

**Shropshire Parent and Carer Council**

**Financial Statements**

**For The Year Ended 31 March 2023**

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

<b>Charity Name</b>	Shropshire Parent and Carer Council
<b>Other names</b>	PACC
<b>Charity Number</b>	1150180
<b>Principal Address</b>	Crab Tree Cottage Dunns Heath Berwick Shrewsbury SY4 3HY
<b>Trustee's</b>	Julie Davenport Sarah Thomas Zara Bowden Natalie Hughes Christine Thomas Michael Thomas
<b>Accountant</b>	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 2023**

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

This year we have had some great success. The Preparation For Adulthood Navigators have gone from strength to strength, with more new contacts being made and positive impact for families being fed back to us. We have seen growth in connecting to the wider Parent Carer community with new school community based PACC Facebook Groups and being invited into school SEND information sessions, both of which have introduced PACC to new families. Our Healthy Lives Program ran through the Spring, Summer, and Autumn holidays providing opportunities for young people to experience new activities, make new friends, and have some fun. There have been many more amazing accomplishments along with continuing our influence over the system to improve the experience of families within the Shropshire SEND Community.

Our Reps have continued to tirelessly champion the voices of families within Partnership and Programme Boards, workstream meetings, production of communications (such as the Local Offer Newsletter), as well as within any conferences or events attended locally, regionally, and nationally.

None of what we do in PACC could be achieved without the support of our Trustees and the engagement of the Parent Carer Community, but most importantly it could not be done without our amazing team of volunteers, staff and representatives. They work tirelessly to ensure Parent Carers' voices are championed. They put in many hours of their own time to support activities and attend meetings to ensure the Shropshire SEND Community has opportunities to experience healthy lifestyles and personalised care and support. They are the greatest asset within our organisation and do not get anywhere near enough credit for their commitment to PACC and the SEND Community, we cannot thank them enough.

As we move into the next year, we look forward to expanding the team, where possible, and working with new community providers and organisations to continue the fantastic outcomes we are achieving.

### **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 Bowden**

  
Zara Bowden

**Chair**

**Date**

12.09.2024

**Independent Examiner's Report to the  
Management Committee of Shropshire Parent and Carer Council (PACC)  
on the Accounts for the Year Ended 31 March 2023**

**Basis of independent examiner's report**

We report on the accounts of PACC for the year ended 31 March 2023 which are set out on pages 2-11.

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:** 12/09/2024

**Shropshire Parent and Carer Council (PACC)**  
**Statement of Financial Activities**  
**for the Year Ended 31 March 2023**

	<b>Note</b>	<b>Unrestricted Funds 2023 £</b>	<b>Restricted Funds 2023 £</b>	<b>Total Funds 2023 £</b>	<i>Total Funds 2022 £</i>
<b>Incoming Resources</b>					
Incoming resources from generated funds:					
Voluntary income	<b>3</b>	-	<b>278,350</b>	<b>278,350</b>	<i>53,944</i>
Other income		<b>272</b>	-	<b>272</b>	<i>-</i>
<b>Total Incoming Resources</b>		<b>272</b>	<b>278,350</b>	<b>278,622</b>	<i>58,870</i>
<b>Resources Expended</b>					
Charitable Activities	<b>4</b>	<b>2,198</b>	<b>183,888</b>	<b>186,086</b>	<i>57,185</i>
Governance costs	<b>5</b>	-	<b>752</b>	<b>752</b>	<i>480</i>
<b>Total Resources Expended</b>		<b>2,198</b>	<b>184,640</b>	<b>186,838</b>	<i>57,665</i>
<b>Net Incoming Resources Before Transfers</b>		<b>(1,926)</b>	<b>93,710</b>	<b>91,784</b>	<i>(3,721)</i>
<b>Transfer Between Funds</b>		<b>3,282</b>	<b>(3,282)</b>	<b>-</b>	<i>-</i>
<b>Net Incoming Resources</b>		<b>1,356</b>	<b>90,428</b>	<b>91,784</b>	<i>(3,721)</i>
Fund balance brought forward at 1 April 2022		<b>6,511</b>	<b>16,653</b>	<b>23,164</b>	<i>26,885</i>
<b>Fund Balance Carried Forward at 31 March 2023</b>		<b>7,867</b>	<b>107,081</b>	<b>114,948</b>	<i>23,164</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 2023**

