



BASILDON PARENTS4PARENTS

(A charity registered in England and Wales)

Charity Registration No.: 1176284

Report and Financial Statements

For the Year Ended 13 December 2024

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Legal and Administrative Details

Report of the Trustees for the year ended 13th December 2024

The trustees present their report and independently examined financial statements for the year ended 13th December 2024.

Reference and Administrative Information

Charity Name: BASILDON PARENTS4PARENTS

Charity Registration Number: 1176284

Registered Office and
Operational Address: 41 River View Close
Laindon
Basildon
SS15 4FA

Trustees: Amanda Farley – Chair
Danielle Blackburn – Treasurer
Jody Bird
Deborah Claire Rostami
Margaret Emery

Structure, Governance and Management

Governing Document

Basildon Parents4Parents (Basildon Parents4Parents) is a registered charity in England and Wales, established to support families and carers of children and young people with special educational needs and disabilities (SEND). The charity is governed by its Constitution, adopted on registration, which sets out its charitable objects and powers.

Recruitment and Appointment of Trustees

Trustees are appointed in accordance with the charity's Constitution. New trustees are recruited from among parents, carers, and professionals who share the charity's aims and are committed to improving outcomes for families in the local community. The board seeks to maintain a balance of skills and experience to ensure effective governance, including experience in education, health, finance, and community engagement.

Organisational Structure

The Board of Trustees holds overall responsibility for governance and strategic direction. Day-to-day management and operations are delegated to the Treasurer and designated project leads, who oversee course delivery, community engagement, and partnerships. The trustees meet regularly to review performance, approve key decisions, and monitor financial and operational risks.

Risk Management

The trustees regularly review the major risks to which the charity is exposed, particularly in relation to operations, finance, and safeguarding. Systems and procedures have been established to mitigate these risks, including clear financial controls, safeguarding policies, and volunteer training. The trustees are satisfied that appropriate measures are in place to manage identified risks effectively.

Report of the Trustees

Objectives and Activities

Charitable Objectives

Basildon Parents4Parents is a Charitable Incorporated Organisation registered with the Charity Commission in December 2017.

The charity was founded by a small group of dedicated parents who wanted to make a difference within their community by helping other parents navigate the everyday challenges of raising children.

Basildon Parents4Parents' charitable objectives are to:

- Give parents emotional and practical guidance and support.
- Provide a listening ear to those in need.
- Help parents to support their child's education, health, and wellbeing.
- Direct parents and carers to access local services.
- Promote the importance of education and lifelong learning.

Basildon Parents4Parents operates under the core principles of Connect, Advise, Relax, and Educate, ensuring that parents and carers have access to the right help at the right time.

Vision and Approach

Basildon Parents4Parents' vision is to help parents navigate the challenges of parenting — because no matter where they may be in their parenting role, if they can access an opportunity somewhere to make it better, they are able to make it better.

The charity provides a non-judgemental, common-sense approach, building a strong community network that incorporates wellbeing, educational and social opportunities for families across Basildon and the surrounding areas.

All Basildon Parents4Parents volunteers are from the local community and complete induction, safeguarding, and first aid training, holding current DBS checks. The management committee is made up of individuals from a wide range of backgrounds to ensure strong governance and diversity of skills.

Main Activities Undertaken to Further the Charity's Objectives

Basildon Parents4Parents delivers a series of term-time and year-round projects that offer direct support to parents, carers, and young people. These include:

- ESOL Women's Group – supported by Sanctuary Housing, helping women of different cultures to practise conversational English and build friendships in a safe, welcoming environment.
- Community Art Café – based in Tesco Mayflower, providing parents with a creative and therapeutic space to relax, connect, and focus on their own wellbeing through art and craft activities.
- Conn-X Neurodivergent Youth Club – supporting younger children (aged 5-12) with social communication challenges through play-based activities that encourage teamwork, creativity, and self-confidence.
- TeenZone Youth Club – for neurodiverse teens facing anxiety and social challenges, offering gaming, art, music, and cooking activities to develop independence and friendships.
- Non-Violent Resistance (NVR) Parenting Course – a 10-week therapeutic programme supporting parents in managing challenging behaviours and restoring positive family relationships.

