The forum is a membership organisation open to parent carers of a child/young person (aged 0-25) with any type of Special Educational Needs and/or Disabilities who live in Rotherham (with or without a formal diagnosis). Members can access any of the charity's services and activities, receive news updates and information and have the opportunity to share their experiences by feeding into consultations in order to develop service provision across the borough. Rotherham Parents Forum has no share capital and the liability of each member in the event of winding up is limited to £1.

All policy decisions are taken in general meetings and are voted on by the members of the company.

Objectives and activities

Our charity's purposes as set out in the objects contained in the company's Articles of Association are to take positive action in Rotherham to promote social inclusion among disabled people and those with special educational needs and their parents, carers and families who are socially excluded from society or parts of it because of their disability by:

- providing forums, workshops, and general support
- raising public awareness to ensure that individuals are recognised, heard and supported to overcome the inequalities they might face.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2021

Objectives and activities continued

We aim to ensure that people with special educational needs and/or disabilities are not isolated and have equal opportunities to achieve their full potential in life and participate fully in society.

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work during the previous 12 months, as well as the success of each key activity and the benefits they have brought to those groups of people that we are set up to support.

The review also helps us to ensure our aims, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

Our main objectives for the year continued to be to promote social inclusion among disabled people in Rotherham and we committed to the following strategic aims to help us move closer to meeting those objectives:

- Provide a range of activities and services to ensure that individuals are less lonely and more connected with their communities
- Ensure that people are supported to develop their skills and confidence to achieve their full potential and access the services they need such as housing, employment, education, and health care
- Support individuals to be empowered and create opportunities for people to have a voice and work in partnership with service providers, sharing their lived experiences to have a positive impact on the delivery and development of local provision
- Work to increase the number of people and services that we engage with through organisational development, investing in our processes, our staff and volunteer team and our premises.

Achievements and performance

Our main activities and who we try to help are described below. All our charitable activities focus on promoting social inclusion among disabled people in Rotherham and are undertaken to further our charitable purposes for the public benefit.

Our objects and funding limit the services we provide to those who live in Rotherham or for some services, the requirement is that Rotherham CCG are the responsible commissioner for the individual. We currently work with families who have children and young people with Special Educational Needs and/or Disabilities as well as neurodiverse adults aged 18+. Therefore, according to current data, the estimated number of people who are currently eligible to access our services are as follows:

- 7796 children and young people and their families (The Rotherham school census data from January 2019 - identifies that there are 45,209 children and young people attending Rotherham's schools, 7796 children are identified as having a Special Educational Need (17.2%) compared to the latest national average of 14.6%)
- 2035 neurodiverse adults and their networks of support (Rotherham's All Age Autism Strategy - Projecting Adults Needs and Service Information (PANSI) data for 18–64-year-olds and Projecting Older People Population Information (POPPI) data for people aged sixty-five and over, have produced a profile with predicted numbers of autistic people up to 2035)

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2021

Achievements and performance continued

Over the course of this financial year, and as at the end of July 2021, there are currently 1937 families of children and young people with SEND registered with our charity and since November 2020 when we launched our new service, RANSS (Rotherham Adult Neurodiversity Support Service) we have supported sixty-one neuro-diverse adults.

Equal access to our services is a principal issue for us and over the past year we conducted an equalities study to look at the demographics of the people that we are supporting. The data showed that we are in line with local statistics except for family carers that we support. We primarily engage with mum's and female carers and will look to address this in our future plans with work to also encourage dad's and male carers to become more involved.

From talking to families, it is known that membership to the forum and engaging in the activities provided has a positive impact on the emotional wellbeing of parents. as they are accessing peer support and spending time with other families who share similar experiences.

Parents are also more empowered and better informed to play an active part of their child's health and education.

The forum has also successfully created lots of opportunities to bring practitioners and parents together by working in co-production and Rotherham Parent Carers Forum is recognised as one of the best nationally in terms of working in this way.

We were recently described as:

“the jewel in the crown of the provision for SEND in Rotherham's local area. Members truly understand co-production and advocate for it. They seek stakeholders' views, whether they are children and young people, parents and carers, special educational needs and/or disabilities coordinators (SENCOs) or commissioners. Members are passionate, committed and act with the highest integrity. They are uncompromising, tell it like it is and are a force to be reckoned with. The forum has meetings with commissioners regularly and tells them about children and young people's and their families' lived experience. In this way, the forum makes sure that children and young people's and their families' voices are heard. Rotherham Parent Carers Forum is a pivotal partner in the co-production of services for children and young people with SEND in the local area”

This quote was taken from the findings of Rotherham's Local Area SEND inspection which took place in July 2021 by CQC and Ofsted.

The primary areas of charitable activity are peer support for both families and neuro-diverse adults, provision of counselling services, an activity programme for children and young people with SEND and their families, sibling support services, advice and information and our voice and influence work with local services.

We also work with the Local Authority as equal partners through a separate Community Interest Company, Genuine Partnerships, modelling and supporting co-production and inclusive practice both locally and nationally.

The activities and achievements that flow from these services are described below.

Family Activities

We have a programme of activities that take place weekly, fortnightly, and monthly and families are welcome to access as few or as many as they feel necessary. One off events are run throughout the year to coincide with school holidays. Sessions include activities such as trampolining, soft play, adapted cinema screenings as well as day trips.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2021

Achievements and performance continued

We also work with another local charitable organisation, Rotherham United Community Sports Trust, and hold a weekly youth club for children and young people with SEND at New York Stadium which has been incredibly successful and we very much value the partnership that we have developed. We work with providers to ensure that environments are adapted to suit the needs of members' families.

The activities also offer sibling support and parent support as the whole family are welcome to attend and there are always members of the team on hand.

To support access to leisure provision, the forum is also an official distributor of the Max Card, which allows families of children with SEND to access discounted days out across the country. Cards cost £3 for the forum to purchase and are valid for two years. This cost is passed onto families, but nothing further is charged. For many families, this has been an introduction to the forum and has helped to increase membership.

- An average of 72 unique children are accessing activities monthly
- Over the last 12 months we provided 127 different activity sessions

"Our children always enjoy activities organised by the forum. The atmosphere at these events is always supportive and non-judgemental"

"The holiday activities are a lifeline. My daughter would slip through the net without them. They are the only thing available in Rotherham that meets her needs and where she is fully accepted without judgement. They also allow us as parents to meet others on a similar journey and feel less isolated"

General information, advice and guidance.

We have an office base from where we operate all our services which is open from Monday to Friday 9:00am to 5:00pm. As of this year we have extended our opening hours to also include some evenings and we no longer operate on a term time only basis.

We also have active Facebook pages where information and useful articles are posted. Anyone can follow the main Facebook page and be kept up to date on forum news and both parents and practitioners use this facility.

The forum also has a closed discussion group which is solely for the use of our members. This group consists of parents and carers and enables the forum to carry out consultations and gather opinion as well as being a safe space in which parents can ask for mutual advice and support. There are strict terms and conditions about the use of this group such as not mentioning individual settings/services or practitioners and it is moderated by the forum's management team.

The forum also sends out regular E-newsletters to members and several practitioners in Rotherham have subscribed. This is a highly effective way of sharing useful information and news as well as encouraging parents to take part in consultations.

- An average of 745 people search for us on Google each month
- Our Facebook discussion group has 948 members
- Our Facebook open page has 2702 followers
- 1382 unique individuals use our websites each month.
- An average of 28 people per month visit our premises
- An average of 50 people per month contact us over the telephone for information, advice and guidance
- 1163 Newsletter Subscribers

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2021

Achievements and performance continued

Counselling Services

The forum has always offered a free confidential counselling service to parents and carers of children and young people with SEND and this year have managed to expand this to include Neuro-diverse adults as well as start to develop their skills and knowledge to also work with children and young people.

Our counselling sessions offer a safe and non-judgmental environment to give the space for people to express and explore their thoughts and feelings in ways they may not feel able to do with friends and family.

Our counsellors do not give advice or make decisions for people; they will, however, support people to develop their own insights and solutions to difficulties. Counselling enables people to feel less isolated, find inner strength, and to gain a deeper understanding of themselves.

A fully qualified counsellor manages this service, we also have bank counsellors and volunteer counsellors who are in their final year of training.

All the team have a specific understanding of Special Educational Needs and/or Disabilities and understand that people are individuals and have varied needs. They are sensitive to such matters and make adjustments where possible.

The benefits of the service being within our charity is that as the counselling relationship ends, people are signposted to other areas of our activity to be able to continue to access other areas of support for both themselves and their families.

- The team are currently working with an average of 9 clients per week
- 237 individual counselling sessions were delivered over the past year

Peer Support – Family Service

Since January 2016, we have received funding from Rotherham Clinical Commissioning Group (RCCG) initially as a grant over a four-year period as part of the 'Future in Minds' NHS England project Transforming Mental Health Services (CAMHS). This allowed us to create a team of peer support workers to provide support to families living in Rotherham with a child or young person accessing, or needing to access, Child and Adolescent Mental Health Services. As of April 2020, this grant changed to a contract with RCCG.

The Peer Support Service is available to all parents and carers that have Children or Young People who are accessing, or likely to access mental health services (CAMHS). This includes Autism and ADHD (suspected, awaiting assessment and diagnosed), as well as all other mental health needs.

The team support all areas of mental health including challenging behaviours, anxiety, emotional regulation, understanding sensory needs, eating disorders and more as well as signposting to other appropriate services and support. The child/young person needs to be registered with a Rotherham GP to access this service. All members of the Peer Support Team have children with additional needs and have faced some of the challenges that families will experience.

The team offer one to one support sessions at our office, virtually or over the telephone. They discuss the different areas that are causing families difficulties and create a personalised support plan. They provide a range of support which could include helping to access services; sharing strategies to help families support their child and help parents and carers to stay positive and make contact with other families.

