Charity number 1122592

A company limited by guarantee number 05845461

## **Annual Report and Financial Statements**

for the year ended 31 March 2021





## Annual Report and Financial Statements for the year ended 31 March 2021

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**Prepared by West Yorkshire Community Accounting Service** 

## Trustees' report for the year ended 31 March 2021

## Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name Position Dates

Michael Wragg Chair
Peter Home Secretary
John Cole Treasurer

Nicky Lannen

Jenny JowleAppointed July 2020Christopher WindsorAppointed July 2020Maureen HolmesResigned July 2020

Charity number 1122592 Registered in England and Wales

Company number 05845461 Registered in England and Wales

Registered and principal address Bankers

Office V22
Inspire Bradford Business Park
Newlands House One
Newlands Way
Barclays Bank Plc
10 Market Street
Bradford
Bradford
BD1 1NR

Bradford BD10 0JE

## Independent examiner

Simon Bostrom FCIE

## **West Yorkshire Community Accounting Service**

Stringer House 34 Lupton Street Leeds LS10 2QW

### Structure, governance and management

The charity is a company limited by guarantee and was formed on 13 June 2006. It is governed by a memorandum and articles of association as amended on 11 May 2020 and 19 May 2020. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

## Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

## Trustees' report (continued) for the year ended 31 March 2021

#### Objectives and activities

#### The charity's objects

To provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, disability or social circumstances, with the object of improving their conditions of life.

### The charity's main activities

Play Bradford PB – prides itself on delivering a range of community play related activities from their main coordinating hub The Big Swing. The Big Swing is a long-standing adventure play facility for children and young people from the age of five years. Our primary focus is the out of hours offer, providing open access, free play to the local community and wider Bradford District.

Typical activities: den and structure building, outdoor cooking, elemental play, large American style swing, from which the children named the playground, and an inclusive range of playful activities from promoting risk and challenge.

We also deliver community adventurous play in open spaces and parks, aiming to provide maximum access to safe play for a wide participative audience. Across the various strands of play work the Charity delivers, it is our belief that the medium of outdoors adventure play responds to the child's instinct to experience risk in their play, whilst facilitating opportunities to do so in compliance with health and safety and risk management policy.

Our service remains free at the point of delivery, operating within some of Bradford District's most disadvantaged and culturally challenged areas of the city.

Our key ambition as a service is to normalise play, improve the lives of children and young people through the provision of adventure play as a district-wide offer.

We are a high impact service with a normal throughput of 10,000 children and young people across the service. This year has seen a dramatic reduction in the attendance due to the modifications the service has made as a result of the Covid 19 Pandemic.

## Public benefit statement

In delivering our activities the trustees give serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education, health, citizenship and community development.

## Achievements and performance

During this year the Covid 19 Pandemic and National response to the disease meant we had to make some changes to how our service delivered on its objectives.

We entered the final year of the children in need programme, this was an inclusive programme of play supporting children with multiple needs. The National Community Lottery Fund invests the Bradford Community Play Partnership BCPP – Play Bradford is the lead agent for this piece of work, as well as other investors who support the medium of play. Our play service responds to children socialising, building positive friendship groups through this medium, as a result much of the face-face delivery was suspended in the short-term with smaller group play when possible.

At the start of the new financial year, the service was in full lockdown. This was a decision made by the Board to place all staff on furlough. The furlough grant scheme was very welcome. From June 1 there was a skeletal staff of management and senior personnel who determined how the service would operate moving forward.

## Trustees' report (continued) for the year ended 31 March 2021

#### Achievements and performance continued

Some Covid response money was generated, the National Lottery Community Thrive and the Leeds Community Foundation Response Fund.

The Community Thrive programme, enabled us to transform a dead space into a natural fun zone, our aim to use this space as a natural recovery point for children as they re-entered their normal lives.

The Response Fund, helped the charity to refocus, adapt and implement new ways of working for the foreseeable future.

Despite the service operating outdoors, there was still the necessity to maintain a high standard of cleanliness across the whole service, invest in PPE and introduce sanitised stations across the playground.

From July 1 we commenced with 'bubble play' outdoors in small groups of 6 – we only focused our service on those most needy families. Thanks to BMDC HAFP award and the Coop Food Poverty scheme we were able to place food at the heart of the service for most of the year. This including feeding children hot teatime meals and delivering much needed food parcels across the Ravenscliffe Community.

As the service slowly resumed and was able to safely increase numbers for the summer, we maintained our face-face support, targeted intervention and community street play in areas of deprivation. The service did not enter into another full lockdown, however, some staff were semi-furloughed as the National landscape continued to change.

