

BRISTOL PARENT CARERS

England & Wales · Charity number 1197806

Details

Other names	Bristol Parent Carer Forum
Status	Registered
Legal form	CIO
Registered	2022-02-04
Register	View on the Charity Commission register

Contact

Address	Burton Sweet The Clock Tower 5 Farleigh Court Bristol BS48 1UR
Phone	07306650222
Email	info@bristolparentcarers.org.uk
Website	https://www.bristolparentcarers.org.uk/

Activities

Objects: TO RELIEVE THE NEEDS OF CHILDREN AND YOUNG PEOPLE, INCLUDING THEIR PARENTS, CARERS AND FAMILIES, WHO HAVE DISABILITIES AND/OR SPECIAL EDUCATIONAL NEEDS IN THE BRISTOL AREA, IN ORDER TO IMPROVE THEIR QUALITY OF LIFE, PROMOTE THEIR INCLUSION IN THEIR LOCAL COMMUNITIES AND TO HELP AND SUPPORT THEM TO REACH THEIR FULL POTENTIAL.

Activities: We provide a Parent Carer Forum for Bristol; namely to be an effective strategic voice within Bristol representing families of children and young people 0 to 25 years with disabilities, special educational needs and life-limiting conditions, providing a partner to Statutory and Voluntary Agencies within Bristol.

Classification

- **How:** Provides Services
- **What:** Disability
- **Who:** Children/young People, People With Disabilities, Other Defined Groups

Geography

- Bristol City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£245,432	£224,189	-	-
2024-03-31	£166,614	£65,420	-	-
2023-03-31	£12,332	£24,837	-	-

Trustees

Name	Role	Appointed
Elizabeth Newton	Chair	2023-09-25
Claire Arnott		2023-09-25
Claire Elizabeth Scaife		2022-01-07
Emily Williams		2023-09-25
Naomi-Jane Garlick		2024-10-14
Rachel Cartwright		2024-10-14
Rod Mayall		2024-10-14

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Accounts

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS

31 MARCH 2025

Charity Number 1197806

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Trustees' Annual Report for the year ended 31 March 2025

Charity name: Bristol Parent Carers

Charity registration number: 1197806

Objectives and Activities

1. Summary of the purposes of the charity as set out in its governing document

The object of the CIO is to relieve the needs of children and young people, including their parents, carers and families, who have disabilities and/or special educational needs in the Bristol area, in order to improve their quality of life, promote their inclusion in their local communities and to help and support them to reach their full potential.

2. 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.

Bristol Parent Carers (BPC) is an inclusive pan disability Charity dedicated to assisting parents and carers of children who have special educational needs and disabilities (SEND), from diverse communities within Bristol City Council or those whose children attend educational facilities within the Bristol City Council area. Our primary goal is to provide parents and carers with essential guidance, directing them to the most suitable services to meet their family's needs.

Whilst providing this signposting service we actively gather feedback from families on local SEND Services. We also passively gather feedback from parent carers when booking practitioner led sessions, using their valuable insights to shape and enhance local SEND service across Education, Health, and Social Care systems in Bristol and monitor change over time. This passive feedback focuses on 5 key areas:

1. Awareness and feedback on social care support
2. Awareness and feedback on the support offered by the health services
3. Awareness and feedback on how families experience inclusion, transitions and other educational issues within the city
4. Families' experiences of Education, Health and Care plans, Phase transfers and home to school transport
5. Parent Carer well being

We collaborate closely with department managers and Heads of Service in each area (Education, Health and Social Care) engaging in a cooperative process known as coproduction to drive positive change that is informed by parent carers' experiences and preferences. This collaborative approach is governed by a local area co-production charter and local area memorandum of understanding. Coproduction can lead to more tailored and effective services that better address the specific needs of the community being served.

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

The Trustees believe that Bristol Parent Carers has undertaken the delivery of services in line with its objectives and that those objectives are aligned to the public benefit.

Achievements and Performance 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.

Internal strengthening

As a relatively new charity, Bristol Parent Carers have been working on developing internal processes and systems to ensure the long-term strategic vision and sustainability of the organisation. In the last accounting year, we have:

- Employed 7 additional staff members including a CEO and Volunteer co-ordinator, bringing the charity total to 17 and developed comprehensive HR approaches.
- Strengthened our trustee board with 5 additional trustees bringing out total to 11 from a range of backgrounds and with a wealth of experience.
- Worked closer with a Development and Fundraising lead to secure additional grant funding and development plans.
- Increased the number of volunteers and developed a clear training and skills program to support families in the community to upskill themselves while volunteering with BPC.
- Co-produced the local area SEND and inclusion strategy and continued to monitor and implement this work via three subgroups co-chairing these with strategic partners.
- Co-produced a local area improvement plan with voluntary and community sector partners to support families across the city in the right way, at the right time — working together as an alliance.
- Produced several case studies to support the local area's SEND inspection and to demonstrate the strategic impact of our work to both families and funders.
- Completed an audit of our data collection processes and created a video with national partner Contact to support the development of regional parent carer forums.
- This data audit has led to the early development of a data dashboard to improve our ability to track impact and share learning.

BRISTOL PARENT CARERS FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

- We are in the final design stage of a new website, which will help families access the right support across education, health and care services.
- Developed a Communications, Equality, Diversity, Inclusion, and Strategic Development Plan to guide the charity through the next four years.
- Completed a staff skills audit and developed a training programme based on identified gaps.
- Carried out a staff wellbeing survey and introduced robust mental health support and signposting within the team.

Peer Support and Practitioner led sessions

- This year we again expanded our peer support offer across the city. We introduced new event in East Bristol (to complement North and South community Venues) with a focus on Emotionally Based School Avoidance (EBSA), and launched a monthly online peer support session to improve accessibility for families unable to attend in person.
- We also began inviting local organisations to attend community sessions, helping families connect directly with the services and support available in their area.
- In the previous (23/24) accounting year we supported 486 parent carers in 121 school sessions and 63 parent carers at 14 community peer support events.
- In this accounting year we supported 565 parent carers in 137 school session and 128 parent carers at 24 community peer support events.
- 97% of parent carers who come to the peer support sessions say they feel better supported as a result of attending and would recommend it to a friend.
- School staff feedback is also gathered with 99% of staff saying they would rebook for a second peer support session for their school community.
- Next year, we aim to increase participation and raise awareness of our school- and community-based offer, including practitioner-led guidance and support sessions.
- We will also focus on strengthening links with organisations that support families with younger children, ensuring families can access the right information and guidance as early as possible in their SEND journey.
- In addition, we are committed to increasing engagement from seldom-heard groups and improving our Equality, Diversity and Inclusion (EDI) offer, so that all families feel represented, welcomed and supported.

