

Shropshire Parent and Carer Council

Financial Statements

For The Year Ended 31 March 2021

Shropshire Parent and Carer Council (PACC)
Reference and Administrative Details

Charity Name	Shropshire Parent and Carer Council
Other names	PACC
Charity Number	1150180
Principal Address	Crab Tree Cottage Dunns Heath Berwick Shrewsbury SY4 3HY
Trustee's	Julie Davenport Sarah Thomas Zara Bowden Natalie Hughes Christine Thomas Michael Thomas
Accountant	Community Accounting Services Ltd 7 Napoleon Drive Shrewsbury SY3 5PH

**Trustees' Report
of Shropshire Parent and Carer Council (PACC)
on the Accounts for the Year Ended 31 March 2021**

The trustees present their annual report and financial statements of the charity for the year ended 31 March 2021. The financial statements have been prepared in accordance with the Charities Act 1993 and the Statement of Recommended Practice: Accounting and Reporting by Charities published in 2005.

Structure, Governance and Management

The charity is registered with the Charity Commission and is run in accordance with the constitution adopted on 3 December 2011 and as amended on 16 November 2012.

Trustee selection methods

The Trustees are appointed by the committee. The committee actively seeks out Trustees from suitably experienced members of the wider community.

Objectives and Activities

The objectives of the Charity are to relieve the needs of children with disabilities and additional needs, their parents, carers and families, particularly but not exclusively by (a) the creation of a Shropshire parent/carers community that reduces isolation and strengthens the capacity of parents and carers to support their families, (b) by the provision of information to inform and empower parents/carers about the services and issues that affect their families, (c) by the provision of opportunities for parents and carers to influence the decisions that affect their families and to contribute to developing services that meet the needs of their families.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

The Charity carries out these objectives by running parent groups, workshops, training, providing parent carer representation and offering emotional support.

Achievements and Performance in the year

Whilst 2020 has been a historic and unforgettable year for us all for all the wrong reasons, for PACC it has been one of our busiest and possibly strongest years we have ever had. The written statement of action work (WSOA), following the Shropshire Local Area Inspection, has been a huge catalyst for many of the priority areas we had already identified. It has enabled us to be more visible and have more opportunities to inform and influence the local SEND systems because of the focus from the WSOA.

Covid-19, whilst utterly awful, has also provided some unexpected positive outcomes for us this year. As an organisation we have been able to connect with far more members of our community than ever before. Our communications have significantly increased in the number of times we share information with parent carers, and the way we connect with you has also changed. Our Facebook Lives have seen some sessions attract nearly 300 views each, and we have held more direct engagement opportunities on topic specific work, such as: Severndales Families Transport Concerns, Returning to School, Speech and Language Therapy Services, and the Multi-Disciplinary Assessment of ASD and ADHD in under 6's. We have also increased the number of engagement sessions hosted with specific school communities alongside The Marches Academy Trust with some of our first school community sessions taking place at the end of this financial year.

We have also seen an increase in our coproduction with other parts of the system that have historically been a challenge for us to engage with. Our main report has already mentioned these, but I feel it important to recognise the positive new connections we have made as a direct result of the Covid-19 Pandemic.

It is important that I acknowledge the hard work of the PACC team over the last 12 months. We have all had some challenging times to face, but all the team have remained committed to PACCs vision for a better future in Shropshire for our families. Without the amazing parent carers who make up the PACC Steering Group, Representative Team, and support network, we would never achieve half of what we do.

I have always been extremely proud to be able to 'stand' here year on year and say I am proud to be a part of PACC, and to share with you some of our successes. But the true measure of our success lies within our SEND community. There is a fine balance we Parent Carer Forums must strike between the success and progress we are part of and can see within the SEND sector locally, and what you are seeing and feeling in your everyday lives. In all honesty, sometimes these two things do not always marry up. As strategic partners, sitting within the governance structure, using your experiences to shape the system from the table alongside directors, managers, leads, and practitioners, we have the benefit of seeing some of the culture change and the hard work that is often happening, and can sometimes be lacking, within the Shropshire SEND system. But often what we see and what you feel are not the same, as this hard work can take time to infiltrate into the services on the ground and for you to sense the changes in your everyday lives. That is the hardest part of our role. We sincerely hope the improvements to communication we have made, the increase in participation and coproduction activity across the SEND system, and the plans to continue this into 2021/2022 will help to address this. We cannot promise there will not always be a bit of a delay in the system, but we hope you will be able to see the potential positives that you are a part of shaping through our increased activity within the sector and the community.

Whilst I am proud to be part of PACC, that pride is nothing compared to the pride I feel in being a part of the Shropshire Parent Carer community. You are the reason we are here. You are the reason we continue to do this day in and day out. And you are the ones making the real difference. Without your feedback, experiences, and critical eyes, we would have very little to share with the LA and CCG on your behalf. You are the heart and soul of PACC.

