

REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023
FOR
CHIPS-CHILDREN'S INTEGRATED PLAYSCHMES

Brindley Millen Ltd
167 Turners Hill
Cheshunt
Hertfordshire
EN8 9BH

CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES

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for the Year Ended 31 March 2023

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CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES

REPORT OF THE TRUSTEES **for the Year Ended 31 March 2023**

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity's objectives are to support children with additional needs, their siblings and families, by:

1. Offering integrated play and social opportunities to children with additional needs and their siblings.
2. Supporting the families and carers of children with additional needs through short breaks, mutual support and information.
3. Increasing awareness of disability issues in the local area.

All activities provided by the charity are for the benefit of the public. The trustees have complied with the duty in Section 4 of the 2011 Charities Act to have due regard to guidance published by the Charities Commission including public benefit guidance.

Significant activities

The Charity offers integrated play and social opportunities to children with additional needs and their siblings through :

Saturday Clubs during term time
School Holiday playschemes - Summer, Easter and Christmas
Specialist interest clubs
Outings
Christmas parties

These activities provide a significant and proven benefit to improving the physical and mental wellbeing of the whole family.

ACHIEVEMENT AND PERFORMANCE

This information is contained within the Chair's report which is available on request from our office at 2nd floor, Four Rivers House, 4c Fentiman Walk, Hertford SG14 1DB

FINANCIAL REVIEW

Reserves policy

The Charity will look to maintain a minimum of nine months running costs in reserves at all times to include our busiest period, the Summer schemes. The policy is designed to address the worst case scenario when income falls dramatically and the charity is forced to begin the closing process just before the Summer schemes are about to run.

Any surplus funds which are unlikely to be needed to pay for charitable activities in one period are placed on deposit to earn interest.

The policy is to be reviewed by the trustees at the next AGM.

FUTURE PLANS

The Charity Manager and CHIPS trustees will work closely with Hertfordshire County Council regarding the availability of funding. The Development Manager will continue to widen the Charity's income stream through grant applications to other charitable organisations and fundraising events, and CHIPS has appointed a Fundraising Co-Ordinator with the view to increasing income from fundraising activities. CHIPs will continue to develop and extend the provision available to children and their families where funding and opportunities arise.

The Trustees will closely follow the guidance from Hertfordshire County Council and Public Health England to ensure that all provision offered meets all relevant guidelines.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is an unincorporated charity controlled by a governing document, its constitution, which was adopted on 1st April 1998 and amended on 21st June 2001.

The Charity is required to operate in accordance with its constitution.

CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES

REPORT OF THE TRUSTEES **for the Year Ended 31 March 2023**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

CHIPS is a parent led organisation and usually 50% of the Trustees are parents who have, or previously had, children attending sessions. Trustees are elected, appointed and reappointed annually at the AGM.

Organisational structure

The Charity employs a Charity Manager and a Development Manager, who report to the Chair of Trustees, and three part time administrators. The Playscheme leaders are responsible for running the playschemes and clubs. They are directly managed by the Charity Manager but also provide reports at CHIPS Trustee meetings which are held five times per year. All playschemes are registered with Ofsted.

Induction and training of new trustees

All Trustees are encouraged to regularly visit the playschemes. Training is made available on request.

Wider network

The Charity works closely with Hertfordshire County Council, which provides the core funding grant, and the managers of venues where the playschemes and clubs are held. The Charity has established strong links with local businesses, other charities, elected councillors and community organisations and actively continues to widen this network.

Risk management

The Trustees have a duty to identify and review the risks to which the Charity is exposed and to ensure appropriate financial and other controls are in place to provide reasonable assurance against fraud and error. All policies and procedures are reviewed annually.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number
1069535

Principal address
2nd Floor, Four Rivers House
4C Fentiman Walk
Hertford
Hertfordshire
SG14 1DB

Trustees
G Nickson - Chair
M Cooper - Vice Chair
S Banerjee
P Campbell
T Ivison
M Ronsley
A James
S Tatam
R Thomas
A Lynch

Independent Examiner
Maurice Brindley FCA
Chartered Accountants in England & Wales
Brindley Millen Ltd
167 Turners Hill
Cheshunt
Hertfordshire
EN8 9BH

Approved by order of the board of trustees on 09/08/23 and signed on its behalf by:


G Nickson - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES**

Independent examiner's report to the trustees of CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES

I report to the charity trustees on my examination of the accounts of CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES (the Trust) for the year ended 31 March 2023.

