



OXFORDSHIRE PLAY

ASSOCIATION

ANNUAL REPORT

2020

For the Period 1st April 2019 to 31st March 2020

OPA is a Charitable Incorporated Organisation
Registered Charity Number 1160320

OPA's Vision is to improve lives through play

OPA's mission is to champion and to support the rights of all Children and Young People to have access to high quality, inclusive Play opportunities to improve their Physical, Mental and Spiritual Wellbeing

OPA ORGANISATIONAL DETAILS

OPA TRUSTEES

Chair = Anda Fitzgerald O'Connor

Treasurer = Meryl Smith

Trustees = Anne Bissell and Megan Douthwaite

OPA STAFF

Manager = Martin Gillett

Training Officer (Part Time) = Wendy Boone

Finance Officer = Jade Jarvis

Oxford Therapeutic Playwork Staff = Jane Gallagher

Sessional Playworkers = Tracy Rampton and Sharon Derbe

BANKERS

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

ACCOUNTANTS / AUDITORS

SPX Oxford, Peace House, 19 Paradise Street, Oxford. OX1 1LD

OPA FINANCE – 2019/20

Income	£130,235
Expenditure	£121,859
Surplus	£8,376
Reserves	£50,800

(A full copy of our Independently Examined

Accounts are available on request)

Trustees Annual Financial Report

The OPA Accounts for Financial Year 2019/20 continue to build on the difficult decisions we made in 2018 to secure the long term sustainability and financial viability of the organisation.

It is worth noting that these Annual Accounts are not materially affected by the Coronavirus Pandemic as the majority of our services and projects continued to operate until mid-March 2020.

Our Accounts for Financial Year 2020/21 will bear the full brunt of the devastating impact this Virus has had on many sectors and Charities across the Globe. However it is because of the difficult decisions we made in 2018, alongside the excellent packages provided by the Government in terms of support such as the Job Retention Scheme and the availability of Emergency Covid Funding Support that OPA will survive the devastating economic impact of this Pandemic.

If any good is to come of this Global Crisis then it is the realisation that the Physical and Mental Wellbeing of our Children and Young People should be paramount in all of our minds and OPA is well placed to deliver Projects and Services that meet this aim.

The OPA Trustees and OPA Manager are pleased to see that the difficult but very necessary decisions we made in 2018 have resulted in OPA achieving another surplus this year, which will further help replenish our unrestricted funds, which had previously suffered worrying reductions in previous years.

Financial highlights this year are as follows;

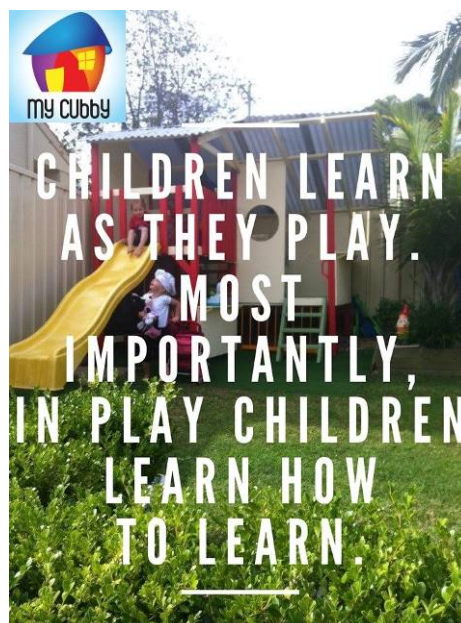
- Annual Surplus of £8,376 was the highest for 5 Years
- Expenditure of £121,859 was at its lowest level for 10 years since financial year 2008/09
- Unrestricted Reserves increased to £50,800
- Our core Organisational Operational Costs (including unfunded salary costs) were £28,306. This continues our focus on driving down these costs which were £55,260 in Financial Year 2017/18 and £40,740 in Financial Year 2018/19 (this represents a reduction over the 2 year period of almost 50%)

- Our total wage bill also continues to reduce as we focus on key project work and operate more flexible working arrangements, these reduced to £55,634 in the last financial year, down from £85,327 in Financial Year 2017/18 and £74,750 in Financial Year 2018/19.

The Trustees are grateful to the OPA Manager and other remaining staff for their sterling work to enable the organisation to continue to provide quality services in response to local need in as a financially sustainable way as possible.

OPA STATEMENT OF PUBLIC BENEFIT

OPA and its Trustees confirm that they have complied with the Statutory Duty in Section 17(5) of the 2011 Charities Act to have due regard to Public Benefit guidance published by the Charity Commission. We work on a fully inclusive basis across Oxfordshire taking into account all relevant legislation and guidelines.



Do you share our belief that PLAY is vital for the lives of Children and Young People?

Help us to make Oxfordshire the most play-friendly county in England.

Become a 'Friend of OPA' – and support us to continue our work across Oxfordshire.



play 4 life



Did you realise that the biggest 4% of UK Charities receive 80% of all the donations whilst the remaining 96%, some 159,169 local organisations receive only 20%!

What does OPA do? We:

- ❖ Help play providers to offer high quality play opportunities for all
- ❖ Run user-friendly training on all kinds of play-related topics
- ❖ Campaign for national and local play-friendly policies and decisions

We are a Charitable Incorporated Organisation (Registered Charity Number 1160320) and have been working with, and for the Families and Communities of Oxfordshire since 1974.

