

# PARITY FOR DISABILITY

Annual Report and Accounts  
for the year ended 31 March 2018

  
PARITY

For People With Multiple Disabilities



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# Chairman's report

Another year of challenges to be met whilst still working to provide the high quality service that Parity for Disability is renowned for. The charity was a finalist in The Care Team Award in the Great Britain Care Awards 2017.

The financial climate and government strategies to manage the disability sector manifested itself in our client base increasing in their complexities and dependencies – this in turn has a negative impact on our costs.

To manage this the Board decided to review its pricing strategy from a single rate to a number of rates to more accurately reflect the level of support needed by each student. Implementing this change with our service users will involve considerable negotiation.

Careful financial management of costs, dedicated fund raising and an unexpected legacy saw Parity generating a surplus for the year.

## Services

During the year the spare capacity in the Salisbury Grove Centre has been taken up and, with the longer term financial stability of the charity becoming clearer, the second stage of the strategy is to be implemented – the search for premises to provide additional capacity was commenced.

The Easter & Summer Activity schemes continue to help younger students during vacation periods and this year, one of our Senior Keyworkers took on the day to day running of the operation.

Music therapy continues to provide support both within and outside Parity – a Big Lottery Awards for All grant providing funds for internal students.

## Fundraising

This year we have been successful in obtaining funds from a broad range of contributors – companies, trusts, community groups, individuals - and received two legacies. We are grateful to Fluor Ltd. and to the Falkners Arms for their two-year commitment. We also thank Vickery & Co., the Army Golf Club and Camberley Heath Golf Club for their partnership. Local Co-operative Store customers donated a significant amount through their Local Community Fund, support from Tesco customers made a grant possible through the Bags of Help scheme, and the Masonic Community Awards public vote resulted in funds from the Masonic Charitable Foundation.

The downward trend in High Streets has adversely affected the revenues from our Frimley shop but the North Camp and Church Crookham shops have performed well, the extension at Church Crookham proving particularly fruitful.

Parity is part of a national group of like-minded organisations working together to introduce a national service standard for people with profound and multiple learning disabilities

None of this would have been possible without a strong team of keyworkers and volunteers working to meet the needs of those with multiple disabilities. We are grateful for their dedication – one of our team retired this year after 21 years, but such is the dedication she still helps out.

Projections for the demand on our services shows an ever increasing level which will require the charity to seek further premises as we enter the 2020's – in the meantime the Board will work to maintain the financial stability of the charity so that we can continue to provide the opportunity for people with multiple disabilities to achieve their full potential.

Owen Durrett  
Chairman

# Trustees Report for the year ended 31st March 2018

## Directors and Trustees

<b>TRUSTEES (i)</b>	Mr J.O Durrett	Chairman
	Mr P Roper	Deputy Chairman
	Mr D Turnidge	Treasurer
	Cllr B Blewett (ii)	Hart DC Representative
	Mrs A Cullen	
	Mr M Hassett	
	Mrs B Hurst (ii)	Rushmoor BC Representative
	Mr I McNeill	Resigned 24th May 2018
	Mr C Porter	
	Mr K Smith	
<b>EXECUTIVE DIRECTOR</b>	Ms A Cooper	
<b>SECRETARY</b>	Ms A Cooper	

(i) All Trustees are directors of the Company

(ii) Mr Blewett and Mrs Hurst are Trustees in their own right as well as acting as the Hart District Council and Rushmoor Borough Council representatives respectively.

# Legal and Administrative Details

## REGISTERED OFFICE

94, Whetstone Road  
Cove, Farnborough,  
Hampshire GU14 9SX

## REGISTERED NUMBER

3584503 (England and Wales)

## CHARITY NUMBER

1071571

## AUDITORS

Edwin Smith  
Chartered Accountants  
Statutory Auditor  
32 Queens Road  
Reading  
RG1 4AU

## SOLICITORS

Bradleys Solicitors  
76, Frimley High Street, Frimley, Surrey

## BANKERS

COIF Charities Deposit Fund,  
St Alphage House, 2 Fore Street, London

CAF Bank Limited  
25 Kings Hill Avenue, Kings Hill, West Malling, Kent

HSBC  
30 Princes Mead Shopping Centre, Farnborough, Hampshire

Triodos Bank  
Deanery Road, Bristol

## **Structure, Governance and Management**

### **Governing Document**

Parity For Disability is a company limited by guarantee governed by its Memorandum and Articles of Association dated 1 October 1998 and amended to its current name on 16 July 2001. It is registered as a charity with the Charity Commission.

With the exception of its employees, membership is open to all those interested in supporting the Charity's objective.

### **Organisation**

The charity is administered by the Board of Trustees; during the 2017/2018 financial year there were ten Trustees. The Articles of Association make provision for a minimum of three trustees and allow the maximum number to be determined by the Board of Trustees.

The Board meets once every two months. There are sub-committees covering finance and management, operations, services and the organisation's charity shop operation.

The Executive Director is appointed by the Trustees to manage all aspects of the Charity. To facilitate effective operations, the Executive Director has delegated authority, within terms of delegation approved by The trustees, for operational matters.

### **Appointment of Trustees**

As set out in the Articles of Association Trustees of the Board of Trustees are selected by the membership at the Annual General Meeting. Trustees serve for a period of three years but one third of the Executive must retire by rotation, however retiring Trustees may offer themselves for re-election.

Rushmoor Borough Council and Hart District Council may each nominate one representative. At this time both the Rushmoor Borough Council and the Hart District Council representatives are also Trustees in their own right.

The Trustees have the power to co-opt members to the board; however co-opted Trustees must offer themselves for election at next Annual General Meetings. All members are invited to nominate Trustees prior to the AGM.

The Board of Trustees has assessed the range of specialist skills that are required for it to effectively perform its duties. It actively seeks suitable prospective trustees to ensure this requirement is satisfied.

### **Trustee induction and training**

Induction training is provided for all new Trustees to ensure that the strong philosophy and ethos of the organisation is understood and accepted. They are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the legislation affecting disabled people, the committee and decision-making processes, the business plan and recent financial performance of the charity.

