



# The Parasol Project CIO

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ANNUAL REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL  
STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2022



REGISTERED CHARITY NUMBER: 1188736



## Executive Summary

Parasol's 26th year of providing inclusive activities for children & young people from Oxfordshire has been both challenging and uplifting.

As we came out of lockdown and began working to get back to 'normal' the charity faced a number of challenges. Disruption to our services impacted on staff retention & recruitment, funding opportunities were much reduced, for the 2nd year in a row we had very restricted intake of new children and young people, venues we have happily used for years shut down and prices increased significantly. However, the enthusiasm of children, young people and staff to be back at Parasol and the continued support of our partners helped us overcome these challenges and develop some really exciting new strands of work in response to the needs of the community we serve.

The number of face-to-face activities Parasol delivered this year is testament to the commitment of our volunteers and staff. Alongside managing to run holiday activities for both children and teens throughout the year we are particularly proud of the 5-day residential holiday at Kilvrough Manor in Wales we provided for 21 young people. At a time when staff could easily have stayed away, we could always rely on a core team who made sure children's needs were met and barriers to inclusion removed.

We are particularly thankful for the dedication of our Playbase Coordinator, Kat Smart, who in her 8 years at Parasol has progressed from being a playworker at our Summer playscheme to running the whole Children's Service, managing our venue in Northway and working to develop community facing services in response to the cost-of-living crisis. During lockdown, when our management team was reduced, Kat's energy and competence ensured participants were not inconvenienced as we worked to raise funds and recruit new staff whilst still providing safe, inclusive activities for some of the most vulnerable children in the county.

During the year ended March 31 2022 (2021/22) income fell significantly to £226,672 (2020/21 - £348,717) and expenditure also fell to £257,076 (2020/21 - £264,488). This resulted in a deficit for the year of £29,723. The fall in income was the result of the withdrawal/loss of various sources of funding made available to employers and "businesses" by the Government to protect them from the potential financial impacts of COVID19. There was a parallel fall in donations and grants received from individuals and grant funding Trusts. Following the pandemic, charities like Parasol did not fall into the funding priorities of many potential grantors; funders have been focusing on organisations dealing directly with the impact of COVID19. Parasol continued to benefit from reduced staffing costs, and savings on office overheads. However, as the Charity's activities began to recover from the impact of the pandemic these savings were limited. The Trustees are pleased to report that a successful bid has been made to the Henry Smith Charity. The successful, Volunteer project that ended in September 2021 will in effect be extended for a further 3 years starting in late Spring 2022.

### Output / we facilitated:

- 43 play schemes at Tower Playbase for an average No. of 22 children (5-12yrs) each day
- 38 Choice Days for average number of 20 teens (13-18+yrs) each day
- 31 weekly virtual youth club sessions attended by 20 different young people, avg. No. 10 a session
- 29 weekly dance club sessions for 11 children and young people
- Parasol also worked with 41 young volunteers this year

The effectiveness of Parasol's services are regularly monitored and evaluated. Firstly, to ensure that all stakeholders have a say in the development of the charity; secondly, to ensure that Parasol meets their objectives; thirdly, to learn from what is not working well and finally, to celebrate successes. Our evaluation report is available on request.

	Total participants	Disabled participants	Non-disabled participants	Total Hours delivered
Child Service	106	57	49	4360
Teen Service	76	61	15	5552
Virtual Project	28	26	2	566



# The Parasol Project CIO

## Reference and Administrative Information

**Registered Charity Number:** 1188736

**Principle Address:** Tower Playbase, Maltfield Road, Northway, Oxford OX3 9RG

**Trustees:** Dan Wadsworth (Chair)

Clive Gillam (Treasurer)

Rebecca Denson-Cleaver

Anneke Hackmann (Appointed September 15 2021)

Anne Schuster

**Key Management Personnel:** Dan Norey – Executive Director





# The Parasol Project CIO

Contents of the Annual Report and Financial Statements  
for the Year Ended 31 March 2022

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Christmas wreath making



# The Parasol Project CIO

## Report of the Trustees for the Year Ended 31 March 2022

By a resolution dated March 31 2021 the Trustees of the Parasol Project CIO (Charity No: 1188736) agreed to take on the assets, liabilities and functions of the unincorporated charity, the Parasol Project (Charity No: 1055914) ("the Transferor"). In so doing the Trustees of the Transferor charity have sought to take advantage of the added level of security available to Charitable Incorporated Organisations ("CIO's"). The new corporate nature of the CIO offers the Trustees Limited Liability and the new Constitution provides the charity with a greater sense of security and freedom to work with a wider range of disabled and non-disabled children, teenagers and young adults in the years ahead. As will be seen from the remainder of this Report, the Parasol Project's Mission and Objectives are broadly unchanged, and our passion for supporting those who use our services is undiminished.

The Trustees now present their report with the financial statements of the Parasol Project CIO ("the charity") for the year ended 31 March 2022. The Trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

### 1. Our vision

The Parasol Project want to see a world where every disabled child and young person can enjoy the same rights and opportunities as their non-disabled peers including access to out of school play, social and creative activities.

### 2. Our mission

To support young disabled people to have 'full and effective participation and inclusion in society' (UN Convention on the Rights of the Person with Disabilities), to unlock their potential and be more confident, independent and compassionate individuals.

### 3. Our values

We believe that disabled children and young people should enjoy the same rights and opportunities as other children and young people as set out in the United Nations Convention on the Rights of the Child, including access to activities that suit their needs, abilities and aspirations. Disabled peoples' engagement with culture and the arts alongside and on equal terms with their able-bodied peers is an important element of an inclusive society.

### 4. The importance of inclusivity

In the spirit of inclusion, we also work with a number of other disadvantaged groups including siblings of those with disabilities, children in care, care leavers, young carers, and refugees.

Parasol have developed a unique inclusive culture allowing us to proactively encourage these differing groups to share and take ownership of our activities. This has a powerful impact on participants. Parasol Project stakeholders explain the value and impact of this inclusive ethos at: [www.parasolproject.org/why-inclusivity](http://www.parasolproject.org/why-inclusivity)





## 5. Objectives and activities

As set out in the charity's constitution the Parasol Project objectives are to provide facilities for recreation and other leisure time occupation for children and young people with physical or learning difficulties. Such facilities are to be comparable to those available to the children and young people's non-disabled siblings and contemporaries and are to promote: (1) their educational, physical, mental and spiritual wellbeing, and, (2) equal opportunities.