- Youth Mental Health First Aid Courses – accredited training helping parents recognise and support young people’s mental health needs.
- Paediatric First Aid Courses – fully funded and accredited, helping parents gain vital lifesaving skills and increased confidence.
- Health and Wellbeing Workshops – sessions including yoga, mindfulness, meditation, Zumba, and reflexology to promote relaxation, resilience, and community connection.
- Financial Wellbeing and Multiply Projects – supporting parents to manage budgets, reduce stress around money, and improve numeracy through practical, confidence-building workshops.
- Cost of Living and Festive Food Support Projects – distributing hampers and food bags to families in crisis across Basildon schools and networks.
- Creative and Therapeutic Courses – such as The Art of Resilience and Worry Worm Workshops, enabling parents to explore emotions and manage anxiety through art and mindfulness.

Achievements and Performance 2023–2024

During the reporting period, Basildon Parents4Parents expanded its community reach and project range significantly. The charity:

- Supported just over 500 local families through regular group activities and workshops.
- Delivered accredited and non-accredited training to enhance parenting, wellbeing, and employability skills. Notably our Emergency Paediatric First Aid and Youth Mental Health First Aid Courses which served accreditations to over 30 attendees.
- Strengthened partnerships with local organisations including Peabody Housing Association, The Workers Educational Association, The National Lottery Community Fund, Essex Community Foundation, Essex Youth Trust, and Basildon Council.
- Enhanced administrative and operational systems — introducing a secure database, Eventbrite booking, and planning for a new website with online registration and evaluation forms.
- Received significant recognition, including a nomination for Volunteer Group/Project of the Year, celebrating its community impact.

Financial Review

Basildon Parents4Parents continues to operate on a sustainable financial footing, supported by the generosity of funders, partners, and the dedication of its volunteers. During the year ended 13 December 2024, the charity successfully secured multiple grants and project-based funding streams which enabled the delivery of a wide range of community initiatives, training courses, and wellbeing projects.

Income

The charity’s income was derived from a combination of sources, including:

- Grant funding from The National Lottery Community Fund, Essex Community Foundation, Essex Youth Trust, and Basildon Council.
- Support from local councils and organisations for specific projects such as Multiply (financial wellbeing and maths support), Peabody Housing Association, and Sanctuary Housing.
- Community fundraising, voluntary donations, and small contributions towards workshops and events.

This combination of income streams reflects Basildon Parents4Parents’ continued success in diversifying its funding base and maintaining strong relationships with statutory, voluntary, and corporate partners.

Expenditure

Expenditure during the financial year primarily related to:

- Delivery of term-time projects, workshops, and youth clubs.
- Staff and facilitator costs associated with project management and course delivery.
- Purchase of materials and equipment for community sessions, including art supplies, sensory items, and wellbeing resources.
- Venue hire, insurance, professional services, and administrative costs.

All expenditure was carefully monitored to ensure that charitable funds were used effectively and in accordance with donor intentions.

The trustees recognise the importance of maintaining clear and transparent financial management as the charity continues to grow. All funds are currently held within a single bank account (£47,001 at year end), and the trustees will explore practical options for maintaining clearly designated restricted and unrestricted balances to strengthen internal reporting and transparency.

As most income in 2024 was derived from restricted grants (£67,700), the trustees are also committed to developing a forward funding strategy and exploring additional income sources such as community fundraising, donations, and potential service-level agreements to improve long-term sustainability.

In the coming year, the trustees will also review suitable accounting software options, such as Xero, to support enhanced financial monitoring and reporting.

Reserves Policy

The trustees have reviewed the level of reserves required to ensure the continued operation of Basildon Parents4Parents' charitable activities in the event of unexpected funding shortfalls. It has been agreed that the charity will maintain unrestricted reserves equivalent to six months of core operating costs, enabling Basildon Parents4Parents to:

- Continue its main projects for a short period should funding be delayed;
- Cover any committed liabilities; and
- Provide stability and continuity of support for families already engaged in Basildon Parents4Parents' services.

The reserves are reviewed annually as part of the financial planning and risk management process.

