

Company registration number: 05115873

Charity registration number: 1108606

Play Inclusion Project (PIP)

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Rawcliffe & Co Limited
Chartered Accountants
Unit 1 Barons Court
Graceways
Whitehills Business Park
Blackpool
Lancashire
FY4 5GP

Chartered Accountants

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Play Inclusion Project (PIP)

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Play Inclusion Project (PIP)

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

Objectives and activities

Objects and aims

The charity's mission statement is to 'promote the social inclusion of children and young people with additional needs and disabilities within their local community'.

The aims of the charity are:

- To give social experiences to children and young people with additional needs and disabilities
- To promote the involvement of children and young people with additional needs and disabilities within their local community
- To provide appropriate leisure and social activities for children and young people with additional needs and disabilities
- To raise awareness of the needs of children and young people with additional needs and disabilities, therefore fostering a more diverse inclusive society
- To promote understanding and acceptance of disability
- To provide respite for parents and carers

Play Inclusion Project (PIP)

Trustees' Report

Significant activities

Play Inclusion Project had a particularly difficult year this year due to the COVID-19 pandemic. We began the year closed due to the imposed lockdown. Staff were placed on furlough with wages being paid by HMRC's JRS grants. Our doors remained closed until July when staff returned to work to plan summer delivery. Returning to work was extremely challenging as we adopted new ways of working, staff were completing their admin hours from home rather than from the office and new practices were introduced to ensure we were delivering sessions in a COVID secure way. These included the use of additional PPE, staff carrying sanitiser on lanyards, resources being on rotation, daily deep cleaning and parents not being allowed access to buildings. Social bubbles were introduced and the number of children/young people who could access a session was drastically reduced therefore we were offering less respite to parents and carers when they needed it most.

Activity Clubs and weekly activities were delivered between August and December, however restrictions that were in place led to us being unable to offer our Transition Project. The grant was put on hold by the funders until restrictions were eased and it was safe to deliver the project.

In January the emergence of the Delta variant of Covid-19 saw our doors close once again. Fortunately, this was only for a two-month period as in March staff and volunteers were eligible to receive a COVID-19 vaccine. The restrictions that were in place meant that staff and volunteers experienced first-hand what it feels like to be socially isolated, for us it was a temporary measure however for the children and young people we support and their families, it is daily life for them.

During the year Lancashire County Council sustained the level of funding available through Lancashire Break Time which enabled the charity to continue offering two weekly sessions in both Wyre and Preston and Activity Clubs each school holiday period that the government allowed us to deliver. Funding was also offered in Fylde through Lancashire Break Time for Fylde Youth Club. During the year only the number of trips offered were reduced as it was safer to deliver in house and to restrict social contact to the social bubbles.

This year Play Inclusion Project launched a Direct Payment Support Service which involves recruiting staff to support children and young adults with disabilities on a 1:1 basis. Families were also able to use their direct payments to access both our weekly and holiday activities and were charged an hourly rate.

Fundraising Events

Fundraising events were limited this year with the charity holding two raffles which generated over £300. Online fundraising came from Give as You Live, PayPal and Amazon.

Use of volunteers

The charity is dependent on a significant number of volunteers and is committed to volunteer recruitment. Without our dedicated team of volunteers, we would not be able to provide such a wide range of quality services and activities to the children and young people we support and their families. Volunteer recruitment was heavily impacted by the COVID-19 pandemic. Students were not allowed to attend placement settings and all recruitment events were cancelled. As a result, less volunteers were recruited throughout the year. We also found that some volunteers did not return to work when lockdown restrictions were eased.

Those that did volunteer their time throughout the year not only add value in terms of their time, but also through their care, skills, knowledge and experience. An amazing 44 volunteers supported the charity during the year to 31st March 2021 and if it is estimated that each volunteer gave 2 hours of their time for 48 weeks of the year this would give a total of 4224 hours. If then costed out at the minimum wage level of £8.91, this would equate to £37,635.84.

Play Inclusion Project (PIP)

Trustees' Report

Achievements and performance

Funding secured this year enabled us to deliver twelve projects within Blackpool, Preston, Fylde and Wyre. We would like to thank all our funders for their support, without which Play Inclusion Project would not be able to provide the service and activities we offer. Many children and young people throughout Blackpool, Preston, Fylde & Wyre have been able to access social and leisure activities because of this support.

Financial review

The Charity is dependant on charitable donations and grants provided by the Local Authorities and other funding bodies to help pay for staff, running costs and costs associated with delivering activities and projects.

Funding arrangements with Blackpool Council and Lancashire County Council see the charity get paid following delivery. As sessions were not held due to the lockdown, funding was not received. However, grants from HMRC's Job Retention scheme and financial support provided by Lancashire County Council enabled the charity to remain financially secure during difficult times.

Income generated was £175,263. The charity is trying to help more children and young adults which is in line with our mission statement to 'Promote Social inclusion through play and education within all activities and childcare settings'. A surplus of £7,580 in the year was added to our reserves.

Policy on reserves

The charity is working towards unrestricted funds that equate to three months costs plus the cost of closure. The trustees consider the level of unrestricted income each year. Reserves are required to meet the working capital requirements of the charity and to fund existing projects. Unrestricted funds at 31 March 2021 have decreased from £20,256 to £19,569.

Play Inclusion Project (PIP)

Trustees' Report

Principal funding sources

Blackpool Borough Council - Short Breaks

This funding enabled us to provide Short Break activities during school holidays for 8-18year olds with additional needs and disabilities. The Activity Club was based at Devonshire Primary Academy and included both in house activities and trips within the local community.