These objectives shape the activities that are undertaken by the charity. Not only does the Charity provide activities that offer experiences comparable to those available to non-disabled children and young people but these are enjoyed alongside non-disabled siblings and contemporaries of our beneficiaries. Inclusivity and equal opportunities are key hallmarks and features of all activities planned and delivered by the charity.

In planning the work of the Charity, the Trustees take due regard to the Charity Commission's guidance on Public Benefit, including the guidance "Public benefit: running a charity (PB2)". The Trustees are satisfied that the Charity meets that guidance in that it offers its activities to any child or young person with physical or learning difficulties and indeed makes every effort to reach out to those families who for economic and/or social reasons find it challenging to provide appropriate and inclusive leisure or recreational activities for their children. The Trustees are happy that participants in the charity's activities are from a very wide spectrum of social and economic backgrounds, particularly those at risk of social exclusion, and this is fundamental to improving their wellbeing by making them feel valued and included, and participating in age appropriate activities.

**In a typical year the charity meets its objectives in five main ways (as listed here): during the coronavirus pandemic the Charity's ability to meet these objectives have been severely limited. These objectives continue to be central to our mission:**

1. Child Service: Holidays - Providing a full programme of age-appropriate activities for disabled & non-disabled children (5-12yrs) from its base (Tower Playbase in Oxford)
2. Teen Service: Holidays - Providing a full programme of age-appropriate activities for disabled & non-disabled teenagers (13-18yrs)
3. Teen Service: Holidays - Providing a 5-day Summer residential holiday
4. Teen Service - (Holidays & Term time) Providing an extensive youth volunteering programme (developing independence & work skills)
5. Teen Service: Term time - Providing a weekly, term time, inclusive youth club

The Trustees set out in the remainder of this Report how the Charity adapted to lockdown and other COVID19 restrictions and managed to continue to provide many of these services and support our beneficiaries during the past 12 months.

**In addition, the charity aims to meet additional objectives:**

- To develop/share the knowledge and skills underpinning The Parasol Project approach
- To develop the staff team to deliver the best service possible
- To optimise the income available to support the delivery and development of our work
- To become a local and regional example of good practice through our inclusive ethos
- To diversify our fundraising streams to ensure financial sustainability of the charity for our beneficiaries



## **6. Beneficiaries of the work**

Our beneficiaries are primarily aged from 5-18 years old and our volunteers range in age up to 25. Many live in a variety of challenging circumstances. And, many have significant communication challenges, physical disabilities, autism, learning difficulties and some also have challenging behaviour. These children, young people and young adults can face a series of barriers, both practical and complex, and this often results in exclusion from active participation in society. This can have a profound impact on their lives.

In the spirit of inclusion, the Charity also works with other disadvantaged children. For example, siblings of disabled children and young people are often disadvantaged as they have fewer opportunities for social or holiday activities than their peers. They often have caring responsibilities and they may feel neglected within the family because of high support needs of their disabled sibling. The Charity also supports children in care. Research shows that children in the care system experience significantly worse mental health concerns than their peers, and a high proportion experience poor health, and poor educational and social outcomes after leaving care. We also worked alongside young carers. Research highlights that these young carers are more likely to have mental health problems, poorer school attendance than average, and are more likely to be identified as having SEN. Finally, we also support young refugees. These children also experience significant issues due to their circumstances and benefit greatly from being involved in the activities offered by the Parasol Project.

This year Parasol supported 182 beneficiaries: 106 children aged 5-12, and 76 young people aged 13-30. Of the 182, 67% have significant and complex physical disabilities, learning difficulties and/or Autism, and 25% were from other disadvantaged groups including: siblings of disabled children, children in care, young carers and young refugees. Additionally, a significant number of these children and young people are eligible for free school meals.



## **7. Equal opportunities statement**

The Parasol Project is committed to providing equality of opportunity for the children, young people, adults, volunteers, professional practitioners, families and carers with whom it works. It values and respects their diversity. Parasol welcomes difference in its staff and volunteers. It is also working to create equal access to opportunities for paid employment and voluntary involvement while continuing to base selection and promotion solely on the ability to meet the requirements of the post. This is irrespective of race, colour, ethnic or national origins, religion, disability, gender, sexuality, age, marital status, responsibility for dependants, economic status or political views. The Parasol Project is committed to taking active steps to address and eliminate unfair or unlawful discrimination or prejudice where these are identified in the organisation's procedures or practices.



## 8. Quality assurance

All policies are reviewed annually to ensure they remain relevant and up to date. We have a quality assurance system and policies for health and safety, children and vulnerable adults' protection, safeguarding, equal opportunities, whistleblowing, recruitment of ex-offenders and storage and handling of disclosure information. We are committed to improving quality and minimising risk and to deliver excellent value for money in all aspects of our work. We are conscious of the need to strike a realistic balance between administration and service delivery, and to ensure that whilst having a good protective framework of systems and procedures, we nevertheless devote most of our energies and resources to deliver an effective range of services. The effectiveness of our services are regularly monitored and evaluated (consultation with stakeholders), firstly to acknowledge what we do well and secondly, to review and learn from what is not working so well. This ensures we use our resources effectively and provide the best service to our beneficiaries.

## 9. Background of the charity

The Parasol Project was launched as an independent unincorporated charity in 1996 and was set up by parents of disabled children in order to fill a gap in provision. On March 24 2020 a new charity, the Parasol Project CIO was registered at the Charity Commission. This charity has a constitution based on that recommended by the Charity Commission and objectives that allow Parasol to work with young adults. On April 1, 2022 the assets and liabilities, and activities of the original charity were transferred to the Parasol Project CIO and the Charity's activities have continued as before. Parasol remains an Oxfordshire charity embedded at the base of a large tower block in Oxford and now has 25 years' experience successfully delivering services to children/young people with disabilities. Our profile and reputation has continued to grow during this time in the field of youth volunteering and inclusive practice.

## 10. Parasol Project Staff

The Parasol Project has capacity to deliver its activity programme with the support from highly skilled and experienced staff. Our team of Enablers (support staff) are recruited through our volunteer programme, links with local schools and recruitment sites. Our Enablers ensure activities are safe and supportive by handing personal care needs, supporting young people in managing challenging behaviour and modelling positive communication. In an average year Parasol would maintain a team of around 40 Enablers to support our holiday & term time activities. Most staff tend to stay with the charity for between 2 and 5 years, We would normally recruit around 5 to 15 new staff each year as experienced staff move on to full time employment. Due to the pandemic our reduced provision meant that we did not recruit new staff for 2 years. This will obviously impact the make up of our staff team in the next few years and will necessitate an oversized new intake in 22/23.