For just £1 per month you can ensure that this work continues into the future by becoming a friend of OPA. **Come and play with us!**
Contact us now to see how you can make a difference!

<u>PROJECT</u>	<u>OXFORD THERAPEUTIC PLAYWORK</u>
FUNDED AND SUPPORTED BY	<p>Supported by</p>  <p><small>© BBC 2007 Reg. charity England & Wales no. 802052 and Scotland no. SC039557</small></p>
PROJECT DETAILS	<p>To support Children & Young People faced with challenges to increase their resilience, develop a positive sense of self and improve their self confidence</p> <p>Developed in partnership with the late, Internationally renowned Playwork Theorist Gordon Sturrock</p>

OPA has received 3 year funding from BBC Children In Need to deliver this project across 3 schools in Oxfordshire, Our Year 1 delivery took place at Rose Hill Primary School in Oxford

- We worked with 4 Cohorts of 6 x Children to deliver 10 x 1 hour Therapeutic Play sessions within School Hours, each over 1 Full term
- 24 Children in total – 12 from Key Stage 1 and 12 from Key Stage 2
- The Therapeutic Play sessions were delivered by 2 Therapeutic Playwork specialists from OPA with extensive experience of working in this environment
- The Therapeutic Playwork sessions offered a safe and secure, Child led Play Environment with an empathetic approach to Play that centred around clear and consistent boundaries to enable Children to express and act out emotions in a safe way

KEY AIMS AND OBJECTIVES

- 1) Children and Young People are Emotionally Well – They can Play through and express their emotions in a safe, non-judgemental way
- 2) Children and Young People are Empowered through Child Centred and Child Led activities / sessions
- 3) Children & Young People enjoy Positive Relationships with their Peers and Adults

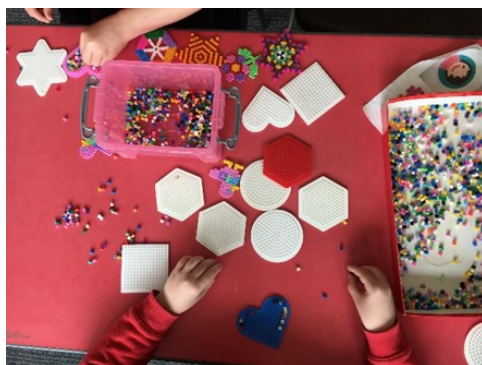


WHO


- We worked with Children with additional needs who currently fall below the Oxfordshire County Council 'Threshold of Need' (those at Level 2 / early Level 3 on the County Council 'windscreen')
- The project was not designed for those Children with multiple / complex needs
- Children suffering Lack of Confidence, Social Skills etc

Following a meeting with key staff at the school the Children were chosen and referred by the school

The sessions were delivered to Key Stage 1 on a Wednesday – 'Wednesday Club' and Key Stage 2 on a Thursday – 'Thursday Club'



Year 2 of the project is currently being delivered at Thameside Primary School in Abingdon

<u>PROJECT</u>	<u>South Northamptonshire Youth Engagement (SNYE)</u>
FUNDED AND SUPPORTED BY	
PROJECT DETAILS	Supporting Infrastructure, Projects and Services for Children & Young People across the District of South Northamptonshire

Working with our partners at South Northants Council, Northamptonshire Association of Young People, Towcester Town Council, Brackley Town Council and other local Stakeholders we have launched South Northants Youth Engagement (SNYE) which was officially registered with the Charity Commission in 2019 as Registered Charity Number 1181573.

SNYE is the strategic lead for work across South Northants and has 7 Trustees.

In addition to SNYE there are 2 working groups tasked with delivering projects and services across the District, Brackley Youth Engagement (BYE) and Towcester Youth Engagement (TYE).



South Northants
Youth Engagement



Brackley
Youth Engagement



Towcester
Youth Engagement

Numerous funding applications have been submitted during 2019 and 2020 to deliver on the core aims of the SNYE Business and Operational Plan and some of these funds are now coming online which means that in the next financial year we can start to deliver our work through staffed provision with Youth Co-Ordinators and Youth Workers in post.

We also plan to create a new working group to cover the larger Villages across South Northamptonshire

<u>PROJECT</u>	<u>Cherwell District Council – Play Infrastructure</u>
FUNDED AND SUPPORTED BY	
PROJECT DETAILS	Supporting Play Infrastructure, Projects and Services across the Cherwell District Council Area

Within Cherwell District Council we co-Chair the Cherwell Young People, Play and Wellbeing Group and are also involved with the 'Grimsbury Network' working in the 'Brighter Futures' areas of Banbury.

This work also includes attending Outreach events (such as Winter & New Year Wishes) which looks to consult with local residents as well as working with other partners in the District to plan and deliver large scale Community events.

This work has been expanded in 2019/20 to also incorporate 'All About YOUth', the initiative designed to disrupt County Lines drug gangs and 'OX5 Better Together' which will introduce a 'Healthy Town' approach to the whole Community in Kidlington and surrounding areas.



All of this work involves large numbers of local stakeholders and act as a focus point to co-ordinate service delivery, reduce duplication and share best practice as well as increasing delivery capacity across the whole district.

