

FAMILY VOICE PETERBOROUGH

CHARITY COMMISSION REGISTERED NO. 1171389

FINANCIAL STATEMENTS

for the year ended 31 March 2023



FAMILY VOICE PETERBOROUGH

Index

for the year ended 31 March 2023

INDEX

- 1 Independent Examiner's Report
- 2 Statement of Financial Activities
- 3 Statement of Financial Position
- 4 - 10 Notes to the Accounts

**Independent Examiner's Report to the Trustees of
FAMILY VOICE PETERBOROUGH**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2023 which are set out on pages 2 to 10.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirement 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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.
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.

.....
K. J. Maggs F.C.A., B.A.
Moore Thompson
Chartered Accountants

Dated:**2023**

FAMILY VOICE PETERBOROUGH

Statement of Financial Activities

for the year ended 31 March 2023

	Unrestricted	2023 Restricted	Total	2022 Total
	£	£	£	£
INCOME FROM:				
Donations, Legacies and Grants	19,522	368,750	388,272	167,770
Charitable activities				
Fees for Charitable Services	3,690	-	3,690	1,154
Hire of Community Premises	15,048	-	15,048	9,687
Hire of Caravans	13,461	-	13,461	19,359
	32,199	-	32,199	30,200
Other trading activities				
Fundraising Events	3,300	-	3,300	604
Investments				
Interest earned	401	-	401	209
Total income	55,422	368,750	424,172	198,783
EXPENDITURE ON:				
Raising funds				
Cost of Fundraising Events / Promotion	20	1,012	1,032	7,945
Professional fees	1,057	25,643	26,700	1,800
	1,077	26,655	27,732	9,745
Charitable activities				
Staffing Costs	-	130,591	130,591	106,638
Human Resources	20,152	-	20,152	-
Volunteer and Parent Carers Expenses	117	6,744	6,861	4,255
Caravan Running Costs	3,481	15,995	19,476	14,276
Cost of SEND Services	-	41,305	41,305	30,428
Costs of proving trips/ activities	753	32,585	33,338	17,720
Print, Post, Stationary, Equipment	608	5,924	6,532	6,966
Utilities, Insurance, Building Costs, Repairs	13,076	29,082	42,158	19,575
Independent examiners fees	-	1,080	1,080	-
Depreciation	7,215	1,705	8,920	7,479
	45,402	265,011	310,413	207,337
Total expenditure	46,479	291,666	338,145	217,082
Net income / (expenditure)	8,943	77,084	86,027	(18,299)
Transfers between funds	74	(74)	-	-
Reconciliation of funds				
Total funds at 1 April 2022	126,506	2,791	129,297	147,596
Total funds at 31 March 2023	135,523	79,801	215,324	129,297
	Note 5	Note 5		

The notes on pages 4 to 10 form part of these financial statements.

FAMILY VOICE PETERBOROUGH

Statement of Financial Position

at 31 March 2023

	Note	Unrestricted £	2023 Restricted £	Total £	2022 Total £
FIXED ASSETS					
Tangible assets	4	51,846	6,818	58,664	58,645
CURRENT ASSETS					
Cash funds:					
Current account		78,018	-	78,018	25,224
Deposit account		7,081	69,392	76,473	59,912
		85,099	69,392	154,491	85,136
Other current assets:					
Prepayments		3,812	8,732	12,544	2,231
Accrued income		119	-	119	699
Total current assets		89,030	78,124	167,154	88,066
CURRENT LIABILITIES					
Accruals:					
Accrued expenses		(555)	(2,222)	(2,777)	(5,595)
Deferred income		(4,798)	-	(4,798)	(9,284)
Other creditors:					
PAYE liability		-	(2,494)	(2,494)	(1,850)
Pension liability		-	(425)	(425)	(685)
		(5,353)	(5,141)	(10,494)	(17,414)
NET CURRENT ASSETS		83,677	72,983	156,660	70,652
Total Assets		135,523	79,801	215,324	129,297
CHARITY FUNDS					
Restricted funds	5	-	79,801	79,801	2,791
Unrestricted funds:					
General		89,560	-	89,560	74,798
Designated - Caravans		45,963	-	45,963	51,708
Total charity funds		135,523	79,801	215,324	129,297

