

Charity registration number: 1156447

Bedford & District Cerebral Palsy Society

Annual Report and Financial Statements

for the Year Ended 31 March 2023

Community Accounting Plus
Units 1 & 2
North West
41 Talbot Street
Nottingham
NG1 5GL

Bedford & District Cerebral Palsy Society

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Bedford & District Cerebral Palsy Society

Reference and Administrative Details

Trustees	Paul Lockyer, Chair
	Eileen Swaisland, Vice Chair
	Lee Mostari, Treasurer
	Robert Bunting, Secretary
	Suzannah Lee
	Peter Mount
	Rajan Kanda
	Lynn Hoppenbrouwers
	Claire Broughton-Welsh
Senior Management Team	Jane Howard White, Services Director
Charity Registration Number	1156447
Principal Office	43 Bromham Road Bedford MK40 2AA
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Bedford & District Cerebral Palsy Society

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2023.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Paul Lockyer, Chair (appointed 14 November 2022)
	Eileen Swaisland, Vice Chair
	Lee Mostari, Treasurer
	Robert Bunting, Secretary
	Suzannah Lee
	Peter Mount
	Rajan Kanda
	Lynn Hoppenbrouwers
	Claire Broughton-Welsh
	Cherry Roomes (resigned 14 November 2022)
	Michael Marsh (resigned 14 November 2022)
	Christine Clifford (resigned 14 November 2022)

Aims and Objectives

BDCPS is a small charity based in Bedfordshire, which for nearly 70 years has supported people with complex disabilities and their families.

The charity was established for the relief of people with any form of cerebral palsy or associated disability by assisting in the care, welfare, treatment and education of such people and of their families and carers.

At BDCPS we focus on ABILITY rather than disability. We are passionate about providing a 'greenhouse' where young people can grow, aspire, dream and achieve greater things.

We aspire beyond just meeting the basic needs and provide extraordinary activities and adventures for extraordinary young people.

Our families trust that we will provide safe activities that will enable their young person to bloom. We also extend the greenhouse to include the whole family and provide much needed support for parent-carers and siblings, including wellbeing activities, emotional and practical support, and sibling adventures.

We grow organically based on the needs of our beneficiaries. We are passionate about co-producing with our families and young people and find creative ways for everyone to have their voice. And we listen!

We pride ourselves on our ability to adapt to changing environments and have a responsive and flexible approach to all that we do. For nearly 70 years we have been enabling people with complex disabilities and their families to live life their way.

This report details activities undertaken for public benefit as well as other key details demonstrating the ongoing success and value of the charity.

Bedford & District Cerebral Palsy Society

Trustees' Report (continued)

Public Benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales. This report details activities undertaken for public benefit as well as other key details demonstrating the ongoing success and value of the charity.

Governance and Management

For historical reference, BDCPS established a new constitution and a new Charitable Incorporated Organisation as a registered charity number 1156447 on 6th April 2014. All operations, contracts and assets of the previous charity number 207386 were transferred to the new charity on this date.

Under the terms of the current constitution Trustees are appointed for a tenure of three years and are available for re-selection at the annual AGM.

Trustees are appointed based on any skill gaps identified with the aim of improving the effectiveness of the existing board. Opportunities to join the board are available to all interested in supporting the charity's objectives as detailed in the constitution.

Two references and Disclosure and Barring Service checks, as well as right-to-work checks, are carried out before people take up voluntary or employment opportunities which may bring them into regular contact with vulnerable people.

A comprehensive set of governance and operating policies and procedures has been developed to ensure we manage the charity effectively and give people the best possible service. These are reviewed, updated if necessary and signed off by trustees on a rolling basis. In addition to rigorous safeguarding, selection and supervision processes, staff and volunteers are offered a variety of training opportunities.

A strategic review, involving trustees and staff, is held regularly (last in March 2023). The output of this review is used as a framework for prioritisation and major decision making.

Trustees meet monthly and senior staff report to these meetings. Sub-groups and committees are allocated to specific areas where more focus than the monthly trustee meetings can provide. This year these sub-groups have been tasked to continue the focus on the charity's strategic plans and sustainability, fundraising and the 70th year anniversary year in 2024. Sub-committees have clear instruction and delegated authority from the trustee board.

Achievements and Performance 2022/2023

This year's continued unprecedented and combined challenges of the cost-of-living crisis, political uncertainties and statutory service pressures on the back of the Covid19 pandemic have extended service contingencies once again in effectively supporting those we serve. There is a continued need to identify and plan the scope and reach of our services. Although the environment remains challenging we are pleased to confirm an improvement compared to the previous year, as we return closer to normality with more face-to-face services. As with many organisations, we continue to be challenged by availability of staffing and the quantity of services we would like to provide.

