

THE PARENTS FORUM FOR BRADFORD AND AIREDALE

England & Wales · Charity number 1149878

Details

Other names	PFBA
Status	Registered
Legal form	Other
Registered	2012-11-23
Register	View on the Charity Commission register

Contact

Address	Unit 76b Carlisle Business Centre 60 Carlisle Road Bradford BD8 8BD
Phone	01274 397396
Email	info@pfba.org.uk
Website	www.pfba.org.uk

Activities

Objects: TO PROMOTION OF SOCIAL INCLUSION AMONG DISABLED CHILDREN AND THEIR PARENTS AND CARERS WHO ARE SOCIALLY EXCLUDED FROM SOCIETY, OR PART OF IT, AS A RESULT OF THEIR DISABILITY, IN THE BRADFORD DISTRICT AND SURROUNDING AREAS, IN PARTICULAR BUT NOT EXCLUSIVELY, A) PROVIDING FORUMS, WORKSHOPS, ADVOCACY AND GENERAL SUPPORT B) RAISING PUBLIC AWARENESS OF ISSUES AFFECTING DISABLED CHILDREN AND THEIR PARENTS AND CARERS.

Activities: Support families of children and young people with disabilities and/or additional needs by giving them a voice within the community and local authority. Provide information and support to parent/carers around health, social care and education. Hold events for parent/carers, services and local support groups on important local and national issues. Represent members on strategic service groups.

Classification

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

Geography

- Bradford City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-04-01	£71,652	£68,626	-	-
2024-04-01	£65,640	£65,624	-	-
2023-04-01	£58,489	£59,362	-	-
2022-04-01	£69,042	£69,146	-	-
2021-04-01	£37,708	£76,272	-	-

Trustees

Name	Role	Appointed
DAVID MICHAEL FIRTH	Chair	2012-07-31
Abdul-Jabbar Ali		2025-05-31
Anne Irondet		2021-12-31
Carol Ann Beardmore		2017-01-01
Darcy Midgley		2025-07-31
Fiona Cooper		2022-01-01
Gemma Muff		2025-05-31
Naomi Dennison		2023-05-04
Richard Leak		2025-05-31
Saira Bano		2025-07-31

THE PARENTS FORUM FOR BRADFORD AND AIREDALE

England & Wales - Charity number 1149878

Accounts

The Parents' Forum for Bradford and Airedale Financial Statements Year Ended 31 March 2025

Charity registration number: 1149878



The Parents Forum for Bradford and Airedale

Financial Statements

Year Ended 31 March 2025

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The Parents Forum for Bradford and Airedale

Charity Reference and Administrative Details

Year Ended 31 March 2025

Charity registration number	1149878
Trustees	David Michael Firth (Chair) Carol Beardmore Anne Irondet Phillipa McCann Fiona Cooper Naomi Dennison Abdul-Jabbar Ali (appointed 31 May 2025) Gemma Muff (appointed 31 May 2025) Richard Leak (appointed 31 May 2025) Saira Bano (appointed 31 July 2025) Darcy Midgley (appointed 31 July 2025)
Registered office and principal address	Unit 73 Carlisle Business Centre 60 Carlisle Road Bradford BD8 8BD
Accountants	BHP Professional Services Limited New Chartford House Centurion Way Cleckheaton Bradford BD19 3QB
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

The Parents Forum for Bradford and Airedale

Trustees' Annual Report

Year Ended 31 March 2025

The Trustees present their report and the financial statements of the charity for the year ended 31 March 2025.

Trustees of the charity

The trustees who have served during the year and since the year end were as follows:

David Michael Firth - Chair
Carol Beardmore
Anne Irondet
Phillipa McCann
Fiona Cooper
Emmeline Chellam
Naomi Dennison
Tasneem Kausar

Charity Number

The charity was registered with the Charity Commission for England and Wales on 23 November 2012, registered charity number 1149878.

Structure, governance and management

The charity is governed by a constitution adopted on 19 June 2012 and updated in October 2016.

Method of recruitment and appointment of trustees

The management committee normally meets once every 6 - 8 weeks. Membership of the management committee is open to all parents/carers of the PFBA membership.

Trustees/committee members are elected at the annual general meeting which is held in July. There must be a minimum of two and a maximum of twelve trustees.

Mission

To empower parents/carers by influencing positive changes in health, education and social care policies and practices for families, children, and young people with disabilities/additional needs.

Charitable objectives

The promotion of social inclusion among disabled children and their parents and carers who are socially excluded from society, or part of it, as a result of their disability in the Bradford District and surrounding areas, in particularly but not exclusively:

- Providing forums, workshops, advocacy, and general support
- Raising public awareness of issues affecting disabled children and their parents/carers

Activities

The charity holds events and activities bringing parent/carers together to gain information and to learn about what services and support they can access. Peer support workshops are held throughout the year on education, health, and social care topics and to promote and empower parent/carer participation and confidence. We hold Spotlight events focusing on chosen service areas and we facilitate a parent carer support group network bringing local support groups together to focus on joint working and partnership. The charity has representatives on 5 strategic groups across health, social care and education.

Public benefit statement

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The Parents Forum for Bradford and Airedale

Trustees' Annual Report

Year Ended 31 March 2025

Achievements and performance

The organisation has continued to expand our parent/carer reach and facilitated a network of local support organisations.

This provides ongoing consensus as to the needs and priorities of our SEND families which we share at strategic levels across Education, Health and Social Care.

Due to the pressures and costs of running the organisation Trustees made the decision to down size our office space which has freed up money to spend on our outreach work.

We recruited a new administrator and communication worker who has quickly found her feet and increased our presence on social media.

We set up a new group of Parent Involvement Partners which we train and support to represent parent/carer views across steering groups and workstreams in the district and this is working well so far with 12 volunteers signing up to the role.

The organisation has taken up a piece of paid research work around transition from Primary to High School for children who are Neurodivergent. This has been welcomed and the learning shared and increased our income. It is only one piece of work, but the hope is that we will get more offers in the coming months.

