

Parent to Parent Limited
(A Company Limited by Guarantee)

Directors' report and financial statements
for the year ended
31 March 2020

Registered number SC302084

Charity number SC003095

Parent to Parent Limited
(A Company Limited by Guarantee)
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Parent to Parent Limited
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Company information

Directors	Professor James Stewart Forsyth Glen Finnie Lorna Wiggin Isabel Helen Barclay William George Doherty Susan Harley
Auditors	MHA Henderson Loggie Chartered Accountants and Statutory Auditors The Vision Building 20 Greenmarket Dundee DD1 4QB
Bankers	Bank of Scotland plc 327 Brook Street Broughty Ferry Dundee DD5 2DS
Registered office	Ardler Clinic Turnberry Avenue Dundee DD2 3TP
Company number	SC302084
Charity number	SC003095

**Parent to Parent Limited
(A Company Limited by Guarantee)**

Directors' report

The directors present their report with the financial statements of the charitable company for the year ended 31 March 2020.

The company information set out on page 1 forms part of this report. The financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006, the Memorandum and Articles of Association, and 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 (FRS 102).

Principal activity

The principal activity of the charitable company in the period under review was that of the provision of support for parents of children with special needs, whether physical, learning, emotional or medical.

Structure, governance and management

Constitution

Parent to Parent Limited is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association - Company number SC302084, Charity number SC003095.

Organisation

Parent to Parent Limited has a Board of six directors who meet three times per year and are responsible for the administration of the charitable company.

The Head of Service, Trudy Doidge, manages the charitable company and the Admin & Finance Manager, Debra Ritchie, manages the administration and funding applications.

Objectives

The objects of Parent to Parent are to support parents of children with additional needs including any form of learning, physical, sensory or emotional disability. It also supports parents of children with behavioural problems or who are seriously or terminally ill. This support is in addition to professional help and Parent to Parent works closely with the Health services, Social Work and Education Departments.

The aims of Parent to Parent Limited are to offer support, contact and information to these parents through self-help, mutual support, assistance and education. It aims to support parents to overcome feelings of loneliness and isolation and reduce their stress by reinstating hope and increasing their confidence. This is achieved through one to one support, groups support, links to volunteer parents who themselves have had experience of caring for a child with additional support needs.

Decision making process

The decision making process is a majority vote of the directors. If there were an equal split the chair would have the casting vote.

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Directors' report (continued)

Recruitment, induction and training of directors

New directors are recruited and appointed according to the workload of the board in terms of both the business of the charitable company and the needs of Parent to Parent Limited in that they require specific jobs to be fulfilled by their directors.

Review of the charitable company's activities during the year

Between April 2019 and March 2020 1050 parents were supported at home, hospital, local surgeries, school meetings, clinic appointments, tribunals, social work meetings and in support groups. 260 children and young people were supported at home, G.P. surgeries and in schools.

A three year extension to the Big Lottery grant (re-named Community Fund) enabled the charitable company to continue to support parents of children with challenging behaviour and this developed over the year to meet more of the needs of the families involved. Surgeries now run alongside the support groups and volunteers are in the process of being trained to facilitate the groups to enable the support workers to provide one to one support to parents. This will be rolled out across the region over the next two years.

The success of the pilot scheme to provide surgeries within health centres led to a contract with Monifieth Health Centre to continue for a further six months and with Carnoustie Health Centre for 18 months. This has proved very popular with families living in these areas who were able to see their support worker sooner. It is a model Parent to Parent wishes to develop in other areas across Tayside.

There continued to be a significant need for support from parents with mental health problems and funding allowed a support worker to devote time to address some of their concerns. All support staff helped families secure grants for essential items, applied to the food banks for their families, helped parents complete Disability Living Allowance forms and gave practical assistance in many other ways to help parents cope with the pressures they faced.

Sufficient funds had been raised by March 2020 to continue to provide the same level of service into 2020/2021.

Achievements and performance

The results for the year and financial position of the charitable company are as shown in the annexed financial statements. There was net income of £41,169 (2019 - £47,903). The movements in reserves are shown in notes 9 and 10 to the financial statements.

Financial review

The results of the year are set out in the statement of financial activities (including income and expenditure account) on page 10.