We have worked to develop and improve our established services and to keep our reputation of continually reflecting and striving for excellence throughout the year. To do this we have continued to review, consult on the services on offer and on how best to serve our registered families in these tough times.

We believe that active engagement with service users will help ensure that those we serve get appropriate service and support and best use of funds.

All salaried staff have continued working mostly from home since the pandemic restrictions started them off on hybrid working.

Bedford & District Cerebral Palsy Society

Trustees' Report (continued)

Over the course of the year, we continued to further support and enrich the lives of our members with continual reflection, review and improvement with the adaption of all services to ensure a best offer.

We are particularly aware of the importance of assisting our families to build resilience and look after their wellbeing under the increasing public service strain and especially through these times of great uncertainty. Wellbeing support opportunities have grown considerably during this period.

In numbers, the quantity of families registered to use our services has grown by over 20% to almost 160. We offered 435 activity sessions during the year and nearly 4,000 hours of support, with the majority provided to our young people and the remainder to parent/carers or family activities.

While over 40% of our funding comes from the two local authorities, we continue to work hard to diversify our income and are grateful for the support of numerous trust and foundation grants, individual donations, and all those who contribute at the events and activities we deliver through the year.

Key Strengths

- BDCPS has been able to respond effectively in support of those we serve throughout the changing periods of uncertainty over the past few years.
- BDCPS has almost 70 years' experience working with families in Bedfordshire. Our key staff have over 100 years' experience between them.
- BDCPS is a values-driven organisation and holds the families we work with at the centre of all our processes.
- We look for creative solutions, rather than operating rigid services. We look to provide the best outcomes with the best use of resources.
- BDCPS gets to know the families we work with and they trust us to reach the best possible outcomes for them. They therefore open up to us about the issues affecting their family and the help they need.
- Our staff really understand the children they work with as our activity groups are small enough to respond to their needs, interests and choices.
- BDCPS is the only specialist scheme that runs sessions in all holidays, including siblings to meet family needs. As a consequence, members of many other groups also use BDCPS throughout the year.
- BDCPS staff can work unsocial hours to ensure families are not left without support.
- BDCPS works to sound policies and procedures. We are registered with Ofsted for the voluntary register.
- BDCPS aims to be the 'best in class' we have the desire to always listen, evaluate and continuously improve. We will not allow growth to become a disconnect from purpose.
- BDCPS will recognise other specialists and not duplicate their activities.
- Equal opportunities are implemented in all areas of our work.
- A training programme that prepares our staff for the children's needs and gives families confidence in our abilities.
- Our sessions have a standard 1:1 staffing ratio as appropriate, with a higher ratio if needs require this.
- Most of our activity services for young people do not require parents to stay or provide a carer, enabling them to have true respite from care.

Bedford & District Cerebral Palsy Society

Trustees' Report (continued)

- We operate a diverse and creative activity timetable, accessing mainstream activities and community activities.
- We work in partnership with our service users and other agencies.
- BDCPS provide places to children who have no alternative. We cater for over 50 different disabilities and include those that need medication including emergency, oxygen, suctioning, gastro feeding, hoisting and personal care.

Feedback Examples

When my brother is on scheme we get to do things with the rest of the family that he may not like or can do. He gets to do lots of fun things and we know he is safe and we then can have fun too.

We love the weekly wellbeing walks. We have met some amazing families facing similar sorts of challenges and made lovely friends.

To sum up our experience with BDCPS is we have been treated with love and kindness by everyone we have met. Having a child with a complex need made me feel really isolated at first but now I have a group of people I can trust with my daughter and she trusts back.

I love taking part in the arts sessions it gives me ME time to lose myself being creative, not having to juggle anything, just to stop and let my mind wander. I get to catch up with friends I have made, chat and have a cuppa and relax.

*My daughter had an absolute blast at the railway today. Thank you we loved it too.
I just wanted to say thank you for the card in remembrance of H we received it today. Thoughts like this really do mean the world to us. Thank you so much.*

My son gets so excited getting out of the van when he is going to activities by BDCPS. This is exactly what he should be doing being with people his age having fun away from his parents for a while.

We really appreciate that staff try to do as much routine in a day's activity as is possible. This helps the consistency of approach across T's life and helps her to feel settled and confident to keep coming.

Service Delivery

Face-to-face services resumed in the wake of the Covid19 pandemic with some virtual offers still in place.