BRISTOL PARENT CARERS FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

- We've delivered 37 practitioner led guidance and support sessions in this accounting year (we delivered 34 sessions in the last accounting year). These sessions are tailored to parent carers and cover a wide array of topics such as ADHD, financial planning, EHCPs, school transitions, and supporting children's behaviour.
- The selection of sessions is based on feedback from the parent carer community, our collaboration with Friends of the Forum, and alignment with our co-production project planner to ensure that events complement our co-production sessions.
- A total of 1,419 parent carers registered to attend our sessions this year (compared to 2,109 last year). Sessions were delivered in both online and in-person formats to maximise accessibility. Where possible, recordings were made available for two weeks after each session to ensure families could access the content at a time that suited them.
- The slight decrease in registration numbers reflects our focus on delivering a number of more targeted, specialist sessions this year — designed to support smaller groups of families whose children have more complex needs.
- Notably, our practitioner led guidance and support sessions serve a diverse audience, with 22% of attending families having a child diagnosed with Autism, while the remaining 80% encompass other needs.
- 32% of parent carers who registered to attend our practitioner led guidance and support session belong to global majority groups and 36% belong to seldom heard groups. The term 'seldom-heard groups' refers to under-represented people who are less likely to be heard by social service professionals and decision-makers.
- 93% of parent carers who attended a practitioner led guidance and support session said they found the sessions extremely or very informative and 93% said they found the sessions extremely or very supportive. 96% of attendees said they'd recommend the session to a friend.

Engagement and Representation

We are thrilled to report significant progress in engaging our community and ensuring diverse representation:

- Our mailing list has seen a 15% increase in family sign-ups.
- A substantial 28% of our members belong to Global Majority groups, reflecting our commitment to inclusivity.
- At our peer support sessions, 31% of attendees represent Global Majority groups.
- In our parent carer information workshops and family events, 33% of participants belong to Global Majority groups, ensuring a broad spectrum of voices.
- Our events cover a wide range of needs, with 20% of attendees reporting a diagnosis of

BRISTOL PARENT CARERS FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

Autism, while the remaining 80% representing other areas of SEND such as Down Syndrome, Tourette's, visual impairment, ADHD, hearing impairment, learning disabilities and many others.

These achievements underscore our dedication to fostering engagement and promoting inclusivity within our community.

Our work with strategic partners

Co-production and Strategic Influence

This year, we were actively involved in 28 co-production projects across the city, in line with our Co-production Charter and Memorandum of Understanding. We worked closely with education, health and social care services to ensure families' voices were central to shaping local provision.

We helped develop and implement both the SEND Strategy and the Bristol Inclusion Strategy — the latter including 54 commitments to parent carers in Bristol, focused on improving the systems and services families access.

We also created a series of case studies to demonstrate the impact and effectiveness of our co-production work, providing evidence of meaningful collaboration at every level.

Improving Communication and Access to Support

- We co-produced a *Home to School Travel* leaflet to help families and services understand recent changes, ensure children and young people's needs are met, and support the local authority in meeting its statutory duties.
- We supported the recommissioning of the local SENDIASS service to ensure it better reflects the needs of families.
- We worked with Bristol City Council to improve communication with families experiencing delays in the EHCP process.

Health and Neurodevelopmental Pathways

- We developed and distributed several health-focused resources, including on commissioning independent autism assessments and working with Educational Psychology services.
- We led on key areas of digital transformation connected to the Autism and ADHD pathways and supported the pilot of a Neurodevelopmental Profiling Tool for use in schools.

Supporting Complex Needs and Inclusion

- We supported the publication of a new guide for families of children with complex needs, written by a local parent carer.
- We part-funded a fellow SEND charity to run Navigating and Nurturing sessions — providing both medical advice and peer support to families of children with complex

BRISTOL PARENT CARERS FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

needs.

- We commissioned the same group to deliver mental health and therapeutic support specifically for Somali families and single parents.

Engagement, Training and Capacity Building

- Through our nationally recognised PINS (Partnership for Inclusion of Neurodiversity in Schools) project, we delivered training into 13 schools, bringing £3,750 of additional funding into each local school in collaboration with the DfE and NHS England.
- We supported schools with resources to help them build peer support networks around neurodivergent children.
- We launched a MELSA (Mental and Emotional Literacy Support Assistant) pilot in partnership with local educational psychology services, supporting 15 families over a five-week programme with three follow-up sessions.

Leadership and Accountability

- We held three cross-sector events with senior leaders from education, health and social care, providing families with direct updates on local area work and the opportunity to ask questions and raise concerns.
- We took part in the audit of local EHCPs to improve quality, consistency and statutory compliance.
- We contributed to the commissioning process for local childcare sufficiency, supporting families to move into appropriate settings.

Financial Review

The year ended 31 March 2025 has seen our charity continue to grow, with income of £245,432 compared to £166,614 in the previous year. The budget for 25/26 is increased, due largely to a new increased 2 year grant awarded by Bristol City Council. Increased expenditure has been on new projects as well as on strengthening the charity with the appointment of a chief executive and other additional staff members, and the planned lease of a larger office space which will become the charity's permanent base.

As at 31 March 2025 the unrestricted reserves were £115,059 (2024: £44,310) which equates to just above 4 months' expenditure of our 2025/26 budget of £341,000. This is in line with our reserves policy to hold 3-6 months' expenditure in reserve.

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

Supporters

The Trustees thank all the organisations and individuals who have supported our charity this year. In particular we would like to thank:

NHS BNSSG ICB
Department for Education Bristol City Council
Garfield Weston
Quartet Community Foundation
National Lottery Community Fund
The Nisbet Trust

Structure, Governance and Management

Bristol Parent Carers is a Charitable Incorporated Organisation with wider membership. At the end of the accounting period there were 11 Trustees. New trustees are voted in by the wider membership at a general meeting.