Reserves Policy

The Trustees aim to maintain free reserves at a low level sufficient to supplement the day to day running of the Charity.

The restricted funds are made up of grants and are spent according to the grant requirements which assist the Charity in meeting its objectives. Any money left over at the year end is kept in reserves to be spent in the following year.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Zara BowdenA handwritten signature in dark ink, appearing to read 'Zara Bowden', written over a horizontal line.**Chair****Date**A handwritten date '22/9/22' in dark ink, written over a horizontal line.

**Independent Examiner's Report to the
Management Committee of Shropshire Parent and Carer Council (PACC)
on the Accounts for the Year Ended 31 March 2021**

Basis of independent examiner's report

We report on the accounts of PACC for the year ended 31 March 2021 which are set out on pages 2-12.

The Group's officers are responsible for the preparation of the accounts. The Group's officers consider that an audit is not required for this year and that an independent examination is needed.

It is our responsibility to:

- examine the accounts
- to follow the general directions for the conduct of an independent examination
- to state whether particular matters have come to our attention.

Basis of independent examiner's statement

Our examination was carried out in accordance with general directions for an independent examination. An examination includes a review of the accounting records kept by the committee 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 a committee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently we do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with our examination, no matter has come to our attention:

1. which gives us reasonable cause to believe that in, any material respect, the requirements
 - to keep appropriate accounting records; and
 - to prepare accounts which accord with the accounting records and comply with applicable financial reporting standardshave not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Community Accounting Services

**Community Accounting Services Ltd
7 Napoleon Drive
Shrewsbury
SY3 5PH**

Date: 28/09/2022

Shropshire Parent and Carer Council (PACC)
Statement of Financial Activities
for the Year Ended 31 March 2021

	Note	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	<i>Total Funds 2020 £</i>
Incoming Resources					
Incoming resources from generated funds:					
Voluntary income	3	4,950	53,920	58,870	<i>23,096</i>
Total Incoming Resources		4,950	53,920	58,870	<i>23,096</i>
Resources Expended					
Charitable Activities	4	135	38,125	38,260	<i>24,241</i>
Governance costs	5	-	325	325	<i>300</i>
Total Resources Expended		135	38,452	38,587	<i>24,543</i>
Net Incoming Resources Before Transfers		4,815	15,468	20,283	<i>(1,447)</i>
Transfer Between Funds		3,164	(3,164)	-	<i>-</i>
Net Incoming Resources		7,979	12,304	20,283	<i>(1,447)</i>
Fund balance brought forward at 1 April 2020		2,512	4,088	6,600	<i>8,046</i>
Fund Balance Carried Forward at 31 March 2021		10,491	16,394	26,885	<i>6,600</i>

The statement of financial activities includes all gains and losses recognised in the year. All incoming resources and resources expended derive from continuing activities.

Shropshire Parent and Carer Council (PACC)
Balance Sheet
as at 31 March 2021


	Note	2021	2020
		£	£
Fixed Assets	7		
Tangible Fixed Assets		1,182	849
Current Assets			
Bank balances		29,143	9,251
Accounts receivable		-	-
		29,143	9,251
Current Liabilities			
Creditors	8	(3,439)	(3,500)
(due in less than 1 year)			
Net Assets		<u>26,885</u>	<u>6,600</u>
Represented by Funds			
Unrestricted fund	10	9,309	1,663
Restricted funds	10	16,394	4,088
Capital grant fund	10	1,182	849
		<u>26,885</u>	<u>6,600</u>

The Trustees approve the accounts which comprise of the SOFA, the Balance Sheet and the related notes and acknowledge their responsibility for the accounts, including the appropriateness of the applicable financial reporting framework, and for providing Community accounting Services Ltd with all information and explanations necessary for their compilation.

Zara Bowden

Chair

Date


 22/9/22

Shropshire Parent and Carer Council (PACC)
Notes to the Financial Statements
for the Year Ended 31 March 2021

1. Accounting Policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

(a) Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice : Accounting and Reporting by Charities issued in March 2005.

(b) Fund accounting

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

Restricted funds are those donated for use in a particular area or for specific purpose, the use of which is restricted to that area or purpose.

(c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to, and certain to receive, the income and the amount can be quantified with reasonable accuracy. The following policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

(d) Resources Expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. Expenditure is recognised on an accrual basis and is reported as part of the expenditure to which it relates:

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the Independent Examiner's fee and payroll costs.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. Floor areas, per capita or estimated usage.