BDCPS works in partnership and collaboration with other local public and private agencies and groups where appropriate for the enhancement of provision and projects. The charity does not have its own premises, meaning we are reliant on the goodwill and use of community resources. We are very fortunate to be able to access a range of these to offer an appropriate range of services. These include:

- Ridgeway School (a special needs school in Kempston) is used as the base for most of the activity schemes as it provides a range of fully accessible facilities.
- Little Sweet Peas early support groups are now running weekly spread across four venues in Bedford Borough and Central Bedfordshire. These include venues run by both councils.
- The Salvation Army and local community centres.
- Bedfordshire Music Therapy partner us in an early support music therapy group "Little Music Makers".
- Storage King in Bedford continue to provide storage for club and scheme equipment. They also provide a shredding service to ensure data compliance.

Bedford & District Cerebral Palsy Society

Trustees' Report (continued)

- The Kempston Hammers Sports & Social Club provide the venue for most of our parent/carer support groups.
- Collaborative projects have also been undertaken with Spectrum Community Arts, Bedfordshire Music Service and the Full House Theatre Company.

We will continue to seek partnerships with other appropriate space providers and activity providers to broaden the range of opportunities offered to children, young adults and their families to strengthen community links.

Children and Young People's Activities

BDCPS takes great care in ensuring a professional and individualised approach to all schemes and clubs. Ensuring that services are adapted for each young person to meet their unique interests and individual needs is key.

STAMPEDE

A specialist monthly play club for young people (5-13yrs) held on Saturday mornings offering structured and exciting sensory activities in consultation with young people and families. This club resumed a face-to-face format this year. There was some tentativeness in the return to face to face, with a gradual uptake as those reaching the admissions age have started to explore attending short breaks opportunities outside the family "bubble".

JJ's CREW

A vibrant and inclusive monthly youth club for disabled teenagers (13-18yrs) who wish to socialise with their peers. Sports, cooking, arts/crafts and life skills, all on site. This service strongly focuses on developing life skills and independence. This club was reinstated in October 2022 at Ridgeway School following on at a time slot after the earlier Stampede Club. Many of the young people that had previously attended Stampede prior to the Covid19 restrictions have moved up to this age range and opted for the familiarity of staffing and site.

ACE UNLIMITED

The ACE transition activity group club is for people aged 18+. The club's focus is on helping young people mature into adulthood and independence through group activities in the community. Small groups of likeminded young people attend activities and events to suit them e.g. cinema and a drink, pub suppers, festivals, light shows, sensory experiences etc.

SKOOL'S OUT

Usually held during school holidays, the play schemes are open to complex disabled young people (8-17yrs). The activities are varied, fun, inclusive and empowering. Appropriate assessed staff ratios enable full, safe and meaningful participation.

This year four weeks of activity were offered across the summer. This included an immersive theatre week with Full House Theatre company and a week on an "open orchestra project" with Bedfordshire Music. Family sessions were held in conjunction with this scheme.

We were also able to offer three days of activities in celebration of the Queen's Platinum Jubilee which enabled young people to meaningfully take part in the nation's celebrations. A video was sponsored by the Arts Council and created by a local filmmaker to encapsulate and demonstrate how creativity and adaptations can truly enable participation in such celebrations for even the most complex disabled young people. The fourth day was celebrated with a viewing of the final version of the video and a merger of volunteer and staff service presentations at the local Quarry Theatre. <https://linktr.ee/bdcps> ("Include me in the Jubilee").

Bedford & District Cerebral Palsy Society

Trustees' Report (continued)

Family Services

LITTLE SWEET PEAS: “Guiding those first steps”

Little Sweet Peas is an evolving early-intervention special-needs play and support group. It is an open-door group where parents can bring along their disabled child and any siblings less than five years to play and share a lunch together. Also, young people under eight, whose health needs are so great they cannot access school, are able to attend. Parents and carers get the chance to share ideas and gain support from each other and the information and support staff. This year we were able to offer a regular session each week across each of Bedford Borough and Central Bedfordshire, using community to facilities to deliver the groups. One group is a collaboration with an already established group in Leighton Buzzard: Freddie and Friends, who run a community café.

FAMILY SUPPORT SERVICES:

Family support practitioners provide support and advocacy for families whose lives are affected by complex disabilities. This ranges from ad-hoc requests for information, attendance at key meetings and appointments (e.g. at hospital), to casework and key working for families. Families are supported in navigating the bureaucracy and struggles that are so often a major part of living with a complex disabled child/person.

