



Springboard Chippenham

Charity No: 1010231

Annual report
2020-2021

Maximising Ability: Minimising Disability



CHAIRMAN'S STATEMENT



What a year! Whilst there will hopefully never be a year like 2020 again, we have a lot to reflect on and be grateful for.

It was a particularly difficult time for families with children with additional needs. I am always amazed by the way our families cope with everything life throws at them, which is truly inspiring.

Activities and achievements for the last year

This year has been particularly difficult, however despite the restrictions, Springboard has continued to work hard for the benefit of its families and has remained open to children throughout the pandemic.

There have been several achievements to note, including our first virtual fundraising event: Rosie's Rainbow Virtual Run & Ride which raised over £7k and our first ever Crowdfunding campaign was launched to raise funds to transform the outdoor play area. Fundraising for the larger garden project is still on-going but over £50k has been raised in total, which is incredible!

Our greatest achievement of the year must be our business approach strategies. As soon as restrictions were imposed, Springboard complied and cancelled its planned fundraising events. The management team reviewed and decreased the planned budget, adapted services, and responded proactively moving some activities and support to online. Despite the intense competition, Springboard successfully secured £147k of grant funding from 21 different sources. This achievement not only ensured the survival of Springboard during the pandemic, but also provided a platform for the charity to build upon in the next financial year.

Looking at the future

The regulations enforced during the pandemic, are impacting on:

- our youngest children aged 2 and below, who have had little social interaction with their peers, which we know is impacting on language development.
- children not been able to attend other settings (dual placements). Transitions are carefully planned to ensure children start / or returning to settings successfully.
- parents needing more support.
- there has been an increase in referrals and services needed, impacting on the co-ordination of services.

With these needs identified, Springboard can plan, adapt, and respond to the current demands.

CHAIRMAN'S STATEMENT CONTINUED

Conclusion

This past year has been challenging for everyone. However, as a charity we have adapted and survived. We are indebted to the ongoing support and encouragement from our patron, Lady Lansdowne, The Marchioness of Lansdowne .

I would personally like to take this opportunity to thank the management team, solid leadership from Jane Boulton, the grant application team of Anne Farrell and Sarah Parkes, coupled with the resilience and fortitude of all our staff, Springboard has been able, thus far, to weather the Covid storm.

And finally, to all who have dug deep to ensure our safe passage through these uncharted waters and for making my second year as Chairman easier than it might otherwise have been, I offer my sincere gratitude.



PAUL TURNER

Chair



SUCCESSSES



On-line firsts!

Springboard adapted and responded to the government restrictions and held its first ever virtual fundraising event: Rosie's Rainbow Virtual Run and Ride, raising over £7k, which is a staggering achievement. The event gained some new supporters as well as attracting our existing donors to take up the challenge .

In March, Springboard launched its first Crowdfunder campaign to raise money to transform the outdoor play-area. Springboard had been looking at the possibility of Crowdfunding and the play-area project seemed to align perfectly to the online platform. The campaign was part of a larger project, which has raised in excess of £50k. Again this is a remarkable accomplishment. The Crowdfunder gained online social media support and engaged with local businesses, past families and supporters.

The work has now been completed, news of the installation will follow in next years report.

Business Strategy

The financial impact of Covid 19 was felt immediately with the loss of planned income. This was due to the cancellation of arranged fundraising events. Springboard took a deliberately cautious approach, by reducing expenditure and monitoring cash flow. Adding to the gravity of the situation, was the decision taken in the preceding year to reduce the reserves of the charity. The primary focus had to be on survival and sustainability. The approach was proactive and multiple applications were made for grant funding. The majority of of which were successful , creating a vital life line securing the future of Springboard in the short term.

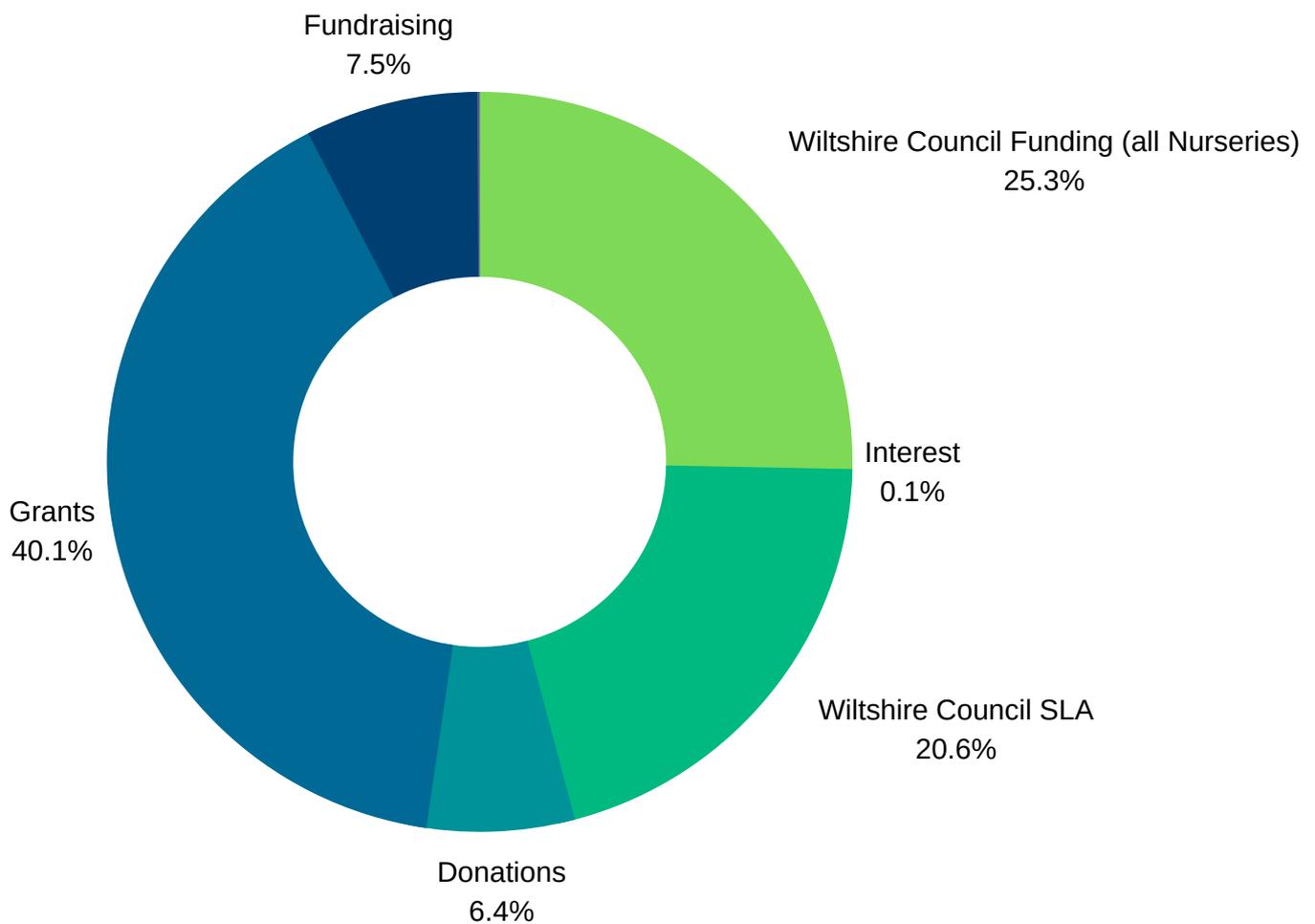
The reduction in fundraising income prompted Springboard to identifying alternative funding streams. One of which has been with local schools and preschools, many of whom hold mufti days in support of national charities. Springboard is actively in conversation with local schools, asking for their assistance to support Springboard, as a local charity. Dates have been planned for the Chippenham Primary schools to hold mufti days and we look to liaise with other schools across our whole catchment area.

Springboard has continued to review and adapt the provision and services . Offering on-line sessions for those who could not attend due to shielding or Government restrictions.

Although Springboard is a charity, we are proud of the business approach taken during the pandemic, which has secured a positive outcome. The momentum will continue with reviews of unit costs and the services we offer, to ensure Springboard can remain open to support the children and families in the future.

