

WYEPLAY

(Charitable Incorporated Organisation)

REPORT AND FINANCIAL STATEMENTS

PERIOD ENDED 31st May 2020

Charity Number: 1178476

INDEX TO THE FINANCIAL STATEMENTS

| | Pages |
|-------------------------------------|--------|
| Report of the Trustees | 1 – 4 |
| Report of the Independent Examiners | 5 |
| Statement of Financial Activities | 6 |
| Balance Sheet | 7 |
| Notes to the Financial Statements | 8 – 11 |

WYEPLAY

REPORT OF THE TRUSTEES FOR THE PERIOD ENDED 31st May 2020

The trustees present their report and financial statements for the period ending 31st May 2020.

Reference and Administrative Information

Charity Name: Wyeplay

Charity Registered Number: 1178476

Registered Office: Lakeside
Three Ashes
Hereford
HR2 8LZ

Trustees: Graham Feeney (Treasurer) (appointed 20th August 2019)
Susannah Jones (Chair)
Katherine Mead (Secretary)
Davina Diamond
Jody Hyndman
Zoe Williams
Robert Harris (resigned 15th July 2019)

Independent Examiner: Kings Accountancy Limited
Suite 2 Offices
Cantilupe Road
Ross on Wye
HR9 7AN

WYEPLAY

Structure, Governance and Management

The Trustees present their report and financial statements for the period ended 31st May 2020.

Governing Document

The charity is a Charitable Incorporated Organisation (CIO), incorporated on 8th May 2018. It is governed by a Constitution of a CIO whose only voting members are its charity trustees

The charity is registered under the Charity Commission, reference number 1178476.

Appointment of Trustees

Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

Trustees Induction and Training

The charity trustees will make available to each new charity trustee, on or before his or her first appointment:

- (a) a copy of the current version of this constitution; and
- (b) a copy of the CIO's latest Trustees' Annual Report and statement of accounts.

Organisational Structure

Wyeplay is managed by the 6 trustees listed on page 1 of these accounts. The minimum number of trustees required is 3 and the maximum number is 8. A Chair is appointed by the trustees to manage the day-to-day operations of the charity.

Risk Management

The major risks to which the charity are exposed, as identified by the trustees, have been reviewed and systems have been established to mitigate those risks.

Objectives and Activities

The objects of the organisation is to promote for the benefit of the inhabitants of Herefordshire and the surrounding area the provision of facilities for recreation or other leisure time occupation of children up to the age of 5 who have need of such facilities by reason of their youth, infirmity or disablement, financial hardship or social and economic circumstances in the interests of social welfare and with the object of improving their conditions of life, by the provision of soft-play facilities.

How our activities deliver public benefit

The Trustees have had regard to Charity Commission guidance on public benefit. We deliver public benefit via providing soft-play sessions for the use of inhabitants of Herefordshire, in the interests of social welfare and with the object of improving the conditions of life for users.

WYEPLAY

Achievements and Performance

Wyeplay has set up 4 soft play sessions in Herefordshire per week starting on 18th June 2018.

Each week the sessions have had a theme and the addition of a craft table has also proved popular, alongside the soft play, story and snack time.

There were less sessions this year and therefore lower takings due to the effect of Covid-19 and the closure of sessions from 17th March 2020 until after the year end.

Financial Review

The net outgoing resources for the period amounted to £7,961 (2019 net incoming resources £25,645) comprising of a current period deficit on unrestricted funds of £2,860 and deficit on restricted funds of £5,101 after transfers between funds.

The principal sources of funding were Grants and Donations £13,312 and takings from the sessions £6,449.

Reserves Policy

It is the policy of the charity to maintain unrestricted funds which are free reserves of the charity, at a level which equates to approximately six months total expenditure. Unrestricted funds have remained above this level throughout the year.

Investment Powers and Policy

Under the constitution, the charity has the power to invest monies not immediately required for its purpose in or upon such investments, securities, or property as may be thought fit. No such investments have been made during the year.

Responsibilities of the Trustees

Law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principals in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards and statements of recommended practice 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 presume that the charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that 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 Charities Act 2011. 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 charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The charity trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO. It is the duty of each charity trustee:

- (a) to exercise his or her powers and to perform his or her functions in his or her capacity as a trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO; and
- (b) to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to:
 - (i) any special knowledge or experience that he or she has or holds himself or herself out as having; and,
 - (ii) if he or she acts as a charity trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

Approved by the Council of Trustees on 26th March 2021 and signed on its behalf by:

Graham Feeney (Treasurer)

Susannah Jones (Chair)

WYEPLAY

Independent Examiners Report for the Period Ended 31st May 2020

Independent examiner's report to the Trustees of WyePlay

I report on the accounts of the charity for the period ended 31st May 2020, which are set out on pages 6 to 11.