## 11. Achievements and performance (2021-22)

This year, our team of enthusiastic and energetic Enablers and Volunteers has delivered an exciting range of inclusive, age-appropriate activities for children, young people and young adult users.

**Parasol Children's Service (5-12 year olds):** Even as we gradually came out of lockdown, the impact of the coronavirus pandemic has challenged staff and enablers to find safe ways in which to deliver services to children during the year to March 31 2022. The charity managed to provide the following programmes during the year:



### **Easter 2021**

#### ***Theme: Spring/Easter (2 week holiday)***

The children who attended over the Easter holiday were split into two separate bubbles of 15 children in each for each week. Week one catered for 15 children in 'red bubble' and week two provided provision for 15 different children in 'blue bubble'. Both groups enjoyed sessions from Mark and Fusion of spring and easter themed art and bushcraft activities. This was our last holiday of working with a capacity of 15 children a day - ever since this has at least doubled.

### **May 2021 Half Term**

#### ***Theme: Festival week (4 day holiday)***

For this holiday, we made the decision to not bubble the children as it felt safe, however sessions were still capped at lower than maximum capacity (30 children a day) As well as our usual Bushcraft with Mark and Art from Fusion sessions, children also engaged with a visit from Youpi Messy who provided sensory tray activities that were accessible for everybody.

### **Summer 2021**

#### ***Theme: The World (5 weeks planned, 4 weeks delivered)***

It was a vibrant summer including bushcraft with Mark, art with Fusion, a visit from Youpi Messy and two visits from Bright Sparks. Unfortunately, the last week of our programme had to be cancelled and adapted to online Zoom sessions. This involved the distribution of accompanying packs of activities which children engaged with whilst online with our playleader and enablers.



### **October 2021 Half Term**

#### ***Theme: Autumn & Halloween (3 day holiday)***

The children enjoyed a variety of events from art to bushcraft (for our annual treasure hunt soup!), a visit from Youpi Messy and a visit from Mr Muddle's Magic Show which is always a crowd-pleaser. A Halloween party finished off the holiday where staff and children dressed up, danced and played games. Children enjoyed the opportunity to celebrate together and have a party which is something they missed during the pandemic.



### **Christmas 2021**

#### ***Theme: Winter & Christmas (4 days planned, 2 days delivered)***

Our plan was to run three days of winter themed activities and then a day of full-on Christmas celebrations. However, with multiple reports of positive cases, we made the decision to cancel the remaining two days of the holiday. Despite this, we still managed to have a scavenger hunt, bake shortbread and make lots of Christmas themed artwork.

### **February 2022 Half Term**

#### ***Theme: Our Environment (3 day holiday)***

For this holiday, bushcraft with Mark was back! This fitted perfectly with our theme centred around exploring nature. Therefore, we spent a lot of time in the garden searching, learning and getting muddy in the mud kitchen. Meanwhile our art projects focussed on using recycled materials, repurposing things to create new masterpieces.



**Parasol Teens Services (13 to 18 year olds):** As with the children accessing Parasol's programmes, the staff worked hard to devise activities for Teens that could be delivered safely under pandemic conditions. During this difficult year, these comprised:

## **HOLIDAYS**

### **Easter 2021**

#### **(8 day holiday)**

The young people were bubbled into two groups of 15 and had a week's worth of activities each. Most days, we were based at Wolvercote Young People's Centre. Although two of these days were filled with our usual activities of cooking, art, fitness and bushcraft with Mark; on the Fridays, we had a special treat from 'Roll with me sushi' which was a new experience for many of the young people who got involved. Our other day each week, we visited Science Oxford's venue - Stansfeld Outdoor Education Centre. We took full advantage of the ample woodland by running a scavenger hunt which involved exploring nature and teambuilding.



### **May 2021**

#### **(4 day holiday)**

Although young people were not bubbled for this holiday, numbers were capped at 25 a day and we only used outdoor spaces or privately hired venues. As well as two Wolvercote days, we ran a 'cinema & bowling' day and an 'Outdoor day' where young people were split into two groups to do either Canoeing at Riverside or Pedalo-ing in town. Our cinema and bowling day was based in East Oxford at the Ultimate Picture Palace and South Park where young people enjoyed popcorn whilst watching the "Avengers" and human bowling in the sun. This was a lovely taste of what we expected to run during the summer...



### **Summer 2021**

#### **(9 day face-to-face holiday, 7 cancelled)**

We planned to run a total of 16 days over the summer and a celebration event. Unfortunately, after just two days of provision, a key member of staff and several young people tested positive for COVID. To replace the activities that we could not run face-to-face we did manage to run virtual activities which included games, cooking, yoga, fitness and drama whilst we were all isolating at home. As we were determined to pay staff even if activities were cancelled, we organised online activities to keep young people stimulated and engaged and resident artist, Mani, was redirected to produce a painting which we could sell at our end of summer celebration.

For our 'in days', we were located at Wolvercote Young People's Centre where we had access to a kitchen, art space, sports hall and much outdoor space. We made the most of this space, spreading people out as much as possible to reduce transmission. One of the highlight projects of the summer was our comeback of 'Parasol TV'. This is a comedy drama project where the young people create short scenes based on popular television shows including nature documentaries and the news.

We also managed to make it to Cotswold Wildlife Park and even fit in a couple of sessions of canoeing down on the Isis thanks to our partnership with Oxford Canoe & Kayak Club. The young people appreciated the feeling of normality as we did these trips whilst also enjoying the opportunity to get active in the outdoors.

Celebration event - In order to keep participants safe we ran our end of summer event from our venue in Northway. We filled the garden with gazebo market stalls selling crafts produced during the summer activity days, ran a DIY pizza making stand, sold tombola tickets and danced with silent disco headphones under fairy flights and bunting. The Parasol TV film was shown throughout the night in 2 separate halls to audiences of 10 people per room.

### **Summer residential**

#### **(5 day residential holiday)**

Despite the challenges presented by the pandemic we managed to take 21 young people to Kilvrough in Wales for 5 days at the end of the Summer. Staff & young people were tested on the morning of departure and on each morning of the trip. We hired a minibus to allow us to respond to any positive cases during the trip (we had one young person who had to be driven home on day 2).

The trip was a real success. Both young people and staff were able to go on long walks, eat meals together, play games and visit the beach (every day)



## **October 2021**

### ***(2 day holiday & Halloween party)***

After the disappointment of having to cancel so many days in the Summer we opted to keep activities local. We ran 2 'in days' involving Nerf Wars, Lego team building challenge, lantern making and cooking. Young people and staff dressed up for an evening Halloween party in a private room at Atomic Burger.