Our work in these areas will link into the main themes of the Cherwell Play Strategy which include;

Increased Participation / To Improve Play Spaces / Community Cohesion / Inclusivity / Develop Play in both Urban & Rural Areas / Promote Managed, Risky Play / To Introduce more Play into, and out of School



Better together

<u>PROJECT</u>	<u>Armed Forces Support Project</u>	
FUNDED BY	 HM Treasury	
PROJECT DETAILS	Deliver project work at both RAF Benson and Dalton Barracks to include; Weekly Stay & Play sessions at each location Bi-weekly Saturdays sessions at each location A Community Play and Activity Day event at each location	

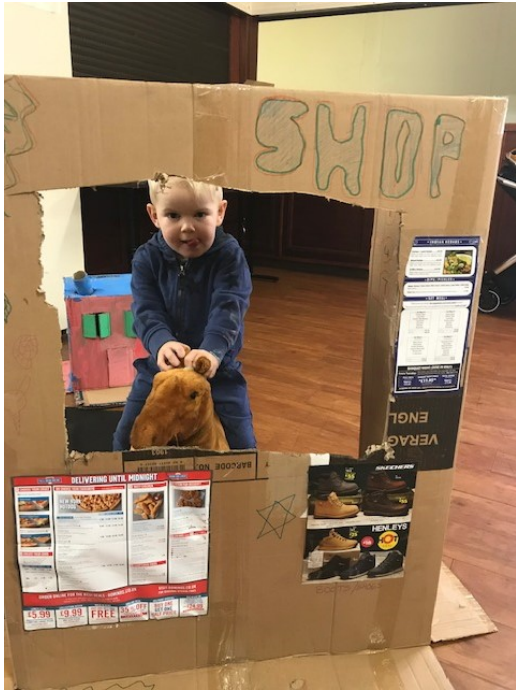
Oxfordshire County Council was the first local authority in England to sign up to the Community Covenant and through its network of Childrens Centres delivered Outreach services to all of the Armed Forces bases across Oxfordshire.

However due to budget cuts Oxfordshire County Council has reduced many of its services across Oxfordshire and its Children & Young People directorate will now only work with Young People in the most need.

All of the County Council run Childrens Centres were closed in April 2017. They no longer deliver any 'Universal Services'. This means that there were no outreach services being delivered by any 3rd party provider at either RAF Benson or Dalton Barracks.

Our project works with Armed Forces Children & their Families to not only provide Open Access, Play based sessions but to also provide guidance and services across the local area so that they are able to participate fully in local activities.

To provide a varied and interesting range of sessions our funding also allows us to bring in trusted 3rd party activity providers and the last year has seen our wonderful local Play Partners such as Orinoco Scrapstore, Earth Trust, Oxford Museum of Natural History and Sarah's Adventures in Science join us to enhance the Childrens Play experience.



PROJECT	OPA Play and Activity Days / Playdays 2019
          	                           

PROJECT DETAILS	Deliver a series of Community Events across Oxfordshire and South Northants using the ethos of National Playday. All events will offer both FREE Entrance and FREE Activities to ensure an inclusion for ALL

In 2019 we delivered 18 large scale, Community Play & Activity days across Oxfordshire.

This means that in the last 8 years (2012 to 2019 inclusive) we have project managed across Oxfordshire a total of 96 events which have been attended by 120,900 'guests' at an average of 1,272 per event

ALL of these events offered both **FREE** Entrance and **FREE** Activities to ensure an inclusion for **ALL**

Wednesday 10 th April 2019	Brackley (Brackley Park)
Tuesday 16 th April 2019	Towcester
Saturday 22 nd June 2019	Didcot / Vauxhall Barracks
Saturday 29 th June 2019	Blackbird Leys
Friday 5 th July 2019	Wood Farm
Saturday 6 th July 2019	Wheatley & Holton
Saturday 13 th July 2019	South Abingdon
Saturday 20 th July 2019	Rose Hill
Thursday 25 th July 2019	Banbury (Peoples Park)
Friday 26 th July 2019	Eynsham
Saturday 27 th July 2019	Dalton Barracks
Thursday 1 st August 2019	Witney
Friday 2 nd August 2019	Faringdon
Tuesday 20 th August 2019	Banbury (Princess Diana Park)
Wednesday 28 th August 2019	Bicester (St Edburges)
Saturday 31 st August 2019	RAF Benson
Tuesday 29 th October 2019	Banbury (Grimsbury)
Wednesday 30 th October 2019	Brackley (Leisure Centre)

An individual event report and evaluation is available for each separate event upon request





OPA PLAY AND ACTIVITY DAYS 2019

KEY AIMS AND OBJECTIVES

For Children & Young People

- 1) Promote Positive Behaviours & Activities (reduce Anti-Social behaviour)
- 2) Promote Increased Levels of Physical Activity
- 3) Promote Healthy Weight Management (reduce obesity)

For Parents / Carers

- 1) Provide an Event offering both **FREE** Entrance & **FREE** Activities to Ensure an Inclusion for **ALL**
- 2) Demonstrate how Play can be achieved on a Zero / Minimal Budget using Natural & Recycled materials
- 3) Provide information on services and activities available in the local and wider area

For Communities

- 1) Encourage a greater sense of belonging to promote Active & Engaged Communities – 'Love Where You Live'
- 2) Promote local clubs, groups and societies
- 3) Involve local groups, communities and Children & Young People in the planning and delivery of each event



Friends of OPA are now able to support the Charity via 3 of the local Council Lotteries in South Oxfordshire, Cherwell and Oxford City



WE'VE LAUNCHED OUR LOTTERY PAGE

Buy Your Tickets From Our Page - We Get 50%

- We now have a Oxford Lottery page!
- Support local causes and win prizes of up to £25,000!
- 50% of all tickets sold from our page go to us!
- PLUS 10% goes to other local good causes!
- Tickets only cost £1 per week!
- Support us and win prizes - WIN WIN!

