

**SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION**

**SWINDON CHILDREN'S SCRAPSTORE
UNIT 7
BRAMBLE CLOSE
ELGIN INDUSTRIAL ESTATE
SWINDON
WILTSHIRE
SN2 8DW**

**REGISTERED NUMBER
1168574**

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2019**

**SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION**

**REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2019**

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SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION

CHARITY INFORMATION

CHARITY NUMBER	1168574
TRUSTEES	S. Cheney J. Markey T. Smith M. Park J. Rees-Baines J CM Hartl
CHIEF EXECUTIVE OFFICER	O. McCann
REGISTERED OFFICE	Unit 7 Bramble Close Elgin Industrial Estate Swindon Wiltshire SN2 8DW
BANKERS	Co-operative Bank PLC PO Box 250 Skelmersdale WN8 6WT
INDEPENDENT EXAMINER	Robert Raynes Bridleway Cottage 85 Priors Hill Wroughton Swindon SN4 0RL

SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION

TRUSTEES' RESPONSIBILITIES

Charity law requires the trustees to prepare financial statements 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;
- Follow applicable accounting standards, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

In addition to complying with charities' legislation the trustees are also required to have regard to the Statement of Recommended Practice, *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 (FRS102) (effective 1st January 2015).

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the SORP and the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION

TRUSTEES REPORT FOR THE YEAR ENDED 31ST MARCH 2019

The trustees present their report and the financial statements for the year ended 31st March 2019.

Introduction

This report covers the period from the last reported year ended 1st April 2018 to 31st March 2019.

Structure, Governance and Management

Swindon Children's Scrapstore is a charity governed by its Trust Deed. Members support the aims of the organisation and are invited to the Annual General Meeting. Members elect the trustees of the management committee.

Recruitment and Appointment of Management Committee

Our aim is to ensure that the needs of our clients are appropriately reflected through the diversity of the trustee body and to enhance the potential pool of trustees, the charity seeks to identify potential new trustees relevant to the nature of its work.

Business, social care, financial services, human resource management and legal skills are well represented on the management committee. In an effort to maintain a broad skill mix, members of the management committee are requested to provide an outline of their skills and, in the event of particular skills being lost due to retirements, individuals are approached to offer themselves for election to the management committee. An annual audit of skills is carried out to identify any existing gaps in the Board.

Trustee Induction and Training

The charity operates a clear procedure for the recruitment of new trustees. Any potential new trustees are firstly invited to meet with the Chief Executive at the offices of the charity. An overview of the charity's work is provided at this session, together with a tour of the building to meet with staff members. At this stage an information pack is provided, outlining the operational structure of the charity, the work carried out by each service, the current financial position as set out in the latest published financial statements, and future plans and objectives. After submitting an application form and CV the candidate will be invited to meet with the Chairperson and one other trustee for interview. At this stage the discussions will take place regarding the responsibilities of being a trustee of the organisation and the suitability of the candidate will be assessed.

SWINDON CHILDREN'S SCRAPSTORE
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TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2019

Potential trustees will be asked to provide a CV as evidence of their skills and background. Following their interview if the panel recommend the candidate as a suitable trustee, they will then be then invited to attend the next full meeting of the management committee. After this, existing trustees formally vote on the suitability of each candidate as trustees and, once accepted, can thereafter function on the committee as co-operative member.

At the first Annual General Meeting following this, the members of the charity vote on whether to accept the co-opted member as full trustees.

Risk Management

The trustees have reviewed major risks and assessed the charity's main constraints as part of its annual business planning process. Systems have been established to mitigate any risks to which the charity may be exposed.

In addition to the above the charity is involved in an area of voluntary service in which it is essential, for the protection of those served by the charity, for employees to be properly assessed in order to minimise risk both to the charity's beneficiaries and the employees themselves. For this reason, before any prospective employee is engaged by the charity, comprehensive checks will be conducted by way of

Objectives and Activities

The focus of the organisation's work covers the following areas –

(i) To promote for the benefit of the inhabitants of Swindon and the surrounding area the provision of facilities for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances or for the public at large in the interests of social welfare and with the object of improving the condition of life of the said inhabitants.