Reference and Administrative details

Charity name	Bristol Parent Carers
Other name the charity uses	Bristol Parent Carer Forum
Registered charity number	1197806
Charity's principal address	c/o Burton Sweet, The Clock Tower, Farleigh Court, Old Weston Rd, Flax Bourton, Bristol BS48 1UR

Names of the charity trustees who manage the charity

The trustees in the accounting year were:

Hayley Hemming (Chair – resigned as Chair and as Trustee January 2025)
Elizabeth Newton (Acting Chair from January 2025)
Claire Scaife (Treasurer)
Zainab Wahid
Alice Marshment
Claire Arnott
Emily Williams
Rachel Cartwright (Appointed 14 October 2024, vice chair from January 2025)
Muna Ahmed (Appointed 14 October 2024)
Naomi-Jane Garlick (Appointed 14 October 2024)
Rod Mayall (Appointed 14 October 2024)
Kaisha Powell (Appointed 14 October 2024)

**BRISTOL PARENT CARERS
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Independent examiner:

Josh Kingston ACA, BSc.
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Signed on behalf of the trustees on15 September 2025

Claire Scaife

.....
Claire Scaife, Trustee

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

Independent examiner's report to the trustees of Bristol Parent Carers

I report to the trustees on my examination of the accounts of Bristol Parent Carers (the Charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity trustees of the Charity 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 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

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.

Joshua Kingston

Josh Kingston ACA, BSc.
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 15 September 2025

BRISTOL PARENT CARERS
YEAR ENDED 31 MARCH 2025
RECEIPTS AND PAYMENTS ACCOUNT

	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
RECEIPTS				
Grant income	72,500	148,683	221,183	153,720
Donations	252	-	252	148
Bank Interest Received	2,459	-	2,459	811
Other Income	21,538	-	21,538	11,935
Total Receipts	96,749	148,683	245,432	166,614
PAYMENTS				
Cost of sales				
Listening events	-	8,652	8,652	1,802
Practitioner-led sessions	1,110	13,575	14,685	5,106
Family Voices	-	181	181	-
Coffee mornings	1,856	-	1,856	970
Annual Event Costs	11,471	10,746	22,217	2,478
Schools support and equipment	-	8,602	8,602	-
Production of literature / resources	1,386	765	2,151	3,880
Signposting material	217	234	451	452
Direct Expenses	-	28	28	-
Administrative Costs				
Staff/Volunteer Travel & Subsistence	1,864	932	2,796	486
Equipment	2,151	2,654	4,805	5,093
Fees, Accountancy & Auditing	-	840	840	1,500
Fees, Consultancy, Professional, Legal	4,882	5,048	9,930	1,320
Freelance Fees - CEO	-	8,913	8,913	-
Fundraising	-	5,060	5,060	520
Translation	-	-	-	120
Insurance	-	310	310	258
Meetings	147	142	289	144
Printing, stationery and office sundries	486	519	1,005	500
Marketing and promotion	78	3,067	3,145	511
Rent & Storage	1,647	419	2,066	640
Staff Costs inc recruitment	740	470	1,210	274
Subscriptions	102	-	102	35
Telephone, mobile	453	30	483	228
Salaries	37,479	71,622	109,101	31,424
Staff/Volunteer training	297	3,646	3,943	676
IT software	271	4,434	4,705	3,306
IT support	3,412	253	3,665	92
Promotional merchandise	1,912	-	1,912	3,409
Volunteer coproduction payments	201	627	828	190
Trustee expenses	99	-	99	7
Organisation coproduction payments	-	159	159	-
TOTAL PAYMENTS	72,261	151,928	224,189	65,420
Cash funds at the beginning of the year	44,310	80,055	124,365	23,171
NET RECEIPTS/(PAYMENTS)	24,488	(3,245)	21,243	101,194
Transfers	46,261	(46,261)	-	-
Cash funds at the end of the year	115,059	30,549	145,608	124,365

BRISTOL PARENT CARERS
YEAR ENDED 31 MARCH 2025
STATEMENT OF ASSETS AND LIABILITIES

	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
Fixed Assets				
Office Equipment	2,424	-	2,424	2,691
Event Equipment	570	-	570	1,139
	<u>2,994</u>	<u>-</u>	<u>2,994</u>	<u>3,830</u>
Cash funds				
Bank and cash balances	115,059	30,549	145,608	124,365
Current Assets				
Trade Debtors	1,559	-	1,559	225
Prepayments	8,699	-	8,699	-
	<u>10,258</u>	<u>-</u>	<u>10,258</u>	<u>225</u>
Liabilities				
Trade Creditors	8,169	-	8,169	-
Accruals	7,539	-	7,539	840
Income in Advance	-	9,000	9,000	-
	<u>15,708</u>	<u>9,000</u>	<u>24,708</u>	<u>840</u>

	At 1 April 2024	Income	Expenditure	Transfers	At 31 Mar 2025
Unrestricted funds					
General Fund	44,310	96,749	(72,261)	46,261	115,059
Restricted Funds					
Department for Education	-	17,500	(17,500)	-	-
Bristol City Council	24,680	18,333	(43,013)	-	-
Clinical Commissioning Group - Neurodiverse Child Project	2,000	-	(765)	-	1,235
National Lottery Community Fund	-	20,000	(6,732)	-	13,268
Garfield Weston Quartet	-	10,000	(10,000)	-	-
Nisbet Trust	-	10,000	(2,954)	-	7,046
Integrated Care Board Neurodiversity Transformation and schools projects	51,807	67,850	(64,396)	(46,261)	9,000
BNSSG Autism courses	1,568	-	(1,568)	-	-
Total restricted funds	<u>80,055</u>	<u>148,683</u>	<u>(151,928)</u>	<u>(46,261)</u>	<u>30,549</u>
Total	<u>124,365</u>	<u>245,432</u>	<u>(224,189)</u>	<u>-</u>	<u>145,608</u>

Signed on behalf of the trustees on 15 September 2025

Claire Scaife

.....
 Claire Scaife, Trustee

BRISTOL PARENT CARERS

England & Wales - Charity number 1197806

Accounts

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Trustees' Annual Report for the year ended 31 March 2024

Charity name: Bristol Parent Carers

Charity registration number: 1197806

Objectives and Activities

1. Summary of the purposes of the charity as set out in its governing document

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1. Awareness and feedback on social care support
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BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

The Trustees believe that Bristol Parent Carers has undertaken the delivery of services in line with its objectives and that those objectives are aligned to the public benefit.

Achievements and Performance 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.