FINANCIAL OVERVIEW

Income 2020-2021 £366,714

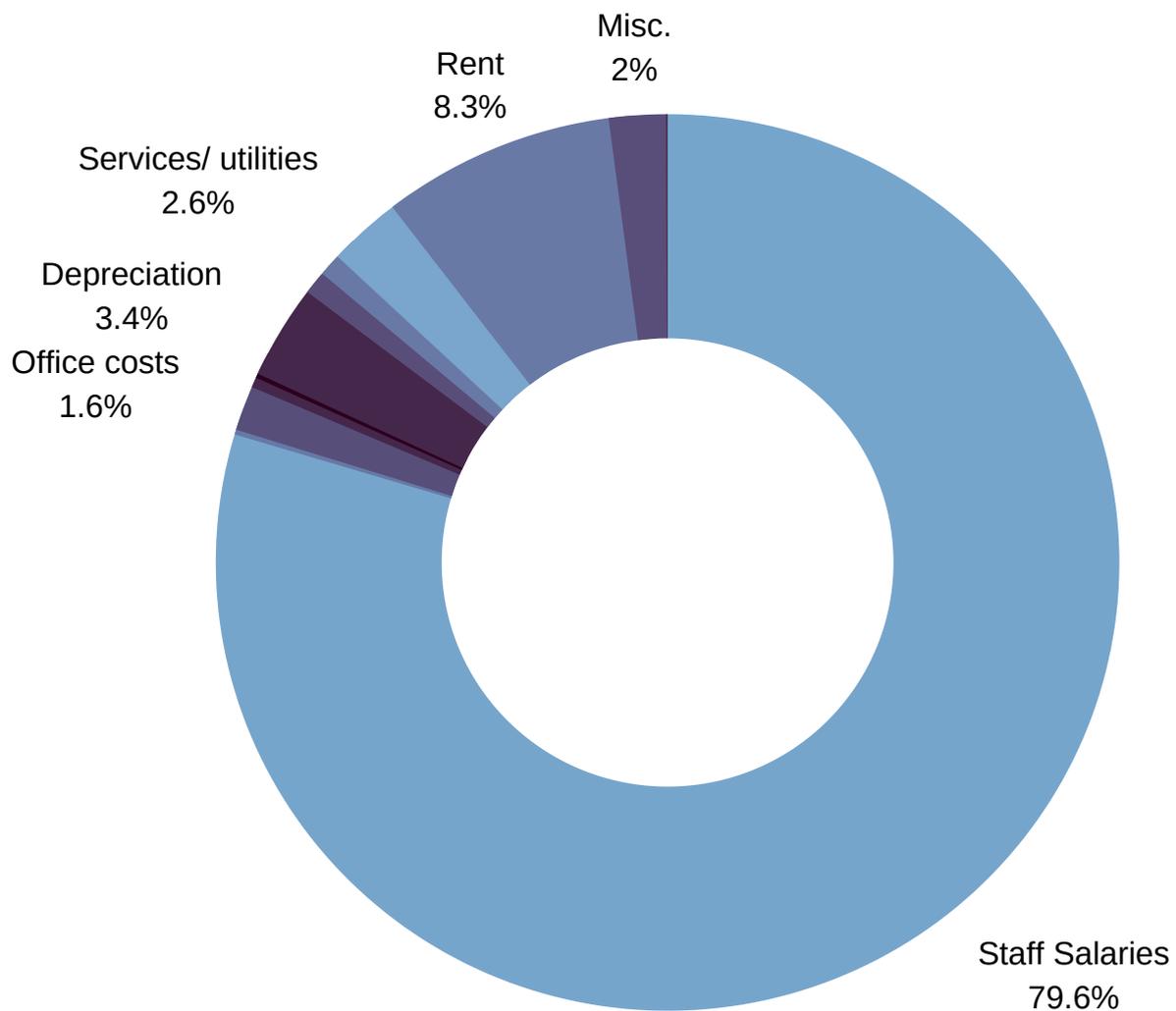


The Income received during this financial year shows a dramatically different profile from previous years. This was largely due to the reduced income received from fewer fundraising events and the approach to concentrate on grant applications resulting in the highest ever amount awarded.

Springboard receives funding from a Service Level Agreement (SLA) Wiltshire Council. The SLA funding is in addition to the funding which all pre-schools can access (Early Years Entitlement, Disability Access Fund and Early Years Pupil Premium). Both funding streams total 55.6% of our income for 2019-2020.

FINANCIAL OVERVIEW

Expenditure 2020-2021 £281,405



Staff salaries are our largest item of expense. This is primarily due to our high staff to child ratio, which is usually 1 member of staff to 2 children, but occasionally can be 1:1 (one member of staff to one child). This high level of staffing enables Springboard to deliver specialist support.



THE YEAR IN NUMBERS

16,424 hours supporting our children and their families.

91.4p in every pound goes directly on charitable activities

41 Referrals received

32 Children came to activities during the holidays

11,970 hours of pre-school time available for 2-5 year olds

£1,035 the cost per day, to run Springboard.

38 Children and 26 Dads/ male carers attended Saturdads

£147,000 successfully awarded from 21 different Grant funders

LOOKING AT 2021-22



Demand

Referrals

The number of referrals being made to Springboard has increased exponentially over the past few months. Based on a comparable time period last year, the increase is **1050%**. The impact of lockdown and the closure of some services, remote working have all contributed to the influx of referrals and the demand for placements at Springboard. Unfortunately, Springboard is limited to the number of children we can physically support on site due to space and capacity. However, Springboard always tries to respond and adapt to need: e.g when there was an increase in numbers of under 2's needing a place, an additional stay and play session was added.

However, for children whom placements cannot be offered straight away, support will be provided to their families in the form of workshops, (communication strategies including visuals (the use of picture cards) and Makaton, sign language), Saturdads (monthly Saturday session for male carers), and Playdates (activities during the school holidays).

Sustainability

Springboard have reviewed all expenditure and reduced its budget, resulting in a fundraising target of £130k. Whilst this has been reduced from last year, it is still a mountain to climb in the current economic climate. Springboard will continue to look at our business models and all income streams, this year, collaborations with local schools are being explored.

Currently, 26% of our funding will come from the local authority, a further 29% comes from funding streams all nurseries and pre-schools can access. The remaining 45% needs to be raised by us as a charity.

Similarly to last year, additional applications have been made to secure grant funding to compensate for the fundraising events we have not been able to hold as planned.

Springboard increased the charities operating reserves from £95,000 to £145,000 which is approximately 6 months running costs. This is in line with the Charities Commission recommendations. The reserves will provide Springboard with a more secure foundation than before, when the lower reserves left Springboard more vulnerable during the pandemic.

CONTACT



 **Springboard**

King's Centre, Lodge Road, Chippenham, Wilts, SN15 3SY

Tel: 01249 657145

Charity Number 1010231

Company Number 02698820

www.springboardchippenham.co.uk

Patron: The Marchioness of Lansdowne



Registered with
**FUNDRAISING
REGULATOR**

REGISTERED COMPANY NUMBER: 02698820 (England and Wales)
REGISTERED CHARITY NUMBER: 1010231

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2021
for
Springboard Chippenham

MHA Monahans
Chartered Accountants
14a Forest Gate
Pewsham
Chippenham
Wiltshire
SN15 3RS

Springboard Chippenham

**Contents of the Financial Statements
for the Year Ended 31 March 2021**

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Springboard Chippenham (Registered number: 02698820)

**Report of the Trustees
for the Year Ended 31 March 2021**

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 2021. 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

Main objectives of Springboard

'The objects for which the Company is established are to provide safe and stimulating group play for the advancement and education of children with special needs of pre-school age in North Wiltshire and for the support of the parents, carers and families by the provision of advice and information.'

The main objectives of the charity are set out in its mission statement:-

Springboard Chippenham provides a high quality care and learning environment for young children with additional needs and their families.

This is achieved by:

- Valuing all children as unique
- Working in partnership with parents and professionals to provide timely and appropriate support
- Ensuring that the children access enriched and individualised learning experiences through play
- Developing a professional committed workforce that continues to meet the needs of the children and families
- Creating a sustainable and cost- effective approach to service delivery
- Accessing high levels of fundraising and charitable donations that support the funding from Wiltshire Local Authority

The management committee aims to achieve these objectives by providing high quality facilities and highly trained staff.

Springboard is dedicated to helping pre-school children with special needs to learn through play. It exists to provide a safe and stimulating environment for pre-school children from birth to 5 years old with special needs. Its catchment area is restricted geographically to North Wiltshire.

Strategies to achieve our objectives

Springboard offers in-house pre-school sessions for children from 2-5 years and a stay and play group for parents and carers of children under two years. We also provide support and information for all parents and carers. Additionally, Outreach (where a member of Springboard goes to another setting) and Inreach (where a member of staff from another setting visits Springboard) activities are undertaken to support and advise as appropriate. We help to co-ordinate a range of related agencies who may be involved with the child/family. These include Health Professionals such as nurses and health visitors, Educational Psychologists, Physiotherapists, Occupational Therapists, and Speech and Language Therapists. Our primary aim is to promote positive lifelong outcomes through early support and intervention.

The achievements of the children are assessed through the Early Years Foundation Stage (EYFS) on an individual basis and at regular team around the child review meetings to ensure early support is available, these can include SEN Support Plan meetings. Springboard is rated "Outstanding" by Ofsted.

Springboard provides substantial benefits to children and their families through education, multi-agency working, information, and support and advice services. Local pre-schools and schools benefit from the Outreach/Inreach, and liaison services provided.

Public benefit

In setting plans and priorities, the Trustees of Springboard Chippenham have followed the latest guidelines from the Charity Commission on the provision of public benefit, in accordance with the Charities Act 2011. The Trustees consider how activities align with the objectives and focus on providing the activities which will make the greatest difference to the children and families.

In delivering these activities, Springboard identifies the benefits to the services users and monitors progress to ensure the benefits are accumulating as planned. A cycle of continuous improvement is used to assess performance and to promote positive lifelong outcomes for the children.

Springboard works within a multi- agency context to improve the outcomes for both children and their families, helping children to achieve their full potential. This benefits all of society, in addition to the beneficiaries themselves. By doing this, Springboard meets the public benefit requirement as described in the Charities Act of 2011. The work undertaken is in support of social capital by ensuring that children with disabilities and their families are included in their local communities.

**Report of the Trustees
for the Year Ended 31 March 2021**

OBJECTIVES AND ACTIVITIES

Volunteers

Without the support of many volunteers and helpers Springboard would be unable to provide the service that it does. Volunteers are in short supply but are vital to meeting the objectives of the charity. As a committee we recognise the difficulty of recruiting volunteers and see this as an area for consideration. We are looking at ways, we may be able to recruit more volunteers for the management committee during the next financial year.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Despite the initial impact of Covid-19, there have been some achievements to celebrate:

- Springboard has remained open throughout the pandemic, responding to Government advice, adapting protocols and processes to ensure the safety of both the staff and the service users.
- Adapting our services to provide virtual sessions, meetings, and support, ensuring all our families still received support.
- Applying for grants and securing crucial funding, which replaced lost income from planned fundraising events, which needed to be cancelled to adhere to guidance. Resulting in a surplus for the financial year, which is an extraordinary achievement.
- Launching our first on-line virtual fundraising event and our first Crowdfunding campaign for transforming our outdoor play area.
- Providing two specialist Work Experience placements

Springboard the charity funded:

- Funding towards 68 placements (where children over the age of two attends for up to 5 hours a day without their parents)
- A weekly virtual session for parents with children aged 2 years and under.
- Assisted with some transport costs.
- Playdates (stay and play sessions in non-term time)
- Saturdads (monthly Saturday morning group for 'Dads')
- Workshops for parents and other professionals on the implementation of Makaton and Visuals to aid communication

Impact - what difference does the Service make?