As part of the induction process, all new Trustees are given disability awareness training and are required to spend time in each of the service provisions, meet the other Trustees, key employees and volunteers.

The need for external training is assessed and provided as appropriate.

### **Related parties**

There were no related party transactions for the year.

## Risk management

The Trustees have a risk management strategy, which comprises:

- an annual review of the risks the Charity may face
- the establishment of systems and procedures to mitigate those risks identified in the plan
- the identification of procedures required to minimise any potential impact on the charity should those risks materialise

The key risks identified are:

### Financial

**Fee levels** - We have continued to struggle to agree any fee increases, leaving the charity exposed to financial risk, including pay increases despite ongoing cost pressures including, the impact of further increases in pension contributions and the national living wage (NLW). Our keyworker staff are currently paid above NLW but below the government target. These unavoidable incremental costs can only be funded by fee increases. We have continued to engage with our customers offering transparency on our costs, but this remains a key risk.

**Loss of students** - Meeting the needs of our students requires a high staff to student ratio. Student losses can result in short term increases in costs until either a new student is in place or staffing levels are adjusted. We aim to mitigate this risk by maintaining and managing a pipeline of new students.

**Voluntary Income** - Our funders will not pay for key added value services, such as speech and physiotherapies. We have a strong fundraising team and maintain a mix of income streams including shops, company, community and individual donations, events and grantmaking bodies. We aim to maintain sufficient reserves to offset any short term funding shortfalls.

**Maintaining Reserves** - The charity requires adequate reserves to mitigate against the uncertainty of fund raising, potential losses of students and other unexpected events. They are also necessary to fund improvements to the service such as the increasingly urgent need to migrate the St Martins service to a more appropriate location.

**Financial mismanagement and control failures** - While there are strong controls over the bank accounts, full segregation of duties is difficult because of the small team. Risks are mitigated through a combination of regular financial review by management and procedures and controls.

### Performance and Management

**Service levels** - Failure to maintain the quality of our service puts both our reputation and our day services at risk. We mitigate this risk through management oversight, careful staff recruitment, ongoing training and comprehensive policies and procedures. While Parity's day services are currently outside the scope of the Care Quality Commission (CQC) a lot of work has gone into ensuring our service meets CQC standards.

**Professional negligence/staff misconduct** - both within the day service and corporate level. The controls around service levels are designed to minimise this risk which is also mitigated through insurance.

**Staff** – we are totally dependent on our staff to maintain the quality of our service. We recruit carefully to ensure that our staff are committed to Parity's standards. In common with most of the care sector our salaries are competitive rather than generous which makes staff retention an ongoing challenge.

### Operational

**Appropriate premises and facilities** – the expectations of our students have increased in recent years with the use of technology. This is particularly relevant for the St Martins day service which is delivered out of a church hall where staff have to lay out and pack away all equipment every day. We are looking to move this service to more suitable premises as soon as finances allow.

**Loss of premises/equipment failure** – there is insufficient capacity to accommodate one of the day services in the other two services for anything longer than a day or two. We mitigate against this risk by regular health and safety checks and ongoing maintenance of our buildings and equipment. We are insured against fire, theft and business losses.

**Information Technology** is important but not critical to Parity's operations. We mostly use standard office applications and our systems are maintained, secure and regularly backed up.



## Objectives and activities

The Charity's Objective as stated in the Memorandum of Association is "To promote the care welfare, interest, treatment, education and advancement of adults and children with cerebral palsy or a related disability or other severe or multiple disabilities."

The Charity's vision is a society where

- The equality, rights and dignity of children and adults with profound and multiple disabilities are understood and fully accepted
- People with multiple disabilities are afforded the opportunity to explore their potential
- People with multiple disabilities become an integral part of their community

The Charity's mission is "Excellence in services and support for children and adults with multiple disabilities, their families and carers." The charity aims to provide pioneering services that are completely responsive to the needs of an individual, their families and carers in order to help them achieve their potential and enjoy a quality of life that others take for granted. The philosophy of the service has the tenets of Equality, Rights and Dignity.

Parity for Disability service provision consists of:

- Day services in Farnborough, Camberley and Mytchett
- Music therapy service
- East and Summer Teenage activity scheme
- Where appropriate outreach support for the student
- Where possible to provide information and support

## Achievements and performance

During the year, in line with the business plan, the Charity achieved the following under each of the main strands:

1. To maintain and enhance the quality of our pioneering services

Parity for Disability continued to offer high quality, person-centred services to an expanded student base, enabling them to achieve physical, social and emotional well-being. Staff continued to identify and implement updates in equipment, technology and approaches, to ensure that the services remain at the forefront of provision for people with multiple disabilities. This also encompassed specialist training to enhance skills, in order to better meet needs.

2. To ensure a sustainable financial position

The Charity achieved an overall surplus of £81,593 in 2018 following the deficit of £18,284 suffered in the previous year. This included a surplus of £50,918 in unrestricted funds, driven largely by the take on of additional students. No fee increases were achieved despite continued cost pressures. Work is in progress to migrate from a single to multi pricing structure for our core day service based on a cost model that more accurately reflects individual students care and support needs. We will continue to supplement core service with additional services funded out of our charitable activities. Greater resource has been focused on Community fundraising to good effect, generating income and increasing support for, and awareness of, the charity.

3. To build purpose-designed premises in which we can provide and expand high quality services, which are responsive to the specific needs of the person

Salisbury Grove, our third day service continues to fill and we currently expect all three services to reach capacity during 2018. Our next priority is to address the St Martin's day service where the accommodation is below the standard of our other two services. We will actively look to migrate the service to a new location, with increased student capacity to both help offset the anticipated increase in operating costs, and to address the growing waiting list of those wishing to access our services in the future.

