

Charity Registration No. 1163792

HACKNEY PLAYBUS
(A CHARITABLE INCORPORATED ORGANISATION)
TRUSTEES' REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2019

GOLDWINS
Chartered Accountants & Registered Auditors
75 Maygrove Road
West Hampstead
London NW6 2EG

HACKNEY PLAYBUS CIO

CONTENTS

	PAGE
Trustees' annual report	4 - 6
Independent examiner's report	7
Statement of financial activities	8
Balance sheet	9
Notes to the accounts	10 - 17

HACKNEY PLAYBUS CIO

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2019

Trustees	A Bramble Cllr A Burns A Wikman S Harvey - Cook (resigned 27 February 2019) J Randall (resigned 27 February 2019) G Irvine Robertson E Bridge S Hunt M Oguz (appointed 25 th June 2018) M Pieczonka (appointed 25 th June 2018)
Charity registration number	1163792
Principal address	Kingsmead Kabin 8-9 Kingsmead Way London E9 5QG
Registered address	Kingsmead Kabin 8-9 Kingsmead Way London E9 5QG
Independent Examiners	Goldwins Limited 75 Maygrove Road London NW6 2EG
Bankers	HSBC 283 Mare Street London E8 1PJ

HACKNEY PLAYBUS CIO

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2019

The trustees present their report and accounts for the year ended 31 March 2019.

Structure, Governance and Management

Type of Governing Document

The Charity is a charitable incorporated organisation formed and governed by a constitution adopted on the 9th December 2016 and registered as a charity on 12th August 2015.

Trustee Selection Methods

Trustees are elected from service users, service commissioners, partners, other stakeholders and individuals with relevant skills and/or experience. They undertake to donate their skills and time on a voluntary basis to assist in achieving the charities objectives. Elections will take place at the annual general meetings (AGM). In addition to this Trustees can be co-opted in between AGMs to fill casual vacancies.

Objectives and Activities

The Charity's Objects are:

1. To advance the education of children below compulsory school age by providing or assisting in the provision of facilities for group play in which the children's parents/carers can participate where appropriate.
2. In the interests of social welfare to provide recreational facilities for the inhabitants of the London Borough of Hackney or surrounding boroughs, so that their conditions of life may be improved.

Summary of the Main Activities undertaken for the Public Benefit in relation to these Objects

- We welcomed all children in our area of operation regardless of their background, faith, gender or personal circumstances. In partnership with funders and commissioners we supplied a mobile play and outreach service for under fives within the Borough of Hackney and surrounding boroughs. In addition we delivered a playbus service to community events, early years facilitated 'drop in' groups and occasional holiday play provision.
- We adhered to our core values of being a friendly and welcoming service, accessible to all children and their carers, targeting our work on areas of deprivation where children may be growing up isolated and parents/carers may not be accessing early years support services on behalf of their children.

Recruitment and Appointment of new Trustees

- Our Trustees are volunteers from various backgrounds (users, partners, funders) who have elected to give their valued contribution towards the governance of the Charity.

Trustee Induction and Training

- Induction of new Trustees will be undertaken by senior staff members and in line with an agreed induction process.

HACKNEY PLAYBUS CIO

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2019

Risk Management

- The Trustees have drawn up a risk register which provides an action programme to reduce risks faced by the charity which is reviewed annually. The charity also purchases relevant insurances.

Financial Review

- The Assets and liabilities of the Hackney Playbus CIO derive from a transfer from the former unincorporated charity set up in 1972, also called Hackney Playbus, which has now been dissolved. These accounts reflect the period from 1st April 2018 to 31st March 2019. Trustees report income of £161,807 for the year under review, and expenditure for the same period of £129,971. We are carrying forward to 2019-2020 total funds of £84,366 of which £15,000 is the depreciated value of our main asset being the Playbus vehicle itself and £69,366 are freely available reserves. The charity has no restricted reserves at the year end.
- The funding environment for charities continues to be extremely challenging. The Trustees are working hard to bring in additional funding from business sources while continuing to allocate resources towards attracting multi year grants in order to increase stability of provision and retain our high quality staff team. Access to grant funding is becoming increasingly competitive. Expenditure is carefully controlled to ensure that it remains closely aligned to income. In the coming years we plan to work more closely with other local charities in order to create economies of scale and improve longer term viability and sustainability.

