

Rotherham Parents Forum Limited

**Financial statements for the year
ended 31st July 2022**



Charity number: 1147969

Company number: 7719951



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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
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

	Notes	Unrestricted 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		27,960	536,302	564,262	294,848
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		24,815	382,316	407,131	257,649
Net income/(expenditure)		3,145	153,986	157,130	37,199
Transfer between funds		(3,256)	3,256	-	-
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		8,910	198,144	207,054	49,924

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

		2022	2021
	Notes	£	£
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)
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>-</u>	<u>-</u>
Net cashflow from investing activities		(3,386)	(3,955)
		<u></u>	<u></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>
Cash and cash equivalents at 31 July 2022		<u>176,419</u>	<u>32,699</u>
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	-	172,141	172,141	-	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	-	93,333	93,333	-	26,000	26,000
VAR - Community renewal fund	-	30,905	30,905	-	-	-
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	2,421	2,173
	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>23,512</u>

Depreciation

at 1 August 2021	14,308
Charge this period	2,421
Disposals	(479)
at 31 July 2022	<u>16,250</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	33,473	18,333
	47,981	18,961

8 Creditors - amounts due within one year

	£	£
Trade creditors	3,710	4,939
HMRC Liabilities	16,381	1,062
Accruals	4,517	2,253
	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>