Directors' report (continued)

Pay policy for senior staff

The directors consider the board of directors, and the senior management team comprise the key management personnel of the charitable company in charge of directing and controlling, running and operating the charitable company on a day to day basis. Details of directors' salaries and expenses are disclosed in note 7 to the accounts.

The pay of the senior staff is reviewed annually and normally increased in accordance with average earnings. In view of the nature of the charitable company, the directors benchmark against pay levels in other similar sized charitable companies that are run on a voluntary basis. The remuneration benchmark is the mid-point of the range paid for similar roles adjusted for a weighting of up to 30% for any additional responsibilities. If recruitment has proven difficult in the recent past a market addition is also paid with the pay maximum no greater than the highest benchmarked salary for a comparable role.

Risk management

The directors have a risk management strategy which comprises:

- a review of the principle risks and uncertainties that the charitable company faces are reviewed periodically;
- the establishment of policies, systems and procedures to mitigate those risks identified in the annual review; and
- the implementation of procedures designed to minimise or manage any potential impact on the charitable company should those risks materialise.

The work has identified that financial sustainability is the major financial risk for the charitable company. A key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank, and active management of trade debtors and creditors balances to ensure sufficient working capital by the charitable company.

Attention has also been focused on non-financial risks. These risks are managed by ensuring accreditation is up to date, having robust policies and procedures in place, and regular awareness training for staff working in these operational areas.

With the onset of COVID 19 all procedures were reviewed and amended where appropriate to mitigate risks. Guidance was given to staff and was updated in line with Government recommendations and instructions.

In order to facilitate improved communication Parent to Parent invested in online platforms for communication and remote recording for the finance infrastructure. The organisation will develop more online workshops and training to support both staff and families, along with the expansion of peer support groups via online platforms to accommodate a wider network of support. Face to face meetings will be prioritised in line with Scottish Government regulations and guidance – protocols will be provided for staff and families.

Reserves policy

The directors have established a policy to maintain unrestricted funds, which are the free reserves of the charitable company, at a level of at least approximately twelve months unrestricted expenditure. The charitable company has also established a reserve fund of £80k (2019 - £35k) to cover redundancy payments.

At the year end the level of unrestricted reserves amounted to £263,139 (2019 - £221,456), of this £80,000 (2019 - £35,000) relates to the reserve fund to cover redundancy payments, leaving £228,139 of free reserves (2019 - £186,456).

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Directors' report (continued)

Reserves policy (continued)

The unrestricted funds are currently high so that the charitable company can continue to provide a good service as sources of additional funding are becoming more difficult to find.

The level of restricted reserves at the year end amounted to £74,504 (2019 - £75,018) as detailed in note 10.

Future strategy

Parent to Parent will continue to seek sufficient funds to allow it to support in excess of 1000 families each year. As Service Level Agreements with Local Authorities are reduced due to the current financial climate, it is imperative the charitable company finds new sources of funding. The management team is committed to securing funds to allow the charitable company to maintain the current level of support. No new initiatives are planned but consideration will be given to them should circumstances allow.

Directors

The directors of the charitable company are as shown on page 1.

Susan Harley was appointed as a director on 15 October 2019.

Gill Sutherland resigned as a director on 15 October 2019.

Sharon Preston was appointed as a director on 14 May 2019 and resigned 3 June 2019.

Auditors

So far as each director is aware, there is no relevant audit information of which the auditors are unaware. Each director has taken the appropriate steps as a director to make themselves aware of such information and to establish that the auditors are aware of it.

This report, which has been prepared in accordance with the provisions of the Companies Act 2006 applicable to small companies subject to the small companies' regime was approved by the Board of Directors on 2 November 2020 and signed on its behalf by:



Glen Finnie
Director

Parent to Parent Limited
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Statement of directors' responsibilities

The directors (who are also trustees of Parent to Parent Limited for the purposes of company law) are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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Independent auditor's report to the directors and members of Parent to Parent Limited

Opinion

We have audited the financial statements of Parent to Parent Limited (the 'charitable company') for the period ended 31 March 2020 which comprise the statement of financial activities, balance sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2020 and of its income and expenditure for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and Regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and the provisions available for small entities, in the circumstances set out in note 12 to the financial statements and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The directors are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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**Independent auditor's report to the directors and members of Parent to Parent Limited
(continued)**

