



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 31st March 2022. Period start date To 30th June 2023 Period end date

Charity name: Kent PACT (Parents and Carers Together)

Charity registration number:1194016

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To relieve the needs of children and young people with disabilities and special educational needs aged between 0 and 25, and their families/carers, in Kent through: a) the provision of opportunities for parents and carers to influence the decisions that affect their families and to contribute to developing services that meet the needs of their families. b) the provision of advice and support to parents and carers via forums, workshops and other means to inform and empower them about the services and issues that affect their families; c) liaising and forming partnerships with statutory authorities and other agencies to represent the views of families, influence positive change in the delivery of services for children and young people with disabilities and special educational needs and ensure the best possible outcomes for them.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	○ In response to the Local Authority SEND improvement notice, we have worked closely with partners in other SEND charities, commissioned services and local authority organisations to gather family voice and feed their views and experiences into strategy and development to improve services. ○ We co Vice Chair the county SEND Strategic Improvement board. ○ Joint Commissioned 'short break' services for CY/P ○ Identified and delivered Training to families. ○ Evaluate services and work strategically to improve. ○ Collaborated with LA Communications to deliver the Dfe review information in an easier to read format. ○ Reviewed letters and documents sent to parents from Education/health and

		Educational Psychologists to ensure they are parent/ family friendly. - o Developed IT to gather parent views. - o Present at County wide Information Advice and guidance 'roadshows' to continue to develop relationships with Families and strategic partners in the LA and Dfe to represent parental lived experience in SEND services. - o Develop delivery of ND services to schools in accordance with Dfe/NHSE PINS pilot project
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees can confirm that they have taken regard to the guidance contained in the Charity Commission general Guidance on public benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	Volunteers have contributed considerable time, expertise, and commitment to support Governance and Charity direction. Taken professional advice regarding Employment Law and worked with NNPCF to ensure delivery under Dfe terms of reference for PCF's
Other		

Achievements and Performance

	SORP reference	
--	----------------	--

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	○ Please also see summary of activities Pg1 ○ PCF and the LA together has been awarded recognition for joint working in commissioned services for CY/P. ○ Produced and delivered Webinars for families to inform of Inclusive Education ○ Hosted County wide event 'PACT in the Park' for families with @300 people attending. ○ Produced Annual report for families with AGM https://online.flippingbook.com/view/337247847/
---	-----------	---

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The Trustees feel the charity is in an acceptable position at the year end. Forecasts were as robust as possible with enough back up to manage the financial crisis in the public sector. Further funding from the LA has been agreed to 2025.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	
Amount of reserves held	Para 1.22	
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The Department for Education Kent County Council SEND Directorate Dfe PCF Grant
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Funding from the public sector is increasingly difficult. Measures to source additional funding will be undertaken moving forward.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Constituted CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustees may nominate themselves or others, with regard to Dfe requirements for persons with SEND CYP. Trustees are interviewed and voted by current Trustees

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Charities Commission Trustee Governance Relevant DBS
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	National Network of Parent Carer Forums
Other		

Reference and Administrative details

Charity name	Kent Parents and Carers Together
Other name the charity uses	Kent PACT
Registered charity number	1194016
Charity's principal address	The Howard de Walden Centre Bluett Street Maidstone Kent ME14 2UG

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Alison White	Chair	1/4/21-15/3/23	
2	Fiona Handscombe		1/4/21-15/3/23	
3	Clare Winwood		1/4/21-15/3/23	
4	Brian Griggs		1/4/21-15/3/23	
5	Kim Daniels		24/5/22- 11/11/22	
6	Aylee Richmond		1/4/21-28/9/23	
7	Sharon King		1/4/21	
8	Bernadette Hannon		21/11/22	
9	Alexander Ravescroft		5/12/22	
10	Colette Tanner		5/12/22	
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>B L Hannon</i>	<i>C Tanner</i>
Full name(s)	Bernadette Hannon	Colette Tanner
Position (eg Secretary, Chair, etc)	Chair	
Date	24/4/24	

231194016

			£	£
Income	KCC	Grants	242454.25	
	Contact a Family (DfE)	Grant	17500.00	
	Amazon	Donation	29.77	
	Bank interest	Interest	108.53	
				260092.55
			£	
Expenses	Salaries		191570.85	
	PAYE		35734.15	
	NEST Pension		8105.94	
	HR		4832.42	
	Staff training		189.50	
	Staff meetings		369.36	
	Team meetings		26.60	
	Postal address		50.00	
	Software		6379.35	
	Stationery and marketing		1679.68	
	Postage		118.51	
	Hardware		2502.59	
	Telephone		5707.11	
	Travel		18927.74	
	Events		543.55	
	Quadrant meetings		1830.27	
	Trustees meetings		162.79	
	National meetings		568.05	
	Subscriptions / fees		300.00	
	Parent expenses		312.70	
	Insurance		776.72	
	DBS checks		915.00	
	Bank charges		87.00	
	Website		244.25	
	CYP		268.44	
	Gift		11.69	
	ICO		40.00	282254.26
Deficit				-22161.71
	Opening bank		-58618.58	
	Closing bank		36456.87	



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Kent Parents and Carers Together

On accounts for the year ended

30/06/2023

Charity no
(if any)

1194016

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/06/2023.

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

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

** Please delete the words in the brackets if they do not apply.*

Signed:

AM Kite

Date:

24/04/2024

Name:

Andrew Kite

Relevant professional qualification(s) or body

Fellow of the Institute of Accountants and Bookkeepers, Fellow of the International Association of Accounting Professionals, ICPA (Fellow)

(if any):

Address:

Section B	Disclosure
-----------	------------

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

There are no items to disclose.