

Information required for your annual report

This is for Charities not subject to full Audit

This information is required in order for you to comply with reporting requirements under the Charities Act. Please write your responses exactly as you want them to appear in your accounts. Use your mouse or tab key to move from grey box to grey box to complete this form. Once completed, save it and email it back to us. This is your chance to tell people what you do. Feel free to write as much as you like and we will put this into the report and accounts.

Group's full name: Ashfield Play Forum
Other names by which you are known: N/A
The main contact address for the organisation: Morven Avenue, Sutton-in-Ashfield, Notts. NG17 1AN
Your charity registration number: 1037959 And (if applicable) Your company registration number: N/A

Names of all current trustees, (directors)

Name	Start date if not serving since the start of this accounting period dd/mm/yy	Office held (if applicable)
Mrs Helen Marriott		Chair
Mr George Powell		Secretary
Mrs V Moody		committee member
Mr R Wyatt		treasurer
Mrs D Fowler		Committee Member
Michell Squires	6.3.25	Committww Member
Mrs Kay Hill	31.5.24	committee member

Names of other trustees, (directors) who have served during the period covered by the accounts but are not currently serving. (Continue on a separate sheet if necessary)

Name	Date of resignation/departure dd/mm/yy

The names, job titles and remuneration & benefits paid to your senior management staff N/A

The methods adopted for the recruitment and appointment of new trustees (How are your trustees appointed?):

Trustees are recruited from the Play Forum membership and appointed each year at the A.G.M

Objectives and activities

What are the formal purposes (objectives) of your charity, as set out in your governing document?

The principal objects 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.

What are your main activities? (the things you do in order to achieve the objectives)

Ashfield Play Forum provides 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

How do these activities benefit the public?

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

Please confirm that you have considered the charity Commission's guidance on 'public benefit'.

[Click here](#) for a link to this guidance.

Yes

Summary of the main achievements during the period

What did you actually do? (You could add some statistics if you like, and give more detail of your activities):

The Play Forum are pleased to announce that all our projects achieved their targets for the year and in some cases we exceeded our expectations.

We continued to provide our membership with free resources from the scrapstore, toy library and loan equipment projects, and in addition organised 4 large outdoor play days during the summer and 4 smaller events later in the year. We also continued to provide the 'play in a bag' activity packs.

We provided a variety of free training courses open to all people in the community throughout the year.

Financial review

Please comment on your financial position at the end of the reporting period (You might for example, refer to the surplus or deficit you've made, or the movement in the fund balances. Are you happy? – the choice is yours.)

What is your policy on reserves? (Your policy should include: why you need reserves, the target level, your current position, your plans to increase or use your reserves and how often you review this policy. If you do not need reserves you should explain the reason.)

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

What financial risks do you face?

Loss of unrestricted income from room hire, reduction in grants available .

If any of your funds are in deficit, what are you planning to do about it?

N/A

Detailed information if you hold funds for 3rd parties (other groups or individuals): names and their main objects, a description of the assets held, opening balances/ in/ out/ closing balances

N/A

Funds

If your accounts include any designated or restricted funds, the notes to the accounts need to include a short explanation of the purpose and of each fund.

For example:

Name of fund: "*The vehicle replacement fund*"

Purpose: "*To build up sufficient funds to replace vehicles on a 5 year schedule*"

For each fund you hold, please give the details:

Additional information

This is a chance to add any other information to your report.

For example: if you give grants, what is your policy? Do you want to say anything about your funders or supporters?

Ashfield Play Forum
(Registered charity, number 1037959)
Financial statements
for the year ended 31 March 2025

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**Ashfield Play Forum
Trustees' annual report
for the year ended 31 March 2025**

Full name Ashfield Play Forum

Registered charity number 1037959

Principal address

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

Trustees

Helen Marriott, Chair

George Powell, Secretary

Robert Wyatt, Treasurer

Michell Squires, from 06/03/2025

Doreen Fowler

Victoria Moody

Kay Hill, from 31/05/24

Independent examiner

Eva Stevens, 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

Ashfield Play Forum provides a scrap store, 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 group

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

Ashfield Play Forum

Summary of the main achievements during the period

The Play Forum are pleased to announce that all our projects achieved their targets for the year and in some cases we exceeded our expectations.

We continued to provide our membership with free resources from the scrap store, toy library and loan equipment projects, and in addition organised 4 large outdoor play days during the summer and 4 smaller events later in the year. We also continued to provide the 'play in a bag' activity packs.

We provided a variety of free training courses open to all people in the community throughout the year

Financial review

All the restricted funded projects are in line with budgets and our continued thanks go to the National lottery and Nottinghamshire County Council for their continued financial support. This support coupled with an increase in room rental has culminated in an increase of our unrestricted reserves in line with our expectations. The sector is always challenging, and balancing charitable community benefit with sustainability and affected by governmental decisions which are outside of our control but nevertheless impact financially. The trustees are always planning ahead and keep a careful watch on the finances of the charity

Risk analysis

Loss of unrestricted income from room hire, reduction in grants 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.

Signed on behalf of the charity's trustees:



Signed _____
Helen Marriott, Trustee

Date 07/10/2025

**Independent examiner's report to the trustees of
Ashfield Play Forum
for the year ended 31 March 2025**

I report to the trustees on my examination of the accounts of Ashfield Play Forum (the charity) for the year ended 31 March 2024.

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').