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' Report which includes the Directors' Report for the financial period for which the financial statements are prepared is consistent with the financial statements; and
- the Trustees' Report which includes the Directors' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Report which includes the Directors' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended) require us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of directors

As explained more fully in the Directors' Responsibilities Statement, the directors (who are also the trustees of the charitable company for the purposes of charitable law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

**Parent to Parent Limited
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**Independent auditor's report to the directors and members of Parent to Parent Limited
(continued)**

In preparing the financial statements, the directors are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

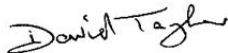
We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with the Acts and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006, and to the charitable company's directors, as a body, in accordance with Section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the members and the charitable company's directors those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, its members as a body and its directors as a body, for our audit work, for this report, or for the opinions we have formed.



David Taylor (Senior Statutory Auditor)
For and on behalf of MHA Henderson Loggie
Chartered Accountants & Statutory Auditors
Eligible to act as an auditor in terms of section 1212 of the Companies Act 2006
The Vision Building
20 Greenmarket
Dundee
DD1 4QB

MHA Henderson Loggie is a trading name of Henderson Loggie LLP

.....2020
8 November

Parent to Parent Limited
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Statement of financial activities (including income and expenditure account) for the year ended 31 March 2020

	Note	Unrestricted funds £	Restricted funds £	2020 Total £	Unrestricted funds £	Restricted funds £	2019 Total £
Income							
Donations	2	16,251	-	16,251	10,159	-	10,159
Investment income		1,724	-	1,724	427	-	427
Miscellaneous income	3	122,835	-	122,835	425	-	425
Service agreements	4	2,000	44,100	166,935	123,981	45,370	169,351
Grants			166,732	168,732	1,000	180,269	181,269
Total income		142,810	210,832	353,642	135,992	225,639	361,631
Expenditure							
Cost of raising funds		451	524	975	774	716	1,490
Cost of operation of centre		9,119	163,879	172,998	7,958	172,568	180,526
Service agreements	6	91,557	46,943	138,500	81,578	50,134	131,712
Total expenditure	5	101,127	211,346	312,473	90,310	223,416	313,728
Net income/(expenditure) for the year before transfers		41,683	(514)	41,169	45,682	2,221	47,903
Transfer between funds		-	-	-	-	-	-
Net movement in funds		41,683	(514)	41,169	45,682	2,221	47,903
Fund balances brought forward at 1 April 2019		221,456	75,018	296,474	175,774	72,797	248,571
Fund balances carried forward at 31 March 2020		263,139	74,504	337,643	221,456	75,018	296,474

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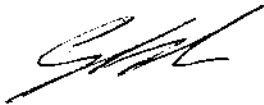
Balance sheet at 31 March 2020

	Note	2020 £	2019 £
Current assets			
Cash at bank			
Petty cash		384,782 8	310,966 8
		<u>384,790</u>	<u>310,974</u>
Current liabilities			
Amounts falling due within one year	8	(47,147)	(14,500)
Net assets			
		<u>337,643</u> =====	<u>296,474</u> =====
Represented by			
Unrestricted funds	9	263,139	221,456
Restricted funds	10	74,504	75,018
		<u>337,643</u> =====	<u>296,474</u> =====

The notes on pages 12 to 25 form part of these financial statements

The financial statements have been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the board on 2 November 2020 and signed on its behalf by:



Glen Finnie
Director

1 Accounting policies

Status of the company and liability of members

Parent to Parent Limited is a company limited by guarantee of its members and does not have a share capital. Each member has undertaken to contribute an amount not exceeding one pound towards any deficit arising in the event of the charitable company being wound up.

Company information

Parent to Parent Limited is a company limited by guarantee incorporated in Scotland. The registered office is Ardler Clinic, Turnberry Avenue, Dundee DD2 3TP.

Basis of accounting

The financial statements are prepared under the historical cost convention and include the results of the operations of the charitable company as indicated in the Directors' Report, all of which are continuing.

The financial statements have been prepared in accordance with applicable accounting standards and the Statement of Recommended Practice Accounting and Reporting by Charities, preparing their financial statements in accordance with the Financial Reporting standards applicable in the UK and Republic of Ireland (FRS 102) And Financial Reporting Standards applicable in the United Kingdom and Republic of Ireland (FRS 102), comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

The charitable company constitutes a public benefit entity as defined by FRS 102.