Responsibilities and basis of report

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

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Chartered Accountants in England & Wales which is one of the listed bodies.

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

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.



Maurice Briindley FCA
Chartered Accountants in England & Wales
Brindley Millen Ltd
167 Turners Hill
Cheshunt
Hertfordshire
EN8 9BH

Date:10/8/2023.....

CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES**STATEMENT OF FINANCIAL ACTIVITIES**
for the Year Ended 31 March 2023

| | Notes | Unrestricted fund £ | Restricted fund £ | 31.3.23 Total funds £ | 31.3.22 Total funds £ |
|------------------------------------|-------|---------------------------|-------------------------|--------------------------------|--------------------------------|
| INCOME AND ENDOWMENTS FROM | | | | | |
| Donations and legacies | | 52,400 | 36,383 | 88,783 | 47,132 |
| Charitable activities | | | | | |
| General | | 206,114 | - | 206,114 | 254,438 |
| Other trading activities | 2 | 14,338 | - | 14,338 | 8,409 |
| Investment income | 3 | 730 | - | 730 | 11 |
| Total | | 273,582 | 36,383 | 309,965 | 309,990 |
| EXPENDITURE ON | | | | | |
| Raising funds | | 2,722 | - | 2,722 | - |
| Charitable activities | | | | | |
| General | | 287,419 | 37,179 | 324,598 | 285,280 |
| Total | | 290,141 | 37,179 | 327,320 | 285,280 |
| NET INCOME/(EXPENDITURE) | | (16,559) | (796) | (17,355) | 24,710 |
| RECONCILIATION OF FUNDS | | | | | |
| Total funds brought forward | | 270,032 | 796 | 270,828 | 246,118 |
| TOTAL FUNDS CARRIED FORWARD | | 253,473 | - | 253,473 | 270,828 |

The notes form part of these financial statements

CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES

BALANCE SHEET

31 March 2023

| | Notes | Unrestricted fund £ | Restricted fund £ | 31.3.23 Total funds £ | 31.3.22 Total funds £ |
|--|-------|---------------------------|-------------------------|--------------------------------|--------------------------------|
| FIXED ASSETS | | | | | |
| Tangible assets | 8 | 2,866 | - | 2,866 | 5,251 |
| CURRENT ASSETS | | | | | |
| Debtors | 9 | 5,100 | - | 5,100 | 6,800 |
| Cash at bank | | 262,089 | - | 262,089 | 274,872 |
| | | 267,189 | - | 267,189 | 281,672 |
| CREDITORS | | | | | |
| Amounts falling due within one year | 10 | (16,582) | - | (16,582) | (16,095) |
| NET CURRENT ASSETS | | 250,607 | - | 250,607 | 265,577 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | 253,473 | - | 253,473 | 270,828 |
| NET ASSETS | | 253,473 | - | 253,473 | 270,828 |
| FUNDS | 11 | | | | |
| Unrestricted funds | | | | 253,473 | 270,032 |
| Restricted funds | | | | - | 796 |
| TOTAL FUNDS | | | | 253,473 | 270,828 |

The financial statements were approved by the Board of Trustees and authorised for issue on 09/08/23 and were signed on its behalf by:


G Nickson - Trustee

The notes form part of these financial statements

CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES

NOTES TO THE FINANCIAL STATEMENTS for the Year Ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

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

| | |
|-----------------------|---|
| Fixtures and fittings | - 33% on cost and 15% on reducing balance |
| Computer equipment | - 33% on cost |

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

Fundraising events

| | |
|-------------------|-------------------|
| 31.3.23 | 31.3.22 |
| £ | £ |
| 14,338 | 8,409 |
| <u> </u> | <u> </u> |

3. INVESTMENT INCOME

Deposit account interest

| | |
|-------------------|-------------------|
| 31.3.23 | 31.3.22 |
| £ | £ |
| 730 | 11 |
| <u> </u> | <u> </u> |

CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023****4. SUPPORT COSTS**

| | Management £ | Finance £ | Governance costs £ | Totals £ |
|---------|-----------------|--------------|--------------------------|-------------|
| General | 116,276 | 114 | 1,992 | 118,382 |

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

6. STAFF COSTS

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

| | 31.3.23 62 | 31.3.22 77 |
|-----------------------------|---------------|---------------|
| Average number of employees | | |

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted fund £ | Restricted fund £ | Total funds £ |
|------------------------------------|---------------------------|-------------------------|---------------------|
| INCOME AND ENDOWMENTS FROM | | | |
| Donations and legacies | 47,132 | - | 47,132 |
| Charitable activities | | | |
| General | 233,068 | 21,370 | 254,438 |
| Other trading activities | 8,409 | | 8,409 |
| Investment income | 11 | - | 11 |
| Total | 288,620 | 21,370 | 309,990 |
| EXPENDITURE ON | | | |
| Charitable activities | | | |
| General | 262,234 | 23,046 | 285,280 |
| NET INCOME/(EXPENDITURE) | 26,386 | (1,676) | 24,710 |
| Transfers between funds | (963) | 963 | - |
| Net movement in funds | 25,423 | (713) | 24,710 |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward | 244,609 | 1,509 | 246,118 |
| TOTAL FUNDS CARRIED FORWARD | 270,032 | 796 | 270,828 |

CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES

NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023

8. TANGIBLE FIXED ASSETS

| | Fixtures and fittings £ | Computer equipment £ | Totals £ |
|-----------------------|----------------------------------|----------------------------|-------------|
| COST | | | |
| At 1 April 2022 | 4,212 | 10,918 | 15,130 |
| Additions | - | 552 | 552 |
| At 31 March 2023 | 4,212 | 11,470 | 15,682 |
| DEPRECIATION | | | |
| At 1 April 2022 | 3,607 | 6,272 | 9,879 |
| Charge for year | 95 | 2,842 | 2,937 |
| At 31 March 2023 | 3,702 | 9,114 | 12,816 |
| NET BOOK VALUE | | | |
| At 31 March 2023 | 510 | 2,356 | 2,866 |
| At 31 March 2022 | 605 | 4,646 | 5,251 |

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.3.23 £ | 31.3.22 £ |
|---------------|--------------|--------------|
| Other debtors | 5,100 | 5,100 |
| Prepayments | - | 1,700 |
| | 5,100 | 6,800 |

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 31.3.23 £ | 31.3.22 £ |
|------------------------------|--------------|--------------|
| Taxation and social security | 1,254 | 1,255 |
| Other creditors | 15,328 | 14,840 |
| | 16,582 | 16,095 |

11. MOVEMENT IN FUNDS

| | At 1.4.22 £ | Net movement in funds £ | At 31.3.23 £ |
|---------------------------|----------------|----------------------------------|--------------------|
| Unrestricted funds | | | |
| General fund | 270,032 | (16,559) | 253,473 |
| Restricted funds | | | |
| General | 796 | (796) | - |
| TOTAL FUNDS | 270,828 | (17,355) | 253,473 |

CHIPS-CHILDREN'S INTEGRATED PLAYSCHMES**NOTES TO THE FINANCIAL STATEMENTS - continued
for the Year Ended 31 March 2023****11. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 273,582 | (290,141) | (16,559) |
| Restricted funds | | | |
| General | 36,383 | (37,179) | (796) |
| TOTAL FUNDS | <u>309,965</u> | <u>(327,320)</u> | <u>(17,355)</u> |

Comparatives for movement in funds

| | At 1.4.21 £ | Net movement in funds £ | Transfers between funds £ | At 31.3.22 £ |
|---------------------------|----------------|----------------------------------|------------------------------------|--------------------|
| Unrestricted funds | | | | |
| General fund | 244,609 | 26,386 | (963) | 270,032 |
| Restricted funds | | | | |
| General | 1,509 | (1,676) | 963 | 796 |
| TOTAL FUNDS | <u>246,118</u> | <u>24,710</u> | <u>-</u> | <u>270,828</u> |

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 288,620 | (262,234) | 26,386 |
| Restricted funds | | | |
| General | 21,370 | (23,046) | (1,676) |
| TOTAL FUNDS | <u>309,990</u> | <u>(285,280)</u> | <u>24,710</u> |