- Springboard offers support to children as soon as possible following referral, whether it is a placement for assessment, full placement or a Stay and Play group or workshops.
- Staff are encouraged to think holistically and about how families can be supported beyond Springboard with other agency support.
- Lead practitioners attend local network and cluster meetings for transitions, the manager attends the Early Years Reference Group, MAF (Multi Agency Forums) is involved in the Family and Child Transformation (FACT) strategy with Wiltshire to remain a professionally informed about the support available. Staff attend the Health and Education Liaison Meetings (HELM) to support the wider inclusion needs of mainstream settings in North Wiltshire.
- The online learning journal and technology enables greater participation from parents. This gives greater transparency about the child's Springboard experiences and their developmental progress.
- Springboard hosts Paediatricians' clinics, this benefits the families as they do not need to travel to appointments and the child is in a familiar setting.
- Springboard consults with service users to evaluate and plan provision.

Springboard uses self-evaluation practice for continuous improvement to plan good practice to promote the positive outcomes for the children.

Staff continue to access training - we now have a staff group with a range of higher-level qualifications within the playroom and business including an Early Years Post Grad, an MA in Childhood and Youth, Hons Degree and Foundation Degree.

Admin staff attend training and forums to develop the business management activities.

Business planning includes the development of services, sustainability, and planning for grant applications/ fundraising.

CHALLENGES

In response to COVID-19 Springboard has had to change operationally at very short notice. The Government enforced a partial closure and Springboard could only offer sessions to children of critical keyworkers or those who were considered vulnerable (if they could not be safely looked after at home). Springboard re-opened to all children in September (although children could not attend another setting in addition to Springboard (dual placements)).

Springboard Chippenham (Registered number: 02698820)

**Report of the Trustees
for the Year Ended 31 March 2021**

Another consequence was the reduced income due to planned fundraising events being cancelled. COVID affected many charities and the Trustees monitored and evaluated all options, to give Springboard the best chance of survival.

Springboard utilised the Government Employment Retention Scheme by furloughing some staff, to help sustainability. Sadly, the position of Community Fundraiser was made redundant.

FINANCIAL REVIEW

Reserves and financial control

After a challenging financial year, the year end accounts show a surplus of £85,309. This figure includes £25,074 of grant money received and now spent on major projects (play area and sensory equipment). This project expenditure has been recorded under fixed assets. Excluding the fixed asset spend, the surplus for the year would have been £60,235.

In light of the statutory funding shortfall in earlier years and based on the current economic climate, the trustees have decided to set aside sufficient funds to cover up to six months operating costs (as recommended by the Charity Commission). This reserve would be used to supplement monthly cash flow shortages. It is the trustees' intention to keep the operating reserve at approximately this level to protect the charity from changes in core cost funding and to cover any potential obligations. This reserve would be used to minimise the impact upon the children during the transition period.

In April 2021, the decision was made to increase the amount Springboard had in its designated operating reserves from £95,000 to £145,000, which is equivalent to just approximately 6 months operating costs.

The trustees took the decision in the year to create a new designated fund that is equivalent to the net book value of fixed assets held by the charity, to help more clearly show the true free reserves of the charity. As result, the £31,867 of general unrestricted funds held at the year end, equates to the free reserves of the charity at this date.

A rolling three-year plan and annual budget are produced for each financial year, against which actual performance is continually monitored.

At the regular meetings of the management committee the performance against budget is discussed, so too is the cash flow for the balance of the year.

Sufficient controls and systems are in place to ensure the security and efficient use of the charity's assets. Additional bank accounts have been opened with a view to keeping savings below £85,000 and therefore try to minimise any future losses if there are future bank collapses.

All trustees give up their time freely and no remuneration was paid in the year. No trustee received any benefit. Trustees can claim out of pocket expenses to be reimbursed at cost price, or alternatively the trustee can choose to donate the cost of the expense to our charity. Expenses are reimbursed as per the policy and guidelines, with a view to accessing volunteers from all backgrounds.

However, as a charity we pay tax as an employer through the national insurance contributions we make.

Springboard utilises a variety of funding streams in order to maintain sustainability, these include fundraising events, donations, grants and a contract with Wiltshire Council. In addition, Springboard, like other nurseries and preschools can claim universal funding such as Early Years Entitlement funding for 3- and 4-year-olds and eligible 2-year-olds. Early Years Pupil Premium (EYPP) and Disability Access Funding (DAF).

Springboard was fortunate to receive a £60k grant, which secured the financial sustainability of the charity through the last financial year and through the fundraising restrictions pandemic.

Overall financial health

The current economic and public sector funding situation is expected to remain challenging for some time to come. The market is increasingly competitive for grant applications and funding.

This financial year has been no exception; however, Springboard not only reached its fundraising target but surpassed it and achieved a surplus. This is a tremendous achievement. The trustees have decided to use the surplus to increase the reserves, to provide a more stable foundation for the charity. The last year has demonstrated 3 months reserves were not sufficient for sustainability.

We have a good record over recent years of being able to increase our income and deliver values and cost-effective services.

Springboard Chippenham (Registered number: 02698820)

**Report of the Trustees
for the Year Ended 31 March 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Legal Status

Springboard is incorporated as a company limited by guarantee and is registered with the Charity Commission as a charity whose purpose is to support pre-school children with special needs and their parents.

In setting our objectives and planning our activities, the trustees have duly considered the Charity Commission's guidance on public benefit.

Organisation

The Charity is managed by a management committee, from this group, a Chairman, Vice Chairman, Treasurer and when appropriate a Company Secretary are chosen. It is governed by its Articles of Association dated July 2013 and by its Memorandum of Association dated September 2013.

The Memorandum of Association set out the charitable purposes for public benefit:-

- to provide safe and stimulating group play for the advancement and education of children with special needs of pre-school age in North Wiltshire and for the support of the parents, carers and families by the provision of advice and information.

Trustees are elected by Members of the Company at the Annual General Meeting. Trustees are appointed for a term of three years, after which they are eligible for re-election for a second term of three years. After two consecutive terms a trustee must re-sign for a minimum period of a year.

All trustees are required to agree to a code of conduct, suitability, and DBS check, to complete an Induction programme and online Safeguarding training. There is a nominated trustee for Safeguarding.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees are responsible for ensuring the charity's assets are safeguarded against unauthorised use or disposition and for ensuring Springboard complies with all the relevant laws and regulations.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02698820 (England and Wales)

Registered Charity number

1010231

Registered office

Kings Rise Centre
Lodge Road
Chippenham
Wiltshire
SN15 3SY

Trustees

Paul Richard Loveday - Treasurer
Paul James Turner - Chair (from 7.11.19)
Elaine Susan Stewart
Aaron Daniel Bewley
Jennifer Ferguson
Jessica Katherine Light
Christopher Terence Nunn (appointed 24.11.20)

Company Secretary

Anne Farrell

Springboard Chippenham (Registered number: 02698820)

Report of the Trustees
for the Year Ended 31 March 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Simon Cooper, FCA
Institute of Chartered Accountants In England & Wales
MHA Monahans
Chartered Accountants
14a Forest Gate
Pewsham
Chippenham
Wiltshire
SN15 3RS

Approved by order of the board of trustees on 16th Sept 2021 and signed on its behalf by:

A Farrell
Anne Farrell - Secretary

**Independent Examiner's Report to the Trustees of
Springboard Chippenham**

Independent examiner's report to the trustees of Springboard Chippenham ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants In England & Wales which is one of the listed bodies.

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:

1. 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
3. 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 Cooper, FCA
Institute of Chartered Accountants In England & Wales
MHA Monahans
Chartered Accountants
14a Forest Gate
Pewsham
Chippenham
Wiltshire
SN15 3RS

Date: 24th September 2021

Springboard Chippenham

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	23,478	-	23,478	21,455
Charitable activities					
Charitable services	5	163,512	151,817	315,329	201,361
Other trading activities	3	27,519	-	27,519	64,928
Investment income	4	388	-	388	564
Total		<u>214,897</u>	<u>151,817</u>	<u>366,714</u>	<u>288,308</u>
EXPENDITURE ON					
Raising funds	6	148	5	153	6,093
Charitable activities					
Charitable services	7	164,017	117,235	281,252	289,059
Total		<u>164,165</u>	<u>117,240</u>	<u>281,405</u>	<u>295,152</u>
NET INCOME/(EXPENDITURE)		<u>50,732</u>	<u>34,577</u>	<u>85,309</u>	<u>(6,844)</u>
Transfers between funds	18	25,878	(25,878)	-	-
Net movement in funds		<u>76,610</u>	<u>8,699</u>	<u>85,309</u>	<u>(6,844)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>140,503</u>	<u>18,672</u>	<u>159,175</u>	<u>166,019</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>217,113</u></u>	<u><u>27,371</u></u>	<u><u>244,484</u></u>	<u><u>159,175</u></u>

The notes form part of these financial statements

Springboard Chippenham (Registered number: 02698820)

Balance Sheet
31 March 2021

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	13	27,579	10,718
CURRENT ASSETS			
Debtors	14	5,855	487
Cash at bank and in hand		215,889	153,411
		<u>221,744</u>	<u>153,898</u>
CREDITORS			
Amounts falling due within one year	15	(4,839)	(5,441)
		<u>216,905</u>	<u>148,457</u>
NET CURRENT ASSETS			
		216,905	148,457
TOTAL ASSETS LESS CURRENT LIABILITIES		244,484	159,175
NET ASSETS		<u>244,484</u>	<u>159,175</u>
FUNDS	18		
Unrestricted funds		217,113	140,503
Restricted funds		27,371	18,672
TOTAL FUNDS		<u>244,484</u>	<u>159,175</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

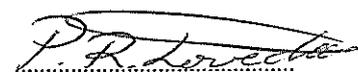
The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its 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.

