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REGISTERED NUMBER: 207039 (Scotland)

Report of the Trustees and
Financial Statements for the Year Ended 31 May 2002
for
PARTNERS IN PLAY

SHARLES



PARTNERS IN PLAY

Contents of the Financial Statements for the Year Ended 31 May 2002

	Page
Legal and Administrative Information	1
Report of the Trustees	2
Report of the Auditors	4
Statement of Financial Activities (including Income and Expenditure Account)	5
Balance Sheet	6
Notes to the Financial Statements	7

PARTNERS IN PLAY

Legal and Administrative Information for the Year Ended 31 May 2002

CONSTITUTION

Partners in Play is a company limited by guarantee and a registered charity governed by its memorandum and articles of association.

COMPANY NUMBER: 207039 (Scotland)

CHARITY NUMBER: SC029250

DIRECTORS AND TRUSTEES

The directors of the charitable company ('the charity') are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees. As set out in the Articles of Association there are two categories of trustee; Member trustees and Appointed trustees. The maximum number of trustees is 7 Member trustees and 3 Appointed trustees, and the Member trustees shall at all times constitute a majority of the trustees. Member trustees can be appointed at any time but must retire at the first general meeting following appointment. In addition at each annual general meeting one third of the remaining member trustees who have been longest in office since they were last appointed shall retire from office. Member trustees may be re-appointed at the annual general meeting. Appointed trustees can be appointed at any time but must vacate office at each annual general meeting. Following the annual general meeting, the Member trustees may re-appoint Appointed trustees.



TRUSTEES:

Vivian Balmain
Frances Curran
Morag O'Donnell
Ann Marie Hutchison
Jacqueline Collins

CHAIRMAN:

Vivian Balmain

SECRETARY:

Jeanette Hodge

REGISTERED OFFICE:

The Partners In Play Project
Dalziel Workspace
Mason Street
MOTHERWELL
ML1 1YE

AUDITORS:

Sharles, Chartered Accountants
Registered Auditors
29 Brandon Street
HAMILTON
ML3 6DA

BANKERS:

Bank of Scotland
207 Main Street
BELLSHILL
ML4 1AL

PARTNERS IN PLAY

Report of the Trustees for the Year Ended 31 May 2002

The trustees present their report with the financial statements of the charity for the year ended 31 May 2002.

Legal and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of associations and the Statement of Recommended Practice – Accounting and Reporting by Charities.

OBJECTS OF THE CHARITY

The objects of the charity are to:

- Provide, or assist in the provision of facilities for recreation or other leisure time occupation, in the interests of social welfare, for disabled children and young people and their non-disabled peers resident within North Lanarkshire with the object of improving their conditions of life.
- Promote education through:
 - the provision and supervision of learning-orientated play activities for school and pre-school children
 - the promotion of social inclusion of disabled children and young people in mainstream recreation and leisure activities with a view to raising awareness and understanding amongst the general public of the rights and needs of such individuals.
- Promote and/or provide training in the skills associated with the care and supervision of disabled children and young people.

In furtherance of these objects, but not otherwise, the charity shall seek to:

- Promote, establish, develop, operate and/or support nursery and/or childcare facilities within North Lanarkshire.
- Advise in relation to, prepare, organise and/or conduct educational and training courses and programmes.
- Stimulate the formation of, and support, community groups and other bodies operating within the voluntary sector whose activities further the aims of the company or are otherwise directed towards some charitable purpose.

ORGANISATION

The board of trustees who meet every month, administers the charity. The board may delegate powers to any committee consisting of two or more trustees.

INVESTMENT POWERS

Under the memorandum and articles of association, the charity has the power to make any investment which the trustees see fit.

REVIEW OF ACTIVITIES AND FUTURE DEVELOPMENTS

The results for the year and financial position of the charity are as shown in the annexed financial statements.

The project provides access to play and out of school opportunities for disabled young people aged 5 to 18 years old in the North Lanarkshire area.

The focus for the out of school development has continued to be training on disability and inclusion and the development of partnerships with new groups. Resources (including specialised staff support) has increased this year as demand for our services increases. All parents of disabled children who are in employment can access year round support with the help of additional resources as appropriate.