PARENT/CARER WELLBEING:

Parent/carer wellbeing opportunities have been developed further this year in response to nationwide and local research on the need for and beneficial outcomes of parent/carer mental health and wellbeing - which have been further highlighted by a prolonged time of national political and financial uncertainty. These have included family walks, arts, holistic therapies, information, chat sessions and nidra yoga.

Parent/Carer support

The support team was expanded as face-to-face opportunities grew. Parent/carers with lived experience joined the bank to assist in supporting families and the growing wellbeing offer.

Welfare and assistance

BDCPS awards grants to individuals and families who need specialist equipment to help them with their condition. Usually grants of £500 are offered to support families with the purchase of specialist equipment. Loan items continue to be available to families.

Opportunities for volunteering

We continue to offer excellent opportunities for people in the community to volunteer. The opportunities range from short-duration events such as fundraising or assisting in office duties, through to longer commitments such as supporting our summer play schemes. These opportunities benefit the individual by discovering and developing what they are good at as well as building confidence and self-esteem. Our volunteers remain a vital component of our operating model particularly during this extended period of uncertainties. We are immensely grateful for their participation.

Financial Review

Reserves Policy

The trustees revised the reserves policy this year during the annual strategy day review. This will be reviewed at subsequent AGM meetings. There are sufficient unrestricted free cash reserves of £100,000 available to cover four months of budgeted activity. This is in addition to the restricted and allocated cash we need to maintain our statutory and minimum operating costs.

This decision on these reserves has been carefully considered to ensure that families will remain supported should the charity fail to raise sufficient funds and reluctantly identify a need to cease operating.

A description of the allocation of unrestricted funds is detailed in the following table:

Bedford & District Cerebral Palsy Society

Trustees' Report (continued)

Unrestricted Funds represented by:	Reserves	Description of Funds
General purpose reserve fund	100,000	Funds to provide cash flow, meet unforeseen expenses and allow smooth transition for our beneficiaries. Based on approx. 4 months of annual turnover 2022-3 and includes £3,00 for grants to beneficiaries.
Salaries Reserve	20,000	Two months salaries and employers' NI contributions.
Redundancy Reserve	50,000	Redundancy liabilities (and required notice period) based on statutory minimum payments for all staff.
Pension obligation	2,000	Two months Pension contribution for opted-in staff.
HR, Payroll, Financial obligations	1,000	Two months contributions for fixed costs support services.
Premises Reserve - General	6,000	To fulfil tenancy and equipment hire obligations.
Asset Replacement	5,000	Provision to replace necessary personal care equipment (hoist, changing bed, manual handling equipment) IT and furniture as required.
Ringfenced Reserve – Building Fund	250,000	£100,000 Legacy gift for building development with additional contribution from investments.
Total	434,000	

Bedford & District Cerebral Palsy Society

Trustees' Report (continued)

Funding Sources

The trustees maintain a diverse range of funding for the charity's activities to mitigate risks and ensure that funding is sustainable. Funding comes from four main sources:

- Contracts with local councils to deliver essential services on their behalf. We have contracts with Bedford Borough and Central Bedfordshire Councils
- Grant income from charitable trusts and government sources. This is usually for specific projects and purposes
- Our own fundraising activities and donations from the community as well as small, medium and large employers
- Subscriptions from members paid to access specific services

During the last year, in addition to local authority grants, we have received generous grants and support from:

- Bedfordshire & Luton Community Fund
- BPL Global
- Daxtonbury
- Dentons UKMEA LLP Charitable Trust
- Douglas Arter Foundation
- The Harpur Trust
- The Panacea Charitable Trust
- Potton Charitable Trust

Fundraising money was raised at numerous events including

- A sky dive
- Bedford Lions Christmas campaign
- Campfest festival
- Cream teas
- Family bingo, pub quizzes etc.
- Langford Creative Fayre
- NCS
- Wear It Blue and Mile for a Smile Campaigns
- The Dance Music Stage at The River Festival
- Winter Craft Fayre and raffle

Others held fundraisers for us they included:

- SDC Builders Ltd
- Several marathons run by supporters
- Three people participating in John O'Groats to Land's End cycle challenges
- Woburn YFC

Donations were made to the charity by the following:

- Andy Doyle
- Belinda Taylor
- Benevity Charity Giving
- Brittney Leach
- Colin McMurdy
- D Usher
- Dee Dees Vegan Diner
- Heather Hunt
- Jane Cavanagh
- Jane Howard-White

Bedford & District Cerebral Palsy Society

Trustees' Report (continued)

- Julia Gies
- Lynn Hoppenbrouwers
- Mostari family
- Nick Keir
- Peter Mann
- Simon McMurdy
- The Oddfellows

We also have six regular givers:

- Bob Bunting
- Colin McMurdy
- Jennifer Mostari
- Phoenix therapy
- Sarah O'flynn
- Simon McMurdy

Money was received through the following channels: Facebook Giving, Just Giving, Easy Fundraising, the Bonus Ball Lottery, Amazon Smile, Paypal giving fund and CHAPS online giving.

