

Bobtails Full Day Care

REPORT AND ACCOUNTS
For the year ended 31st July 2020
for

Bobtails Full Day Care

Registered no: 1105338

Bobtails Full Day Care

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Bobtails Full Day Care

Legal and Administrative Information

Trustees

Chair Person - Glenn Jordan

Secretary - Kerri Dyer

Treasurer - Sarah Smithson (October 2018)

Trustee - Jackie Parkins (October 2014)

Trustee - Tracy Hopkins (October 2018)

Trustee - Andy Gaved (October 2019)

Trustee - Marc Fletcher (October 2019)

Principal Office

Bernice Terrace
Lipson Vale
Plymouth
Devon
PL4 7HW

Accountants

Numbers (UK) Limited
Ensign House
Parkway Court
Longbridge Road
Plymouth
Devon
PL6 8LR

Bankers

Lloyds TSB
8 Royal Parade
Plymouth
PL1 1HB

Bobtails Full Day Care

Report of the Trustees

The trustees present their report along with the audited financial statements for the charity for the 12 month period ended 31st July, 2020. The financial statements have been prepared in accordance with the accounting policies set out on page 9 and the recommendations of the Statement of Recommended Practice – Accounting and Reporting by Charities.

Structure, governance and management

Bobtails Full Day Care is governed by the Charity Commission, registered number 1105338 and has adopted the relevant governing document from 9th February 2001.

The trustees who have served during the period under review and since the period end are set out on page 3.

The Chair and Trustees of the Committee can vote on a new Trustee at any time through the year and at the Annual General Meeting usually held in October each year.

Objectives and activities

The principal activity of the charity is the provision of childcare including Before and After School Clubs and holiday activities for children in the Lipson, Plymouth area.

The Pre-school is a body in membership of the Pre-school Learning Alliance. The aims of the Pre-school are to enhance the development and education of children primarily under statutory school age by encouraging parents to understand and provide for the needs of their children through community groups and by: (a) offering appropriate play, education and care facilities, family learning and extended hours groups, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children whatever their race, culture, religion, means or ability; (b) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local areas; (c) instigating and adhering to and furthering the aims and objects of the Pre-school Learning Alliance.

We are open 50 weeks of the year providing such services.

All trustees have complied with the duties in section 4 of the 2006 Act to have due regard to guidance on public benefit as published by the commission.

Financial Review

The Balances in our Accounts at the close of business on 31.7.2020 were £159,413.48. An amount of £60,000.00 will be transferred back from our Current Accounts to the Reserve Account in 2021 to cover 3 months running costs, any redundancies, maintenance repairs or renewals to the building, that may come up in the next Financial year. We are planning in the future to renew the outside area, and rebuild a new sand pit, wooden house, climbing frame and decking area to enhance the enjoyment of all the children, using finances from our General reserves. The remainder of the reserves will be put towards future general expenditure.

In this financial period all funds have remained in surplus rather than a deficit.

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Public benefit statement

The trustees have complied with their duty to have due regard to the guidance on public benefit published by the commission when exercising their powers or duties.

Trustees' Responsibilities

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's state of affairs during the financial period and of its financial position at the end of the period.

In preparing those accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the charity will continue in business.

Approved by the trustees and signed on their behalf by:

Signature

Signatory Name

Date

Bobtails Full Day Care

Independent Examiner's Report to the trustees of the charity

Report of the Independent Examiner to the trustees on the accounts of the Charity for the year ended 31 July 2020

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 July 2020 which are set out on pages 7 to 10.

Respective responsibilities of the trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. It is my responsibility to; examine the accounts under section 145 of the Charities Act, and to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and to state whether particular matters have come to my attention.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements: · to keep accounting records in accordance with section 130 of the Charities Act; and · to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

Name:

Relevant professional qualifications or body:

Address: Unit 2, Ensign House, Parkway Court, Plymouth, PL6 8LR

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STATEMENT OF FINANCIAL ACTIVITIES (Including income and expenditure account)