	<b>Note</b>	<b>2023</b>	<b>2022</b>
		£	£
<b>Fixed Assets</b>	<b>7</b>		
Tangible Fixed Assets		1,748	1,805
<b>Current Assets</b>			
Bank balances		116,107	27,528
Accounts receivable	<b>8</b>	-	1,600
		116,107	29,128
<b>Current Liabilities</b>			
Creditors	<b>9</b>	(2,907)	(7,767)
(due in less than 1 year)			
<b>Net Assets</b>		<u>114,948</u>	<u>23,164</u>
<b>Represented by Funds</b>			
Unrestricted fund	<b>11</b>	6,119	4,706
Restricted funds	<b>11</b>	107,081	16,653
Capital grant fund	<b>11</b>	1,748	1,805
		<u>114,948</u>	<u>23,164</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** \_\_\_\_\_

**Shropshire Parent and Carer Council (PACC)**  
**Notes to the Financial Statements**  
**for the Year Ended 31 March 2023**

**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 (2022: £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 2023**

**3 Voluntary Income**

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
Grants	-	278,350	278,350	50,344
Donations	-	-	-	3,600
Total	-	278,350	278,350	53,944

**4 Resources Expended -  
Charitable Activities**

Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
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**Support Costs**

Administration support	-	47,894	47,894	17,287
Wages	-	26,948	26,948	11,650
Pension costs	-	258	258	-
Staff welfare	350	-	350	-
Training & training materials	-	1,090	1,090	-
Travel & subsistence	890	875	1,765	177
Depreciation of tangible fixed assets	437	-	437	451

**Direct costs**

Printing & Stationery	-	1,075	1,075	760
Computer costs	-	712	712	2,175
Advertising & website costs	-	1,738	1,738	631
Insurance	-	1,956	1,956	1,814
Storage	-	1,209	1,209	1,165
Conference costs	-	1,442	1,442	2,928
Activities	271	98,309	98,580	16,408
Room hire	-	357	357	-
DFE underspend repayment	-	-	-	1,700
Miscellaneous	250	25	275	39

Total	2,198	183,888	186,086	57,185
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**5 Governance Costs**

Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
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Independent Examiner's fee	-	752	752	480
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**Shropshire Parent and Carer Council (PACC)**  
**Notes to the Financial Statements**  
**for the Year Ended 31 March 2023**

**6 Net Incoming Resources for the Year**

	2023	2022
This is stated after charging:		
Depreciation of owned assets	<u>437</u>	<u>451</u>

**7 Tangible Fixed Assets**

**Fixtures, Fittings  
& Equipment  
£**

**Cost**

As at 1 April 2022	3,328
Additions	380
Disposals	-
As at 31 March 2023	<u>3,708</u>

**Depreciation**

As at 1 April 2022	1,523
Charge for the year	437
On disposals	-
As at 31 March 2023	<u>1,960</u>

**Net Book Value**

As at 31 March 2023	<u>1,748</u>
As at 1 April 2022	<u>1,805</u>

**8 Accounts Receivable**

	2023 £	2022 £
Trade debtors	<u>-</u>	<u>1,600</u>

**9 Creditors - due in less than one year**

	2023 £	2022 £
Trade creditors	529	6,319
Accruals	775	950
Social security	1,603	498
	<u>2,907</u>	<u>7,767</u>

**Shropshire Parent and Carer Council (PACC)**  
**Notes to the Financial Statements**  
**for the Year Ended 31 March 2023**

**10 Analysis of Net Assets Between Funds**

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Tangible Fixed Assets	1,748	-	1,748
Current Assets	6,119	109,988	116,107
Current Liabilities	-	(2,907)	(2,907)
Net Assets at 31 March 2023	<u>7,867</u>	<u>107,081</u>	<u>114,948</u>

**11 Statement of Funds**

	Brought Forward £	Incoming Resources £	Resources Expended £	Transfers in/(out) £	Carried Forward £
<b>Unrestricted Funds</b>					
Shropshire Council	192	-	-	-	192
Capital Grant Fund	1,805	-	(437)	380	1,748
General	4,514	272	(1,761)	2,902	5,927
	<u>6,511</u>	<u>272</u>	<u>(2,198)</u>	<u>3,282</u>	<u>7,867</u>
<b>Restricted Funds</b>					
Department for Education	-	17,500	(17,783)	283	-
Regional Meeting	12,476	-	(4,072)	-	8,404
Actio	-	12,000	(11,992)	(8)	-
PA Pool Project	-	1,350	(12)	-	1,338
NMAIS	-	162,500	(112,043)	(9,000)	41,457
Healthy Lives	-	35,000	(13,401)	-	21,599
AIS	-	-	-	4,000	4,000
PFA Navigator	-	50,000	(19,337)	(380)	30,283
LDA Peer Support Funding	4,177	-	(6,000)	1,823	-
Total	<u>16,653</u>	<u>278,350</u>	<u>(184,640)</u>	<u>(3,282)</u>	<u>107,081</u>
<b>Total of Funds</b>	<u>23,164</u>	<u>278,622</u>	<u>(186,838)</u>	<u>-</u>	<u>114,948</u>