At year end, unrestricted reserves stood at £10,057, representing approximately five months of core operating expenditure. This remains close to the charity's target of maintaining six months' reserves to ensure financial stability and continuity of services.

Going Concern

The trustees are satisfied that the charity remains financially viable and continues to meet all obligations as they fall due. Funding commitments and grant support into 2025 have been confirmed, and the trustees are confident that the charity will continue as a going concern for the foreseeable future.

Serious Incidents

There were no serious incidents to report during the financial year. All safeguarding, financial, and operational policies have been reviewed and remain compliant with the requirements of the Charity Commission.

Reserves and Governance Confirmation

The Trustees confirm that they have reviewed the financial position of Basildon Parents4Parents and are satisfied that the charity's reserves policy remains appropriate. Unrestricted reserves are maintained at a level sufficient to provide stability, allow for continued delivery of services, and safeguard against unforeseen events. The trustees have also reviewed the charity's governance framework and policies, ensuring continued compliance with the Charity Commission's guidance on public benefit, financial reporting, safeguarding, and risk management. Regular meetings are held throughout the year to monitor performance, oversee expenditure, and plan for the ongoing sustainability and growth of the organisation. The Trustees wish to express their gratitude to all the volunteers, funders, and community partners whose dedication and generosity have made it possible to continue delivering much-needed support to families across Basildon and the surrounding areas.

Trustees' Declaration and Approval

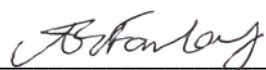
The Trustees declare that they have approved the Report and Financial Statements for the year ended 13 December 2024.

This report has been prepared in accordance with the Charities Act 2011 and the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts under FRS 102.

Signed on behalf of the Charity's Trustees:

Name: Amanda Farley


Position: Chair

Signature: 

Date: 9th October 2025

Name: Danielle Blackburn

Position: Treasurer

Signature: 

Date: 9th October 2025

Independent Examiner's Report to the Trustees of Basildon Parents4Parents on the accounts for the year ended 13th December 2024

I report on the accounts of the charity for the year ended 13 December 2024, which comprise the Statement of Financial Activities, Balance Sheet, and related notes.

Respective responsibilities of trustees and examiner:

The charity's trustees are responsible for preparing the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is required. It is my responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the Directions given by the Charity Commission, and to state whether any matters come to my attention.

Basis of independent examiner's statement:

My examination was carried out in accordance with Charity Commission Directions. An examination includes a review of the accounting records and comparison with the accounts presented, together with consideration of any unusual items or disclosures. The procedures undertaken do not provide all the evidence required in an audit and consequently no audit opinion is given.

Independent examiner's statement:

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

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the Act, and to prepare accounts that comply with the Act, have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Steven Bicknell FCMA CGMA
Chartered Management Accountant
Date: 7/10/25

BALANCE SHEET AS AT 13TH DECEMBER 2024

Note	2024 (£)	2023 (£)
Fixed Assets		
Tangible Assets	–	–
Total Fixed Assets	–	–
Current Assets		
Cash at bank and in hand	47,001	11,588
Debtors	–	–
Stock / Prepayments	–	–
Total Current Assets	47,001	11,588
Liabilities		
Creditors (amounts falling due within one year)	–	–
Net Current Assets	47,001	11,588
Total Assets less Current Liabilities	47,001	11,588
Funds of the Charity		
Unrestricted Funds	10,057	9,724
Restricted Funds (note 6)	36,944	1,864
Total Funds Carried Forward	47,001	11,588

STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
(Including Income and Expenditure Account)
For the Year Ended 13th December 2024

Income from:	Unrestricted (£)	Restricted (£)	Total 2024 (£)	Total 2023 (£)
Grants and Project Funding	23,329	67,700	91,029	28,568
Total Income	23,329	67,700	91,029	28,568

Expenditure on:	Unrestricted (£)	Restricted (£)	Total 2024 (£)	Total 2023 (£)
Project Delivery and Administration	22,995	32,621	55,616	59,614
Total Expenditure	22,995	32,621	55,616	59,614