The team feel that it is important to work with families and support them to make their own decisions, rather than doing everything for them. All families need various levels of support, depending on individual circumstances. The hope is that over the time they are working with families: they will develop their own strategies that increase confidence and reduce the isolation that families may experience when living with emotional health issues.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2021

Achievements and performance continued

The Peer Support Team also run Drop-in events and regular training workshops that will help with common issues relating to a young person's mental health needs.

- On average the team support 26 unique families per month
- Over the year the team accepted 102 new referrals
- 346 one to one peer support sessions were facilitated
- 80 drop-in sessions were hosted online with an average attendance of 9 families at each session
- 50 appointments with practitioners from Educational Psychology Service, SENDIASS and the Autism Information and Advice Service were facilitated at drop-in sessions
- 32 workshops were delivered with a 98.6% satisfaction rating

"This service feels like a life saver, both the courses and the 1-1 sessions are pitched at exactly the right level. I feel far less isolated, more confident and able to deal with the challenges that we face"

"I found it really helpful to be able to discuss issues with someone that understands what it is like to live with a child with additional needs and can give advice about how the system works"

Peer Support – Rotherham Adult Neurodiversity Support Service

During the previous financial year (2019-20) we recognised the need to expand current services to meet the needs of people in Rotherham and made plans to develop some areas of our work. Historically we had focused on working with the families of children and young people (aged 0-25) but wanted to extend our work to support people of all ages.

Based on our skills and experience we wanted to particularly extend our offer to support adults who receive an Autism diagnosis. We were fortunate enough to win a new tender and launched RANSS in November 2020. The service was set up to be based and operating in Rotherham and is to support adults (18 plus) who have been recently diagnosed with Autism or ADHD by the Rotherham Pathway.

The aims of this service are to facilitate opportunities for individuals to access a community of support, workshops, leisure activities etc, as well as to reduce isolation, build confidence and inform services through lived experience.

We have successfully recruited a team of peer support workers who all have lived experience and as well as providing information, advice and guidance they are helping people to open up about what they are feeling and experiencing following a diagnosis. Their role is also to:

- introduce people to ideas and approaches that others have found helpful
- reassure people that they are not alone in how they are feeling
- help people to connect with others and give them a sense of belonging
- encourage people to value their strengths
- build people's self-esteem and confidence
- help people to feel more hopeful about the future

We have also launched a new website specifically for this service. To the end of July 2021, the team have:

- Accepted 90 referrals into the service
- Delivered 183 sessions of one-to-one personalised support, group workshops
- Delivered an average of 10 activity sessions per month

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2021

Achievements and performance continued

"Been very helpful and very supportive and helped me transition into accepting my diagnosis. Without you couldn't have done it"

"I knew I had a phone call today and I am glad I was able to speak to you. It has helped to empty some of my bucket and so I feel much better"

"I enjoyed the fact that it was an open discussion and anything that I said or any experiences I shared were listened to. I felt validated and comfortable in speaking to both the peer support workers and the other participants"

Sibling Support Services

Within our work, it is recognised that being the sibling of a child with SEND can also be difficult. We therefore also run a weekly sibling support group throughout the year.

The group is focused on the young person who has a brother or sister with an additional need. From experience, although siblings do an amazing job in supporting their brother or sister's additional need, there is often anxiety, questions, worries etc. around this.

Each session is positive, based on fun activities, which allow the young person to discuss their fears but also celebrate their skills, current coping strategies, and support them in creating further ones. It also allows young people to recognise that they are not alone and 'normalise' their anxieties and feelings.

The aims of the group are to reduce isolation for young people by enabling them to meet others who share similar experiences of a brother or sister's difficulties and how they can affect everyday family life.

These groups are run by a member of our team who is a trained counsellor, qualified personal life coach and was previously a primary school teacher, so has experience working in this area.

"My child loves coming here-glad they have someone to talk to about the stuff their brother does"

Strategic Work

To bring about change and make a real difference in Rotherham, we need to facilitate opportunities for people to share their voice and experiences and to allow this to happen we need to also reduce the anxiety and isolation individuals and their families often encounter. Through the activities we have described above people get the 'head space' to identify the things that are working well for them as well as the blocks they encounter.

It is also through these activities that our team get to engage with people daily, working appreciatively and listening to what is working well within Rotherham but also asking where the gaps are and what would make things better. We can identify common priorities and it is this feedback that is passed onto our strategic representatives who attend numerous meetings and share this in partnership at strategic level, with decision makers and policy makers to influence service delivery and development.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2021

Achievements and performance continued

We are determined to get the best possible outcome for the people we work with and have learnt through our years of experience, that working with and alongside services and practitioners is the best way to achieve our aims. This is not to say that the law is not upheld or that we do not challenge when needed, or indeed that we will not experience frustrations but working in partnership with providers at strategy level ensures that the voice and influence of the people we work with impacts on local provision.

We actively encourage individuals and their families to participate and work in partnership with providers for better outcomes, either directly, with support or via consultation on common issues and priorities.

Our work is based in and around Rotherham, but we also work regionally through the Yorkshire and Humber Network and nationally via the National Network of Parent Carer Forums (NNPCF). Some areas of work we have been involved in over the past 12 months are listed below, but there are far too many to list:

Education Health Care Plan Audit Working Group
Local Offer Working Group
Preparation For Adulthood Strategic Board
Social Emotional Mental Health Strategic Board
SEND Health Focus Group
SEND Strategic Board
SEND Sufficiency Board
South Yorkshire & Bassetlaw Integrated Care System Meetings
Trailblazer Meetings
Unpaid Carers Strategy Meetings

- There are 18 people working strategically within our charity
- The team attended a total of 364 strategic meetings across the year
- A total of 19 consultations were conducted which received 566 different responses

Genuine Partnerships

We are also an equal partner with the Local Authority in promoting the Rotherham Charter through a separate Community Interest Company, Genuine Partnerships. We work with schools, settings and services across our local area, and we also support and facilitate projects and training with partners in areas across the Yorkshire and Humber region and nationally, in partnership with national charity Contact.

Our approach is based upon the Rotherham Charter and the Four Cornerstones of Co-production and Inclusive Practice:

- WELCOME AND CARE
- VALUE AND INCLUDE
- COMMUNICATE
- WORK IN PARTNERSHIP
- Developing and nurturing each of these to build TRUST

The Cornerstones grew out of the experiences of Rotherham children and young people with special educational needs and disabilities (SEND) and their parent carers. The Genuine Partnerships team promotes the Cornerstones Approach as a tried and tested way of embedding partnership working and inclusive practice within the culture and ethos of any organisation, and at an area level.

This relational way of working is set out in the Children and Families Act 2014 and the SEND Code of Practice and should be the foundation of any graduated response. By strengthening relationships and empowering voice, it boosts everybody's emotional health and wellbeing.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2021

Achievements and performance continued

In Rotherham, twenty-three schools and settings have been supported to strengthen and embed co-production and inclusive practice within their culture and ethos.

Plans for future periods

The charity plans continuing the activities as outlined above in the forthcoming years subject to satisfactory funding arrangements but also to develop further as follows:

RANSS

Service developed to enhance the offer for historically diagnosed people which will include group work, events and activities as well as a limited number of one-to-one Peer Support appointments. Through current work, we have established that there is a need for this group of people to also access support. We are also wanting to create a stakeholder group so that the people accessing this service can come together to influence local provision.

Peer Support Family

We want to re-establish the support for male parents and carers. Prior to Covid we had set up a monthly Saturday morning Male Parent/Carer Club where men could bring their children and young people (CYP) with SEND and their siblings to a morning of Lego, construction, games, refreshments etc. nine dads and 12 CYP with SEND attended.

We did some consultation and established that the primary areas to develop were:

- Reducing isolation through building relationships and support networks within the group
- Improving mood and wellbeing and finding opportunities to make time for themselves

The group was cancelled in March 2020 due to lockdown restrictions and whilst we explored the option of virtual meet ups, none of the men that had attended were at all interested in this. Now the restrictions are no longer in place we do need to re-establish this activity as it was successful. The men were getting support whilst feeling like they were helping their partners and spending time with their children.

Two of the dad's commented they:

"wanted to give their partners a break so welcomed something to do with the CYP."

Their partners commented:

"He thinks it's brilliant and a lifeline! He's struggled to find people who understand what's happening in his life with the boys and feels he may actually make friends who get him there."

"When the school said they were referring our eldest, it almost broke him. He sort of knew it was coming but because school picked it up it made it real that all three could have ads. He was so down but came from that group with a positive vibe and renewed energy that it's OK."

There are also plans to provide more drop-in sessions and coffee mornings across the borough to reintroduce face to face opportunities for families to come together to share experiences and provide mutual support. We will look to secure additional funding to be able to facilitate this.

Family Activities

To further develop our programme to target the younger age range by setting up a SEND specific parent and toddler group as well as the older age range by linking up with RANSS to deliver joint activities.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2021

Plans for future periods continued

Counselling

In relation to our counselling service as the team is currently developing their skills and knowledge, we are really hoping to establish a service for children and young people with SEND and their siblings.

In relation to future plans for the charity in general, as demand for our activities is increasing, we are also hoping to expand our office space. To the rear of our current premises is a large garden with a sited cabin which is currently not being used. We want to develop the outdoor space to be able to carry out our work. The main barrier is making this area wheelchair accessible but to date we have been unsuccessful in securing funding. This is something that we hope to rectify in the coming months.

We are also looking into working towards a quality mark and are currently looking into Improving Quality (IQ) as it is the only sectoral quality mark that covers the work of charities. IQ addresses all the key areas of organisational life in four elements as follows:

- Accountable – Good Governance, Leadership and management
- Welcoming – Involving Service users, managing and developing Staff and Volunteers, Equality and Diversity and working with others
- Effective – refers to the services that an organisation provides and the planning, delivery, monitoring and evaluation that the organisations carries out
- Sustainable – How the organisation manages, risk, money and the resources to make service delivery happen

We feel this will support us to ensure we have effective management and governance.

We have also identified a gap in our current activity in relation to Preparation for Adulthood. Whilst we support parents and carers in our Family Peer Support Service and Neuro-diverse adults through RANSS, we have realised that there is a need to support young people aged fourteen and above.