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 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 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, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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 statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

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

Mrs Michelle Kings
For and on behalf of
Kings Accountancy Ltd
Chartered Accountants
Suite 2 Offices
Cantilupe Road
Ross-on-Wye
Herefordshire
HR9 7AN

Date: 26th March 2021

WYEPLAY

Consolidated statement of financial activities (including income and expenditure account) For the period ended 31st May 2020

| | | UNRESTRICTED FUNDS | RESTRICTED FUNDS | 31/05/2020 TOTAL FUNDS | 31/05/2019 TOTAL FUNDS |
|---|-------|-----------------------|---------------------|------------------------------|------------------------------|
| | NOTES | £ | £ | | |
| Incoming Resources | | | | | |
| Incoming resources from charitable activities | | | | | |
| Takings | | 6,449 | - | 6,449 | 9,017 |
| Incoming resources from generated funds | | | | | |
| Voluntary income: | | | | | |
| Donations and grants | 2 | 13,312 | - | 13,312 | 42,029 |
| Activities for generating funds: | | | | | |
| Fundraising | | 1,057 | - | 1,057 | 550 |
| Total Incoming Resources | | <u>20,818</u> | <u>-</u> | <u>20,818</u> | <u>51,596</u> |
| Resources Expended | | | | | |
| Costs of generating funds: | | | | | |
| Fundraising | | - | - | - | - |
| Charitable activities | 3 | 26,228 | 2,101 | 28,329 | 25,501 |
| Governance costs | | 450 | - | 450 | 450 |
| Total Resources Expended | | <u>26,678</u> | <u>2,101</u> | <u>28,779</u> | <u>25,951</u> |
| Net Incoming Resources | | | | | |
| Before Transfers | | | | | |
| (net income for the period) | | (5,860) | (2,101) | (7,961) | 25,645 |
| Gross transfers between funds | 4 | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| Net incoming/ (outgoing) resources before other recognised gains/ losses | | (5,860) | (2,101) | (7,961) | 25,645 |
| Other recognised gains/losses | | | | | |
| Other gains/ (losses) | | <u>3,000</u> | <u>(3,000)</u> | <u>-</u> | <u>-</u> |
| Net movement in funds | | <u>(2,860)</u> | <u>(5,101)</u> | <u>(7,961)</u> | <u>25,645</u> |
| Balances brought forward | | <u>20,309</u> | <u>5,336</u> | <u>25,645</u> | <u>-</u> |
| Balances carried forward at 31st May 2020 | | <u>17,449</u> | <u>235</u> | <u>17,684</u> | <u>25,645</u> |
| | | - | - | | |

The notes on pages 8 to 11 form part of these financial statements.

The results for the period derive from continuing activities and there are no other gains and losses recognised in the period.

WYEPLAY

Balance sheet as at 31st May 2020

| | | 31st May 2020 | 31st May 2019 |
|--|-------|---------------|---------------|
| | | | £ |
| | Notes | | £ |
| Fixed assets | | | |
| Tangible assets | 7 | 5,450 | 7,641 |
| Current assets | | | |
| Debtors | 8 | - | 1,327 |
| Cash at bank and in hand | | 13,039 | 17,127 |
| | | <u>13,039</u> | <u>18,454</u> |
| Creditors: | | | |
| Amounts falling due within one year | 9 | <u>(805)</u> | <u>(450)</u> |
| Net current assets | | <u>12,234</u> | <u>18,004</u> |
| Total assets less current liabilities | | <u>17,684</u> | <u>25,645</u> |
| Capital and reserves | | | |
| General Reserves | | | |
| - Unrestricted Funds | 10 | 17,449 | 20,309 |
| - Designated Funds | 10 | - | - |
| Restricted Funds | 10 | 235 | 5,336 |
| | | <u>17,684</u> | <u>25,645</u> |

Approved by the Council of Trustees on 26th March 2021 and signed on its behalf by

Graham Feeney (Treasurer)

Susannah Jones (Chair)

The notes on pages 8 to 11 form part of these financial statements

WYEPLAY

NOTES TO THE FINANCIAL STATEMENTS for the period ended 31st May 2020

1. ACCOUNTING POLICIES

1.1 Basis of preparation

The financial statements have been prepared in accordance with the Charities SORP (FRSSE) 'Accounting and reporting by charities: statement of Recommended Practice' applicable to the charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller entities (effective January 2015).

