

NORTH SOMERSET PLAY FORUM

FINANCIAL STATEMENTS

31 March 2012

Charity Number 1109353

Company Number 5206650

Ferris Accounting Services

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NORTH SOMERSET PLAY FORUM

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2012

The Trustees have pleasure in presenting their report and the unaudited financial statements of the charity for the year ended 31 March 2012.

Trustees (who are directors for the purpose of company law)

Jane Barber
Sue Sharps
Olive Gascoigne

Company Secretary

Sally Corney

Registered Office

Laurel Cottage, Star, Winscombe, North Somerset, BS25 1QE

Independent Examiner

Tina Ferris
Ferris Accounting Services
Lilymead Farm
Dolemoor Lane
Congresbury
BS49 5ED

Bankers

Natwest pic. 69 High Street, Weston-super-Mare, North Somerset, BS23 1JW

NORTH SOMERSET PLAY FORUM

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2012

Structure, Governance and Management

Status

North Somerset Play Forum was incorporated as a company limited by guarantee on 16 August 2004 and received registration as a charity on 6 May 2005. The company registration number is 5206650 and the charity registration number is 1109353.

Method for Appointment of Trustees

We would advertise for new management committee members in our newsletter and also ask people known to us who had particular skills that might be of use to the charity (a playworker, a community artist, someone who might be good at fundraising etc.). Initially potential trustees would be invited to come along to our management committee meetings to see if the Play Forum was of interest to them and vice versa. In this way we would ensure that prospective trustees understood and supported the Play Forum's ethos and working methods. Potential trustees must be local, community-minded people.

Objectives of Charity

Our aims are.

- To enhance the development and education of the children of North Somerset (the area of benefit) through play, including promoting multicultural experiences and the use of parks, woodlands, open spaces and beaches by children and young people
- To advance the education of the public regarding the importance of children's play
- To advance the education and training of persons in the provision of play care, education and recreational facilities

Public Benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities.

Financial Controls

The trustees believe that existing controls are adequate to safeguard the assets of the charity.

Investment Powers

There are no significant restrictions on either the investment powers of the trustees or the activities of the charity.

NORTH SOMERSET PLAY FORUM

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2012

Chairperson's Report

As our service level agreement with North Somerset Council had ended, the year started with little prospect of funding for the Play Forum in the year ahead and an empty calendar. As the months went by, we also discovered that the contract for the Toy Library was going to be put out to tender – and sadly, we weren't chosen to continue to run it

However, we were delighted to be asked by North Somerset Council to run some of our usual events in the parks in Weston-super-Mare during the summer, as well as helping to organise Boomfest, a festival for young people, which was held in Clarence Park, Weston in August, so things began to look up! We also won the tender for doing some community development work with children and young people in Elborough Village, which was a new and exciting project for us.

We are still looking for ways to become more sustainable in the future, including tendering for local community based projects and submitting a variety of funding applications. We have been receiving lots of telephone calls and emails from parents all over the area, asking when we will be providing all our free play events for their children again, and it is clear that our activities are a lifeline for many families, particularly in the current financial climate. The Play Forum will do all it can to keep providing its services in the year ahead

We are sorry to have had to say goodbye to Ed – and a very big thank you to him for all his hard work in the toy library. Thanks also to Quita, who keeps the whole show on the road, and to my supportive Management Committee for their ongoing interest and enthusiasm for the Play Forum and its beliefs. Here's to a play-filled future!

Jane Barber

Review of Activities and Future Developments

With some funding from North Somerset Council, we have been able to run some of our usual free outdoor activities again this year and more families than ever have come along to enjoy them.

Family Fun Days

We were able to run six Family Fun Days in the parks during the holidays and also a consultation event at Castle Batch, organised by the Worle Local Action Team. On these Family Fun Days, we took a transit van full of toys and play equipment to the parks and we also had music, arts and crafts, games and sports and different entertainment each day (such as a puppet show, storytelling, or a dance, drumming or circus skills workshop). Family Fun Days provide a rich, vibrant play environment which encourages children to pursue their own play agendas and they spread out all over the parks, playing with bricks, riding trikes, dressing up, climbing trees, bug hunting, joining in the scavenger hunt, or singing on the World's Smallest Stage. Children are offered opportunities for creative and imaginative play, social interaction – and lots and lots of exercise!