4. To publicise and promote awareness

Parity attended the 'Raising the Bar' conference, a milestone event marking the launch of new Service Standards for people with Profound and Multiple Learning Disabilities (PMLD) on which we collaborated. Parity has been invited to present at this year's conference. We welcomed Leo Docherty MP to the Farnborough day service, who replaced Sir Gerald Howarth as Member of Parliament for Aldershot. Parity's care team were regional finalists for 'The Care Team Award' in the Great British Care Awards 2017. Parity was successful in three public votes for grant awards. The website has been developed to better address the different types of supporter.

## Financial position and Reserves

The statement of Financial Activities shows a surplus of £50,918 in unrestricted funds for the year, and an overall surplus of £30,675 in restricted funds. Charitable income and expenses increased by £70,174 and £23,099 respectively, reflecting an increase in students at Salisbury Grove. The previous years income and expenses were adversely affected by the sad and unexpected loss of three students during that year.

The Charity's reserves policy focuses on the level of "free" reserves. Free reserves exclude restricted funds and also that part of general funds used to acquire fixed assets.

The Charity retains "free" reserves for two main reasons:

- i) To manage the risk to which the charity is exposed in the course of its business (including safeguarding activities) funded by volatile voluntary income streams or by other sources that may be reduced or withdrawn.
- ii) To finance future plans in line with the charity's aims and strategic vision. This is primarily concerned with the acquisition of dedicated premises and development of services.

The Directors and Trustees consider that in order to meet these needs, and to operate effectively, the Charity needs sufficient reserves to cover between 2 and 4 months of expenditure. Based on unrestricted expenditure of £1.4 million this equates to reserves between £230,000 and £460,000.

Free reserves increased to £300,624 at 31st March 2018 (compared with £242,006 at 31<sup>st</sup> March 2017). While at the lower end this is within the range of the free reserves the Trustees consider necessary. The Directors and Trustees will seek to continue rebuilding reserves to help finance the migration of St Martins to a new Centre.

Cash reserves are placed in interest bearing deposits with HSBC, CAF Bank and longer-term deposits with Charities Official Investment Fund (COIF).

## Remuneration Policy

The charity aims to pay competitive salaries to its staff based on the role undertaken. Staff are paid a basic salary plus overtime as appropriate. The charity operates a workplace pension scheme where relevant staff are automatically enrolled. In line with the minimum legal requirement, employer and employees both contribute 1% of earnings to the pension fund. This increased to 2% and 5% respectively from April 2019.

The executive director makes salary recommendations to the Trustees for approval. This is broadly based against market rates and affordability. The executive director's remuneration is determined by the trustees based on the joint recommendation of the Chairman, Vice Chairman and Treasurer.

None of the Trustees are remunerated and, with the exception of one trustee, are not reimbursed for expenses. One trustee is reimbursed for travelling expenses incurred in undertaking voluntary activities including stock rotation amongst the shops and in fund raising activities.

Parity for Disability (Registered Number: 3584503 - Charity Number 1071571)

## **Plans for future periods**

1. Raise awareness of multiple disabilities with decision makers within the changing political/health/social care environment.
2. Collaborate with colleagues nationally to promote the National Standards for PMLD.
3. Assist with the development of PMLD services through sharing learning and experience.
4. Continue to find ways to demonstrate and communicate effectiveness of services and approaches
5. Work with individuals and organisations to understand and promote rights, address inequalities and challenge unfair practices.

## **Charity Objectives**

Parity for Disability is dedicated to transforming lives. Without the right support, the life of a person with multiple disabilities becomes limited and lonely. Meaningful social contact, learning, achieving and experiencing the world all become impossible.

- Parity's services are there for people with multiple disabilities, their families and carers. Parity's mission is: Excellence in services and support for children and adults with multiple disabilities, their families and carers
- To provide pioneering services that are completely responsive to the needs of an individual in order to help them achieve their potential

## **Charitable Purpose**

Within the Charity Commissions guidance on charitable purposes the charity work is defined under two main headings.

- (i) The relief of those in need by reason of disability
- (ii) The promotion of equality and diversity

## **Public Benefit**

The Trustees have complied with the Charities Act 2011, with regard to the Charity Commission guide on public benefit. The key benefits are outlined below.

## **Identifiable Benefits and relationship with charitable aims**

### **(i) Provision of day services**

The day services are designed to address the needs of adults aged 18+. All the people using the service have significant physical and learning disabilities, often with sensory impairments and need support with communication. All students need substantial support in all aspects of daily life.

Each student has an individual program plan designed to:-

- help each person to reach their individual potential by addressing their intellectual, physical and emotional needs
- give each person access to a quality of life often taken for granted by their non-disabled peers
- give access to the wider community
- provide the service in an environment of equality, rights and dignity

### **(ii) Music Therapy Service.**

This service addresses the needs of children and adults of all ages with a wide range of complex conditions. Highly skilled music therapists assess each person's needs and develop an approach specifically designed for that person.

(iii) Teenage Activity Scheme

This service meets the need of teenagers with profound and multiple disabilities during the Easter and summer school vacations. They are paired with a non-disabled peer and encouraged to make choices about activities in which they wish to participate, these frequently include accessing the wider community.

(iv) Raising Awareness

There is a continuing and very worrying lack of awareness about children and adults with profound and multiple disabilities and their needs. The charity works by various means to raise public awareness of the needs of this group of disabled people.

These benefits are in line with the Charity's Memorandum of Association which states that in furtherance of the charitable objects the charity may:-

- provide maintain and conduct clinics treatments and training centres and workshops educational facilities playschools nurseries employment centres holiday camps and homes clubs hostels and other foundations
- provide and encourage the provision of the facilities for diagnosis, medical physical and surgical treatment with all necessary appliances physiotherapy, speech therapy and education
- collect and disseminate information relating to the care education treatment and rehabilitation of people with cerebral palsy and related disabilities or other unrelated severe and multiple disabilities

**Benefits must be balanced against any detriment or harm**

The Charity is not aware of any detriment or harm that results from its charitable work.