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 16th Sept 2021 and were signed on its behalf by:


.....
Paul James Turner - Trustee


.....
Paul Richard Loveday - Trustee

The notes form part of these financial statements

Springboard Chippenham

Notes to the Financial Statements **for the Year Ended 31 March 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

Springboard Chippenham is an incorporated charity registered in England and Wales. The principal address of charity is given within the reference and administration details on page 4 of these financial statements. The nature of the charity's operations and principal activities are provided in the Report of the Trustees.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland, the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern. The trustees have considered the ongoing potential impact of the coronavirus Covid-19 pandemic and have concluded that this will not affect the going concern status of the charity.

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.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure. The accommodation and facilities from which the charity operates are provided at a discounted rent, the market value of which has been assessed as £17,250 per annum. Starting September 2019 an annual rent is paid of £5,775 for additional space in the same accommodation and facilities. In accordance with the accounting policies the rent free element has been included as both a donation and an expense.

Income from grants is recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

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.

Springboard Chippenham

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 25% on straight line basis
Computer equipment	- 25% on straight line basis

Financial Instruments

The charity only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the charity and their measurement basis are as follows:

Financial assets - trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 14.

Cash at bank - is classified as a basic financial instrument and is measured at face value.

Financial liabilities - trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost as detailed in note 15. Taxation and social security are not included in the financial instruments disclosure definition.

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Fund accounting

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

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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.

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	3,895	3,111
Gift aid	2,333	1,094
Donated services and facilities	17,250	17,250
	<u>23,478</u>	<u>21,455</u>

Springboard Chippenham

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

3. OTHER TRADING ACTIVITIES		2021	2020
		£	£
Fundraising events		<u>27,519</u>	<u>64,928</u>
4. INVESTMENT INCOME		2021	2020
		£	£
Deposit account interest		<u>388</u>	<u>564</u>
5. INCOME FROM CHARITABLE ACTIVITIES		2021	2020
		£	£
Contractual payments	Activity	75,442	75,442
Grants	Charitable services	239,887	125,919
	Charitable services	<u>315,329</u>	<u>201,361</u>
6. RAISING FUNDS			
Other trading activities		2021	2020
		£	£
Fundraising and publicity		<u>153</u>	<u>6,093</u>
7. CHARITABLE ACTIVITIES COSTS			
		Direct	Support
		Costs	costs (see
		£	note 8)
Charitable services		<u>278,981</u>	<u>2,271</u>
			Totals
			£
			<u>281,252</u>
8. SUPPORT COSTS			
			Governance
			costs
			£
Charitable services			<u>2,271</u>
9. NET INCOME/(EXPENDITURE)			
Net income/(expenditure) is stated after charging/(crediting):			
		2021	2020
		£	£
Depreciation - owned assets		9,549	4,042
Independent examiner's fee		<u>2,271</u>	<u>2,156</u>

Springboard Chippenham

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

11. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	199,850	212,592
Social security costs	9,754	8,352
Other pension costs	11,564	11,971
	<u>221,168</u>	<u>232,915</u>

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

	2021	2020
Number of staff	<u>14</u>	<u>17</u>

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

Key management personnel remuneration

The total amount of employee benefits received by key management personnel is £107,411 (2020: £80,532). The charity considers its key management personnel comprise the trustees and the Manager, Deputy Managers and Business support roles.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	21,455	-	21,455
Charitable activities			
Charitable services	140,794	60,567	201,361
Other trading activities	64,928	-	64,928
Investment income	564	-	564
Total	<u>227,741</u>	<u>60,567</u>	<u>288,308</u>
EXPENDITURE ON			
Raising funds	6,093	-	6,093
Charitable activities			
Charitable services	234,938	54,121	289,059
Total	<u>241,031</u>	<u>54,121</u>	<u>295,152</u>
NET INCOME/(EXPENDITURE)	<u>(13,290)</u>	<u>6,446</u>	<u>(6,844)</u>
Transfers between funds	4,805	(4,805)	-
Net movement in funds	<u>(8,485)</u>	<u>1,641</u>	<u>(6,844)</u>

Springboard Chippenham

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted funds £	Restricted funds £	Total funds £	
RECONCILIATION OF FUNDS				
Total funds brought forward	148,988	17,031	166,019	
TOTAL FUNDS CARRIED FORWARD	<u>140,503</u>	<u>18,672</u>	<u>159,175</u>	
13. TANGIBLE FIXED ASSETS	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2020	91,987	23,732	11,989	127,708
Additions	21,153	-	5,257	26,410
At 31 March 2021	<u>113,140</u>	<u>23,732</u>	<u>17,246</u>	<u>154,118</u>
DEPRECIATION				
At 1 April 2020	84,483	23,732	8,775	116,990
Charge for year	7,164	-	2,385	9,549
At 31 March 2021	<u>91,647</u>	<u>23,732</u>	<u>11,160</u>	<u>126,539</u>
NET BOOK VALUE				
At 31 March 2021	<u>21,493</u>	<u>-</u>	<u>6,086</u>	<u>27,579</u>
At 31 March 2020	<u>7,504</u>	<u>-</u>	<u>3,214</u>	<u>10,718</u>
14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			2021 £	2020 £
Trade debtors			5,855	487
15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR			2021 £	2020 £
Trade creditors			13	354
Social security and other taxes			2,488	2,866
Other creditors			2,338	2,221
			<u>4,839</u>	<u>5,441</u>

Springboard Chippenham

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2021	2020
	£	£
Within one year	7,230	6,502
Between one and five years	25,645	24,191
In more than five years	20,879	25,988
	<u>53,754</u>	<u>56,681</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Fixed assets	27,579	-	27,579	10,718
Current assets	194,373	27,371	221,744	153,898
Current liabilities	(4,839)	-	(4,839)	(5,441)
	<u>217,113</u>	<u>27,371</u>	<u>244,484</u>	<u>159,175</u>

Springboard Chippenham

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

18. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	42,935	51,912	(62,980)	31,867
Designated Fund - Operating Reserve	95,000	-	50,000	145,000
Designated Fund - Xerox	2,568	(1,180)	2,490	3,878
Designated Fund - Outdoor play area	-	-	8,789	8,789
Designated Fund - Fixed assets fund	-	-	27,579	27,579
	<u>140,503</u>	<u>50,732</u>	<u>25,878</u>	<u>217,113</u>
Restricted funds				
Chippenham Town Council	-	1,168	-	1,168
Chippenham Borough Lands (Non-term time)	2,541	(2,541)	-	-
Chippenham Borough Lands - Under 2's	1,500	(1,500)	-	-
Children In Need	1,322	(1,202)	(120)	-
Kington Langley Scarecrows	5	(5)	-	-
Ashdene Trust	5,000	(5,000)	-	-
Wiltshire Community Foundation	-	2,082	-	2,082
St James Place	1,678	(1,678)	-	-
Bark Chippings	51	-	(51)	-
Early Years Pupil Premium (EYPP)	-	407	(407)	-
Disability Access Fund	-	4,920	(4,920)	-
Chippenham Lions	-	900	(362)	538
Weinstock	2,103	(2,103)	-	-
Edward Gostling AA	4,472	(4,472)	-	-
Wiltshire Council PPE	-	565	(56)	509
Groundworks	-	1,500	(1,054)	446
Chippenham Borough Lands - Gazebo	-	5,000	(2,000)	3,000
Chippenham Area Board	-	4,098	(2,000)	2,098
Margaret Lichfield Trust	-	10,679	(5,575)	5,104
Julia Hans Rausing Trust	-	16,000	(4,080)	11,920
Wooden Spoon	-	4,954	(4,954)	-
Playroom Snacks	-	206	-	206
John Williams Heating	-	299	(299)	-
Wiltshire Council Training	-	300	-	300
	<u>18,672</u>	<u>34,577</u>	<u>(25,878)</u>	<u>27,371</u>
TOTAL FUNDS	<u>159,175</u>	<u>85,309</u>	<u>-</u>	<u>244,484</u>

Springboard Chippenham

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

18. 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	214,897	(162,985)	51,912
Designated Fund - Xerox	-	(1,180)	(1,180)
	<u>214,897</u>	<u>(164,165)</u>	<u>50,732</u>
Restricted funds			
Chippenham Town Council	1,960	(792)	1,168
Chippenham Borough Lands (Non-term time)	-	(2,541)	(2,541)
Chippenham Borough Lands - Under 2's	-	(1,500)	(1,500)
Children In Need	2,491	(3,693)	(1,202)
Kington Langley Scarecrows	-	(5)	(5)
Ashdene Trust	-	(5,000)	(5,000)
Wiltshire Community Foundation	4,998	(2,916)	2,082
St James Place	-	(1,678)	(1,678)
Early Years Pupil Premium (EYPP)	407	-	407
Disability Access Fund	6,765	(1,845)	4,920
Chippenham Lions	900	-	900
Weinstock	-	(2,103)	(2,103)
Edward Gostling AA	-	(4,472)	(4,472)
Coronavirus Job Retention Scheme	25,289	(25,289)	-
Covid SSP	796	(796)	-
Wiltshire Council PPE	2,000	(1,435)	565
Groundworks	2,000	(500)	1,500
Children In Need Covid	2,597	(2,597)	-
Chippenham Borough Lands - Gazebo	5,000	-	5,000
Chippenham Area Board	4,098	-	4,098
Margaret Lichfield Trust	10,679	-	10,679
Julia Hans Rausing Trust	60,000	(44,000)	16,000
Garfield Weston	7,500	(7,500)	-
Wooden Spoon	4,954	-	4,954
Playroom Snacks	275	(69)	206
John Williams Heating	808	(509)	299
Wiltshire Council Hardship Grants	8,000	(8,000)	-
Wiltshire Council Training	300	-	300
	<u>151,817</u>	<u>(117,240)</u>	<u>34,577</u>
TOTAL FUNDS	<u>366,714</u>	<u>(281,405)</u>	<u>85,309</u>