These financial statements were approved and authorised for issue by the Trustees on **2023** and signed on their behalf by:

.....
Heather Skibsted

Chair

.....
Louise Ravenscroft

Chief Operating Office

The notes on pages 4 to 10 form part of these financial statements.

FAMILY VOICE PETERBOROUGH

Notes to the Accounts

for the year ended 31 March 2023

1. Accounting policies

The charity is an incorporated charity registered in England and Wales with the Charity Commission with the registration number 1171389. The charity's registered address is Goldhay Centre, 105 Paynels, Orton Goldhay, Peterborough, PE2 5QP.

The principal accounting policies adopted in the preparation of the financial statements are set out below.

(a) *Basis of preparation of the financial statements*

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis and are presented in sterling which is the functional currency of the charity.

Change of Accounting Basis

This is a change of accounting format. The previous years had been prepared on a Receipts and Payments basis but has changed to an Accruals basis due to the level of income now exceeding the thresholds.

(b) *Income recognition*

All income is recognised in the Statement of Financial Activities when the conditions for receipt have been met, the amount can be measured reliably and it is probable that the income will be received.

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably.

(c) *Expenditure recognition*

Expenditure is included in the Statement of Financial Activities on an accruals basis and is allocated to a particular fund where the costs relate directly to that fund. Expenditure is categorised under the headings recorded in the Statement of Financial Activities.

(d) *Gifts in Kind*

Gifts in Kind are brought into the accounts where there is either a reasonable estimate of their fair value to the funds or the amount which is actually realised. Where a value cannot be determined, or a reasonable estimate applied, the gift is not included in the Statement of Financial Activities.

(e) *Definition of Funds*

Unrestricted funds are available for use at the discretion of the Trustees in the furtherance of the general objects of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of administering such funds are charged against the specific fund. The intended use of each restricted fund is set out in the notes.

(f) *Debtors and creditors receivable / payable within one year*

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(g) *Going concern*

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for the next 12 months from authorising the financial statements.

FAMILY VOICE PETERBOROUGH

Notes to the Accounts

for the year ended 31 March 2023

1. Accounting Policies *(Continued)*

(h) *Judgements and key sources of estimation uncertainty*

There are no significant judgements or estimations which have been made in the process of applying the above accounting policies, other than usual cut off judgements included in prepayments and accruals.

(i) *Pension costs*

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. The annual contributions payable are charged to the Statement of Financial Activity.

(j) *Operating leases*

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against or credited to profits on a straight line basis over the period of the lease.

(k) *Depreciation*

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Caravans	-	15 years straight line
General Equipment	-	20% reducing balance
Computer Equipment	-	5 years straight line

2. Related party transactions

The charity is controlled by the trustees as a body and no individual does or could exert control.

The charity has paid Faustina Yang, a trustee for Human Resource advice an amount of £20,152 (2023 - nil).

3. Trustees' remuneration and expenses

No remuneration directly or indirectly out of the funds of the charity was paid or payable for the year to any trustee or to any person or persons known to be connected to them.

No reimbursement of expenses has been made or is due to be made to any of the trustees in respect of the year.