**Benefits must be appropriate to the aims**

Services are available to all children and adults with profound and multiple disabilities provided they can benefit from them. Experience has shown that provision for people with very challenging behavior would best be made in a dedicated Centre, however we do not currently have the financial resources to start such a Centre.

**Benefit to a section of the public. The opportunity must not be unreasonably restricted by geographical or other restrictions or by ability to pay any fee charged.**

There are no geographical restrictions only the distance that is reasonable to expect a person to travel in order to access the service.

Part of the cost of the day and teenage activity services is met directly by statutory services or by the individuals themselves, if they are in receipt of direct payments from social services. The remainder of the costs including all the cost of therapies is met by fundraising.

A fee for music therapy is charged, however the charity fundraises specifically to supply places for families who are unable to pay.

**People in poverty must not be excluded from the opportunity to benefit**

The funding mechanisms described above ensure families in poverty are not excluded and we try to maintain a hardship fund to assist families who need help.

**Any private benefits must be incidental**

There are no private benefits.

## Trustees' responsibilities in relation to the financial statements

### STATEMENT OF DIRECTORS' AND TRUSTEES' RESPONSIBILITIES

The Directors and Trustees are responsible for preparing the Directors and Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the Directors and Trustees to prepare financial statements for each financial year. Under that law the Directors and Trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law), including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Under company law the Directors and Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the surplus or deficit profit or loss of the charity for that period. In preparing the financial statements the Directors and Trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- 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 company will continue in business

The Directors and Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### STATEMENT OF DISCLOSURE OF INFORMATION TO AUDITORS

The Directors and Trustees of the company who held office at the date of approval of this annual report confirm that:

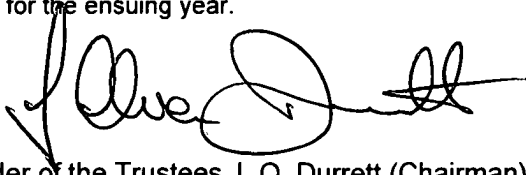
- so far as they are aware, there is no relevant audit information of which the company's auditors are unaware; and
- they have taken all the steps that they ought to have taken as Directors and Trustees in order to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

### SMALL COMPANY RULES

This report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

### AUDITORS

A resolution will be proposed at the Annual General Meeting that Edwin Smith be re-appointed as auditors to the charity for the ensuing year.



By order of the Trustees J. O. Durrett (Chairman)

# Report of the Independent Auditors to the Trustees of Parity For Disability

## Opinion

We have audited the financial statements of Parity for Disability (the "Charity") for the year ended 31 March 2018 which comprise the statement of financial activities, balance sheet, statement of cash flows 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 Financial Reporting Standard 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 Charity's affairs as at 31 March 2018 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

## Basis for 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 Charity 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 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 trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity'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 trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. 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.

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.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires 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;
- the financial statements are not in agreement with the accounting records and returns;
- we have not obtained all the information and explanations necessary for the purposes of our audit;
- the directors were not entitled to take advantage of the small companies exemption from the requirement to prepare a strategic report.

#### **Responsibilities of the trustees**

As explained more fully in the trustees' responsibilities statement (set out on page 13), the trustees 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 they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Charity'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 trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

#### **Our responsibilities for the audit of the financial statements**

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly, we have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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: [[www.frc.org.uk/auditorsresponsibilities](http://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 Charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the Charity's trustees 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 Charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



**Edwin Smith**

Chartered Accountants

Statutory Auditor

32 Queens Road

Reading

RG1 4AU

Date 2/10/2018

Edwin Smith is eligible to act as auditor in terms of section 1212 of the Companies Act 2006



# Statement of Financial Activities

for the Year Ended 31 March 2018

				31/03/2018	31/03/2017
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
	Notes	£	£	£	£
<b>INCOME</b>					
Donations and legacies		72,155	103,177	175,332	129,209
Other Trading activities		194,505	6,936	201,441	199,464
<b>Income from Fundraising and Trading activities</b>	<b>2</b>	<b>266,660</b>	<b>110,113</b>	<b>376,773</b>	<b>328,673</b>
Income from charitable activities	3	1,107,327		1,107,327	1,037,153
Income from Investments	4	131		131	213
Other income	5	340		340	314
<b>Total income</b>		<b>1,374,458</b>	<b>110,113</b>	<b>1,484,571</b>	<b>1,366,353</b>
<b>EXPENDITURE</b>					
Raising funds	2,6	212,865		212,865	217,623
Charitable activities	3,6	1,110,675	79,438	1,190,113	1,167,014
<b>Total Expenditure</b>		<b>1,323,540</b>	<b>79,438</b>	<b>1,402,978</b>	<b>1,384,637</b>
<b>Net income/(expenditure)</b>	<b>7</b>	<b>50,918</b>	<b>30,675</b>	<b>81,593</b>	<b>(18,284)</b>
<b>Transfers between funds</b>					
<b>Net movement in funds</b>		<b>50,918</b>	<b>30,675</b>	<b>81,593</b>	<b>(18,284)</b>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>457,499</b>	<b>117,447</b>	<b>574,946</b>	<b>593,230</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>508,417</b>	<b>148,122</b>	<b>656,539</b>	<b>574,946</b>

# Balance Sheet

for the Year Ended 31 March 2018

	Notes	Unrestricted funds £	Restricted funds £	31/03/2018 Total funds £	31/03/2017 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	10	235,547	80,966	316,513	334,213
<b>CURRENT ASSETS</b>					
Debtors	11	124,344		124,344	124,402
Cash at bank and in hand		235,220	67,156	302,376	206,432
		<u>359,564</u>	<u>67,156</u>	<u>426,720</u>	<u>330,834</u>
<b>CREDITORS</b>					
Amounts falling due within one year	12	(58,940)		(58,940)	(59,216)
<b>NET CURRENT ASSETS</b>		<u>300,624</u>	<u>67,156</u>	<u>367,780</u>	<u>271,618</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>536,171</u>	<u>148,122</u>	<u>684,293</u>	<u>605,831</u>
<b>CREDITORS</b>					
Amounts falling due after more than one year	13	(27,754)		(27,754)	(30,885)
<b>NET ASSETS</b>		<u>508,417</u>	<u>148,122</u>	<u>656,539</u>	<u>574,946</u>
<b>FUNDS</b>					
Unrestricted funds	17			508,417	457,499
Restricted Funds	17			148,122	117,447
<b>TOTAL FUNDS</b>				<u>656,539</u>	<u>574,946</u>