We've been running Family Fun Days now for twelve years and they have become lovely, community events (with babies, toddlers, school children, parents, grandparents and carers), which are intergenerational and intercultural.

NORTH SOMERSET PLAY FORUM

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2012

Here are just a couple of the remarks written in our comments book:

- *We look forward to these events each summer. Great traditional entertainment – and free too, which is very important to us*
- *Absolutely great event as always. Weston needs more of these events*
- *It's wonderful to have free games in the park for local families. We couldn't afford to take the kids anywhere if we had to pay*

Boomfest

Boomfest was an arts festival, organised for and by young people in North Somerset, and held in Clarence Park, Weston-super-Mare from 19th-21st August. The Play Forum was asked to organise the area for the early years age group and we provided a huge range of activities, from arts and crafts to sports, from games to bhangra dancing and African drumming.

Elborough Village

The Play Forum won the tender to do some community development work for the residents' association in Elborough Village, which included consulting with children and young people and providing some activities to bring the community together. We put on some outdoor events on the village green and also ran some workshops for families in the nearby village hall. At these workshops, we made a mosaic compass, which has been installed on a hill in the village, and also bird and bat boxes, which have been put up in the wood. We also got the Avon Wildlife Trust to survey the woodland area for us and worked with some of the village residents to trim and tidy one of the woodland areas.

In the other woodland area on the hill, children showed us where they played and had made a den, so we some log hops, a balancing pole and some large wooden mushrooms in that area – and a rustic bench for adults.

NORTH SOMERSET PLAY FORUM

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2012

Public Benefit

The Play Forum has had regard to the Charity Commission's guidance on public benefit. Our objects are to enhance the development and education of the children of North Somerset (the area of benefit) through play, and to advance the education of the public regarding the importance of children's play.

We strive to achieve this by promoting play and playwork throughout North Somerset; by providing free, inclusive play opportunities for children and their families in their local communities; and by actively supporting and promoting equality of opportunity and social inclusion. We believe that putting children's play at the heart of their local communities' benefits children, parents, grandparents, childminders, carers and the whole community. Our events help to build stronger and safer communities and to give people a sense of ownership of the areas in which they live.

We believe that these community events are also vitally important for the good health of communities. The Department of Health's physical activity guidelines suggest that children under the age of 5 should be physically active for at least three hours a day, while children over 5 should have a minimum of one hour of modest to vigorous intensity exercise a day. Running Family Fun Days in the parks means that children are able to join in with over three hours of exercise each day.

The Good Childhood Report (2012) states how unhappy many children in the UK are. The Unicef Report (2008) reflects the same and says that in countries where children are the happiest, 'family time is protected' and 'children all have greater access to activities'. It also suggests that 'parents in the UK want to be good parents but don't know how'. The Family Fun Days help with these issues and also give lonely and isolated adults a focus to their day, helping them to feel healthier, happier and part of their community.

If you would like any further information, help or ideas, please contact Quita on 01934 844353, or e-mail me at playforum@wildmail.com

Financial Review

Unrestricted income received was £15,498 and restricted £21,070 during the year. Unrestricted expenditure amounted to £22,556 and restricted expenditure £20,504. The net result of this was a decrease in total funds of £6,491.

Risk Review

A strategic review will be carried out in the forthcoming year to identify the major risks to which the organisation is exposed. The review will result in systems being put in place to manage those risks. In future the Trustees will carry out an annual review of the risks faced and the procedures established to manage those risks. Internal risks are minimised by the implementation of effective internal control procedures which ensure both appropriate authorisation of all transactions and consistent quality delivery for all operational aspects of the charity. These procedures will be periodically reviewed for their effectiveness.

Investment Policy

As income from funders is utilised within a short time after receipt, the trustees consider that the most appropriate policy for investing funds is to place them on short-term deposit.

NORTH SOMERSET PLAY FORUM

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 MARCH 2012

Responsibilities of the Trustees

The trustees (who are also directors of North Somerset Play forum for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgments 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 financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

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

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under the Companies Act 2006.