Internal strengthening

As a relatively new charity, Bristol Parent Carers have been working on developing internal processes and systems to ensure the long-term strategic vision and sustainability of the organisation. In the last accounting year, we have:

- Employed 10 additional staff members and developed comprehensive HR approaches
- Strengthened our trustee board with 7 trustees from a range of backgrounds and with a wealth of experience
- Worked closer with a Development and Fundraising lead to secure additional grant funding and development plans
- Restructured the day-to-day operations of the charity with clear management pathways and great support for staff
- Increased the number of volunteers and developed a clear induction process.
- Appointed an Equality and Diversity lead to ensure that our forum's activities and support are inclusive and address the diverse needs of all parent carers and their children.
- Developed a new digital monthly newsletter for school staff and parent carers
- Developed a Friends of the Forum network of SEND group leaders who will be working with us to devise an action plan for the next 3 years to work collaboratively to achieve positive outcomes across agreed areas.

Peer Support Sessions

- Following the success of our peer support sessions in the last accounting year, this year we doubled our capacity to attend school-based peer support sessions and we also established a community event in North Bristol, in addition to our established session in south Bristol.

BRISTOL PARENT CARERS FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

- In the previous (22/23) accounting year we supported 266 families at peer support sessions, offering expert advice and information on local SEND services in Bristol in addition to delivering invaluable peer support for families. In this accounting year we supported 486 parent carers in 121 school sessions and 63 parent carers at 14 community peer support events.
- 98% of parent carers who come to the peer support sessions say they feel better supported as a result of attending and would recommend it to a friend.
 - ★ *“I was having a bit of a crisis regarding my child’s behaviour, and I needed to talk to someone who would be supportive. I was supported and listened to without judgement which was really great. I left the session feeling more confident.”*
 - ★ *“Being new to the SEND world following my daughter's recent diagnosis, I attended my first coffee morning this morning. Being neurodiverse myself, I was feeling a little vulnerable, but there was no pressure to speak, and it felt good to hear from families who face the same struggles that I face. I left with lots of information and places I can go for support. Thank you!”*
- School staff feedback is also gathered with 100% of staff saying they would rebook for a second peer support session for their school community.
 - ★ *“The Parents and Carers found having representatives from Bristol Parents Forum coming along to the coffee morning really useful. They were able to find out new information that they did not already have for support for their children, especially clubs/groups in the holidays.”*
 - ★ *“The volunteers were so helpful and knowledgeable and really put the families at ease and made them feel more positive about their own situations”*
- Looking ahead to next year we will be increasing our school-based offer by 30% with the addition of an East Bristol community venue each month. We will be joined in East Bristol by SEND and You and Carers Support Centre as we are at our North and South venues. We will also be working with Friends of the Forum to develop a stronger community support network for families who have children with medically complex needs.

Practitioner led guidance and support sessions

- We've delivered 34 practitioner led guidance and support sessions in this accounting year (we delivered 21 sessions in the last accounting year, this represents an increase of 61% sessions this year). These sessions are tailored to parent carers, addressing a wide array of topics such as ADHD, financial planning, EHCPs, school transitions and supporting children's behaviour.

BRISTOL PARENT CARERS FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

- The selection of sessions is based on feedback from the parent carer community, our collaboration with Friends of the Forum, and alignment with our co-production project planner to ensure that events complement our co-production sessions.
- 2,109 parent carers have registered to attend these sessions (last year 1,223 parent carers registered, this represents an increase of 72% in attendees this year) which were offered both online and in-person formats for maximum accessibility. Some sessions were also recorded so that families could access the recording for up to two weeks after the event.
- Notably, our practitioner led guidance and support sessions serve a diverse audience, with 20% of attending families having a child diagnosed with Autism, while the remaining 80% encompass other needs.
- 30% of parent carers who registered to attend our practitioner led guidance and support session belong to global majority groups and 34% belong to seldom heard groups. The term 'seldom-heard groups' refers to under-represented people who are less likely to be heard by social service professionals and decision-makers.
- 91% of parent carers who attended a practitioner led guidance and support session said they found the sessions extremely or very informative and 93% said they found the sessions extremely or very supportive. 96% of attendees said they'd recommend the session to a friend.
 - ★ *The event was absolutely inspiring and every parent carer should get the chance to attend. Please run it again!*
 - ★ *This course was invaluable. Hearing from parents in the same boat, understanding more about demand avoidance and how I can help my child was encouraging.*

Engagement and Representation

We are thrilled to report significant progress in engaging our community and ensuring diverse representation:

- Our mailing list has seen a 13% increase in family sign-ups.
- Our social media channels have experienced substantial growth, with a reach of 92,996 and 4,505 followers. A 275% increase compared to the last financial year.
- A substantial 26% of our members belong to Global Majority groups, reflecting our commitment to inclusivity.
- At our peer support sessions, 29% of attendees represent Global Majority groups.
- In our parent carer information workshops and family events, 30% of participants belong to Global Majority groups, ensuring a broad spectrum of voices.

BRISTOL PARENT CARERS FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

- Our events cover a wide range of needs, with 20% of attendees reporting a diagnosis of Autism, while the remaining 80% representing other areas of SEND such as Down Syndrome, Tourette's, visual impairment, ADHD, hearing impairment, learning disabilities and many others.

These achievements underscore our dedication to fostering engagement and promoting inclusivity within our community.

Coproduction

- **Co-Production Charter and MoU:** We have developed a Co-Production Charter and Memorandum of Understanding (MoU) with Bristol City Council and the Integrated Care Board (ICB). This initiative, now in its final stages, aims to facilitate effective joint working and forward planning.
- **Outreach Project:** In collaboration with Bristol City Council, we co-produced the Outreach Project, designed to support schools in becoming more inclusive. This project is supported by outreach workers funded by the Council and was developed with direct input from parent carers, in addition to schools and children and young people. The service is anticipated to launch in January 2025.
- **Local Area SEND Strategy:** We provided over 1,700 parent carer responses to Bristol City Council to inform a new local area SEND strategy. This strategy, which is still being finalised, aims to improve the lives of children and families and improve the outcomes for children and young people across the City.
- **Neurodiversity Transformation Project:** In partnership with the ICB and Sirona Care and Health, we contributed to the first phase of the Neurodiversity Transformation Project. This project focuses on transforming Autism and ADHD health pathways to ensure earlier identification of needs and faster support for children and young people. The project will continue into the next financial year.
- **PINS Project:** We collaborated with the ICB on the PINS Project (Partnerships for Inclusion of Neurodiversity in Schools), working with 20 schools in Bristol to deliver support and co-produce school policies. This initiative aims to enhance collaboration between schools, families, and children for better educational outcomes. The planning phase started in the 23/24 financial year and the project will continue into the next financial year.
- **Autism and More Project:** In collaboration with the Integrated Care Board (ICB) and eight local schools, the Autism and More Project aims to enhance support for autistic learners by tailoring educational strategies to meet their individual needs. The project involves developing and implementing a range of locally available support tools and resources designed to improve learning experiences and outcomes for autistic students. This includes personalized support plans, teacher training, and classroom adjustments to better accommodate the diverse needs of autistic learners within the school environment.

