

Registered number
SC307213

Upstairs Kids Klub
Company Limited by Guarantee
Report and Accounts
31 July 2012

SATURDAY



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SCT 27/04/2013 #25
COMPANIES HOUSE

**Upstairs Kids Klub
Report and accounts
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**Upstairs Kids Klub
Company Information**

Address

1-15 Main Street
Cambuslang
Glasgow
G72 7EX

Registered Office

1-15 Main Street
Cambuslang
Glasgow
G72 7EX

Directors

Jean Cloughley
Lynne Wells
Anne-Marie Jack
Catherine Wilson
Kirsty Brown

Accountants

Imperiam Limited
22 Rutherford Drive
Lenzie
Glasgow
G66 3US

Registered number

SC307213

Scottish Charity Registration number

SCO29588

Upstairs Kids Klub
Registered number:
Directors' Report

SC307213

The directors present their report and accounts for the year ended 31 July 2012.

Principal activities

The company's principal activity during the year continued to be to provide the care and education of children, through play and learning within a safe environment and to promote the objective of improving their condition of life.

Company Status

Upstairs Kids Klub is a company limited by Guarantee, incorporated in Scotland (registration number 307213), and is also a charity recognised by HM Revenue & Customs (charity number SC029588). It is governed by a Memorandum and Articles which sets out the process of appointing directors.

Directors and trustees

The following persons served as directors during the year:

Jean Cloughley
Lynne Wells
Anne-Marie Jack
Catherine Wilson
Kirsty Brown

Statement of Directors Responsibilities

Company Law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial period and a surplus or deficit of the charity for that period. In preparing those financial statements the directors are required to select suitable accounting policies and apply them consistently, make judgements and estimates that are reasonable and prudent and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

The members have not required the company to obtain an audit of its accounts for the period in question in accordance with section 476 of the Companies Act 2006.

The Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

The Directors 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 2006. They are also responsible for safeguarding the assets of the Charity and hence taking steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (issued March 2005) and in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Directors on 4 March 2013.

Jean Cloughley
Director



**Upstairs Kids Klub
Accountants' Report**

**Accountants' report to the directors of
Upstairs Kids Klub**

You consider that the company is exempt from an audit for the year ended 31 July 2012. You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the company at the end of the financial year and of its profit or loss for the financial year.

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account, the Balance Sheet and the related notes from the accounting records of the company and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.



Imperiam Limited
Chartered Accountants

22 Rutherford Drive
Lenzie
Glasgow
G66 3US

4 March 2013

**Upstairs Kids Klub
Company Limited by Guarantee
Income and Expenditure Account
for the year ended 31 July 2012**

	2012	2011
	£	£
Income		
Other grants	-	-
NCH (Nursery Milk)	2,758	1,281
Fundraising income	-	-
Childcare partnership nursery fees (SLC)	71,389	74,377
Fees and registration	359,953	364,071
Bank interest	38	-
	<u>434,138</u>	<u>439,729</u>
Resources expended		
Wages and salaries	299,409	305,485
Snack Catering and hospitality	20,317	17,013
Staff training and welfare	6,003	5,969
Excursion costs	904	-
Motor expenses	3,416	4,348
Rent	45,807	45,353
Telephone and fax	2,352	2,018
Postage, stationery and printing	3,379	5,445
Activity and educational materials	1,085	1,875
Cleaning and hygiene	4,282	3,048
Equipment hire	2,677	3,289
Toys and equipment	23	2,932
Repairs and maintenance	889	1,567
Insurance	1,712	976
Bank charges	18	30
Depreciation	9,356	9,387
Sundry expenses	2,009	5,172
Accountancy fees	14,400	14,275
Other legal and professional	13,095	5,946
	<u>431,133</u>	<u>434,128</u>
Excess Income over Expenditure	<u>3,005</u>	<u>5,601</u>
Total Funds brought forward	<u>142,403</u>	<u>136,802</u>

**Upstairs Kids Klub
Company Limited by Guarantee
Balance Sheet
as at 31 July 2012**

	Notes	2012 £	2011 £
Fixed assets			
Tangible assets	2	34,727	42,524
Current assets			
Debtors	3	11,584	19,301
Cash at bank and in hand		118,052	101,400
		<u>129,636</u>	<u>120,701</u>
Creditors: amounts falling due within one year	4	(18,955)	(20,822)
Net current assets		<u>110,681</u>	<u>99,879</u>
Total assets less current liabilities		<u>145,408</u>	<u>142,403</u>
Represented by:			
Unrestricted funds		145,408	142,403
		<u>145,408</u>	<u>142,403</u>

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

Directors 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.

The financial statements were approved and authorised by the Board on 4 March 2013 and signed on its behalf by

J Cloughley
Lynne Wells

Jean Cloughley

Director

Lynne Wells

Director

Approved by the board on 4 March 2013

**Upstairs Kids Klub
Notes to the Accounts
for the year ended 31 July 2012**

1 Accounting policies

Basis of preparation

The accounts have been prepared under the historical cost convention and in accordance with the Companies Act 2006 and the statement of recommended practice Accounting and Reporting for Charities issued in March 2005.

Fund accounting

Unrestricted funds are available for use at the discretion of the management committee and furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the management committee for particular purposes.

Restricted funds are subject to restrictions on their expenditure imposed by the donor.

Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amounts can be quantified with reasonable accuracy.

Investment interest is included when receivable.

Resources expended

Expenditure is recognised on an accruals basis as the liabilities are incurred. Expenditure includes any VAT which cannot be recovered and is reported as apart of the expenditure to which it relates.

Pensions

The company is registered to run a stakeholder pension but at present no staff member has contributed to it.

Fixed assets

Assets are depreciated at rates to write them off over their useful life, with the minibus at 25% reducing balance and Fittings & Equipment at 15% straight line.

2 Employees

No employee received emoluments in excess of £60,000.

Average number of employees in the year was 24 (2011 - 24 employees).

3 Directors remuneration

No remuneration or expenses are paid to Directors.

No Director or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the period.

Upstairs Kids Klub
Notes to the Accounts
for the year ended 31 July 2012

2 Tangible fixed assets

	Plant and machinery etc £	Motor vehicles £	Total £
Cost			
At 1 August 2011	55,538	10,000	65,538
Additions	1,559	-	1,559
At 31 July 2012	<u>57,097</u>	<u>10,000</u>	<u>67,097</u>
Depreciation			
At 1 August 2011	16,177	6,837	23,014
Charge for the year	8,565	791	9,356
At 31 July 2012	<u>24,742</u>	<u>7,628</u>	<u>32,370</u>
Net book value			
At 31 July 2012	<u>32,355</u>	<u>2,372</u>	<u>34,727</u>
At 31 July 2011	<u>39,361</u>	<u>3,163</u>	<u>42,524</u>

3 Debtors

	2012 £	2011 £
Trade debtors	7,475	10,373
Other debtors	4,109	8,928
	<u>11,584</u>	<u>19,301</u>

4 Creditors: amounts falling due within one year

	2012 £	2011 £
Trade creditors	8,251	10,344
Other taxes and social security costs	5,366	5,543
Other creditors	5,338	4,935
	<u>18,955</u>	<u>20,822</u>