We are planning to facilitate opportunities for young people (in particular neuro-diverse young people) to explore aspirations and navigate next steps through understanding what their diagnosis means to them, clear information about adult services and opportunities and identifying key partners on the journey, including education, health and care colleagues.

Financial review and reserves policy

The charity trustees have examined the charity's requirements for reserves considering the main risks to the organisation. It has established a policy whereby the unrestricted funds held by the charity should be between 3 and 6 months of the expenditure. Currently, as much of the charity's income is from grants and contracts and must be spent by a particular time, the organisation does not hold this level of reserves.

There is awareness of the importance of building the required level and this will be a priority over the coming period.

As at 31 July 2021 the company had free reserves not invested in fixed assets of £2,504 (2020: £2,182). The reserves policy requires 3 months running costs which is approximately £64,412. The charitable company aims to increase this over the next few years.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31 July 2021

Directors' responsibilities for the financial statements

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the trustees are required to: select suitable accounting policies and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

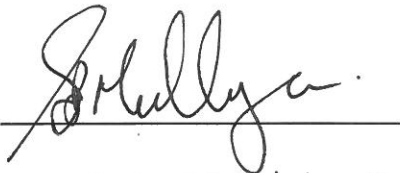
The directors are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company, and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

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 directors declare that they have approved the directors' annual report and signed on their behalf:

Signed: _____



Print name: _____

S.P. MULLIGAN

Director

Date: _____

21. 4. 22

**Independent examiners report to the trustees of
Rotherham Parents Forum Limited
for the year ended 31 July 2021**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2021.

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 145 of the Charities Act 2011 Act ('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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Accounting Technician, which is one of the listed bodies.

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 (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:



25 April 2022

F Hazlehurst FMAAT
Community Accountant
Voluntary Action Rotherham Ltd
The Spectrum
Coke Hill
Rotherham
S60 2HX

Rotherham Parents Forum Limited
Statement of Financial Activities
for the year ended 31 July 2021

	Notes	Unrestricted Funds £	Restricted Funds £	2021 Total £	Unrestricted Funds £	Restricted Funds £	2020 Total £
Income							
Donations and grants	2	1,709	287,834	289,543	1,731	157,958	159,689
Income from charitable activities	3	5,305	-	5,305	17,860	-	17,860
Total income		<u>7,014</u>	<u>287,834</u>	<u>294,848</u>	<u>19,591</u>	<u>157,958</u>	<u>177,549</u>
Expenditure							
Cost of raising funds	4	588	1,178	1,766	540	1,126	1,666
Expenditure on charitable activities	5	8,341	247,542	255,883	16,456	183,904	200,360
Total expenditure		<u>8,929</u>	<u>248,720</u>	<u>257,649</u>	<u>16,996</u>	<u>185,030</u>	<u>202,026</u>
Net income/(expenditure)		(1,915)	39,114	37,199	2,596	(27,072)	(24,477)
Transfer between funds		<u>7,625</u>	<u>(7,625)</u>	<u>-</u>	<u>(717)</u>	<u>717</u>	<u>-</u>
Net movement in funds		5,710	31,489	37,199	1,879	(26,355)	(24,477)
Total funds brought forward		3,312	9,413	12,725	1,434	35,768	37,202
Total funds carried forward		<u>9,022</u>	<u>40,902</u>	<u>49,924</u>	<u>3,312</u>	<u>9,413</u>	<u>12,725</u>

The Statement of Financial Activities include all gains and losses recognised in the year.

All the activities of the charitable company are classed as continuing.

The comparative figures for each fund are shown in notes to the accounts.

Rotherham Parents Forum Limited
Balance Sheet
as at 31 July 2021

	Notes	2021 £	2020 £
Fixed Assets			
Tangible assets	6	6,518	5,159
Current Assets			
Debtors	7	18,961	10,628
Cash at Bank and in hand		<u>32,699</u>	<u>15,422</u>
		51,660	26,050
Creditors - amounts due within one year	8	(8,254)	(18,484)
Net current assets		<u>43,406</u>	<u>7,566</u>
Net assets		<u><u>49,924</u></u>	<u><u>12,725</u></u>
Represented by:			
Unrestricted funds		3,233	3,312
Designated funds	12	5,789	-
Restricted funds	13	<u>40,902</u>	<u>9,413</u>
Total funds		<u><u>49,924</u></u>	<u><u>12,725</u></u>

The notes on the following pages form part of these financial statements.

For the period ended 31st July 2021 the company is entitled to the audit exemption 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.

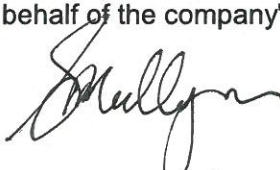
The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

The directors declare that they have approved the accounts above.

Signed on behalf of the company's directors:

Signed:



Date:

21.4.22

Print name:

S. P. MULLIGAN

Director

Rotherham Parents Forum Limited
Notes to the financial statements
for the year ended 31 July 2021

1 Accounting policies

a) Basis of preparation of the accounts

These 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 (FRS102) (effective 1 January 2019) - Charities SORP (FRS102)) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy note(s).

The charity meets the definition of a public benefit entity as defined by FRS102.

b) Going Concern

The financial statements have been prepared on a going concern basis. The trustees have considered the level of funds held and the expected level of income and expenditure for the 12 months following the authorising of these financial statements and consider the going concern basis appropriate.

c) Incoming resources

All material incoming resources have been included in the Statement of Financial Activities when the charity is entitled to the income, when any performance conditions attached are met, when it is probable that the income will be received and when 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.

Grant income is deferred if the period the monies relate to is specified or indicated by the funder.

Donations and legacies are accounted for when they are receivable.

d) Resources Expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measure reliably.

Cost of raising funds includes all expenditure incurred to raise funds for charitable purposes including costs of all fundraising activities and costs incurred in seeking donations, grants and legacies.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2021

e) Tangible Fixed Assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over (£500) their expected useful lives on the following basis:

Fixtures & fittings	25% reducing balance
Equipment	25% reducing balance

f) 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.

g) Leases

Rentals payable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

h) Trade debtors

Trade debtors are amounts due from customers for consultancy fees in the ordinary course of business.

i) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers.

j) Fund accounting

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity.

Restricted funds have been provided to the charity for a particular purpose and may only be spent for the purpose for which they were given. Any balance remaining on a restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Where a fixed asset has been purchased with restricted funds and the funding has or is coming to an end the value is transferred to the designated fixed asset fund and depreciation is charged accordingly.

k) Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2021

Analysis of Income

2 Income from donations and grants

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds	Restricted Funds	Total 2020 £
Donations	1,709	-	1,709	1,731	-	1,731
Grants						
Clinical Commissioning Group	-	77,916	77,916	-	85,000	85,000
RMBC Voice and Influence	-	40,000	40,000	-	30,000	30,000
RMBC Short Breaks	-	33,333	33,333	-	25,000	25,000
DfE Grant 2019-20	-	-	-	-	7,500	7,500
DfE Grant 2020-21	-	12,429	12,429	-	7,500	7,500
DfE Grant 2021-22	-	8,750	8,750	-	-	-
Rotherham CCG - Men's Mental Health	-	-	-	-	2,958	2,958
Rotherham CCG - Adult Post Diagnostic	-	74,173	74,173	-	-	-
Children & Young People Consortium	-	8,863	8,863	-	-	-
South Yorkshire Police & Crime Commissioner	-	6,370	6,370	-	-	-
Rotherham CCG - Winter Pressure funding	-	26,000	26,000	-	-	-
	<u>1,709</u>	<u>287,834</u>	<u>289,543</u>	<u>1,731</u>	<u>157,958</u>	<u>159,689</u>

3 Income from charitable activities:

	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
Max card sales	393	-	393	520	-	520
Consultancy	1,044	-	1,044	4,890	-	4,890
Activity income	2,943	-	2,943	12,010	-	12,010
Other charitable income	222	-	222	294	-	294
General fundraising	703	-	703	146	-	146
	<u>5,305</u>	<u>-</u>	<u>5,305</u>	<u>17,859</u>	<u>-</u>	<u>17,860</u>

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2021

Analysis of expenditure

4 Cost of raising funds

	Unrestricted Funds	Restricted Funds	Total 2021	Unrestricted Funds	Restricted Funds	Total 2020
Fundraising	-	-	-	-	-	-
Max cards	588	-	588	540	-	540
Advertising	-	-	-	-	30	30
Salary costs	-	1,178	1,178	-	1,096	1,096
	<u>588</u>	<u>1,178</u>	<u>1,766</u>	<u>540</u>	<u>1,126</u>	<u>1,666</u>

5 EXPENDED RESOURCES

Charitable activities	Unrestricted Funds	Restricted Funds	Total 2021	Unrestricted Funds	Restricted Funds	Total 2020
	£	£	£	£	£	£
Consultancy	(736)	4,397	3,661	382	-	382
Travel Expenses	-	-	-	317	309	626
Room Hire and Refreshments	-	518	518	-	3,819	3,819
Activity Expenses	3,886	-	3,886	8,541	-	8,541
Rent and Rates	5	8,430	8,435	-	8,375	8,375
Insurance	-	3,244	3,244	-	1,551	1,551
Bank charges	10	20	30	23	-	23
PayPal charges	117	-	117	354	-	354
Payroll charges	40	1,226	1,266	43	990	1,033
Website	-	5,701	5,701	-	1,258	1,258
Equipment	-	4,973	4,973	153	1,968	2,121
General office expenses	-	729	729	-	1,059	1,059
Printing, postage and stationery	27	761	734	-	1,567	1,567
Membership & subscriptions	7	292	299	-	658	658
Telephone & internet	-	9,821	9,821	384	5,381	5,765
ICT maintenance	-	1,640	1,640	10	1,307	1,317
Light and Heat	-	1,946	1,946	-	2,054	2,054
Repairs and Maintenance	611	1,427	2,038	12	710	722
Staff Training	-	2,377	2,377	21	58	79
Wages & Salaries	1,978	195,405	197,383	2,854	148,152	151,006
Depreciation	2,173	-	2,173	377	1,343	1,720
Loss on disposal of assets	-	423	423	-	-	-
Fees and penalties	-	-	-	1,500	-	1,500
Professional fees	48	1,688	1,736	240	2,495	2,735
Volunteer Expenses	-	312	312	143	393	536
Miscellaneous Expenses	229	2,211	2,440	1,102	457	1,559
	<u>8,341</u>	<u>247,542</u>	<u>255,883</u>	<u>16,456</u>	<u>183,904</u>	<u>200,360</u>

