# REGISTERED COMPANY NUMBER: 06442668 (England and Wales) REGISTERED CHARITY NUMBER: 1130827

# REPORT OF THE TRUSTEES AND UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

**FOR** 

# GAINSBOROUGH ADVENTURE PLAYGROUND LIMITED



Rigel Wolf Ltd
Chartered Accountants
Orion House
28A Spital Terrace
GAINSBOROUGH
Lincolnshire
DN21 2HQ

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### ACTING CHAIR'S REPORT FOR THE YEAR ENDED 31 MARCH 2020

I have taken over as the chair for Gainsborough Adventure Playground from February 2020 and I am looking forward to the challenges and learning this role will deliver.

The year has been a positive, successful and exciting one for GAPA with continued support from parents, staff, community and most of all the children who attend GAPA. The variety and quality of open access play provision continues. Special events, routine after school and weekend sessions, holiday play schemes are all delivered at a terrifically high standard, seeking at all times to meet the needs of the children in the community. This is only achieved because the staff, volunteers, directors and trustees remain focussed on, open to and listen to the community served.

The Directors and trustees of the Charity continue to have confidence in the manager, staff and volunteers of GAPA to deliver its activities in accordance with its charitable objectives and in the best interests of the children. Their success in this is recognised by the positive feedback from the children, families and other agencies and organisations with whom we work.

GAPA finances have taken a hit over the last year with increasing costs and the nursery not being occupied for some months and obviously with the current lockdown and our premises being shut we are not able to do any work to make a contribution towards this but dependent on future securing of funding on an ongoing basis to be sustainable. Everyone works hard to raise funds and the achievements continue to be outstanding. Many local organisations recognise the value of GAPA, get involved and their contributions are always welcome. Despite these efforts GAPA remains dependent on a degree of public funding subsidy. The annual uncertainty over these elements of funding remain critical to planning and security for the service. We should continue to campaign for realistic long term funding strategies with our public sector partners. We would like to thank West Lindsey District Council and Lincolnshire County Council for their continued support over the last year.

A thank you to Hillcrest Nursery for providing their onsite nursery at GAPA for the last two years. We are looking forward to Children Links joining us within the next couple of months. We would also like to separately thank the support sector from Lincolnshire County Council for their help, support and guidance with the tendering process for the new nursery lease.

From May 2020 GAPA has to be restructured due to finances, this will very unfortunately and sadly result in the redundancy of the playground manager who has given over 24 years dedicated service to GAPA. 2 playworkers will share the role of deputy manager and are currently working towards qualifications. We will also have 2 part time members of staff. Due to the lockdown conditions imposed because of the coronavirus situation the staff have been furloughed and we are claiming 80% of their salary from the Government's staff retention programme. Business rate relief has been applied for and a small business grant from West Lindsey District Council.

We are all looking forward to the current year.

Karen Farmer

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

### **OBJECTIVES AND ACTIVITIES**

### Objectives and aims

The objectives of the Company are to relieve young people and their families resident in Gainsborough and the surrounding area who are in need, by providing services or facilities calculated to relieve the needs of such persons.

To promote for the benefit of the inhabitants of Gainsborough and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

To develop the capacity and skills of the members of the socially and economically disadvantaged community of Gainsborough and the surrounding area in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

### Significant activities

In furtherance of the objects of the Company and without prejudice to the generality therefore the committee may,

provide, maintain and equip a playground or playgrounds affording opportunities for adventure and enterprise.

assist the provision, maintenance and equipment of such playground(s) as aforesaid, and raise and borrow money for these purposes.

employ staff to assist the Company in managing the play areas established.

make and maintain contact with and enlist general support from other persons and organisations who are interested in the design, establishment, development or management of playgrounds.

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

### **FINANCIAL REVIEW**

#### Reserves policy

The Management Committee will consider the level of reserves that is prudent for the Gainsborough Adventure Playground Limited to have. Consideration will be given to redundancy, liabilities, solicitor's and accountants' fees and any other significant factors that should be taken into account if the playground was to close or experience fluctuations/ interruptions in income and expenditure.

#### **Reserve Needs**

The Management Committee has reviewed the playground's need for reserves in line with the guidance issued by the Charity Commission and have decided to set the amount at £43,500 to meet contractual liabilities should the playground have to close.