# Balance Sheet - continued

As at 31 March 2018

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

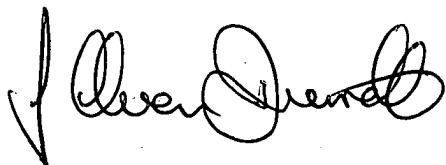
The trustees acknowledge their responsibilities for

- Ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its income and expenditure for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company

These financial statements have been audited under the requirements of Section 154 of the Charities Act 2011.

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

The financial statements were approved by the Board of Trustees on 3rd October 2018 and were signed on its behalf by:



J.O. Durrett – Chairman

# Statement of cash flows

for the Year Ended 31 March 2018

			31/03/2018	31/03/2017
	Notes	Unrestricted funds £	Restricted funds £	Total funds £
<b>Net cash provided by (used in) operating activities</b>		63,946	55,033	118,979
<b>Cash flows from investing activities</b>				
Interest income		131		131
Proceeds from the sale of property, plant and equipment				1,340
Purchase of minibuses and equipment		(1,848)	(17,489)	(19,337)
Net cash provided by (used in) investing activities		(1,717)	(17,489)	(19,206)
<b>Cash flows from financing activities</b>				
Repayments of borrowing		(3,829)		(3,829)
Net cash provided by (used in) investing activities		(3,829)		(3,741)
<b>Change in cash and cash equivalents in the reporting period</b>		<b>58,400</b>	<b>37,544</b>	<b>95,944</b>
Cash and cash equivalents at the beginning of the reporting period (see note below)		176,820	29,612	206,432
Cash and cash equivalents at the end of the reporting period		235,220	67,156	302,376
<b>Change in cash and cash equivalents in the reporting period</b>		<b>58,400</b>	<b>37,544</b>	<b>95,944</b>
<b>Reconciliation of net income/(expenditure) to net cash flow from operating activities</b>				
Net income/(expenditure) for the reporting period (as		50,918	30,675	81,593
Adjustments for:				
Add back Depreciation charges		12,679	24,358	37,037
Add back proceeds from the sale of property, plant and equipment				1,340
Add back Interest income		(131)		(131)
Add back Interest expense		698		698
(Increase)/decrease in debtors		58		58
Increase/(decrease) in creditors		(276)		(276)
Net cash provided by (used in) operating activities		63,946	55,033	118,979

# Notes to the Financial Statements

for the Year Ended 31 March 2018

## 1. ACCOUNTING POLICIES

### Basis of preparation

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 to the UK and Republic of Ireland (FRS 102) (effective January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Parity for Disability meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

### Preparation of the accounts on a going concern basis

The Trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The Trustees do not consider that there are any other sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

### Fund Accounting

Unrestricted funds are donations and other incoming resources available for use at the discretion of the Trustees in furtherance of the objectives of the Charity

Restricted funds are those donated for use in a particular area or for specific purposes. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Restricted Fund balances used to purchase fixed assets are reduced in line with the underlying depreciation charge

### Income

Income is recognised when the Charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether capital or revenue grants is recognised when the Charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

### Donations and other income

Donations and other income are recognised when they become due and credited to the statement of financial activities. Any donations received for specific time restricted purposes are carried forward as deferred income and matched with related expenditure.

### **Gifts in Kind**

In Kind donations of goods and items will be reflected in the accounts as both income and the associated expenditure. The value is determined based on the reasonable estimated open market value of the item. Gifts of services in the form of time will not be treated as voluntary income.

### **Interest receivable**

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

### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings within the statement of financial activities to one of the following headings:

- **Costs of raising funds**—The direct costs of fundraising and publicity activities, including the costs of Parity's charity shops.
- **Expenditure on charitable activities**—The direct and associated support costs of providing charitable services which comprise day services, music therapy and the teenage scheme.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Grants payable are payments made to third parties in the furtherance of the charitable objects of the Charity. In the case of unconditional grants they are accrued once the recipient has been notified of the grant award. The notification gives the recipient a reasonable expectation that they will receive the one year or multi-year grant. Grant awards that are subject to the recipient fulfilling performance conditions are accrued as the performance conditions are met.

### **Allocation of support and governance costs**

Expenditure is allocated to the particular activity where the costs relates directly to that activity. These costs have been allocated between the cost of raising funds and expenditure on charitable activities.

Costs are then identified relating to the governance of the Charity being the costs associated with constitutional statutory requirements and costs associated with the strategic management of the Charity's activities.

Support costs and governance costs are apportioned between the key charitable activities undertaken in the year on basis of revenue earned.

### **Financial instruments**

The Charity 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.

### **Operating leases**

Rentals charges are charged on a straight line basis over the term of the lease.

## **Tangible fixed assets**

Rather than incur the ongoing costs of a professional revaluation, in accordance with FRS 102 transitional accounting regulations, the Trustees have opted for a policy of depreciating the freehold based on the last recorded valuation of £230,000 with effect from 1st April 2016.

Purchased items that have a useful life of more than one year are capitalised at cost – subject to a de-minimus limit of £500. Assets are reviewed for impairment if circumstances indicate that their carrying value may exceed their net realisable value and value in use.

Depreciation is calculated to write off the cost less estimated residual value of fixed assets over their estimated useful lives.

### **Depreciation is charged on the following basis:**

Freehold Property	50 years straight line
Minibuses	5 years straight line
Furniture and equipment	20% of net book value pa on a reducing balance basis

## **Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid net of any trade discounts due.

### **Cash at bank and in hand**

Cash at bank and in hand includes cash and short term deposits with a maturity or notice period of twelve months or less at the balance sheet date.