## **Christmas 2021**

### ***(3 day holiday, 1 day and party cancelled)***

We planned four 'in days' at Christmas and a party. Young people & staff were split into groups and undertook various seasonal themed challenges - including tree decorating and wrapping a member of the team as a gift. Young people were also supported in wrapping a box of chocolates up as a gift for a significant person in their lives. Sadly, when several young people had to drop out of day 4 when their family members reported as symptomatic, we felt it was necessary to protect young people and staff by cancelling remaining activities.

## **February 2022**

### ***(2 day holiday)***

We ran two 'in days' over half term. Activities included bushcraft, cooking, arts & crafts and film making.



*Summer 2021*

## **TERM TIME**

### **Youth Group**

#### ***Virtual Youth – Thursday Evenings, 1.5 hrs***

This session was our weekly get together to check-in. We would share how things are going including any worries the young people had or successes that had occurred during the week. Then, we would all get involved with a quiz which was made by one of the young people - themes ranged from musical theatre to food to lego. Sometimes parents/ carers would accompany their young people to support them.

#### ***Face-to-face – Wednesday Evenings, 2 hrs***

When it was safe to do so, we resumed our Wednesday youth group sessions. However, where they had previously been based at East Oxford Community Centre, we started running from our venue, Tower Playbase. Despite the size of our kitchen, we succeed in preparing hot, healthy meals for all attending. We also play board games, socialise, do various art projects and check-in with everyone to ensure they are doing ok.

#### ***Dance – Saturday Mornings, ZOOM 1 hr, Face-to-face 1hr***

Dance ran virtually over ZOOM and then, when possible, face-to-face. These sessions were run by our dance lead Sophie who would structure each session with a check-in and warm up followed by learning some



choreography to a popular tune! We would then finish off with a dance game and warm down. We organised a Christmas Dance Show in December and became part of the Shaping Destiny project with other partners including Oxford University and Body Politic which started in the following April.

***Zoom Games Night – Tuesday Evenings, 1.5hrs***

We would convene on ZOOM every Tuesday evening to play board games online including Ticket to Ride, Catan and Jackbox. These games would encourage socialisation, problem solving and fun. As the 'break out room' function of ZOOM allowed us to have one session with lots of small groups, this allowed a calmer, quieter space for those who wanted socialisation without the intensity of bigger sessions.

***Cooking with Dan – Sunday Mornings, 1 hour (sometimes 1.5hrs)***

Young people were sent quick, healthy ingredients lists - usually consisting of things in their cupboards - and a list of equipment they would need. They then logged onto a ZOOM meeting on a Sunday morning and were taught how to prepare the meal alongside their peers. These sessions were usually attended by the young people with their parents/carers which created a lovely atmosphere and was socialisation for all during an isolating time.

***Youth Panel – No fixed day. One-off sessions, roughly 2 hours long***

Before the summer commenced, we ensured to consult the young people about the types of activities they wanted to do over the holiday. This was done both over zoom and face-to-face. Members of the volunteering project were the main cohort consulted; sometimes other Parasol members would join these sessions too. We would brainstorm, research and budget to plan activity days.





## Parasol Youth Volunteering Programme (10-25 year-olds)

**Overview:** Funding from a generous three year grant from the Henry Smith Charity has enabled Parasol to employ a full time Volunteer Co-ordinator to develop the charity's volunteering programme. While the funding for this post come to an end on September 30 2021, we are extremely grateful to Henry Smith for extending the funding for a further 3 years. This has allowed us to plan volunteering projects and opportunities as we come out of lockdown.

As a result of the pandemic, our face-to-face service capacity has again been much reduced in the last year. Our volunteer Co-ordinator has worked to provide safe, supported placements whenever services could run and stimulating virtual sessions to maintain engagement.

**Include:** In 1998, Parasol developed a youth volunteering programme for young people beneficiaries. Disabled people often do not get the chance to mix with their non-disabled peers and are rarely given opportunities to volunteer as a result of apprehension that many have. From the start, it was evident that an inclusive ethos, where disabled and other disadvantaged young people came together to support each other, would produce great outcomes. Role Models and Volunteers, once trained, enjoy activities alongside those less confident. Simply being together supports conversation and engagement.

As one 14 year old Role Model has said: "I love Parasol because I have never felt that I don't belong and they have always gone the extra mile to make sure that everyone has a chance to get involved." Perfect reciprocity. Volunteering ignites a sense of pride and respect amongst all participants. It inspires other beneficiaries (both disabled and non-disabled) to want to become Role Models and Volunteers, further embedding the culture of inclusion.

And, from a parent's perspective: "For myself, I can honestly say that Parasol is beyond doubt the most positive thing W has in their life. It's absolutely invaluable. They benefit so much from the inclusive ethos where no one judges anyone else. And they have gained so much in confidence. It also provides them with important role models, and they are seriously considering working in this sector as a career when they are older."

**Involve:** Despite the challenges of the pandemic, the Parasol Project has still managed to support 45 volunteers (10-25yr olds) this year. This project was developed because having responsibilities and being part of a team increases young people's social networking skills, confidence, resilience and sense of belonging. The volunteering programme was also developed so that young people could be involved in running Parasol Project services. As one 16 year old volunteer reflected: "I have really enjoyed helping behind the scenes to plan the summer. Being a volunteer has really been life changing and I don't think I would be the person I am today without their help."

**Inspire:** Beneficiaries attending Parasol Project activities are inspired to become Role Models after observing other young people grow in confidence in their roles and responsibilities. The Charity recruits from existing beneficiaries as they have first-hand experience of the importance and value of the Parasol Project's inclusive ethos. The Parasol Project's support and challenge approach to volunteering: Challenging individual's belief in their own abilities produces positive outcomes. By gradually giving volunteers more responsibility, individuals can do more, and take on more responsibility. Such Achievement brings about "self-belief" which is exciting for all stakeholders.

**Training and Supervision:** Each volunteer is interviewed, and once recruited, given regular support and supervision. They go through an appraisal process during their time as a volunteer and are given increasing responsibility, depending on their interest/abilities. Restrictions to face-to-face activities resume so too will the established recruitment, training and supervision processes.

One-to-one meetings are a safe space for individuals to express their thoughts and feelings. Volunteers also attend regular training workshops on topics such as: (1) Roles and Expectations; (2) Inclusion; (3) Diversity and Equality and; (4) The Importance of Team Working. The staff team focus on practical activities to facilitate the learning process. During their time as a volunteer, the staff also help with CV writing, job applications and are often called upon, and happy to provide references.

