

IPSWICH COMMUNITY PLAYBUS



Annual Report And Accounts

Year ending 31 March 2023

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IPSWICH COMMUNITY PLAYBUS

LEGAL AND ADMINISTRATIVE INFORMATION

LEGAL STRUCTURE: Constitution adopted 16 April 2003

CHARITY REGISTRATION NO: 278061

CURRENT OFFICERS AND TRUSTEES:

BOARD OF TRUSTEES:

Elizabeth Harsant - Chairperson
Robert Whitehead - Treasurer
Jane O'Shea
Lynne Burr
Sandie Catlin

PRINCIPAL ADDRESS: 7 Constantine Road, Ipswich, IPI 2DL

ADVISERS:

INDEPENDENT EXAMINER:

John Stenhouse

BANKERS:

Barclays Bank plc
1 Princes Street
IPSWICH
IPI IRJ

IPSWICH COMMUNITY PLAYBUS

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

Governing document

The charity is governed by the constitution which was adopted on 16 April 2003.

Aims and objectives

To advance the education of children below compulsory school age, by providing or assisting in the provision of facilities for group play in which parents can participate where appropriate. In the interests of social welfare to provide recreational facilities for the inhabitants of Ipswich so that the conditions of life may be improved.

History and Background

The original Ipswich Playbus first went out on the road in the early 1970's. Over the years the Playbus expanded and changed its role, following demand from users and a grant from the National Lottery Charities Board. A new secondhand bus was bought and converted into a Playbus. Advice work, outreach and community services were developed.

Review of the Year

The Playbus has had an excellent year, although a few mechanical failures have galvanised us into retiring Maggie and finding a replacement, Dennis. We have purchased a new bus and are sourcing quotations for the conversion. Our Coordinator, Play Worker and "Maggie" have enjoyed being back with everyone and looking forward to planning Maggie's retirement in October 2023 to coincide with her 20th anniversary.

General Funding

Ipswich Borough Council - We were again awarded £5,000 from Ipswich Borough Council Cash Grants 2022-2023. We have also been awarded £15,000 from the Transport Fund at IBC towards parking and the care and maintenance of the Playbus.

BBC Children In Need Grant – We have received three payment this financial year totalling £19,515.

Clarion Housing Association—Griffin Wharf

Clarion have continued to support their residents with funding for the Playbus with a Grant of £3,500 this year.

Other Funding during the year has come from:

GRANT - IBC Maintenance Qr	3,750.00
GRANT Lord Belstead CS	3,000.00
GRANT - FB COALES NO.4	1,000.00
GRANT - THE CHILDRENS END	100.00
GRANT - East Anglian Mark Benevolent Association	1,000.00
GRANT - Sydney Black Charitable Trust	500.00
GRANT - Ganzoni CT	2,000.00
GRANT - Christadelphian Samaritan Fund	500.00
GRANT - The Archer Trust	2,500.00
GRANT - Cost of Living	500.00
GRANT - Fitton Trust	250.00
GRANT - Magdalen Hospital	2,000.00
GRANT - Grace Trust	500.00
GRANT - Freemasons from the Province of Suffolk	4,000.00
GRANT - Cllr Rob Bridgeman	2,144.00
GRANT - Cllr Nathan Wilson	1,000.00

New Bus Funding

Two grants were received towards purchase and conversion of Dennis

Mrs L D Rope Third Charitable Settlement	7,000.00
Charles Lewis Foundation	3,000.00

Volunteers

The current Executive Committee believe that there were no volunteers during the year ended 31 March 2023. (2022: None).

STATEMENT OF FINANCIAL ACTIVITIES

Risk review Policies are in place regarding the specific areas of risk including child protection, confidentiality, employment.

Reserves policy

The trustees continue to work hard to secure ongoing funding to ensure the sustainability of the Playbus. We have secured over £79.5K in Grants plus £4.9K in other income during the year. With running costs of £80.7K p.a., this leaves the Playbus with a small surplus this year of £3.844. This left our reserves in good shape with the expectancy of purchasing and converting the new Playbus. Trustees are however continually seeking sources of funding.

Trustees have set aside £50K of funds for a replacement bus and associated costs.

