



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	04	2022		31	03	2023

Section A

Reference and administration details

Charity name

Derbyshire Parent Carer Voice

Other names charity is known by

Registered charity number (if any)

1168641

Charity's principal address

Grassmoor Community Centre

Grassmoor

Chesterfield

Postcode

S42 5EE

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Cyrilene Cullen	Chair		
2	Claire Elliott	Vice-Chair		
3	Lynne Stevenson	Treasurer		
4	Louise Cheung	Secretary		
5	Angela Shepherd			
6	Elaine Pauk			
7	Michelle Wainwright-Hicks			
8	Tracey Green		20.10.22	
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

--

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document
(eg. trust deed, constitution)

Constitution

How the charity is constituted
(eg. trust, association, company)

Charity Incorporated Organisation

Trustee selection methods
(eg. appointed by, elected by)

Elected by Members

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To relieve the needs of children and young people who have disabilities or special educational needs, their parents, carers and families in the Derbyshire area, in such ways as shall be thought fit. This includes promoting their voice and young people, promoting their inclusion and helping to support them reach their full potential.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

All events and outputs are consulted and agreed at Management Group Meeting and minuted. Minutes are available at the main office of Derbyshire Parent Carer Voice.

Events

Online Home School Transport workshop, health and well-being sessions, Sleep course, Sensory Processing Needs Toolkit Launch, Meet and Eat events with DIASS, Sensory Processing Needs session, Cerebra - Accessing Public Services workshop and Safeguarding Futures - Wills, Trusts and Power of Attorney workshop, with a total of 149 attendees across the year.

Surveys

We carried out two online surveys to gain the views of parent carers, receiving a total of 338 responses. These two large-scale, broad surveys focused on the SEND Green Paper and a more targeted follow up, Areas of Concern across SEND, Health and Social Care.

The outputs were analysed and collated into reports and reported and shared with all key stakeholders. Outputs were shared online, via our website, social media, email database and in person during meetings.

Survey outputs were shared with parent carers, the local authority education, social care and health leading to further engagement in all three areas. DPCV responded with a 'you said we did' approach.

The survey outputs shaped the DPCV calendar of events (support, information and engagement events) offered to parent carers to meet their needs.

Events and survey activity met all our core aims of extending reach, increasing membership and promoting greater parent carer participation.

Social media

We have a social media co-ordinator to work on all our social media platforms. This is working well and sharing useful, reliable and participation information to ensure we gain views not just from our members but from the wider community and the ability share on further.

Our current social media platforms have a total 3115 followers, our website figures for the year are 11032 views.

Social Media activity meets our core aim of extending our reach to more/ diverse parent carers.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We have strengthened the forum by:

1. **Updated processes and practices** - We bench marked and tapped into best practice cross county/ cross region Parent Carer Forums.

We have reviewed and updated all DPCV policies and procedures (20).

2. **Provided clear expectations of roles** - We have produced new role profiles for freelance positions (Admin support, Communication and Engagement and Social Media) and Co-ordinator.

3. **Introduced new processes** - Operational meetings weekly (with core management team and Co-ordinator) to focus on priorities, termly book of work and weekly operational priorities, high level budget projection to ensure budget information available to all audiences in user friendly PowerPoint format as well as spreadsheet.

Streamlining end to end practices to avoid duplication and to ensure consistency and standardised approach to save time (e.g. standardised email communications to accompany surveys and promotion of events as well as the design of consistent post event feedback surveys).

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Meeting core aims

We have strengthened the forum by tightly focusing on core aims of:

1. To extend reach to more parent carers
2. To increase membership
3. To promote greater parent carer participation

Extended reach to more parent carers and promoted participation

We have continued to reach a greater number of families over the past year through social media interactions. We have provided more responses on social media by influencing the LA and ICB to engage and provide subject matter expert responses to specific topics raised.

We have also engaged with parent carers on social media more regularly and more widely to encourage participation e.g. Seeking views on locations for events to increase uptake and participation as well as asking for input and ideas on future events to increase involvement.

Increased membership

We have actively encouraged membership at every opportunity. With links to sign up in our surveys and on email communications and by promoting membership at our programme of face-to-face meet and eat information and engagement events.

We extended our outreach via meet and eat events to new areas of the county based on feedback from parent carers.

We have increased forum numbers by promoting membership via our large-scale surveys and by offering more workshops to empower parent carers whilst gaining their views. The Meet & Eat information and engagement sessions with LA partners/ DIASS were very successful in increasing numbers to the database.

This year we have increased our members by 110. This is a 20% increase in membership in 2022/23.

Cross functional working achievements

We have continued to have regular meetings with various services heads relating to SEND within Derbyshire. This is to ensure we continue to build new relationships with new employees and with new steering group members.

