

Chair of Trustees Annual Report 2024

Welcome and thank you for giving your time to attend tonight. The purpose of this meeting is to reflect on our year and activities.

Highlights of 2024 in March we were part of the local area inspection. Three weeks of scrutiny of all SEND work in children's services and health services by Ofsted and CQC. There had been six weeks of preparation which we were also involved in and all this partnership work showed in the result of a good report, Dorset, being then the only authority in the southwest to receive such a level.

Whilst there was celebration it was reemphasised that children's services could not forget that life still wasn't good for some children and young people in Dorset. The issues of moving on especially into adulthood still being a weak area of work. From this inspection the Let's Talk online sessions were developed as a mechanism for sharing and learning directly from key people at children's services and health and for them to hear directly from families.

Other highlights include Autism in Schools project for secondary schools and Partnership for Inclusion Neurodiversity in Schools for primary schools' project. Parent carers also were part of the development of the Best Start in Life, Early Years reorganisation. Also for early years, there is the new school readiness project V. Send. In the pipeline we also have work starting for the neurodevelopmental profile toolkit. We are part of 27 boards, workstreams or projects across Children's Services.

I would also like to recognise that as an organisation we too have things to celebrate, we are now in our 15th year since we formed. In November we won the Community Champions Award from Children's services after being nominated by 5 different teams what a lovely recognition of our work. Also following discussions with the steering group we decided to create a job share for the role of participation coordinator. So we welcomed Rowan and Tamsin as paid employees then recently we employed a paid treasurer Katie, and I would like to offer my thanks to

Samantha our previous voluntary treasurer and wishing her success in her Masters. But of course whilst now having paid workers we realise this impacts on our finances and we are conscious of keeping monitoring our budgets. Finance report to follow.

I must also share the risks as we head into another year. With the departure of the children's services director Theresa Leavy who led the changes within children's services I do feel reassured that we still have a strong relationship with the new director Paul Dempsey. But as with many local authorities there is once again changes with staff at all levels and we will once again have to ensure that we are still a strong partner, and they know of our value and strengths. The Partnership Agreement between ourselves, Children's Services and Health we each sign isn't just for senior level but so all workforce recognize the need to listen to the voice of the families. Within health services a working relationship is still valued however we do not receive funding unless it is for key projects. At this current time a few key health projects are on pause whilst the ICB reevaluates its own Finances.

The local authority also has had a change of political leadership, and we are conscious of their need to understand and evaluate what it means to have a child or young person with special needs in Dorset. Its about the financial costs versus our Ambition to keep these children, young people and families at the forefront when decisions are being made.

Once again, I thank all those involved with Dorset Parent Carer Council and the families who contribute their time and views to help us in our work. I am the Chair, but they are the leaders.

Lesley Mellor.



Registered Charity Number: 1191487

Trustees and Finance Report 2024

for the period 1 April 2023 to 31 March 2024

Reference and administration details

The charity's principal address:

Unit 12
Herringston Barn
Dorchester
DT2 9PU

Names of the charity trustees:

Lesley Mellor (Chair)
Tracey Richards
Julie Parham
Nicola Smith
Annmarie Carter

Structure, governance and management

Type of governing document:	Constitution
How the charity is constituted:	Unincorporated association
Trustee selection method:	Appointed by Members

Staff and volunteers:

During the year to 31 March 2024, DPCC had three employees, a Participation Co-ordinator (to September 2023), a Participation Facilitator (Autism in Schools Project) (from May 2023), and an Administrator (from September 2023).

Business Support (Finance) for the Autism in Schools project was provided on a self-employed basis (from June 2023), and there were also volunteers in the following roles:

- DPCC membership co-ordinator
- Events co-ordinator
- Beach hut co-ordinator

Dorset Parent Carer Council

- Parent Representatives
- Steering Group members
- Trustees
- Treasurer

Objectives and activities

Summary of the objective outlined in Dorset Parent Carer Council's governing document:

To relieve the needs of parent carers of children aged 0-25 years who are disabled or have additional needs in Dorset through the provision of (in particular, but not exclusively) events where parents and carers will have an opportunity to share views and gain information, advice and support.

The charity's activities are outlined in the Chair and Participation Co-Ordinator reports.

Financial review

For the year 1 April 2023 to 31 March 2024, receipts and payments were as follows:

	£
Total receipts	37,885
Total payments	67,058

For the year 1 April 2023 to 31 March 2024, the balance at bank and gift vouchers were as follows:

	£
Reconciled bank balance at 31/3/24	136,697
Cash in hand at 31/3/24	5

We are grateful for the financial support of the Department for Education, Dorset Council, NHS Dorset ICB and other local partners via grants and project funding. This has enabled Dorset Parent Carer Council to offer opportunities for co-production participation, training, and peer support, as well as to work collaboratively with partners to produce information and resources for parent carers and families.

The charity ended the financial year with funds allocated as follows:

	£
Reserves	35,000
Unrestricted funds	44,966
Restricted funds	56,737
Total	136,702

Reserves

Dorset Parent Carer Council aims to maintain reserves at a level necessary to function effectively for a period of 12 months, should financial difficulties occur beyond the control of the charity. This equates to our core costs relating to staffing, administrative expenses, information and digital resources, and parent carer support. If required, additional funding streams would be sourced to facilitate a seamless continuation of service to our members.

Amounts held in reserve have been allocated with due consideration of the following:

- An analysis of existing funds
- The reliability of current income sources and new income opportunities
- Expenditure on planned activities
- Future needs, contingencies, and risks
- Consequences of being unable to meet forecasted need.

There are no uncertainties about the charity as a going concern. There are sufficient funds in reserves to ensure continuity for twelve months after year end.

There are no funds in deficit at the year end.

Statement of financial activities

	31/03/2024	31/03/2023
	£	£
Receipts		
Dept. for Education	17,457	16,957
Dorset Council	20,000	15,000
NHS	0	640
Somerset Parent Carer Forum	428	112
NHS Dorset ICB (Autism in Schools project)	0	77,000
Total receipts	37,885	109,709
Payments		
Staffing costs	16,474	24,327
Training	0	4,440
Meeting costs	7	473
Infrastructure costs	2,673	3,354
Resources, information development	1,560	692
Website charges/licences	1,099	945
Parent Carer's remuneration	120	868
Other	0	1,914
Parent Carer expenses	1,708	1,809
Autism in Schools Project	43,418	0
Total payments	67,058	38,822
Net receipts/payments	(29,174)	70,886
Cash funds last year end	165,876	94,990
Cash funds this year	136,702	165,876

The Autism in Schools project commenced during this financial year. A grant of £77,000 from NHS Dorset was received in the prior year, and expenditure to 31 March 2024 of £43,418 includes £30,647 relating to a 3-year Autism Education Training Licence from the National Autistic Society. Expenditure on staffing and administration, meetings and resources for schools totalled £12,771.

Declaration

The trustees declare that they have approved the report above.

Signed on behalf of the charity's trustees:

Signature Tracy Elizabeth Naylor
 Full name TRACEY ELIZABETH NAYLOR
 Position Charity Contact / Administrator
 Date 24/01/2025.



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Signature Tracy Elizabeth Naylor
 Full name TRACEY ELIZABETH NAYLOR
 Position Charity Contact / Administrator
 Date 24/01/2025.