BRISTOL PARENT CARERS FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

- Private Autism Assessments Leaflet: We co-produced a leaflet with the ICB and Sirona Care and Health, providing guidance on private Autism assessments. This resource is in the last stages of being finalised and will help parents ensure they are obtaining high-quality reports for their children.

Looking ahead

Starting in September 2024, BPC will be expanding the peer support sessions available into East Bristol, both in schools and community settings. We will also be working with partners to strengthen the peer support session that is available for families who have children with medically complex needs and for those who have children who are not able to attend school due to high levels of anxiety.

As part of our commitment to accessibility, we're creating a library of easy-to-digest resources for families. These resources will be translated into various languages, alongside our surveys which will all be available on our website which will be relaunched in late 2024.

We have set the target of increasing the number of volunteers supporting BPC to 35 by the end of 2025, with 30% of the BPC team belonging to global majority groups and 50% of the BPC team belonging to seldom heard groups such as families whose children have rare conditions, families from the Polish, Romanian, Somali, Syrian, African, Indian, & Pakistani communities, very low-income families, LGBTQ+ families and families whose children have learning disabilities.

These endeavours are aimed at ensuring that all families, regardless of needs, language or location, can access the support they need effectively.

We are excited about the possibilities that lie ahead for improving local SEND services and promoting a positive, inclusive and diverse future for the SEND community. As Bristol's largest pan-disability, parent carer-led charity, we are uniquely positioned to significantly enhance the lives of children and young people with special educational needs and disabilities. Our priority is to ensure that parent carers receive timely and effective support, empowering them to better navigate their families' needs and access the resources they require.

Financial Review

The year ended 31 March 2024 has seen a significant increase in funding, with grants being awarded by the Department for Education, the Integrated Care Board and Bristol City Council. Due to the increased funds available the charity has also seen an increase in investment income during the year. Expenditure has increased but not as sharply, partly as some specific projects funded by grants were still in early stages by the year end, and so those funds still had significant balances in March.

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

The budget for 24/25 is higher again, due to a further increase in funding from the ICB as well as the completion of those projects carried over from 23/24. Unrestricted reserves at the year end amounted to just over 3 months of budget excluding those projects to be completed (24/25 budget excluding projects to be completed is £162,446). The trustees consider this level of reserves to be sufficient, particularly as by the time of writing this report in July 2024, over 80% of the income for the year ended 31 March 2025 has been received.

Supporters

The Trustees thank all the organisations and individuals who have supported our charity this year. In particular we would like to thank:

NHS BNSSG ICB
Department for Education
Bristol City Council
The Bristol 500
Air Support

Structure, Governance and Management

Bristol Parent Carers is a Charitable Incorporated Organisation with wider membership. At the end of the accounting period there were 7 Trustees. New trustees are voted in by the wider membership at a general meeting.

Reference and Administrative details

Charity name	Bristol Parent Carers
Other name the charity uses	Bristol Parent Carer Forum
Registered charity number	1197806
Charity's principal address	c/o Burton Sweet, The Clock Tower, Farleigh Court, Old Weston Rd, Flax Bourton, Bristol BS48 1UR

Names of the charity trustees who manage the charity

The trustees in the accounting year were:

Hayley Hemming (Chair)
Claire Scaife (Treasurer)
Jen Smith (resigned 25th September 2023)
Stella Hudson (resigned 19th October 2023)
Zainab Wahid (Appointed 25th September 2023)
Alice Marshment (Appointed 25th September 2023)
Elizabeth Newton (Appointed 25th September 2023)
Claire Arnott (Appointed 25th September 2023)
Emily Williams (Appointed 25th September 2023)

**BRISTOL PARENT CARERS
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024**

Independent examiner:

Josh Kingston ACA, BSc.
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Signed on behalf of the trustees on 16 September 2024.

Claire Scaife

.....
Claire Scaife, Trustee

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

Independent examiner's report to the trustees of Bristol Parent Carers

I report to the trustees on my examination of the accounts of Bristol Parent Carers (the Charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity trustees of the Charity 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 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

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.

Joshua Kingston

Josh Kingston ACA, BSc.
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 16 September 2024

BRISTOL PARENT CARERS
YEAR ENDED 31 MARCH 2024
RECEIPTS AND PAYMENTS ACCOUNT

	Unrestricted funds	Restricted Funds	Total Funds 2024	Total Funds 2023
RECEIPTS				
Grant income	48,720	105,000	153,720	12,173
Donations	148	-	148	102
Bank Interest Received	811	-	811	57
Other Income	11,935	-	11,935	-
Total Receipts	61,614	105,000	166,614	12,332
PAYMENTS				
Cost of sales				
Event, Hard to reach	-	82	82	-
Event, Engagement	-	1,721	1,721	1,820
Event, Training	-	5,106	5,106	1,055
Production of literature as commissioned	-	2,880	2,880	2,880
Coffee Mornings	-	970	970	1,673
Travel account - taxis	-	-	-	1,411
Production of resources	-	1,000	1,000	-
Annual Event - speakers	993	1,120	2,113	-
Annual event - printing & stationery	303	62	365	-
Administrative Costs				
Staff/Volunteer Travel & Subsistence	364	123	486	244
Equipment	4,064	1,029	5,093	66
Fees, Accountancy & Auditing	-	1,500	1,500	-
Fees, Consultancy, Professional, Legal	660	660	1,320	330
Fundraising	520	-	520	-
Hard to reach -Translation	-	120	120	-
Insurance	-	258	258	298
Meetings, Internal	30	114	144	124
Office supplies, Consumables & Sundries	-	500	500	4
Signposting material	-	452	452	191
Marketing and promotion	124	387	511	-
Recruitment Expenses (S)	154	-	154	-
Rent & service charges	-	640	640	1,401
Staff and volunteer Costs, Other	-	120	120	266
Subscriptions	-	35	35	531
Technical support, Website	-	92	92	110
Telephone, mobile	198	30	228	134
Salaries	18,909	12,515	31,424	9,912
Staff/Volunteer training	84	592	676	668
IT software	463	2,843	3,306	1,579
Promotional merchandise	2,516	893	3,409	-
Volunteer coproduction payments	190	-	190	140
Trustee childcare to attend meetings	7	-	7	-
TOTAL PAYMENTS	29,578	35,842	65,420	24,837
Cash funds at the beginning of the year	9,619	13,552	23,171	35,676
NET RECEIPTS/(PAYMENTS)	32,036	69,158	101,194	(12,505)
Transfers	3,072	(3,072)	-	-
Cash funds at the end of the year	44,727	79,638	124,365	23,171