(ii) The protection and preservation of the environment for public benefit in Swindon and surrounding areas, in particular by:

a) Collecting, storage and redistribution of reusable waste for art, craft and play;

b) Advancing the education of the public and promoting the benefits of all aspects of waste re-use;

c) The relief of financial hardship through the provision of waste re-use and related activities;

d) The provision of training or retraining and work experience in waste re-use and related activities;

Swindon Children's Scrapstore is non-party political, non-sectarian and an equal opportunities employer.

Public Benefit

The trustees have had regard to the Charity Commission guidance with regard to public benefit. The charity provides opportunities to all people irrespective of race, gender or religious or sexual orientation.

SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2019

ACHIEVEMENTS AND PERFORMANCE

Visits made to the Scrapstore: 12,467 members of the public visited the Scrapstore during the year.

Waste diverted from landfill: 250 tonnes of redundant reusable materials were diverted from landfill back into re-use for the benefit of the local community and at the same time protecting the environment.

Community Repaint Scheme: 4,570 litres of paint were passed on to local people and community groups, thus saving the environment by diverting toxic waste from landfill.

Office Furniture Reuse Project: We redistributed 1,081 items = Approximately 50 tonnes of reusable office furniture to local schools, charities, small businesses, community organisations and local people. At least 95% of all items that come through our warehouse are diverted from landfill and made available to the local community.

Project Reboot: We redistributed 251 refurbished computers and 1,657 accessories to community groups and people on low incomes who otherwise would not be able to afford to buy a computer.

We provide volunteering opportunities for disadvantaged people and have supported 15 volunteers on the I.T project and provided them with new skills and increased confidence and self-esteem.

Scrappers Boxing Gym & Community Fitness Centre: The project provides access to fitness equipment at low cost to all members of the community of Swindon and surrounding areas aged 5 to 100. During the year we worked directly with 6,365 young people aged 5 – 24 years and 5,214 adults aged 25 years and above.

Volunteering Opportunities Project: The smooth running of the Scrapstore operations is facilitated by a regular team of 32 volunteers. During the year an additional 60 volunteers gained valuable experience in the environmental and retail sectors. The volunteers help with the Projects and vital functions that keep the charity going including reception, shop, stock preparation, shelf-filling, driving the van, helping with collections, administration and the operation of IT and network systems.

Volunteer in Kind Support: We provide regular volunteering and work placement opportunities for 32 regular volunteers each year, they work on average 18 hours each per week over 50 weeks this provides us with 28,800 hours of volunteer in kind support per year. In addition, we accept referrals from the Swindon Job Centre to provide people with work experience we worked directly with 60 people who are long-term unemployed working 30 hours per week for 50 weeks per year which provides us with 90,000 hours of volunteer in kind support.

SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION

TRUSTEES' REPORT FOR THE YEAR ENDED 31ST MARCH 2019

Reserves Policy

The Trustees believe that the charity should hold sufficient financial reserves to facilitate the winding down of the charity's operations in the event of the charity ceasing to operate on a permanent basis.

To achieve this, the charity's policy is to have unrestricted funds amounting to between three to six months of expenditure. At the year-end unrestricted funds were £107,315, after allowing for Fixed Assets and Shop Stock the unrestricted cash reserves amounted to £97,367.

Current monthly expenditure is running at £19,000 which equates to five months' reserves.

Plans for Future Periods

The trustees are focussed on the need to seek sustainable funding for the provision of our service in Swindon and see this as a main priority throughout the year alongside continuing to recruit, develop and support our volunteer workforce.

The charity is fundraising and building up general reserves with the intention of purchasing a building from which to conduct its operations. This cost of this property is expected to amount to approximately £250,000.