**Progression:** There are five levels to progress through starting with Junior Role Models (for 10-12yrs); Role Models and Volunteers (13+yrs); through to either Senior Volunteers (15+yrs) or Workforce Volunteers (19-

JUNIOR ROLE MODEL



ROLE MODEL



VOLUNTEER



SENIOR VOLUNTEER



WORK FORCE





25yrs). The developmental stage has differentiated uniforms to provide a sense of belonging to each team and differing levels of responsibility are afforded to each group.

Before the pandemic we were able to recruit members of our Senior volunteer team as paid staff (in 2019 we were promoted 5 volunteers) Our aim is to get back to this level of recruitment now that we have come out of lockdown.

## **12. Financial Review**

The Trustees report an excess of expenditure over income in the year ended March 31 2022 of £29,723 (2021 – a surplus of income of £83,548). This is a dramatic turnaround in financial fortunes between this year and 2020/21. A quick look at the underlying figures as shown on the Statement of Financial Activities for the two years will reveal that this change from a surplus of £83,548 to a deficit of £29,723, a movement of £113,271, is almost entirely due to a very significant fall in income in the year to March 31 2022 to £226,672 (2021 – £348,717). There was a fall in total expenditure during the year to £257,076 (2021 – £265,169) but this was insufficient to impact the overall result of an overall deficit.

Reserves at the end of the year to March 31 2022 stood at £96,194 and the Trustees are content with this level of funds to carry forward into the next financial year.

On the face of it, the change in financial fortunes this year is worrying. On the other hand this is not unusual for Parasol. As a small charity, Parasol depends on raising funds on a year by year basis to provide the vital funding that tops up the regular grant funding received from Oxfordshire County Council, Oxford City Council and the Henry Smith Charity. During the year ended March 31 2021, the Charity was able to access funding from HMRC under the Coronavirus Job Retention Scheme for furloughed staff, other Government Grants offered during the coronavirus pandemic and a number of generous donations/grants from individuals and trusts. The pandemic related sources of income were not available this year and trusts and grant making bodies were focusing on voluntary organisations that were working directly on the recovery from COVID. As can be seen from the analysis in Note 2 to the accounts all the main sources of income fell significantly. This year was a difficult year for raising funds and hence the dramatic fall in income to just £226,672.

It is not easy for the Trustees to cut costs which relate mostly to the provision of our programmes during school holidays. These programmes require high levels of seasonal staff in order to make the activities safe and enjoyable for the disabled and non-disabled children and teenagers the Charity works with. As the analysis in note 9 to the accounts shows, Parasol managed to keep our overall salary costs to the level of the previous financial year but this was largely due to a reduction in core staff, a situation that would not be sustainable. The full time staff have managed to maintain and even reduce expenditure in other areas – direct activity costs, and administrative and office costs.

In summary, the Trustees are not alarmed by the financial results for the year. Historically, Parasol's finances fluctuate year by year and as long as reserve levels remain healthy and there is optimism about generating sufficient funds to adequately meet costs in the future the Board are content. For Parasol to continue along a satisfactory financial trajectory, it will be important to ensure that new sources of funding are found. The most significant source of funding for the Charity is the annual grant from Oxfordshire County Council and this is likely to be renegotiated during the next year. The outcome of those negotiations is especially uncertain in these challenging economic times. Happily, a new 3 year grant from the Henry Smith Charity for the continuation of our Volunteering project will come on stream in 2022/23 but otherwise the funding outlook is extremely uncertain which is of concern for the future.

## **13. Future Plans**

As indicated in last year's annual report the Trustees anticipated that this year would be a year of rebuilding Parasol's core activities. And, indeed, it has been the first, following the pandemic, in which Parasol has been able to begin to offer holiday activities similar to those available in the summer of 2019 the last before COVID arrived. The major challenge for 2022/23 will be to find enablers to staff the holiday programmes particularly for the long summer holiday. Inevitably, the pandemic meant that Parasol was unable, for 2 summers, to recruit young adults to staff the holiday activities. The staff team have during that time had to rely on older enablers or buying in external services to run activities which is a more expensive and less attractive option. 2022/23 will be a year in which Parasol will rebuild its staff team. This will involve intensive training for new enablers. This



will be an extra cost that is essential for the future of the holiday programmes especially the summer activities and residential trip. So, building a well-trained and enthusiastic team of enablers is a key future goal.

Alongside this, with the funding from the Henry Smith Charity that will come on stream in late Spring 2022, Parasol will seek to recruit more volunteers to support the holiday programmes. In particular, it is important to find non-disabled teenagers to volunteer in order to preserve the inclusive nature of the Charity's work with children and young people. Good volunteers will sometimes be able to become paid workers, bringing experience gained as volunteers into the enabler role.

During the pandemic, Parasol's work with the many young adults who have passed through the teens activities effectively stopped. It is essentially an in-person part of our work which was not possible during COVID. The staff team are keen to develop new ways of providing activities for young adults in 2022/23 and beyond. Beginning with a small pilot programme, this will be a way of reaching a group of disabled young adults who are comfortable at Parasol but for whom there are limited opportunities available to engage them in constructive activities. It will also be a way of using the facilities the Charity has at Tower Playbase during term time.

The youth group and Saturday dance group were key components of the menu of activities offered by Parasol before lockdown in March 2020. These are slowly recovering from a period of inactivity but 2022/23 will be a good time to assess how they will feature in the longer term.

As with all future plans, finance is a key factor in how any plans to consolidate existing activities and develop new ones can actually happen. In the Financial Review above, after a significant drop in funding in 2021/22, it is clear that there is an urgent need to develop new and long term funding opportunities. While we currently receive a generous grant from Oxfordshire County Council which is supplemented by fees charged to those attending our programmes, Parasol still needs to generate a large amount of funding each year to cover the full cost of the core holiday activities for children and teenagers. The amount that the Charity needs to generate towards these costs is increasing yearly and to remain financially viable, total income for at least £300,000 is needed. The £226,672 of income generated in the year to March 31 2022 is insufficient for the Charity to continue with its ambitious and inclusive programme of holiday activities. If Parasol's income does not reach that £300,000 target, the total reserves will be severely impacted, and the ability to continue offering a full range of activities might be significantly compromised. This is a serious concern for the Trustees.

As in the past the Board of Trustees would welcome new members in order to widen the pool of expertise available to the dedicated and hardworking staff team. To express an interest in becoming a Trustee please email [info@parasolproject.org](mailto:info@parasolproject.org).