1.2 Incoming Resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Where donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until these periods.

1.3 Resources Expended and Allocation of Costs

Resources expended are included in the SOFA on an accruals basis, inclusive of irrecoverable VAT.

- Costs of generating funds comprise the costs associated with generating fundraising income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource.

1.4 Fixed Assets

Fixed assets are stated at cost less accumulated depreciation. Motor vehicles are depreciated over 4 years on a straight line basis. All other fixed assets are depreciated over 5 years on a straight line basis.

1.5 Fund Accounting

Restricted funds are to be used for specific purposes laid down by the donor. Expenditure which meets these criteria is allocated against the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

1.6 Realised Gains and Losses

All gains and losses are taken to the statement of financial activities as they arise.

WYEPLAY

NOTES TO THE FINANCIAL STATEMENTS for the Period Ended 31st May 2020 /continued

2. VOLUNTARY INCOME

| | Unrestricted | Restricted | 2020 Total | 2019 Total |
|------------------------------------|---------------|------------|---------------|---------------|
| | £ | £ | £ | £ |
| Jumpstart Kidz – bank transfer | - | - | - | 12,975 |
| Jumpstart Kidz – assets transfer | - | - | - | 8,500 |
| Wye Commercials donation | - | - | - | 1,000 |
| E F Bulmer Fund | 4,000 | - | 4,000 | 6,000 |
| Eveson Charitable Trust | 4,000 | - | 4,000 | 4,000 |
| Co-op Community Fund | - | - | - | 250 |
| John Middlemore Trust | - | - | - | 2,535 |
| Megabounce | - | - | - | 100 |
| Allpay | - | - | - | 250 |
| Herefordshire Community Foundation | - | - | - | 1,485 |
| Ross Lions | - | - | - | 200 |
| Version 1 Community Fund | - | - | - | 850 |
| Woodward Trust | - | - | - | 250 |
| Rowlands Trust | - | - | - | 3,000 |
| Asda donations | 400 | - | 400 | - |
| Baron Davenport | 500 | - | 500 | - |
| DMF Ellis | 2,000 | - | 2,000 | - |
| HMRC furlough claim | 1,862 | - | 1,862 | - |
| Other donations | 550 | - | 550 | 634 |
| | <u>13,312</u> | <u>-</u> | <u>13,312</u> | <u>42,029</u> |

3. ANALYSIS OF CHARITABLE EXPENDITURE

| | Unrestricted 31 st May 2020 | Restricted 31 st May 2020 | Total 2020 | Total 2019 |
|---|---|---|---------------|---------------|
| | £ | £ | £ | £ |
| Insurance | 565 | - | 565 | 559 |
| Hall hire | 2,595 | 1,858 | 4,453 | 4,298 |
| Depreciation | 2,191 | - | 2,191 | 2,191 |
| Staff wages | 16,283 | - | 16,283 | 14,432 |
| Storage | 1,352 | - | 1,352 | 818 |
| Motor costs | 1,749 | - | 1,749 | 1,589 |
| General expenses - crafts, refreshments etc. | 446 | 243 | 689 | 1,322 |
| Printing, post & stationery | 262 | - | 262 | 147 |
| Telephone | 48 | - | 48 | - |
| Website | 737 | - | 737 | 145 |
| | <u>26,228</u> | <u>2,101</u> | <u>28,329</u> | <u>25,501</u> |

4. TRANSFERS BETWEEN FUNDS

£3,000 was transferred from restricted to unrestricted reserves as the Rowlands Trust agreed that the £3,000 received for a new van could be used towards running costs.

5. STAFF COSTS

| | 2020 £ | 2020 £ |
|------------------------------|---------------|---------------|
| Salaries | 16,283 | 14,432 |
| Employers National Insurance | - | - |
| Pension contributions | - | - |
| | <u>16,283</u> | <u>14,432</u> |

The average number of employees during the period was 3.

WYEPLAY

NOTES TO THE FINANCIAL STATEMENTS for the Period Ended 31st May 2020 /cont

6. TRUSTEES REMUNERATION AND RELATED PARTY TRANSACTIONS

No payments were made to Trustees, other than reimbursement of actual costs incurred.