The community outreach programme, favoured smaller street and estate play sessions wherever possible, not engaging in large parks or open events.

As we neared the Spring of 2021 – there was a shift in approach as we planned for resuming a near normal service from Easter leading into the summer 2021.

Our new building was completed February 2021, and now provides a fabulous new space on which to extend our play offer further. Thanks to Sport England's Asset Investment, this space provides endless indoor opportunities, a fully fitted kitchen ensures we can continue to feed children, and further create a free-flowing indoor interactive play space for parties, schools and groups to hire.

Despite the challenges across the year, the Furlough Grant scheme provided a much welcomed safety net for the charity, our existing investors were most helpful during the pandemic, enabling the service to continue to operate and thrive.

As the charity enters the new financial year, we have lost unrestricted generated income due to the schools being closed, the long-term financial impact of this loss, remains to be seen as we recover from a turbulent year.

#### **Financial review**

The net expenditure for the year was £6,442, including net income of £113,777 on unrestricted funds and net expenditure of £120,219 on restricted funds, after transfers.

#### Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £22,524.

The trustees aim to maintain sufficient reserve funds to cover between 3 and 6 months operating expenditure. The trustees consider the core operating costs to be £120,000, making the policy levels £30,000 to £60,000.

The trustees review the reserves held every three months.

Whilst the charity's activities have been adversely affected by the Covid 19 pandemic, the trustees have reviewed the financial position of the charity and are satisfied that there are no material uncertainties so significant as to cast doubt over the ability of the charity to continue to operate as a going concern.

## Trustees' report (continued) for the year ended 31 March 2021

## Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

select suitable accounting policies and apply them consistently;

observe the methods and principles in the Charities SORP;

make judgements and estimates that are reasonable and prudent;

state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees on 10/12/2021

John Cole (Trustee)

## Independent examiner's report to the trustees of Play Bradford

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2021, which are set out on pages 7 to 15.

## Responsibilities and basis of report

As the charity's trustees of the charitable 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 charitable 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 ('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 the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a member of ACIE which is one of the listed bodies.

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

- 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 Bostrom FCIE

10/12/2021

**West Yorkshire Community Accounting Service** 

Stringer House 34 Lupton Street Leeds LS10 2QW

Play Bradford
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2021

	Notes				
		2021	2021	2021	2020
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
Income from:					
Grants and donations	(2)	1,000	295,561	296,561	382,078
Sales and fees	, ,	1,111	, <u>-</u>	1,111	12,108
Other Income		50	_	50	, <u>-</u>
Bank interest		33	_	33	9
Total income		2,194	295,561	297,755	394,195
			,		
Expenditure on:					
Salaries, NIC and pensions	(3)	-	165,739	165,739	179,974
Payroll charges		_	1,027	1,027	1,046
Delivery partner payments		_	69,493	69,493	16,973
Travel, uniforms and staff expenses		_	829	829	795
Training and development		_	70	70	1,466
Resources and transport costs		_	6,649	6,649	11,358
Vehicle hire and running costs		_	7,715	7,715	7,078
Building and equipment costs		-	26,118	26,118	13,641
Utilities and phone		-	3,842	3,842	3,090
Insurance		-	3,277	3,277	1,558
Repairs and maintenance		-	6,039	6,039	4,379
Office and admin		-	2,681	2,681	1,936
Legal and professional		-	3,374	3,374	3,014
Independent examination		-	1,200	1,200	1,080
Marketing and publicity		-	3,303	3,303	677
Other expenditure		-	74	74	205
Depreciation		2,767		2,767	
Total expenditure		2,767	301,430	304,197	248,270
Net income / (expenditure)		(573)	(5,869)	(6,442)	145,925
Transfers between funds		114,350	(114,350)		-
Net movement in funds		113,777	(120,219)	(6,442)	145,925
Fund balances brought forward		44,316	179,595	223,911	77,986
Fund balances carried forward	(4)	158,093	59,376	217,469	223,911

All incoming resources and resources expended derive from continuing activities.

