

Ashfield Play Forum
(Registered charity, number 1037959)
Financial statements
for the year ended 31 March 2021

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**Ashfield Play Forum
Trustees' annual report
for the year ended 31 March 2021**

Full name Ashfield Play Forum

Registered charity number 1037959

Principal address

Morven Avenue, Sutton-in-Ashfield, Nottinghamshire, NG17 1AN

Trustees

Teena Needham, Chair

Stephen Needham, Vice Chair

Victoria Moody, Secretary

Robert Wyatt, Treasurer

Doreen Fowler

Heather Webster

Independent examiner

John O'Brien, employee of Community Accounting Plus, Units 1 & 2, North West, 41 Talbot Street, Nottingham, NG1 5GL

Governance and management

The charity is operated under the rules of its constitution adopted 8 March 1990 and most recently amended 26 September 2018.

Trustees are recruited in line with our policies and constitution and are appointed throughout the year and where applicable re-elected at the AGM each year. Trustees are made up of individuals and groups from the Play Forum membership.

Objectives and activities

The principal object of the charity is to promote an appreciation amongst the public of the short and long term values of children's play in Ashfield towards improving the conditions of life for young people.

Public benefit statement

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

Summary of the main activities undertaken for the public benefit

To meet our aims, we provide a scrapstore, equipment and toy loan service for groups and individuals working with children in Ashfield, along with free play days and play related training and workshops. We also provide low cost room hire for community groups.

Our unique services and projects enable children and young people to participate in creative and physical activities and develop emotional and social skills.

Ashfield Play Forum

Summary of the main achievements during the period

Due to the COVID-19 pandemic the Play Forum was closed for 9 months out of 12, this impacted on our services during 2020/21 and we were unable to provide the majority of our activities and projects.

During the time we were open our services were very restricted. The mobile toy project was closed, but we were able to offer an in-house service for 3 months of the year. The scrapstore and training projects were also closed, however we were able to provide the children in the community with free craft materials from the scrapstore by working in partnership with the local food banks who distributed items on our behalf. The free play days did not go ahead this year. Training courses were limited and the numbers of people attending reduced for social distancing purposes.

Financial review

The balances on the restricted funds are in line with budgets. Our unrestricted funds have increased enabling us to survive in uncertain times ahead. The activities in this financial year supported by Notts County Council, The Big Lottery and Children in Need and the Job Retention Scheme have helped to make this a year of consolidation and thus financial stability in such a volatile sector of the economy.

Risk analysis

The financial risks relate to loss of unrestricted income from room hire and a reduction in grants that are available.

The charity's policy on reserves

Reserves are held in line with our constitution and can be used for the dissolution of the Play Forum or building repair emergencies. All policies are reviewed on a yearly basis and updated accordingly.

Acknowledgements

During the pandemic our main funders, The Big Lottery, Children In Need and Nottinghamshire County Council have all worked with us and granted extensions to the funding timescale enabling us to offer the projects once we re-open. We would like to acknowledge our gratitude to them.

We would also like to thank the membership who have also been very supportive during this time.

Signed on behalf of the charity's trustees:

Signed Teena Needham
Teena Needham, Trustee

Date 27/01/2022

**Independent examiner's report to the trustees of
Ashfield Play Forum
for the year ended 31 March 2021**

I report to the trustees on my examination of the accounts of Ashfield Play Forum (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report

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

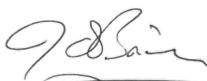
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no 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 charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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.