*Holiday activities 2021*



## **14. Reserves**

The Charity's total reserves at March 31 2022 were £96,194 (2021 - £126,598). Of these reserves, £16,560 (2021 - £47,458) are restricted. These funds as set out in Note 13 are only available for specific purposes. £79,634 (2021 - £79,140) are unrestricted funds and are available to be used to support any aspect of the Charity's total expenditure. The Trustees are pleased that it has been possible in 2021/22 to maintain a healthy balance of unrestricted funds despite the overall deficit for the year. That said, there is a serious risk that the balance of total reserves going forward at March 31 2023 will be considerably reduced if adequate funding is not identified in that year. As mentioned above, this will present the Trustees with difficult decisions about how they can continue to provide what is a vital service to the families of a wide range of disabled and non-disabled children and teenagers currently relying on Parasol activities at school holiday times.

As indicated above, the Trustees were delighted with the balances of reserves at March 31 2021, and while the balances at March 31 2022 are satisfactory, they are well aware that the charity remains vulnerable to any changes in the availability of funding to small entities such as the Parasol Project. With the 3 year grant made available in 2022/23 by the Henry Smith Charity and ongoing funding from Oxford City Council and Oxfordshire County Council, there are revenue streams that provide a foundation on which the Charity can build its reserves once again. As stated in this Report in previous years, the Trustees feel, because the uncertain nature of other individual and grant revenues, that a target of £100,000 of unrestricted reserves is very reasonable. As can be seen from the financial outcomes for this year, to March 31 2022, a dip in income can have a significant impact on reserves unless there is a matching reduction in expenditure. This is challenging for Parasol as a large proportion of its expenditure relates to staffing which is vital for projects to run.

The Trustees will continue to monitor the financial reports produced by the Treasurer during the year ahead but recognising the difficult challenges in raising funds, it seems likely that reserves are likely to fall again in the year to March 31 2023. Finding another new source of longer term funding will be a priority to ensure that the Charity can boost its core funding and ensure that the level of the reserves can be rebuilt to one that provides the Executive Director and his staff team with security in making day to day financial decisions. On the other hand, the Trustees are well aware of the difficult economic conditions in which Parasol is currently operating and locating sources of funding will be challenging. The Trustees continue to be aware of the Charity Commissioners' guidance in "Charity Reserves: Building Resilience" and indeed this guidance is what underlies their goal of establishing unrestricted reserves of £100,000. This target feels more challenging at March 31 2022 than it did after the particularly good financial outcomes in the previous financial year.

## **15. Structure, Governance and Management**

### **Governing Document**

The Parasol Project CIO is a charitable incorporated organisation registered by the Charity Commission and governed by a constitution dated March 24 2020. Anyone over the age of 18 years old and corporate bodies may become members of the charity.

### **Appointment of New Trustees**

The Board seeks to widen its membership and at the same time broaden the skills set that the Board has to draw upon. Among others, new Trustees with skills in fundraising, charity law and human resources would be particularly welcome. If such skills can be found from amongst the parents of users of the charity's services, it would be particularly helpful. Potential Trustees will meet with existing Board Members and will attend at least 2 Trustee Meetings before being considered for appointment as Trustees.

### **Organisation**

The Trustees of the charity are responsible for the managing the affairs of the charity. The Trustees are elected from amongst the members of the charity at the Annual General Meeting. One third of Trustees retire at each Annual General Meeting and may stand for re-election. There need to be at least 3 Trustees with no upper limit to the number of Trustees. The members or the Trustees can appoint a new Trustees from among the membership at any time during the year.



## **Trustee Induction and Training**

The Trustees will continue in the coming year seek to develop an induction process for new members of the Board. This process would include the provision of Charity Commission documents about the responsibilities of Trustees, copies of the charity's governing document, the latest Report and Accounts and induction into the work of the charity, its aims and objectives and the roles and responsibilities of members of the Board and key staff.

## **Risk Management**

The trustees are fully aware of their duty to identify and review risks to which the charity is exposed. Reviewing the charity's principal risks and uncertainties is done informally at its regular monthly/six weekly meetings. In the last two years, the Trustees have become aware of the financial risks that the Charity might face. With the significant financial contribution received from Oxfordshire County Council, the Trustees are aware that there is a financial risk if for any reason this funding ceased to be available

## **16. Trustees' Responsibilities in Relation to the Financial Statements**

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

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

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

The Trustees are responsible for keeping accounting records which 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 applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

**Approved by order of the Board of Trustees on:** December 6 2022 and signed on behalf by:



**D M Wadsworth – Trustee (Chair)**



## **Independent Examiner's Report to the Trustees of The Parasol Project CIO**

I report to the charity trustees on my examination of the accounts of the charity for the year ended March 31 2022 which are set out on pages 19 to 26.

### **Responsibilities and basis of report**

As the charity's trustees 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 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 material 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 applicable 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.



D Pluck FCA

Chartered Accountant

December 2022

Wenn Townsend

30 St Giles

Oxford OX1 3LE



# The Parasol Project CIO

## Statement of Financial Activities for the year ended March 31 2022

	Note	Unrestricted Funds	Restricted	Total Funds	Unrestricted Funds	Restricted	Total Funds
		2022	2022	2022	2021	2021	2021
		£	£	£	£	£	£
<b>Income</b>							
Donations and Legacies	2	54,734	133,174	187,908	141,042	187,749	328,79
Charitable Activities		319	33,420	33,739	3,615	12,311	15,925
Investment Income	3	1,025	-	1,025	-	-	-
Other		4,000	-	4,000	4,000	-	4,000
<b>Total</b>		<b>60,078</b>	<b>166,594</b>	<b>226,672</b>	<b>148,657</b>	<b>200,060</b>	<b>348,717</b>
<b>Expenditure</b>							
Cost of Raising Funds	5	11,653	1,880	13,533	17,772	-	17,772
Expenditure on Charitable Activities	6 & 7	47,931	195,612	243,543	42,738	203,978	246,716
<b>Total</b>		<b>59,584</b>	<b>197,492</b>	<b>257,076</b>	<b>60,510</b>	<b>203,978</b>	<b>264,488</b>
<b>Net Income/ (Expenditure)</b>		<b>494</b>	<b>(30,898)</b>	<b>(29,723)</b>	<b>88,147</b>	<b>(3,918)</b>	<b>84,229</b>
Transfer Between Funds		-	-	-	-	-	-
<b>Net Movement in Funds</b>		<b>494</b>	<b>(30,898)</b>	<b>(29,723)</b>	<b>88,147</b>	<b>(3,918)</b>	<b>84,229</b>
<b>Reconciliation of Funds:</b>							
Total Funds Brought Forward		79,140	47,458	126,598	(9,007)	51,376	42,369
<b>Total Funds Carried Forward</b>	<b>13 &amp; 14</b>	<b>£79,634</b>	<b>£16,560</b>	<b>£96,194</b>	<b>£79,140</b>	<b>£47,458</b>	<b>£126,598</b>