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2021

6 Tangible Fixed Assets	Fixture, fittings & equipment
Cost	£
at 1 August 2020	18,896
Additions	3,955
Disposals	(2,025)
at 31 July 2021	<u>20,826</u>
Depreciation	
at 1 August 2020	13,737
Charge this period	2,173
Disposals	(1,602)
at 31 July 2021	<u>14,308</u>
Net book value at 31 July 2021	<u>6,518</u>
Net book value at 31 July 2020	<u>5,159</u>

	2021	2020
	£	£
7 Debtors		
Trade debtors	628	628
Accrued Income	18,333	10,000
	<u>18,961</u>	<u>10,628</u>
8 Creditors - amounts due within one year		
Trade creditors	4,939	1,461
Deferred Income	-	14,166
HMRC Liabilities	1,062	1,857
Accruals	2,253	1,000
	<u>8,254</u>	<u>18,484</u>

9 Trustees' remuneration, benefits and expenses

During the year no trustee's (2020: none) received expenses, remuneration or benefits (2020: £nil).

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2021

10 Staff Costs and numbers	2021	2020
	£	£
Salaries	189,394	146,066
Employer's national insurance	11,236	7,577
Employer's allowance	(5,228)	(3,652)
Employer's pension	3,159	2,112
	<u>198,561</u>	<u>152,103</u>

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

The average number of employees during the year was 14 (2020 - 13)

11 Related Party Transactions

Julie Adamson, a Trustee of the charity, (resigned 22 June 2021) is also key management personnel of VAR, from within which VAR Community Accountancy service operates. This is not considered to be a conflict of interest due to the reporting lines in place within VAR.

The charitable company received funding from Voluntary Action Rotherham via the Children's and Young People's Consortium. The grant amount was £ 8,863. This is not considered to be a conflict of interest as the Consortium has its own report lines in place.

C Whiting and A Moreman, directors of the company, are also directors of Genuine Partnerships. The charitable company received consultancy income of £1,780 during the period. (2020: £8,453).

Louise Graham, a senior employee of the Charity is also a director of Genuine Partnerships CIC (a partnership between RPCF and RMBC).

A number of trustees and workers of the charitable company utilise the services offered by the charity.

12 Movement in funds

Designated funds	Brought forward	Incoming Resources	Resources Expended	Transfers	Carried forward
	£	£	£	£	£
Fixed Asset fund	-	-	1,929	7,718	5,789
	<u>-</u>	<u>-</u>	<u>1,929</u>	<u>7,718</u>	<u>5,789</u>

Fund transfers

The transfer of £7,718 from restricted funds to the designated fixed asset fund is for equipment that has been purchased and capitalised. The remaining balance will be used to write down the value over the useful life of the assets.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2021

13 Movement in funds continued	Brought forward	Incoming Resources	Resources Expended	Transfers	Carried forward
	£	£	£	£	£
Restricted funds					
DfE Grant 2020-21	450	12,429	11,711	(549)	619
DfE Grant 2021-22	-	8,750	4,498	-	4,252
RMBC Voice and Influence	(7,990)	40,000	29,415	-	2,595
RMBC short breaks	(3,383)	33,333	24,475	(295)	5,180
NHS Rotherham CCG	18,466	77,916	77,200	(3,469)	15,713
CCG - Men's Mental Health	1,870	-	-	-	1,870
CCG - Adult Post Diagnostic	-	74,173	79,020	(549)	(5,396)
VAR - Children and Young People Consortium	-	8,863	8,942	79	-
South Yorkshire Police & Crime Commissioner	-	6,370	3,528	(2,842)	-
Rotherham CCG - Winter Pressure funding	-	26,000	9,931	-	16,069
	9,413	287,834	248,720	(7,625)	40,902

Fund transfers

An amount of £93 has been transferred from general funds into restricted funds to cover overspends on projects that have now ended. Transfers are as follows:

VAR Children and Young People Consortium £79

South Yorkshire Police & Crime Commissioner £14

The remaining transfers are to the designated fixed asset fund (see note 12).

DFE Grant 2020-21 and 2021-22

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.

Rotherham Clinical Commissioning Group - Family Peer Support

To provide peer support to parents and carers of Children and Young People who are accessing or about to access mental health services. This support will enable them to cope better with the challenges resulting from interaction with the various services and shared lived experience to offer advice and strategies on supporting any emotional wellbeing or mental health issues.

Rotherham Clinical Commissioning Group - Post Diagnostic Support to Adults

To provide a new Post Diagnostic Support Service to be based and operating in Rotherham. The service will support adults (18 plus) and provide a liaison service to support patients who have been diagnosed with Autism or ADHD by the RDaSH Rotherham pathway.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2021

Restricted funds continued

South Yorkshire Police and Crime Commissioner

Grant to purchase equipment to develop an online community focused on gaming for young people with SEND with an aim of reducing isolation by providing a safe space to meet others.

Rotherham Borough Council - Discretionary Business Grant

To support organisations with running costs that were impacted by the Covid pandemic

Rotherham Borough Council - Short breaks contract

This grant has been awarded for the provision of short break activities for SEND young people and their families.

Rotherham Borough Council - Voice and Influence contract

This grant is to support us in providing a role in identifying and expressing the voice of parents and carers around special education needs and disability ensuring participation and engagement and providing information and support to parents and carers in Rotherham.

Voluntary Action Rotherham – Consortium Project (National Lottery Fund)

The purpose of this agreement was to support people and communities through the COVID-19 pandemic as part of a consortium project with Voluntary Action Rotherham with a specific focus on supporting children and young people with SEND and their siblings by setting up a children's counselling service, expanding activity provision and delivering a sibling support programme.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31 July 2021

15 Financial commitments

At the year end, the charity had annual commitments under non-cancellable operating leases as set out below:

Operating leases on land and buildings which expire:

	2021	2020
	£	£
Within one year	7,200	7,200
Within two to five years	24,800	32,000
	<u>32,000</u>	<u>39,200</u>

16 as at 31 July 2021

	Unrestricted funds	Designated funds	Restricted funds	Total funds
	£	£	£	£
Fixed assets	729	5,789	-	6,518
Current assets	4,292	-	47,368	51,660
Current liabilities	(1,788)	-	(6,466)	(8,254)
	<u>3,233</u>	<u>5,789</u>	<u>40,902</u>	<u>49,924</u>

as at 31 July 2020

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fixed assets	1,130	4,029	5,159
Current assets	2,182	23,868	26,050
Current liabilities	-	(18,484)	(18,484)
	<u>3,312</u>	<u>9,413</u>	<u>12,725</u>

17 Independent examination and accountancy services

During the period, the cost of the independent examination and accountancy services was £1,000 (2020: £1,000).

18 Fees paid to the Independent Examiners organisation

	2021	2020
	£	£
Payroll	1,267	1,315
HR services	375	85
QuickBooks license	240	409
Other services	-	12
	<u>1,882</u>	<u>1,820</u>

ROTHERHAM PARENTS FORUM LIMITED

England & Wales - Charity number 1147969

Accounts

Rotherham Parents Forum Limited

**Financial statements for the year
ended 31st July 2020**



Charity number: 1147969

Company number: 7719951



The Spectrum, Coke Hill, Rotherham, S60 2HX
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Rotherham Parents Forum Limited
Administrative details

Charity number 1147969

Registered company number 7719951
company limited by guarantee

Directors (Trustees) Carol Colley - resigned 12 February 2020
Amanda Moreman
Claire Whiting
Yvonne Moreman
Catherine Bridge
Julie Adamson - appointed 10 December 2019
Caroline Bradley - appointed 10 December 2019

Company Secretary Louise Graham

Senior Staff members Jayne Fitzgerald - Strategic Lead and Participation Manager
Louise Graham - Operations Manager and Company Secretary

Registered office 131 Green Lane
Rawmarsh
Rotherham
S62 7JY

Bankers HSBC
35 College Street
Rotherham
S65 1AF

Independent examiner Faye Hazlehurst
Community Accountant
Voluntary Action Rotherham
The Spectrum
Coke Hill
Rotherham
S60 2HX

Rotherham Parents Forum Limited
Trustees' report (incorporating the Directors' annual report)
for the year ended 31st July 2020

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and financial statements for the year ended 31st July 2020.

Exemptions

The trustees have taken advantage of the exemptions available to small companies, including the audit exemption (see statement on balance sheet).

Structure, governance and management

Rotherham Parents Forum Ltd (Company number 7719951) was incorporated on 27/7/2011 and its Memorandum and Articles of Association govern it. Its legal status is that of a company limited by guarantee and a registered Charity (Charity number 1147969).

Day to day project activity is carried out by a team consisting of 16 employed staff (equivalent to 8.3 full time staff) which is an increase of 2.6 in comparison to the previous year and we also have a team of 33 registered volunteers - an increase of 4.

Appointment of Directors and membership

Three years after the incorporation, a third of the directors must retire on an annual basis but can apply for re-election. However, no director may serve more than nine years out of a ten-year period. Directors are voted onto the board by members of the company. The directors to retire by rotation shall be those who have been longest in office since their last appointment.

The forum is a membership organisation open to parent carers of a child/young person (aged 0-25) with any type of Special Educational Needs and/or Disabilities who live in Rotherham (with or without a formal diagnosis). Members can access any of the charity's services and activities, receive news updates and information and have the opportunity to share their experiences by feeding into consultations in order to develop service provision across the borough. Rotherham Parents Forum has no share capital and the liability of each member in the event of winding up is limited to £1.