## **Balance sheet**

as at 31 March 2021	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets (5	135,569		135,569	
Total fixed assets	135,569		135,569	
Current assets				
Debtors and prepayments	5) -	6,114	6,114	115,825
Cash at bank	23,724	56,030	79,754	109,166
Total current assets	23,724	62,144	85,868	224,991
Current liabilities:				
amounts falling due within one year				
Creditors and accruals (7	1,200	2,768	3,968	1,080
Total current liabilities	1,200	2,768	3,968	1,080
Net current assets / (liabilities)	22,524	59,376	81,900	223,911
Net assets	158,093	59,376	217,469	223,911
Funds				
Unrestricted funds				
General unrestricted funds	155,301	-	155,301	14,316
Designated funds			2,792	30,000
Unrestricted funds	158,093	-	158,093	44,316
Restricted funds		59,376	59,376	179,595
Total funds	158,093	59,376	217,469	223,911

For the year ending 31 March 2021 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 10/12/2021

John Cole (Trustee)

## Notes to the accounts

## for the year ended 31 March 2021

### 1 Accounting policies

#### Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice:

Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

## Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

#### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

#### **Grants and donations**

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

#### **Expenditure and liabilities**

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

#### **Taxation**

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

#### Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Land and buildings: over 50 years

Project and office equipment: over 3 years

#### **Pensions**

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

## Notes to the accounts for the year ended 31 March 2021

## 1 Accounting policies continued

## **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

#### Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

# Play Bradford Notes to the accounts continued for the year ended 31 March 2021

Unrestricted         Restricted         Total         Tot           funds         funds         funds         funds           £         £         £           BBC Children in Need         -         15,299         15,299           BNI Foundation         1,000         -         1,000         -	ds £ 12 - 30
£ £ £ £ BBC Children in Need - 15,299 15,299 30,21	£ 12 - 30
BBC Children in Need - 15,299 15,299 30,21	12 - 30
	- 30
BNI Foundation 1,000 - 1,000 -	
Bradford Teaching Hospitals - 32,076 32,076 94,73	70
City of Bradford Met. Dist. Council (CBMDC) - 25,227 25,227 6,17	78
CNET Big Local - 3,493 -	-
HMRC Job Retention Scheme - 27,044 - 27,044 -	-
Leeds Community Foundation - 28,491 28,491 5,31	
National Lottery Community Fund (NLCF) - 126,424 126,424 73,80	00
People's Health Trust - 2,348 2,348 14,08	88
Sport England - 25,000 25,000 122,00	00
Transforming Lives for Good - 5,500 5,500 2,50	00
Windhill, Idle, Saltaire - Healthy & Happy (WISHH) 4,659 4,659 -	-
Bradford Opportunities Board 25,28	
Bradford VCS Alliance 1,00	00
Sovereign Health 4,50	00
Other grants and donations 2,47	74
<u>1,000</u> <u>295,561</u> <u>296,561</u> <u>382,07</u>	78
3 Staff costs and numbers 2021 202	20
£	£
Gross salaries 161,211 170,49	90
Social security costs 4,563 8,55	50
Employment allowance (4,000) (3,00	00)
Pensions3,9653,93	34_
165,739 179,97	74

The average number employees during the year was 10, being an average of 7 full time equivalent (2020: 10, 7.5 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2021	2020
	£	£
Costs of the scheme to the charity for the year	3,965	3,934
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

# Play Bradford Notes to the accounts continued for the year ended 31 March 2021

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
BBC Children in Need	3,481	15,299	18,780	-	-
BMDC Building	-	4,578	4,578	-	-
BMDC HAF	-	20,649	20,649	-	-
BMDC Transformation	1,600	-	1,600	-	-
Bfd Teaching Hospitals	18,204	32,076	50,271	-	9
CNET Big Local	-	3,493	3,493	-	-
CF Healthy Holidays	-	11,782	11,782	-	-
HMRC JRS	-	27,044	27,044	-	-
LCF Food Poverty	-	6,783	6,227	-	556
LCF Resilience	-	9,926	9,926	-	-
NLCF Play Hubs	40,067	101,190	96,717	-	44,540
NLCF Community Thrive	-	25,234	15,622	-	9,612
Peoples Health Trust	730	2,348	3,078	-	-
Sport England (Development)	15,513	25,000	26,163	(14,350)	-
Sport England (Capital build)	100,000	-	-	(100,000)	-
Transforming Lives	-	5,500	5,500	-	-
WISHH		4,659			4,659
	179,595	295,561	301,430	(114,350)	59,376

Fund name	Purpose of restriction
BBC Children in Need	Towards adventure play activities focussing on children with complex emotional struggles.
BMDC Building	Towards the premises overheads of the charity.
BMDC HAF	Towards the cost of holiday activities.
BMDC Transformation	Towards the costs of rebranding the charity.
Bfd Teaching Hospitals	Towards the costs of the JU:MP (Join Us: Move Play) programme. To provide Mobile Adventurous Play Contract (MAP)
CNET Big Local	Support for play delivery in Scholemoor
CF Healthy Holidays	To provide healthy activity and meals across the holiday periods.
HMRC JRS	To cover the cost of furloughed staff.
LCF Food Poverty	To support the most needy families with vital food related activities and food distribution post Covid.
LCF Resilience	Infrastructure funding to support the organisation post Covid.
NLCF Play Hubs	Funds to cover the Play Hubs partnership project maintaining community based play. Play Bradford is the Lead Partner.
NLCF Community Thrive	Towards outdoor developments and Covid response and recovery.
Peoples Health Trust	Towards play activities for children local to the charity to build confidence and resilience.
Sport England (Development)	Towards project management costs for the new building. The transfer relates to capital additions.
Sport England (Capital build)	Funding, along with the £30,000 designated funds towards the construction costs of the new building. The transfer relates to capital additions.
Transforming Lives	Towards holidays in 2019 and feeding 50 children eligible for school meals.
WISHH	Towards the cost of GP Practices partnership for play delivery in Bolton Woods.