# The Parasol Project CIO

## Balance Sheet as at March 31 2022

	Note	2022 £	2021 £
<b>Fixed Assets</b>			
Tangible Fixed Assets	10	14,563	20,213
<b>Current Assets</b>			
Debtors and Prepayments	11	8,934	3,095
Funds on Deposit		51,299	51,000
Cash at Bank and in Hand		29,190	59,648
		<u>89,423</u>	<u>113,743</u>
<b>Less: Current Liabilities</b>			
Amounts falling due within a year	12	<u>(7,792)</u>	<u>(7,358)</u>
<b>Net Current Assets</b>		<u>81,631</u>	<u>106,385</u>
<b>Total Assets less Current Liabilities</b>		<u>96,194</u>	<u>126,598</u>
<b>Accruals and Deferred Income</b>		-	-
<b>Net Assets</b>		<u>£96,194</u>	<u>£126,598</u>
<b>The Funds of the Charity:</b>			
<b>Restricted Income Funds</b>	13	16,560	47,458
<b>Unrestricted Income Funds</b>	14	79,634	79,140
		<u>£96,194</u>	<u>£126,598</u>

The financial statements on pages 19 to 26 were approved by the Trustees on December 6 2022 and signed on their behalf by:



Dan Wadsworth  
Chair of the Board

The accounting policies and notes on pages 21 to 26 form part of the financial statements.



# THE PARASOL PROJECT CIO

## Notes forming part of the financial statements for the Year ended March 31 2022

### 1. Accounting Policies

#### a) Accounting Basis

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102 and the Charities Act 2011).

The Parasol Project 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.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

#### b) Depreciation

All assets costing more than £1,000 are capitalised and valued at historical cost. From April 1 2019 the cost of fixed assets are being written off using the straight line method of depreciation, a change from the previously utilised reducing balance method. The rates of depreciation are:

Office equipment and fittings	25% per annum
Plant and Machinery	25% per annum
Sensory Room Equipment	25% per annum
Leasehold Improvements	10% per annum

#### c) Income Recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations and grants are recognised when the charity has been notified of both the amount and settlement date.

Legacies are recognised on a case by case basis following the grant of probate and when the administrator/executor for the estate has communicated in writing both the amount and settlement date.

Interest on funds held on deposit is included when receivable and the amount can be reliably measured by the charity; this is normally upon notification of the interest paid or payable by the bank or deposit taking institution.

#### d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. The allocation of support and governance costs is analysed in note 6.



**e) Irrecoverable VAT**

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

**f) Cost of Raising Funds**

The cost of generating funds consists of staff costs, subscriptions to on-line fundraising sites, fundraising advertising and associated costs.

**g) Charitable Activities**

The cost of charitable activities includes governance costs and an apportionment of support costs as shown in note 7.

**h) Volunteer Time**

The value of services donated by volunteers is not reflected in the accounts.

**i) Taxation**

The Trust is a registered charity. It is not, therefore, liable for tax on income derived from its charitable activities.

**j) Fund Accounting**

**Unrestricted Income Funds**

Unrestricted Funds are funds which the trustees are free to use for any purpose in furtherance of the charitable objects. These comprise a general fund plus designated funds set aside out of unrestricted funds by the Trustees to provide for planned projects and other known contingencies.

**Restricted Income Funds**

These are funds which are to be used in accordance with specific restrictions imposed by the donor.

Further details of each fund are disclosed in notes 14 and 15.

**k) Pensions**

The Charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are written off against income in the year they are payable.

## **2. Donations and Legacies**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Local Authority Grants	126,285	164,327
Coronavirus Job Retention Grant	-	29,018
Other Grants (£1,000 and over)	46,765	84,683
Small Grants and Donations (Including Gift Aid)	14,858	50,763
Total	<u>187,908</u>	<u>328,791</u>

## **3. Investment Income**

All of the Charity's investment income of £1,025 (2021 - £Nil) arises from renting out space at Tower Playbase.

## **4. Net Outgoing Resources**

This is stated after charging:

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Depreciation	5,650	5,650
Independent Examiner's Fees	<u>2,134</u>	<u>3,036</u>



## 5. Cost of Raising Funds

	Unrestricted Funds	Restricted Funds	Total	
	£	£	2022	2021
	£	£	£	£
Staff	6,129	-	6,129	8,424
Fundraising Admin Fees	216	-	216	216
Fundraising Consultant	5,308	1,880	13,553	21,605
	11,653	1,880	13,553	21,605

## 6. Analysis of Governance and Support Costs

The Charity identifies the costs of its support functions and of its governance function. Having identified its governance costs, the support and governance costs are apportioned between the main charitable activities undertaken (see Note 7) in the year. The table below shows the basis for apportionment and the analysis of support and governance costs.

	General Support	Governance	Total	Basis of Apportionment
	£	£	£	
Equipment and Other Asset Costs	5,742	-	5,742	)
Building and Accommodation Costs	7,972	-	7,972	) Allocated as a %
Office Costs	11,220	-	11,220	) Based on Project
Salaries, Teacher Fees & Consultants	39,820	3,287	43,107	) Salary Costs
Other Staff Costs	1,323	-	1,323	)
Independent Examination	-	2,134	2,134	Governance
	66,077	5,421	71,498	

## 7. Charitable Expenditure Analysis

	Total	Choice Days	Playbase	Volunteer Project	Dance	Youth	Parasol Plus	Non-Contact Project	Governance
	£	£	£	£	£	£	£	£	£
Salary Costs	123,063	50,581	44,674	17,981	5,105	850	585	-	3,287
Choice Day Expenses	36,180	36,180	-	-	-	-	-	-	-
Non-Contact Project Expense	3,454	-	-	-	-	-	-	3,454	-
Parasol Plus Expenses	418	-	-	-	-	-	418	-	-
Playbase Expenses	7,194	-	7,194	-	-	-	-	-	-
Teen Dance Expenses	3,508	-	-	-	3,508	-	-	-	-
Teen Youth Group Expenses	80	-	-	-	-	80	-	-	-
Volunteer Project	1,435	-	-	1,435	-	-	-	-	-
Independent Examination	2,134	-	-	-	-	-	-	-	2,134
Support Costs	66,077	27,905	24,645	9,919	2,816	469	323	-	-
	243,543	114,666	76,513	29,335	11,429	1,399	1,326	3,454	5,421

Expenditure on charitable activities was £243,543 (2021 - £248,716) of which £7,169 (2021 - £42,738) was unrestricted and £236,374 (2021 - £203,978) was restricted.