Our Trustees continue to support the staff and we are going to reach out for more trustees in the coming months. Membership has continued to grow, and we are well respected across the sector.

Funding is still a worry due to the Local Authority and NHS reductions, and we are aware we need to look at longer term funding to help our sustainability.

Financial review

The net income for the year was £3,026 including net income of £nil on unrestricted funds and net income of £3,026 on restricted funds (after funds transfer).

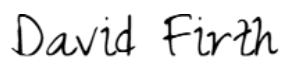
Reserves Policy

The charity will endeavour to maintain unrestricted and designated reserves to provide cover for:

- i. Known liabilities such as salaries, redundancy and lease agreements.
- ii. Unforeseen liabilities
- iii. To continue, as an interim measure, to aim to fund basic core services in case of the loss of a funding stream. A percentage of the unrestricted reserves available at any particular time could be used to support the charity's commitment to meeting our charitable objectives. This percentage is to be proportionate to the level of unrestricted reserves available at that specific time.
- iv. To manage organisational cash flow in the short term

At 31 March 2025, the charity had free reserves of £nil. These reserves will be built up to support cash flow or in the case of the need to wind down the charity meet obligations to the best of our ability.

Approved by order of the members of the board of Trustees and signed on their behalf by:



Signer ID: MZJMFk8DAL...
David Michael Firth
Chair of Trustees

Date: 30/01/2026 GMT

The Parents Forum for Bradford and Airedale

Independent Examiner's Report

Year Ended 31 March 2025

Independent Examiner's Report to the Trustees of The Parents Forum for Bradford and Airedale

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2025 which are set out on pages 5 to 8.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Neil Baldwin
Signer ID: LO0G8ECPQB...

Date: 30/01/2026 GMT

Neil Baldwin FCCA DChA

BHP Professional Services Limited

New Chartford House
Centurion Way
Cleckheaton
Bradford
West Yorkshire
BD19 3QB

The Parents Forum for Bradford and Airedale

Receipts and Payments Account

Year Ended 31 March 2025

	Note	2025			2024
		Unrestricted funds £	Restricted funds £	Total £	Total £
Receipts:					
Grants and donations	2	-	70,000	70,000	64,375
Sales and fees		1,652	-	1,652	1,265
Total receipts		1,652	70,000	71,652	65,640
Payments:					
Project management		-	30,268	30,268	25,892
Rent & Rates		-	4,616	4,616	4,893
Events and activities		25	634	659	25
Development and resources		2,016	-	2,016	1,122
Admin support and bookkeeping		-	26,353	26,353	32,397
Infrastructure and office costs		-	4,714	4,714	1,295
Total expenditure		2,041	66,585	68,626	65,624
Net receipts/(payments)		(389)	3,415	3,026	16
Transfer of funds		37	(37)	-	-
Net movement in funds		(352)	3,378	3,026	16
Cash funds brought forward	4	352	-	352	336
Cash funds carried forward	4	-	3,378	3,378	352

The Parents Forum for Bradford and Airedale

Statement of Assets and Liabilities

Year Ended 31 March 2025

	2025			2024
	Unrestricted	Restricted	Total	Total
	funds	funds	£	£
	£	£	£	£
Cash funds				
Cash at bank	-	3,378	3,378	352
Total cash funds	-	3,378	3,378	352

Liabilities	2025	2024
	Independent examination and accounts	2,082
	<u>2,082</u>	<u>2,010</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

David Firth

Signer-ID: MZJMFK8DAL:::

David Michael Firth

Chair of Trustees

Date: 30/01/2026 GMT

The notes on pages 7 to 8 form part of these financial statements.

The Parents Forum for Bradford and Airedale

Notes to the Financial Statements

Year Ended 31 March 2025

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Parents Forum for Bradford and Airedale is a registered charity in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are disclosed in the Trustees Report.

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

(c) Taxation

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

(d) Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

2 Grants and donations

	2025		2024	
	Unrestricted funds £	Restricted funds £	Total £	Total £
Bradford MDC	-	42,500	42,500	46,875
Parent Participation Grant	-	17,500	17,500	17,500
NHS Grant	-	10,000	10,000	-
	<hr/>	<hr/>	<hr/>	<hr/>
	-	70,000	70,000	64,375

3 Trustees expenses

During the year there were no Trustee expenses paid (2024 – £nil).

The Parents Forum for Bradford and Airedale

Notes to the Financial Statements

Year Ended 31 March 2025

4 Fund reconciliation

Fund reconciliation – current year

	Balance at 1 April 2024 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2025 £
Unrestricted funds	352	1,652	(2,041)	37	-
	352	1,652	(2,041)	37	-
Restricted funds					
BMDC grant, Parent Participation grant & NHS grant	-	70,000	(66,585)	(37)	3,378
	-	70,000	(66,585)	(37)	3,378

Fund reconciliation – Prior Year

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2024 £
Unrestricted funds	336	1,265	(1,147)	(102)	352
	336	1,265	(1,147)	(102)	352
Restricted funds					
BMDC grant	-	64,375	(64,477)	102	-
	-	64,375	(64,477)	102	-

Fund descriptions

BMDC grant relates to monies received towards project costs.

Parent Participation grant relates to monies received towards cost of admin and participation work.

NHS grant relates to a specific piece of research work that the charity were commissioned to undertake.

5 Related party transactions

There were no related party transactions during the current year or prior year.

THE PARENTS FORUM FOR BRADFORD AND AIREDALE

England & Wales - Charity number 1149878

Accounts

The Parents' Forum for Bradford and Airedale Financial Statements Year Ended 31 March 2024

Charity registration number: 1149878



The Parents Forum for Bradford and Airedale

Financial Statements

Year Ended 31 March 2024

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The Parents Forum for Bradford and Airedale

Charity Reference and Administrative Details

Year Ended 31 March 2024

Charity registration number	1149878
Trustees	David Michael Firth (Chair) Carol Beardmore Anne Irondet Phillipa McCann Fiona Cooper Emmeline Chellam (resigned 30 th November 2024) Naomi Dennison Tasneem Kausar (resigned 30 th September 2024)
Registered office and principal address	Unit 73 Carlisle Business Centre 60 Carlisle Road Bradford BD8 8BD
Accountants	BHP LLP New Chartford House Centurion Way Cleckheaton Bradford BD19 3QB
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The Parents Forum for Bradford and Airedale

Trustees' Annual Report

Year Ended 31 March 2024

The Trustees present their report and the financial statements of the charity for the year ended 31 March 2024.