**Shropshire Parent and Carer Council (PACC)**  
**Notes to the Financial Statements Continued**  
**for the Year Ended 31 March 2023**

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

**12 Detailed Income & Expenditure Accounts**

<b>Department for Education</b>	<b>2023</b>	<i>2022</i>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grants	17,500	16,350
<b>Total income</b>	<b>17,500</b>	<i>16,350</i>
<b>Expenditure</b>		
Administration support	8,895	8,002
Wages	-	840
Training	960	-
Travel and subsistence	708	83
Accountancy	752	480
Workshop/Forum costs	-	105
Room hire	357	-
Storage	1,209	1,165
Conference costs	-	2,928
Computer costs	712	1,221
Printing & stationery	619	12
Insurance	1,956	1,814
Advertising	873	329
Website costs	742	180
Sundry costs	-	39
<b>Total expenses</b>	<b>17,783</b>	<i>17,198</i>
<b>Surplus / deficit for year</b>	<b>(283)</b>	<i>(848)</i>
Transfer of funds	283	848
Funds brought forward	-	-
<b>Funds carried forward</b>	<b>-</b>	<i>-</i>

**Shropshire Parent and Carer Council (PACC)**  
**Notes to the Financial Statements Continued**  
**for the Year Ended 31 March 2023**

**12 Detailed Income & Expenditure Accounts (Continued)**

<b>Regional Meeting</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Contribution to regional meeting	-	3,600
<b>Total income</b>	<b>-</b>	<b>3,600</b>
<b>Expenditure</b>		
DFE Underspend repayment	-	1,700
Activities	4,072	-
<b>Total expenditure</b>	<b>4,072</b>	<b>1,700</b>
<b>Surplus / deficit for year</b>	<b>(4,072)</b>	<b>1,900</b>
Transfer of funds	-	(1,050)
Funds brought forward	12,476	11,626
<b>Funds carried forward</b>	<b>8,404</b>	<b>12,476</b>

<b>Actio</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grants received	12,000	13,639
<b>Total income</b>	<b>12,000</b>	<b>13,639</b>
<b>Expenditure</b>		
Admin support	7,875	8,835
Wages	3,750	5,360
Advertising & website costs	123	122
Printing & stationery	244	748
<b>Total expenditure</b>	<b>11,992</b>	<b>15,065</b>
<b>Surplus / deficit for year</b>	<b>8</b>	<b>(1,426)</b>
Transfer of funds	(8)	1,658
Funds brought forward	-	(232)
<b>Funds carried forward</b>	<b>-</b>	<b>-</b>

**Shropshire Parent and Carer Council (PACC)**  
**Notes to the Financial Statements Continued**  
**for the Year Ended 31 March 2023**

**12 Detailed Income & Expenditure Accounts (Continued)**

<b>PA Pool Project</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grants	1,350	-
<b>Total income</b>	<b>1,350</b>	<b>-</b>
<b>Expenditure</b>		
Travel & subsistence	12	-
<b>Total expenditure</b>	<b>12</b>	<b>-</b>
<b>Surplus / deficit for year</b>	<b>1,338</b>	<b>-</b>
Transfer of funds	-	-
Funds brought forward	-	-
<b>Funds carried forward</b>	<b>1,338</b>	<b>-</b>
<b>NMAIS</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grants received	162,500	-
<b>Total income</b>	<b>162,500</b>	<b>-</b>
<b>Expenditure</b>		
Admin support	26,500	-
Conference costs	1,442	-
Activities	84,101	-
<b>Total expenditure</b>	<b>112,043</b>	<b>-</b>
<b>Surplus / deficit for year</b>	<b>50,457</b>	<b>-</b>
Transfer of funds	(9,000)	-
Funds brought forward	-	-
<b>Funds carried forward</b>	<b>41,457</b>	<b>-</b>