## **Creditors and provisions**

Creditors and provisions are recognised where the Charity 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 after allowing for any trade discounts due.

## **Pension Scheme**

The Charity operates a defined contribution scheme for its employees. Contributions payable to the scheme are charged to the statement of financial activities in the period to which they relate. The assets of the scheme are held separately from the Charity in an independently administered fund.

# Notes to the Financial Statements

for the Year Ended 31 March 2018

## 2. Analysis of Income from Fundraising and Trading activities

The small fundraising team generates both voluntary income and income from fund raising events which is reported under other trading activities. Trading activities also includes the three charity shops run by Parity. The analysis below shows the breakdown of income and associated expenses

	Unrestricted funds £	Restricted funds £	31/03/2018 £	31/03/2017 £
<b>Donations and Legacies</b>				
Donations and grants	62,155	88,177	150,332	122,772
Legacies	10,000	15,000	25,000	6,437
Donations towards ongoing charitable activities	72,155	103,177	175,332	129,209
<b>Other Trading Activities</b>				
Fundraising events	10,620	6,936	17,556	16,393
Shop income	183,885		183,885	183,071
	194,505	6,936	201,441	199,464
<b>Income from Fundraising and Trading activities</b>	<b>266,660</b>	<b>110,113</b>	<b>376,773</b>	<b>328,673</b>
<b>Expenditure on fundraising (including fundraising events)</b>				
Staff costs	57,052		57,052	56,754
Direct costs of fundraising events	2,258		2,258	5,203
Other fundraising costs	3,058		3,058	2,996
	62,368		62,368	64,953
Central overheads	23,321		23,321	23,275
Recharge for PR and publicity	(21,422)		(21,422)	(20,614)
Total	64,267		64,267	67,614
<b>Expenditure on running the Charity shops</b>				
Staff costs	67,217		67,217	68,639
Rent & rates	43,978		43,978	43,216
Services				4,955
Other shop & fundraising costs	16,752		16,752	10,901
Central overheads	20,651		20,651	22,298
	148,598		148,598	150,009
<b>Expenditure on raising funds</b>	<b>212,865</b>		<b>212,865</b>	<b>217,623</b>

<b>Summary by Fundraising Function</b>				
<b>Income by Fundraising Function</b>				
Income from Fundraising including events	82,775	110,113	192,888	145,602
Shop income	183,885		183,885	183,071
	266,660	110,113	376,773	328,673
<b>Expenses by Fundraising Function</b>				
Fundraising expenses including events	64,267		64,267	67,614
Shop expenses	148,598		148,598	150,009
	212,865		212,865	217,623
<b>Contribution by Fundraising Function</b>				
Contribution from Fundraising including events	18,508	110,113	128,621	77,988
Contribution from Shops	35,287		35,287	33,062
	53,795	110,113	163,908	111,050
<b>Average cost to raise £1 in pence by fundraising function</b>				
Income from Fundraising and fundraising events			33p	46p
Shop income			81p	82p

Parity for Disability (Registered Number: 3584503 - Charity Number 1071571)

Annual Report and Accounts for year ended 31st March 2018



# Notes to the Financial Statements

for the Year Ended 31 March 2018

## 3. Analysis of Income and Expenditure from charitable activities

This represents the fees receivable by the day centres for the various activities enjoyed by participants, and totals £1,107,327 for the year (2017 £1,037,153)

	Unrestricted funds £	Restricted funds £	31/03/2018 £	31/03/2017 £
<b>Income</b>				
St Martins	333,509		333,509	332,846
Whetstone Road	343,241		343,241	293,388
Salisbury Grove	347,692		347,692	324,139
Music Therapy	68,597		68,597	67,676
Teenage activities scheme	14,288		14,288	19,104
Other charitable activities				
	<u>1,107,327</u>		<u>1,107,327</u>	<u>1,037,153</u>
<b>Expenditure</b>				
St Martins	288,392	8,956	297,348	309,532
Whetstone Road	358,807	32,181	390,988	375,324
Salisbury Grove	368,376	10,011	378,387	362,886
Teenage activities scheme	14,312	8,087	22,399	32,931
Music therapy	80,788	275	81,063	74,621
All activities		<u>19,928</u>	<u>19,928</u>	<u>11,720</u>
	<u>1,110,675</u>	<u>79,438</u>	<u>1,190,113</u>	<u>1,167,014</u>
Contribution/(deficit) from charitable activities			<u>(82,786)</u>	<u>(129,861)</u>
Average direct cost to provide service in pence per £1 of charitable income			107p	113p

Charitable activity costs include the direct costs attributable to the services together with a share of management and fundraising salary costs. Support costs are detailed in note 6

	31/03/2018 £	31/03/2017 £
Staff costs	793,624	762,706
Music Therapy sessional therapists	39,894	38,828
Rent & rates	76,000	77,145
Premises costs	25,638	24,948
Clinical care and waste	24,125	23,789
Speech and physio Therapy	28,130	32,488
Other direct charitable costs	42,605	48,350
Depreciation	29,332	29,356
Interest payable & similar charges	349	379
	<u>1,059,697</u>	<u>1,037,989</u>
Central overhead	<u>130,416</u>	<u>129,025</u>
	<u>1,190,113</u>	<u>1,167,014</u>

## 4. Income from Investments

Represents bank interest received from deposits

## 5. Other Income

Includes payments for ad hoc photocopying undertaken for a local community organisation

Parity for Disability (Registered Number: 3584503 - Charity Number 1071571)

Annual Report and Accounts for year ended 31st March 2018

# Notes to the Financial Statements

for the Year Ended 31 March 2018

## 6. Central costs

	31/03/2018	31/03/2017
	£	£
Central costs by cost type		
Management wages	94,164	104,763
Auditors' remuneration	6,120	6,000
General insurance	5,889	5,670
Finance costs	349	379
Depreciation	7,660	7,700
Other management costs	38,784	29,472
PR and publicity	21,422	20,614
	<u>174,388</u>	<u>174,598</u>
Central costs by function		
General office costs	24,604	23,200
Management and admin support	51,607	61,703
Accounts including payroll	31,469	28,818
Facilities management	17,242	14,243
Minibuses	21,806	13,971
Corporate expenses (audit, finance and insurance costs)	6,238	12,049
Fundraising	21,422	20,614
Total central costs	<u>174,388</u>	<u>174,598</u>

The charity's expenditure includes Central costs as shown above. These costs are allocated to the Charity's activities on the bases shown below.

