Medway Parents and Carers Forum CIO **Charity No 1183372**

Receipts and Payments for year ended 31st March 2024

	Notes	2024 Unrestricted funds	2024 Restricted funds	2024 Total funds	2023 Total funds
	1				
Receipts	2				
Participation Grant DfE administered by Contact		0	17,256	17,256	14,734
Grants Other		15,000	10,286	25,286	11,765
Parent Carer Panel		0	33,891	33,891	0
Interest		415	0	415	61
PayPal Donations		241	0	241	0
Donations		827	0	827	703
Total Receipts		16,483	61,433	77,916	27,263
Payments					
Bank Charges		0	120	120	132
DBS Checks		0	73	73	73
Insurance		0	873	873	600
IT Support		0	1,533	1,533	1,485
Laptops & tablets		0	438	438	1,137
Meetings and Events		0	2,305	2,305	2,667
Mobile Phone SIM Free Handset		0	0	0	260
Mobile Phone SIM only Contract		0	540	540	421
Office Costs ink stationery etc		0	1,763	1,763	1,526
Parent Carer Expenses	3	0	652	652	948
Professional Fees	4	0	393	393	387
Promotional Items		0	1,397	1,397	1,994
Software licences		0	0	0	427
Storage Unit		0	1,451	1,451	1,295
Training		0	536	536	2,130
Uniform		0	76	76	114
Wages and Salaries	4	0	24,462	24,462	12,410
Website		0	1,440	1,440	0
Total Payments		0	38,052	38,052	28,006
Net of receipts/(payments)		16,483	23,381	39,864	(743)
Transfer of Funds	5	1,933	(1,933)	0	0
Cash Funds last Year End		21,562	14,462	36,024	36,767
Cash Funds this Year End		**39,978**	**35,910**	**75,888**	**36,024**

Medway Parents and Carers Forum CIO **Charity No 1183372**

Statement of Assets and Liabilities

As at 31st March 24

		Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total Funds £	2023 Total Funds £
Cash Funds		5				
Current Account	HSBC		0	6,343	6,343	6,492
Current Account	CAF		15,000	26,860	41,860	27,518
Savings	CAF		24,737	2,707	27,444	2,014
PayPal			241	0	241	0
Total Cash Funds			**39,978**	**35,910**	**75,888**	**36,024**
Other Monetary Assets			0	0	0	0
			0	0	0	0
Assets Retained for the Charity's own use			0	742	742 *	2,307
			0	742	742	2,307

** based on the estimated valuation of the assets used.*

Liability						
Outstanding Supplier Invoices			0	0	0	2,707
Accounts Fees			0	840	840	780
			0	840	840	3,487

Signed by one or two trustees on behalf of the trustees

Signature.....

Name A Oxenham

Date of Approval 27/01/2025

Signature.....

Name K Clear

Date of Approval 28/01/2025

Medway Parents and Carers Forum CIO **Charity No 1183372**

Notes to the Accounts
For the period ended 31 March 2024

Notes

1 Basis of preparation

This Financial Statement has been prepared on a Receipts and Payments basis, inline with Charity Commission guidance

2 Funding

				2024 Unrestricted funds	2024 Restricted funds	2024 Total funds	2023 Total funds
i	**Participation Grant** DfE administered by Contact	Grant	1 Year	0	17,256	17,256	14,734
ii	**Parent Support Project** Philip & Connie Phillips Foundation	Grant	1 Year	0	7,786	7,786	11,765
iii	**Participation Grant** Medway Council (Public Health)	Grant	2 Years	15,000	0	15,000	0
iv	**Parent Carer Survey** NHS Engagement			0	2,000	2,000	0
v	**Universal Parent Carer Panel** Medway Council	Contra(	2 Years	0	33,891	0	0
vi	**MLG** IT Equipment			0	500	500	0
				15,000	61,433	42,542	26,499

i Department for Education Grant is restricted for the purpose of facilitating parent participation through the development of the Forum and associated running costs. Any underspend must be returned.
ii Continuation of our project to help parent carers with form filling and peer to peer support
iii To fund forum running cost to support participation and co production within Medway
iv Funding to provide feed back on a specified group of questions within an agreed timescale.
v MCPF were successful in their bid for a 2 year contract to set up and facilitate a universal panel for parents using family hubs
vi Funding to purchase 2 tablets and cases

3 Parent Carer expenses

No remuneration, either directly or indirectly, has been paid to the Trustees during the accounting period.
Travel costs that have been reimbursed at HMRC approved rates are included in this category.

4 Staffing Costs

	2023/24
Employed Part-time Staff	24,462
Payroll Costs	393
	24,855

We employ 4 part-time staff to support the daily running of the Forum and our Parent Support Project.

5 Restricted Funds

Current Year

	Balance 1 Apr 23	Receipts	Payments	Transfers	Balance 31 Mar 24	
DfE	1,493	17,256	18,742	0	7	
Parent Support	5,836	7,786	11,138	0	2,484	
Medway	7,133	0	7,110	(23)	0	*
MLG	0	500	470	(30)	0	*
Parent Carer Panel	0	33,891	472	0	33,419	
NHS Engagement	0	2,000	120	(1,880)	0	*
	14,462	61,433	38,052	(1,933)	35,910	

** Balance on completed projects transferred to Unrestricted funds*

Previous Year

	Balance 1 Apr 22	Receipts	Payments	Transfers	Balance 31 Mar 23
DfE	4,026	14,734	17,267	0	1,493
Medway	11,770	0	4,637	0	7,133
Parent Support	0	11,765	5,929	0	5,836
	15,796	26,499	27,833	0	14,462

Grant from Medway to support participation within Medway as per agreed business plan.

Taxation

6 Medway Parents and Carers Forum is not registered for VAT or Gift Aid