Investment policy

Monies in excess of day-to-day requirements are held in an interest bearing account, which with better interest rates has produced some additional revenue for the Charity

Appointment of trustees

The Executive Committee is elected at the AGM and consists of:

Chair person
Secretary
Treasurer

4 to 9 Elected members and up to 3 co-opted members (not more than one third of members of the Executive Committee may be co-opted members).

Trustees are recruited from interested persons known to the Executive Committee.

Current Trustees are:

Mrs Elizabeth Harsant - Chairperson
Robert Whitehead – Treasurer & Secretary
Jane O'Shea
Lynne Burr
Sandie Catlin

Statement of Trustees responsibilities in respect of the accounts

Charity law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing those financial statements, the trustees are required to: select suitable accounting policies and then apply them consistently; make judgements and estimates that are reasonable and prudent; state whether applicable accounting standards and statements of recommended practice have been followed subject to any material departures disclosed and explained in the financial statements; and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

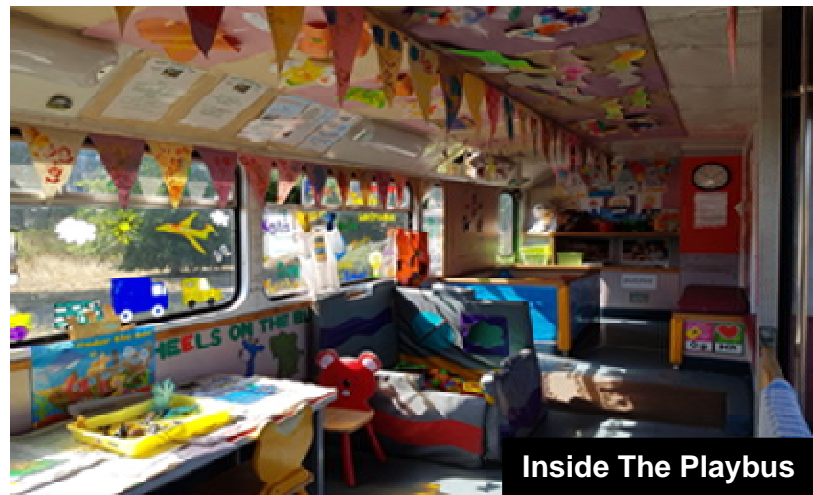
The trustees have overall responsibility for ensuring that the charity has appropriate systems of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued October 2000. 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 and to provide reasonable assurance that: the charity is operating efficiently and effectively', its assets are safeguarded against unauthorised use or disposition; proper records are maintained and financial information used within the charity or for publication is reliable; and the

charity complies with relevant laws and regulations.

Approved by the Trustees on – 19 December 2023

Elizabeth Harsant

Elizabeth Harsant



Inside The Playbus

Ipswich Community Playbus

Balance Sheet

As of March 31, 2023

	Total	
	As of Mar 31, 2023	As of Mar 31, 2022
Fixed Asset		
Tangible assets		
Bus		
Depreciation	-77,072.09	-67,336.00
Original Cost	59,336.00	59,336.00
Renovation Work	17,736.09	17,736.09
Total Bus	£ 0.00	£ 9,736.09
Total Tangible assets	£ 0.00	£ 9,736.09
Total Fixed Asset	£ 0.00	£ 9,736.09
Cash at bank and in hand		
ICP Current Account	12,853.50	4,690.71
ICP Interest Account	30,000.00	25,002.09
Renewals Fund	50,000.00	50,000.00
Takings/Petty Cash	12.46	41.07
Total Cash at bank and in hand	£ 92,865.96	£ 79,733.87
Debtors		
Accounts Receivable	0.00	0.00
Total Debtors	£ 0.00	£ 0.00
Current Assets		
Undeposited Funds	0.00	0.00
Total Current Assets	£ 0.00	£ 0.00
Net current assets	£ 92,865.96	£ 79,733.87
Creditors: amounts falling due within one year		
Trade Creditors		
Accounts Payable	0.00	200.70
Total Trade Creditors	£ 0.00	£ 200.70
Current Liabilities		
Payroll Liabilities	£ 578.87	£ 448.60
VAT Control - HMRC	0.00	0.00
Total Current Liabilities	£ 578.87	£ 448.60
Total Creditors: amounts falling due within one year	£ 578.87	£ 649.30
Net current assets (liabilities)	£ 92,287.09	£ 79,084.57
Total assets less current liabilities	£ 92,287.09	£ 88,820.66
Total net assets (liabilities)	£ 92,287.09	£ 88,820.66
Capital and Reserves		
Opening Bal Equity	38,466.99	38,466.99
Retained Earnings	49,975.27	64,203.13
Profit for the year	3,844.83	-13,849.46
Total Capital and Reserves	£ 92,287.09	£ 88,820.66