On Behalf of the Trustees

T.G. Smith



6th September 2019

SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION

INDEPENDENT EXAMINER'S REPORT
REGISTERED CHARITY NUMBER: 1168574

To the trustees of Swindon Children's Scrapstore, I report on the financial statements of the charity for the year ended 31st March 2019, which are set out in pages: 9 -17.

Responsibilities and Basis of Report

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

I report in respect of my examination of the Trusts 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

The charities gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

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:

- 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.



Robert Raynes
Bridleway Cottage
85 Priors Hill
Wroughton
Swindon
SN4 0RL

6th September 2019

SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2019**


	<u>Note</u>			<u>2019</u>	<u>2018</u>	
		Unrestricted Funds <u>General</u>	Designated Funds	Restricted Funds	<u>Total</u>	<u>Total</u>
Incoming Resources						
Incoming Resources from Generated Funds						
Donations and Gifts		175,230			175,230	118,274
Activities for Generating Funds:						
Sales		30,499			30,499	20,580
Gym		33,956			33,956	24,723
Memberships		6,407			6,407	6,734
Miscellaneous Income		-			-	743
Investment Income		-			-	-
Incoming Resources from Charitable Activities						
Grants	2			34,950	34,950	14,444
Fundraising to buy a building	10		275		275	-
Total Incoming Resources		<u>£ 246,092</u>	<u>£ 275</u>	<u>£ 34,950</u>	<u>£ 281,317</u>	<u>£ 185,498</u>
Resources Expended						
Costs of Generating Funds - Sales		869			869	1,898
Charitable Activities		188,620		32,929	221,549	189,716
Fundraising		-			-	-
Governance Costs	3	4,092			4,092	3,831
Total Resources Expended		<u>£ 193,581</u>	<u>£ -</u>	<u>£ 32,929</u>	<u>£ 226,510</u>	<u>£ 195,445</u>
<u>Net Income/ Expenditure for the Year</u>		52,511	275	2,021	54,807	(9,947)
Transfers between Funds		<u>(40,000)</u>	<u>40,000</u>			
		12,511	40,275	2,021	54,807	(9,947)
Fund Balances Brought Forward		54,804		3,456	58,260	68,207
Fund Balances Carried Forward		<u>£ 67,315</u>	<u>£ 40,275</u>	<u>£ 5,477</u>	<u>£ 113,067</u>	<u>£ 58,260</u>

SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION

BALANCE SHEET AS AT 31ST MARCH 2019

	<u>Note</u>	<u>2019</u>	<u>2018</u>
TANGIBLE ASSETS			
Tangible Fixed Assets	5	6,579	4,017
CURRENT ASSETS			
Stock	6	3,369	2,795
Debtors	7	10,379	7,379
Cash at Bank and in Hand		<u>117,195</u>	<u>88,986</u>
		<u>130,943</u>	<u>99,160</u>
CREDITORS: Amounts falling due			
within one year	8	<u>24,455</u>	<u>44,917</u>
NET CURRENT ASSETS		106,488	54,243
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>£113,067</u>	<u>£ 58,260</u>
RESERVES			
Restricted Funds		5,477	3,456
Designated Funds		40,275	-
Unrestricted Funds		67,315	54,804
	10	<u>£ 113,067</u>	<u>£ 58,260</u>

The financial statements were approved by the trustees of the committee on 6th September 2019 and are signed on their behalf by:

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Trustees

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SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2019**

1. ACCOUNTING POLICIES

A). Basis of Accounting

The financial statements have been prepared under the Historical Cost Convention and in accordance with the Standard of Recommended Practice applicable to charities preparing their financial statement in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015).

B). Financial Reporting Standard 102 – Reduced disclosure exemption

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 “The Financial Reporting Standard in the UK and Republic of Ireland” – the requirements of Section 7 Statement of Cash Flows.

C). Voluntary Income

Voluntary income is received by way of donations and grants and is included in full in the income and expenditure account when received.

D). Donations in Kind

The charity is fortunate in the level of support it receives from its volunteers. Without this voluntary support, considerable expense would be incurred. It is not thought meaningful or practicable to put a monetary value on the support but the committee is grateful to those who provide it.