To Start Supporting, Visit:
www.OxfordLottery.org
And Search For:
Play Association



Supporters must be 16 years of age or older



WE'VE LAUNCHED OUR LOTTERY PAGE

Buy Your Tickets From Our Page - We Get 50%

- We now have a Cherwell Lottery page!
- Support local causes and win prizes of up to £25,000!
- 50% of all tickets sold from our page go to us!
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- Tickets only cost £1 per week!
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To Start Supporting, Visit:
www.CherwellLottery.co.uk
And Search For:
OPA



Supporters must be 16 years of age or older



WE'VE LAUNCHED OUR LOTTERY PAGE

Buy Your Tickets From Our Page - We Get 50%

- We now have a SO Charitable Lottery page!
- Support local causes and win prizes of up to £25,000!
- 50% of all tickets sold from our page go to us!
- PLUS 10% goes to other good causes in South Oxfordshire!
- Tickets only cost £1 per week!
- Support us and win prizes - WIN WIN!

To Start Supporting, Visit:
www.SoCharitable.co.uk
And Search For:
OPA



Supporters must be 16 years of age or older



OXFORDSHIRE PLAY ASSOCIATION

☎ 01865 779474

🖱 www.oxonplay.org.uk

🖱 enquiries@oxonplay.org.uk

💻 Facebook = Oxfordshire Play Association – OPA

💻 Twitter = @oxonplay

Oxfordshire Play Association
Suite A, First Floor
Meridian House, East Point Business Park
Sandy Lane West,
Littlemore
Oxford. OX4 6LB



OXFORDSHIRE PLAY ASSOCIATION CIO

**UNAUDITED FINANCIAL STATEMENTS
AND TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED
31 MARCH 2020**

Charity Registration Number: 1160320

OXFORDSHIRE PLAY ASSOCIATION CIO

TRUSTEES' ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

CONTENTS	PAGES
Charity Information	3
Trustees' Annual Report	4
Statement of Trustees' responsibilities	5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the accounts	9

OXFORDSHIRE PLAY ASSOCIATION CIO

CHARITY INFORMATION FOR THE YEAR ENDED 31 MARCH 2020

TRUSTEE COMMITTEE MEMBERS

Anda Fitzgerald-O'Connor
Meryl Smith
Megan Douthwaite

Anne Bissell
Roger Beattie (resigned)

REGISTERED OFFICE

Suite A, First Floor, Meridian House
East Point Business Park
Sandy Lane West
Littlemore
Oxford
OX4 6LB

CHARITY REFERENCE NUMBER

1160320

ACCOUNTANTS

SPX Oxford Ltd
Peace House
19 Paradise Street
Oxford
OX1 1LD

BANKERS

CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling Kent
ME19 4JQ

OXFORDSHIRE PLAY ASSOCIATION CIO

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2020

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The Trustees are grateful to the OPA Manager and the other OPA staff for their sterling work to enable the organisation to continue to provide quality services and projects in response to local need in a financially responsible and sustainable way.

OXFORDSHIRE PLAY ASSOCIATION CIO

STATEMENT OF THE TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2020

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy, the financial position of the charity and which enable them to ascertain both the financial position of the charity and ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. 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.

OXFORDSHIRE PLAY ASSOCIATION CIO

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF OXFORDSHIRE PLAY ASSOCIATION

I report on the accounts of the Trust for the period ended 31 March 2020, which are set out on pages 7 to 15.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Sheila Parry FCCA

Relevant professional qualification or body: ACCA

Address:

Peace House
19 Paradise Street
Oxford OX1 1LD

Date:

Sheila Parry
30/6/2020

OXFORDSHIRE PLAY ASSOCIATION CIO

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

		2020			2019		
		Unrestricted funds £	Restricted funds £	Total funds £	Unrestricted funds £	Restricted funds £	Total funds £
Income and endowments from:	Note						
Donations	2	2,003	-	2,003	891	-	891
Charitable activities	3	-	128,099	128,099	-	138,882	138,882
Investments		133	-	133	113	-	113
Other income		-	-	-	-	-	-
Total		2,136	128,099	130,235	1,004	138,882	139,886
Expenditure on:							
Charitable activities	4	-	121,859	121,859	-	139,035	139,035
Total		-	121,859	121,859	-	139,035	139,035
Net income / expenditure		2,136	6,240	8,376	1,004	- 153	851
Transfers between funds		6,240	- 6,240	-	- 153	153	-
Net movement in funds		8,376	-	8,376	851	-	851
Reconciliation of funds:							
Total funds brought forward		42,424	-	42,424	41,573	-	41,573
Total funds carried forward		50,800	-	50,800	42,424	-	42,424

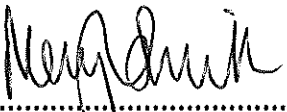
All recognised gains and losses are included in the Statement of Financial Activities.