A current year 12 months and prior year 12 months combined position is as follows:

| | At 1.4.21 £ | Net movement in funds £ | Transfers between funds £ | At 31.3.23 £ |
|---------------------------|----------------|----------------------------------|------------------------------------|--------------------|
| Unrestricted funds | | | | |
| General fund | 244,609 | 9,827 | (963) | 253,473 |
| Restricted funds | | | | |
| General | 1,509 | (2,472) | 963 | - |
| TOTAL FUNDS | <u>246,118</u> | <u>7,355</u> | <u>-</u> | <u>253,473</u> |

CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES**NOTES TO THE FINANCIAL STATEMENTS - continued**
for the Year Ended 31 March 2023**11. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 562,202 | (552,375) | 9,827 |
| Restricted funds | | | |
| General | 57,753 | (60,225) | (2,472) |
| TOTAL FUNDS | <u>619,955</u> | <u>(612,600)</u> | <u>7,355</u> |

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2023**

| | 31.3.23 £ | 31.3.22 £ |
|---------------------------------------|---------------|---------------|
| INCOME AND ENDOWMENTS | | |
| Donations and legacies | | |
| Donations | 59,754 | 36,259 |
| Gift aid | | 1,332 |
| Subscriptions | 4,460 | 2,698 |
| Donations from organisations | 24,569 | 6,843 |
| | <hr/> 88,783 | <hr/> 47,132 |
| Other trading activities | | |
| Fundraising events | 14,338 | 8,409 |
| Investment income | | |
| Deposit account interest | 730 | 11 |
| Charitable activities | | |
| Attendance fees | 29,413 | 29,971 |
| Grants HCC | 156,201 | 167,076 |
| Grants- other | 20,500 | 57,391 |
| | <hr/> 206,114 | <hr/> 254,438 |
| Total incoming resources | <hr/> 309,965 | <hr/> 309,990 |
| EXPENDITURE | | |
| Raising donations and legacies | | |
| Sundries | 2,722 | - |
| Charitable activities | | |
| Wages | 132,744 | 140,004 |
| Rent | 31,082 | 26,029 |
| Sundries | 1,965 | 751 |
| Holiday scheme expenses | 10,817 | 2,089 |
| Entertainment | 2,462 | 6,319 |
| Equipment & maintenance | 14,604 | 6,733 |
| Gifts | 657 | 826 |
| Training | 2,764 | 2,367 |
| Saturday club expenses | 3,788 | 4,827 |
| Clubs expenses | 5,333 | 4,696 |
| | <hr/> 206,216 | <hr/> 194,641 |
| Support costs | | |
| Management | | |
| Wages | 76,443 | 53,285 |
| Pensions | 1,625 | 1,663 |
| Rent | 22,008 | 19,156 |
| Insurance | 2,364 | 2,354 |
| Telephone | 2,044 | 1,309 |
| Postage and stationery | 2,500 | 2,503 |
| Sundries | 4,759 | 4,480 |
| Computer expenses | 1,596 | 1,320 |
| Internet | - | 140 |
| Carried forward | 113,339 | 86,210 |

This page does not form part of the statutory financial statements

CHIPS-CHILDREN'S INTEGRATED PLAYSCHEMES**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
for the Year Ended 31 March 2023**

| | 31.3.23 £ | 31.3.22 £ |
|------------------------------|--------------|--------------|
| Management | | |
| Brought forward | 113,339 | 86,210 |
| Fixtures and fittings | - 95 | 106 |
| Computer equipment | 2,842 | 2,414 |
| | <hr/> | <hr/> |
| | 116,276 | 88,730 |
| Finance | | |
| Bank charges | 114 | 117 |
| Governance costs | | |
| Accountancy and legal fees | 1,632 | 1,452 |
| Registration fees | 360 | 340 |
| | <hr/> | <hr/> |
| | 1,992 | 1,792 |
| Total resources expended | <hr/> | <hr/> |
| | 327,320 | 285,280 |
| Net (expenditure)/income | <hr/> | <hr/> |
| | (17,355) | 24,710 |
| | <hr/> | <hr/> |

This page does not form part of the statutory financial statements