



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

Norfolk SEN Network

On accounts for the year  
ended

31 October 2024

Charity no  
(if any)

1044353

Set out on pages

One to three

(remember to include the page numbers of additional sheets)

Responsibilities and  
basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / 10 / 2024.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* *Please delete the words in the brackets if they do not apply.*

Signed:

Date:

6 May 2025

Name:

Maria Brydon ACA

Relevant professional  
qualification(s) or body

Chartered Accountant

# NORFOLK SEN NETWORK

## Receipts and Payments Account

12 months ended 31 October 2024

|                              | Note | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>Funds<br>£ | Last Year<br>2023<br>£ |
|------------------------------|------|----------------------------|--------------------------|---------------------|------------------------|
| <b>Receipts</b>              |      |                            |                          |                     |                        |
| Subscriptions                |      | 4,170                      |                          | 4,170               | 2,335                  |
| Tribunal fees                |      |                            | 645                      | 645                 | 925                    |
| Delegate fees                |      |                            | 175                      | 175                 | 0                      |
| Donations                    | 1    | 2,305                      | 65,330                   | 67,635              | 55,955                 |
| Fundraising and other income | 2    | 6,091                      |                          | 6,091               | 3,003                  |
| Interest received            |      | 379                        |                          | 379                 | 55                     |
| <b>Total receipts</b>        |      | <b>12,945</b>              | <b>66,150</b>            | <b>79,095</b>       | <b>62,273</b>          |

## Payments

|                            |  |               |               |               |               |
|----------------------------|--|---------------|---------------|---------------|---------------|
| Wages and payroll fees     |  |               | 32,132        | 32,132        | 20,358        |
| Commission                 |  | 946           |               | 946           | 1,378         |
| Professional fees          |  | 1,789         | 5,368         | 7,157         | 1,240         |
| Fundraising costs          |  | 2,083         |               | 2,083         | 1,426         |
| Insurance                  |  | 612           |               | 612           | 436           |
| Subscriptions & membership |  | 50            |               | 50            | 50            |
| Light, Heat & Rates        |  | 1,490         |               | 1,490         | 0             |
| Telephone                  |  | 704           |               | 704           | 1,217         |
| Office Expenses            |  | 651           |               | 651           | 30            |
| Stationery & printing      |  | 1,999         |               | 1,999         | 2,300         |
| Travel                     |  | 1,066         |               | 1,066         | 1,017         |
| Office rent                |  |               | 19,801        | 19,801        | 5,589         |
| Training & food            |  | 1,160         | 2,692         | 3,852         | 1,014         |
| Sundry                     |  | 795           |               | 795           | 651           |
| <b>Sub total</b>           |  | <b>13,345</b> | <b>59,993</b> | <b>73,338</b> | <b>36,706</b> |

## Asset and investment purchases

|                                              |  |              |          |              |              |
|----------------------------------------------|--|--------------|----------|--------------|--------------|
| Conference room chairs                       |  | 200          |          | 200          |              |
| Mini PC, Curved screen, floor cover          |  | 708          |          | 708          |              |
| Newline Elara Interactive touchscreen and st |  | 3700         |          | 3,700        |              |
| Tea and Coffee urn                           |  | 49           |          | 49           |              |
| Laptops for new DW's                         |  | 590          |          | 590          |              |
| Furniture from Unitas                        |  | 50           |          | 50           |              |
| Furniture - lockable cabinet                 |  | 20           |          | 20           |              |
| Printers                                     |  |              |          | 0            | 60           |
| Broucher stand                               |  |              |          | 0            | 193          |
| Mobile phone                                 |  |              |          | 0            | 140          |
| Laminator                                    |  |              |          | 0            | 90           |
| Shredder                                     |  |              |          | 0            | 536          |
| <b>Sub total</b>                             |  | <b>5,316</b> | <b>0</b> | <b>5,316</b> | <b>1,019</b> |

|                       |               |               |               |               |
|-----------------------|---------------|---------------|---------------|---------------|
| <b>Total payments</b> | <b>18,661</b> | <b>59,993</b> | <b>78,654</b> | <b>37,725</b> |
|-----------------------|---------------|---------------|---------------|---------------|

|                                |                |              |            |               |
|--------------------------------|----------------|--------------|------------|---------------|
| <b>Net receipts/(payments)</b> | <b>(5,716)</b> | <b>6,157</b> | <b>441</b> | <b>24,549</b> |
|--------------------------------|----------------|--------------|------------|---------------|

|                          |       |        |        |        |
|--------------------------|-------|--------|--------|--------|
| Transfers between funds  | 820   | (820)  | 0      | 0      |
| Cash funds last year end | 5,116 | 22,843 | 27,959 | 3,410  |
| Cash funds this year end | 220   | 28,180 | 28,400 | 27,958 |

## NORFOLK SEN NETWORK

Notes to Receipts and Payments Account

31st October 2024

|                                | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>£ |
|--------------------------------|----------------------------|--------------------------|------------|
| <b>1. Donations and Grants</b> |                            |                          |            |
| National Lottery               |                            | 57,510                   | 57510      |
| Norwich Freemens Charity       |                            | 6820                     | 6820       |
| Newsquest Grant                |                            | 1000                     | 1000       |
| Dawn Alexander                 | 50                         |                          | 50         |
| Paul Bassham Charitable Trust  | 2,000                      |                          | 2000       |
| Trowse Church donation         | 250                        |                          | 250        |
| Thomas Emmett donation         | 5                          |                          | 5          |
|                                |                            |                          | 0          |
|                                |                            |                          | 0          |
|                                |                            |                          | 0          |
|                                |                            |                          | 0          |
|                                |                            |                          | 0          |
|                                |                            |                          | 0          |
|                                |                            |                          | 0          |
|                                |                            |                          | 0          |
|                                |                            |                          | 0          |
| Other                          |                            |                          | 0          |
|                                | 2305                       | 65330                    | 67635      |

## 2. Fundraising and Other Income

|                                            |       |   |      |
|--------------------------------------------|-------|---|------|
| Coop                                       | 1,224 |   | 1224 |
| C Scott                                    | 298   |   | 298  |
| Collection tins                            | 200   |   | 200  |
| Fine City Chorus                           | 1,292 |   | 1292 |
| Mustard Quartet                            | 517   |   | 517  |
| Norwich International Darts Team fundraise | 421   |   | 421  |
| Brickmakers                                | 1,669 |   | 1669 |
| Sundry                                     | 82    |   | 82   |
| PayPal Donations                           | 55    |   | 55   |
| Heart Lottery                              | 333   |   | 333  |
|                                            | 6091  | 0 | 6091 |

P Brickley

Chairman

06/05/2025