The financial statements are prepared in Sterling which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

Going concern

The financial statements have been prepared on a going concern basis as the directors believe that no material uncertainties exist. The directors have considered the level of funds held and the expected level of income and expenditure for the 12 months from authorising these financial statements. This included consideration of the potential impact of Covid-19. The budgeted income and expenditure is sufficient with the level of reserves for the charitable company to be able to continue as a going concern.

The following is a summary of the significant accounting policies adopted by the charitable company in the preparation of the financial statements.

Income

Income from raising funds

Voluntary income

- Donations and legacies – donations, including donations in kind and legacies, are included in the SoFA in the year they are receivable.
- Investment income – income from investments is included in the SoFA in the year in which it is receivable.

1 Accounting policies (continued)

Income from charitable activities

This income arises from the group's primary charitable activities. Major income streams within these headings which include:

Grant income – income from grants, including capital grants, is included as income when it is receivable except where the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period. In these circumstances income is deferred until those periods.

Service level agreements – income from service contracts is recognised in the period it is receivable.

Other income

All other income has been recognised on the basis of entitlement, certainty and measurement.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charitable company; this is normally upon notification of the interest paid or payable by the Bank.

Expenditure and irrecoverable VAT

All expenditure is included on an accruals basis and is recognised when there is a legal obligation to pay for expenditure. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

- Cost of raising funds are those costs incurred in attracting voluntary income.
- Cost of operation of centre and service agreements includes expenditure associated with the delivery of its activities and includes both the direct costs and support costs relating to these activities.
- Governance costs include those incurred in the governance of the charitable company and its assets and are primarily associated with constitutional and statutory requirements.
- Support costs include central functions and have been allocated on a basis consistent with the use of resources, e.g. staff costs by time spent and other costs by their usage.

Funds

All income and expenditure is dealt with through the Statement of Financial Activities. Funds are classified as either restricted or unrestricted funds, defined as follows:

Restricted funds are funds subject to specific conditions of use, which may be declared by the donor or with their authority (e.g. by the restrictive wording of an appeal). These are restricted income funds expendable at the discretion of the charitable company in furtherance of a particular activity, such as fees for a specific project, and funds raised for particular client groups or activities.

Unrestricted funds are expendable at the discretion of the charitable company in furtherance of the objectives of Parent to Parent Limited.

1 Accounting policies (continued)

Funds (continued)

Designated funds comprise unrestricted funds that have been set aside by the Board for particular purposes.

A transfer is made from unrestricted funds to restricted funds to compensate fully all restricted funds which would otherwise be in deficit at the accounting date unless it is only a short term deficit and that subsequent funds are received to remove the deficit.

Cash at bank

Cash at bank includes cash held in a deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charitable company has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Pension scheme

The charitable company operates a defined contribution pension scheme for employees, which requires contributions to be made to a separately administered fund. Contributions to this fund are charged to the income and expenditure account as incurred.

The pension cost charge represents contributions payable by the group to the fund and amounted to £4,671 (2019 - £3,418). At the year end, there were outstanding contributions due to be paid of £nil (2019 - £nil).

Critical accounting estimates and judgements

In the application of the charitable company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

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Notes to the financial statements (continued)

2 Donations	Unrestricted funds 2020	Restricted funds 2020	Total funds 2020	Unrestricted funds 2019	Restricted funds 2019	Total funds 2019
	£	£	£	£	£	£
Amazon Smile	55	-	55	99	-	99
Angela Williamson	-	-	-	260	-	260
Coupar Angus fundraiser	-	-	-	1,561	-	1,561
Dundee Kiltwalk	355	-	355	133	-	133
Dundee Hypnotist evening	-	-	-	800	-	800
Harold Merton Adams Trust	500	-	500	-	-	-
Northwood Charitable Trust	9,000	-	9,000	4,500	-	4,500
Paypal	191	-	191	1,728	-	1,728
Perth & Kinross Support Group	-	-	-	728	-	728
St Andrews Project	5,150	-	5,150	-	-	-
Tillyloss Trust	1,000	-	1,000	-	-	-
William Coull Anderson	-	-	-	350	-	350
	<u>16,251</u>	<u>-</u>	<u>16,251</u>	<u>10,159</u>	<u>-</u>	<u>10,159</u>
	=====	=====	=====	=====	=====	=====
3 Income from charitable activities	Unrestricted funds 2020	Restricted funds 2020	Total funds 2020	Unrestricted funds 2019	Restricted funds 2019	Total funds 2019
	£	£	£	£	£	£
Service agreements						
Dundee City Council	36,000	9,144	45,144	37,942	9,578	47,520
Angus Council	25,991	9,956	35,947	25,195	10,792	35,987
Perth & Kinross Council	60,844	-	60,844	60,844	-	60,844
NHS Tayside	-	25,000	25,000	-	25,000	25,000
	<u>122,835</u>	<u>44,100</u>	<u>166,935</u>	<u>123,981</u>	<u>45,370</u>	<u>169,351</u>
	=====	=====	=====	=====	=====	=====