	Unrestricted (£)	Restricted (£)	Total 2024 (£)	Total 2023 (£)
Net Income / (Expenditure)	334	35,079	35,413	(31,046)
Funds brought forward (14 Dec 2023)	9,724	1,864	11,588	42,634
Funds carried forward (13 Dec 2024)	10,057	36,944	47,001	11,588

NOTES FORMING PART OF THE FINANCIAL STATEMENTS
For the Year Ended 13th December 2024

1) BASIS OF PREPARATION

a) Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Charities Act 2011, the Charities (SORP FRS 102) "Accounting and Reporting by Charities", and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

b) Public Benefit Entity

Basildon Parents4Parents meets the definition of a public benefit entity under FRS 102 and the trustees confirm that they have complied with the duty to have regard to the Charity Commission's guidance on public benefit.

c) Going Concern

The trustees consider that the charity has adequate resources to continue in operational existence for the foreseeable future and have therefore prepared the accounts on a going-concern basis.

2) ACCOUNTING POLICIES

a) 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 funds subject to specific restrictions on their expenditure imposed by the donor or grant provider.
- There are no designated funds this year.

b) Income Recognition

Income is recognised in the Statement of Financial Activities when the charity is entitled to the income, the amount can be measured reliably, and receipt is probable. Grants and donations are recognised when all performance-related conditions are met. Gift Aid recoverable is included as income when a valid declaration from the donor is held.

c) Expenditure Recognition

Expenditure is recognised on an accruals basis when a legal or constructive obligation arises. Costs are classified under activity headings in the SOFA that aggregate all costs related to that activity.

d) Tangible Fixed Assets

Items of equipment costing more than £500 and with a useful life exceeding one year are capitalised and depreciated on a straight-line basis over four years. No capital additions were made in the year.

e) Debtors and Creditors

Debtors and creditors are measured at settlement value. At the balance-sheet date, no material debtors or creditors were outstanding.

f) Reserves Policy

The trustees have determined that Basildon Parents4Parents will maintain unrestricted reserves equivalent to approximately six months of operating expenditure to ensure stability in the event of unexpected income disruption.

3) PAID EMPLOYEES

The charity does not employ full-time staff. Project facilitators and sessional workers are engaged on a self-employed or contract basis. No employee earned more than £60,000 during the year.

4) TAXATION

As a registered charity, Basildon Parents4Parents is exempt from corporation tax on income and gains applied for charitable purposes.

5) GRANTS RECEIVED

Funder / Project	Restricted / Unrestricted	Purpose / Project Description	Amount Received (£)
<u>UNRESTRICTED FUNDS</u>			
BP4P General Fund – Carried over from 2023	Unrestricted		7,028
Essex County Council – Multiply Grant	Unrestricted	Adult numeracy and financial confidence training	10,300
Essex County Council – Multiply Grant 2	Unrestricted	Financial wellbeing and numeracy	6,000
<u>RESTRICTED FUNDS</u>			
Basildon Council – ESOL Club	Restricted	English language and integration sessions for women	500
Funding from National Lottery	Restricted	NVR Parenting & Health and Wellbeing courses	19,661
Essex County Council – Food Support Fund (Grant 1)	Restricted	Cost of living and food parcel support	3,000
Essex Community Foundation – Youth Clubs	Restricted	Conn-X and TeenZone youth activities	7,000
Essex County Council – Time4Carers Project	Restricted	Support for parent/carer wellbeing	29,946
Essex County Council – NVR Grant 2	Restricted	Non-Violent Resistance course	3,930
Essex County Council – Food Support Fund (Grant 2)	Restricted	Family food hampers and festive parcels	1160
Essex County Council – Food Support Fund (Grant 3)	Restricted	Ongoing food support and crisis assistance	2504
<i>Total Grants Received 2023/24</i>			91,029