These costs have been allocated on the following basis

### Cost Allocation model

	General office costs	Mgmt and admin	Accounts	Facilities	Minibuses	Corporate	Total central costs 2018	Total central costs 2017
Costs to be allocated								
Auditors' remuneration			6,120				6,120	6,000
General insurance						5,889	5,889	5,670
Finance costs						349	349	379
Depreciation					5,200		5,200	7,700
Other management costs	24,604	51,607	25,349	17,242	16,606		135,408	134,235
Direct costs	24,604	51,607	31,469	17,242	21,806	6,238	152,966	153,984
Central use of office costs	(13,533)	6,889	3,445	3,199				
Management		(15,788)	10,366	5,422				
	11,071	42,708	45,280	25,863	21,806	6,238	152,966	153,984
Accounts			(9,953)	5,756		4,197		
Facilities				(6,285)	6,285			
PR and publicity						21,422	21,422	20,614
	11,071	42,708	35,327	25,334	28,091	31,857	174,388	174,598

### Corporate overhead

Allocated to	General office costs	Mgmt and admin	Accounts	Facilities	Minibuses	Corporate	Total central costs 2018	Total central costs 2017
Day Services		14,562	23,215	16,889	28,091	23,337	106,094	104,621
Music Therapy	4,920	7,572	3,378	724		2,223	18,817	13,239
Teenage scheme		3,102	1,179	483		741	5,505	11,165
	4,920	25,236	27,772	18,096	28,091	26,301	130,416	129,025
Fundraising	6,151	12,693	4,477				23,321	23,275
Shop expenses		4,779	3,078	7,238		5,556	20,651	22,298
	11,071	42,708	35,327	25,334	28,091	31,857	174,388	174,598

Allocation basis      Space      Est mgmt      Estimated      Estimated      No of      %age of  
    time      use of key      use of key      minibuses      revenue  
         activities      activities

Parity for Disability (Registered Number: 3584503 - Charity Number 1071571)

Annual Report and Accounts for year ended 31st March 2018

**PARITY**  
For People With Multiple Disabilities

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# Notes to the Financial Statements

for the Year Ended 31 March 2018

7. Net incoming/(outgoing) resources	31/03/2018	31/03/2017
	£	£

Net resources are stated after charging/(crediting):

Auditors' remuneration	6,120	6,000
Depreciation - owned assets	37,037	37,110

## 8. Trustees' remuneration and benefits

There were no trustees' remuneration or other benefits for the year ended 31 March 2018, nor for the year ended 31 March 2017. However, one Trustee was reimbursed for travel expenses as follows

Trustees' Expenses	31/03/2018	31/03/2017
One Trustee is reimbursed for travel expenses for undertaking the following voluntary duties		
Stock rotation amongst the shops	426	774
Collection/drop money boxes to local supporter sites	243	107
General support for admin and day service functions	142	149
	<u>811</u>	<u>1,030</u>

There were no other payments of trustee expenses

## 9. Staff Costs

	31/03/2018	31/03/2017
	£	£
Wages and salaries	940,030	933,062
National Insurance contributions	52,688	51,719
Pension contributions	8,149	8,082
Temporary staff paid via Agency	11,190	-
Staff Costs	<u>1,012,057</u>	<u>992,863</u>

There were no employees with emoluments of £60,000 or more (2017 £nil). Key management personnel comprise the Trustees and the executive director. The executive director's employment benefits were £36,810 (2017 £36,810)

A workplace pension scheme was established on the 1st August 2015. Contributions to the scheme are based on a percentage of salary in line with the minimum requirements. For the period 1st August 2015 to 31 March 2018, this was 1% from Parity and 1% from the employee. The employer contribution rate increased to 2% from the 1st April 2018. There is also an additional contribution made in line with one employee's remuneration arrangements.

The average monthly number of employees during the year was as follows:

Direct charitable work	45	43
Shops	9	11
Fundraising	2	2
Administrative	3	4
	<u>59</u>	<u>60</u>

# Notes to the Financial Statements

for the Year Ended 31 March 2018

## 10. Tangible fixed assets

	Freehold property £	Furniture & equipment £	Motor vehicles £	Total £	Restricted Assets £
Cost or valuation					
As at 31st March 2017	230,000	169,599	98,487	498,086	157,932
Additions		19,337		19,337	17,489
Disposals					
as at 31st March 2018	<u>230,000</u>	<u>188,936</u>	<u>98,487</u>	<u>517,423</u>	<u>175,421</u>
Depreciation					
As at 31st March 2017	9,200	90,754	63,919	163,873	70,097
Charge for year	4,600	19,637	12,800	37,037	24,358
Eliminated on disposal					
as at 31st March 2018	<u>13,800</u>	<u>110,391</u>	<u>76,719</u>	<u>200,910</u>	<u>94,455</u>
Net Book Value					
As at 31st March 2017	<u>220,800</u>	<u>78,845</u>	<u>34,568</u>	<u>334,213</u>	<u>87,835</u>
as at 31st March 2018	<u>216,200</u>	<u>78,545</u>	<u>21,768</u>	<u>316,513</u>	<u>80,966</u>

The freehold property 94 Whetstone Road, Farnborough, the mini-buses, shop and fundraising equipment are all used directly for charitable purposes, the remaining assets being used in the management and administration of the charity.

The freehold was last revalued in October 2013 by Clare & Co on an open market basis.