Playschemes have been developed in two new areas of North Lanarkshire and we are committed to ensuring that children have services which meet their individual needs. Playschemes are run throughout all the school holiday periods and we currently operate five playschemes programmes.

Developments this year have been in our training programmes, which have been extended to other childcare groups including the new Sitter Service. A successful conference, attended by over 80 childcare staff from the non-statutory sector, was organised by the project and this has generated a wider discussion on the issues and rights of disabled children to access all services.

PARTNERS IN PLAY

Report of the Trustees for the Year Ended 31 May 2002

During 2002 work with young people over the age of 13 has expanded. The Advocacy Group (The Funky Blue Smurfs) have continued to be recognised as an innovative example of good practice when working with young disabled people. This group won the Evening Times Local Heroes award and are regularly asked to conferences to speak about listening to young people.

The employment of a Childcare Resource Worker for over 13's has enabled the project to continue to gain experience of working positively with this age range and to increase the choices and activities available to young people with disabilities in their communities thus building their self confidence, listening and challenging skills.

The project will continue in the year ahead to work with North Lanarkshire Childcare Partnership and other partner agencies to ensure that opportunities for all children and young people are developed in their local communities. This aims to recognise them as equal and valued citizens.

RESERVES POLICY AND RISK MANAGEMENT

The project's reserve policy is to ultimately retain sufficient funds to meet its requirements in terms of legislation for redundancy of staff and three months running costs. This will ensure that families receiving specialist services are supported to find alternatives. This is key to families who have employment commitments.

The Child Care Resource Worker and Manager's posts are funded to the end of September, and the Resource Worker for over 13's is funded to July each year and funds must be reserved for these costs.

All other reserve funds will be used in the furtherance of the project aims.

TRUSTEES

The trustees during the year under review were:

Vivian Balmain

Frances Curran

Morag O'Donnell

Ann Marie Hutchison

Jacqueline Collins

- appointed 15.01.02

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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 charity and of its surplus or deficit for that period. In preparing those financial statements, the trustees are required to

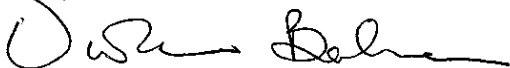
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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 Companies Act 1985. 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.

AUDITORS

The auditors, Sharles, Chartered Accountants, will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

ON BEHALF OF THE BOARD:



Vivian Balmain – TRUSTEE^x

Dated: 21 February 2003

PARTNERS IN PLAY

Report of the Independent Auditors to the Members of Partners in Play

We have audited the financial statements of Partners in Play for the year ended 31 May 2002 on pages five to eleven. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

Respective responsibilities of trustees and auditors

As described on page three the charity's trustees are responsible for the preparation of financial statements in accordance with applicable law and United Kingdom Accounting Standards.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Report of the Trustees is not consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

We read the Report of the Trustees and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of audit opinion

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the charity's affairs as at 31 May 2002 and of its incoming resources and application of resources for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



Charles, Chartered Accountants
Registered Auditors
29 Brandon Street
HAMILTON
ML3 6DA

Dated: 21 February 2003

PARTNERS IN PLAY

Statement of Financial Activities (including Income and Expenditure Account) for the Year Ended 31 May 2002

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds Year ended 31.05.02 £	Total Funds Period 11.05.00 to 31.05.01 £
INCOMING RESOURCES					
Donations, legacies and similar incoming resources	3	1,272	153,537	154,809	111,413
Investment income	3	2,463	-	2,463	2,262
TOTAL INCOMING RESOURCES		3,735	153,537	157,272	113,675
Less cost of generating funds		-	-	-	-
NET INCOMING RESOURCES AVAILABLE FOR CHARITABLE APPLICATION		3,735	153,537	157,272	113,675
CHARITABLE EXPENDITURE					
Costs of activities in furtherance of the charity's objects	4	-	118,383	118,383	74,057
Managing and administering the charity	4	-	2,382	2,382	3,486
TOTAL CHARITABLE EXPENDITURE		-	120,765	120,765	77,543
TOTAL RESOURCES EXPENDED		-	120,765	120,765	77,543
MOVEMENT IN TOTAL FUNDS FOR THE YEAR – NET INCOME/ (EXPENDITURE) FOR THE YEAR		3,735	32,772	36,507	36,132
Total funds brought forward		9,441	26,691	36,132	-
TOTAL FUNDS CARRIED FORWARD	10&11	13,176	59,463	72,639	36,132

CONTINUING OPERATIONS

All incoming resources and resources expended derive from continuing operations.