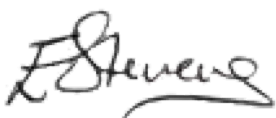
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 07/10/2025
Eva Stevens BSc, CPFA
Employee of Community Accounting Plus

Ashfield Play Forum
Receipts & payments account
for the year ended 31 March 2025

2024				2025
Total		Unrestricted	Restricted	Total
Funds		Funds	Funds	Funds
£	Note	£	£	£
	Receipts			
1915	Bank interest	2353	-	2353
85228	Grants & donations	2	79506	79506
541	Membership	-	-	-
-	Sundry Income	112	-	112
29652	Rental income	39987	-	39987
3	Resource sales	245	-	245
<u>117339</u>	Total receipts	<u>42697</u>	<u>79506</u>	<u>122203</u>
	Payments			
74	Computer, internet & postage	-	-	-
1544	Equipment & materials	136	3905	4041
359	Hospitality	-	144	144
1562	Insurance	-	2452	2452
977	Legal & professional fees	-	1101	1101
922	Office expenses	-	588	588
101	Printing & reproduction	-	535	535
360	Publications & subscriptions	-	-	-
6450	Repairs & maintenance	4571	2968	7539
2415	Room hire	-	-	-
441	Telephone	-	474	474
4531	Toys	-	-	-
15372	Training	-	13128	13128
11871	Utilities	1821	3577	5398
1990	Vehicle expenses	541	1148	1689
195	Volunteer expenses	-	140	140
66349	Wages, NI & pensions	19652	36558	56210
10197	Workshop & activity expenses	-	8340	8340
585	Sundry payments	30	-	30
<u>126295</u>	Total payments	<u>26751</u>	<u>75058</u>	<u>101809</u>
(8956)	Net receipts/(payments)	15946	4448	20394
128934	Cash funds at start of this period	65928	54050	119978
<u>119978</u>	Cash funds at end of this period	<u>81874</u>	<u>58498</u>	<u>140372</u>

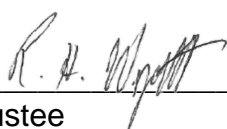
Ashfield Play Forum

Statement of assets and liabilities

at 31 March 2025

2024			2025
£		Note	£
	Cash assets		
119617	Bank accounts		140003
361	Cash in hand		369
<u>119978</u>			<u>140372</u>
	Other monetary assets		
6639	Debtors & prepayments	4	774
<u>6639</u>			<u>774</u>
	Assets retained for the charity's own use		
	2 x PC's purchased Feb 2023, cost £990		
	Building purchased in 2000 and revalued in 2005 to £281,704		
	Liabilities		
(1186)	Creditors	5	(2426)
<u>(3985)</u>	Advance receipts - Rental income		
<u>(5171)</u>			<u>(2426)</u>

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

Signed  Dated 07/10/2025
 Robert Wyatt, Trustee

Ashfield Play Forum
Notes to the accounts
for the year ended 31 March 2025

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 £
National Lottery Community Fund	-	75036	75036
NCC Grant aid	-	4470	4470
	<u>-</u>	<u>79506</u>	<u>79506</u>

3. Restricted funds analysis

	Opening balance £	Receipts £	(Payments) £	Closing balance £
Restricted funds				
TNL Community fund	54050	75036	(70588)	58498
Nottinghamshire County Council	-	4470	(4470)	-
	<u>54050</u>	<u>79506</u>	<u>(75058)</u>	<u>58498</u>
Unrestricted funds				
General	65928	42697	(26751)	81874
	<u>65928</u>	<u>42697</u>	<u>(26751)</u>	<u>81874</u>

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

- TNL Community fund - to provide free play days, environmental play project and training for the children and adults of Ashfield and the surrounding area. The funding pays for some salary, overhead and project running costs.
- Nottinghamshire County Council – to cover staff salaries.

Ashfield Play Forum

4. Debtors & prepayments

	£
Prepayment: Insurance	354
Prepayment: Subscriptions	59
Prepayment: Vehicle expenses	361
	<u>774</u>

5. Creditors

	£
Legal & professional	684
Wages, NI & Pension	1742
	<u>2426</u>

6. Trustees' remuneration

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

7. Related party transactions

There were no related party transactions in this period.

8. 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.

**Annual accounts 31/05/2025
report to the management committee**

Ashfield Play Forum
Morven Avenue, Sutton-in-Ashfield
Nottingham
NG17 1AN

Please reply to Seraya

07/10/2025

Dear Board Members,

We are pleased to supply final copies of your accounts for the period ending as above. Please either print a copy, sign and date in black ink, and return to us by post or, email a signed pdf back to your Accountant. You should already have received our invoice for the work. Once we have confirmed receipt of your payment, we will then sign and return the final accounts to you.

On completion of the work we have the following recommendations to make regarding the financial management of your organisation: in order to get QuickBooks as accurate as possible and to help with future inputting we recommend you book in a financial management session with us..

If you need further advice or explanations, please do not hesitate to contact us.

Finally, we would be most grateful if you could complete the enclosed monitoring and feedback form and return it to us, or complete the form electronically [by clicking here](#)

Yours faithfully,

A handwritten signature in black ink, appearing to read 'E Stevens', with a stylized flourish at the end.

Eva Stevens BSc, CPFA

Community Accounting Plus

Monitoring & Feedback Form

It would greatly assist Community Accounting Plus both to monitor and improve its services if you would kindly complete this form and returning it by email to support@caplus.org.uk

Date	
Your name	
Your organisation name	
Name of CA Plus staff member you've been working with	

Please circle below which CA Plus services you have used

Accounts	Bookkeeping	Payroll	QuickBooks support	Advice & training
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How would you rate the quality of work undertaken by us?

	Excellent	Good	Neutral	Poor	N/a
Completing work in a timely manner					
Responding to emails, calls & questions					
Quality of explanations or advice given					
Quality & accuracy of work completed					

What one thing could we do to improve our services for you?

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How likely are you to recommend us to a friend or colleague? Please circle below

0	1	2	3	4	5	6	7	8	9	10
Not at all likely					Extremely likely					

Any other comments

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Thank you