Investment Policies and Objectives

We maintain an investment portfolio that is managed on a medium-to-low risk basis by our fund managers. The majority of this is the legacy of money was raised through the sale of land and buildings that the charity was founded with. The main purpose of this portfolio is to support our reserves policy as outlined above.

In addition, we hold a current account in which we maintain sufficient cash to cover operational costs and payroll expenses.

Building Strong Foundations for the Future

Throughout 2022/23 BDCPS aimed to continue to support service provision and look to bridge gaps in services to enable families to live as 'normal' a life as was possible living within the restrictions of a fluctuating pandemic. The focus and development over the year has been to support families in the best ways possible whilst maintaining safety for this very vulnerable group.

In the following year we hope to successfully gain support and continue investing in improving the charity's infrastructure to enable us to meet our objectives effectively and efficiently and to provide a good platform for service sustainability and effective management. This will include the following actions:

- continue the extended support provision in the early years groups, working closely with other professionals i.e. nursing teams, social work teams, education and therapies.
- develop and monitor against national statistics wellbeing support sessions to include an element of relaxation and development of personal resilience and coping strategies.
- continue the development of wellbeing services and collaborate with other service providers to support and encourage self-care in families.
- continue to develop and deliver support to families awaiting statutory assessments and services with outreach support sessions _ and work alongside statutory providers to strengthen and enable the best outcomes for those we serve.
- continue the involvement of our families in shaping our services by developing young people/parent forums.

Bedford & District Cerebral Palsy Society

Trustees' Report (continued)

- continue to focus our clubs, playschemes and other activities on developing the life skills our young people need to achieve their aspirations and take control of their lives, and on helping them to get their voices out and heard across our community.
- continue to strengthen our organisation through appropriate use of business plans, decision-making frameworks, risk assessment and training - alongside further exploration and implementation of appropriate quality assurance.
- continue to strengthen the board of trustees as our new chair works with the whole team to lead and develop the strategy for the coming years - as well as filling any trustee vacancies with outstanding candidates with empathy, energy and skills which fit with our needs.

Recognition

Finally, as the new chair, I (Paul Lockyer) would like to thank everyone for welcoming me to the team. It is an amazing and special charity run by people whose time, efforts and commitment make such a positive difference.

We would not have such a positive impact without our magnificent staff, volunteers, supporters and partners as well as the local community that support us in a variety of ways to continue to serve our service users.

Most important of all, on behalf of our trustees, staff and volunteers, I would like to thank our registered families. We are indebted to them for making what we do such a pleasure. It is privilege to be a part of their lives.

Bedford & District Cerebral Palsy Society

Trustees' Report (continued)

Statement of Responsibilities

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

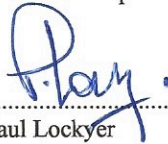
The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees of the charity on 23/10/23 and signed on its behalf by:


.....
Paul Lockyer
Trustee

Bedford & District Cerebral Palsy Society

Independent Examiner's Report to the trustees of Bedford & District Cerebral Palsy Society

Independent examiner's report to the trustees of Bedford & District Cerebral Palsy Society

I report to the trustees on my examination of the accounts of Bedford & District Cerebral Palsy Society (the Charity) for the year ended 31 March 2023.

Responsibilities and basis of report

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

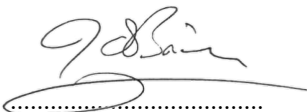
I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no 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 accounting 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.