## Notes to the accounts continued for the year ended 31 March 2021

4 Designated funds	Balance b/f	Incoming £	Outgoing £	Transfers £	Balance c/f
New build costs	£ 30,000	L	L	(27,208)	£ 2,792
	30,000			(27,208)	2,792
Fund name	Purpose of des	signation			
New build costs			tilised in the year g relates to the re		ne new
5 Tangible assets				Land and	
				buildings	Total
Cost				£	£
At 1 April 2020 Additions				- 120 226	120 226
Additions At 31 March 2021				138,336 138,336	138,336 138,336
At 31 March 2021				130,330	
<u>Depreciation</u>					
At 1 April 2020				-	-
Charge for year				2,767	2,767
At 31 March 2021				2,767	2,767
				_	
Net book value					
At 31 March 2021				135,569	135,569
At 31 March 2020					
7 to 1 March 2020			1		
				2004	0000
6 Debtors and prepayments				2021 £	2020 £
Debtors				6,114	115,513
Prepayments				-	312
, ,			,	6,114	115,825
			'	<u> </u>	
7 Creditors and accruals				2021	2020
i Organiors and accidans				£	2020 £
Creditors				2,768	-
Accruals				1,200	1,080
			•	3,968	1,080
			'		

## Play Bradford Notes to the accounts continued for the year ended 31 March 2021

## 8 Related party transactions

### **Trustee expenses**

No trustee received any expenses during this year or the previous year.

## Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

## 9 Operating leases

A lease agreement, for the Eccleshill Adventure Play Site, Park Road, Eccleshill, Bradford was secured in 2014 with Bradford MDC for a period of 30 years; a peppercorn rent is due annually if demanded.

Play Bradford
Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2021

	2021	2020	2021	2020	2021	2020
U	nrestricted	Unrestricted	Restricted	Restricted	Total	Total
	funds	funds	funds	funds	funds	funds
	£	£	£	£	£	£
Income						
Grants and donations	1,000	6,974	295,561	375,104	296,561	382,078
Sales and fees	1,111	12,108	-	-	1,111	12,108
Other Income	50	-	-	-	50	-
Bank interest	33	99_			33_	9
Total income	2,194	19,091	295,561	375,104	297,755	394,195
Expenditure						
Salaries, NIC and pensions	-	371	165,739	179,603	165,739	179,974
Payroll charges	-	-	1,027	1,046	1,027	1,046
Delivery partner payments	-	-	69,493	16,973	69,493	16,973
Travel, uniforms and staff expenses	-	-	829	795	829	795
Training and development	-	84	70	1,382	70	1,466
Resources and transport costs	-	5,140	6,649	6,218	6,649	11,358
Vehicle hire and running costs	-	-	7,715	7,078	7,715	7,078
Building and equipment costs	-	3,390	26,118	10,251	26,118	13,641
Utilities and phone	-	479	3,842	2,611	3,842	3,090
Insurance	-	-	3,277	1,558	3,277	1,558
Repairs and maintenance	-	3,262	6,039	1,117	6,039	4,379
Office and admin	-	262	2,681	1,674	2,681	1,936
Legal and professional	-	54	3,374	2,960	3,374	3,014
Independent examination	-	-	1,200	1,080	1,200	1,080
Marketing and publicity	-	-	3,303	677	3,303	677
Other expenditure	-	170	74	35	74	205
Depreciation	2,767				2,767	
Total expenditure	2,767	13,212	301,430	235,058	304,197	248,270
Net income / (expenditure)	(573)	5,879	(5,869)	140,046	(6,442)	145,925
Transfers between funds	114,350	-	(114,350)		-	-
Net movement in funds	113,777	5,879	(120,219)	140,046	(6,442)	145,925
Fund balances brought forward	44,316	38,437	179,595	39,549	223,911	77,986
Fund balances carried forward	158,093	44,316	59,376	179,595	217,469	223,911