Lancashire County Council - Lancashire Break Time

This funding enabled us to provide Short Break activities during school holidays in Wyre and Preston for 8-18year olds with additional needs and disabilities. The Activity Clubs were based at Cleveleys Community Church in Wyre, and across various venues in Preston and included both in house activities and trips within the local community. Lancashire Break Time also funded weekly activities in both Wyre and Preston throughout the year. Two weekly youth clubs were delivered in Wyre and a youth club and a sensory session at The Space Centre along with tea at McDonalds was delivered in Preston. Funding was also secured to deliver the Fylde Youth Club which was based at St Cuthbert's Parish Centre. All of the weekly activities were for 6-18year olds with additional needs and disabilities.

WO Street Transformation Fund

Funding was secured to launch a pilot project to support young adults with disabilities into volunteering within their local communities. The restrictions in place meant that we were unable to begin delivery of the project as social contacts were reduced. The grant has been put on hold by the WO Street Transformation Fund.

Russell Haldane Foundation

A grant was received to cover the cost of 12 months office rent and also to purchase new laptops for staff.

Sign High Say Hi!

Sign Hi Say Hi! did not deliver any activities throughout the year due to the pandemic, however the partnership remains in place for when restriction ease.

Donations were received from ZX Digital on a monthly basis and one-off donations were received from The Kentown Wizard Foundation, Glasdon and Groundwork UK, these were used for activities and resources across all areas.

Play Inclusion Project (PIP)

Trustees' Report

Structure, governance and management

Reference and Administrative Details

Trustees	Mrs Pamela Margaret Ogden Mrs Carol Ann Gradwell Mr Ian Christopher Harrison
Principal Office	Office 1 & 2, 13-15 Preston Street Fleetwood Lancashire FY7 6JA The charity is incorporated in England & Wales.
Company Registration Number	05115873
Charity Registration Number	1108606
Independent Examiner	Rawcliffe & Co Limited Chartered Accountants Unit 1 Barons Court Graceways Whitehills Business Park Blackpool Lancashire FY4 5GP

Financial instruments

Objectives and policies

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The charity does not use derivative financial instruments for speculative purposes.

Cash flow risk

The main cashflow risk relates to the availability of grant funding which is applied for each year. The risk is that one of the grant providers does not offer funds. The charity limits this risk by obtaining funds from multiple sources as listed earlier in this report. The charity also conducts fund raising activities to help cashflow.

Credit risk

The charity's principal financial assets are bank balances and cash.

The credit risk on liquid funds is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

Play Inclusion Project (PIP)

Trustees' Report

Liquidity risk

The charity does not have debtors or high stock levels. All activities are planned and costed based on available grant funding to mitigate liquidity risk.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 8 December 2021 and signed on its behalf by:



Mrs Pamela Margaret Ogden
Trustee

Play Inclusion Project (PIP)

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Play Inclusion Project (PIP) for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material 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 charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 8 December 2021 and signed on its behalf by:


Mrs Pamela Margaret Ogden
Trustee

Play Inclusion Project (PIP)

Independent Examiner's Report to the trustees of Play Inclusion Project (PIP)

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 9 to 23.

Respective responsibilities of trustees and examiner

As the charity's trustees of Play Inclusion Project (PIP) (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').


Having satisfied myself that the accounts of Play Inclusion Project (PIP) are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 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:

1. accounting records were not kept in respect of Play Inclusion Project (PIP) as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



Joseph Tantram c/o Rawcliffe and Co Limited
Chartered Accountants
ICAEW

Unit 1 Barons Court
Graceways
Whitehills Business Park
Blackpool
Lancashire
FY4 5GP

8 December 2021

Play Inclusion Project (PIP)

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	3	115,536	44,209	159,745
Other trading activities	4	15,509	-	15,509
Other income		9	-	9
Total income		<u>131,054</u>	<u>44,209</u>	<u>175,263</u>
Expenditure on:				
Other expenditure	5	<u>(131,741)</u>	<u>(35,942)</u>	<u>(167,683)</u>
Total expenditure		<u>(131,741)</u>	<u>(35,942)</u>	<u>(167,683)</u>
Net (expenditure)/income		<u>(687)</u>	<u>8,267</u>	<u>7,580</u>
Net movement in funds		(687)	8,267	7,580
Reconciliation of funds				
Total funds brought forward		<u>20,256</u>	<u>5,804</u>	<u>26,060</u>
Total funds carried forward	13	<u>19,569</u>	<u>14,071</u>	<u>33,640</u>
	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	3	140,504	10,000	150,504
Other trading activities	4	27,519	-	27,519
Other income		41	-	41
Total income		<u>168,064</u>	<u>10,000</u>	<u>178,064</u>
Expenditure on:				
Other expenditure	5	<u>(165,148)</u>	<u>(17,529)</u>	<u>(182,677)</u>
Total expenditure		<u>(165,148)</u>	<u>(17,529)</u>	<u>(182,677)</u>
Net income/(expenditure)		<u>2,916</u>	<u>(7,529)</u>	<u>(4,613)</u>
Net movement in funds		2,916	(7,529)	(4,613)
Reconciliation of funds				
Total funds brought forward		<u>17,340</u>	<u>13,333</u>	<u>30,673</u>
Total funds carried forward	13	<u>20,256</u>	<u>5,804</u>	<u>26,060</u>

The notes on pages 13 to 23 form an integral part of these financial statements.

Play Inclusion Project (PIP)

**Statement of Financial Activities for the Year Ended 31 March 2021
(Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)**

All of the charity's activities derive from continuing operations during the above two periods.
The funds breakdown for 2020 is shown in note 13.

The notes on pages 13 to 23 form an integral part of these financial statements.