At 31st March 2020 the company is holding £45,306 in its reserve account.

#### Breakdown of Reserve

Redundancy pay for four employees 3 months manager's salary and running costs to pay outstanding bills and wind down	<b>£</b> 25,000
the Company Legal and accountants' fees	13,500 5,000
Total	43.500

#### Monitoring and Review of Reserves Policy

The Management Committee will consider current costs and examine the level of reserves each year.

The Management Committee and the playground manager will review this reserve policy each year.

# STRUCTURE, GOVERNANCE AND MANAGEMENT Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

### Management

A Management Committee consisting of not more than 26 members shall be elected annually at the Annual General Meeting.

The Management Committee shall be responsible for the Annual General Meeting and between General Meetings shall direct and manage the affairs of the Company, and shall be deemed to have delegated to them all necessary authority for the purpose of achieving the objectives of the Company.

The Management Committee shall have power to appoint trustees to hold any necessary land on behalf of the Company. Such trustees to be answerable to the Management Committee.

The Management Committee shall elect the following honorary officers at the first meeting immediately after the Annual General Meeting:-

Chairperson Vice Chairperson Secretary Treasurer

Such other officers as may be from time to time decided.

A quorum of the Management Committee shall be four. The Management Committee will meet on a bi-monthly basis.

# REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2020

### REFERENCE AND ADMINISTRATIVE DETAILS

**Registered Company number** 

06442668 (England and Wales)

### **Registered Charity number**

1130827

### Registered office

Riseholme Road GAINSBOROUGH Lincolnshire DN21 1NL

### **Trustees**

Mrs C A Vessey Mrs M Duffet Mrs A Fletcher Mr R P Doran (resigned 8.11.19) Miss S D Swinton

### **Independent Examiner**

Simon Smith FCA FCCA Rigel Wolf Ltd Chartered Accountants Orion House 28A Spital Terrace GAINSBOROUGH Lincolnshire DN21 2HQ

### **COMMENCEMENT OF ACTIVITIES**

The company commenced to trade on 1 April 2010, having taken over the assets and liabilities of the former Gainsborough Adventure Playground Association.

Approved by order of the board of trustees on 2 October 2020 and signed on its behalf by:

Miss S D Swinton - Trustee

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF GAINSBOROUGH ADVENTURE PLAYGROUND LIMITED

### Independent examiner's report to the trustees of Gainsborough Adventure Playground Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2020.

### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

#### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act: or
- 2. the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Simon Smith FCA FCCA Rigel Wolf Ltd Chartered Accountants Orion House 28A Spital Terrace GAINSBOROUGH Lincolnshire DN21 2HQ

5 October 2020

# STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

INCOME AND ENDOWMENTS FROM	Notes	Unrestricted funds £	Restricted fund £	31.3.20 Total funds £	31.3.19 Total funds £
Donations and legacies		84,855	-	84,855	55,522
Other trading activities Investment income	2 3	13,764 22,855	<u>-</u>	13,764 22,855	20,860 33,246
Total		121,474	-	121,474	109,628
EVERUDITURE ON					
EXPENDITURE ON Raising funds		8,379	-	8,379	12,401
Charitable activities Playground		133,269	5,920	139,189	112,552
Total		141,648	5,920	147,568	124,953
NET INCOME/(EXPENDITURE)		(20,174)	(5,920)	(26,094)	(15,325)
RECONCILIATION OF FUNDS					
Total funds brought forward		84,199	243,142	327,341	342,666
TOTAL FUNDS CARRIED FORWARD		64,025	237,222	301,247	327,341
TOTAL FUNDS CARRIED FURWARD		04,020	231,222	301,241	321,341

### BALANCE SHEET 31 MARCH 2020

FIXED ASSETS Tangible assets	Notes 8	Unrestricted funds £	Restricted fund £	31.3.20 Total funds £ 249,507	31.3.19 Total funds £ 259,506
CURRENT ASSETS Stocks Debtors Cash at bank and in hand	9 10	119 4,369 50,348	- - -	119 4,369 50,348	265 4,709 91,517
CREDITORS Amounts falling due within one year	11	(3,096)	- -	54,836 (3,096)	96,491 (28,656)
NET CURRENT ASSETS		51,740	<del></del>	51,740	67,835
TOTAL ASSETS LESS CURRENT LIABILITIES		64,025	237,222	301,247	327,341
NET ASSETS		64,025	237,222	301,247	327,341
FUNDS Unrestricted funds Restricted funds	12			64,025 237,222	84,199 243,142
TOTAL FUNDS				301,247	327,341

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) 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 surplus or deficit 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.