**Shropshire Parent and Carer Council (PACC)**  
**Notes to the Financial Statements Continued**  
**for the Year Ended 31 March 2023**

**12 Detailed Income & Expenditure Accounts (Continued)**

<b>Healthy Lives</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grants	35,000	-
<b>Total income</b>	<b>35,000</b>	<b>-</b>
<b>Expenditure</b>		
Wages	6,000	-
Activities	4,136	-
Admin support	3,198	-
Travel & subsistence	42	-
Sundry	25	-
<b>Total expenditure</b>	<b>13,401</b>	<b>-</b>
<b>Surplus / deficit for year</b>	<b>21,599</b>	<b>-</b>
Transfer of funds	-	-
Funds brought forward	-	-
<b>Funds carried forward</b>	<b>21,599</b>	<b>-</b>
<b>AIS</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grants received	-	-
<b>Total income</b>	<b>-</b>	<b>-</b>
<b>Expenditure</b>		
Activities	-	-
<b>Total expenditure</b>	<b>-</b>	<b>-</b>
<b>Surplus / deficit for year</b>	<b>-</b>	<b>-</b>
Transfer of funds	4,000	-
Funds brought forward	-	-
<b>Funds carried forward</b>	<b>4,000</b>	<b>-</b>
<b>PFA Navigator</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grants received	50,000	-
<b>Total income</b>	<b>50,000</b>	<b>-</b>
<b>Expenditure</b>		
Training	130	-
Wages	17,199	-
Pension	258	-
Admin support	1,425	-
Printing & stationery	212	-
Travel & subsistence	113	-
<b>Total expenditure</b>	<b>19,337</b>	<b>-</b>
<b>Surplus / deficit for year</b>	<b>30,663</b>	<b>-</b>
Transfer of funds	(380)	-
Funds brought forward	-	-
<b>Funds carried forward</b>	<b>30,283</b>	<b>-</b>

**Shropshire Parent and Carer Council (PACC)**  
**Notes to the Financial Statements Continued**  
**for the Year Ended 31 March 2023**

**12 Detailed Income & Expenditure Accounts (Continued)**

<b>LDA Peer Support Funding</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grants received	-	10,000
<b>Total income</b>	<b>-</b>	<b>10,000</b>
<b>Expenditure</b>		
Activities	6,000	1,823
<b>Total expenditure</b>	<b>6,000</b>	<b>1,823</b>
<b>Surplus / deficit for year</b>	<b>(6,000)</b>	<b>8,177</b>
Transfer of funds	1,823	(4,000)
Funds brought forward	4,177	-
<b>Funds carried forward</b>	<b>-</b>	<b>4,177</b>

<b>Unrestricted Funds - General</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Other income	272	375
<b>Total income</b>	<b>272</b>	<b>375</b>
<b>Expenditure</b>		
Admin support costs	-	450
Computer	-	954
Travel & subsistence	890	94
Staff welfare	350	-
Activities	271	-
Sundry	250	-
<b>Total expenditure</b>	<b>1,761</b>	<b>1,498</b>
<b>Surplus / deficit for year</b>	<b>(1,489)</b>	<b>(1,123)</b>
Transfer of funds	2,902	1,470
Funds brought forward	4,514	4,167
<b>Funds carried forward</b>	<b>5,927</b>	<b>4,514</b>



**Shropshire Parent and Carer Council (PACC)**  
**Notes to the Financial Statements Continued**  
**for the Year Ended 31 March 2023**

**12 Detailed Income & Expenditure Accounts (Continued)**

<b>Unrestricted Funds - Shropshire Council</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grants received	-	-
<b>Total income</b>	-	-
<b>Expenditure</b>		
Staff costs	-	-
Administration support	-	-
<b>Total expenditure</b>	-	-
<b>Surplus / deficit for year</b>	-	-
Transfer of funds	-	-
Funds brought forward	192	192
<b>Funds carried forward</b>	<b>192</b>	<b>192</b>
<b>Unrestricted Funds - Capital Grant Fund</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Expenditure</b>		
Depreciation	437	451
<b>Total expenditure</b>	<b>437</b>	<b>451</b>
<b>Surplus / deficit for year</b>	<b>(437)</b>	<b>(451)</b>
Transfer of funds	380	1,074
Funds brought forward	1,805	1,182
<b>Funds carried forward</b>	<b>1,748</b>	<b>1,805</b>