BRISTOL PARENT CARERS
YEAR ENDED 31 MARCH 2024
STATEMENT OF ASSETS AND LIABILITIES

	Unrestricted funds	Restricted Funds	Total Funds 2024	Total Funds 2023	
Fixed Assets					
Office Equipment	3,254	-	3,254	-	
Event Equipment	1,550	-	1,550	-	
	<u>4,804</u>	<u>-</u>	<u>4,804</u>	<u>-</u>	
Cash funds					
Bank and cash balances	<u>44,310</u>	<u>80,054</u>	<u>124,364</u>	<u>23,171</u>	
Current Assets					
Trade Debtors	<u>225</u>	<u>-</u>	<u>225</u>	<u>15,360</u>	
	<u>225</u>	<u>-</u>	<u>225</u>	<u>15,360</u>	
Liabilities					
Accruals	<u>840</u>	<u>-</u>	<u>840</u>	<u>1,500</u>	
	<u>840</u>	<u>-</u>	<u>840</u>	<u>1,500</u>	
	At 1 April 2023	Income	Expenditure	Transfers	At 31 March 2024
Unrestricted funds					
General Fund	9,202	61,614	(29,578)	3,072	44,310
Restricted Funds					
Department for Education	-	17,500	(17,500)	-	-
Bristol City Council	2,619	28,000	(5,939)	-	24,680
Clinical Commissioning Group - Neurodiverse Child Project	9,655	(2,000)	(2,880)	(2,775)	2,000
National Lottery Community Fund	1,398	-	(1,398)	-	-
NHS England	297	-	-	(297)	-
Integrated Care Board Neurodiversity Transformation and schools projects	-	57,500	(5,693)	-	51,807
BNSSG Autism courses	-	4,000	(2,432)	-	1,568
Total restricted funds	<u>13,969</u>	<u>105,000</u>	<u>(35,843)</u>	<u>(3,072)</u>	<u>80,054</u>
Total	<u>23,171</u>	<u>166,614</u>	<u>(65,421)</u>	<u>-</u>	<u>124,364</u>

Signed on behalf of the trustees on 16 September 2024.

Claire Scaife

.....
 Claire Scaife, Trustee

BRISTOL PARENT CARERS

England & Wales - Charity number 1197806

Accounts

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS

31 MARCH 2023

Charity Number 1197806

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

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BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

Trustees' Annual Report for the year ended 31 March 2023

Charity name: Bristol Parent Carers

Charity registration number: 1197806

Objectives and Activities

1. Summary of the purposes of the charity as set out in its governing document

The object of the CIO is to relieve the needs of children and young people, including their parents, carers and families, who have disabilities and/or special educational needs in the Bristol area, in order to improve their quality of life, promote their inclusion in their local communities and to help and support them to reach their full potential.

2. 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.

Bristol Parent Carers (BPC) is an inclusive organisation dedicated to assisting parents and carers of children with diverse disabilities in Bristol City Council or those whose children attend educational facilities within the Bristol City Council area. Our primary goal is to provide parents and carers with essential guidance, directing them to the most suitable services to meet their family's needs.

Whilst providing this signposting service we actively gather feedback from parent carers, using their valuable insights to shape and enhance services in the realms of Education, Health, and Social Care. We also carry out five parent carer surveys each year to actively seek out the views of parent carers covering the topics of:

1. Awareness and feedback on social care support
2. Feedback on the support offered by the health services
3. Feedback on how families experience inclusion, transitions and education support within the city
4. Families' experiences of Education, Health and Care plans, Phase transfer and home to school transport
5. Parent Carer well being

We collaborate closely with department managers in each area (Education, Health and Social Care) engaging in a cooperative process known as coproduction to drive positive changes ensuring changes to local services are informed by parent carers' experiences and preferences. This collaborative approach can lead to more tailored and effective services that better address the specific needs of the community being served.

Early in the financial year, we encountered challenges in our coproduction efforts due to Bristol City Council's decision not to collaborate with us as strategic partners. Consequently, the primary funding for our charity from both BCC and the Department for Education was

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

withdrawn. Nevertheless, during this period, we redirected our energies toward strengthening the organisation itself and forging valuable connections with other parent carer support groups within the community. We also continued and strengthened our relationship with both Contact (who administer the DfE grants for parent carer forums) and Bristol City Council and have now re-established the relationship with BCC so that the DfE funding has been reinstated from 1 April 2023.

3. Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

The Trustees believe that Bristol Parent Carers has undertaken the delivery of services in line with its objectives and that those objectives are aligned to the public benefit.

Achievements and Performance 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.

Internal strengthening

Feedback from our community in the previous accounting year highlighted the need for increased transparency within Bristol Parent Carers and clarity about our organisation's purpose. In response to this valuable input:

- New trustees were elected during an extraordinary general meeting, and our constitution was amended to grant more members voting rights, culminating in the decision to register BPC as a charity.
- Bristol Parent Carers achieved formal charity registration on February 4th, 2022, transferring to the new charity from 1 April 2022.

During this accounting period:

- We have undergone a significant transformation, embracing modernization by integrating technology to streamline operations and project management.
- A comprehensive review of all policies and procedures has been completed, with a robust process for regular updates now in place.
- Our volunteer base has expanded from 5 to an impressive 22, and we've introduced a 'Friends of the Forum' initiative, welcoming an additional 12 (and counting) families to engage in non-confidential activities at their convenience.
- Regular steering group meetings are held and documented; actions arising from meeting are promptly addressed and reviewed.
- We are committed to providing clear information on funding sources and progress of work with our partners. We keep our community informed through direct mail and updates in the 'news' section of the BPC website.

These positive changes reflect our dedication to better serving our community and enhancing our transparency and effectiveness.