Trustees of the charity

The trustees who have served during the year and since the year end were as follows:

David Michael Firth - Chair
Carol Beardmore
Anne Irondet
Phillipa McCann
Fiona Cooper
Emmeline Chellam (resigned 30th November 2024)
Naomi Dennison
Tasneem Kausar (resigned 30th September 2024)

Charity Number

The charity was registered with the Charity Commission for England and Wales on 23 November 2012, registered charity number 1149878.

Structure, governance and management

The charity is governed by a constitution adopted on 19 June 2012 and updated in October 2016.

Method of recruitment and appointment of trustees

The management committee normally meets once every 6 - 8 weeks. Membership of the management committee is open to all parents/carers of the PFBA membership.

Trustees/committee members are elected at the annual general meeting which is held in July. There must be a minimum of two and a maximum of twelve trustees.

Mission

To empower parents/carers by influencing positive changes in health, education and social care policies and practices for families, children, and young people with disabilities/additional needs.

Charitable objectives

The promotion of social inclusion among disabled children and their parents and carers who are socially excluded from society, or part of it, as a result of their disability in the Bradford District and surrounding areas, in particularly but not exclusively:

- Providing forums, workshops, advocacy, and general support
- Raising public awareness of issues affecting disabled children and their parents/carers

Activities

The charity holds events and activities bringing parent/carers together to gain information and to learn about what services and support they can access. Peer support workshops are held throughout the year on education, health, and social care topics and to promote and empower parent/carer participation and confidence. We hold Spotlight events focusing on chosen service areas and we facilitate a parent carer support group network bringing local support groups together to focus on joint working and partnership. The charity has representatives on 5 strategic groups across health, social care and education.

Public benefit statement

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The Parents Forum for Bradford and Airedale

Trustees' Annual Report

Year Ended 31 March 2024

Achievements and performance

Our focus this year is continuing our outreach SEN Peer Support Service and providing parent carers with information and support around Education Health and Care planning. We have been commissioned to create an Annual SEND parent carer survey that provides SEND services with vital information about what priorities families want from health, education and social care services across Bradford. The survey was completed by 317 parent carers and their views were considered when the Local Authority developed their strategic plan up to 2025. We have also been informed that we now will have guaranteed funding till March 2026.

We have continued sharing the voice of SEND families at strategic decision-making levels to enable better planning, development and delivery of services across the Bradford District and co-chair the Local Authority Send Strategic Partnership Board (LASSPB).

Our parent/carer membership has increased, and we are continuing to improve the use of social media to reach as many families as we can. It has become clear that there needs to be development in terms of website and social media reach.

We said farewell to our admin support worker who had been with us over 10 years. We were able to recruit a new admin and will be able to bring IT and social media experience to the team. Our trustees have continued to support our staff team, and we are planning to run an action planning day to consider next steps and how we can develop the organisation further and consider other funding opportunities.

The number of SEND families we support are increasing substantially and alongside pressures such as the cost of living they are finding it difficult to manage and therefore the need for our service and support is more important than ever.

Financial review

The net income for the year was £16 including net income of £16 on unrestricted funds and net income of £nil on restricted funds (after funds transfer).

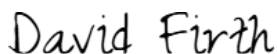
Reserves Policy

The charity will endeavour to maintain unrestricted and designated reserves to provide cover for:

- i. Known liabilities such as salaries, redundancy and lease agreements.
- ii. Unforeseen liabilities
- iii. To continue, as an interim measure, to aim to fund basic core services in case of the loss of a funding stream. A percentage of the unrestricted reserves available at any particular time could be used to support the charity's commitment to meeting our charitable objectives. This percentage is to be proportionate to the level of unrestricted reserves available at that specific time.
- iv. To manage organisational cash flow in the short term

At 31 March 2024, the charity had free reserves of £352. These reserves will be used to support cash flow or in the case of the need to wind down the charity meet obligations to the best of our ability.

Approved by order of the members of the board of Trustees and signed on their behalf by:



Signer ID: MZJMFK8DAL:::
David Michael Firth
Chair of Trustees

Date: 27/01/2025 GMT

The Parents Forum for Bradford and Airedale

Independent Examiner's Report

Year Ended 31 March 2024

Independent Examiner's Report to the Trustees of The Parents Forum for Bradford and Airedale

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2024 which are set out on pages 5 to 8.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Neil Baldwin
Signer ID: LO0G8ECPQB...

Neil Baldwin FCCA

Date: 28/01/2025 GMT

BHP LLP
New Chartford House
Centurion Way
Cleckheaton
Bradford
West Yorkshire
BD19 3QB

The Parents Forum for Bradford and Airedale

Receipts and Payments Account

Year Ended 31 March 2024

		2024			2023
	Note	Unrestricted funds £	Restricted funds £	Total £	Total £
Receipts:					
Grants and donations	2	-	64,375	64,375	57,500
Sales and fees		1,265	-	1,265	989
Total receipts		1,265	64,375	65,640	58,489
Payments:					
Project management		-	25,892	25,892	22,597
Rent & Rates		-	4,893	4,893	5,931
Events and activities		25	-	25	225
Development and resources		1,122	-	1,122	1,390
Admin support and bookkeeping		-	32,397	32,397	28,243
Infrastructure and office costs		-	1,295	1,295	976
Total expenditure		1,147	64,477	65,624	59,362
Net (payments) / receipts		118	(102)	16	(873)
Transfer of funds		(102)	102	-	-
Net movement in funds		16	-	16	(873)
Cash funds brought forward	4	336	-	336	1,209
Cash funds carried forward	4	352	-	352	336

The Parents Forum for Bradford and Airedale

Statement of Assets and Liabilities

Year Ended 31 March 2024

	2024			2023
	Unrestricted funds	Restricted funds	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	352	-	352	336
Total cash funds	<u>352</u>	<u>-</u>	<u>352</u>	<u>336</u>

	2024	2023
Liabilities		
Independent examination and accounts	2,010	3,700
	<u>2,010</u>	<u>3,700</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

David Firth

Signer ID: MZJMFK8DAL:...

