



## 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**

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<b>Registered Name</b>	ROTHERHAM PARENTS FORUM LIMITED
<b>Registered Charity number</b>	1147969
<b>Registered Company number</b>	07719951
<b>Directors (Trustees)</b>	Amanda Moreman Claire Whiting Stephen Mulligan Catherine Ratcliffe Richard Butcher Kieran McManus
<b>Company secretary</b>	Louise Graham
<b>Senior staff members</b>	Jayne Fitzgerald – Strategic Manager Louise Graham – Operation Manager
<b>Registered Office</b>	131 Green Lane Rawmarsh Rotherham S62 7JY
<b>Bankers</b>	HSBC Bank Plc 35 College Road Rotherham S65 1AF
<b>Independent examiner</b>	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**

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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**  
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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.

**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**

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### **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: 13<sup>th</sup> May 2025



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

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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: 13<sup>th</sup> 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**

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

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**

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

For the period ended 31<sup>st</sup> 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: 13<sup>th</sup> 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**

	<b>Total 2024</b>	<b>Total 2023</b>
	<b>£</b>	<b>£</b>
<b>Cash flows from operating activities:</b>		
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
<b>Cash flows from investing activities:</b>		
Investment income	<u>0</u>	<u>0</u>
<b>Net increase/(decrease) in cash:</b>	<b>25,776</b>	<b>-147,071</b>
Total cash as at 01 August 2023	<u>29,348</u>	<u>176,419</u>
<b>Total cash as at 31 July 2024</b>	<b><u>55,125</u></b>	<b><u>29,348</u></b>

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	Restricted	Total	General	Restricted	Total
	Fund	Fund	2024	Fund	Fund	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
<b>Total</b>	<b>23,087</b>	<b>550,112</b>	<b>573,199</b>	<b>0</b>	<b>457,993</b>	<b>457,993</b>

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

**2. Income from (Continued):**

	General	Restricted	Total	General	Restricted	Total
	Fund	Fund	2024	Fund	Fund	2023
	£	£	£	£	£	£
<b>Other Charitable income</b>						
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
<b>Total</b>	<b>56,621</b>	<b>0</b>	<b>56,621</b>	<b>50,844</b>	<b>0</b>	<b>50,844</b>

**3. Expenditure on:**

	General	Restricted	Total	General	Restricted	Total
	Fund	Fund	2024	Fund	Fund	2023
	£	£	£	£	£	£
<b>Cost of raising funds</b>						
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
<b>Total</b>	<b>1,670</b>	<b>3,442</b>	<b>5,112</b>	<b>4,480</b>	<b>210</b>	<b>4,690</b>

**4. Expenditure on:**

	General	Restricted	Total	General	Restricted	Total
	Fund	Fund	2024	Fund	Fund	2023
	£	£	£	£	£	£
<b>Charitable Activities</b>						
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
<b>Total</b>	<b>75,219</b>	<b>470,301</b>	<b>545,520</b>	<b>59,737</b>	<b>473,925</b>	<b>533,662</b>

**5. Net income/expenditure for the year**

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

**6. Tangible fixed assets**

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

**7. Debtors – amounts falling due within one year**

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

**8. Creditors – amounts falling due within one year**

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

**9. Staff costs**

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

Average number of employees during the period was: 27 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. 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
	<b>0</b>	<b>3,089</b>

**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 01.08.2023 £	Incoming resources £	Expended resources £	Transfers £	Closing 31.07.2024 £
<b>Designated funds</b>					
Fixed assets	4,089	0	-1,586	0	2,503
	4,089	0	-1,586	0	2,503

  

	Opening 01.08.2022 £	Incoming resources £	Expended resources £	Transfers £	Closing 31.07.2023 £
<b>Designated funds</b>					
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 01.08.2023	Incoming resources	Expended resources	Transfers	Closing 31.07.2024
	£	£	£	£	£
<b>Restricted funds</b>					
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
	<b>181,176</b>	<b>550,112</b>	<b>-473,743</b>	<b>-809</b>	<b>256,734</b>

	Opening 01.08.2022	Incoming resources	Expended resources	Transfers	Closing 31.07.2023
	£	£	£	£	£
<b>Restricted funds</b>					
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
	<b>198,144</b>	<b>457,993</b>	<b>-474,135</b>	<b>-826</b>	<b>181,176</b>

**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:

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

**16. Analysis of net assets between funds**

	<b>Unrestricted Funds</b>	<b>Designated Funds</b>	<b>Restricted Funds</b>	<b>Total 2024</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
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
	<b>1,669</b>	<b>2,503</b>	<b>256,734</b>	<b>260,906</b>

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