4. Tangible fixed assets

	Caravans £	General Equipment £	Computer Equipment £	Total £
Cost				
At 1 April 2022	86,178	13,549	-	99,727
Additions	-	3,925	5,014	8,939
Disposals	-	-	-	-
At 31 March 2023	<u>86,178</u>	<u>17,474</u>	<u>5,014</u>	<u>108,666</u>
Depreciation				
At 1 April 2022	34,470	6,612	-	41,082
Charge for the year	5,745	2,172	1,003	8,920
On disposals	-	-	-	-
At 31 March 2023	<u>40,215</u>	<u>8,784</u>	<u>1,003</u>	<u>50,002</u>
Net book value				
At 31 March 2023	<u>45,963</u>	<u>8,690</u>	<u>4,011</u>	<u>58,664</u>
At 1 April 2022	<u>51,708</u>	<u>6,937</u>	<u>-</u>	<u>58,645</u>

FAMILY VOICE PETERBOROUGH
Notes to the Accounts (continued)
for the year ended 31 March 2023

5. Funds

	At 1 April 2022 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2023 £
Restricted funds					
CETR	1,550	13,200	(11,900)	-	2,850
ICB	-	25,000	(21,913)	-	3,087
ICB (Toolkit)	-	20,500	(2,565)	-	17,935
M&S	-	1,000	(815)	-	185
PCC Hub	-	20,000	(18,027)	-	1,973
Lottery	-	133,305	(101,280)	-	32,025
SERCO	-	4,500	(961)	-	3,539
SEND	-	80,000	(74,205)	-	5,795
PCC Health	-	8,000	(8,000)	-	-
DfE	-	27,545	(26,455)	-	1,090
Albert Hunt	-	2,000	(745)	-	1,255
HS Chairs (CLF)	17	500	(273)	-	244
LPC Hub	-	5,000	(5,002)	2	-
LPC Chairs	-	750	(150)	-	600
LPC Hamper	-	3,000	(3,000)	-	-
DEFRA	-	1,000	(1,000)	-	-
CCF Microsoft	-	1,968	(745)	-	1,223
Waterville PC	-	500	(500)	-	-
Longville PC	76	-	-	(76)	-
PCVS	1,148	8,920	(10,068)	-	-
Door Entry System	-	3,812	(3,812)	-	-
BGL	-	250	(250)	-	-
Aldi	-	1,000	-	-	1,000
Tesco	-	500	-	-	500
Asda	-	500	-	-	500
ICB PP	-	6,000	-	-	6,000
Restricted funds	2,791	368,750	(291,666)	(74)	79,801

Analysis of net assets

	Tangible net assets	Bank Accounts	Other net assets	Total
Restricted funds				
CETR	-	3,450	(600)	2,850
ICB	830	2,257	-	3,087
ICB (Toolkit)	-	17,935	-	17,935
M&S	-	185	-	185
PCC Hub	272	1,416	285	1,973
Lottery	-	30,914	1,111	32,025
SERCO	-	3,089	450	3,539
SEND	3,649	2,146	-	5,795
DfE	-	-	1,090	1,090
Albert Hunt	-	-	1,255	1,255
HS Chairs (CLF)	244	-	-	244
LPC Chairs	600	-	-	600
CCF Microsoft	1,223	-	-	1,223
Aldi	-	1,000	-	1,000
Tesco	-	500	-	500
Asda	-	500	-	500
ICB PP	-	6,000	-	6,000
	6,818	69,392	3,591	79,801

FAMILY VOICE PETERBOROUGH
Notes to the Accounts (continued)
for the year ended 31 March 2023

5. Funds (continued)

Comparative figures

	At 1 April 2021	Incoming Resources	Outgoing Resources	Transfers	At 31 March 2022
	£	£	£	£	£
Restricted funds					
CETR	-	10,800	(9,250)	-	1,550
SEND	17,782	78,000	(100,592)	4,810	-
PCC Health	-	8,170	(8,170)	-	-
DfE	-	20,270	(22,080)	1,810	-
HS Chairs (CLF)	-	1,250	(1,233)	-	17
Waterville PC	-	500	(500)	-	-
Longville PC	-	1,500	(1,424)	-	76
PCVS	(8,539)	34,155	(24,468)	-	1,148
BGL	-	500	(500)	-	-
Consultancy	-	1,550	(1,550)	-	-
Pears	-	9,780	(9,780)	-	-
Other	2,152	-	(1,975)	(177)	-
Restricted funds	11,395	166,475	(181,522)	6,443	2,791