David Michael Firth

Chair of Trustees

Date: 27/01/2025 GMT

The notes on pages 7 to 8 form part of these financial statements.

The Parents Forum for Bradford and Airedale

Notes to the Financial Statements

Year Ended 31 March 2024

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Parents Forum for Bradford and Airedale is a registered charity in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are disclosed in the Trustees Report.

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

(c) Taxation

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

(d) Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

2 Grants and donations

	2024			2023
	Unrestricted funds £	Restricted funds £	Total £	Total £
Bradford MDC	-	46,875	46,875	40,000
Parent Participation Grant	-	17,500	17,500	17,500
	-	64,375	64,375	57,500

3 Trustees expenses

During the year there were no Trustee expenses paid (2023 – £nil).

The Parents Forum for Bradford and Airedale

Notes to the Financial Statements

Year Ended 31 March 2024

4 Fund reconciliation

Fund reconciliation – current year

	Balance at 1 April 2023 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2024 £
Unrestricted funds	336	1,265	(1,147)	(102)	352
	336	1,265	(1,147)	(102)	352
Restricted funds					
BMDC grant & Parent Participation grant	-	64,375	(64,477)	102	-
	-	64,375	(64,477)	102	-

Fund reconciliation – Prior Year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2023 £
Unrestricted funds	1,209	18,489	(15,960)	(3,402)	336
	1,209	18,489	(15,960)	(3,402)	336
Restricted funds					
BMDC grant	-	40,000	(43,402)	3,402	-
	-	40,000	(43,402)	3,402	-

Fund descriptions

BMDC grant relates to monies received towards project costs.

Parent Participation grant relates to monies received towards cost of admin and participation work.

5 Related party transactions

There were no related party transactions during the current year or prior year.

THE PARENTS FORUM FOR BRADFORD AND AIREDALE

England & Wales - Charity number 1149878

Accounts

The Parents' Forum for Bradford and Airedale Financial Statements Year Ended 31 March 2023

Charity registration number: 1149878



The Parents Forum for Bradford and Airedale

Financial Statements

Year Ended 31 March 2023

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The Parents Forum for Bradford and Airedale

Charity Reference and Administrative Details

Year Ended 31 March 2023

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Registered office and principal address	Unit 73 Carlisle Business Centre 60 Carlisle Road Bradford BD8 8BD
Accountants	BHP LLP New Chartford House Centurion Way Cleckheaton Bradford BD19 3QB
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

The Parents Forum for Bradford and Airedale

Trustees' Annual Report

Year Ended 31 March 2023

The Trustees present their report and the financial statements of the charity for the year ended 31 March 2023.

Trustees of the charity

The trustees who have served during the year and since the year end were as follows:

David Michael Firth - Chair
Carol Beardmore
Anne Irondet
Phillipa McCann
Fiona Cooper
Emmeline Chellam (appointed 4 May 2023)
Naomi Dennison (appointed 4 May 2023)
Tasneem Kausar (appointed 4 May 2023)

Charity Number

The charity was registered with the Charity Commission for England and Wales on 23 November 2012, registered charity number 1149878.

Structure, governance and management

The charity is governed by a constitution adopted on 19 June 2012 and updated in October 2016.

Method of recruitment and appointment of trustees

The management committee normally meets once every 6 weeks. Membership of the management committee is open to all parents/carers of the PFBA membership.

Trustees/committee members are elected at the annual general meeting which is held in October. There must be a minimum of two and a maximum of twelve trustees.

Mission

To empower parents/carers by influencing positive changes in health, education and social care policies and practices for families, children, and young people with disabilities/additional needs.

Charitable objectives

The promotion of social inclusion among disabled children and their parents and carers who are socially excluded from society, or part of it, as a result of their disability in the Bradford District and surrounding areas, in particularly but not exclusively:

- Providing forums, workshops, advocacy, and general support
- Raising public awareness of issues affecting disabled children and their parents/carers

Activities

The charity holds events and activities bringing parent/carers together to gain information and to learn about what services and support they can access. Peer support workshops are held throughout the year on education, health, and social care topics and to promote and empower parent/carer participation and confidence. Bigger Voice Events bring local support groups together to focus on joint working and partnership. The charity has representatives on 5 strategic groups across health, social care and education including representatives on The Carers Partnership and Carers in Action

Public benefit statement

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The Parents Forum for Bradford and Airedale

Trustees' Annual Report

Year Ended 31 March 2023

Achievements and performance

We have continued expanding and developing our outreach SEN Peer Support Service, reaching over 29 schools and parent/carers have praised the support and information they have received from our visits. Schools have also commended us on helping to improve relationships between families and school staff.

We have continued sharing the voice of SEND families at strategic decision-making levels to enable better planning, development and delivery of services across the Bradford District.

Our parent/carer membership has increased, and we are continuing to improve the use of social media to reach as many families as we can.

There has been some interest from our membership to become trustees and this we hope will bring experience, motivation and support for the staff team and additional parent representation in meetings and on forums.

Our representation across health, education and social care and our involvement in the Local Area Inspection has created a level of trust and respect that our service colleagues have recognised, and this has led to continued funding for the coming year and an uplift due to the increasing cost of living.

There is a need for expanding our outreach team, but capacity and funding restricts such an expansion. Trustee's, staff and volunteers continue to be committed to the work we do and the support we offer to SEND families across Bradford.

Financial review

The net expenditure for the year was £873 including net expenditure of £873 on unrestricted funds and net expenditure of £nil on restricted funds (after funds transfer).