6) CHARITY FUNDS – MOVEMENT DURING THE YEAR

Fund Name	Type	Opening Balance (£)	Income Received FY23/24 (£)	Expenditure (£)	Closing Balance (£)	Status
<u>UNRESTRICTED FUNDS</u>						
BP4P General Funding	Unrestricted	2,884	7,029	2,652	7,260	Open
ECC Multiply Grant 1	Unrestricted	6,000	4,300	10,300	0	Closed
ECC Multiply Grant 2	Unrestricted	6,000	–	3,203	2,797	Open
<i>Total Unrestricted Funds</i>		14,884	11,329	16,155	10,057.38	
<u>RESTRICTED FUNDS</u>						
Basildon Council – ESOL Club	Restricted	500	–	383	117	Open
National Lottery Community Fund	Restricted	19,430	231	7,408	12,253	Open
ECC – Food Support Fund Grant 1	Restricted	3,000	–	3,000	0	Closed
Essex Community Foundation – Youth Clubs	Restricted	7,000	–	2,534	4,466	Open
ECC – Time4Carers Project	Restricted	14,960	14,986	13,173	16,773	Open
ECC – NVR Grant 2	Restricted	3,870	60	2,308	1,622	Open
ECC – Food Support Fund Grant 2	Restricted	1,000	160	1,160	0.00	Closed
ECC – Food Support Fund Grant 3	Restricted	2,500	4	791	1,713	Open
<i>Total Restricted Funds</i>		52,260	15,440	30,757	36,9434	
<i>Grand Totals</i>		67,144	26,770	46,912	47,001	

7) TRUSTEE REMUNERATION AND RELATED PARTY TRANSACTIONS

No trustee received any remuneration or reimbursement of expenses during the year. There were no related party transactions requiring disclosure.

8) POST BALANCE SHEET EVENTS

There are no material post balance-sheet events or contingent liabilities to report.

9) APPROVAL OF THE FINANCIAL STATEMENTS

These financial statements were approved by the Trustees on 6th October 2025 and signed on their behalf by:



Amanda Farley – Chair



Danielle Blackburn – Treasurer



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Report and Financial Statements

For the Year Ended 13 December 2024

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Legal and Administrative Details

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Report of the Trustees

Objectives and Activities

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Achievements and Performance 2023–2024

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- Delivered accredited and non-accredited training to enhance parenting, wellbeing, and employability skills. Notably our Emergency Paediatric First Aid and Youth Mental Health First Aid Courses which served accreditations to over 30 attendees.
- Strengthened partnerships with local organisations including Peabody Housing Association, The Workers Educational Association, The National Lottery Community Fund, Essex Community Foundation, Essex Youth Trust, and Basildon Council.
- Enhanced administrative and operational systems — introducing a secure database, Eventbrite booking, and planning for a new website with online registration and evaluation forms.
- Received significant recognition, including a nomination for Volunteer Group/Project of the Year, celebrating its community impact.

Financial Review

Basildon Parents4Parents continues to operate on a sustainable financial footing, supported by the generosity of funders, partners, and the dedication of its volunteers. During the year ended 13 December 2024, the charity successfully secured multiple grants and project-based funding streams which enabled the delivery of a wide range of community initiatives, training courses, and wellbeing projects.

Income

The charity’s income was derived from a combination of sources, including:

- Grant funding from The National Lottery Community Fund, Essex Community Foundation, Essex Youth Trust, and Basildon Council.
- Support from local councils and organisations for specific projects such as Multiply (financial wellbeing and maths support), Peabody Housing Association, and Sanctuary Housing.
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The trustees recognise the importance of maintaining clear and transparent financial management as the charity continues to grow. All funds are currently held within a single bank account (£47,001 at year end), and the trustees will explore practical options for maintaining clearly designated restricted and unrestricted balances to strengthen internal reporting and transparency.

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In the coming year, the trustees will also review suitable accounting software options, such as Xero, to support enhanced financial monitoring and reporting.

Reserves Policy

The trustees have reviewed the level of reserves required to ensure the continued operation of Basildon Parents4Parents' charitable activities in the event of unexpected funding shortfalls. It has been agreed that the charity will maintain unrestricted reserves equivalent to six months of core operating costs, enabling Basildon Parents4Parents to:

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- Cover any committed liabilities; and
- Provide stability and continuity of support for families already engaged in Basildon Parents4Parents' services.

The reserves are reviewed annually as part of the financial planning and risk management process.