Analysis of net assets

	Tangible net assets	Bank Accounts	Other net assets	Total
Restricted funds				
CETR	-	1,650	(100)	1,550
DfE	-	232	(232)	-
HS Chairs (CLF)	-	17	-	17
Longville PC	-	76	-	76
PCVS	-	10,313	(9,165)	1,148
	-	12,288	(9,497)	2,791

6. Fund descriptions

Fund and provider	Purpose	Restriction and surplus / deficit
CETR funding provided by ICB – Health Commissioning (NHS).	Funds for payment of set NHS rate for EbE's to attend panels.	Fee is based on a predicted number of CETR's in a monthly period. Surplus at the end of the work programme will be returned, and any deficit would be covered by FVP.
ICB funding provided by ICB – Health Commissioning (NHS).	Funds to be used for the provision of parent participation services and administration of the provision of a team of EbE.	Surplus can be kept by charity, must be used for general support of parent carers. No deficit is expected to occur.
ICB (Toolkit) funding provided by ICB – Health Commissioning (NHS).	Development and delivery of a resource to help families ait well as part of the neurodiversity pathway.	Surplus can be kept by charity, must be used for general support of parent carers. No deficit is expected to be possible.

FAMILY VOICE PETERBOROUGH
Notes to the Accounts (continued)
for the year ended 31 March 2023

6. Fund descriptions (continued)

M&S is provided by the Marks and Sepncer Business CSR programme.	Funds are provided to enable staff and volunteer costs in respect of food and refreshment are covered.	At the end of a period, any surplus can be carried forward but must still be spent in line with intended purpose, i.e. indefinite period.
PCC Hub represnts funds provided by the Local Authority, Peterborough City Council passed on from DWP.	Funds are provided to enable the provision of a warm Hub, food, energy support and to cover the associated costs such as staff costs and utilities.	Small surplus allowed, but must be used for the intended purpose. The grant period was initially set for 12 months.
Lottery represnts funds provided by the National Lottery Fund.	Project and core costs to facilitate charity growth and development. Aiming to increase engagement and support for parent carers especially from seldom heard communities.	Also covers running costs of caravans for two years to establish their viability while protecting them as an asset which are subject to subsidy control. Any surplus can be carried froward one year.
SERCO funds are from their Business CSR programme.	The funds are to provide Trips and activities for SEND families over no specified period.	As no specifid period then funds retained for this same purpose going forwards until spent. Any deficit will be met by general funds.
SEND represents funds received from Peterborough City Council.	Funds are to be used for the provision of parent participation services; <ul style="list-style-type: none"> • Representation and reporting of parents voices at strategic and operational boards across SEND results in making parent and child experiences visible, and contributes to service policy, and practice improvements. •Building trust and improving relationships between PCC services and parents. Programme runs over five years, ending March 2025 and any surplus can be carried forward but must still be spent on the same purpsoes.	
PCC Health represents funds provided by Peterborough City Council.	Funds are provided to assist with COVID/Flu awareness.	Any surplus can be used as required in delivery of core work.
DfE represents funds from DfE being National Government.	Assist with costs to delivery PCF functions and facilitate parent carer participation including staffing, core costs and activity costs.	Must be spent in year, and underspend reported, underspend is deducted from following years grant amount.
Albert Hunt represents funds from the Albert Hunt charity.	Grant made to be spent on core costs only.	
HS Chairs (CLF) represents funds from the Community Leadership Fund – Councillors fund to distribute to local initiatives.	Chairs for the community hall.	Any surplus is retained for intended purpose.