OXFORDSHIRE PLAY ASSOCIATION CIO

BALANCE SHEET FOR THE YEAR ENDED 31 MARCH 2020

		2020		2019	
		£	£	£	£
	Notes				
FIXED ASSETS					
Tangible Assets			-		-
CURRENT ASSETS					
Debtors	6	-		3,275	
Cash at bank and in hand		72,629		112,820	
		72,629		116,095	
CREDITORS: Amounts falling due within one year	7	21,829		73,671	
NET CURRENT ASSETS			50,800		42,424
NET ASSETS			50,800		42,424
INCOME FUNDS					
General funds	12		50,800		42,424
Restricted funds	12		-		-
TOTAL FUNDS			50,800		42,424

These accounts were approved by the board of trustees on 23rd June 2020 and signed on their behalf by:-


 Meryl Smith
 OPA Treasurer
 OPA Trustee


 Anda Fitzgerald O'Connor
 OPA Chair
 OPA Trustee

OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

1. STATEMENT OF ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared under the historical cost convention, and in accordance with the Statements of Recommended Practice 2015 (SORP 2015), 'Accounting and Reporting by Charities', issued by the Charities Commission and the Charities Act 2011, together with applicable standards.

Going Concern

The trustees consider that there is no material uncertainty affecting the organisation's ability to continue as a going concern for the next twelve months.

Income

Income represents income receivable from room hire, rental income, fundraising, donations, gifts and interest received.

Donations and legacies are reported in the Statement of Financial Activities if they are received or due in the financial year.

Any income received relating to a forward period has been deferred.

Grants receivable are included in the year in which the offer is conveyed by the charity except in those cases where the offer has conditions, such grants being recognised as income when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are not included in the financial statements.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for such expenditure, inclusive of any VAT which cannot be recovered.

Grants payable are charged in the year when the offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered that are subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

Resources are expended in the furtherance of the charity's objectives.

Depreciation

Depreciation is provided at the following rates so as to write off the cost less residual value of the assets over their estimated useful lives. A full year's depreciation is provided in the year of acquisition.

Computer equipment – straight line basis at 33.3% per annum.

Items included in fixed assets are capitalised where there is an identifiable asset and / or when the purchase cost exceeds £300.

Fund accounting

Funds held by the charity are either:-

OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

Designated funds – these funds represent monies set aside for specific purposes at the discretion of the trustees rather than the donors.

Restricted funds – funds received can only be used for specifically nominated expenditure by the donor and are credited to income in the year in which they are received. Where amounts are not specifically allocated against expenditure in that year the balance is deferred and added to the balance brought forward on the restricted funds and is used in subsequent years in line with the restrictions placed by the donor.

Taxation

The organisation, being a charity, is not liable to taxation on its income.

OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

2. INCOME FROM DONATIONS

	2020		2019	
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Other donations	2,003	-	2,003	891
	<u>2,003</u>	<u>-</u>	<u>2,003</u>	<u>891</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	2020		2019	
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Public sector grants				
Cherwell District Council	-	5,800	5,800	7,000
South Northamptonshire District Council	-	-	-	1,000
Ministry of Defence	-	41,160	41,160	43,160
Other grants				
Training				
Oxlep	-	-	-	8,772
Delivering Impact	-	-	-	590
NVQ/OCF	-	-	-	300
Other courses	-	450	450	740
Infrastructure				
Playboxes	-	1,297	1,297	955
Play Rangers	-	-	-	21,451
Outreach	-	685	685	715
Play Projects				
Playday	-	48,876	48,876	31,168
Therapeutic Play	-	7,773	7,773	2,931
Saturdads	-	-	-	1,100
Armed Forces Playday	-	15,694	15,694	19,000
Brackley Youth Engagement	-	2,500	2,500	-
Towcester Youth Engagement	-	3,864	3,864	-
	<u>-</u>	<u>128,099</u>	<u>128,099</u>	<u>138,882</u>

OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

4. EXPENDITURE ON CHARITABLE ACTIVITIES

	Direct costs £	2020 Support costs £	Total funds £	2019 Total funds £
Training				
Oxlep	-	-	-	10,509
Delivering Impact	-	-	-	219
Other courses	397	55	452	1,203
Infrastructure				
Playboxes	1,238	513	1,751	1,348
Play Rangers	-	-	-	20,613
Outreach	722	84	806	619
Play Projects				
LIBOR fund	22,602	9,760	32,362	43,263
Playday	36,995	10,702	47,697	30,270
Play Infrastructure	6,391	709	7,100	8,904
Armed Forces Playday	13,538	3,022	16,560	18,465
Saturdads	-	-	-	717
Therapeutic play	7,004	1,738	8,742	2,623
Take 5 for play	-	-	-	282
Brackley Youth Engagement	1,938	778	2,716	-
Towcester Youth Engagement	2,728	945	3,673	-
	93,553	28,306	121,859	139,035

OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

5. EXPENDITURE ON SUPPORT COSTS

	2020 Support Costs £	2019 Support Costs £
Management salaries	11,793	22,273
Finance and admin salaries	2,574	2,798
Employer's pension contributions	854	760
Staff travel	80	87
Rent and storage	8,066	8,394
General office costs	2,090	2,271
IT costs	360	752
Subscriptions	-	170
Professional fees	2,489	2,579
Newsletter	-	422
Independent Examiner's fee	-	234
	28,306	40,740

6. DEBTORS

	2020 £	2019 £
Trade debtors	-	750
Prepayments	-	2,525
	-	3,275

7. CREDITORS: amounts falling due within one year

	2020 £	2019 £
Trade creditors	170	165
Payroll taxes	1,007	916
Deferred income	19,764	71,739
Other creditors	138	101
Accruals	750	750
	21,829	73,671

8. TRUSTEE REMUNERATION, TRUSTEE EXPENSES AND RELATED PARTY TRANSACTIONS

No members of the management committee received any remuneration during the period. No committee costs were reimbursed to trustees during the period. No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the period.

OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

9. INDEPENDENT EXAMINATION AND OTHER FINANCIAL SERVICE FEES

	2020	2019
	£	£
Independent Examiner's fees	234	234
Other financial services from SPX	516	906
	<u>750</u>	<u>1,140</u>

10. STAFF COSTS AND EMPLOYEE BENEFITS

	2020	2019
	£	£
Wages and salaries	54,070	72,140
Employer's pension contributions	854	760
Employer's National Insurance	710	1,850
	<u>55,634</u>	<u>74,750</u>

Average head count: 5.8 including sessional workers

No employees received employee benefits of more than £60,000.

11. REMUNERATION AND BENEFITS RECEIVED BY KEY MANAGEMENT PERSONNEL

The key management personnel of the charity are the voluntary trustees. There are therefore no remuneration or benefits of the key management personnel to disclose.

OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

12. MOVEMENTS IN FUNDS

	As at 1 Apr 2019	Income	Expenditure	Transfers	As at 31 March 2020
	£	£	£	£	£
Unrestricted funds:					
General funds	42,424	2,136	-	6,240	50,800
Restricted funds:					
Training					
Other courses	-	450	- 452	2	-
Infrastructure					
Playboxes	-	1,297	- 1,751	454	-
Play Rangers	-	-	-	-	-
Outreach	-	685	- 806	121	-
Play Projects					
LIBOR fund		41,160	- 32,362	- 8,798	-
Playday	-	48,876	- 47,697	- 1,179	-
Play Infrastructure	-	5,800	- 7,100	1,300	-
Armed Forces Playday	-	15,694	- 16,560	866	-
Therapeutic Play	-	7,773	- 8,742	969	-
Brackley Youth Engagement	-	2,500	- 2,716	216	-
Towcester Youth Engagement	-	3,864	- 3,673	- 191	-
	<u>42,424</u>	<u>130,235</u>	<u>- 121,859</u>	<u>-</u>	<u>50,800</u>

Transfer between reserves have been made:

- a) To mop up small overspends on projects
- b) To un-restrict funds where the project has been fully delivered and there is no requirement to repay any underspends to the funder.

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General funds	Restricted funds	Total
	£	£	£
Tangible fixed assets	-	-	-
Cash at bank and in hand	72,629	-	72,629
Debtors	-	-	-
Current liabilities	- 21,829	-	- 21,829
	<u>50,800</u>	<u>-</u>	<u>50,800</u>

OXFORDSHIRE PLAY ASSOCIATION CIO

**UNAUDITED FINANCIAL STATEMENTS
AND TRUSTEES' ANNUAL REPORT
FOR THE YEAR ENDED
31 MARCH 2020**

Charity Registration Number: 1160320

OXFORDSHIRE PLAY ASSOCIATION CIO

TRUSTEES' ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

CONTENTS	PAGES
Charity Information	3
Trustees' Annual Report	4
Statement of Trustees' responsibilities	5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the accounts	9

OXFORDSHIRE PLAY ASSOCIATION CIO

CHARITY INFORMATION FOR THE YEAR ENDED 31 MARCH 2020

TRUSTEE COMMITTEE MEMBERS

Anda Fitzgerald-O'Connor
Meryl Smith
Megan Douthwaite

Anne Bissell
Roger Beattie (resigned)

REGISTERED OFFICE

Suite A, First Floor, Meridian House
East Point Business Park
Sandy Lane West
Littlemore
Oxford
OX4 6LB

CHARITY REFERENCE NUMBER

1160320

ACCOUNTANTS

SPX Oxford Ltd
Peace House
19 Paradise Street
Oxford
OX1 1LD

BANKERS

CAF Bank
25 Kings Hill Avenue
Kings Hill
West Malling Kent
ME19 4JQ

OXFORDSHIRE PLAY ASSOCIATION CIO

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2020

The OPA Accounts for Financial Year 2019/20 continue to build on the difficult decisions we made in 2018 to secure the long term sustainability and financial viability of the organisation.

It is worth noting that these Annual Accounts are not materially affected by the Coronavirus Pandemic as the majority of our services and projects continued to operate until mid-March 2020.

Our Accounts for Financial Year 2020/21 will bear the full brunt of the devastating impact this Virus has had on many sectors and Charities across the Globe. However it is because of the difficult decisions we made in 2018, alongside the excellent packages provided by the Government in terms of support such as the Job Retention Scheme and the availability of Emergency Covid Funding Support that OPA will survive the devastating economic impact of this Pandemic.