Reserves Policy

The charity will endeavour to maintain unrestricted and designated reserves to provide cover for:

- i. Known liabilities such as salaries, redundancy and lease agreements.
- ii. Unforeseen liabilities
- iii. To continue, as an interim measure, to aim to fund basic core services in case of the loss of a funding stream. A percentage of the unrestricted reserves available at any particular time could be used to support the charity's commitment to meeting our charitable objectives. This percentage is to be proportionate to the level of unrestricted reserves available at that specific time.
- iv. To manage organisational cash flow in the short term

At 31 March 2023, the charity had free reserves of £336. These reserves will be used to support cash flow or in the case of the need to wind down the charity meet obligations to the best of our ability.

Approved by order of the members of the board of Trustees and signed on their behalf by:


Michael Firth (Jan 17, 2024 15:36 GMT)

David Michael Firth
Chair of Trustees

Date: Jan 17, 2024

The Parents Forum for Bradford and Airedale

Independent Examiner's Report

Year Ended 31 March 2023

Independent Examiner's Report to the Trustees of The Parents Forum for Bradford and Airedale

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2023 which are set out on pages 5 to 8.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 
Neil Baldwin (Jan 17, 2024 16:07 GMT)

Date: Jan 17, 2024

Neil Baldwin FCCA

BHP LLP
New Chartford House
Centurion Way
Cleckheaton
Bradford
West Yorkshire
BD19 3QB

The Parents Forum for Bradford and Airedale

Receipts and Payments Account

Year Ended 31 March 2023

	Note	2023			2022
		Unrestricted funds £	Restricted funds £	Total £	Total £
Receipts:					
Grants and donations	2	17,500	40,000	57,500	67,704
Sales and fees		989	-	989	1,338
Total receipts		18,489	40,000	58,489	69,042
Payments:					
Project management		-	22,597	22,597	20,775
Rent & Rates		-	5,931	5,931	5,801
Events and activities		225	-	225	25
Development and resources		1,390	-	1,390	777
Admin support and bookkeeping		14,345	13,898	28,243	37,966
Consultancy		-	-	-	300
Infrastructure and office costs		-	976	976	3,159
Insurance		-	-	-	343
Total expenditure		15,960	43,402	59,362	69,146
Net (payments) / receipts		2,529	(3,402)	(873)	(104)
Transfer of funds		(3,402)	3,402	-	-
Net movement in funds		(873)	-	(873)	(104)
Cash funds brought forward	4	1,209	-	1,209	1,313
Cash funds carried forward	4	336	-	336	1,209

The Parents Forum for Bradford and Airedale

Statement of Assets and Liabilities

Year Ended 31 March 2023

	2023			2022
	Unrestricted funds £	Restricted funds £	Total £	Total £
Cash funds				
Cash at bank	336	-	336	1,209
Total cash funds	<u>336</u>	<u>-</u>	<u>336</u>	<u>1,209</u>
Liabilities				
Independent examination and accounts			3,700	1,800
			<u>3,700</u>	<u>1,800</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

Michael Firth
Michael Firth (Jan 17, 2024 15:36 GMT)
.....
David Michael Firth
Chair of Trustees

Date: Jan 17, 2024

The notes on pages 7 to 8 form part of these financial statements.

The Parents Forum for Bradford and Airedale

Notes to the Financial Statements

Year Ended 31 March 2023

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Parents Forum for Bradford and Airedale is a registered charity in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are disclosed in the Trustees Report.

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

(c) Taxation

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

(d) Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

2 Grants and donations

	2023			2022
	Unrestricted funds £	Restricted funds £	Total £	Total £
Bradford MDC	-	40,000	40,000	50,000
Other	17,500	-	17,500	17,704
	<u>17,500</u>	<u>40,000</u>	<u>57,500</u>	<u>67,704</u>

3 Trustees expenses

During the year there were no Trustee expenses paid (2022 – £nil).

Trustee expenses in the prior year were allocated to software expenses, as the reimbursements related to software costs.

The Parents Forum for Bradford and Airedale

Notes to the Financial Statements

Year Ended 31 March 2023

4 Fund reconciliation

Fund reconciliation – current year

	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2023 £
Unrestricted funds	1,209	18,489	(15,960)	(3,402)	336
	<hr/> 1,209	<hr/> 18,489	<hr/> (15,960)	<hr/> (3,402)	<hr/> 336
Restricted funds					
BMDC grant	-	40,000	(43,402)	3,402	-
	<hr/> -	<hr/> 40,000	<hr/> (43,402)	<hr/> 3,402	<hr/> -

Fund reconciliation – Prior Year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2022 £
Unrestricted funds	1,313	19,402	(17,155)	(1,991)	1,209
	<hr/> 1,313	<hr/> 19,402	<hr/> (17,155)	<hr/> (1,991)	<hr/> 1,209
Restricted funds					
BMDC grant	-	50,000	(51,991)	1,991	-
	<hr/> -	<hr/> 50,000	<hr/> (51,991)	<hr/> 1,991	<hr/> -

Fund descriptions

BMDC grant fund relates to monies received towards project costs.

5 Related party transactions

There were no related party transactions during the current year or prior year.

THE PARENTS FORUM FOR BRADFORD AND AIREDALE

England & Wales - Charity number 1149878

Accounts

The Parents' Forum for Bradford and Airedale Financial Statements Year Ended 31 March 2022

Charity registration number: 1149878



The Parents Forum for Bradford and Airedale

Financial Statements

Year Ended 31 March 2022

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The Parents Forum for Bradford and Airedale

Charity Reference and Administrative Details

Year Ended 31 March 2022

Charity registration number	1149878
Trustees	David Michael Firth Carol Beardmore Anne Irondet (appointed 31 December 2021) Phillipa McCann (appointed 31 December 2021) Fiona Cooper (appointed 1 January 2022)
Registered office and principal address	Unit 73 Carlisle Business Centre 60 Carlisle Road Bradford BD8 8BD
Accountants	BHP LLP New Chartford House Centurion Way Cleckheaton Bradford BD19 3QB
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ

The Parents Forum for Bradford and Airedale

Trustees' Annual Report

Year Ended 31 March 2022

The Trustees present their report and the financial statements of the charity for the year ended 31 March 2022.