Signed  Date 28/01/2022
John O'Brien MSc, FCCA, FCIE
Employee of Community Accounting Plus

Ashfield Play Forum
Receipts & payments account
for the year ended 31 March 2021

2020				2021
Total		Unrestricted	Restricted	Total
Funds		Funds	Funds	Funds
£	Note	£	£	£
	Receipts			
24	Bank interest	13	-	13
90027	Grants & donations	2 32144	71675	103819
743	Membership	-	-	-
17290	Rental income	12780	-	12780
103	Resource sales	54	-	54
-	Sundry income	9	-	9
<u>108187</u>	Total receipts	<u>45000</u>	<u>71675</u>	<u>116675</u>
	Payments			
436	Computer, internet & postage	-	821	821
5021	Equipment & materials	27	727	754
470	Hospitality	8	20	28
1291	Insurance	310	988	1298
-	Internal recharges	(2775)	2775	-
864	Legal & professional fees	-	282	282
829	Office expenses	43	878	921
528	Printing & reproduction	-	275	275
444	Publications & subscriptions	-	-	-
2848	Repairs & maintenance	56	1929	1985
742	Sundry payments	-	-	-
301	Telephone	-	368	368
12800	Training	-	2117	2117
6110	Utilities	1411	3648	5059
1084	Vehicle expenses	-	813	813
964	Volunteer expenses	-	59	59
57825	Wages, NI & pensions	31504	20542	52046
6395	Workshop & activity expenses	-	-	-
<u>98952</u>	Total payments	<u>30584</u>	<u>36242</u>	<u>66826</u>
9235	Net receipts/(payments)	14416	35433	49849
45425	Cash funds at start of this period	29665	24995	54660
<u>54660</u>	Cash funds at end of this period	<u>44081</u>	<u>60428</u>	<u>104509</u>

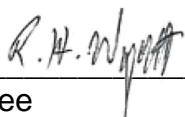
Ashfield Play Forum
Statement of assets and liabilities
at 31 March 2021

2020			2021
£		Note	£
	Cash assets		
54245	Bank accounts		104277
415	Cash in hand		232
<u>54660</u>			<u>104509</u>
	Other monetary assets		
400	Stock		400
19836	Debtors & prepayments	4	16070
<u>20236</u>			<u>16470</u>
	Assets retained for the charity's own use		
	Building purchased in 2000 and revalued in 2005 to £281,704.		
	General equipment.		
	Liabilities		
(1164)	Creditors	5	(1226)
-	Advance receipts - Rental income		(1000)
<u>(1164)</u>			<u>(2226)</u>

These financial statements are accepted on behalf of the charity by:

Signed

Robert Wyatt, Trustee



Dated 27/01/2022

Ashfield Play Forum
Notes to the accounts
for the year ended 31 March 2021

1. Receipts & payments accounts

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

2. Grants & donations

	Unrestricted £	Restricted £	Total £
Big Lottery Community Fund	-	55156	55156
BBC Children in Need	-	9519	9519
Nottinghamshire County Council	-	7000	7000
HMRC JRS	32144	-	32144
	32144	71675	103819

3. Restricted funds analysis

	Opening balance £	Receipts £	(Payments) £	Closing balance £
Restricted funds				
Big Lottery Community Fund	14342	55156	(25688)	43810
Nottinghamshire County Council	2416	7000	(7666)	1750
BBC Children in Need	8237	9519	(2888)	14868
	24995	71675	(36242)	60428

The specific purposes for which the funds are to be applied are as follows:

Big Lottery Community Fund – to cover project running costs;

Nottinghamshire County Council – to cover staff salaries;

BBC Children in Need – to cover project running costs.

4. Debtors & prepayments

	£
Rental income	15110
Dues & subscriptions prepayment	143
Insurance prepayment	401
Vehicle expenses prepayment	272
Alarm maintenance prepayment	144
	16070

Ashfield Play Forum

5. Creditors

	£
Legal & professional	582
Wages, NI & Pension	644
	<u>1226</u>

6. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

7. Glossary of terms

Creditors: These are amounts owed by the charity, but not paid during the accounting period.

Advance receipts: These are amounts received by the charity in the accounting period, for use in a future period.

Debtors: These are amounts owed to the charity, but not received in the accounting period.

Prepayments: These are services that the charity has paid for in advance, but not used during the accounting period.

Restricted funds: These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.