TOTAL RECOGNISED GAINS AND LOSSES

The statement of financial activities includes all gains and losses recognised in the year and the previous period.

The notes form part of these financial statements

PARTNERS IN PLAY

Balance Sheet
31 May 2002

		<u>2002</u>	<u>2001</u>
	Notes	£	£
FIXED ASSETS:			
Tangible assets	8	5,293	-
CURRENT ASSETS:			
Cash at bank and in hand		126,057	58,891
CREDITORS: Amounts falling due within one year	9	<u>58,711</u>	<u>22,759</u>
NET CURRENT ASSETS:		<u>67,346</u>	<u>36,132</u>
TOTAL ASSETS LESS CURRENT LIABILITIES:		<u>72,639</u>	<u>36,132</u>
 UNRESTRICTED FUNDS	10	13,176	9,441
RESTRICTED FUNDS	11	<u>59,463</u>	<u>26,691</u>
	12	<u>72,639</u>	<u>36,132</u>

S H A R I E S

ON BEHALF OF THE BOARD:



Vivian Balmain - TRUSTEE^x

Approved by the Board on 21 February 2003

PARTNERS IN PLAY

Notes to the Financial Statements for the Year Ended 31 May 2002

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2000) issued in October 2000, applicable accounting standards and the Companies Act 1985.

Financial Reporting Standard Number 1

Exemption has been taken from preparing a cash flow statement on the grounds that the charity qualifies as a small company.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Office equipment - 25% on cost

Incoming resources

Income from grants, donations, rents, interest receivable and all other sources are included in incoming resources in the period in which they are receivable.

Fund accounting

Funds held by the charity are either:

Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds - these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or funds are raised for particular restricted purposes.

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

2. LEGAL STATUS OF THE CHARITY

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1.

3. INCOMING RESOURCES

	2002	2001
	£	£
Donations, legacies and similar incoming resources		
Grants receivable	153,537	104,234
Donations	1,272	2,160
Funds transferred from unincorporated company	-	5,019
	<u>154,809</u>	<u>111,413</u>

PARTNERS IN PLAY

Notes to the Financial Statements for the Year Ended 31 May 2002

3. **INCOMING RESOURCES - continued**

	2002	2001
	£	£
Investment income		
Interest receivable	<u>2,463</u>	<u>2,262</u>

4. **CHARITABLE EXPENDITURE**

	2002	2001
	£	£
Costs of activities in furtherance of the charity's objects		
Wages and social security costs	84,288	54,364
Staff transport	1,651	804
Child transport	3,465	2,347
Furniture & Equipment	8,829	3,561
Insurance	373	231
Recruitment	908	440
Training	3,205	3,109
Premises costs	6,021	816
Placement fees	827	1,507
Administration	3,582	2,741
Publicity	-	80
Volunteer expenses	695	659
Miscellaneous expenses	1,789	107
Evaluation	-	2,591
Telephone	1,326	700
Conference	1,070	-
Depreciation	<u>354</u>	<u>-</u>
	<u>118,383</u>	<u>74,057</u>
Managing and administering the charity		
Audit fee	1,469	1,410
Legal & professional fees	<u>913</u>	<u>2,076</u>
	<u>2,382</u>	<u>3,486</u>

5. **STAFF COSTS**

	2002	2001
	£	£
Wages and salaries	77,741	51,366
Social security costs	<u>6,547</u>	<u>2,998</u>
	<u>84,288</u>	<u>54,364</u>

The average monthly number of employees during the year was as follows:

	2002	2001
Trustees	5	4
Project staff	<u>14</u>	<u>11</u>
	<u>19</u>	<u>15</u>

The trustees received no emoluments during the period.

PARTNERS IN PLAY

Notes to the Financial Statements for the Year Ended 31 May 2002

6. **MOVEMENT IN TOTAL FUNDS FOR THE YEAR**

This is stated after charging:

	2002 £	2001 £
Auditors' remuneration	<u>1,469</u>	<u>1,410</u>

7. **TAXATION**

There is no liability to corporation tax as the company is a registered charity.