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

New Resources

Valuable feedback from parent carers illuminated a common challenge: the difficulty in identifying sources of support. In direct response to this insight, we initiated a collaborative effort with 30 dedicated parent carers to create a comprehensive Special Educational Needs and Disability (SEND) organization and support brochure.

- This resource encompasses a wealth of knowledge, featuring more than 40 invaluable signposting suggestions.
- Our digital leaflet has made a significant impact, with over 1000 downloads and views.
- During in person events, we distribute a paper version of the leaflet that has seen remarkable engagement, with over 800 QR codes scanned in person. This has facilitated families in connecting with various organizations throughout the city, truly enhancing their access to vital resources.
- Looking ahead, we're excited to announce our plans to translate this leaflet into multiple languages in the upcoming financial year. This initiative underscores our commitment to inclusivity and ensuring that all families in our community can benefit from these essential resources.
- Our website which will be complete end of September 2023 will also include many coproduced visual guides and supportive information for families to access.
- We've introduced a Central SEND Calendar that serves as a unified platform for organizations throughout Bristol to share their events, providing families with a convenient, one-stop resource for accessing support across the city.
- Since its launch, the calendar has been warmly received, with 1390 visits, highlighting its significance as a valuable tool for our community

These changes mean that our community will have easier access to the support and information they need to navigate the challenges of parenting children with special needs. Illustrating our dedication to making a positive difference in the lives of local families.

Coffee Mornings

- Our South Bristol Community Coffee Mornings have been instrumental in assisting 247 parent carers, with SOS!SEN providing invaluable advice to 56 families on complex areas of SEND.
- In September 2022, we introduced school-based coffee mornings, as a first port of call for families who needed a gentle introduction to the SEND landscape of Bristol, these sessions have been a welcomed addition that has already made a significant impact.
- These sessions have proven to be a valuable resource for 266 families, offering expert advice and information on local SEND services in Bristol.

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

- Impressively, these sessions were booked directly by school staff, and their feedback has been overwhelmingly positive, with 100% expressing their intent to book another coffee morning.
- Here's what school staff had to say:
 - ★ 'A wonderful opportunity to strengthen the bonds between our families, our staff, and the services available to support them.'
 - ★ 'Our families thoroughly enjoyed the experience and found it incredibly worthwhile. They appreciated the connections forged and the firsthand insights shared by fellow attendees.'
 - ★ 'Having representatives from Bristol Parents Forum join our coffee morning was incredibly beneficial. Our families gained access to new support information, particularly regarding clubs and groups during holidays.'
- Parent carer feedback mirrors this positivity, with 100% of attendees expressing their intention to join another BPC event.
- An impressive 95% of families, who provided feedback, reported feeling better supported in communicating with school staff about their child's needs.
- 98% of families felt better equipped to find support and advice for their child.
- An encouraging 86% reported increased confidence in supporting their child's unique needs.
- Here's a glimpse of what parent carers had to say:
 - ★ 'A fantastic platform for sharing ideas and information on what's available.'
 - ★ 'We received a wealth of information and resources, alongside a deep understanding of special needs children, which was truly empowering.'
 - ★ 'The well-structured sessions, led by knowledgeable group leaders, provided invaluable signposting to essential resources.'

To meet the growing demand, we've expanded our peer support co-ordinator team with an additional staff member, aiming to double our capacity. By August 2024, we aspire to have supported approximately 350 parent carers within school. These achievements underscore our commitment to empowering and supporting our vibrant community.

Parent Carer information workshops and family events

- We've organized 21 enriching workshops and events tailored to parent carers, addressing a wide array of topics such as ADHD, financial planning, EHCPs, school transitions, and community outings.
- These events have garnered the participation of 1223 parent carers, offered both online and in-person formats for maximum accessibility.
- Notably, our events serve a diverse audience, with 6% of attending families having a child diagnosed with Autism, while the remaining 94% encompass other needs, including families who do not have a diagnosis.

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

- The satisfaction of our attendees is striking, with a resounding 100% expressing their intent to book another BPC Event. Feedback from families is positive and includes the following:
 - ★ 'An invaluable insight into the complexities of an annual review from the perspective of a school team striving for the best service for our children.'
 - ★ 'Precious moments of connection with fellow parent carers who truly understand. A facilitated space for tears, laughter, chats, and creativity.'
 - ★ 'The ADHD Foundation's involvement is a testament to Bristol Parent Carers' commitment to offering the best resources to our city.'
- In response to growing demand, we've welcomed a part-time staff member to facilitate even more parent carer workshops."

These achievements exemplify our dedication to empowering and enriching the experiences of parent carers in our community.

Engagement and Representation

We are thrilled to report significant progress in engaging our community and ensuring diverse representation:

- Our mailing list has seen a remarkable 50% increase in family sign-ups.
- Our social media channels have experienced substantial growth, with views skyrocketing from 236 in November 2021 to an impressive 9245 in November 2022.
- Nearly 2000 parent carers have actively participated in surveys, addressing crucial topics including health services, social care support, and progress against the written statement of action.
- A substantial 25% of our members hail from Global Majority groups, reflecting our commitment to inclusivity.
- At our school-based coffee mornings, 33% of attendees represent Global Majority groups, further enhancing diversity.
- In our parent carer information workshops and family events, 24% of participants belong to Global Majority groups, ensuring a broad spectrum of voices.
- Our events cover a wide range of needs, with 6% of attendees reporting a diagnosis of Autism, while the remaining 94% representing other areas of SEND such as down syndrome, Tourette's, visual impairment, ADHD, hearing impairment, learning disabilities and many others.

These achievements underscore our dedication to fostering engagement and promoting inclusivity within our community.

Looking ahead

Starting in September 2023, BPC is excited to announce the expansion of our parent carer workshop offerings, both in online and in-person formats. We're grateful for the support

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

from our local Integrated Care Board, enabling us to delve into a wide range of health topics, with a particular focus on mental health to better serve our local families.

Additionally, we've launched a community coffee morning in North Bristol, complementing our existing offerings in the south of the city. These sessions will often feature the presence of the Carer Support Centre and SEND and You, creating a one-stop destination for families to access a multitude of resources and support.

As part of our commitment to accessibility, we're in the process of creating a library of easy-to-digest resources for families. These resources will be translated into various languages, alongside our surveys. Our goal is to make all our surveys available in at least two other languages by the end of 2024, in addition to our SEND leaflet.