If any good is to come of this Global Crisis then it is the realisation that the Physical and Mental Wellbeing of our Children and Young People should be paramount in all of our minds and OPA is well placed to deliver Projects and Services that meet this aim.

The OPA Trustees and OPA Manager are pleased to see that the difficult but very necessary decisions we made in 2018 have resulted in OPA achieving another surplus this year, which will further help replenish our unrestricted funds, which had previously suffered worrying reductions in previous years.

Financial highlights this year are as follows;

- Annual Surplus of £8,376 was the highest for 5 Years
- Expenditure of £121,859 was at its lowest level for 10 years since financial year 2008/09
- Unrestricted Reserves increased to £50,800
- Our core Organisational Operational Costs (including unfunded salary costs) were £28,306. This continues our focus on driving down these costs which were £55,260 in Financial Year 2017/18 and £40,740 in Financial Year 2018/19 (this represents a reduction over the 2 year period of almost 50%)
- Our total wage bill also continues to reduce as we focus on key project work and operate more flexible working arrangements, these reduced to £55,634 in the last financial year, down from £85,327 in Financial Year 2017/18 and £74,750 in Financial Year 2018/19.

The Trustees are grateful to the OPA Manager and the other OPA staff for their sterling work to enable the organisation to continue to provide quality services and projects in response to local need in a financially responsible and sustainable way.

OXFORDSHIRE PLAY ASSOCIATION CIO

STATEMENT OF THE TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2020

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy, the financial position of the charity and which enable them to ascertain both the financial position of the charity and ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. 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.

OXFORDSHIRE PLAY ASSOCIATION CIO

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF OXFORDSHIRE PLAY ASSOCIATION

I report on the accounts of the Trust for the period ended 31 March 2020, which are set out on pages 7 to 15.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Charities Act
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the next statement.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Sheila Parry FCCA

Relevant professional qualification or body: ACCA

Address:

Peace House
19 Paradise Street
Oxford OX1 1LD

Date:

Sheila Parry
30/6/2020

OXFORDSHIRE PLAY ASSOCIATION CIO

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

		2020			2019		
		Unrestricted funds £	Restricted funds £	Total funds £	Unrestricted funds £	Restricted funds £	Total funds £
Income and endowments from:	Note						
Donations	2	2,003	-	2,003	891	-	891
Charitable activities	3	-	128,099	128,099	-	138,882	138,882
Investments		133	-	133	113	-	113
Other income		-	-	-	-	-	-
Total		2,136	128,099	130,235	1,004	138,882	139,886
Expenditure on:							
Charitable activities	4	-	121,859	121,859	-	139,035	139,035
Total		-	121,859	121,859	-	139,035	139,035
Net income / expenditure		2,136	6,240	8,376	1,004	- 153	851
Transfers between funds		6,240	- 6,240	-	- 153	153	-
Net movement in funds		8,376	-	8,376	851	-	851
Reconciliation of funds:							
Total funds brought forward		42,424	-	42,424	41,573	-	41,573
Total funds carried forward		50,800	-	50,800	42,424	-	42,424

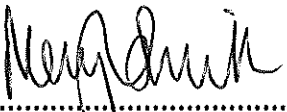
All recognised gains and losses are included in the Statement of Financial Activities.

OXFORDSHIRE PLAY ASSOCIATION CIO


BALANCE SHEET FOR THE YEAR ENDED 31 MARCH 2020

		2020		2019	
		£	£	£	£
	Notes				
FIXED ASSETS					
Tangible Assets			-		-
CURRENT ASSETS					
Debtors	6	-		3,275	
Cash at bank and in hand		72,629		112,820	
		72,629		116,095	
CREDITORS: Amounts falling due within one year	7	21,829		73,671	
NET CURRENT ASSETS			50,800		42,424
NET ASSETS			50,800		42,424
INCOME FUNDS					
General funds	12		50,800		42,424
Restricted funds	12		-		-
TOTAL FUNDS			50,800		42,424

These accounts were approved by the board of trustees on 23rd June 2020 and signed on their behalf by:-



 Meryl Smith
 OPA Treasurer
 OPA Trustee



 Anda Fitzgerald O'Connor
 OPA Chair
 OPA Trustee

OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2020

1. STATEMENT OF ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared under the historical cost convention, and in accordance with the Statements of Recommended Practice 2015 (SORP 2015), 'Accounting and Reporting by Charities', issued by the Charities Commission and the Charities Act 2011, together with applicable standards.

Going Concern

The trustees consider that there is no material uncertainty affecting the organisation's ability to continue as a going concern for the next twelve months.

Income

Income represents income receivable from room hire, rental income, fundraising, donations, gifts and interest received.

Donations and legacies are reported in the Statement of Financial Activities if they are received or due in the financial year.

Any income received relating to a forward period has been deferred.

Grants receivable are included in the year in which the offer is conveyed by the charity except in those cases where the offer has conditions, such grants being recognised as income when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are not included in the financial statements.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for such expenditure, inclusive of any VAT which cannot be recovered.

Grants payable are charged in the year when the offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered that are subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

Resources are expended in the furtherance of the charity's objectives.