Reserves Policy

- In 2015-16 the Trustees set as a target for free reserves a sum of £30,000 to be achieved over a 3 year period, representing approximately three months expenditure at 2016 levels. This has now been achieved. The Trustees have reviewed and revised this level of reserves taking into account increased turnover and revised the target for free reserves to £40,000. The Trustees believe that this should be sufficient to meet unforeseen expenditure such as that which might arise in connection with employment legislation, while also providing short-term protection against a significant drop in funding. This target has been achieved.
- The Trustees continue to review progress quarterly to ensure that this level of reserves is maintained or reviewed.

Balance Sheet

- Details of the major items on the balance sheet can be found in the notes to the accounts. The fluctuations in debtors and creditors year on year are purely the result of the timing of receipts and payments around the year end.

Principal Funding Sources

- The charity's principal sources of funds are spread between a number of different funders.

**L.B. Hackney
BBC Children in Need
GLA Families Fund
The Fore
Garfield Weston Foundation
Hackney Parochial Charities
Sun Babies Nursery Trust
South Hackney Parochial Charities**

HACKNEY PLAYBUS CIO

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2019

Principal Funding Sources (continued)

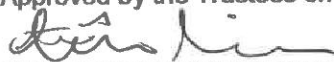
Youth Music
Sanctuary Housing

Special Acknowledgement

- The Trustees are grateful for all the support the organisation gets from the funders, other agencies and community organisations and also and particularly from individuals who offer their support through donating both money and expertise. Their extended support makes it possible for us to improve our service delivery and reach more families with our services. The Trustees acknowledge the contribution of the Director, the staff team, our volunteers through their work, devotion and loyalty.

Statement of Trustees' Responsibilities

- The Trustees are required to prepare a statement of accounts for each financial year which gives a true and fair view of the state of affairs of the charity at the end of that year and of the incoming resources and the application of resources in the year.
- The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity at that time and to enable them to ensure that the financial statements comply with the Charities Acts. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for prevention and detection of fraud and other irregularities.
- Approved by the Trustees on 29 August 2019 and signed on their behalf by



Anniina Wikman
Chair

HACKNEY PLAYBUS CIO

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2019

Independent examiner's report to the trustees of Hackney Playbus CIO

I report to the trustees on my examination of the accounts of Hackney Playbus CIO (the CIO) for the year ended 31 March 2019.

Responsibilities and basis of report

As the charity trustees of the CIO 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 CIO'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 giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.


Anthony Epton BA FCA CTA FCIE
Goldwins
Chartered accountants
75 Maygrove Road
West Hampstead
London NW6 2EG

Date: 4 September 2019

Hackney Playbus CIO**Statement of financial activities**

(incorporating an income and expenditure account)

For the year ended 31 March 2019

			2019	2018
	Note	Unrestricted £	Restricted £	Total £
Income from:				
Donations and legacies		15,219	-	15,219
Charitable activities:				
Playbus Events & Sessions		32,737	86,306	119,043
Early years services		1,350	9,872	11,222
Capacity building		1,260	15,003	16,263
Other income		60	-	60
Total income		50,626	111,181	161,807
Expenditure on:				
Charitable activities:	3			
Playbus Events & Sessions		11,349	89,266	100,615
Early years services		382	13,971	14,353
Capacity building		-	15,003	15,003
Total expenditure		11,731	118,240	129,971
Net income / (expenditure) for the year	4	38,895	(7,059)	31,836
Transfers between funds		-	-	-
Net movement in funds		38,895	(7,059)	31,836
Reconciliation of funds:				
Total funds brought forward		45,471	7,059	52,530
Total funds carried forward		84,366	-	84,366

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.

The attached notes form part of these financial statements.