E). Grants

Grants receivable and payable are included in the financial statements when received or paid. Where grants are received or made for a defined period any amounts relating to a period extending beyond the charity's accounting date are deferred.

F). Restricted and Unrestricted Funds

The financial statements distinguish between restricted and unrestricted funds.

The former funds are received from donors and are subject to restrictions on the purposes for which they may be used. Unrestricted funds are those where there are no externally imposed restrictions. They include those freely available to the charity for expenditure or appropriation to reserves for internally designated purposes.

G). Designated Funds

The trustees have decided to set up a designated fund to allocate monies towards the acquisition of a property.

In allocating funds to the designated funds the trustees will ensure that adequate funds are maintained in restricted and unrestricted funds to ensure the sustainability of the charity.

SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2019**

H). Resources Expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resources. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis e.g. floor areas, per capita or estimated usage

SWINDON CHILDREN'S SCRAPSTORE
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2019**

1. ACCOUNTING POLICIES (Cont.)

I). Depreciation

Depreciation is calculated to write off the cost, less estimated residual values, of tangible fixed assets over their expected useful lives, as follows:

Plant and Equipment	33%	Straight Line Method
Motor Vehicle	33%	Straight Line Method

Expenditure amounting to less than £100 per item is not capitalised.

This year the Trustees have decided to provide no depreciation in respect to the motor vehicle due to the fact that they consider that the current value of the vehicle is in excess of the book value.

J). Restricted Funds

The charity's restricted funds have the following purposes:

1. Bruce Wake Foundation: Scrappers Gym Disability Project sessional fees.
2. The Threadneedle Foundation: Boxing for Health - Mental Health Sessions at Scrappers Gym.
3. Wiltshire & Swindon Sport - Mr Simon Woodhouse: Scrappers Gym sessional fees.
4. Zurich: Scrappers Gym Disability Project sessional fees.
5. Wiltshire & Swindon Community Foundation: Grants for Art & Craft workshops funded by the Youth Social Action Fund. Grants for running costs for Project Reboot and for Administration costs for Scrappers Gym Project towards salary costs.
6. St James's Place Foundation: Showers and Toilets at Scrappers Gym.
7. Aviva Community Fund: Scrappers Gym Manager Post and for installation of disabled toilets and showers.

SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2019**

	<u>Total</u>	<u>Current Year</u>	<u>Future Years</u>
2. GRANTS RECEIVED			
All grants received are restricted			
The Threadneedle Foundation	2,000	375	1,625
Wiltshire and Swindon Sport	1,000	1,000	
Zurich	3,750	3,750	
Youth Social Action Fund	5,000	5,000	
Wiltshire & Swindon Community Foundation	6,500	1,625	4,875
St James's Place Foundation	2,500	2,500	
Aviva Community Fund	<u>20,700</u>	<u>20,700</u>	<u> </u>
	<u>£41,450</u>	<u>£34,950</u>	<u>£6,500</u>

	<u>2019</u>	<u>2018</u>
3. GOVERNANCE COSTS		
	<u>Total</u>	<u>Total</u>
Staff Costs	2,754	2,536
Admin Costs	918	845
Professional Fees	<u>420</u>	<u>450</u>
	<u>£ 4,092</u>	<u>£ 3,831</u>

	<u>2019</u>	<u>2018</u>
4. NET INCOME/ EXPENDITURE		
Net Income/ Expenditure for the year		
is stated after charging:		
Depreciation	<u>£ 1,425</u>	<u>£ 4,950</u>