Depreciation

Depreciation is provided at the following rates so as to write off the cost less residual value of the assets over their estimated useful lives. A full year's depreciation is provided in the year of acquisition.

Computer equipment – straight line basis at 33.3% per annum.

Items included in fixed assets are capitalised where there is an identifiable asset and / or when the purchase cost exceeds £300.

Fund accounting

Funds held by the charity are either:-

OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

Designated funds – these funds represent monies set aside for specific purposes at the discretion of the trustees rather than the donors.

Restricted funds – funds received can only be used for specifically nominated expenditure by the donor and are credited to income in the year in which they are received. Where amounts are not specifically allocated against expenditure in that year the balance is deferred and added to the balance brought forward on the restricted funds and is used in subsequent years in line with the restrictions placed by the donor.

Taxation

The organisation, being a charity, is not liable to taxation on its income.

OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

2. INCOME FROM DONATIONS

	2020		2019	
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Other donations	2,003	-	2,003	891
	<u>2,003</u>	<u>-</u>	<u>2,003</u>	<u>891</u>

3. INCOME FROM CHARITABLE ACTIVITIES

	2020		2019	
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Public sector grants				
Cherwell District Council	-	5,800	5,800	7,000
South Northamptonshire District Council	-	-	-	1,000
Ministry of Defence	-	41,160	41,160	43,160
Other grants				
Training				
Oxlep	-	-	-	8,772
Delivering Impact	-	-	-	590
NVQ/OCF	-	-	-	300
Other courses	-	450	450	740
Infrastructure				
Playboxes	-	1,297	1,297	955
Play Rangers	-	-	-	21,451
Outreach	-	685	685	715
Play Projects				
Playday	-	48,876	48,876	31,168
Therapeutic Play	-	7,773	7,773	2,931
Saturdads	-	-	-	1,100
Armed Forces Playday	-	15,694	15,694	19,000
Brackley Youth Engagement	-	2,500	2,500	-
Towcester Youth Engagement	-	3,864	3,864	-
	<u>-</u>	<u>128,099</u>	<u>128,099</u>	<u>138,882</u>

OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

4. EXPENDITURE ON CHARITABLE ACTIVITIES

	Direct costs £	2020 Support costs £	Total funds £	2019 Total funds £
Training				
Oxlep	-	-	-	10,509
Delivering Impact	-	-	-	219
Other courses	397	55	452	1,203
Infrastructure				
Playboxes	1,238	513	1,751	1,348
Play Rangers	-	-	-	20,613
Outreach	722	84	806	619
Play Projects				
LIBOR fund	22,602	9,760	32,362	43,263
Playday	36,995	10,702	47,697	30,270
Play Infrastructure	6,391	709	7,100	8,904
Armed Forces Playday	13,538	3,022	16,560	18,465
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Brackley Youth Engagement	1,938	778	2,716	-
Towcester Youth Engagement	2,728	945	3,673	-
	93,553	28,306	121,859	139,035

OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

5. EXPENDITURE ON SUPPORT COSTS

	2020 Support Costs £	2019 Support Costs £
Management salaries	11,793	22,273
Finance and admin salaries	2,574	2,798
Employer's pension contributions	854	760
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Professional fees	2,489	2,579
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	28,306	40,740

6. DEBTORS

	2020 £	2019 £
Trade debtors	-	750
Prepayments	-	2,525
	-	3,275

7. CREDITORS: amounts falling due within one year

	2020 £	2019 £
Trade creditors	170	165
Payroll taxes	1,007	916
Deferred income	19,764	71,739
Other creditors	138	101
Accruals	750	750
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OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

9. INDEPENDENT EXAMINATION AND OTHER FINANCIAL SERVICE FEES

	2020	2019
	£	£
Independent Examiner's fees	234	234
Other financial services from SPX	516	906
	<u>750</u>	<u>1,140</u>

10. STAFF COSTS AND EMPLOYEE BENEFITS

	2020	2019
	£	£
Wages and salaries	54,070	72,140
Employer's pension contributions	854	760
Employer's National Insurance	710	1,850
	<u>55,634</u>	<u>74,750</u>

Average head count: 5.8 including sessional workers

No employees received employee benefits of more than £60,000.

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OXFORDSHIRE PLAY ASSOCIATION CIO

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2020

12. MOVEMENTS IN FUNDS

	As at 1 Apr 2019	Income	Expenditure	Transfers	As at 31 March 2020
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Play Rangers	-	-	-	-	-
Outreach	-	685	- 806	121	-
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Brackley Youth Engagement	-	2,500	- 2,716	216	-
Towcester Youth Engagement	-	3,864	- 3,673	- 191	-
	<u>42,424</u>	<u>130,235</u>	<u>- 121,859</u>	<u>-</u>	<u>50,800</u>

Transfer between reserves have been made:

- a) To mop up small overspends on projects
- b) To un-restrict funds where the project has been fully delivered and there is no requirement to repay any underspends to the funder.

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General funds	Restricted funds	Total
	£	£	£
Tangible fixed assets	-	-	-
Cash at bank and in hand	72,629	-	72,629
Debtors	-	-	-
Current liabilities	- 21,829	-	- 21,829
	<u>50,800</u>	<u>-</u>	<u>50,800</u>