Hackney Playbus CIO


Balance sheet

As at 31 March 2019

	Note	2019 £	2019 £	2018 £	2018 £
Fixed assets:					
Tangible assets	7		15,000		20,000
Current assets:					
Debtors	8	14,080		3,985	
Cash at bank and in hand		<u>57,723</u>		<u>30,191</u>	
		71,803		34,176	
Liabilities:					
Creditors: amounts falling due within one year	9	<u>2,437</u>		<u>1,646</u>	
Net current assets			69,366		32,530
Total net assets			84,366		52,530
Funds	12				
Restricted funds			-		7,059
Unrestricted funds:			<u>84,366</u>		<u>45,471</u>
Total funds			84,366		52,530

The financial statements have been prepared in accordance with the Charities SORP (FRS 102).

Approved by the trustees on 29 August 2019
and signed on their behalf by:


Annabelle Burns
Trustee


Stuart Hunt
Trustee

Charitable Incorporated Organisation: 1163792

The attached notes form part of the financial statements.

Hackney Playbus CIO
Notes to the financial statements
For the year ended 31 March 2019

1 Accounting policies

a) Basis of preparation

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 - effective 1 January 2015) - (Charities SORP FRS 102).

The charitable incorporated organisation meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy or note.

b) Reconciliation with previously Generally Accepted Accounting Practice (GAAP)

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was required. There were no restatements required.

c) Going concern

The trustees consider that there are no material uncertainties about the charitable incorporated organisations's ability to continue as a going concern. The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

d) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Income received in advance for the provision of specified service is deferred until the criteria for income recognition are met.

e) Donations of gifts, services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item or received the service, any conditions associated with the donation have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), volunteer time is not recognised so refer to the trustees' annual report for more information about their contribution.

On receipt, donated gifts, professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

f) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

g) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Hackney Playbus CIO
Notes to the financial statements
For the year ended 31 March 2019

1 Accounting policies (continued)

h) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise of trading costs and the costs incurred by the charitable incorporated organisation in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose.
- Expenditure on charitable activities includes the costs undertaken to further the purposes of the charity.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

i) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity and its activities. These costs have been allocated between expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 3.

j) Operating leases

Rental charges are charged on a straight line basis over the term of the lease.

k) Tangible fixed assets

Items of equipment are capitalised where the purchase price exceeds £1,000. Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Fixtures and fittings	25%
Computer equipment	33%
Motor vehicles	20%

l) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

m) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

n) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

o) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Hackney Playbus CIO
Notes to the financial statements
For the year ended 31 March 2019

2 Detailed comparatives for the statement of financial activities

	2018	2018	2018
	Unrestricted £	Restricted £	Total £
Income from:			
Donations and legacies	4,862	2,690	7,552
Charitable activities:			
Playbus Events & Sessions	20,148	50,196	70,344
Early year services	6,200	18,115	24,315
Capacity building	-	5,861	5,861
Other income	12	-	12
Total income	31,222	76,862	108,084
Expenditure on:			
Charitable activities:			
Playbus Events & Sessions	28,288	48,970	77,258
Early year services	10,026	25,766	35,792
Capacity Building	328	5,861	6,189
Total expenditure	38,642	80,597	119,239
Net expenditure	(7,420)	(3,735)	(11,155)
Total funds brought forward	52,891	10,794	63,685
Total funds carried forward	45,471	7,059	52,530

Hackney Playbus CIO
Notes to the financial statements
For the year ended 31 March 2019

3 Analysis of expenditure

	Basis of allocation	Charitable activities					2019 Total £	2018 Total £
		Capacity Building £	Playbus events & sessions £	Early years services £	Support costs £	Governance costs £		
Staff costs	Time	14,112	57,235	9,959	10,040	-	91,346	87,531
Premises costs	Direct	-	-	-	8,000	-	8,000	6,580
Office costs	Direct	389	-	-	3,701	-	4,090	1,781
IT costs	Direct	-	-	-	261	-	261	307
Vehicle costs	Direct	-	7,110	-	-	-	7,110	7,447
Depreciation	Direct	-	5,000	-	-	-	5,000	5,000
Professional costs	Direct	502	-	-	-	2,944	3,446	2,438
Play Resources & Hire	Direct	-	9,439	1,279	-	-	10,718	8,155
		15,003	78,784	11,238	22,002	2,944	129,971	119,239
Support costs		-	19,255	2,747	(22,002)	-	-	-
Governance costs		-	2,576	368	-	(2,944)	-	-
Total expenditure 2019		£ 15,003	£ 100,615	£ 14,353	£ -	£ -	£ 129,971	
Total expenditure 2018		£ 6,189	£ 77,258	£ 35,792	£ -	£ -	£ -	£ 119,239

Of the total expenditure, £11,731 was unrestricted (2018: £38,642) and £118,240 was restricted (2018: £80,597).