For the year ended 31 July 2020

	Restricted Funds £	Unrestricted Funds £	2020 Total £	2019 Total £
<u>Incoming Resources</u>				
Fees		64,074	64,074	100,470
PLYCC		33,440	33,440	5,351
Grants		122,836	122,836	130,516
Fundraising		864	864	357
Donations		-	-	-
Milk		1,196	1,196	1,940
Interest Earned		330	330	320
<u>Total Incoming Resources</u>		<u>222,740</u>	<u>222,740</u>	<u>238,953</u>
<u>Resources Expended</u>				
Purchases		8,992	8,992	9,683
Wages (inc grant funding to staff)		162,275	162,275	153,740
E'ers NI and HMRC		1,899	1,899	9,809
Pensions		4,744	4,744	4,497
Rent (LVT)		9,000	9,000	12,000
Utilities		3,004	3,004	3,406
Maintenance/Repair/Renewals		1,300	1,300	1,561
Cleaning and Laundry		2,566	2,566	2,272
Equipment		3,773	3,773	1,177
Bank Charges		900	900	1,019
Accountancy		1,040	1,040	600
Guardian HR Support		1,447	1,447	1,460
Hot Dinners		2,946	2,946	3,226
Payroll Services		192	192	528
IT Software and Consumables		-	-	-
Professional Fees		1,700	1,700	880
Insurance		447	447	1,259
Stationery		1,471	1,471	2,405
Uniform		637	637	162
Phone		2,064	2,064	2,015
Staff Training		627	627	1,902
Gifts		1,139	1,139	1,599
Fundraiser		-	-	-
Travel		732	72	857
Entertaining		-	-	-
Sundry Expenses		1,601	1,601	2,652
Storage Unit		1,660	1,660	2,336
Depreciation Expense		2,699	2,699	3,599
Mini Bus Expenses		1,559	1,559	1,516
<u>Total Resources Expended</u>		<u>220,413</u>	<u>220,413</u>	<u>226,161</u>
<u>Net Movement in Funds</u>		<u>2,327</u>	<u>2,327</u>	<u>12,792</u>

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BALANCE SHEET

As at 31 July 2020

	Note	2020	2019
		£	£
FIXED ASSETS	2		
Leasehold Improvements		35,710	35,710
Equipment		3,999	5,332
Fixtures and Fittings		1,370	1,827
Motor Vehicles		2,729	3,639
		<u>43,808</u>	<u>46,508</u>
CURRENT ASSETS			
Cash at Bank and in Hand		161,781	156,692
Debtors and Prepayments	3	1,492	972
		<u>163,273</u>	<u>157,664</u>
CURRENT LIABILITIES			
Amounts falling due within one year	4	1,040	457
Deferred Income		15,000	15,000
NET CURRENT ASSETS		<u>146,750</u>	<u>142,207</u>
TOTAL ASSETS		<u>191,041</u>	<u>188,715</u>
CAPITAL AND RESERVES			
General Funds	5	141,042	138,715
Contingency Funds		50,000	50,000
		<u>191,042</u>	<u>188,715</u>

The notes on pages 8 to 9 form part of these accounts.

Signed on behalf of the Board

Anne Cook
Business Finance Manager

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NOTES TO THE ACCOUNTS

For the year ended 31 July 2020

1. Accounting policies

The following accounting policies have been applied consistently in dealing with the items which are considered material in relation to the Company's Financial Statements.

a) Basis of accounting

The accounts are prepared in accordance with the Financial Reporting Standard for Smaller Entities, under the historical cost convention as modified by the revaluation of freehold land.

b) Income

Income is recognised in the Company's accounts on an accruals basis.

c) Tangible Fixed Assets and Depreciation

Tangible fixed assets, excluding freehold land, are stated at cost less accumulated depreciation. Land is stated at a valuation.

Depreciation is calculated so as to write off the cost of fixed assets over their estimated useful lives on the following bases:

Fixtures and fittings	25% per annum reducing balance
Equipment	25% per annum reducing balance
Motor Vehicles	25% per annum reducing balance

d) Taxation

No provision is made for taxation, as the company is a registered charity.

2. Fixed Assets – Tangible

	Equipment £	Fixtures & Fittings £	Motor Vehicles £	Leasehold Improvements £	Total £
Cost or valuation b/f	28,929	25,524	6,900	35,710	97,063
Additions	-	-	-	-	-
Revaluation	-	-	-	-	-
At 31 July 2020	<u>28,929</u>	<u>25,524</u>	<u>6,900</u>	<u>35,710</u>	<u>97,063</u>
Depreciation b/f	23,597	23,697	3,261	-	50,555
Charge for the year	<u>1,333</u>	<u>457</u>	<u>910</u>	-	<u>2,700</u>
At 31 July 2020	<u>24,930</u>	<u>24,154</u>	<u>4,171</u>	-	<u>53,255</u>
Net book value					
At 31 July 2020	<u>3,999</u>	<u>1,370</u>	<u>2,729</u>	<u>35,710</u>	<u>43,809</u>
At 31 July 2019	<u>5,332</u>	<u>1,827</u>	<u>3,639</u>	<u>35,710</u>	<u>46,508</u>

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NOTES TO THE ACCOUNTS For the year ended 31 July 2020

3. Debtors: amounts falling due within one year

Debtors	2020 £	2019 £
Prepayments	1,009	206
Trade Debtors	483	766
	<u>1,492</u>	<u>1,003</u>

4. Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals	1,040	
Pensions Payable	-	457
	<u>1,040</u>	<u>457</u>

5. General Reserves

	2020 £	2019 £
Balance brought forward	138,715	125,923
Transfer to Contingency Fund	<u>0</u>	<u>0</u>
Surplus/(deficit) for the year	<u>1,844</u>	<u>12,792</u>
Balance carried forward	<u>140,559</u>	<u>138,715</u>