Parent to Parent Limited
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Notes to the financial statements (continued)

4 Grants

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Agnes Hunter Trust	-	4,000	4,000	-	4,000	4,000
Alexander Moncur Trust	-	-	-	-	3,000	3,000
Big Lottery Fund	-	-	-	-	86,633	86,633
Carnoustie & Monifieth Medical Centre	-	13,848	13,848	-	5,144	5,144
Christina Mary Hendrie Trust	-	-	-	-	5,000	5,000
Colin Grant Trust	1,000	-	1,000	-	-	-
Community Fund	-	75,546	75,546	-	-	-
Garfield Weston Foundation	-	8,333	8,333	-	-	-
Grants to Families	-	-	-	-	60	60
Haramead Trust	-	-	-	-	-	-
Henry Smith Charity	-	-	-	1,000	-	1,000
Hugh Fraser Foundation	-	23,800	23,800	-	23,500	23,500
Hugh Stenhouse Foundation	-	-	-	-	3,000	3,000
Morrison's Foundation	-	855	855	-	-	-
NHS Community Innovation Fund	-	600	600	-	-	-
NHS Tayside	-	6,750	6,750	-	9,000	9,000
RJ Larg Trust	-	5,000	5,000	-	5,000	5,000
Robertson Trust	1,000	-	1,000	-	-	-
PF Charitable Trust	-	16,500	16,500	-	16,500	16,500
The Gannochy Trust	-	1,000	1,000	-	-	-
The Stafford Trust	-	7,500	7,500	-	7,500	7,500
Williamina McLaren Trust	-	2,000	2,000	-	-	-
Young Start	-	1,000	1,000	-	-	-
	2,000	166,732	168,732	1,000	180,269	181,269
					11,932	11,932

Parent to Parent Limited
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Notes to the financial statements (continued)

5 Total expenditure	2020	Basis of apportionment	Service agreement		Cost of operation of centre and raising funds		2020 Total
			Unrestricted	Restricted	Unrestricted	Restricted	
			£	£	£	£	£
Costs directly allocated to activities:							
Travel expenses		Direct	3,465	-	593	13,870	17,928
Salaries and wages		Staff time	87,595	46,943	1,689	147,914	284,141
Support costs allocated to activities:							
Stationery, advertising and printing		Direct	-	-	398	-	398
Audit fees		Direct	-	-	-	-	2,868
Accountancy fees		Direct	-	-	-	-	2,165
Office supplies		Direct	368	-	179	547	1,094
Insurance		Direct	-	-	692	-	692
Telephone		Direct	129	-	477	777	1,383
Subscriptions		Direct	-	-	-	-	-
Computer equipment		Direct	-	-	118	-	118
Sundry expenses		Direct	-	-	391	1,295	1,686
			<u>91,557</u>	<u>46,943</u>	<u>4,537</u>	<u>164,403</u>	<u>312,473</u>
							<u>5,033</u>
							<u>312,473</u>

Parent to Parent Limited
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Notes to the financial statements (continued)

6	Expenditure	2020	2019
		£	£
	Service agreements		
	Dundee City Council	34,996	33,846
	Angus Council	35,370	35,284
	Perth & Kinross Council	43,595	40,068
	NHS Tayside	24,539	22,514
		<u>138,500</u>	<u>131,712</u>
		=====	=====
7	Staff costs	2020	2019
		£	£
	Wages and salaries	264,580	263,464
	Social security costs	14,890	14,735
	Pension	4,671	3,418
		<u>284,141</u>	<u>281,347</u>
		=====	=====

The average number of employees employed by the charitable company during the year was 16 (2019 – 18).