We have set the target of increasing the number of volunteers supporting BPC to 35 by the end of 2024, with 30% of the BPC team belonging to global majority groups and 50% of the BPC team belonging to seldom heard groups such as families whose children have rare conditions, families from the Polish, Romanian, Somali, Syrian, African, Indian, & Pakistani communities, very low-income families, LGBTQ+ families and families whose children have learning disabilities.

These endeavours are aimed at ensuring that all families, regardless of needs, language or location, can access the support they need effectively.

We are excited about the possibilities that lie ahead for improving local SEND services and promoting a positive, inclusive and diverse future for the SEND community. As the largest pan-disability parent carer-led charity in Bristol, we are well-positioned to make a meaningful impact in the lives of children and young people with special educational needs and disabilities.

Financial Review

The funds and assets held by the constituted group Bristol Parent Carers were transferred to the CIO on 1 April 2022.

Due to the decision from Bristol City Council to stop working with BPC and the resulting withdrawal of funding by both BCC and the DfE, the charity needed to run on its reserves for some months. However, due to the successful bid for National Lottery funding in Autumn 2022 and an ongoing project with the ICB, as well other donations and the hard work of our volunteers, we were able to continue our core activities during the year.

In Spring 2023 the charity received confirmation from the ICB that it intended to fund the charity and indeed increase the funding, and BCC confirmed that it would be happy to support the charity's application for DfE funding as the approved DfE forum. This application was successful, and BPC has moved forward into the 23/24 year with core funding from both ICB and DfE, in addition to funding for specific projects funded by IBC and BCC.

Some of the charity's costs are wholly project specific and would not be incurred until the funding directly related to them was received. However, ongoing core costs including staffing and

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

infrastructure must be covered in the event of a gap in funding. The trustees consider that the level of unrestricted reserves should remain at 3 months of core costs.

Supporters

NHS BNSSG ICB
Department for Education
Bristol City Council
National Lottery Community Fund
Osborne Clarke Charitable Fund

Structure, Governance and Management

Bristol Parent Carers is a Charitable Incorporated Organisation with wider membership. At the end of the accounting period there were 4 Trustees. New trustees are voted in by the wider membership at a general meeting.

Reference and Administrative details

Charity name	Bristol Parent Carers
Other name the charity uses	Bristol Parent Carer Forum
Registered charity number	1197806
Charity's principal address	c/o Burton Sweet, The Clock Tower, Farleigh Court, Old Weston Rd, Flax Bourton, Bristol BS48 1UR

Names of the charity trustees who manage the charity

The trustees in the accounting year were:

Hayley Hemming (Chair)
Claire Scaife (Treasurer)
Jen Smith
Stella Hudson

All the trustees were in post during the whole year.

Independent examiner:

Josh Kingston ACA, BSc.
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Signed on behalf of the trustees on 19 September 2023

..... *Claire Scaife*
Claire Scaife, Trustee

BRISTOL PARENT CARERS

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

Independent examiner's report to the trustees of Bristol Parent Carers

I report to the trustees on my examination of the accounts of Bristol Parent Carers (the Charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of the Charity 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 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

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.

Joshua Kingston

Josh Kingston ACA, BSc.
Burton Sweet Limited
The Clock Tower
5 Farleigh Court
Old Weston Road
Flax Bourton
Bristol BS48 1UR

Date: 19 September 2023

BRISTOL PARENT CARERS

YEAR ENDED 31 MARCH 2023

RECEIPTS AND PAYMENTS ACCOUNT

	Unrestricted Funds	Restricted Funds	Total Funds 2023
	£	£	£
RECEIPTS			
Grant Income	2,235	9,938	12,173
Donations	102	-	102
Bank Interest	57	-	57
TOTAL RECEIPTS	2,394	9,938	12,332
PAYMENTS			
Cost of Sales			
Event, Training	-	1,055	1,055
Research sessions	-	1,820	1,820
Production of literature as commissioned	-	2,880	2,880
Coffee Mornings	-	1,673	1,673
Travel Account (Taxis)	-	1,411	1,411
Administrative Costs			
Equipment	-	66	66
Fees, Consultancy, Professional, Legal	-	330	330
Insurance	-	298	298
Meetings, Internal	-	124	124
Office supplies, Consumables & Sundries	-	4	4
Promotional material	-	191	191
Rent & service charges	-	460	460
Staff Costs, Other	-	226	226
Subscriptions	-	531	531
Technical support, Website	8	102	110
Telephone, mobile	16	118	134
Volunteer rewards	40	-	40
Salaries	1,873	8,039	9,912
Staff/Volunteer Costs	5	907	912
Storage	-	941	941
IT Costs	51	1,528	1,579
Volunteer coproduction payments	-	140	140
TOTAL PAYMENTS	1,993	22,844	24,837
Cash funds at the beginning of the year	9,218	26,458	35,676
NET RECEIPTS/(PAYMENTS)	401	(12,906)	(12,505)
Cash funds at the end of the year	9,619	13,552	23,171

BRISTOL PARENT CARERS

AS AT 31 MARCH 2023

STATEMENT OF ASSETS AND LIABILITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Cash funds			
Bank and cash balances	9,202	13,969	23,171
Current Assets			
Trade Debtors	15,360	-	15,360
	<u>15,360</u>	<u>-</u>	<u>15,360</u>
Liabilities			
Accruals	1,500	-	1,500
	<u>1,500</u>	<u>-</u>	<u>1,500</u>

Fund balances at 31 March 2023

	At 1 April 2022	Income	Expenditure	Transfers	At 31 March 2023
Unrestricted funds					
General fund	8,801	2,394	(1,993)	-	9,202
Restricted funds					
Department for Education	9,193	(7,944)	(1,249)	-	-
Bristol City Council core funding	2,844	5,575	(5,800)	-	2,619
Family Transport Scheme	41	2,317	(2,358)	-	-
NHS England	297	-	-	-	297
Clinical Commissioning Group Neurodiverse Child Project	14,500	-	(4,845)	-	9,655
National Lottery Community Fund	-	9,990	(8,592)	-	1,398
	<u>26,875</u>	<u>9,938</u>	<u>(22,844)</u>	<u>-</u>	<u>13,969</u>
Total	<u>35,676</u>	<u>12,332</u>	<u>(24,837)</u>	<u>-</u>	<u>23,171</u>

The brought forward fund balances relate to funds held by the constituted group Bristol Parent Carers which were transferred to the newly formed CIO on 1 April 2022.

Signed on behalf of the trustees on 19 September 2023

..... *Claire Scaife*
Claire Scaife, Trustee