Trustees of the charity

The trustees who have served during the year and since the year end were as follows:

David Michael Firth - Chair
Carol Beardmore
Jennifer Chicoko (resigned 1 April 2021)
Naomi Heseltine (resigned 1 April 2021)
Wahida Kosser (resigned 1 April 2021)
Gary McHale (resigned 1 January 2022)
Sue McHale (resigned 1 January 2022)
Anne Irondet (appointed 31 December 2021)
Phillipa McCann (appointed 31 December 2021)
Fiona Cooper (appointed 1 January 2022)

Charity Number

The charity was registered with the Charity Commission for England and Wales on 23 November 2012, registered charity number 1149878.

Structure, governance and management

The charity is governed by a constitution adopted on 19 June 2012 and updated in October 2016.

Method of recruitment and appointment of trustees

The management committee normally meets once every 6 weeks. Membership of the management committee is open to all parents/carers of the PFBA membership.

Trustees/committee members are elected at the annual general meeting which is held in October. There must be a minimum of two and a maximum of twelve trustees.

Mission

To empower parents/carers by influencing positive changes in health, education and social care policies and practices for families, children, and young people with disabilities/additional needs.

Charitable objectives

The promotion of social inclusion among disabled children and their parents and carers who are socially excluded from society, or part of it, as a result of their disability in the Bradford District and surrounding areas, in particularly but not exclusively:

- Providing forums, workshops, advocacy, and general support
- Raising public awareness of issues affecting disabled children and their parents/carers

Activities

The charity holds events and activities bringing parent/carers together to gain information and to learn about what services and support they can access. Peer support workshops are held throughout the year on education, health, and social care topics and to promote and empower parent/carer participation and confidence. Bigger Voice Events bring local support groups together to focus on joint working and partnership. The charity has representatives on 5 strategic groups across health, social care and education including representatives on The Carers Partnership and Carers in Action

Public benefit statement

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The Parents Forum for Bradford and Airedale

Trustees' Annual Report

Year Ended 31 March 2022

Achievements and performance

After the restrictions the previous year we now were able to develop and expand our outreach SEN Peer Support service. There have been increasing numbers of schools directly contacting us and asking for our help with their SEN families. Throughout the year we were able to make connections with 15 nurseries, primary and secondary schools. Gathering the voice of parent/carers enabled us to build a picture of priorities which we have shared at decision making levels across Health, Education & Social Care. In March 22 Bradford had its first Local Area Inspection by the DfE and CQC and the PFBA were key in ensuring over 800 parents/carers fed into this report. The conclusions of the inspection saw five significant weaknesses in the system and were no surprise to us as these were the priorities we had shared with local health, education and care services over the previous year. We remain as co-chair to the Send Strategic Partnership Board which enables a platform to share, challenge and discuss the important areas raised by our families.

Our profile, reach and engagement have been raised in terms of increasing membership and social media presence but limited by our lack of capacity. We continue receiving a Local Authority annual grant and a grant through the DfE but there is a need now to focus more on other funding options so we can look at increasing our outreach work. We want to continue recruiting volunteers to support the manager and continuing engagement work and advertise for additional trustees who can bring expertise in finance and IT areas.

Financial review

The net expenditure for the year was £104 including net expenditure of £104 on unrestricted funds and net expenditure of £nil on restricted funds (after funds transfer).

Reserves Policy

The charity will endeavour to maintain unrestricted and designated reserves to provide cover for:

- i. Known liabilities such as salaries, redundancy and lease agreements.
- ii. Unforeseen liabilities
- iii. To continue, as an interim measure, to aim to fund basic core services in case of the loss of a funding stream. A percentage of the unrestricted reserves available at any particular time could be used to support the charity's commitment to meeting our charitable objectives. This percentage is to be proportionate to the level of unrestricted reserves available at that specific time.
- iv. To manage organisational cash flow in the short term

At 31 March 2022, the charity had free reserves of £1,209. These reserves will be used to support cash flow or in the case of the need to wind down the charity meet obligations to the best of our ability.

Approved by order of the members of the board of Trustees and signed on their behalf by:


David michael firth (Feb 1, 2023 12:57 GMT)

.....
David Michael Firth
Chair of Trustees

Date: Feb 1, 2023

The Parents Forum for Bradford and Airedale

Independent Examiner's Report

Year Ended 31 March 2022

Independent Examiner's Report to the Trustees of The Parents Forum for Bradford and Airedale

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2022 which are set out on pages 5 to 8.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Date: Feb 1, 2023

Lesley Kendrew BSC FCA

BHP LLP
New Chartford House
Centurion Way
Cleckheaton
Bradford
West Yorkshire
BD19 3QB

The Parents Forum for Bradford and Airedale

Receipts and Payments Account

Year Ended 31 March 2022

		2022			2021
	Note	Unrestricted funds £	Restricted funds £	Total £	Total £
Receipts:					
Grants and donations	2	17,704	50,000	67,704	37,500
Sales and fees		1,338	-	1,338	208
Total receipts		19,042	50,000	69,042	37,708
Payments:					
Project management		-	26,634	26,634	31,220
Rent & Rates		-	5,801	5,801	5,786
Events and activities		25	-	25	449
Development and resources		777	-	777	231
Admin support and bookkeeping		16,053	16,054	32,107	35,567
Consultancy		300	-	300	-
Infrastructure and office costs		-	3,159	3,159	1,930
Legal and professional		-	-	-	759
Insurance		-	343	343	330
Total expenditure		17,155	51,991	69,146	76,272
Net (payments) / receipts		1,887	(1,991)	(104)	(38,564)
Transfer of funds		(1,991)	1,991	-	-
Net movement in funds		(104)	-	(104)	(38,564)
Cash funds brought forward	4	1,313	-	1,313	39,877
Cash funds carried forward	4	1,209	-	1,209	1,313

The Parents Forum for Bradford and Airedale

Statement of Assets and Liabilities

Year Ended 31 March 2022

	2022			2021
	Unrestricted funds £	Restricted funds £	Total £	Total £
Cash funds				
Cash at bank	1,209	-	1,209	1,313
Total cash funds	<u>1,209</u>	<u>-</u>	<u>1,209</u>	<u>1,313</u>
Liabilities				
Independent examination and accounts			1,800	3,120
			<u>1,800</u>	<u>3,120</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

David Michael Firth
David michael firth (Feb 1, 2023 12:57 GMT)

.....
David Michael Firth
Chair of Trustees

Date: Feb 1, 2023

The notes on pages 7 to 8 form part of these financial statements.