No employee received remuneration of over £60,000 per annum in either year.

The charitable company considers its key management personnel comprises the directors and the management team. The employment benefits of the key management personnel were £42,579 (2019 - £41,440).

Directors' remuneration

The directors of the charitable company have received no remuneration or reimbursement of expenses during the year (2019 - *Nil*).

8 Creditors

		2020	2019
		£	£
	Amounts falling due within one year:		
	Accruals	15,535	14,500
	Deferred income	31,612	-
		<u>47,147</u>	<u>14,500</u>
		=====	=====
		2020	2019
		£	£
	Deferred income		
	Balance at 1 April 2019	-	-
	Amounts released in the year	-	-
	Amounts deferred in the year	31,612	-
		<u>31,612</u>	<u>-</u>
	Balance at 31 March 2020	<u>31,612</u>	<u>-</u>
		=====	=====

Parent to Parent Limited
(A Company Limited by Guarantee)

Notes to the financial statements (continued)

9	Unrestricted reserves	2020 £	2019 £
	Unrestricted reserves at 1 April 2019	221,456	175,774
	Income for the year	142,810	135,992
	Expenditure for the year	(101,127)	(90,310)
	Transfer between funds	-	-
	Closing balance at 31 March 2020	263,139 =====	221,456 =====
	Designated - redundancy	80,000	35,000
	Unrestricted	183,139	186,456
		263,139 =====	221,456 =====

Parent to Parent Limited
(A Company Limited by Guarantee)

Notes to the financial statements (continued)

10	Restricted reserves								
	2020								
Fund	Purpose	Balance at 1 April 2019 £	Income in year £	Expenditure in year £	Transfer between funds £	Total at 31 March 2020 £			
Agnes Hunter Trust	Salary (P&K Support Worker)	4,007	4,000	(3,945)	-	4,062			
Alexander Moncur Trust	Support Worker's salary	3,000	-	(3,000)	-	-			
Angus Education Department	Salary (Angus YPAW)	5,976	9,956	(9,831)	-	6,101			
Applefree Trust	Support Worker's salary	1,000	-	(1,000)	-	-			
Big Lottery Fund	Salary & expenses (early intervention support worker)	15,248	-	(15,248)	-	-			
Carnoustie & Monifieth Medical Centre	Support Worker's salary and expenses	5,144	13,848	(8,542)	-	10,450			
Community Fund	Support Worker's salary	-	75,546	(63,146)	-	12,400			
Dundee Education Department	Dundee Young Persons' Advocacy Worker	9,082	9,144	(13,152)	-	5,074			
Garfield Weston Foundation	Support Worker's salary	-	8,333	-	-	8,333			
Henry Smith Charity	Support Worker's salary	5,102	23,800	(28,902)	-	-			
Hugh Fraser Foundation	Community Support Worker	3,000	-	(3,000)	-	-			
Hugh Stenhouse Foundation	Support work in Perth area	1,800	855	(2,655)	-	-			
Morrison's Foundation	Support Worker's salary	-	600	-	-	600			
NHS Community Innovation Fund	Support Worker's salary	2,250	6,750	(8,816)	-	184			
NHS Tayside	Support Worker's salary	200	5,000	(4,931)	-	269			
Carried forward		55,809	157,832	(166,168)	-	47,473			

Parent to Parent Limited
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Notes to the financial statements (continued)

10	Restricted reserves (continued)								
	2020			Balance at 1 April 2019 £	Income in year £	Expenditure in year £	Transfer between funds £	Total at 31 March 2020 £	
	Fund	Purpose							
	Brought forward			55,809	157,832	(166,168)	-	47,473	
	NHS Tayside ASD Pathway	ASD Support Worker		4,398	25,000	(26,617)	-	2,781	
	Robertson Trust	Support Worker's salary		3,174	16,500	(16,551)	-	3,123	
	PF Charitable Trust	Family activities		-	1,000	(505)	-	495	
	The Gannochy Trust	Support Worker's salary		592	7,500	(39)	-	8,053	
	The Stafford Trust	Support Worker's salary		-	2,000	-	-	2,000	
	White Top Foundation	Complex Needs Support Worker		10,319	-	(740)	-	9,579	
	Williamina McLaren Trust	Support Worker's salary		-	1,000	-	-	1,000	
	Young Start	YPAW salaries		726	-	(726)	-	-	
				<u>75,018</u>	<u>210,832</u>	<u>(211,346)</u>	<u>-</u>	<u>74,504</u>	