(i) Cost or valuation at 31 March 2016 is represented by:

Cost	158,478
Revaluation in 2006	76,522
Revaluation in 2013	<u>(5,000)</u>
	<u>230,000</u>

Rather than incur the ongoing costs of a professional revaluation, in accordance with FRS 102 transitional accounting regulations, the Trustees have opted for a policy of depreciating the freehold based on the last recorded valuation of £230,000 with effect from 1st April 2016.

## 11. Debtors and amounts falling due within one year

	31/03/2018 £	31/03/2017 £
Trade debtors	103,793	99,726
Other debtors	<u>20,551</u>	<u>24,676</u>
	<u>124,344</u>	<u>124,402</u>

# Notes to the Financial Statements

for the Year Ended 31 March 2018

## 12. Creditors: Amounts falling due within one year

	31/03/2018	31/03/2017
	£	£
Bank loans & overdrafts	3,814	3,770
Trade creditors	14,783	15,146
Taxation & social security	15,061	16,399
Other creditors	25,282	23,901
	<u>58,940</u>	<u>59,216</u>

## 13. Creditors: Amounts falling due after more than one year

	31/03/2018	31/03/2017
	£	£
Bank loans	27,754	30,885
Amounts falling due in more than five years:		
Repayable by instalments:		
Bank loans more than 5 yr by instalments	12,498	15,805

## 14. Secured debts

The following secured debts are included within creditors:

	31/03/2018	31/03/2017
	£	£
Bank loans	31,568	34,655

The bank loan totalling £34,655 at 31 March 2017 is a commercial mortgage with a final repayment in 2027, and is secured upon the charity's freehold property.

## 15. Calculation of Net free reserve

	31/03/2018	31/03/2017
	£	£
Total accumulated Funds per Balance sheet	656,539	574,946
Less restricted fund balances	<u>(148,122)</u>	<u>(117,447)</u>
Unrestricted funds	508,417	457,499
<b>Less fixed assets</b>		
Fixed assets	(316,513)	(334,213)
Add back restricted fixed assets	80,966	87,835
Add mortgage over 1 year	27,754	30,885
	<u>(207,793)</u>	<u>(215,493)</u>
	<u>300,624</u>	<u>242,006</u>

## 16. Operating Lease commitments

A 25 year operating lease over 23 Salisbury Grove, Mytchett was signed on 21st December 2014. There are also lease arrangements in place in respect of 92-93 Whetstone Road and three shop units. While not subject to a formal lease Parity rents the church hall at St Martins. In addition, Parity leases a number of photocopiers. Total commitments under non-cancellable operating leases as at 31st March 2018 were as follows

	31/03/2018	31/03/2017
	£	£
Annual commitments		
0-1 Year	116,220	116,220
1-5 years	239,255	252,595
More than 5 years	666,330	706,230

# Notes to the Financial Statements

for the Year Ended 31 March 2018

## 17. Movement in funds

	Balance at 31/03/2017 £	Net movement in funds £	Balance at 31/03/2018 £
Unrestricted funds			
General fund	385,377	50,918	436,295
Freehold revaluation and fair value reserve	<u>72,122</u>		<u>72,122</u>
	457,499	50,918	508,417
Restricted funds - Fixed assets			
Whetstone Road - Fixed Assets	23,753	1,039	24,792
St Martins - fixed assets	13,498	(2,575)	10,923
Salisbury Grove - fixed assets	34,301	(1,836)	32,465
New minibus	<u>21,350</u>	<u>(7,600)</u>	<u>13,750</u>
	92,902	(10,972)	81,930
Restricted funds			
Whetstone Road	3,390	17,458	20,848
St Martins	8,556	632	9,188
Salisbury Grove	402	1,593	1,995
Minibus running expenses			
Music therapy		8,952	8,952
Therapy	4,000	(4,000)	
Day service funds		10,347	10,347
Musical instruments	822	(275)	547
Teen Activity Scheme	4,372	693	5,065
Operating expenses	3	(3)	
Restricted donations into new building fund	<u>3,000</u>	<u>6,250</u>	<u>9,250</u>
	24,545	41,647	66,192
<b>TOTAL FUNDS</b>	<u>574,946</u>	<u>81,593</u>	<u>656,539</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Net movement in funds £
Unrestricted funds			
General fund	1,374,458	1,323,540	50,918
Freehold revaluation and fair value reserve	<u>1,374,458</u>	<u>1,323,540</u>	<u>50,918</u>
Restricted funds - Fixed assets			
Whetstone Road - Fixed assets	6,500	5,461	1,039
St Martins - fixed assets		2,575	(2,575)
Salisbury Grove - fixed assets	5,000	6,836	(1,836)
New minibus		<u>7,600</u>	<u>(7,600)</u>
	11,500	22,472	(10,972)
Restricted funds			
Whetstone Road	20,468	3,010	17,458
St Martins	3,013	2,381	632
Salisbury Grove	4,668	3,075	1,593
Minibus running expenses	6,600	6,600	
Music therapy	8,952		8,952
Therapy	23,607	27,607	(4,000)
Day service funds	16,075	5,728	10,347
Musical instruments		275	(275)
Teen Activity Scheme	8,780	8,087	693
Operating expenses	200	203	(3)
Restricted donations into new building fund	<u>6,250</u>		<u>6,250</u>
	98,613	56,966	41,647
<b>TOTAL FUNDS</b>	<u>1,484,571</u>	<u>1,402,978</u>	<u>81,593</u>

# Notes to the Financial Statements

for the Year Ended 31 March 2018

## 19. GENERAL INFORMATION

Parity for Disability is a Limited by guarantee Charitable Company Incorporated in England & Wales. The Registered Offices is 94 Whetstone Road, Cove, Farnborough, Hampshire GU14 9SX

# PARITY

For People With Multiple Disabilities

**PARITY FOR DISABILITY**

94 Whetstone Road,  
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Farnborough,  
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<http://www.parityfordisability.org.uk/>

REGISTERED COMPANY NUMBER: 3584503 (England and Wales)

REGISTERED CHARITY NUMBER 1071571