Worked together on the multi-agency SEND strategic plan with all relevant agencies that impact life of families with SEND. Reports submitted following SEND Green Paper and Areas of Concern (SEND, Health and Social Care) which influenced SEND, ICB and social Care to engage with parent carers

We actively contributed to the following boards/ groups:

SEND Strategic Board,
Joint Working Group (DPCV, SEND, ICB, DIASS)
Special Schools Forums,
Sensory Processing Steering Group,
SEND Health Footprint Delivery Group,
Neuro Diverse Pathway ICB Meetings,
Autism Schools Project,
Keyworker Project Meetings,
Parent Carer Forum ICB meetings,
Attendance Educational Psychology meetings,

Local Offer meetings,
DIASS meetings,
OT meetings,
Early Years SEN Meetings,
Social Care Disabled Children's Services meetings,
Co-production Educational Psychology meetings
Regional East Midlands Parent Carer Forums
We also actively contributed to the national and local response to the SEND Green Paper Consultation feeding back DPCV parent carer views to the Local Authority as well as submitting our own response.

Positive outcomes for parent carers

Workshops and question and answer sessions have provided parent carers with the opportunity to be able to up-skill and speak directly with decision makers.

Meet and Eat information and engagement face to face events helped increase parent carer knowledge and confidence around SEND and EHCP as well as reduce isolation.

Health and well-being and sleep workshops helped build parent carer knowledge and skills in terms of self-care, resilience and well-being as well as reduce isolation.

Online workshops helped build parent carer confidence, skills and knowledge utilising internal and external experts (Cerebra and Securing Futures) covering subjects such as sensory needs, wills and trusts and accessing public services.

Section E

Financial review

Brief statement of the charity's policy on reserves

From the funding during this financial year it was specified by the funder that this money was to be spent by the end of the financial year. Our bank account has surplus funds from previous fundraising and donations.

Details of any funds materially in deficit

We do not have the ability to be in a deficit position.

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F

Other optional information

Section G

Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Cyrilene Cullen

Claire Elliott

Position (eg Secretary, Chair, etc)

Chair

Vice Chair

Date

20th September 2023



Derbyshire Parent Carer Voice			Charity Number:		1168641
Annual accounts for the period:					
Start Date:	01/04/2022	To	End Date:	31/03/2023	

Statement of financial activities

	Unrestricted funds	income funds	Endowment funds	Total this year	Total last year
	£	£	£	£	£
Incoming resources					
Income and endowments from:					
Donations and legacies	-	-	-	-	-
Charitable activities	-	17,500	-	17,500	16,743
Other trading activities	-	-	-	-	5,000
Investments	-	-	-	-	-
Separate material item of income	-	-	-	-	-
Other	-	-	-	-	-
Total incoming resources	-	17,500	-	17,500	21,743
Resources expended					
Expenditure on:					
Raising funds	-	7,639	-	7,639	9,264
Charitable activities	-	9,760	-	9,760	9,652
Separate material item of expense	-	-	-	-	-
Other	-	-	-	-	-
Total resources expended	-	17,400	-	17,400	18,917
Net income/(expenditure) before investment gains/(losses)	-	100	-	100	2,826
Net gains/(losses) on investments	-	-	-	-	-
Net income/(expenditure)	-	100	-	100	2,826
Extraordinary items	-	-	-	-	-
Transfers between funds	-	-	-	-	-
Other recognised gains/(losses):					
Gains and losses on revaluation of fixed assets for the charity's own use	-	-	-	-	-
Other gains/(losses)	-	-	-	-	-
Net movement in funds	-	100	-	100	2,826
Reconciliation of funds:					
Total funds brought forward	5,216	20,855	-	26,071	23,245
Total funds carried forward	5,216	20,955	-	26,171	26,071



Derbyshire Parent Carer Voice			Charity Number	1168641
Annual accounts for the period:				
Start Date:	01/04/2022	To	End Date:	31/03/2023

Balance sheet

	Unrestricted funds	Restricted income funds	Endowment funds	Total this year	Total last year
	£	£	£	£	£
Fixed assets					
Intangible assets	-	-	-	-	-
Tangible assets	-	432	-	432	576
Heritage assets	-	-	-	-	-
Investments	-	-	-	-	-
Total fixed assets	-	432	-	432	576
Current assets					
Stocks	-	-	-	-	-
Debtors	-	-	-	-	614
Investments	-	-	-	-	-
Cash at bank and in hand	5,216	28,350	-	33,566	26,994
Total current assets	5,216	28,350	-	33,566	27,608
Creditors: amounts falling due within one year	-	7,886	-	7,886	-
Net current assets/(liabilities)	5,216	20,464	-	25,680	27,608
Total assets less current liabilities	5,216	20,896	-	26,112	28,184
Creditors: amounts falling due after one year	-	-	-	-	2,113
Provisions for liabilities and charges	-	-	-	-	-
Total net assets or liabilities	5,216	20,896	-	26,112	26,071
Funds of the Charity					
Unrestricted funds	5,216			5,216	5,216
Restricted income funds		20,896		20,896	20,855
Endowment funds			-	-	-
Revaluation reserve				-	-
Total funds	5,216	20,896	-	26,112	26,071
Signature		Print Name		Date	
Signed by one or two trustees on behalf of all the trustees		Cyrilene Cullen		28.12.23	
		Claire Elliott		28.12.23	