Springboard Chippenham

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

18. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	38,988	(13,570)	17,517	42,935
Designated Fund - Operating Reserve	110,000	-	(15,000)	95,000
Designated Fund - Xmas Single	-	93	(93)	-
Designated Fund - Bouncy Costume	-	1,205	(1,205)	-
Designated Fund - Xerox	-	(1,018)	3,586	2,568
	<u>148,988</u>	<u>(13,290)</u>	<u>4,805</u>	<u>140,503</u>
Restricted funds				
Calne Town Council	-	233	(233)	-
The Big Lottery Fund	7,722	(7,722)	-	-
Chippenham Borough Lands (Non-term time)	-	2,541	-	2,541
Chippenham Borough Lands - Playdates	1,023	(1,023)	-	-
Chippenham Borough Lands - Under 2's	-	1,500	-	1,500
Children In Need	-	1,418	(96)	1,322
Kington Langley Scarecrows	80	(75)	-	5
Ashdene Trust	-	5,000	-	5,000
Wiltshire Community Foundation	2,357	(2,357)	-	-
Bath Spa University	819	(819)	-	-
St James Place	-	1,678	-	1,678
Bark Chippings	51	-	-	51
Early Years Pupil Premium (EYPP)	-	424	(424)	-
Santander	1,646	(1,646)	-	-
Weinstock	-	2,103	-	2,103
Edward Gostling AA	-	4,472	-	4,472
Trusthouse Forte	3,333	(3,333)	-	-
Vinci	-	4,052	(4,052)	-
	<u>17,031</u>	<u>6,446</u>	<u>(4,805)</u>	<u>18,672</u>
TOTAL FUNDS	<u><u>166,019</u></u>	<u><u>(6,844)</u></u>	<u><u>-</u></u>	<u><u>159,175</u></u>

Springboard Chippenham

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

18. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	224,961	(238,531)	(13,570)
Designated Fund - Xmas Single	1,575	(1,482)	93
Designated Fund - Bouncy Costume	1,205	-	1,205
Designated Fund - Xerox	-	(1,018)	(1,018)
	<u>227,741</u>	<u>(241,031)</u>	<u>(13,290)</u>
Restricted funds			
Calne Town Council	233	-	233
The Big Lottery Fund	-	(7,722)	(7,722)
Chippenham Borough Lands (Non-term time)	4,616	(2,075)	2,541
Chippenham Borough Lands - Playdates	-	(1,023)	(1,023)
Chippenham Borough Lands - Under 2's	3,000	(1,500)	1,500
Children In Need	9,960	(8,542)	1,418
Kington Langley Scarecrows	220	(295)	(75)
Ashdene Trust	5,350	(350)	5,000
Wiltshire Community Foundation	-	(2,357)	(2,357)
Bath Spa University	-	(819)	(819)
St James Place	2,500	(822)	1,678
Early Years Pupil Premium (EYPP)	987	(563)	424
Sir Jules Thorn	750	(750)	-
Disability Access Fund	18,450	(18,450)	-
Santander	-	(1,646)	(1,646)
Chippenham Lions	300	(300)	-
Weinstock	3,850	(1,747)	2,103
Edward Gostling AA	4,879	(407)	4,472
Trusthouse Forte	-	(3,333)	(3,333)
Diana & Edward Hornby	500	(500)	-
Vinci	4,972	(920)	4,052
	<u>60,567</u>	<u>(54,121)</u>	<u>6,446</u>
TOTAL FUNDS	<u>288,308</u>	<u>(295,152)</u>	<u>(6,844)</u>

Springboard Chippenham

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

18. MOVEMENT IN FUNDS - continued

Unrestricted fund descriptions

Operating reserve - This designated fund is as detailed in the Report of Trustees

Xerox - Funding designated towards costs of rental/ leasing agreement for two printers/ copiers

Bouncy Costume - Funding to purchase a fundraising Bouncy Bear mascot

Xmas Single - Funds received towards the production of a Christmas digital/ online single

Play Area Project - Funds to transform the outdoor play area

Fixed Asset Fund - This equates to the net book value of fixed assets held by the charity

Restricted fund descriptions

Children In Need - Funding towards the Under 2's provision

Kington Langley Scarecrows - Funding towards Saturdad's

Chippenham Borough Lands - Funding received towards playdates and provision for the under 2's

Wiltshire Community Foundation - Funding towards team development

Bath Spa University - Funding for staff member to complete EYITT

St James Place - Funding to support the salary of a play worker for 25 hours per week to deliver PECs

Early Years Pupil Premium (EYPP) - Additional funding to raise the attainment of disadvantaged pupils

Chippenham Lions - Funding towards the Play area project and furniture

Disability Access Fund - is an annual payment for eligible 3 & 4 year olds whom are in receipt of the Disability Living Allowance (DLA)

The Big Lottery - Funding towards salaries and training to help "Giving a child a voice"

Trusthouse Forte - Funding for salaries for staff specialising in the use of the Picture Exchange Communication System

Santander - Funds for salaries

Weinstock - Funding for 10 hours per week for a Lunchtime Assistant Role in the playroom

Sir Jules Thorn - Funding towards playroom salaries to fund Assessments

Ashdene - Funding towards salaries and support installation of a door entry system

Diana & Edward Hornby - Funding towards salaries

Vinci - Funding for replacing and purchasing new IT equipment

Edward Gostling - Funding for playroom salaries for 12.5 hours per week to deliver Attention Autism project

Coronavirus Job Retention Scheme - Salaries for furloughed employees

Covid SSP - Covid-19 Statutory Sick Pay

Wiltshire Council PPE - Funding for hygiene/PPE supplies

Groundworks - Funding for children's portable sinks, volunteer equipment and providing virtual sessions

Springboard Chippenham

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

18. MOVEMENT IN FUNDS - continued

Children In Need Covid - Funds for salaries, playroom equipment & training

Chippenham Borough Lands - Gazebo

Chippenham Area Board - Pergola

Margaret Lichfield Trust - Trampoline

Julia Hans Rausing Trust - Funds for salaries and the outdoor play area

Garfield Weston - Funds for salaries

Wooden Spoon - Funds for sensory equipment

Playroom Snacks - Funding for children's snacks

John Williams Heating - Funds for dishwasher and staff uniform

Wiltshire Council - Funds for training

Transfers between funds

Transfers were made between the general unrestricted funds and designated funds, to:

- increase the Operating Reserve designated fund by £50,000
- create a designated fund for the Outdoor Play Area of £8,789
- to adjust the year end value of the Xerox fund to reflect the remaining commitment; and
- to create a designated fund to reflect the funds tied up in fixed assets of £27,579 which equates to the net book value of fixed assets at the year end date.

Transfers totalling £28,827 were made from restricted funds to unrestricted funds to reflect fixed assets purchased using these funds, and a transfer of £51 was made to release the remaining balance on the Bark Chippings Fund.

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2020 or 31 March 2021.

20. FUNDS HELD AS CUSTODIAN

During the year the charity was asked by the Local Authority to assist in the distribution of free school meals vouchers to those children eligible for school meals. The charity received £270 from the Local Authority which was used to purchase food vouchers by the charity and which were then distributed. There were no similar transactions in the prior year.

Year ended 31 March 2021

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Movement in funds	-	270	270	-

REGISTERED COMPANY NUMBER: 02698820 (England and Wales)
REGISTERED CHARITY NUMBER: 1010231

Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2021
for
Springboard Chippenham

MHA Monahans
Chartered Accountants
14a Forest Gate
Pewsham
Chippenham
Wiltshire
SN15 3RS

Springboard Chippenham

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for the Year Ended 31 March 2021**

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Springboard Chippenham (Registered number: 02698820)

**Report of the Trustees
for the Year Ended 31 March 2021**

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 2021. 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

Main objectives of Springboard

'The objects for which the Company is established are to provide safe and stimulating group play for the advancement and education of children with special needs of pre-school age in North Wiltshire and for the support of the parents, carers and families by the provision of advice and information.'

The main objectives of the charity are set out in its mission statement:-

Springboard Chippenham provides a high quality care and learning environment for young children with additional needs and their families.

This is achieved by:

- Valuing all children as unique
- Working in partnership with parents and professionals to provide timely and appropriate support
- Ensuring that the children access enriched and individualised learning experiences through play
- Developing a professional committed workforce that continues to meet the needs of the children and families
- Creating a sustainable and cost- effective approach to service delivery
- Accessing high levels of fundraising and charitable donations that support the funding from Wiltshire Local Authority

The management committee aims to achieve these objectives by providing high quality facilities and highly trained staff.

Springboard is dedicated to helping pre-school children with special needs to learn through play. It exists to provide a safe and stimulating environment for pre-school children from birth to 5 years old with special needs. Its catchment area is restricted geographically to North Wiltshire.

Strategies to achieve our objectives

Springboard offers in-house pre-school sessions for children from 2-5 years and a stay and play group for parents and carers of children under two years. We also provide support and information for all parents and carers. Additionally, Outreach (where a member of Springboard goes to another setting) and Inreach (where a member of staff from another setting visits Springboard) activities are undertaken to support and advise as appropriate. We help to co-ordinate a range of related agencies who may be involved with the child/family. These include Health Professionals such as nurses and health visitors, Educational Psychologists, Physiotherapists, Occupational Therapists, and Speech and Language Therapists. Our primary aim is to promote positive lifelong outcomes through early support and intervention.

The achievements of the children are assessed through the Early Years Foundation Stage (EYFS) on an individual basis and at regular team around the child review meetings to ensure early support is available, these can include SEN Support Plan meetings. Springboard is rated "Outstanding" by Ofsted.

Springboard provides substantial benefits to children and their families through education, multi-agency working, information, and support and advice services. Local pre-schools and schools benefit from the Outreach/Inreach, and liaison services provided.

Public benefit

In setting plans and priorities, the Trustees of Springboard Chippenham have followed the latest guidelines from the Charity Commission on the provision of public benefit, in accordance with the Charities Act 2011. The Trustees consider how activities align with the objectives and focus on providing the activities which will make the greatest difference to the children and families.