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

ACCOUNTING POLICIES

Basis of accounting The financial statements have been prepared under the historical cost convention, and in accordance with applicable accounting standards. The financial statements also comply with the requirements of the Charities Act 1993 and with the Statement of Recommended Practice (SORP)

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified. Donations and fundraising are recognised in the Financial Statements on receipt. No amounts are included in the financial statements for the services donated by volunteers.

Resources expended

All expenditure is accounted for on an accruals basis. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with use of resources. Fundraising Costs are commission paid to S Grievson Fundraising, a fundraising company.

Tangible Fixed Assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost, including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off each asset over its estimated useful life as follows:

Bus – The Trustees have decided not to levy any depreciation again this year.

The organisation is a registered charity and its activities are exempt from United Kingdom Income and Corporation Taxation.

Any Income Tax recoverable under Gift Aid is recognised in the Financial Statements in the period in which it is received.

Signed:



Robert Whitehead
Treasurer

Signed:



John R Stenhouse
Independent Examiner

Gifts in kind Included at the valuation of the donor.

Ipswich Community Playbus Income and Expenditure

	Total	
	Apr 2022 - Mar 2023	Apr 2021 - Mar 2022
Income		
Fundraiser Sales	592.00	
Gifts and Donations Income		
Unrestricted	822.32	194.00
Total Gifts and Donations		
Income	£ 822.32	£ 194.00
Grants	40,994.00	38,928.25
Restricted Grant	28,515.00	
New Bus Fund	10,000.00	
Total Restricted Grant	£ 38,515.00	£ 0.00
Total Grants	£ 79,509.00	£ 38,928.25
Services		8,072.71
SLA	3,500.00	
Total Income	£ 84,423.32	£ 47,194.96
Gross Profit	£ 84,423.32	£ 47,194.96
Expenses		
Admin Services		1,728.00
Advertising and Promotion	582.24	545.00
Bus Equipment Expense	319.03	28.80
Cleaning Materials	540.87	522.78
Depreciation Expense	9,736.09	
Dues and Subscriptions	412.86	399.42
Fundraising Costs	10,013.27	600.00
Insurance	5,356.56	1,607.87
Licenses and Permits	50.00	180.99
Maintainance	15,000.00	15,000.00
Motor Expense	295.00	280.00
Bus Repairs and Renewals	1,028.95	65.00
Diesel	1,773.73	1,479.08
Total Motor Expense	£ 3,097.68	£ 1,824.08
Office Supplies	26.39	
Payroll Expenses	1,039.65	
Pension	717.64	2,997.88
Taxes	-213.65	2,600.82
Wages	31,143.51	30,190.44
Total Payroll Expenses	£ 32,687.15	£ 35,789.14
Play Equipment	401.86	678.35
Printing and Stationary	86.47	84.02
Rent	1,030.00	1,030.00
Repairs		80.58
Equipment Repairs		10.00
Total Repairs	£ 0.00	£ 90.58
Subscriptions	424.08	428.47
Telephone	569.40	514.92
Training	336.00	
Travel & Ent	59.40	
Total Expenses	£ 80,729.35	£ 61,052.42
Net Operating Income	£ 3,693.97	-£ 13,857.46
Other Income		
Interest Income	150.86	8.00
Total Other Income	£ 150.86	£ 8.00
Net Other Income	£ 150.86	£ 8.00
Net Income	£ 3,844.83	-£ 13,849.46



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Ipswich Community Playbus

On accounts for the year
ended

31st March 2023

Charity no
(if any) 278061

Set out on pages

Balance Sheet and Profit & Loss
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2023**.

Responsibilities and basis
of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent
examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:

Date: 19/12/2023

Name:

John Stenhouse

Relevant professional
qualification(s) or body
(if any):

FIOEE

Address:

1 Ramsey Road, Hadleigh, Ipswich, Suffolk IP7 6AN