At year end, unrestricted reserves stood at £10,057, representing approximately five months of core operating expenditure. This remains close to the charity's target of maintaining six months' reserves to ensure financial stability and continuity of services.

Going Concern

The trustees are satisfied that the charity remains financially viable and continues to meet all obligations as they fall due. Funding commitments and grant support into 2025 have been confirmed, and the trustees are confident that the charity will continue as a going concern for the foreseeable future.

Serious Incidents

There were no serious incidents to report during the financial year. All safeguarding, financial, and operational policies have been reviewed and remain compliant with the requirements of the Charity Commission.

Reserves and Governance Confirmation

The Trustees confirm that they have reviewed the financial position of Basildon Parents4Parents and are satisfied that the charity's reserves policy remains appropriate. Unrestricted reserves are maintained at a level sufficient to provide stability, allow for continued delivery of services, and safeguard against unforeseen events. The trustees have also reviewed the charity's governance framework and policies, ensuring continued compliance with the Charity Commission's guidance on public benefit, financial reporting, safeguarding, and risk management. Regular meetings are held throughout the year to monitor performance, oversee expenditure, and plan for the ongoing sustainability and growth of the organisation. The Trustees wish to express their gratitude to all the volunteers, funders, and community partners whose dedication and generosity have made it possible to continue delivering much-needed support to families across Basildon and the surrounding areas.

Trustees' Declaration and Approval

The Trustees declare that they have approved the Report and Financial Statements for the year ended 13 December 2024.

This report has been prepared in accordance with the Charities Act 2011 and the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts under FRS 102.

Signed on behalf of the Charity's Trustees:


Name: Amanda Farley

Position: Chair

Signature: 
Date: 9th October 2025

Name: Danielle Blackburn

Position: Treasurer

Signature: 
Date: 9th October 2025

Independent Examiner's Report to the Trustees of Basildon Parents4Parents on the accounts for the year ended 13th December 2024

I report on the accounts of the charity for the year ended 13 December 2024, which comprise the Statement of Financial Activities, Balance Sheet, and related notes.

Respective responsibilities of trustees and examiner:

The charity's trustees are responsible for preparing the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is required. It is my responsibility to examine the accounts under section 145 of the Act, to follow the procedures laid down in the Directions given by the Charity Commission, and to state whether any matters come to my attention.

Basis of independent examiner's statement:

My examination was carried out in accordance with Charity Commission Directions. An examination includes a review of the accounting records and comparison with the accounts presented, together with consideration of any unusual items or disclosures. The procedures undertaken do not provide all the evidence required in an audit and consequently no audit opinion is given.

Independent examiner's statement:

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

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the Act, and to prepare accounts that comply with the Act, have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Steven Bicknell FCMA CGMA
Chartered Management Accountant
Date: 7/10/25

BALANCE SHEET AS AT 13TH DECEMBER 2024

Note	2024 (£)	2023 (£)
Fixed Assets		
Tangible Assets	–	–
Total Fixed Assets	–	–
Current Assets		
Cash at bank and in hand	47,001	11,588
Debtors	–	–
Stock / Prepayments	–	–
Total Current Assets	47,001	11,588
Liabilities		
Creditors (amounts falling due within one year)	–	–
Net Current Assets	47,001	11,588
Total Assets less Current Liabilities	47,001	11,588
Funds of the Charity		
Unrestricted Funds	10,057	9,724
Restricted Funds (note 6)	36,944	1,864
Total Funds Carried Forward	47,001	11,588

STATEMENT OF FINANCIAL ACTIVITIES (SOFA)
(Including Income and Expenditure Account)
For the Year Ended 13th December 2024

Income from:	Unrestricted (£)	Restricted (£)	Total 2024 (£)	Total 2023 (£)
Grants and Project Funding	23,329	67,700	91,029	28,568
Total Income	23,329	67,700	91,029	28,568

Expenditure on:	Unrestricted (£)	Restricted (£)	Total 2024 (£)	Total 2023 (£)
Project Delivery and Administration	22,995	32,621	55,616	59,614
Total Expenditure	22,995	32,621	55,616	59,614