All policy decisions are taken in general meetings and are voted on by the members of the company.

Objectives and activities

Our charity's purposes as set out in the objects contained in the company's Articles of Association are the promotion of social inclusion in Rotherham among disabled people and those with special needs, in particular but not exclusively, children and young people (aged 0 to 25) with Special Educational Needs and/or Disability (SEND) and their parents, carers and families, who may be socially excluded from society, or parts of it, because of their disability, by, but not exclusively: -

- providing forums, workshops, and general support
- raising public awareness of issues affecting children and young people with SEND and their parent and carers

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Objectives and activities continued

Rotherham Parent Carers Forum was founded in 2009 by a small group of parents who all had children with a variety of disabilities and additional needs in Rotherham. Feeling incredibly isolated, powerless and struggling to navigate the world of special educational needs, they came together initially to offer mutual support.

As numbers grew, members realised that as parents and carers in Rotherham there was a vital role to be played in shaping and developing services available to children and young people and a real opportunity to be part of the solution and effect change. Rotherham Parent Carers Forum believe that parents are the experts on their child, are the primary teachers (educators) of their children, meet the needs of their children daily and see and experience difficulties encountered from gaps in services. By coming together to share knowledge and experience, parents and carers can work with service providers to help plan and improve the quality, range, and accessibility of services for all disabled children and their families in Rotherham.

Partnership working with Health, Education and Social Care creates a culture that ensures families are at the heart of the policy whilst realistically creating the best possible outcomes with the resources available in Rotherham.

The board of trustees have had regard to the guidance provided by the Charity Commission in relation to public benefit. This report has been produced to give a summary of all forum work and activities that have taken place with the aim of reducing isolation for families by ensuring there are opportunities to meet others and access good quality health, education, social care and leisure provision. Also to highlight how the forum works closely with a variety of service providers, sharing the knowledge and experience of families, helping them to plan and deliver their services as an equal partner (often known as co-production).

Some of the support the forum offers is funded by Rotherham Clinical Commissioning Group and the Local Authority. This is with the aim of making sure Rotherham families receive the best services possible.

Achievements and performance

Over the course of this financial year, membership of Rotherham Parent Carers Forum has increased by 18%, averaging 29 new members each month. From talking to families, it is known that membership to the forum and engaging in the activities provided has a positive impact on the emotional wellbeing of parents. as they are accessing peer support and spending time with other families who share similar experiences.

Parents are also more empowered and better informed to play an active part of their child's health and education.

The forum has also successfully created lots of opportunities to bring practitioners and parents together by working in co-production and Rotherham Parent Carers Forum is starting to emerge as one of the best nationally in terms of working in this way.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Achievements and performance continued

The forum has several different areas of work. These are summarised below along with an overview of their main achievements for the period.

Peer Support

Since January 2016, the forum has received funding from Rotherham Clinical Commissioning Group (RCCG) initially as a grant over a four-year period as part of the 'Future in Minds' NHS England project Transforming Mental Health Services (CAMHS). This allowed us to create a team of peer support workers to provide support to families living in Rotherham with a child or young person accessing, or needing to access, Child and Adolescent Mental Health Services. As of April 2020, this grant changed to a contract with RCCG.

The Peer Support Service is available to all parents and carers that have Children or Young People who are accessing, or likely to access mental health services (CAMHS). This includes Autism and ADHD (suspected, awaiting assessment and diagnosed), as well as all other mental health needs.

The team can support with all areas of mental health including challenging behaviours, anxiety, emotional regulation, understanding sensory needs, eating disorders and more as well as signposting to other appropriate services and support. The child/young person needs to be registered with a Rotherham GP to access this service.

All members of the Peer Support Team have children with additional needs and have faced some of the challenges that families will experience.

The team offer one to one support sessions at the forum premises or over the phone. They discuss the different areas that are causing families some difficulties and create a personalised support plan. They provide a range of support which could include helping to access services; sharing strategies to help families support their child and help parents and carers to stay positive and make contact with other families.

The team feel that it is important to work with families and support them to make their own decisions, rather than doing everything for them. All families need different levels of support, depending on individual circumstances. The hope is that over the time they are working with families, they will develop their own strategies that increase confidence and reduce the isolation that families may experience when living with emotional health issues.

The Peer Support Team also run drop-in events and regular training workshops that will help with common issues relating to a young person's mental health needs.

A Year of Change

In September we appointed a new Peer Support Coordinator. The service changed to become a contracted service and there were new requirements for us to flow data with the NHS Mental Health Services Data Set (MHSDS).

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Achievements and performance continued

This all created a good opportunity to look at data collection, systems and processes. The Forum was already using Office 365 which gave us free access to some useful software including Microsoft FORMS and Bookings which have enabled us to collect and interpret data quickly and efficiently and create bookable services like appointments and telephone calls at set times.

It is also extremely user friendly and accessible on phones, tablets and laptops. Parents and carers book their own appointments at a time that suits them which removes the anxiety of waiting around for phone calls. They also have control over cancelling and rearranging appointments.

Through effective use of systems and processes, we have been able to create time efficient and user-friendly procedures. Parents/carers are enjoying being able to sign up to things online and not only be able to access us in the daytime. It is amazing how many of SEND parents are awake in the night.

The Peer Support Team have developed and implemented an effective and manageable system for monitoring and evaluating data which better evidences the impact and outcomes of Peer Support and have started to successfully flow data to the NHS MHSDS.

When the lockdown began, we started remote working which enabled us to safely offer evening support sessions without the concerns over lone working and safety of our staff. We also saw a need for our service to be open during the Easter holidays as families were struggling to cope and the virtual way of working enabled this. This is something we plan to continue in the future and we plan to offer the Peer Support service all year round as well as offering evening support sessions.

When things began to close and the lockdown started, our focus was how we could reduce isolation for our families and collect their voice to shape this new and uncertain future. We looked at what we already offered as a Forum and how we could continue it.

Our normal weekly drop-ins moved to a virtual platform and took place on Zoom. Parents and carers are able to bring a cuppa and join us from their own homes for support and general discussions. We have private appointments, which can be booked in advance through our website, available with Educational Psychologists, Special Educational Needs and/or Disability Information Advice and Support Service (SENDIASS) and the Autism Information and Advice Service (AIAS) and these take place in Breakout rooms.

Families who have struggled in normal times to get to drop-in sessions because of work commitments, caring commitments, logistics of travel etc. Or because their young people are uncomfortable leaving the house Have now been able to access our services and we are reaching people who have not actively engaged with us before.

If parents required more individualised support, we continued to offer 1:1 sessions with our Peer Support Workers over the phone or via online calls.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Achievements and performance continued

We have further developed our 1:1 work with families by creating personalised support plans based on the different areas that are causing the family some difficulties. Once created, they show areas for development, we work with the parent/carers to decide what they want to focus on in our sessions and it helps them to understand the bigger picture.

They also choose up to two specific areas to develop their knowledge and understanding in and the Peer Support Worker will then prepare sessions to support that family.

We would also signpost them to other Autism resources and services and encourage them to do some of the group training workshops. At the end of their period of Peer Support with us, we can provide the families with a plan of their journey to look back on and remind them of the strategies and support we have signposted them to.

Peer Support Achievements and performance - 8 Months of Normality and 4 Months of Lockdown

68 accepted new referrals for Peer Support

173 one to one peer support sessions facilitated.

Drop-ins :

85 Drop-in sessions were delivered.

74 online evening wellbeing chat sessions took place.

67 distinct individuals attended drop-in.

88 appointments with practitioners from CAMHS, Educational Psychology Service (EPS) and SENDIASS were facilitated at drop-ins.

Quotes from Parent/Carers About Peer Support

"First time visiting Forum, lovely people. Nice to get out and talk to others and know that I'm not alone. Can talk and depend on others for advice"

"Love this place!"

"Claire was amazing, really helped lift my mood."

"Got to be me for a couple of hours"

Outreach Events Peer Support Attended

- Wales High School SEND Parent Meeting
- Promotion Stall at Milton School
- Promotion stall at Ferham community day
- Preparation for Adulthood (PfA) Careers Event at Magna
- Sensory Model Question & Answer session
- Abbey Parent Group to talk about Peer Support and Forum services.
- Developed and delivered Safe Places Training at Rotherham Leisure Centre, Maltby Leisure Centre, Riverside House, and Rotherham Interchange
- Visited Rotherham Equipment and Wheelchair Services (REWS) to find out about what it has to offer families.
- Attended the Black and Minority Ethnic (BME) support Group

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Achievements and performance continued

- Attended Voices 2 Evening Event
- Facilitated a presentation by Nick Knowles from the Police about Autism Alert Cards.
- Riverside House Practitioner Drop-ins
- South Yorkshire Autism Fayre
- My Front Door Event at Clifton Park
- Delivered a virtual presentation and spoke about the Peer Support Offer at the Primary Special Educational Needs Coordinator (SENCO) Network virtual meeting.
- East Dene Drop-in
- Rose Court GP Surgery
- Dinnington Drop-in
- Kimberworth Place Practitioner Drop-in
- Presented at a virtual Contact Webinar, Reducing Isolation, and Increasing Wellbeing in your Parent Carer Community.
- Health Consultation with our families - Appointments, Assessments and Therapies during the Pandemic
- Collection of Questions and concerns about the online autism assessments by Healios and supporting parent/carers to understand the process.
- Drop-in sessions based on Back-to-School Anxiety Tips Male Parent Carer's Club
- Drop-in sessions
- Online Evening Virtual Wellbeing Chat sessions
- Facilitated Parent/carer discussions at Sibling Support sessions, Jump, Camelot, Swimming, Tiny Town, Lollipop Tots, Skating, Gaming Museum, and bowling

Strategic Work/Training the Peer Support Team have been involved in

- SEND Local Offer Meetings
- Sensory Working Party Group Meeting
- Data Hub information event
- The new online hub in relation to Education Health and Care Plans (EHCP) for families
- All Peer Support Team attended Healios Training.
- All Team attended EHCP Audit training
- EHCP Audits completed each month from Feb 2020 onwards.
- PFA Strategy Meetings
- MHSDS Training
- Two drop-in volunteers attended a Sleep Charity Workshop
- Attended Volunteer and the Law training at Voluntary Action Rotherham (VAR)
- Autism Strategy Board

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Achievements and performance continued

- National and Local Workstream Meetings for Rotherham Charter and Genuine Partnerships.
- Charter User Group
- Wath Victoria Charter Accreditation
- Thorogate School initial Charter Consultation

Male Parent/Carers Club

We set up a monthly Saturday morning Male Parent/Carer Club where men could bring their children and young people (CYP) with SEND and their siblings to a morning of Lego, construction, games, refreshments etc.