# BALANCE SHEET - continued 31 MARCH 2020

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 2 October 2020 and were signed on its behalf by:

Miss S D Swinton - Trustee

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

### 1. ACCOUNTING POLICIES

#### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

#### Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Long leasehold - 2% on cost

Office equipment - 25% on reducing balance Fixtures and fittings - 25% on reducing balance Play area equipment - 25% on reducing balance

### Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

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# NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2020

### 2. OTHER TRADING ACTIVITIES

		31.3.20 £	31.3.19 £
	Fundraising events	2,657	3,706
	Food sales	8,946	15,118
	Trips and other activities	1,403	1,315
	Group fees	<u>758</u>	721
		13,764	20,860
3.	INVESTMENT INCOME		
		31.3.20 £	31.3.19 £
	Hire of building	22,734	33,105
	Deposit account interest	121	141
		22,855	33,246
4	NET INCOME//EVDENDITUDE\		
4.	NET INCOME/(EXPENDITURE)		
	Net income/(expenditure) is stated after charging/(crediting):		

Net income/(expenditure) is stated after charging/(crediting):

	31.3.20	31.3.19
	£	£
Depreciation - owned assets	9,999	11,380

### 5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2020 nor for the year ended 31 March 2019.

### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2020 nor for the year ended 31 March 2019.

### 6. STAFF COSTS

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

Administration Support	31.3.20 1 5	31.3.19 1 5
	6	6

No employees received emoluments in excess of £60,000.

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# NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2020

	7.	COMPARATIVES FOR THE STATEMENT OF FINANCIAL	<b>ACTIVITIES</b>
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		017(1211121(1		Unrestricted funds	Restricted fund £	Total funds £
	INCOME AND ENDOWMEN	TS FROM		~	~	~
	Donations and legacies			55,522	-	55,522
	Other trading activities			20,860	-	20,860
	Investment income			33,246		33,246
	Total			109,628	-	109,628
	EXPENDITURE ON					
	Raising funds			12,401	-	12,401
	Charitable activities Playground			106,633	5,919	112,552
	Total			119,034	5,919	124,953
	NET INCOME/(EXPENDITU	RE)		(9,406)	(5,919)	(15,325)
	RECONCILIATION OF FUNI	DS				
	Total funds brought forwar	d		93,605	249,061	342,666
	TOTAL FUNDS CARRIED F	ORWARD		84,199	243,142	327,341
8.	TANGIBLE FIXED ASSETS					
		Long leasehold £	Office equipment £	Fixtures and fittings £	Play area equipment £	Totals £
	COST					
	At 1 April 2019 and 31 March 2020	295,997	8,039	28,103	47,349	379,488
	DEPRECIATION					
	At 1 April 2019	52,855	6,454	21,403	39,270	119,982
	Charge for year	5,920	<u>393</u>	1,669	2,017	9,999
	At 31 March 2020	58,775	6,847	23,072	41,287	129,981
	NET BOOK VALUE					
	At 31 March 2020	237,222	<u>1,192</u>	5,031	6,062	249,507
	At 31 March 2019	243,142	1,585	6,700	8,079	259,506

Property assets of the Company are included at the cost of acquisition less accumulated depreciation.

They principally comprise the main operating base in purpose built premises on a leasehold site, subject to restrictions of its use to the current purpose.

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# NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2020

### 8. TANGIBLE FIXED ASSETS - continued

Therefore, the property should not be viewed as an asset which could be liquidated in sale or used as security for borrowing.