Hackney Playbus CIO
Notes to the financial statements
For the year ended 31 March 2019

4 Net income / (expenditure) for the year

This is stated after charging:

	2019	2018
	£	£
Depreciation	5,000	5,000
Independent examiner's fee	910	880

5 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

Staff costs were as follows:

	2019	2018
	£	£
Salaries and wages	89,194	83,656
Social security costs	1,529	634
Employer's contribution to defined contribution pension schemes	623	572
	91,346	84,862

No employees received remuneration in excess of £60,000 in the year (2018: £nil).

The total employee benefits including pension contributions of the key management personnel were £39,902 (2018: £34,540).

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2018: £nil) neither were they reimbursed expenses during the year (2018: £nil). No charity trustee received payment for professional or other services supplied to the charity (2018: £nil).

Staff numbers

The average number of employees (head count based on number of staff employed) during the year was 11 (2018: 10).

6 Taxation

The charitable incorporated organisation is a registered charity and is exempt under Part 11 of the Corporation Tax Act 2010 on its income and S256 Taxation of Chargeable Gains Act 1992 on its capital gains.

The charitable incorporated organisation is not registered for VAT and the expenditure includes VAT where applicable.

Hackney Playbus CIO
Notes to the financial statements
For the year ended 31 March 2019

7 Tangible fixed assets	Motor vehicles
	£
Cost	
At the start of the year	25,000
Additions in year	-
Disposals in year	-
At the end of the year	<u>25,000</u>
Depreciation	
At the start of the year	5,000
Charge for the year	5,000
Eliminated on disposal	-
At the end of the year	<u>10,000</u>
Net book value	
At the end of the year	<u><u>15,000</u></u>
At the start of the year	<u><u>20,000</u></u>

All of the above assets are used for charitable purposes.

Motor Vehicles represent 'The Hackney Playbus'. The charity has adopted a policy of carrying the asset at depreciated cost with depreciation being charged over 5 years on a straight line basis.

Hackney Playbus CIO
Notes to the financial statements
For the year ended 31 March 2019

8 Debtors

	2019	2018
	£	£
Trade debtors	11,868	3,435
Prepayments	2,212	550
	14,080	3,985

9 Creditors: amounts falling due within one year

	2019	2018
	£	£
Taxation and social security	1,527	766
Accruals	910	880
	2,437	1,510

10 Pension scheme

The charity has no pension scheme other than the statutory pension.

11 Analysis of net assets between funds

	General unrestricted	Restricted	Total funds
	£	£	£
Tangible fixed assets	15,000	-	15,000
Net current assets	69,366	-	69,366
Net assets at the end of the year	84,366	-	84,366

Hackney Playbus CIO
Notes to the financial statements
For the year ended 31 March 2019

12 Movements in funds

	At the start of the year £	Incoming resources & gains £	Outgoing resources & losses £	At the end of the year £
Restricted funds:				
London Borough of Hackney	-	29,492	29,492	-
Peoples Health Trust	(1,852)	1,852	-	-
Sunbabies Nursery Trust	-	5,000	5,000	-
BBC Children in Need	8,911	20,793	29,704	-
Youth Music	-	307	307	-
South Hackney Parochial Charity	-	5,000	5,000	-
Awards for All	-	7,080	7,080	-
GLA Families	-	17,097	17,097	-
Hackney Parochial Charities	-	9,557	9,557	-
The Fore	-	15,003	15,003	-
Total restricted funds	7,059	111,181	118,240	-
Unrestricted funds:				
General funds	45,471	50,626	11,731	84,366
Total funds	52,530	161,807	129,971	84,366

Purposes of restricted funds

All restricted funds are in respect of grants received by individual organisations for delivery of specific projects.

13 Legal status of the charity

The charity is a charitable incorporated organisation.

14 Related party transactions

There are no related party transactions to disclose (2018: none).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.