9 dads and 12 CYP with SEND attended. The CYP were made up of 3 girls and 9 boys aged from 3 years old to 16 years old.

From the initial baseline questionnaire, the primary areas to develop are:

- Reducing isolation through building relationships and support networks within the group,
- Improving mood and wellbeing and finding opportunities to make time for themselves

We had to cancel the group activity planned for March due to Lockdown restrictions coming into place and deferred the group until we can meet face to face again. Whilst we explored the option of virtual meet ups, none of the men that had attended were at all interested in this.

One of the reasons it was so successful is the men were getting support whilst feeling like they were helping their partners and spending time with their kids, 2 of the Dad's commented they "wanted to give their partners a break so welcomed something to do with the CYP."

Quotes from their Partners

"He thinks it's brilliant and a lifeline! He's struggled to find people who understand what's happening in his life with the boys and feels he may actually make friends who get him there."

"When the school said they were referring our eldest, it almost broke him. He sort of knew it was coming but because school picked it up, it made it real that all 3 could have ads. He was so down but came from that group with a real positive vibe and renewed energy that it's OK."

Training and Workshop Consultation – October 2019 - 53 Responses collected

Main Workshop Themes Parent/Carers Requested

- Autism - 47%
- Behaviour - 34%
- Sensory - 21%
- Mental Health - 17%
- Parent/Carer Support working with services- 13%
- Communication - 13%
- Preparing for Adulthood (PFA) and Post 16 – 11%

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Achievements and performance continued

The consultation identified the need for evening training.

In a response to the training consultation and the service specifications from the CCG contract, we developed a rolling programme of group workshops which includes evening sessions

Advocating for Your Child/Young Person

A training workshop to explore the best ways to communicate with practitioners about your child or young person's needs, how to be solution focused and empowered to feel confident to attend and get the most out of meetings. We will also have handy hints and tips about keeping records and information.

Foundations for Communication

This session is focused on the 'Foundations for Communication' and encourages attendees to think about the wider speech, language and communication skills that are needed to speak and have conversations, and how these may be different for a child/ young person with autism. It is an activity/discussion-based session.

An Introduction to Emotional Regulation

A training workshop exploring why emotional regulation can be difficult for children and young people with SEND and looking at strategies to help your child/ young person with emotional regulation.

Managing Anxiety

This session will focus upon helping you understand more about anxiety, what can lead to increased anxiety in children and young people with SEN and discuss some strategies to help to manage anxiety.

Initially these were delivered face to face at our premises but as the pandemic hit, we reacted quickly and began to deliver them as online sessions. Parents and carers that have joined us so far have been pleased with the format. They are run in very small groups with a maximum of five attendees to make them person centred and allow for quality group discussion. A presentation is shown via screen share and any resources are emailed out in advance of the session.

Training Delivered

- Autism and PDA profile from a Variety of Perspectives Training Event
- Advocating for your child/young person
- Autism the Basics
- Understanding Autism (11-16 years)
- An Introduction to Emotional Regulation
- Managing Anxiety
- Foundations for Communication

Feedback results

100% satisfaction for our group training workshops during this period and all would recommend to another parent/carer.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Achievements and performance continued

Quotes from Group Training Workshops

- *"Was lovely to hear about other people's situations and not feel alone! Great course."*
- *"...it's been really useful to talk and to know that you aren't alone in dealing with these issues."*
- *"All trainers were very helpful and guided to different services. Very knowledgeable."*
- *"I really enjoyed this workshop and learned about how I can help my children to manage their behaviour."*
- *"Found this very helpful – would highly recommend."*
- *"Helped to see other people in the same situation. Came away with more optimism about coping."*
- *"Great meeting - lovely group and Lisa is great!"*
- *"Learning to use different approaches, being more assertive and not aggressive and meeting other people in the same boat."*
- *"Seeing things from the other side, discussing how the practitioners feel about things"*
- *"Changing the way you approach meetings to be assertive."*
- *"Helpful ideas to speak to school and practitioners."*
- *"Learn ways to use language and how to present yourself in meetings. Focus on the child being good not the negatives."*
- *"Learning about different ways to interact with teachers and how to help it go better without becoming defensive or upset."*

Wellbeing Service

The forum offers a free confidential counselling service to its members who are aged 18 years and over. Counselling offers a safe and non-judgmental environment to give the space to express and explore people's thoughts and feelings in ways people may not feel able to do with friends and family.

Counsellors will not give advice or make decisions for people; they will, however, support people to develop their own insights and solutions to difficulties. Counselling can enable people to feel less isolated, find inner strength, and to gain a deeper understanding of themselves.

This service is managed by a fully qualified counsellor and there are four volunteer counsellors who are in their final year of training.

All the team have a specific understanding of Special Educational Needs and/or Disabilities and understand that people are individuals and have varied needs. They are sensitive to such matters and make adjustments where possible.

The benefits of the service being within the forum is that as the counselling relationship comes to an end, families are signposted to other areas of the forum to be able to continue to access other areas of support for both themselves and their families.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Achievements and performance continued

Wellbeing Achievements and Performance

Over the past year, the Wellbeing Team have co-produced and implemented effective systems and processes. They now utilise Microsoft Forms and SharePoint for new referrals, sessions notes, and monitoring.

Moving forward they are going to use Microsoft Bookings to make more effective use of their time and give members more control over making and managing their appointments.

When things began to close and the lockdown started, the focus was how the team could safely continue their counselling relationships and reduce isolation. They started remote working which provided them with the opportunity to offer evening counselling sessions without the concerns over lone working. They were also able to offer counselling sessions through the school holidays.

- The team work with an average of 17 clients per month
- They have delivered 316 counselling sessions over the past year

Feedback from clients

"I'm having amazing sessions. Learning a lot about myself and accepting myself more"

"I've really been able to open up to her. She's been instrumental in the new me this year"

"It's helped getting everything off my chest, having someone to listen and poking me in the right direction. I feel comfortable"

"I would be lost without counselling. The support is unbelievable and overwhelming"

Sibling Support Services

Within the work of the forum, it is recognised that being the sibling of a child with SEND can also be difficult. The forum therefore also runs a number of sibling support groups throughout the year and has worked closely with several schools across the borough.

The group is focused on the young person who has a brother or sister with an additional need. From experience, although siblings do an amazing job in supporting their brother or sister's additional need, there is often some anxiety, questions, worries etc. around this.

Each session is positive, based on fun activities, which allow the young person to discuss their fears but also celebrate their skills and current coping strategies and support them in creating further ones. It also allows young people to recognise that they are not alone and 'normalise' some of their anxieties and feelings.

The aims of the group are to reduce isolation for young people by enabling them to meet others who share similar experiences of a brother or sister's difficulties and how they can affect everyday family life.

These groups are run by a member of our team who is a trained counsellor, qualified personal life coach and was previously a primary school teacher, so has lots of experience working in this area.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Achievements and performance continued

Sibling Support Achievements and Performance

- 13 sibling support group sessions were held in schools
- 23 sibling support group sessions were held by Rotherham Parent Carers Forum (RPCF) either face to face or on a virtual platform due to Covid-19 restrictions
- An average of 10 siblings were supported each month

Some particular feedback received about the service is as follows:

"Thank you Marie! you are a natural with the young people and they warmed to you so easily, this type of group is so important to allow siblings a space to openly chat about their feelings and not feel worried, it opened up conversations within the family and we feel we are better placed to support this now."

"My child would have enjoyed a few more weeks doing this support but I thought it was amazing (virtually) with all restrictions."

"I really enjoyed talking to other children because they have sisters like mine...I try to be nice but sometimes I feel angry but want to look after her too, Marie said its normal and made me ok about my feelings." - Female aged 10.

Family Activities

The forum has a programme of activities that take place weekly, fortnightly, and monthly and families are welcome to access as few or as many as they feel necessary. One off events are run throughout the year to coincide with school holidays. Sessions include activities such as swimming, trampolining, soft play, skating, bowling as well as numerous day trips. The forum works hard with providers to ensure that environments are adapted to suit the needs of members' families.

The activities also offer sibling support and parent support as the whole family are welcome to attend and there are always members of the team on hand.

To support access to leisure provision, the forum is also an official distributor of the Max Card, which allows families of children with SEND to access discounted days out across the country. Cards cost £3 for the forum to purchase and are valid for two years. This cost is passed onto families, but nothing further is charged. For many families, this has been an introduction to the forum and has helped to increase membership.

Family Activities Achievements and Performance

- An average of 59 families access our activity program monthly
- Over the last 12 months we provide 130 activity sessions as well as numerous online activities

Strategic Work

The forum has a designated team of people that work strategically with service providers and commissioners within the local area, regionally and nationally to help promote parent, child and young person voice, sharing the experiences and views of families and working in co-production to influence change.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Achievements and performance continued

Forum representatives attend numerous meetings to ensure that Rotherham parents and carers have a voice in decision making. They are engaging with many families during the delivery of activities work and work appreciatively, listening to what is working well within Rotherham but also asking families where the gaps are and what would make things better. It is this feedback that is taken to strategy meetings.

Working in partnership with providers at strategy level ensures that the voice and influence of disabled young people and their families impacts on provision and service delivery.

The forum actively encourages parents and families to participate and work in partnership with providers for better outcomes for the child/young person, either directly, with support or via consultation on common issues and priorities.