8. **TANGIBLE FIXED ASSETS**

	<u>Office equipment</u> £
COST:	
Additions	<u>5,647</u>
At 31 May 2002	<u>5,647</u>
DEPRECIATION:	
Charge for year	<u>354</u>
At 31 May 2002	<u>354</u>
NET BOOK VALUE:	
At 31 May 2002	<u>5,293</u>

9. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2002 £	2001 £
Accruals	10,294	6,053
Other taxes	1,377	806
Deferred grant income	<u>47,040</u>	<u>15,900</u>
	<u>58,711</u>	<u>22,759</u>

PARTNERS IN PLAY

Notes to the Financial Statements for the Year Ended 31 May 2002

10. UNRESTRICTED FUNDS

	General Fund £	Designated Funds £	Total £
Balance at 1 June 2001	9,441	-	9,441
Movement in funds for the year	3,735	-	3,735
Balance at 31 May 2002	13,176	-	13,176

There are currently no designated funds within the unrestricted funds of the charity.

11. RESTRICTED FUNDS

	At 1 June 2001 £	Incoming Resources £	Outgoing Resources £	At 31 May 2002 £
North Lanarkshire Childcare Partnership (Special Initiatives)	8,006	11,206	-	19,212
North Lanarkshire Social Work Dept	4,500	17,900	17,072	5,328
North Lanarkshire Social Work Carers Strategy	8,500	8,000	7,609	8,891
Lloyds TSB	2,000	8,170	8,170	2,000
SCVO	3,685	-	507	3,178
North Lanarkshire Childcare partnership (Out of School)	-	62,000	57,225	4,775
North Lanarkshire Council Leisure Services	-	2,226	2,226	-
North Lanarkshire Carers Strategy (13+)	-	18,000	12,059	5,941
BBC Children in Need	-	24,173	14,035	10,138
National Autistic Society	-	1,862	1,862	-
	26,691	153,537	120,765	59,463

1. North Lanarkshire Childcare Partnership (Special Initiatives)

Funding to support and develop six targeted out of school groups to develop their practice and resources when working with children who require additional support. This funding also includes resources to cover staff costs at the Dunbeth Nursery Initiative.

2. North Lanarkshire Social Work Department

Funding to develop and manage support for children with disabilities during school holiday periods in inclusive environments. This support is targeted in areas where there is no holiday support for families during the school holiday periods.

3. North Lanarkshire Social Work Carers Strategy

Contribution towards rent of premises to develop central administrative base to include office, storage of equipment and Information Point for the Jack and Jill Parent Support Group.

4. Lloyds TSB

To support the development of work with families throughout North Lanarkshire, and promote the work of the project.

PARTNERS IN PLAY

Notes to the Financial Statements for the Year Ended 31 May 2002

11. RESTRICTED FUNDS – continued

5. SCVO

Resources to set up training workshops for parents of disabled children and to build capacity of the committee.

6. North Lanarkshire Childcare Partnership (Out of School)

Development of out of school / after school support to children with disabilities including direct resources. Training to staff and volunteers and consultancy to childcare practitioners as agreed with the Childcare Partnership. Funding to employ specialist part time workers to support disabled children's inclusion into mainstream groups including additional placement costs and transport costs as appropriate. Funding to employ a Project Manager to oversee the project.

7. North Lanarkshire Council Leisure Services

Contribution towards costs of running playschemes for children of all abilities.

8. North Lanarkshire Carers Strategy (13+)

Funding for a part time post of Childcare Resource Worker to develop all year round opportunities for young people over the age of 13 in community settings and to develop training in conjunction with the Project Manager.

9. BBC Children in Need

Resources to employ a Childcare Resource Worker to develop playscheme initiatives and to provide support and training to staff placements in out of school clubs.

10. National Autistic Society

Contribution towards costs of running playscheme which supported inclusion of autistic society in small friendly playscheme environments.

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Fund £	Designated Funds £	Restricted Funds £	Total Funds £
Fixed Assets	-	-	5,293	5,293
Cash at bank and in hand	13,176	-	112,881	126,057
Current liabilities	-	-	(58,711)	(58,711)
	13,176	-	59,463	72,639