**SWINDON CHILDREN'S SCRAPSTORE
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2019**

5. TANGIBLE FIXED ASSETS

	<u>Total</u>	<u>Plant and Equipment</u>	<u>Motor Vehicle</u>
Cost			
At 1st April 2018	63,244	52,244	11,000
Additions at Cost	<u>3,987</u>	<u>3,987</u>	<u> </u>
	<u>£67,231</u>	<u>£56,231</u>	<u>£11,000</u>
Depreciation			
At 1st April 2018	59,227	49,052	10,175
Charge for the Year	<u>1,425</u>	<u>1,425</u>	<u> </u>
	<u>£60,652</u>	<u>£50,477</u>	<u>£10,175</u>
Net Book Amount			
At 31st March 2019	<u>£6,579</u>	<u>£5,754</u>	<u>£825</u>
At 31st March 2018	<u>£4,017</u>	<u>£3,192</u>	<u>£825</u>

6. STOCK

Stock comprises goods for resale and is valued at the lower of cost and estimated net realizable value. Cost is determined on a first-in, first-out basis. Net realizable value is based on estimated selling price, less any further costs of realization.

	<u>2019</u>	<u>2018</u>
7. <u>DEBTORS</u>		
Trade Debtors	5,680	2,725
Prepayments	<u>4,699</u>	<u>4,654</u>
	<u>£ 10,379</u>	<u>£ 7,379</u>

8. CREDITORS: Amounts falling due within one year

Trade Creditors	13,034	7,847
Restricted Grants received in Advance	6,500	32,550
Accruals and Deferred Income	<u>4,921</u>	<u>4,520</u>
	<u>£ 24,455</u>	<u>£ 44,917</u>

9. Restricted Grants received in advance

The Threadneedle Foundation	1,625	
Wiltshire & Swindon Community Foundation	4,875	
Zurich		3,750
Youth Social Action Fund		5,000
St. James's Place Foundation		2,500
Aviva Community Fund		20,700
Wiltshire & Swindon Sport		<u>600</u>
	<u>£ 6,500</u>	<u>£32,550</u>

SWINDON CHILDREN'S SCRAPSTORE
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2019**

10. ANALYSIS OF MOVEMENT OF FUNDS

	Balance 1st April <u>2018</u>	Current Year Grants <u>Received</u>	Funds Expenditure	Balance 31st March <u>2019</u>
<u>Restricted Funds</u>				
The Threadneedle Foundation		375	375	
Wiltshire & Swindon Sport	100	1,000	1,100	-
Wiltshire & Swindon Community Foundation		1,625	1,625	-
Zurich	850	3,750	1,720	2,880
Youth Social Action Fund		5,000	5,000	-
St. James's Place Foundation		2,500	2,500	-
Aviva Community Fund	1,006	20,700	20,609	1,097
Penny Wake Foundation	1,500			1,500
	<u>£ 3,456</u>	<u>£ 34,950</u>	<u>£ 32,929</u>	<u>£ 5,477</u>
<u>Designated Funds</u>				<u>£40,275</u>
<u>Unrestricted Funds</u>				
General Fund	<u>£ 54,804</u>			<u>£ 67,315</u>
Total Charity Funds	<u>£ 58,260</u>			<u>£ 113,067</u>

Grants received in advance are shown in note nine.

SWINDON CHILDREN'S SCRAPSTORE
CHARITABLE INCORPORATED ORGANISATION

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2019**

11. STAFF COSTS

No employee was in receipt of remuneration in excess of £60,000 during the year.

	<u>2019</u>	<u>2018</u>
Aggregate payroll costs are analysed as follows:		
Gross Salaries	85,526	78,825
Employer's National Insurance	6,258	5,722
Pension	<u>1,341</u>	<u>1,149</u>
	<u>£ 93,125</u>	<u>£ 85,696</u>

The average number of full-time equivalent employees of the charity was 4.0 (2017 4.0) analysed as follows:

Administration, Management and Support	<u>4</u>	<u>4</u>
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During the year, no expenses were paid to any trustees of the charity.

12. OPERATING LEASE COMMITMENTS

Annual Commitments under Operating Leases

	<u>Land And Buildings</u>	<u>Land And Buildings</u>
Expiring within one to three years	<u>£ 38,160</u>	<u>£ 36,120</u>

13. CONTROL

The charitable incorporated organisation is controlled by its trustees.
No individual exercises overall control.