Registered office

Laurel Cottage
Star
Winscombe
North Somerset
BS241QE

Signed by order of the
Trustees



Jane Barber
Trustee

Approved by the Trustees on

30/1 /2013

NORTH SOMERSET PLAY FORUM

STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account)

YEAR ENDED 31 MARCH 2012

I report on the accounts of the Trust for the year ended 31 March 2012

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a

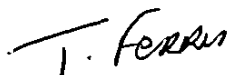
'true and fair view' and the report is limited to those matters set out in the statement below

Independent examiner's statement

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that, in any material respect, the requirements

- (a) to keep accounting records in accordance with s386 of the Companies Act 2006, and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Companies Act 2006 and the Statement of Recommended Practice Accounting and Reporting by Charities (revised 2005) have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

Tina Ferns
Ferns Accounting Services
Lilymead Farm
Dolemoor Lane
Congresbury
BS49 5ED



NORTH SOMERSET PLAY FORUM

STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account)

YEAR ENDED 31 MARCH 2012

	Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £	Total Funds 2011 £
Incoming resources				
Incoming resources from generated funds				
Voluntary income	4,750		4,750	49,830
Incoming resources from charitable activities	10,748	21,070	31,818	68,845
Total incoming resources	15,498	21,070	36,568	118,675
Resources expended				
Charitable activities	21,100	20,504	41,604	117,099
Governance costs	1,456		1,456	1,320
Total resources expended	22,556	20,504	43,060	118,419
Net incoming/(outgoing) resources before transfers	(7,057)	566	(6,491)	256
Total funds at 1 April 2011	10,575	4,258	14,833	14,577
Total funds at 31 March 2012	3,518	4,814	8,342	14,833

The Charity has no recognised gains or losses other than the results for the year as set out above

All of the activities of the charity are classified as continuing

NORTH SOMERSET PLAY FORUM

BALANCE SHEET

YEAR ENDED 31 MARCH 2012

	2012	2011
	£	£
Fixed assets		
Tangible assets	-	-
Current assets		
Debtors	0	97
Cash at bank	15,090	23,366
	<u>15,090</u>	<u>23,463</u>
Creditors : amounts falling due within one year	6,748	8,630
Net current assets	<u>8,342</u>	<u>14,833</u>
Net assets	<u><u>8,342</u></u>	<u><u>14,833</u></u>
Funds		
Unrestricted funds	3518	10,575
Restricted funds	4,814	4,258
	<u>8,342</u>	<u>14,833</u>

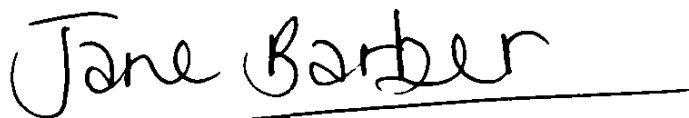
For the year ending 31 March 2012 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

Trustees' responsibilities

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The directors 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

These financial statements were approved by the Trustees on 30.1. /2013 and are signed on their behalf by



Jane Barber

NORTH SOMERSET PLAY FORUM
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2012

Accounting policies

- a) The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, applicable accounting standards and the Statement of Recommended Practice, Accounting and Reporting by Charities issued in March 2005

During the year a review of the restricted funds have been carried out, this has resulted in the opening balances being restated

- b) Income from donations is included in incoming resources when these are receivable, except as follows
- i When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods,
 - ii When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met

- c) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered

- d) Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful life of that asset as follows
- Office equipment- 33 1/3% p a straight line

All assets over £500 are capitalised

- e) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees

- f) Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Expenditure which meets these criteria is charged to the fund. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements

- g) Rentals applicable to operating lease agreements where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease

NORTH SOMERSET PLAY FORUM
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2012

Incoming resources from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £	Total Funds 2011 £
North Somerset Council <i>(Including activities, workshops, training reimbursement)</i>	4,750	21,070	25,820	63,489
Donations	2,745		2,745	1,760
Nailsea & Portishead Town Councils				3,596
Elborough Village	6,494		6,494	
North Worle Action Team	1,509		1,509	
	15,498	21,070	36,568	68,845

Charitable expenditure

	Unrestricted Funds £	Restricted Funds £	Total Funds 2012 £	Total Funds 2011 £
Wages & salaries	-	11,881	11,881	45,062
Trainers, performers & playworkers	10,205		10,205	27,999
Travel & outings	477		477	471
Equipment & materials	2,760	1,746	4,506	23,556
Venue hire	383		383	13,74
Running costs	1,570	6,877	8,447	6,042
Bank charges	126		126	220
Redundancy	7,035		7,035	
	22,556	20,504	43,060	117,099