9.	STOCKS		31.3.20	31.3.19
	Stocks		£ 119	£ 
10.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	R	31.3.20	31.3.19
	Trade debtors Prepayments and accrued income		£ - 4,369	£ 360 4,349
			4,369	4,709
11.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YE	AR	31.3.20	31.3.19
	Trade creditors Social security and other taxes Other creditors Accruals and deferred income		£ 857 1,469 59 711	£ 181 1,313 34 27,128
			3,096	28,656
12.	MOVEMENT IN FUNDS		Net	
		At 1.4.19 £	movement in funds £	At 31.3.20 £
	Unrestricted funds General fund	84,199	(20,174)	64,025
	Restricted funds Property	243,142	(5,920)	237,222
	TOTAL FUNDS	327,341	(26,094)	301,247

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# NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2020

### 12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds General fund	121,474	(141,648)	(20,174)
Restricted funds Property	_	(5,920)	(5,920)
TOTAL FUNDS	121,474	<u>(147,568</u> )	(26,094)
Comparatives for movement in funds			
	At 1.4.18 £	Net movement in funds £	At 31.3.19 £
Unrestricted funds General fund	93,605	(9,406)	84,199
Restricted funds Property	249,061	(5,919)	243,142
TOTAL FUNDS	342,666	(15,325)	327,341
Comparative net movement in funds, included in the above	e are as follows	:	
	Incoming resources £	Resources expended £	Movement in funds
Unrestricted funds General fund	109,628	(119,034)	(9,406)
Restricted funds Property	-	(5,919)	(5,919)
TOTAL FUNDS	109,628	(124,953)	(15,325)

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# NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 MARCH 2020

### 12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.18 £	Net movement in funds £	At 31.3.20 £
Unrestricted funds General fund	93,605	(29,580)	64,025
Restricted funds Property	249,061	(11,839)	237,222
TOTAL FUNDS	342,666	(41,419)	301,247

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended £	Movement in funds £
Unrestricted funds General fund	231,102	(260,682)	(29,580)
Restricted funds Property	-	(11,839)	(11,839)
TOTAL FUNDS	231,102	(272,521)	(41,419)

As detailed in note 7 the property assets of the Company are considered to be subject to restrictions of their use other to their current purpose.

The trustees therefore consider that the net value of these property assets should be designated as a restricted fund. This has therefore been shown as a separate item in the financial statements.

### 13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2020.

# DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

	FOR THE TEAR ENDED 31 MARCH 2020	31.3.20 £	31.3.19 £
INCOME AND ENDOWMENTS	5		
Donations and legacies Donations Grant - WLDC Grant - Bags of Change Tesco Grant - Lincolnshire Playing Fie		2,259 15,000 -	5,334 15,000 2,000
Association Grant - Children in Need Grant - High Sheriff's Fund Grant - Garfield Weston Found Grant - Thonock Trust		37,156 3,500 26,230	396 26,298 - 4,770 750
Grant - WLDC Match Funding Grant - Other		710 	974
		84,855	55,522
Other trading activities Fundraising events Food sales Trips and other activities Group fees		2,657 8,946 1,403 758	3,706 15,118 1,315 721
		13,764	20,860
Investment income Hire of building Deposit account interest		22,734 121	33,105 141
		22,855	33,246
Total incoming resources		121,474	109,628
EXPENDITURE			
Other trading activities Food purchases Activity costs Fundraising expenses		5,004 3,061 314	6,149 5,908 344
		8,379	12,401
Support costs Management Support staff wages Pensions Rates and water Insurance Light and heat Carried forward		44,154 590 1,803 3,830 1,940 52,317	40,513 821 1,459 3,785 4,460 51,038

# DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2020

	31.3.20 £	31.3.19 £
Management	L	L
Brought forward	52,317	51,038
Telephone	431	436
Postage and stationery	917	972
Board management costs	1,272	136
Property repairs	34,062	9,034
Maintenance charges	1,104	1,190
Cleaning	1,208	1,531
Subscriptions	2,919	3,055
Training	701	733
Mileage and travel	415	282
Sundry costs	728	90
Long leasehold	5,920	5,919
Plant and machinery	393	531
Fixtures and fittings	1,669	2,236
Computer equipment	2,017	2,695
	106,073	79,878
Finance		
Administration wages	32,478	32,036
, tarrimotration wages	02,170	02,000
Governance costs		
Accountancy fees	570	570
Professional fees	68	68
	638	638
Total resources expended	147,568	124,953
Net expenditure	(26,094)	(15,325)