John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2
North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 25/10/23

Bedford & District Cerebral Palsy Society

Statement of Financial Activities for the Year Ended 31 March 2023

	Note	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Income and Endowments from:					
Donations and legacies	2	48,334	-	48,334	51,900
Charitable activities	3	10,759	145,099	155,858	140,964
Other trading activities	4	34,519	-	34,519	16,468
Investment income	5	6,269	-	6,269	5,349
Total Income		<u>99,881</u>	<u>145,099</u>	<u>244,980</u>	<u>214,681</u>
Expenditure on:					
Raising funds		(8,136)	-	(8,136)	(8,286)
Charitable activities	7	<u>(86,234)</u>	<u>(197,766)</u>	<u>(284,000)</u>	<u>(239,444)</u>
Total Expenditure		<u>(94,370)</u>	<u>(197,766)</u>	<u>(292,136)</u>	<u>(247,730)</u>
Gains/losses on investment assets		<u>(38,746)</u>	-	<u>(38,746)</u>	12,648
Net expenditure		(33,235)	(52,667)	(85,902)	(20,401)
Gross transfers between funds		<u>(44,752)</u>	<u>44,752</u>	<u>-</u>	<u>-</u>
Net movement in funds		(77,987)	(7,915)	(85,902)	(20,401)
Reconciliation of funds					
Total funds brought forward		<u>526,409</u>	<u>41,930</u>	<u>568,339</u>	<u>588,740</u>
Total funds carried forward	21	<u><u>448,422</u></u>	<u><u>34,015</u></u>	<u><u>482,437</u></u>	<u><u>568,339</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 21.

Bedford & District Cerebral Palsy Society

Statement of Financial Activities for the Year Ended 31 March 2023 (continued)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted £	Restricted £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	51,900	-	51,900
Charitable activities	3	9,299	131,665	140,964
Other trading activities	4	16,468	-	16,468
Investment income	5	5,349	-	5,349
Total Income		<u>83,016</u>	<u>131,665</u>	<u>214,681</u>
Expenditure on:				
Raising funds		(8,230)	(56)	(8,286)
Charitable activities	7	<u>(74,184)</u>	<u>(165,260)</u>	<u>(239,444)</u>
Total Expenditure		<u>(82,414)</u>	<u>(165,316)</u>	<u>(247,730)</u>
Gains/losses on investment assets		<u>12,648</u>	<u>-</u>	<u>12,648</u>
Net movement in funds		13,250	(33,651)	(20,401)
Reconciliation of funds				
Total funds brought forward		<u>513,159</u>	<u>75,581</u>	<u>588,740</u>
Total funds carried forward	21	<u><u>526,409</u></u>	<u><u>41,930</u></u>	<u><u>568,339</u></u>

The notes on pages 17 to 28 form an integral part of these financial statements.

Bedford & District Cerebral Palsy Society

(Registration number: 1156447)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	11	-	442
Investments	12	433,118	462,526
		<u>433,118</u>	<u>462,968</u>
Current assets			
Debtors	13	1,983	2,374
Investments	14	7,980	17,182
Cash at bank and in hand	15	47,238	88,688
		<u>57,201</u>	<u>108,244</u>
Creditors: Amounts falling due within one year	16	<u>(7,882)</u>	<u>(2,873)</u>
Net current assets		<u>49,319</u>	<u>105,371</u>
Net assets		<u>482,437</u>	<u>568,339</u>
Funds of the charity:			
Restricted income funds			
Restricted funds		34,015	41,930
Unrestricted income funds			
Unrestricted funds		<u>448,422</u>	<u>526,409</u>
Total funds	21	<u>482,437</u>	<u>568,339</u>

The financial statements on pages 14 to 28 were approved by the trustees, and authorised for issue on 23/03/23 and signed on their behalf by:

lee mostari

.....
Lee Mostari
Trustee

Bedford & District Cerebral Palsy Society

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Bedford & District Cerebral Palsy Society meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregates similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Bedford & District Cerebral Palsy Society

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

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:

Asset class	Depreciation method and rate
Furniture and equipment	20% straight line
Computer equipment	33% straight line
Motor vehicles	20% straight line

Fixed asset investments

Fixed asset investments, other than programme related investments, are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

Current asset investments

Current asset investments are included at the lower of cost and net realisable value / market value.

Bedford & District Cerebral Palsy Society

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

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

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

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

Bedford & District Cerebral Palsy Society

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

2 Income from donations and legacies

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	39,334	39,334	46,865
Grants, including capital grants;			
Government grants	9,000	9,000	5,035
	<u>48,334</u>	<u>48,334</u>	<u>51,900</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Grants & donations	-	145,057	145,057	131,665
Services	1,720	-	1,720	165
Subscriptions	9,039	-	9,039	8,651
Sundry receipts	-	42	42	483
	<u>10,759</u>	<u>145,099</u>	<u>155,858</u>	<u>140,964</u>

4 Income from other trading activities

	Unrestricted funds General £	Total funds £	Total 2022 £
Fundraising	34,519	34,519	16,468
	<u>34,519</u>	<u>34,519</u>	<u>16,468</u>