This provides services with a clearer vision and strategic leads a more accurate picture of need and areas for development as well as good practice. Forum representatives work strategically at all levels and as equal partners contribute to the future development of service delivery.

As a completely parent led organisation, the forum is in a unique position to contribute from strategy to implementation as representatives are in receipt of the services themselves. This works locally, regionally through the Yorkshire and Humber Network and Nationally via the National Network of Parent Carer Forums (NNPCF).

Policy is influenced through the authentic voice of service users.

Strategic Achievements and Performance

- The forum team attend an average of 42 meetings per month between them to share the experience of families
- A total of 21 consultations were carried out

Genuine Partnerships

Rotherham Parent Carers Forum is also an equal partner with Local Authority colleagues in promoting the Rotherham Charter through Genuine Partnerships. The team works with schools, colleges, settings, services or providers to further develop involvement of parents and carers, children and young people, adults and families at a range of levels, for example by offering training, action research and bespoke packages of support.

The Rotherham Charter was created, developed and is being delivered and monitored by parents, young people and representatives of the Local Authority. At its core is the building of Trust, parent and young person confidence and empowerment. The Charter is now in its 11th year.

Based upon narrative research with children who have additional needs in Rotherham and their parents, the Charter process champions four key principles: Welcome and Care, Value and Include, Communication and Partnership, essential to establishing trust and therefore more positive outcomes for children and young people with additional needs.

Rotherham Parents Forum Ltd
Trustees' report (Incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Achievements and performance continued

In 2016 the team launched Genuine Partnerships, a CIC cementing the partnership between RMBC and Rotherham Parents Forum with regards to this work and extending reach nationally.

Genuine Partnerships was invited to join the National Alliance for Partnership Working the same year and is now being commissioned to work in partnership with Contact (formerly Contact a Family). We deliver VOICES and other unique training and support packages that promote the Four Cornerstones (Rotherham Charter's four key principles) in other Local Areas, enabling them to create their own, authentic co-production frameworks.

This initiative marries the best of Rotherham's pioneering local work with the commitment and endorsement of national stakeholders.

Following Rotherham VOICES work spanning the last four years the Four Cornerstones have now been incorporated into Rotherham's SEND Strategy and Genuine Partnerships is being commissioned to deliver outcomes related to the co-production and the Cornerstones in a range of ways on a more formal basis.

Additional Services offered to forum members

The forum also manages Facebook pages where lots of information and useful articles are posted. Anyone can follow the main Facebook page and be kept up to date on forum news and both parents and practitioners use this facility.

The forum also has a closed discussion group which is solely for the use of our members. This group consists of parents and carers and enables the forum to carry out consultations and gather opinion as well as being a safe space in which parents can ask for mutual advice and support. There are strict terms and conditions about the use of this group such as not mentioning individual settings/services or practitioners and it is moderated by the forum's management team.

The forum also sends out regular E-newsletters to members and several practitioners in Rotherham have subscribed. This is a very effective way of sharing useful information and news as well as encouraging parents to take part in consultations.

More statistics

- An average of 431 people search for us on Google each month
- Our Facebook discussion group has 785 members
- Our Facebook open page has 2439 followers
- Our website was visited by 8785 people with 77.1% being returning users.
They accessed 17981 sessions and page views were 81559.

Future plans

Firstly, Rotherham Parent Carer's Forum has recognised the need to expand current services to meet the needs of Rotherham families and has plans to develop some areas of our work. We have previously focused on working with the families of children and young people (aged 0-25) and would like to extend our work to support people of all ages.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Future plans continued

Based on our skills and experience we would particularly like to extend our offer to support adults who receive an Autism diagnosis.

Secondly, throughout the pandemic we have recognised that we have been able to reach more families by moving beyond our face-to-face work and offering our services either over the telephone or virtually. We realised that families can sometimes find it difficult to be able to leave home to access these appointments so now want to offer a variety of alternative options as part of our core offer.

Working in this way will also allow us to extend our opening hours to include school holidays and some evenings.

We are also hoping to adapt our own outdoor space and cabin at our premises to provide enough space to set up several group sessions in a COVID safe way. The main barrier, other than coved, is making this area wheelchair accessible.

A target for our charity is also to continue to improve our equalities and engagement plan. The Peer Support Service have just started to collect equalities data, by next year there will be a year's worth of data to reflect and develop the service on.

Equalities data gathered at point of referral: April – July

% of service users (BAME)	0%
% of service users (Male Parent/Carers)	11%
% of service users (Working Parents)	37%
% of service users (main presenting need not ASD related)	36%

In relation to plans for areas of our work, the counselling team is hoping to facilitate workshops/groups to increase parents/carers self-esteem, confidence, and self-care as well as increase the people that we work with to include offering counselling to children and young people as well as neuro-diverse adults. They will also continue to offer appointments through a blend a of face-to-face and online counselling sessions.

The sibling support team is hoping to increase the offer of support to siblings and plans are currently underway to run courses for parents to feedback some of the issues faced by the children and young people and access ideas and strategies to support them in the home. The need for sibling counselling has also become apparent and provisional work has begun to address this. The team also want to work with schools to increase knowledge and awareness of the issues that affect siblings of children and young people with SEND.

The focus of our Peer Support Team over the coming months is as follows:

- To develop and implement an effective and manageable system for monitoring and evaluating data to better evidence the impact and outcomes of Peer Support and will start flowing data to the NHS MHSDS.
- We aim to widen the reach and awareness of Peer Support across the borough and with hard-to-reach groups including male carers and BME groups.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Future plans continued

- We will empower parents with strategies and training workshops to meet the needs of their young people at home and working with settings and practitioners.
- Develop and deliver a sensory training course in partnership with Sue King (Sensory Occupational Therapist) Looking at starting wellbeing walks as a safe alternative to virtual drop-ins.

Financial review and reserves policy

The forum continues to rely heavily on grant funding and contracts from the Department for Education (DfE), the Local Authority and Rotherham Clinical Commissioning Group, which it hopes will continue so that the forum is able to sustain and build on the work carried out so far.

However, the forum has plans to diversify income streams by exploring different ways to generate funds either by looking for other sources of grant funding in relation to projects, increasing our fundraising events or by further developing a training offer which could be marketed to generate income with a view to becoming more self-sustainable.

We are also exploring the expansion of our current counselling service and introducing a structure of charges.

In terms of the reserves policy, as much of the forum's income is from grants and contracts and must be spent by a particular time, the organisation does not hold any reserves. There is awareness of the importance of building some reserves and this would ideally equate to three months running costs. This is a priority for the trustees over the coming year.

As at 31 July 2020 the company had free reserves not invested in fixed assets of £2,182 (2019: £924). The reserves policy requires 3 months running costs which is approximately £50,507. The charitable company aims to increase this over the next few years.

Rotherham Parents Forum Ltd
Trustees' report (incorporating the Directors' annual report) continued
for the year ended 31st July 2020

Directors' responsibilities for the financial statements

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the trustees are required to: select suitable accounting policies and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The Trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

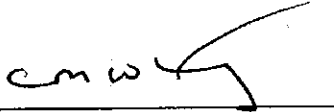
The directors are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company, and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

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 directors declare that they have approved the directors' annual report and signed on their behalf:

Signed: _____



Print name: _____

CLAIRE-MARE WHITING
Director

Date: _____

22.04.2021

**Independent examiners report to the trustees of
Rotherham Parents Forum Limited
for the year ended 31st July 2020**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 July 2020.

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 145 of the Charities Act 2011 Act ('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 examiners statement

I have completed my examination. I confirm 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 (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: 

Date: 22/4/2021

F Hazlehurst FMAAT
Community Accountant
Voluntary Action Rotherham Ltd
The Spectrum
Coke Hill
Rotherham
S60 2HX

Rotherham Parents Forum Limited
Statement of Financial Activities
for the year ended 31st July 2020

	Notes	Unrestricted Funds £	Restricted Funds £	2020 Total £	2019 Total £
Income					
Donations and grants	2	1,730	157,958	159,688	172,839
Income from charitable activities	3	17,860	-	17,860	20,466
Investment income - bank interest		-	-	-	35
Total income		19,591	157,958	177,549	193,340
Expenditure					
Cost of raising funds	4	540	1,126	1,666	3,110
Expenditure on charitable activities	5	16,456	183,904	200,360	203,301
Total expenditure		16,996	185,030	202,026	206,411
Net income/(expenditure)		2,595	(27,072)	(24,477)	(13,071)
Transfer between funds		(717)	717	-	-
Net movement in funds		1,878	(26,355)	(24,477)	(13,071)
Total funds brought forward		1,434	35,768	37,202	50,273
Total funds carried forward		3,312	9,413	12,725	37,202

The Statement of Financial Activities include all gains and losses recognised in the year.

All the activities of the charitable company are classed as continuing.

The comparative figures for each fund are shown in notes to the accounts.

Rotherham Parents Forum Limited
Balance Sheet
As at 31st July 2020

	Notes	2020 £	2019 £
Fixed Assets			
Tangible assets	6	5,159	5,882
Current Assets			
Debtors	7	10,628	15,472
Cash at Bank and in hand		15,422	32,722
		<u>26,050</u>	<u>48,194</u>
Creditors - amounts due within one year	8	(18,484)	(16,874)
Net current assets		<u>7,566</u>	<u>31,320</u>
Net assets		<u>12,725</u>	<u>37,202</u>
Represented by:			
Unrestricted Funds		3,312	1,434
Restricted Funds	13	9,413	35,768
Total funds		<u>12,725</u>	<u>37,202</u>

The notes on the following pages form part of these financial statements.

For the period ended 31st July 2020 the company is entitled to the audit exemption 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.

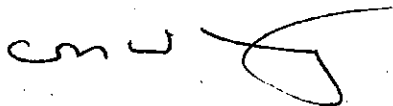
The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

The directors declare that they have approved the accounts above.