	Unrestricted (£)	Restricted (£)	Total 2024 (£)	Total 2023 (£)
Net Income / (Expenditure)	334	35,079	35,413	(31,046)
Funds brought forward (14 Dec 2023)	9,724	1,864	11,588	42,634
Funds carried forward (13 Dec 2024)	10,057	36,944	47,001	11,588

NOTES FORMING PART OF THE FINANCIAL STATEMENTS
For the Year Ended 13th December 2024

1) BASIS OF PREPARATION

a) Basis of Accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Charities Act 2011, the Charities (SORP FRS 102) "Accounting and Reporting by Charities", and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

b) Public Benefit Entity

Basildon Parents4Parents meets the definition of a public benefit entity under FRS 102 and the trustees confirm that they have complied with the duty to have regard to the Charity Commission's guidance on public benefit.

c) Going Concern

The trustees consider that the charity has adequate resources to continue in operational existence for the foreseeable future and have therefore prepared the accounts on a going-concern basis.

2) ACCOUNTING POLICIES

a) 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 funds subject to specific restrictions on their expenditure imposed by the donor or grant provider.
- There are no designated funds this year.

b) Income Recognition

Income is recognised in the Statement of Financial Activities when the charity is entitled to the income, the amount can be measured reliably, and receipt is probable. Grants and donations are recognised when all performance-related conditions are met. Gift Aid recoverable is included as income when a valid declaration from the donor is held.

c) Expenditure Recognition

Expenditure is recognised on an accruals basis when a legal or constructive obligation arises. Costs are classified under activity headings in the SOFA that aggregate all costs related to that activity.

d) Tangible Fixed Assets

Items of equipment costing more than £500 and with a useful life exceeding one year are capitalised and depreciated on a straight-line basis over four years. No capital additions were made in the year.

e) Debtors and Creditors

Debtors and creditors are measured at settlement value. At the balance-sheet date, no material debtors or creditors were outstanding.

f) Reserves Policy

The trustees have determined that Basildon Parents4Parents will maintain unrestricted reserves equivalent to approximately six months of operating expenditure to ensure stability in the event of unexpected income disruption.

3) PAID EMPLOYEES

The charity does not employ full-time staff. Project facilitators and sessional workers are engaged on a self-employed or contract basis. No employee earned more than £60,000 during the year.

4) TAXATION

As a registered charity, Basildon Parents4Parents is exempt from corporation tax on income and gains applied for charitable purposes.

5) GRANTS RECEIVED

Funder / Project	Restricted / Unrestricted	Purpose / Project Description	Amount Received (£)
<u>UNRESTRICTED FUNDS</u>			
BP4P General Fund – Carried over from 2023	Unrestricted		7,028
Essex County Council – Multiply Grant	Unrestricted	Adult numeracy and financial confidence training	10,300
Essex County Council – Multiply Grant 2	Unrestricted	Financial wellbeing and numeracy	6,000
<u>RESTRICTED FUNDS</u>			
Basildon Council – ESOL Club	Restricted	English language and integration sessions for women	500
Funding from National Lottery	Restricted	NVR Parenting & Health and Wellbeing courses	19,661
Essex County Council – Food Support Fund (Grant 1)	Restricted	Cost of living and food parcel support	3,000
Essex Community Foundation – Youth Clubs	Restricted	Conn-X and TeenZone youth activities	7,000
Essex County Council – Time4Carers Project	Restricted	Support for parent/carer wellbeing	29,946
Essex County Council – NVR Grant 2	Restricted	Non-Violent Resistance course	3,930
Essex County Council – Food Support Fund (Grant 2)	Restricted	Family food hampers and festive parcels	1160
Essex County Council – Food Support Fund (Grant 3)	Restricted	Ongoing food support and crisis assistance	2504
<i>Total Grants Received 2023/24</i>			91,029