The Parents Forum for Bradford and Airedale

Notes to the Financial Statements

Year Ended 31 March 2022

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Parents Forum for Bradford and Airedale is a registered charity in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are disclosed in the Trustees Report.

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

(c) Taxation

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

(d) Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

2 Grants and donations

	2022			2021
	Unrestricted funds £	Restricted funds £	Total £	Total £
Bradford MDC	-	50,000	50,000	30,000
Other	-	17,704	17,704	7,500
	-	67,704	67,704	37,500

3 Trustees expenses

During the year there were no Trustee expenses paid (2021 – £175).

Trustee expenses in the prior year were allocated to software expenses, as the reimbursements related to software costs.

The Parents Forum for Bradford and Airedale

Notes to the Financial Statements

Year Ended 31 March 2022

4 Fund reconciliation

Fund reconciliation – current year

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2022 £
Unrestricted funds	1,313	19,042	(17,155)	(1,991)	1,209
	1,313	19,042	(17,155)	(1,991)	1,209
Restricted funds					
BMDC grant	-	50,000	(51,991)	1,991	-
	-	50,000	(51,991)	1,991	-

Fund reconciliation – Prior Year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds	31,541	7,708	(25,150)	(12,786)	1,313
	31,541	7,708	(25,150)	(12,786)	1,313
Restricted funds					
BMDC grant	8,336	30,000	(51,122)	12,786	-
	8,336	30,000	(51,122)	12,786	-

Fund descriptions

BMDC grant fund relates to monies received towards project costs.

5 Related party transactions

There were no related party transactions during the current year or prior year.

THE PARENTS FORUM FOR BRADFORD AND AIREDALE

England & Wales - Charity number 1149878

Accounts

The Parents' Forum for Bradford and Airedale Financial Statements Year Ended 31 March 2021

Charity registration number: 1149878



The Parents Forum for Bradford and Airedale

Financial Statements

Year Ended 31 March 2021

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The Parents Forum for Bradford and Airedale

Charity Reference and Administrative Details

Year Ended 31 March 2021

Charity registration number

1149878

Trustees

Gary McHale
Sue McHale
David Michael Firth
Carol Beardmore

Registered office and principal address

Unit 73
Carlisle Business Centre
60 Carlisle Road
Bradford
BD8 8BD

Accountants

BHP LLP
New Chartford House
Centurion Way
Cleckheaton
Bradford
BD19 3QB

Bankers

CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling
Kent
ME19 4JQ

The Parents Forum for Bradford and Airedale

Trustees' Annual Report

Year Ended 31 March 2021

The Trustees present their report and the financial statements of the charity for the year ended 31 March 2021.

Trustees of the charity

The trustees who have served during the year and since the year end were as follows:

David Michael Firth - Chair
Carol Beardmore
Jennifer Chicoko (resigned 1 April 2021)
Naomi Heseltine (resigned 1 April 2021)
Wahida Kosser (resigned 1 April 2021)
Gary McHale
Sue McHale

Charity Number

The charity was registered with the Charity Commission for England and Wales on 23 November 2012, registered charity number 1149878.

Structure, governance and management

The charity is governed by a constitution adopted on 19 June 2012 and updated in October 2016.

Method of recruitment and appointment of trustees

The management committee normally meets once every 6 weeks. Membership of the management committee is open to all parents/carers of the PFBA membership.

Trustees/committee members are elected at the annual general meeting which is held in October. There must be a minimum of two and a maximum of twelve trustees.

Mission

To empower parents/carers by influencing positive changes in health, education and social care policies and practices for families, children, and young people with disabilities/additional needs.

Charitable objectives

The promotion of social inclusion among disabled children and their parents and carers who are socially excluded from society, or part of it, as a result of their disability in the Bradford District and surrounding areas, in particularly but not exclusively:

- Providing forums, workshops, advocacy, and general support
- Raising public awareness of issues affecting disabled children and their parents/carers

Activities

The charity holds events and activities bringing parent/carers together to gain information and to learn about what services and support they can access. Peer support workshops are held throughout the year on education, health, and social care topics and to promote and empower parent/carer participation and confidence. Bigger Voice Events bring local support groups together to focus on joint working and partnership. The charity has representatives on 5 strategic groups across health, social care and education including representatives on The Carers Partnership and Carers in Action

Public benefit statement

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

The Parents Forum for Bradford and Airedale

Trustees' Annual Report

Year Ended 31 March 2021

Achievements and performance

The beginning of this year saw huge changes for staff, trustees and the way we run our organisation. The impact of Covid limited our contact with parent/carers and instead of the events we would normally hold (in person) we had to use virtual platforms and social media to connect with families. Although this took some time to set up by the end of the year we were able to run our workshops, ensure our involvement in strategic groups and gather the voice of families. Our trustees found it extremely difficult to engage due to their own personal circumstances as parent/carers of children with disabilities and/or special needs. We were unable to hold as many trustee meetings as we would have liked but did continue updating and connecting and were able to hold an AGM on the 21st March 2021. Some trustees made the decision not to continue and therefore we began concentrating on reaching out and recruiting new trustees to fill the vacancies.

Moving from self-employed staff to employed staff was a challenge and although this enabled better security for staff the cost in terms of tax/insurance and pensions has reduced our cash reserves.

We have continued to secure funding from the Department of Education and the local authority (BMDC). More importantly, local health services were able to join with education services to jointly commission the PFBA, acknowledging the importance of our service and support we provide across all areas of health, education and social care.