Parent to Parent Limited
(A Company Limited by Guarantee)

Notes to the financial statements (continued)

10	Restricted reserves (continued)									
	2019									
Fund		Purpose	Balance at 1 April 2018 £	Income in year £	Expenditure in year £	Transfer between funds £	Total at 31 March 2019 £			
Agnes Hunter Trust		Salary (P&K Support Worker)	4,000	4,000	(3,993)	-	4,007			
Alexander Moncur Trust		Support Worker's salary	-	3,000	-	-	3,000			
Angus Education Department		Salary (Angus YPAW)	6,307	10,791	(11,122)	-	5,976			
Appletree Trust		Support Worker's salary	1,000	-	-	-	1,000			
Barcapel Foundation		Support Worker's salary	10,000	-	(10,000)	-	-			
Better Breaks		Support Worker's salary and family activities	1,272	-	(1,272)	-	-			
Big Lottery Fund		Salary & expenses (early intervention support worker)	14,532	86,633	(85,917)	-	15,248			
Carnoustie & Monifieth Medical Centre		Support Worker's salary and expenses	-	5,144	-	-	5,144			
Christina Mary Hendrie Trust		Support Worker's salary	-	5,000	(5,000)	-	-			
Dundee Education Department		Dundee Young Persons' Advocacy Worker	16,005	9,578	(16,501)	-	9,082			
Grants to families		Supporting families in conjunction with Caring for Kids	-	60	(60)	-	-			
Henry Smith Charity		Support Worker's salary	-	23,500	(18,398)	-	5,102			
Hugh Fraser Foundation		Community Support Worker	-	3,000	-	-	3,000			
Hugh Stenhouse Foundation		Support work in Perth area	1,800	-	-	-	1,800			
NHS Community Innovation Fund		Support Worker's salary	2,250	9,000	(9,000)	-	2,250			
NHS Tayside		Support Worker's salary	200	5,000	(5,000)	-	200			
Carried forward			57,366	164,706	(166,263)	-	55,809			

Parent to Parent Limited
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Notes to the financial statements (continued)

10	Restricted reserves (continued)								
2019	Fund	Purpose	Balance at 1 April 2018 £	Income in year £	Expenditure in year £	Transfer between funds £	Total at 31 March 2019 £		
	Brought forward		57,366	164,706	(166,263)	-	55,809		
	NHS Tayside ASD Pathway Robertson Trust	ASD Support Worker Support Worker's salary	1,912	25,000	(22,514)	-	4,398		
	The Gannochy Trust	Support Worker's salary	-	16,500	(13,326)	-	3,174		
	True Colours Trust	Support Worker's salary	-	7,500	(6,908)	-	592		
	W M Sword Charitable Trust	Salary (Dundee Support Worker)	2,264	-	(2,264)	-	-		
	White Top Foundation	Complex Needs Support Worker	458	-	(458)	-	-		
	Young Start	YPAW salaries	10,319 478	11,933	(11,685)	-	10,319 726		
			<u>72,797</u>	<u>225,639</u>	<u>(223,418)</u>	<u>-</u>	<u>75,018</u>		

Parent to Parent Limited
(A Company Limited by Guarantee)

Notes to the financial statements (continued)

11 Analysis of net assets between funds

2020	Unrestricted £	Restricted £	Total £
Cash at bank	277,570	107,220	384,790
Other net current liabilities	(14,431)	(32,716)	(47,147)
	<u>263,139</u>	<u>74,504</u>	<u>337,643</u>
	=====	=====	=====
2019	Unrestricted £	Restricted £	Total £
Cash at bank	231,941	79,033	310,974
Other net current liabilities	(10,485)	(4,015)	(14,500)
	<u>221,456</u>	<u>75,018</u>	<u>296,474</u>
	=====	=====	=====

12 Non-audit services provided by auditor

In common with many businesses of our size and nature, we use our auditor to assist with the preparation of the financial statements.