6) CHARITY FUNDS – MOVEMENT DURING THE YEAR

Fund Name	Type	Opening Balance (£)	Income Received FY23/24 (£)	Expenditure (£)	Closing Balance (£)	Status
<u>UNRESTRICTED FUNDS</u>						
BP4P General Funding	Unrestricted	2,884	7,029	2,652	7,260	Open
ECC Multiply Grant 1	Unrestricted	6,000	4,300	10,300	0	Closed
ECC Multiply Grant 2	Unrestricted	6,000	–	3,203	2,797	Open
<i>Total Unrestricted Funds</i>		14,884	11,329	16,155	10,057.38	
<u>RESTRICTED FUNDS</u>						
Basildon Council – ESOL Club	Restricted	500	–	383	117	Open
National Lottery Community Fund	Restricted	19,430	231	7,408	12,253	Open
ECC – Food Support Fund Grant 1	Restricted	3,000	–	3,000	0	Closed
Essex Community Foundation – Youth Clubs	Restricted	7,000	–	2,534	4,466	Open
ECC – Time4Carers Project	Restricted	14,960	14,986	13,173	16,773	Open
ECC – NVR Grant 2	Restricted	3,870	60	2,308	1,622	Open
ECC – Food Support Fund Grant 2	Restricted	1,000	160	1,160	0.00	Closed
ECC – Food Support Fund Grant 3	Restricted	2,500	4	791	1,713	Open
<i>Total Restricted Funds</i>		52,260	15,440	30,757	36,9434	
<i>Grand Totals</i>		67,144	26,770	46,912	47,001	

7) TRUSTEE REMUNERATION AND RELATED PARTY TRANSACTIONS

No trustee received any remuneration or reimbursement of expenses during the year. There were no related party transactions requiring disclosure.

8) POST BALANCE SHEET EVENTS

There are no material post balance-sheet events or contingent liabilities to report.

9) APPROVAL OF THE FINANCIAL STATEMENTS

These financial statements were approved by the Trustees on 6th October 2025 and signed on their behalf by:



Amanda Farley – Chair



Danielle Blackburn – Treasurer



Management Points for Trustees

Following the Independent Examination

As part of the independent examination of Basildon Parents4Parents for the year ended **13 December 2024**, the following management points are provided for the Trustees' consideration. These recommendations are intended to strengthen financial management, improve transparency, and support the long-term sustainability of the charity.

Recommendations:

- All funds are currently held in one bank account (£47,001). Consider maintaining separate bank accounts or clearly designated funds for restricted and unrestricted monies, to aid transparency.
- As most income is derived from grants (£67,700 restricted in 2024), the charity should continue developing a forward funding strategy and exploring additional income streams (e.g., donations, service-level agreements, or community fundraising).
- Consider adopting accounting software (such as Xero or ExpensePlus) to improve financial monitoring, reporting, and efficiency in managing restricted funds.
- DBS Checks: Danielle Blackburn has advised –

“Yes – we do DBS on our trustees and all are up to date with the exception of Claire Rostami due to reasons explained earlier. We are not allowed to hold DBS records on file, but their DBS numbers are as follows:

- *Claire Rostami – 001770019221*
- *Jody Bird – 001896325230*
- *Danielle Blackburn – 001824303141*
- *Amanda Farley – 001801484316*
- *Margaret Emery – 001928564635”*

It is recommended that this is followed up to ensure Claire Rostami's DBS is completed and documented appropriately, and that an internal record of DBS reference numbers continues to be maintained.

- Fit and Proper Persons Declaration: Danielle Blackburn has advised –

“At present, we have not implemented a formal written process for trustees to complete ‘Fit and Proper Persons’ declarations. However, all trustees are known to the charity and have been appointed following informal checks confirming their suitability, integrity, and alignment with our charitable aims. We recognise that HMRC recommends obtaining a signed Fit and Proper Persons Declaration from each trustee and senior

individual involved in managing the charity's funds. We intend to adopt this as good governance practice going forward, and will ensure that all current and future trustees complete the declaration form and that copies are retained on file."

It is recommended that this intention is followed up promptly, with a formal process adopted and completed declarations obtained from all trustees and senior officers.

These points do not affect the independent examiner's report but are provided as good practice guidance to help strengthen governance, safeguarding, and financial management within the charity.

Prepared by:

Steve Bicknell FCMA CGMA

Bicknell Business Advisers Limited

Date: 9 October 2025