## 8. Governance Costs

	Unrestricted Funds	Restricted Funds	Total	
	£	£	2022	2021
			£	£
Staff	3,287	-	3,287	3,369
Independent Examiner's Fees	2,134	-	2,134	6,405
	<u>5,421</u>	<u>-</u>	<u>5,421</u>	<u>6,405</u>

## 9. Total Resources Expended

	Staff Costs	Other Costs	Total	
	£	£	2022	2021
			£	£
Charitable Activities	161,202	82,341	243,543	246,716
Cost of Generating Funds	6,129	7,404	13,533	17,772
	<u>167,331</u>	<u>89,745</u>	<u>257,076</u>	<u>264,488</u>

Staff Costs Comprise:

	2022	2021
	£	£
Salaries Staff	156,526	153,887
Social Security Costs	8,232	9,722
Pension Costs	2,573	3,177
	<u>167,331</u>	<u>166,786</u>

The average number of staff during the period was 3 (2021 - 4) full time. 50 (2021 - 33) part time and sessional workers have supported the charity's holiday activities and weekly youth and dance groups.

No employees received emoluments of more than £60,000 per annum (2021 - None).

The total remuneration of the key management personnel - the Executive Director - including employer's National Insurance and Pension contributions was £34,691 (2020 - £33,695).

## 10. Tangible Fixed Assets

	Leasehold Improvements	Sensory Rm Equipment	Plant and Machinery	Fixtures and Fittings	Total
	£	£	£	£	£
<u>Cost</u>					
As at April 1 2021	8,592	16,609	15,134	2,060	42,395
Additions in the Year	-	-	-	-	-
As at March 31 2022	<u>8,592</u>	<u>16,609</u>	<u>15,134</u>	<u>2,060</u>	<u>42,395</u>
<u>Depreciation</u>					
As at April 1 2021	1,074	5,190	14,045	1,873	22,182
Provision in the Year	859	4,152	545	94	5,650
As at March 31 2022	<u>1,933</u>	<u>9,342</u>	<u>14,590</u>	<u>1,967</u>	<u>27,832</u>
Net Book Value at March 31 2022	<u>6,659</u>	<u>7,267</u>	<u>544</u>	<u>93</u>	<u>14,563</u>
Net Book Value at March 31 2021	<u>7,518</u>	<u>11,419</u>	<u>1,089</u>	<u>187</u>	<u>20,213</u>



## 11. Debtors and Prepayments

	2022 £	2021 £
Activity Fees Receivable	7,786	2,234
Northway Project	870	-
Other Debtors	188	861
	<u>3,095</u>	<u>3,095</u>

## 12. Creditors: Amounts Falling due Within One Year

	2022 £	2021 £
Tax, National Insurance & Pensions	1,877	569
Independent Examiner's Fees	2,200	2,000
Consultancy	3,000	4,500
Accruals and Accounts Payable	715	34
Fees Paid in Advance	-	255
	<u>7,792</u>	<u>7,358</u>

## 13. Restricted Funds

	Balance at 1 April 2021 £	Income in the Year £	Expenditure in the Year £	Balance March 31 2022 £
Volunteer Project	15,282	-	(15,282)	-
Building and Sensory Room	11,519	-	(5,011)	6,508
Holiday Activities	476	147,351	(147,827)	-
Teenage Services	11,050	14,234	(19,232)	6,052
Evaluation	1,880	-	(1,880)	-
Parasol United	4,000	-	(4,000)	-
Non-Contact Pandemic Programme	3,251	625	(3,876)	-
Northway Community Fund	-	4,000	-	4,000
Parasol Plus	-	384	(384)	-
	<u>47,458</u>	<u>166,594</u>	<u>(197,492)</u>	<u>16,560</u>

### Comparatives for Previous Year

	Balance at 1 April 2020 £	Income in the Year £	Expenditure in the Year £	Balance March 31 2021 £
Volunteer Project	12,100	26,325	(23,143)	15,282
Building and Sensory Room	32,956	1,200	(22,637)	11,519
Holiday Activities	-	138,502	(138,502)	476
Teenage Services	-	11,050	-	11,050
Evaluation	-	1,880	-	1,880
Parasol United	4,000	-	-	4,000
Non-Contact Pandemic Programme	2,320	21,103	(20,172)	3,251
	<u>51,376</u>	<u>200,060</u>	<u>(203,978)</u>	<u>47,458</u>

Represented by:

	Fixed Assets £	Cash at Bank £	Total £
Balance at March 31 2022	<u>14,563</u>	<u>1,997</u>	<u>16,560</u>
Balance at March 31 2021	<u>20,213</u>	<u>27,245</u>	<u>47,458</u>



The Volunteer Project trains and provides opportunities for young people who have used the services of Parasol to take on more responsibility by volunteering during activity programmes run by the charity.

The Building and Sensory Room project fund has been used to build a sensory room at Tower Playbase and to make other improvements to the internal structure and décor of the building.

Holiday Activity Fund supports the primary activity of providing holiday programmes for children and teenagers in the school holidays.

The Teenage Services fund supports the teenage residential holiday during the Summer and the weekly youth group.

Parasol Plus is a developing project at which we continue working with those too old to access the main holiday activities, providing opportunities to develop employment and social skills.

Parasol United is funding that will be used to develop the soccer skills of Parasol teens.

Non-Contact Pandemic Programme funding has been used to develop ways of providing ongoing contact and activities for children and young people who are at home during the Coronavirus lockdown.

Evaluation is funding set aside for conducting an evaluation of the charity's services.

Northway Community Fund is funding to work with partners in the Northway area of Oxford.

#### **14. Unrestricted Income Funds**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Balance at April 1 2021	79,140	(9,007)
Incoming Resources	60,078	148,657
Expenditure	(59,584)	(60,510)
Balances at March 31 2021	<u>79,634</u>	<u>79,140</u>
Represented by:		
Current Assets	87,426	86,498
Creditors and Deferred Income	(7,792)	(7,358)
	<u>41,937</u>	<u>79,140</u>

#### **15. Financial Commitments**

As at March 31 2022 (2021 – Nil) there are no annual commitments under non-cancellable leases.

#### **16. Trustee's Remuneration**

No Trustee (2021 – Nil) received or waived any emoluments during the year.

No out of pocket expenses (2021 – Nil) were reimbursed to Trustees in the year.