5 Investment income

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Income from dividends;			
Dividends receivable from other listed investments	6,143	6,143	5,349
Interest receivable and similar income;			
Interest receivable on bank deposits	126	126	-
	<u>6,269</u>	<u>6,269</u>	<u>5,349</u>

Bedford & District Cerebral Palsy Society

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

6 Grants and donations

	Unrestricted funds £	Restricted funds £	Total funds £
Central Bedfordshire Council	9,000	45,000	54,000
Bedford Borough Council	-	52,000	52,000
The Panacea Charitable Trust	-	10,000	10,000
The Harpur Trust	-	24,858	24,858
Daxtonbury	-	5,054	5,054
Bedfordshire & Luton Community Fund	-	5,000	5,000
Potton Charitable Trust	-	1,000	1,000
Dentons UKMEA LLP Charitable Trust	-	1,500	1,500
BPL Global	15,000	-	15,000
Douglas Arter Foundation	-	500	500
Woburn YFC	3,461	-	3,461
S. D. C. Builders Ltd	5,145	-	5,145
Sundry grants & donations	15,728	145	15,873
	<u>48,334</u>	<u>145,057</u>	<u>193,391</u>

Bedford & District Cerebral Palsy Society

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

7 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Accountancy & payroll	3,145	-	3,145	2,442
Insurance	1,828	-	1,828	1,474
IT, software & maintenance	530	11	541	1,849
Legal & professional fees	2,349	878	3,227	2,632
Wages, NIC & pensions	55,919	99,559	155,478	140,884
Rent & services	9,399	-	9,399	11,552
Activities & events	99	26,809	26,908	25,827
Bank staff salaries	7,862	54,407	62,269	37,691
Communications	1,739	199	1,938	1,813
Equipment	212	1,651	1,863	2,453
Grants & donations awarded	-	3,934	3,934	1,133
Premises hire	260	7,394	7,654	2,085
Printing	203	41	244	291
Staff travel & expenses	632	1,048	1,680	2,100
Stationery & office supplies	866	67	933	672
Training	257	1,435	1,692	2,360
Volunteer expenses	202	219	421	209
Bank charges	97	-	97	190
Memberships	194	114	308	446
Depreciation	441	-	441	1,341
	86,234	197,766	284,000	239,444

8 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2023 £	2022 £
Depreciation of fixed assets	442	1,341

Bedford & District Cerebral Palsy Society

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

9 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	201,363	164,048
Social security costs	9,520	8,179
Pension costs	6,864	6,348
	<u>217,747</u>	<u>178,575</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2023 No	2022 No
Average number of employees	<u>25</u>	<u>20</u>

7 (2022 - 5) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £6,864 (2022 - £6,348).

No employee received emoluments of more than £60,000 during the year

The total employee benefits of the key management personnel of the charity were £44,869 (2022 - £42,747).

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

Bedford & District Cerebral Palsy Society

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

11 Tangible fixed assets

	Furniture and equipment £	Motor vehicles £	Computer equipment £	Total £
Cost				
At 1 April 2022	10,225	4,500	2,096	16,821
At 31 March 2023	10,225	4,500	2,096	16,821
Depreciation				
At 1 April 2022	10,225	4,500	1,654	16,379
Charge for the year	-	-	442	442
At 31 March 2023	10,225	4,500	2,096	16,821
Net book value				
At 31 March 2023	-	-	-	-
At 31 March 2022	-	-	442	442

12 Fixed asset investments

	2020 £	2022 £
Other investments	433,118	462,526

Other investments

	Listed investments £	Total £
Cost or Valuation		
At 1 April 2022	462,526	462,526
Revaluation	(29,408)	(29,408)
At 31 March 2023	433,118	433,118
Net book value		
At 31 March 2023	433,118	433,118
At 31 March 2022	462,526	462,526

Bedford & District Cerebral Palsy Society

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

13 Debtors

	2023 £	2022 £
Trade debtors	279	672
Prepayments	1,704	1,702
	<u>1,983</u>	<u>2,374</u>

14 Current asset investments

	2023 £	2022 £
Cash deposits	7,980	17,182

15 Cash and cash equivalents

	2023 £	2022 £
Cash on hand	277	213
Cash at bank	46,961	88,475
	<u>47,238</u>	<u>88,688</u>

16 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	3,992	-
Other creditors	1,473	1,573
Accruals	2,417	1,300
	<u>7,882</u>	<u>2,873</u>

17 Independent examiner's fees

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2023 £	2022 £
Independent examination	835	795
Other financial services	1,618	1,240
	<u>2,453</u>	<u>2,035</u>

18 Related party transactions

There were no related party transactions in the year.