In delivering these activities, Springboard identifies the benefits to the services users and monitors progress to ensure the benefits are accumulating as planned. A cycle of continuous improvement is used to assess performance and to promote positive lifelong outcomes for the children.

Springboard works within a multi- agency context to improve the outcomes for both children and their families, helping children to achieve their full potential. This benefits all of society, in addition to the beneficiaries themselves. By doing this, Springboard meets the public benefit requirement as described in the Charities Act of 2011. The work undertaken is in support of social capital by ensuring that children with disabilities and their families are included in their local communities.

**Report of the Trustees
for the Year Ended 31 March 2021**

OBJECTIVES AND ACTIVITIES

Volunteers

Without the support of many volunteers and helpers Springboard would be unable to provide the service that it does. Volunteers are in short supply but are vital to meeting the objectives of the charity. As a committee we recognise the difficulty of recruiting volunteers and see this as an area for consideration. We are looking at ways, we may be able to recruit more volunteers for the management committee during the next financial year.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Despite the initial impact of Covid-19, there have been some achievements to celebrate:

- Springboard has remained open throughout the pandemic, responding to Government advice, adapting protocols and processes to ensure the safety of both the staff and the service users.
- Adapting our services to provide virtual sessions, meetings, and support, ensuring all our families still received support.
- Applying for grants and securing crucial funding, which replaced lost income from planned fundraising events, which needed to be cancelled to adhere to guidance. Resulting in a surplus for the financial year, which is an extraordinary achievement.
- Launching our first on-line virtual fundraising event and our first Crowdfunding campaign for transforming our outdoor play area.
- Providing two specialist Work Experience placements

Springboard the charity funded:

- Funding towards 68 placements (where children over the age of two attends for up to 5 hours a day without their parents)
- A weekly virtual session for parents with children aged 2 years and under.
- Assisted with some transport costs.
- Playdates (stay and play sessions in non-term time)
- Saturdads (monthly Saturday morning group for 'Dads')
- Workshops for parents and other professionals on the implementation of Makaton and Visuals to aid communication

Impact - what difference does the Service make?

- Springboard offers support to children as soon as possible following referral, whether it is a placement for assessment, full placement or a Stay and Play group or workshops.
- Staff are encouraged to think holistically and about how families can be supported beyond Springboard with other agency support.
- Lead practitioners attend local network and cluster meetings for transitions, the manager attends the Early Years Reference Group, MAF (Multi Agency Forums) is involved in the Family and Child Transformation (FACT) strategy with Wiltshire to remain a professionally informed about the support available. Staff attend the Health and Education Liaison Meetings (HELM) to support the wider inclusion needs of mainstream settings in North Wiltshire.
- The online learning journal and technology enables greater participation from parents. This gives greater transparency about the child's Springboard experiences and their developmental progress.
- Springboard hosts Paediatricians' clinics, this benefits the families as they do not need to travel to appointments and the child is in a familiar setting.
- Springboard consults with service users to evaluate and plan provision.

Springboard uses self-evaluation practice for continuous improvement to plan good practice to promote the positive outcomes for the children.

Staff continue to access training - we now have a staff group with a range of higher-level qualifications within the playroom and business including an Early Years Post Grad, an MA in Childhood and Youth, Hons Degree and Foundation Degree.

Admin staff attend training and forums to develop the business management activities.

Business planning includes the development of services, sustainability, and planning for grant applications/ fundraising.

CHALLENGES

In response to COVID-19 Springboard has had to change operationally at very short notice. The Government enforced a partial closure and Springboard could only offer sessions to children of critical keyworkers or those who were considered vulnerable (if they could not be safely looked after at home). Springboard re-opened to all children in September (although children could not attend another setting in addition to Springboard (dual placements)).

Springboard Chippenham (Registered number: 02698820)

**Report of the Trustees
for the Year Ended 31 March 2021**

Another consequence was the reduced income due to planned fundraising events being cancelled. COVID affected many charities and the Trustees monitored and evaluated all options, to give Springboard the best chance of survival.

Springboard utilised the Government Employment Retention Scheme by furloughing some staff, to help sustainability. Sadly, the position of Community Fundraiser was made redundant.

FINANCIAL REVIEW

Reserves and financial control

After a challenging financial year, the year end accounts show a surplus of £85,309. This figure includes £25,074 of grant money received and now spent on major projects (play area and sensory equipment). This project expenditure has been recorded under fixed assets. Excluding the fixed asset spend, the surplus for the year would have been £60,235.

In light of the statutory funding shortfall in earlier years and based on the current economic climate, the trustees have decided to set aside sufficient funds to cover up to six months operating costs (as recommended by the Charity Commission). This reserve would be used to supplement monthly cash flow shortages. It is the trustees' intention to keep the operating reserve at approximately this level to protect the charity from changes in core cost funding and to cover any potential obligations. This reserve would be used to minimise the impact upon the children during the transition period.

In April 2021, the decision was made to increase the amount Springboard had in its designated operating reserves from £95,000 to £145,000, which is equivalent to just approximately 6 months operating costs.

The trustees took the decision in the year to create a new designated fund that is equivalent to the net book value of fixed assets held by the charity, to help more clearly show the true free reserves of the charity. As result, the £31,867 of general unrestricted funds held at the year end, equates to the free reserves of the charity at this date.

A rolling three-year plan and annual budget are produced for each financial year, against which actual performance is continually monitored.

At the regular meetings of the management committee the performance against budget is discussed, so too is the cash flow for the balance of the year.

Sufficient controls and systems are in place to ensure the security and efficient use of the charity's assets. Additional bank accounts have been opened with a view to keeping savings below £85,000 and therefore try to minimise any future losses if there are future bank collapses.

All trustees give up their time freely and no remuneration was paid in the year. No trustee received any benefit. Trustees can claim out of pocket expenses to be reimbursed at cost price, or alternatively the trustee can choose to donate the cost of the expense to our charity. Expenses are reimbursed as per the policy and guidelines, with a view to accessing volunteers from all backgrounds.

However, as a charity we pay tax as an employer through the national insurance contributions we make.

Springboard utilises a variety of funding streams in order to maintain sustainability, these include fundraising events, donations, grants and a contract with Wiltshire Council. In addition, Springboard, like other nurseries and preschools can claim universal funding such as Early Years Entitlement funding for 3- and 4-year-olds and eligible 2-year-olds. Early Years Pupil Premium (EYPP) and Disability Access Funding (DAF).

Springboard was fortunate to receive a £60k grant, which secured the financial sustainability of the charity through the last financial year and through the fundraising restrictions pandemic.

Overall financial health

The current economic and public sector funding situation is expected to remain challenging for some time to come. The market is increasingly competitive for grant applications and funding.

This financial year has been no exception; however, Springboard not only reached its fundraising target but surpassed it and achieved a surplus. This is a tremendous achievement. The trustees have decided to use the surplus to increase the reserves, to provide a more stable foundation for the charity. The last year has demonstrated 3 months reserves were not sufficient for sustainability.

We have a good record over recent years of being able to increase our income and deliver values and cost-effective services.

Springboard Chippenham (Registered number: 02698820)

**Report of the Trustees
for the Year Ended 31 March 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Legal Status

Springboard is incorporated as a company limited by guarantee and is registered with the Charity Commission as a charity whose purpose is to support pre-school children with special needs and their parents.

In setting our objectives and planning our activities, the trustees have duly considered the Charity Commission's guidance on public benefit.

Organisation

The Charity is managed by a management committee, from this group, a Chairman, Vice Chairman, Treasurer and when appropriate a Company Secretary are chosen. It is governed by its Articles of Association dated July 2013 and by its Memorandum of Association dated September 2013.

The Memorandum of Association set out the charitable purposes for public benefit:-

- to provide safe and stimulating group play for the advancement and education of children with special needs of pre-school age in North Wiltshire and for the support of the parents, carers and families by the provision of advice and information.

Trustees are elected by Members of the Company at the Annual General Meeting. Trustees are appointed for a term of three years, after which they are eligible for re-election for a second term of three years. After two consecutive terms a trustee must re-sign for a minimum period of a year.

All trustees are required to agree to a code of conduct, suitability, and DBS check, to complete an Induction programme and online Safeguarding training. There is a nominated trustee for Safeguarding.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees are responsible for ensuring the charity's assets are safeguarded against unauthorised use or disposition and for ensuring Springboard complies with all the relevant laws and regulations.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02698820 (England and Wales)

Registered Charity number

1010231

Registered office

Kings Rise Centre
Lodge Road
Chippenham
Wiltshire
SN15 3SY

Trustees

Paul Richard Loveday - Treasurer
Paul James Turner - Chair (from 7.11.19)
Elaine Susan Stewart
Aaron Daniel Bewley
Jennifer Ferguson
Jessica Katherine Light
Christopher Terence Nunn (appointed 24.11.20)

Company Secretary

Anne Farrell

Springboard Chippenham (Registered number: 02698820)

Report of the Trustees
for the Year Ended 31 March 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

Simon Cooper, FCA
Institute of Chartered Accountants In England & Wales
MHA Monahans
Chartered Accountants
14a Forest Gate
Pewsham
Chippenham
Wiltshire
SN15 3RS

Approved by order of the board of trustees on 16th Sept 2021 and signed on its behalf by:

A Farrell
Anne Farrell - Secretary

**Independent Examiner's Report to the Trustees of
Springboard Chippenham**

Independent examiner's report to the trustees of Springboard Chippenham ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

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.

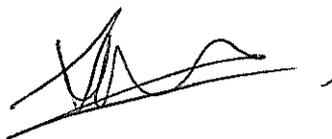
Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Institute of Chartered Accountants In England & Wales which is one of the listed bodies.