Signed on behalf of the company's directors:

Signed:



Date: 22.04.2021

Print name: CLAIRE-MARIE WHITING
 Director

Rotherham Parents Forum Limited
Notes to the financial statements
for the year ended 31st July 2020

1 Accounting policies

a) Basis of preparation of the accounts

These 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 (FRS102) (effective 1 January 2019) - Charities SORP (FRS102)) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy note(s).

The charity meets the definition of a public benefit entity as defined by FRS102.

b) Going Concern

The financial statements have been prepared on a going concern basis. The trustees have considered the level of funds held and the expected level of income and expenditure for the 12 months following the authorising of these financial statements and consider the going concern basis appropriate.

c) Incoming resources

All material incoming resources have been included in the Statement of Financial Activities when the charity is entitled to the income, when any performance conditions attached are met, when it is probable that the income will be received and when 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.

Grant income is deferred if the period the monies relate to is specified or indicated by the funder.

d) Resources Expended

Expenditure is recognised once there is a legal 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.

Cost of raising funds includes all expenditure incurred to raise funds for charitable purposes including costs of all fundraising activities and costs incurred in seeking donations, grants and legacies.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31st July 2020

e) Tangible Fixed Assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over (£500) their expected useful lives on the following basis:

Fixtures & fittings	25% reducing balance
Equipment	25% reducing balance

f) 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.

g) Bank Interest

Bank interest is recognised as an incoming resource when it is credited to the bank statement. All bank interest is treated as unrestricted income.

h) Trade debtors

Trade debtors are amounts due from customers for consultancy fees in the ordinary course of business.

i) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers.

j) Fund accounting

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity.

Restricted funds have been provided to the charity for a particular purpose and may only be spent for the purpose for which they were given. Any balance remaining on a restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding.

k) Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31st July 2020

Analysis of Income

2 Income from donations and grants

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Unrestricted Funds £	Restricted Funds £	Total 2019 £
Donations	1,730	-	1,730	3,179	-	3,179
Grants						
Clinical Commissioning Group	-	85,000	85,000	-	85,000	85,000
RMBC Voice and Influence	-	30,000	30,000	-	30,000	30,000
RMBC Short Breaks	-	25,000	25,000	-	25,000	25,000
DfE Grant 2018-19	-	-	-	-	22,160	22,160
DfE Grant 2019-20	-	7,500	7,500	-	7,500	7,500
DfE Grant 2020-21	-	7,500	7,500	-	-	-
Rotherham CCG - Men's Mental Health	-	2,958	2,958	-	-	-
	<u>1,730</u>	<u>157,958</u>	<u>159,688</u>	<u>3,179</u>	<u>169,660</u>	<u>172,839</u>

3 Income from charitable activities:

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Unrestricted Funds £	Restricted Funds £	Total 2019 £
Max card sales	520	-	520	590	-	590
Consultancy	4,890	-	4,890	8,700	-	8,700
Activity income	12,011	-	12,011	10,646	-	10,646
Other charitable income	294	-	294	-	-	-
General fundraising	146	-	146	531	-	531
	<u>17,860</u>	<u>-</u>	<u>17,860</u>	<u>20,466</u>	<u>-</u>	<u>20,467</u>

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31st July 2020

Analysis of expenditure

4 Cost of raising funds

	Unrestricted Funds	Restricted Funds	Total 2020	Unrestricted Funds	Restricted Funds	Total 2019
Fundraising	-	-	-	975	-	975
Max cards	540	-	540	400	-	400
Advertising	-	30	30	641	-	641
Salary costs	-	1,096	1,096	54	1,040	1,094
	<u>540</u>	<u>1,126</u>	<u>1,666</u>	<u>2,070</u>	<u>1,040</u>	<u>3,110</u>

5 EXPENDED RESOURCES

	Unrestricted Funds	Restricted Funds	Total 2020	Unrestricted Funds	Restricted Funds	Total 2019
	£	£	£	£	£	£
Charitable activities						
Consultancy	382	-	382	4,433	4,043	8,476
Travel Expenses	317	309	626	1,118	662	1,780
Room Hire and Refreshments	-	3,819	3,819	136	3,672	3,808
Activity Expenses	8,541	-	8,541	10,994	113	11,107
Rent and Rates	-	8,375	8,375	-	7,680	7,680
Insurance	-	1,551	1,551	-	1,122	1,122
Bank charges	23	-	23	-	-	-
PayPal charges	354	-	354	474	-	474
Payroll charges	43	990	1,033	63	875	938
Website	-	1,258	1,258	-	3,010	3,010
Equipment	153	1,968	2,121	678	2,319	2,997
General office expenses	-	1,059	1,059	76	1,065	1,141
Printing, postage and stationery	-	1,567	1,567	89	1,453	1,542
Membership & subscriptions	-	658	658	-	156	156
Telephone & internet	384	5,381	5,765	-	4,758	4,758
ICT maintenance	10	1,307	1,317	20	1,360	1,380
Light and Heat	-	2,054	2,054	-	1,905	1,905
Repairs and Maintenance	12	710	722	698	3,646	4,344
Staff Training	21	58	79	-	157	157
Wages & Salaries	2,854	148,152	151,006	1,235	139,621	140,856
Depreciation	377	1,343	1,720	170	1,791	1,961
Loss on disposal of assets	-	-	-	265	118	383
Fees and penalties	1,500	-	1,500	-	-	-
Professional fees	240	495	735	13	13	26
* Independent examiners fee	-	2,000	2,000	24	535	559
Volunteer Expenses	143	393	536	156	787	943
Miscellaneous Expenses	1,103	457	1,560	509	1,288	1,797
	<u>16,456</u>	<u>183,904</u>	<u>200,360</u>	<u>21,152</u>	<u>182,150</u>	<u>203,301</u>

* Independent examiners fee relates to two years of costings

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31st July 2020

6 Tangible Fixed Assets	Fixture, fittings & equipment
Cost	£
at 1 August 2019	17,899
Additions	997
Disposals	-
at 31 July 2020	<u>18,896</u>
 Depreciation	
at 1 August 2019	12,017
Charge this period	1,720
Disposals	-
at 31 July 2020	<u>13,737</u>
 Net book value at 31 July 2020	 <u><u>5,159</u></u>
 Net book value at 31 July 2019	 <u>5,882</u>

	2020	2019
	£	£
7 Debtors		
Trade debtors	628	582
Accrued Income	10,000	14,890
	<u>10,628</u>	<u>15,472</u>
 8 Creditors - amounts due within one year	 £	 £
Trade creditors	1,461	408
Deferred Income	14,166	14,166
HMRC Liabilities	1,857	1,017
Accruals	1,000	1,283
	<u>18,484</u>	<u>16,874</u>

9 Trustees' remuneration, benefits and expenses

During the year no trustee's (2019: 1) received expenses or remuneration (2019: £301).

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31st July 2020

10 Staff Costs and numbers	2020	2019
	£	£
Salaries	146,066	137,408
Employer's national insurance	7,577	6,312
Employer's allowance	(3,652)	(3,072)
Employer's pension	2,112	1,305
	<u>152,103</u>	<u>141,953</u>

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

The average number of employees during the year was 13 (2019 - 14)

11 Related Party Transactions

Julie Adamson, a Trustee of the charity, is also key management personnel of VAR, from within which VAR Community Accountancy service operates. This is not considered to be a conflict of interest due to the reporting lines in place within VAR.

C Whiting, a director of the company, is also a director of Genuine Partnerships. The charitable company received consultancy income of £8,453 during the period. (2019: £6,134).

Louise Graham, a senior employee of the Charity is also a director of Genuine Partnerships CIC (a partnership between RPCF and RMBC).

A number of trustees and workers of the charitable company utilise the services offered by the charity.

12 Fees paid to the Independent Examiners organisation

	2020	2019
	£	£
Payroll	1,315	927
HR services	85	735
QuickBooks license	409	194
Other services	12	216
	<u>1,821</u>	<u>2,071</u>

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31st July 2020

Movement in funds	Opening Balance	Incoming Resources	Resources Expended	Transfers	Closing Balance
	£	£	£	£	£
13 Restricted funds					
DfE Grant 2018-19	5,285	-	5,285	-	-
DfE Grant 2019-20	1,153	7,500	9,370	717	-
DfE Grant 2020-21	-	7,500	7,050	-	450
RMBC Voice and Influence	(1,512)	30,000	36,478	-	(7,990)
RMBC short breaks	2,791	25,000	31,174	-	(3,383)
NHS Rotherham CCG	28,051	85,000	94,585	-	18,466
CCG - Men's Mental Health	-	2,958	1,088	-	1,870
	35,768	157,958	185,030	717	9,413

DFE Grant 2019-20 and 2020-21

Funds received for parent participation. Parents and professionals work together, recognising each other's expert knowledge, to design, develop and improve services for disabled children in the local area and contributes to management and running costs.

Rotherham Clinical Commissioning Group - Main grant

Grant received to provide Peer support work and contributes to management and general running costs.

RMBC - Voice and Influence

Strategic level working, gathering and sharing the voice and influence of families of children and young people with SEND (0-25) with service commissioners and providers.

RMBC - Short breaks

Funding received to organise activity programmes and contributes to management and running costs.

Rotherham CCG - Men's Mental Health

Funding received for an activity group for male careers and their children and young people with a view to taking part in fun activities with their children and to meet other fathers in similar circumstances. 12 month pilot programme.

Rotherham Parents Forum Limited
Notes to the financial statements continued
for the year ended 31st July 2020

14 Financial commitments

At the year end, the charity had annual commitments under non-cancellable operating leases as set out below:

Operating leases on land and buildings which expire:

	£
Within one year	7,200
Within two to five years	32,000
	39,200

as at 31 July 2020

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fixed assets	1,130	4,029	5,159
Current assets	2,182	23,868	26,050
Current liabilities	-	(18,484)	(18,484)
	3,312	9,413	12,725

as at 31 July 2019

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Fixed assets	510	5,372	5,882
Current assets	924	47,270	48,194
Current liabilities	-	(16,874)	(16,874)
	1,434	35,768	37,202