Even though difficult circumstances have impacted our work, our membership has continued to grow, our representation at strategic levels has increased and we continue to get positive feedback from the families we come in contact with.

Financial review

The net expenditure for the year was £38,564 including net expenditure of £30,228 on unrestricted funds and net expenditure of £8,336 on restricted funds (after funds transfer).

Reserves Policy

The charity will endeavour to maintain unrestricted and designated reserves to provide cover for:

- i. Known liabilities such as salaries, redundancy and lease agreements
- ii. Unforeseen liabilities
- iii. To continue, as an interim measure, to aim to fund basic core services in case of the loss of a funding stream. A percentage of the unrestricted reserves available at any particular time could be used to support the charity's commitment to meeting our charitable objectives. This percentage is to be proportionate to the level of unrestricted reserves available at that specific time.
- iv. To manage organisational cash flow in the short term

At 31 March 2021, the charity had free reserves of £1,313. These reserves will be used to support cash flow or in the case of the need to wind down the charity meet obligations to the best of our ability.

Approved by order of the members of the board of Trustees and signed on their behalf by:


David Michael Firth (Jan 31, 2022 13:50 GMT)

David Michael Firth
Chair of Trustees

Date: Jan 31, 2022

The Parents Forum for Bradford and Airedale

Independent Examiner's Report

Year Ended 31 March 2021

Independent Examiner's Report to the Trustees of The Parents Forum for Bradford and Airedale

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 5 to 8.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 

Date: Jan 31, 2022

Lesley Kendrew BSC FCA

BHP LLP
New Chartford House
Centurion Way
Cleckheaton
Bradford
West Yorkshire
BD19 3QB

The Parents Forum for Bradford and Airedale

Receipts and Payments Account

Year Ended 31 March 2021

	Note	2021			2020
		Unrestricted funds £	Restricted funds £	Total £	Total £
Receipts:					
Grants and donations	2	7,500	30,000	37,500	60,968
Sales and fees		208	-	208	434
Total receipts		7,708	30,000	37,708	61,402
Payments:					
Project management		-	31,220	31,220	14,496
Rent & Rates		-	5,786	5,786	5,754
Events and activities		449	-	449	1,716
Development and resources		231	-	231	175
Admin support and bookkeeping		23,711	11,856	35,567	9,758
Consultancy		-	-	-	13,352
Training		-	-	-	289
Parent carer expenses		-	-	-	2,423
Infrastructure and office costs		-	1,930	1,930	1,409
Max cards costs		-	-	-	720
Legal and professional		759	-	759	2,400
Insurance		-	330	330	413
Interpreting services		-	-	-	497
Total expenditure		25,150	51,122	76,272	53,402
Net (payments) / receipts		(17,442)	(21,122)	(38,564)	8,000
Transfer between funds		(12,786)	12,786	-	-
Net movement in funds		(30,228)	(8,336)	(38,564)	8,000
Cash funds brought forward	4	31,541	8,336	39,877	31,887
Cash funds carried forward	4	1,313	-	1,313	39,877

The Parents Forum for Bradford and Airedale

Statement of Assets and Liabilities

Year Ended 31 March 2021

	2021			2020
	Unrestricted funds £	Restricted funds £	Total £	Total £
Cash funds				
Cash at bank	1,313	-	1,313	39,877
Total cash funds	<u>1,313</u>	<u>-</u>	<u>1,313</u>	<u>39,877</u>
Liabilities				
Independent examination and accounts			3,120	3,120
			<u>3,120</u>	<u>3,120</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:

David Michael Firth
David Michael Firth (Jan 31, 2022 13:50 GMT)

David Michael Firth
Chair of Trustees

Date: Jan 31, 2022

The notes on pages 7 to 8 form part of these financial statements.

The Parents Forum for Bradford and Airedale

Notes to the Financial Statements

Year Ended 31 March 2021

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Parents Forum for Bradford and Airedale is a registered charity in England. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are disclosed in the Trustees Report.

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

(c) Taxation

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

(d) Going concern

The Trustees have considered the impact of Covid-19 on the Charity's income and beneficiaries, as well as the wider economy. Whilst it is not considered practical to accurately assess the duration and extent of the disruption, the Trustees are confident that they have plans in place to deal with and mitigate any financial losses that may arise. The Trustees therefore consider that the level of reserves for the charity are adequate. The Trustees continue to adopt the going concern basis of preparation for these financial statements.

2 Grants and donations

	2021			2020
	Unrestricted funds £	Restricted funds £	Total £	Total £
Bradford MDC	-	30,000	30,000	49,500
DfE	7,500	-	7,500	11,468
	<u>7,500</u>	<u>30,000</u>	<u>37,500</u>	<u>60,968</u>

3 Trustees expenses

During the year one trustee was paid expenses of £175 (2020 – £nil).

Trustee expenses were allocated to software expenses, as the reimbursements related to software costs.

The Parents Forum for Bradford and Airedale

Notes to the Financial Statements

Year Ended 31 March 2021

4 Fund reconciliation

Fund reconciliation – current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2021 £
Unrestricted funds	31,541	7,708	(17,442)	(12,786)	1,313
	<hr/> 31,541	<hr/> 7,708	<hr/> (17,442)	<hr/> (12,786)	<hr/> 1,313
Restricted funds					
BMDC grant	8,336	30,000	(51,122)	12,786	-
	<hr/> 8,336	<hr/> 30,000	<hr/> (51,122)	<hr/> 12,786	<hr/> -

Fund reconciliation – Prior Year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds	31,877	11,902	(12,238)	-	31,541
	<hr/> 31,877	<hr/> 11,902	<hr/> (12,238)	<hr/> -	<hr/> 31,541
Restricted funds					
BMDC grant	-	49,500	(41,164)	-	8,336
	<hr/> -	<hr/> 49,500	<hr/> (41,164)	<hr/> -	<hr/> 8,336

Fund descriptions

BMDC grant fund relates to monies received towards project costs.

5 Related party transactions

There were no related party transactions during the current year or prior year.