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:

1. 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
3. 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 Cooper, FCA
Institute of Chartered Accountants In England & Wales
MHA Monahans
Chartered Accountants
14a Forest Gate
Pewsham
Chippenham
Wiltshire
SN15 3RS

Date: 24th September 2021

Springboard Chippenham

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the Year Ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	23,478	-	23,478	21,455
Charitable activities	5				
Charitable services		163,512	151,817	315,329	201,361
Other trading activities	3	27,519	-	27,519	64,928
Investment income	4	388	-	388	564
Total		<u>214,897</u>	<u>151,817</u>	<u>366,714</u>	<u>288,308</u>
EXPENDITURE ON					
Raising funds	6	148	5	153	6,093
Charitable activities	7				
Charitable services		164,017	117,235	281,252	289,059
Total		<u>164,165</u>	<u>117,240</u>	<u>281,405</u>	<u>295,152</u>
NET INCOME/(EXPENDITURE)		<u>50,732</u>	<u>34,577</u>	<u>85,309</u>	<u>(6,844)</u>
Transfers between funds	18	25,878	(25,878)	-	-
Net movement in funds		76,610	8,699	85,309	(6,844)
RECONCILIATION OF FUNDS					
Total funds brought forward		140,503	18,672	159,175	166,019
TOTAL FUNDS CARRIED FORWARD		<u><u>217,113</u></u>	<u><u>27,371</u></u>	<u><u>244,484</u></u>	<u><u>159,175</u></u>

The notes form part of these financial statements

Springboard Chippenham (Registered number: 02698820)

Balance Sheet
31 March 2021

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	13	27,579	10,718
CURRENT ASSETS			
Debtors	14	5,855	487
Cash at bank and in hand		215,889	153,411
		<u>221,744</u>	<u>153,898</u>
CREDITORS			
Amounts falling due within one year	15	(4,839)	(5,441)
		<u>216,905</u>	<u>148,457</u>
NET CURRENT ASSETS			
		216,905	148,457
TOTAL ASSETS LESS CURRENT LIABILITIES		244,484	159,175
NET ASSETS		<u>244,484</u>	<u>159,175</u>
FUNDS	18		
Unrestricted funds		217,113	140,503
Restricted funds		27,371	18,672
TOTAL FUNDS		<u>244,484</u>	<u>159,175</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

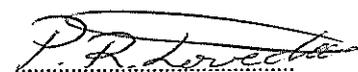
The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its 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.

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 16th Sept 2021 and were signed on its behalf by:


.....
Paul James Turner - Trustee


.....
Paul Richard Loveday - Trustee

The notes form part of these financial statements

Springboard Chippenham

Notes to the Financial Statements **for the Year Ended 31 March 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

Springboard Chippenham is an incorporated charity registered in England and Wales. The principal address of charity is given within the reference and administration details on page 4 of these financial statements. The nature of the charity's operations and principal activities are provided in the Report of the Trustees.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland, the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £1.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern. The trustees have considered the ongoing potential impact of the coronavirus Covid-19 pandemic and have concluded that this will not affect the going concern status of the charity.

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.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure. The accommodation and facilities from which the charity operates are provided at a discounted rent, the market value of which has been assessed as £17,250 per annum. Starting September 2019 an annual rent is paid of £5,775 for additional space in the same accommodation and facilities. In accordance with the accounting policies the rent free element has been included as both a donation and an expense.

Income from grants is recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

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.

Springboard Chippenham

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

1. ACCOUNTING POLICIES - continued

Tangible fixed assets

Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 25% on straight line basis
Computer equipment	- 25% on straight line basis

Financial Instruments

The charity only holds basic financial instruments as defined in FRS 102. The financial assets and financial liabilities of the charity and their measurement basis are as follows:

Financial assets - trade and other debtors are basic financial instruments and are debt instruments measured at amortised cost as detailed in note 14.

Cash at bank - is classified as a basic financial instrument and is measured at face value.

Financial liabilities - trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost as detailed in note 15. Taxation and social security are not included in the financial instruments disclosure definition.

Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

Fund accounting

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

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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.

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	3,895	3,111
Gift aid	2,333	1,094
Donated services and facilities	17,250	17,250
	<u>23,478</u>	<u>21,455</u>

Springboard Chippenham

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

3. OTHER TRADING ACTIVITIES		2021	2020
		£	£
Fundraising events		<u>27,519</u>	<u>64,928</u>
4. INVESTMENT INCOME		2021	2020
		£	£
Deposit account interest		<u>388</u>	<u>564</u>
5. INCOME FROM CHARITABLE ACTIVITIES		2021	2020
		£	£
Contractual payments	Activity	75,442	75,442
Grants	Charitable services	239,887	125,919
	Charitable services	<u>315,329</u>	<u>201,361</u>
6. RAISING FUNDS			
Other trading activities		2021	2020
		£	£
Fundraising and publicity		<u>153</u>	<u>6,093</u>
7. CHARITABLE ACTIVITIES COSTS			
		Direct	Support
		Costs	costs (see
		£	note 8)
Charitable services		<u>278,981</u>	<u>2,271</u>
			Totals
			£
			<u>281,252</u>
8. SUPPORT COSTS			
			Governance
			costs
			£
Charitable services			<u>2,271</u>
9. NET INCOME/(EXPENDITURE)			
Net income/(expenditure) is stated after charging/(crediting):			
		2021	2020
		£	£
Depreciation - owned assets		9,549	4,042
Independent examiner's fee		<u>2,271</u>	<u>2,156</u>

Springboard Chippenham

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

11. STAFF COSTS

	2021	2020
	£	£
Wages and salaries	199,850	212,592
Social security costs	9,754	8,352
Other pension costs	11,564	11,971
	<u>221,168</u>	<u>232,915</u>

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

	2021	2020
Number of staff	<u>14</u>	<u>17</u>

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

Key management personnel remuneration

The total amount of employee benefits received by key management personnel is £107,411 (2020: £80,532). The charity considers its key management personnel comprise the trustees and the Manager, Deputy Managers and Business support roles.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	21,455	-	21,455
Charitable activities			
Charitable services	140,794	60,567	201,361
Other trading activities	64,928	-	64,928
Investment income	564	-	564
Total	<u>227,741</u>	<u>60,567</u>	<u>288,308</u>
EXPENDITURE ON			
Raising funds	6,093	-	6,093
Charitable activities			
Charitable services	234,938	54,121	289,059
Total	<u>241,031</u>	<u>54,121</u>	<u>295,152</u>
NET INCOME/(EXPENDITURE)	<u>(13,290)</u>	<u>6,446</u>	<u>(6,844)</u>
Transfers between funds	4,805	(4,805)	-
Net movement in funds	<u>(8,485)</u>	<u>1,641</u>	<u>(6,844)</u>

Springboard Chippenham

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted funds £	Restricted funds £	Total funds £	
RECONCILIATION OF FUNDS				
Total funds brought forward	148,988	17,031	166,019	
TOTAL FUNDS CARRIED FORWARD	<u>140,503</u>	<u>18,672</u>	<u>159,175</u>	
13. TANGIBLE FIXED ASSETS	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2020	91,987	23,732	11,989	127,708
Additions	21,153	-	5,257	26,410
At 31 March 2021	<u>113,140</u>	<u>23,732</u>	<u>17,246</u>	<u>154,118</u>
DEPRECIATION				
At 1 April 2020	84,483	23,732	8,775	116,990
Charge for year	7,164	-	2,385	9,549
At 31 March 2021	<u>91,647</u>	<u>23,732</u>	<u>11,160</u>	<u>126,539</u>
NET BOOK VALUE				
At 31 March 2021	<u>21,493</u>	<u>-</u>	<u>6,086</u>	<u>27,579</u>
At 31 March 2020	<u>7,504</u>	<u>-</u>	<u>3,214</u>	<u>10,718</u>
14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2021 £	2020 £	
Trade debtors		5,855	487	
15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2021 £	2020 £	
Trade creditors		13	354	
Social security and other taxes		2,488	2,866	
Other creditors		2,338	2,221	
		<u>4,839</u>	<u>5,441</u>	

Springboard Chippenham

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

16. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2021	2020
	£	£
Within one year	7,230	6,502
Between one and five years	25,645	24,191
In more than five years	20,879	25,988
	<u>53,754</u>	<u>56,681</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
Fixed assets	27,579	-	27,579	10,718
Current assets	194,373	27,371	221,744	153,898
Current liabilities	(4,839)	-	(4,839)	(5,441)
	<u>217,113</u>	<u>27,371</u>	<u>244,484</u>	<u>159,175</u>

Springboard Chippenham

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

18. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	42,935	51,912	(62,980)	31,867
Designated Fund - Operating Reserve	95,000	-	50,000	145,000
Designated Fund - Xerox	2,568	(1,180)	2,490	3,878
Designated Fund - Outdoor play area	-	-	8,789	8,789
Designated Fund - Fixed assets fund	-	-	27,579	27,579
	<u>140,503</u>	<u>50,732</u>	<u>25,878</u>	<u>217,113</u>
Restricted funds				
Chippenham Town Council	-	1,168	-	1,168
Chippenham Borough Lands (Non-term time)	2,541	(2,541)	-	-
Chippenham Borough Lands - Under 2's	1,500	(1,500)	-	-
Children In Need	1,322	(1,202)	(120)	-
Kington Langley Scarecrows	5	(5)	-	-
Ashdene Trust	5,000	(5,000)	-	-
Wiltshire Community Foundation	-	2,082	-	2,082
St James Place	1,678	(1,678)	-	-
Bark Chippings	51	-	(51)	-
Early Years Pupil Premium (EYPP)	-	407	(407)	-
Disability Access Fund	-	4,920	(4,920)	-
Chippenham Lions	-	900	(362)	538
Weinstock	2,103	(2,103)	-	-
Edward Gostling AA	4,472	(4,472)	-	-
Wiltshire Council PPE	-	565	(56)	509
Groundworks	-	1,500	(1,054)	446
Chippenham Borough Lands - Gazebo	-	5,000	(2,000)	3,000
Chippenham Area Board	-	4,098	(2,000)	2,098
Margaret Lichfield Trust	-	10,679	(5,575)	5,104
Julia Hans Rausing Trust	-	16,000	(4,080)	11,920
Wooden Spoon	-	4,954	(4,954)	-
Playroom Snacks	-	206	-	206
John Williams Heating	-	299	(299)	-
Wiltshire Council Training	-	300	-	300
	<u>18,672</u>	<u>34,577</u>	<u>(25,878)</u>	<u>27,371</u>
TOTAL FUNDS	<u>159,175</u>	<u>85,309</u>	<u>-</u>	<u>244,484</u>