(e) Fixed Assets

Fixed assets are stated at cost less accumulated depreciation. Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Fixtures, fittings and equipment	20% reducing balance basis
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Impairment reviews are carried out as and when evidence comes to light that the recoverable amount of a functional fixed asset is below its net book value due to damage, obsolescence or other relevant factors.

2 Trustee's Remuneration

No Trustees received a remuneration during the year amounting (2020: £nil)

Trustees are reimbursed expenses throughout the year.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year.

Shropshire Parent and Carer Council (PACC)
Notes to the Financial Statements
for the Year Ended 31 March 2021

3 Voluntary Income

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Grants	4,950	40,820	45,770	20,959
Donations	-	13,100	13,100	2,137
Total	<u>4,950</u>	<u>53,920</u>	<u>58,870</u>	<u>23,096</u>

**4 Resources Expended -
Charitable Activities**

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
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Support Costs **Note**

Administration support	(500)	16,672	16,172	7,570
Training & training materials	-	2,658	2,658	1,664
Travel & subsistence	-	29	29	1,084
Loss on disposal of tangible fixed assets	51	-	51	-
Depreciation of tangible fixed assets	295	-	295	212

Direct costs

Printing & Stationery	5	150	155	3
Merchandise for events	-	10,658	10,658	-
Computer costs	-	3,491	3,491	205
Advertising & website costs	-	554	554	577
Repairs	-	10	10	-
Insurance	-	1,912	1,912	630
Storage	-	1,011	1,011	-
Room hire & refreshments	284	-	284	2,370
Activities	-	300	300	9,393
Contribution to Regional Meeting	-	400	400	400
Miscellaneous	-	280	280	135

Total	<u>135</u>	<u>38,125</u>	<u>38,260</u>	<u>24,243</u>
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5 Governance Costs

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Independent Examiner's fee	-	325	325	300

Shropshire Parent and Carer Council (PACC)
Notes to the Financial Statements
for the Year Ended 31 March 2021

6 Net Incoming Resources for the Year

	2021	2020
This is stated after charging:		
Depreciation of owned assets	<u>295</u>	<u>212</u>

7 Tangible Fixed Assets

**Fixtures, Fittings
& Equipment
£**

Cost

As at 1 April 2020	1,820
Additions	679
Disposals	(245)
As at 31 March 2021	<u>2,254</u>

Depreciation

As at 1 April 2020	971
Charge for the year	295
On disposals	(194)
As at 31 March 2021	<u>1,072</u>

Net Book Value

As at 31 March 2021	<u>1,182</u>
As at 1 April 2020	<u>849</u>

8 Creditors - due in less than one year

	2020 £	2020 £
Trade creditors	2,616	2,702
Accruals	325	300
Social security	498	498
	<u>3,439</u>	<u>3,500</u>

Shropshire Parent and Carer Council (PACC)
Notes to the Financial Statements
for the Year Ended 31 March 2021

9 Analysis of Net Assets Between Funds

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Tangible Fixed Assets	1,182	-	1,182
Current Assets	9,310	19,833	29,143
Current Liabilities	-	(3,439)	(3,439)
Net Assets at 31 March 2021	<u>10,491</u>	<u>16,394</u>	<u>26,885</u>

10 Statement of Funds

	Brought Forward £	Incoming Resources £	Resources Expended £	Transfers in/(out) £	Carried Forward £
Unrestricted Funds					
Shropshire Council	192	-	-	-	192
Capital Grant Fund	849	-	(346)	679	1,182
LA CCG	-	4,950	-	-	4,950
General	1,471	-	211	2,485	4,167
	<u>2,512</u>	<u>4,950</u>	<u>(135)</u>	<u>3,164</u>	<u>10,491</u>
Restricted Funds					
Department for Education	1,124	15,000	(15,539)	(585)	-
Regional Meeting	2,889	13,100	(4,183)	(180)	11,626
Actio	75	7,320	(5,742)	(1,885)	(232)
Pears	-	13,500	(12,986)	(514)	-
Learning Disability England Grant	-	5,000	-	-	5,000
Total	<u>4,088</u>	<u>53,920</u>	<u>(38,450)</u>	<u>(3,164)</u>	<u>16,394</u>
Total of Funds	<u>6,600</u>	<u>58,870</u>	<u>(38,585)</u>	<u>-</u>	<u>26,885</u>

Shropshire Parent and Carer Council (PACC)
Notes to the Financial Statements Continued
for the Year Ended 31 March 2021

The following Statements of Financial Activities do not form part of the statutory accounts.