FAMILY VOICE PETERBOROUGH
Notes to the Accounts (continued)
for the year ended 31 March 2023

6. Fund descriptions *(continued)*

LPC Hub represents funds from the Parish Council.	Funds are provided to enable the provision of a warm Hub, food, energy support and to cover the associated costs such as staff costs and utilities.	Any surplus is retained for intended purpose.
LPC Chairs represents funds from the Parish Council.	Funds are provided to enable the provision of chairs for the community centre.	Any surplus is to be used for future chairs and any deficit will be met by general funds.
LPC Hamper represents funds from the Parish Council.	Funds are provided to enable the provision of festive hampers for 50 local households.	Any surplus is to be used for future hampers and any deficit will be met by general funds.
DEFRA represents funds provided by the Central Government department.	Funds are provided for a Community Café and the associated running costs, including staffing and food.	Any surplus would have to be returned
CCF Microsoft represents funds from the same named Charity.	The funds are to provide equipment and staffing for the purpose of volunteer training and support.	Any surplus would need to be repaid.
Waterville PC represents funds from the Parish Council.	Funds for the purposes of a lighting upgrade.	Any surpluses to be retained for the same purpose.
PCVS represents funds provided by the Central Government fund for COVID through local Authorities to Peterborough CVS.	The funds were to provide COVID support and the related staffing costs.	The project is allocated over two years and some surplus is allowed as long as spent in spirit of work, which meets the charity's objects.
Door Entry System funds are provided by CLF, Earl Fitzwilliam, Coles Trust and the Community Leadership Fund.	Funds were raised so as to enable enhanced security for the centre improving the centre usage by adding to door entry system. Funds to be returned if they are not spent.	
BGL funds came from the BGL Business CSR programme.	The funds enabled the provision of themed gifts and items to assist parent carers.	Any surplus could be carried forward and used for intended purpose in future. Any deficit will be covered by general funds.
Aldi funds were provided by the Aldi Business CSR programme.	The funds were for the operational costs and the café.	Any surpluses are to be used for continued provision.
Tesco funds came from the Tesco Business CSR programme – Blue Token Scheme.	These funds are for the Seldom Heard engagement to meet the staffing and activity costs. Any surplus must be returned and any deficit will be met from general Funds.	
Asda funds came from their Business CSR programme – Green Token Scheme.	Funds were provided for the charity to provide parent carer support, as required.	No surplus expected and any deficit will be met from General funds.

FAMILY VOICE PETERBOROUGH

Notes to the Accounts (continued)

for the year ended 31 March 2023

6. Fund descriptions (continued)

<p>ICB PP funds were provided by ICB – Health Commissioning (NHS).</p>	<p>the funds are to be used for the provision of Parent Participation in health key worker collaborative and the costs relating thereto.</p>	<p>Any surplus is used in continuation of this work.</p>
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7. Fund comparatives - for the year ended 31 March 2022

	Unrestricted £	Restricted £	Total £
INCOME FROM:			
Donations, Legacies and Grants	1,295	166,475	167,770
Fundraising Events	604	-	604
Fees for Charitable Services	1,154	-	1,154
Hire of Community Premises	9,687	-	9,687
Hire of Caravans	19,359	-	19,359
Interest earned	209	-	209
Total income	32,308	166,475	198,783
EXPENDITURE FROM:			
Raising funds			
Cost of Fundraising Events / Promotion	718	7,227	7,945
Professional fees	-	1,800	1,800
Charitable activities			
Staffing Costs	-	106,638	106,638
Volunteer and Parent Carers Expenses	1,972	2,283	4,255
Caravan Running Costs	10,276	4,000	14,276
Cost of SEND Services	5,901	24,527	30,428
Costs of proving trips/ activities	4,917	12,803	17,720
Print, Post, Stationary, Equipment	33	6,933	6,966
Utilities, Insurance, Building Costs, Repairs	4,264	15,311	19,575
Independent examiners fees	-	-	-
Depreciation	7,479	-	7,479
Total expenditure	35,560	181,522	217,082
Net income	(3,252)	(15,047)	(18,299)