Bedford & District Cerebral Palsy Society

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

19 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

Lynn Hoppenbrouwers

Lynn Hoppenbrouwers received remuneration of £7,247 (2022: £Nil) for the role as Interim Grant Fundraiser during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

20 Analysis of net assets between funds

	Unrestricted			2023
	General	Designated	Restricted	Total funds
	£	£	£	£
Fixed asset investments	333,118	100,000	-	433,118
Current assets	23,186	-	34,015	57,201
Current liabilities	(7,882)	-	-	(7,882)
Total net assets	<u>348,422</u>	<u>100,000</u>	<u>34,015</u>	<u>482,437</u>

	Unrestricted			2022
	General	Designated	Restricted	Total funds
	£	£	£	£
Tangible fixed assets	442	-	-	442
Fixed asset investments	362,526	100,000	-	462,526
Current assets	66,314	-	41,930	108,244
Current liabilities	(2,873)	-	-	(2,873)
Total net assets	<u>426,409</u>	<u>100,000</u>	<u>41,930</u>	<u>568,339</u>

Bedford & District Cerebral Palsy Society

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

21 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2023 £
Unrestricted funds					
<i>General</i>					
General funds	426,409	99,881	(133,116)	(44,752)	348,422
<i>Designated</i>					
Building fund	100,000	-	-	-	100,000
Total unrestricted funds	<u>526,409</u>	<u>99,881</u>	<u>(133,116)</u>	<u>(44,752)</u>	<u>448,422</u>
Restricted funds					
Adventures	1,742	-	-	-	1,742
Clubs	20,178	21,060	(22,260)	-	18,978
College's Out	6,389	-	(78)	-	6,311
Skool's Out	3,536	61,300	(109,396)	44,560	-
Family Support Services	9,783	59,739	(62,538)	-	6,984
Welfare	302	3,000	(3,494)	192	-
Total restricted funds	<u>41,930</u>	<u>145,099</u>	<u>(197,766)</u>	<u>44,752</u>	<u>34,015</u>
Total funds	<u><u>568,339</u></u>	<u><u>244,980</u></u>	<u><u>(330,882)</u></u>	<u><u>-</u></u>	<u><u>482,437</u></u>

The transfer from the General fund to the Skool's Out and Welfare funds is to cover the deficit on these activities.

The specific purposes for which the funds are to be applied are as follows:

Adventures - Our trips and residential experiences respond to young people's dreams and aspirations including festivals, sports / theatre events and nights out.

Clubs - BDCPS provides a wide range of creative activity and life skills clubs for disabled young people such as Stampede for 5-14 yr olds, ACE for 18-25 yr olds and JJ's for 14-18 yr olds.

Skool's Out - Held during school holidays, full days of activity schemes are open to disabled young people aged 8-25 offering amazing experiences to help empower young people to achieve, raise self-esteem, make new friends, learn new things and develop valuable life skills.

College's Out - Held during the Easter and Summer holiday periods. Full days of activity schemes are open to disabled young people aged 18-25 offering a wide range of experiences to help empower young people to achieve, make new friends, try new things and develop life skills.

Family Support Services - Provides information and support for families with local and national contacts for a wide range of topics about CP and other disabilities.

Welfare - BDCPS awards grants to individuals and families who need specialist equipment to help them with their condition.

Bedford & District Cerebral Palsy Society

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

These are the figures for the previous accounting period and are included for comparative purposes

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 March 2022 £
Unrestricted funds					
<i>General</i>					
General funds	413,159	83,016	(82,414)	12,648	426,409
<i>Designated</i>					
Building fund	100,000	-	-	-	100,000
Total unrestricted funds	<u>513,159</u>	<u>83,016</u>	<u>(82,414)</u>	<u>12,648</u>	<u>526,409</u>
Restricted					
Adventures	1,759	15,000	(15,017)	-	1,742
Clubs	20,653	13,550	(14,025)	-	20,178
College's Out	6,389	-	-	-	6,389
Skool's Out	34,759	47,120	(78,343)	-	3,536
Family Support Services	12,021	54,560	(56,798)	-	9,783
Welfare	-	1,435	(1,133)	-	302
Total restricted funds	<u>75,581</u>	<u>131,665</u>	<u>(165,316)</u>	<u>-</u>	<u>41,930</u>
Total funds	<u><u>588,740</u></u>	<u><u>214,681</u></u>	<u><u>(247,730)</u></u>	<u><u>12,648</u></u>	<u><u>568,339</u></u>