Springboard Chippenham

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

18. 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	214,897	(162,985)	51,912
Designated Fund - Xerox	-	(1,180)	(1,180)
	<u>214,897</u>	<u>(164,165)</u>	<u>50,732</u>
Restricted funds			
Chippenham Town Council	1,960	(792)	1,168
Chippenham Borough Lands (Non-term time)	-	(2,541)	(2,541)
Chippenham Borough Lands - Under 2's	-	(1,500)	(1,500)
Children In Need	2,491	(3,693)	(1,202)
Kington Langley Scarecrows	-	(5)	(5)
Ashdene Trust	-	(5,000)	(5,000)
Wiltshire Community Foundation	4,998	(2,916)	2,082
St James Place	-	(1,678)	(1,678)
Early Years Pupil Premium (EYPP)	407	-	407
Disability Access Fund	6,765	(1,845)	4,920
Chippenham Lions	900	-	900
Weinstock	-	(2,103)	(2,103)
Edward Gostling AA	-	(4,472)	(4,472)
Coronavirus Job Retention Scheme	25,289	(25,289)	-
Covid SSP	796	(796)	-
Wiltshire Council PPE	2,000	(1,435)	565
Groundworks	2,000	(500)	1,500
Children In Need Covid	2,597	(2,597)	-
Chippenham Borough Lands - Gazebo	5,000	-	5,000
Chippenham Area Board	4,098	-	4,098
Margaret Lichfield Trust	10,679	-	10,679
Julia Hans Rausing Trust	60,000	(44,000)	16,000
Garfield Weston	7,500	(7,500)	-
Wooden Spoon	4,954	-	4,954
Playroom Snacks	275	(69)	206
John Williams Heating	808	(509)	299
Wiltshire Council Hardship Grants	8,000	(8,000)	-
Wiltshire Council Training	300	-	300
	<u>151,817</u>	<u>(117,240)</u>	<u>34,577</u>
TOTAL FUNDS	<u>366,714</u>	<u>(281,405)</u>	<u>85,309</u>

Springboard Chippenham

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

18. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	38,988	(13,570)	17,517	42,935
Designated Fund - Operating Reserve	110,000	-	(15,000)	95,000
Designated Fund - Xmas Single	-	93	(93)	-
Designated Fund - Bouncy Costume	-	1,205	(1,205)	-
Designated Fund - Xerox	-	(1,018)	3,586	2,568
	<u>148,988</u>	<u>(13,290)</u>	<u>4,805</u>	<u>140,503</u>
Restricted funds				
Calne Town Council	-	233	(233)	-
The Big Lottery Fund	7,722	(7,722)	-	-
Chippenham Borough Lands (Non-term time)	-	2,541	-	2,541
Chippenham Borough Lands - Playdates	1,023	(1,023)	-	-
Chippenham Borough Lands - Under 2's	-	1,500	-	1,500
Children In Need	-	1,418	(96)	1,322
Kington Langley Scarecrows	80	(75)	-	5
Ashdene Trust	-	5,000	-	5,000
Wiltshire Community Foundation	2,357	(2,357)	-	-
Bath Spa University	819	(819)	-	-
St James Place	-	1,678	-	1,678
Bark Chippings	51	-	-	51
Early Years Pupil Premium (EYPP)	-	424	(424)	-
Santander	1,646	(1,646)	-	-
Weinstock	-	2,103	-	2,103
Edward Gostling AA	-	4,472	-	4,472
Trusthouse Forte	3,333	(3,333)	-	-
Vinci	-	4,052	(4,052)	-
	<u>17,031</u>	<u>6,446</u>	<u>(4,805)</u>	<u>18,672</u>
TOTAL FUNDS	<u><u>166,019</u></u>	<u><u>(6,844)</u></u>	<u><u>-</u></u>	<u><u>159,175</u></u>

Springboard Chippenham

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

18. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	224,961	(238,531)	(13,570)
Designated Fund - Xmas Single	1,575	(1,482)	93
Designated Fund - Bouncy Costume	1,205	-	1,205
Designated Fund - Xerox	-	(1,018)	(1,018)
	<u>227,741</u>	<u>(241,031)</u>	<u>(13,290)</u>
Restricted funds			
Calne Town Council	233	-	233
The Big Lottery Fund	-	(7,722)	(7,722)
Chippenham Borough Lands (Non-term time)	4,616	(2,075)	2,541
Chippenham Borough Lands - Playdates	-	(1,023)	(1,023)
Chippenham Borough Lands - Under 2's	3,000	(1,500)	1,500
Children In Need	9,960	(8,542)	1,418
Kington Langley Scarecrows	220	(295)	(75)
Ashdene Trust	5,350	(350)	5,000
Wiltshire Community Foundation	-	(2,357)	(2,357)
Bath Spa University	-	(819)	(819)
St James Place	2,500	(822)	1,678
Early Years Pupil Premium (EYPP)	987	(563)	424
Sir Jules Thorn	750	(750)	-
Disability Access Fund	18,450	(18,450)	-
Santander	-	(1,646)	(1,646)
Chippenham Lions	300	(300)	-
Weinstock	3,850	(1,747)	2,103
Edward Gostling AA	4,879	(407)	4,472
Trusthouse Forte	-	(3,333)	(3,333)
Diana & Edward Hornby	500	(500)	-
Vinci	4,972	(920)	4,052
	<u>60,567</u>	<u>(54,121)</u>	<u>6,446</u>
TOTAL FUNDS	<u>288,308</u>	<u>(295,152)</u>	<u>(6,844)</u>

Springboard Chippenham

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

18. MOVEMENT IN FUNDS - continued

Unrestricted fund descriptions

Operating reserve - This designated fund is as detailed in the Report of Trustees

Xerox - Funding designated towards costs of rental/ leasing agreement for two printers/ copiers

Bouncy Costume - Funding to purchase a fundraising Bouncy Bear mascot

Xmas Single - Funds received towards the production of a Christmas digital/ online single

Play Area Project - Funds to transform the outdoor play area

Fixed Asset Fund - This equates to the net book value of fixed assets held by the charity

Restricted fund descriptions

Children In Need - Funding towards the Under 2's provision

Kington Langley Scarecrows - Funding towards Saturdad's

Chippenham Borough Lands - Funding received towards playdates and provision for the under 2's

Wiltshire Community Foundation - Funding towards team development

Bath Spa University - Funding for staff member to complete EYITT

St James Place - Funding to support the salary of a play worker for 25 hours per week to deliver PECs

Early Years Pupil Premium (EYPP) - Additional funding to raise the attainment of disadvantaged pupils

Chippenham Lions - Funding towards the Play area project and furniture

Disability Access Fund - is an annual payment for eligible 3 & 4 year olds whom are in receipt of the Disability Living Allowance (DLA)

The Big Lottery - Funding towards salaries and training to help "Giving a child a voice"

Trusthouse Forte - Funding for salaries for staff specialising in the use of the Picture Exchange Communication System

Santander - Funds for salaries

Weinstock - Funding for 10 hours per week for a Lunchtime Assistant Role in the playroom

Sir Jules Thorn - Funding towards playroom salaries to fund Assessments

Ashdene - Funding towards salaries and support installation of a door entry system

Diana & Edward Hornby - Funding towards salaries

Vinci - Funding for replacing and purchasing new IT equipment

Edward Gostling - Funding for playroom salaries for 12.5 hours per week to deliver Attention Autism project

Coronavirus Job Retention Scheme - Salaries for furloughed employees

Covid SSP - Covid-19 Statutory Sick Pay

Wiltshire Council PPE - Funding for hygiene/PPE supplies

Groundworks - Funding for children's portable sinks, volunteer equipment and providing virtual sessions

Springboard Chippenham

Notes to the Financial Statements - continued
for the Year Ended 31 March 2021

18. MOVEMENT IN FUNDS - continued

Children In Need Covid - Funds for salaries, playroom equipment & training

Chippenham Borough Lands - Gazebo

Chippenham Area Board - Pergola

Margaret Lichfield Trust - Trampoline

Julia Hans Rausing Trust - Funds for salaries and the outdoor play area

Garfield Weston - Funds for salaries

Wooden Spoon - Funds for sensory equipment

Playroom Snacks - Funding for children's snacks

John Williams Heating - Funds for dishwasher and staff uniform

Wiltshire Council - Funds for training

Transfers between funds

Transfers were made between the general unrestricted funds and designated funds, to:

- increase the Operating Reserve designated fund by £50,000
- create a designated fund for the Outdoor Play Area of £8,789
- to adjust the year end value of the Xerox fund to reflect the remaining commitment; and
- to create a designated fund to reflect the funds tied up in fixed assets of £27,579 which equates to the net book value of fixed assets at the year end date.

Transfers totalling £28,827 were made from restricted funds to unrestricted funds to reflect fixed assets purchased using these funds, and a transfer of £51 was made to release the remaining balance on the Bark Chippings Fund.

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2020 or 31 March 2021.

20. FUNDS HELD AS CUSTODIAN

During the year the charity was asked by the Local Authority to assist in the distribution of free school meals vouchers to those children eligible for school meals. The charity received £270 from the Local Authority which was used to purchase food vouchers by the charity and which were then distributed. There were no similar transactions in the prior year.

Year ended 31 March 2021

	Balance at 1 April 2020 £	Income £	Expenditure £	Balance at 31 March 2021 £
Movement in funds	-	270	270	-