7. TANGIBLE FIXED ASSETS

| | Motor Vehicles | Equipment | Total |
|---------------------------------|---------------------------|------------------|--------------|
| | £ | £ | £ |
| COST: | | | |
| As at 1 st June 2019 | 4,500 | 5,332 | 9,832 |
| Additions | - | - | - |
| Disposals | - | - | - |
| As at 31st May 2020 | <u>4,500</u> | <u>5,332</u> | <u>9,832</u> |
| DEPRECIATION | | | |
| As at 1 st June 2019 | 1,125 | 1,066 | 2,191 |
| Charge for Period | 1,125 | 1,066 | 2,191 |
| Disposals | - | - | - |
| As at 31st May 2020 | <u>2,250</u> | <u>2,132</u> | <u>4,382</u> |
| NET BOOK VALUE | | | |
| As at 31 st May 2019 | <u>3,375</u> | <u>4,266</u> | <u>7,641</u> |
| As at 31st May 2020 | <u>2,250</u> | <u>3,200</u> | <u>5,450</u> |

8. DEBTORS

| | 31st May 2020 | 31st May 2019 |
|-------------|--------------------------|--------------------------|
| | £ | £ |
| Prepayments | - | 1,327 |
| | <u>-</u> | <u>1,327</u> |

9. CREDITORS

| | 31st May 2020 | 31st May 2019 |
|------------------|--------------------------|--------------------------|
| | £ | £ |
| Trade creditors | 355 | - |
| Accrued expenses | 450 | 450 |
| | <u>805</u> | <u>450</u> |

WYEPLAY

NOTES TO THE FINANCIAL STATEMENTS for the Period Ended 31st May 2020 /cont.

10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

| | Unrestricted Funds | Designated Funds | Restricted Funds | Total Funds |
|------------------------------------|-----------------------|---------------------|---------------------|----------------|
| | £ | £ | £ | £ |
| Tangible fixed assets | 5,450 | - | - | 5,450 |
| Current assets | 12,804 | - | 235 | 13,039 |
| Current liabilities | (805) | - | - | (805) |
| Net assets at 31st May 2020 | 17,449 | - | 235 | 17,684 |

11. MOVEMENTS IN FUNDS

| | At 31/05/19 | Incoming Resources (including gains) | Outgoing Resources (including losses) | Transfers | At 31/05/20 |
|---------------------------------------|----------------|---|--|----------------|----------------|
| | £ | £ | £ | £ | £ |
| Restricted funds | | | | | |
| Co-op Community Fund | 125 | - | (125) | - | - |
| John Middlemore Trust | 1,729 | - | (1,729) | - | - |
| Herefordshire Community Foundation | 153 | - | - | - | 153 |
| Ross Lions | | | | | |
| Version 1 Community Fund | 200 | - | (118) | - | 82 |
| | 129 | - | (129) | - | - |
| Rowlands Trust | 3,000 | - | - | (3,000) | - |
| | <u>5,336</u> | <u>-</u> | <u>(2,101)</u> | <u>(3,000)</u> | <u>235</u> |
| Unrestricted funds | | | | | |
| - general | 20,309 | 20,818 | (26,678) | 3,000 | 17,449 |
| - designated | - | - | - | - | - |

Purposes of restricted funds

Co-op Community Fund – this was received towards the cost of craft materials for sessions. £125 had been spent last year and the remaining £125 was spent in 2019/20.

John Middlemore Trust – this grant was received towards the cost of hall hire at the Tudorville & District Community Centre and The Venue. £806 had been spent in 2018/19 and the remaining £1,729 was spent in 2019/20.

Herefordshire Community Foundation - this grant was received to purchase new mats which have been purchased during the year, although the actual cost was slightly less than the grant received hence the balance carried forward.

Ross Lions – £200 was received towards the cost of a ball pit which has not been purchased due to storage issues. However, £118 has been spent on a parachute this year and £82 has been carried forward to be spent in 2020/21.

Version 1 Community Fund – £850 was received towards the cost of hall hire at Bishopswood Village Hall, the £129 not spent by 31st May 2019 was spent in 2019/20.

Rowlands Trust – £3,000 was received towards the cost of a new van in the previous year. However, the Rowlands Trust have agreed that this can be used towards running costs so this has been transferred to unrestricted reserves.