14 Detailed Income & Expenditure Accounts

Department for Education	2021	2020
	£	£
Income		
Grants	15,000	10,959
Total income	15,000	10,959
Expenditure		
Administration support	9,803	6,570
Training	304	-
Travel and subsistence	29	1,084
Accountancy	325	300
Workshop/Forum costs	300	2,468
Contribution to regional meeting	400	400
Storage	1,011	-
Room hire & refreshments	-	988
Computer costs	1,128	205
Printing & stationery	-	3
Repairs	10	-
Insurance	1,517	630
Survey	-	135
Advertising	252	477
Website costs	180	100
Sundry costs	280	-
Total expenses	15,539	13,360
Surplus / deficit for year	(539)	(2,401)
Transfer of funds	(585)	(1,225)
Funds brought forward	1,124	4,650
Funds carried forward	-	1,124

Shropshire Parent and Carer Council (PACC)
Notes to the Financial Statements Continued
for the Year Ended 31 March 2021

14 Detailed Income & Expenditure Accounts (Continued)

Regional Meeting	2021	2020
	£	£
Income		
Contribution to regional meeting	13,100	2,000
Total income	13,100	2,000
Expenditure		
Room hire & refreshments	-	1,382
Admin support	1,829	-
Training & training materials	2,354	1,664
Total expenditure	4,183	3,046
Surplus / deficit for year	8,917	(1,046)
Transfer of funds	(180)	1,384
Funds brought forward	2,889	2,551
Funds carried forward	11,626	2,889

Actio	2021	2020
	£	£
Income		
Grants received	7,320	10,000
Total income	7,320	10,000
Expenditure		
Admin support	5,040	-
Insurance	395	-
Computer costs	185	-
Advertising & website costs	122	-
All In Evaluation	-	5,000
Video/Vox Pop	-	1,925
Total expenditure	5,742	6,925
Surplus / deficit for year	1,578	3,075
Transfer of funds	(1,885)	(3,000)
Funds brought forward	307	-
Funds carried forward	-	75

Shropshire Parent and Carer Council (PACC)
Notes to the Financial Statements Continued
for the Year Ended 31 March 2021

14 Detailed Income & Expenditure Accounts (Continued)

Pears	2021	2020
	£	£
Income		
Grants	13,500	-
Total income	13,500	-
Expenditure		
Printing & Stationery	150	-
Merchandise for events	10,658	-
Computer costs	2,178	-
Total expenditure	12,986	-
Surplus / deficit for year	514	-
Transfer of funds	(514)	-
Funds brought forward	-	-
Funds carried forward	-	-

Shropshire Parent and Carer Council (PACC)
Notes to the Financial Statements Continued
for the Year Ended 31 March 2021

14 Detailed Income & Expenditure Accounts (Continued)

Learning Disability England Grant	2021 £	2020 £
Income		
Grants received	5,000	-
Total income	<u>5,000</u>	<u>-</u>
Expenditure	-	-
Total expenditure	<u>-</u>	<u>-</u>
Surplus / deficit for year	<u>5,000</u>	<u>-</u>
Transfer of funds	-	-
Funds brought forward	-	-
Funds carried forward	<u><u>5,000</u></u>	<u><u>-</u></u>
 Unrestricted Funds - General	 2021 £	 2020 £
Income		
Community Stars	<u>-</u>	<u>137</u>
Total income	-	137
Expenditure		
Admin support costs	(500)	1,000
PPS	5	-
Room hire & refreshments	<u>284</u>	<u>-</u>
Total expenditure	<u>(211)</u>	<u>1,000</u>
Surplus / deficit for year	211	(863)
Transfer of funds	2,486	2,221
Funds brought forward	1,238	112
Funds carried forward	<u><u>3,935</u></u>	<u><u>1,470</u></u>

Shropshire Parent and Carer Council (PACC)
Notes to the Financial Statements Continued
for the Year Ended 31 March 2021

14 Detailed Income & Expenditure Accounts (Continued)

Unrestricted Funds - Shropshire Council	2021	2020
	£	£
Income		
Grants received	-	-
Total income	-	-
Expenditure		
Staff costs	-	-
Administration support	-	-
Total expenditure	-	-
Surplus / deficit for year	-	-
Transfer of funds	-	-
Funds brought forward	192	192
Funds carried forward	192	192

Unrestricted Funds - Capital Grant Fund	2021	2020
	£	£
Expenditure		
Loss on disposal	51	-
Depreciation	295	212
Total expenditure	346	212
Surplus / deficit for year	(346)	(212)
Transfer of funds	679	520.00
Funds brought forward	849	541
Funds carried forward	1,182	849

Unrestricted Funds - LA and CCG	2021	2020
	£	£
Income		
Grants received	4,950	-
Total income	4,950	-
Expenditure	-	-
Total expenditure	-	-
Surplus / deficit for year	4,950	-
Transfer of funds	-	-
Funds brought forward	-	-
Funds carried forward	4,950	-