SHINE (EAST NORFOLK)

England & Wales · Charity number 1111097

Details

Other names	GREAT YARMOUTH & WAVENEY CONTACT FOR SPECIAL NEEDS HELP, SHINE - EAST NORFOLK, SHINE - EAST SUFFOLK
Status	Registered
Legal form	Charitable company
Company number	05405276
Registered	2005-08-31
Register	View on the Charity Commission register

Contact

Address	Shine Alpha Centre Alpha Road Great Yarmouth Norfolk NR31 0LG
Phone	01493661000
Email	info@shine-gy.org.uk
Website	www.shine-gy.org.uk

Activities

Objects: TO RELIEVE AND PROMOTE THE WELFARE OF CHILDREN AND YOUNG PEOPLE UP TO THE AGE OF 25 YEARS INCLUDING, IN PARTICULAR, THOSE WITH SPECIAL OR ADDITIONAL NEEDS ARISING FROM MENTAL, PHYSICAL, BEHAVIOURAL OR EDUCATION DIFFICULTIES AND RESIDING IN THE COUNTY OF NORFOLK AND WAVENEY AREA BY PROVIDING COUNSELLING, CARE, ADVOCACY, ADVICE AND ASSISTANCE FOR PARENTS AND/OR CARERS OF SUCH CHILDREN OR YOUNG PEOPLE AND FURTHER TO PROVIDE INDIVIDUAL AND GROUP SUPPORT FOR THE PARENTS AND/OR CARERS OF SUCH CHILDREN OR YOUNG PEOPLE THROUGH HOME VISITS, CLUB ACTIVITIES, BEFRIENDING, SUPPORT NETWORK AND LIAISING WITH CENTRAL AND LOCAL GOVERNMENT DEPARTMENTS AND OTHER SUPPORT PROVIDERS ON BEHALF OF PARENTS AND/OR CARERS OF SUCH CHILDREN OR YOUNG PEOPLE.

Activities: Relieve & promote the welfare of children & young people up to age 25 including in particular those with Special or Additional needs arising from mental, physical, behavioural or educational difficulties &

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residing within the County of Norfolk and Waveney area by providing counselling, care, advocacy, advice and assistance for parents and/or carers of such children -see memorandum for full details

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Disability
- **Who:** Children/young People, People With Disabilities

Geography

- **Area of benefit:** NORFOLK AND WAVENEY AREA
- Norfolk
- Suffolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£489,474	£514,081	-	-
2024-03-31	£510,603	£486,776	£1,294,580	36
2023-03-31	£456,844	£502,223	-	-
2022-03-31	£352,195	£338,640	-	-
2021-03-31	£352,195	£338,640	-	-

Trustees

Name	Role	Appointed
DAWN KIGHTLEY		2021-07-09
DIANE NOTTAGE		2021-07-09
Donna Derbyshire		2023-11-13
Kate Grey		2024-07-15
Linda Turner		2024-11-18
MS GERRY BUDWORTH		
PETER BUSSEY		2021-07-09
Rachel Middleton		2023-11-13
WENDY CONNELL		2021-07-09

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SHINE (EAST NORFOLK)

England & Wales - Charity number 1111097

Accounts

Charity registration number 1111097 (England and Wales)

Company registration number 5405276

SHINE (EAST NORFOLK)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

SHINE (EAST NORFOLK)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs G Budworth	
	Mrs D Nottage	
	Mrs D Kightley	
	Mr P Bussey	
	Mrs W Connell	
	Mrs D Derbyshire	
	Mrs R Middleton	
	Mrs K Grey	(Appointed 15 July 2024)
	Mrs L Turner	(Appointed 18 November 2024)
Secretary	Mr P Bussey	
Charity number	1111097	
Company number	5405276	
Principal address	Alpha Centre Alpha Road GREAT YARMOUTH Norfolk NR31 0LG	
Registered office	Alpha Centre Alpha Road GREAT YARMOUTH Norfolk NR31 0LG	
Independent examiner	Waveney Accountants Limited T/as Newman & Co Chartered Accountants 7 Hungate Beccles Suffolk NR34 9TT	

SHINE (EAST NORFOLK)

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SHINE (EAST NORFOLK)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)".

Objectives and activities

The Charity's Objects are specifically restricted to the following:
To relieve and promote the welfare of children and young people up to the age of 25 including in particular, those with special or additional needs arising from mental, physical, behavioural or educational difficulties and residing in and within the Norfolk and Waveney area; by providing care, advice, and short breaks for said children.

In order to achieve its aims, The Charity provides:
Respite Care; One to One support; Youth Club; Nursery; and Holiday Play schemes; together with support Services. Following a restructuring in September 2021, these are staffed by a Senior Manager; Finance Officer / Deputy Centre Manager; Nursery Manager; Thrive Practitioner; and Admin Assistant.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

Significant activities and achievements against objectives

The Centre has continued to provide it's usual services; maintained to a level to keep within available finances. The Centre continues to be used for the purpose of Short Breaks activities; Day Nursery; and other related activities. Planning permission has been obtained from the local council for the planned major building alterations / additions. The Thrive Approach has been embedded into the ethos of Shine across all aspects of the provision. A detailed report of activities is published separately. Copies are available on request.

Financial review

The outcome of an overall deficit of £24,607 was largely expected from the Budget that was in place for the financial year, following a surplus the previous year of £23,827, although there was a small reduction in Nursery Fees the Salary increase had a major impact on the outcome, as this was not met by the NCC annual Short Break fee level review or the Nursery price increase. The organisation is reliant on a dedicated effort from Staff, Volunteers and Trustees, enabling the Charity to benefit the young people in the community it is here to serve. The result includes Fund-raising income of £65,260, the bulk of which was generated by a professional fundraiser that had been in place for a number of years, so a decision was taken to put this out to tender and a new organisation is in place for the following year. A further £21k was invested in Building works which have now fully utilised the Designated Building Fund previously allocated. The Designated General Contingency Fund remains at £100,000 which is held in Short Term interest bearing deposits.

Reserves policy

The Trustee's policy is to maintain sufficient funds for the replacement of equipment and to finance operations for at least 6 months. To this purpose the General Reserve currently stands at £100,000.

Investment policy

Investment policy

The Trustees investment policy is short term deposits with low risk and good returns.

Risk analysis

Operational risks are routinely addressed by the manager and her assistant and each child receives a personal risk assessment as standard procedure. All staff are subject to criminal record checks. Risks associated with the building are addressed as part of the building project in conjunction with the architects and builders.

Structure, governance and management

Shine (East Norfolk) is a Registered Charitable Company; limited by guarantee.
The liability of members is limited to a maximum of £10 each.
Its governing document is its Memorandum and Articles of Association; as revised 27th May 2014.

Trustees and Directors

The trustees who served during the year and up to the date of signature of the financial statements were:

Mrs L Shiner	(Resigned 10 June 2024)
Mrs G Budworth	
Mrs D Nottage	
Mrs D Kightley	
Mr P Bussey	
Mrs W Connell	
Mrs H Green	(Resigned 16 March 2025)
Mrs D Derbyshire	
Mrs R Middleton	
Mrs K Grey	(Appointed 15 July 2024)
Mrs L Turner	(Appointed 18 November 2024)

Recruitment and appointment of trustees

The following served as company directors during the year:

Dr L H Eastwood	(Resigned 5 July 2023)
Mrs G Budworth	
Mr S Marpole	(Resigned 5 July 2023)
Mr P Bussey	(Appointed 20 May 2023)
Mrs W Connell	(Appointed 20 May 2023)
Mrs D Kightley	(Appointed 20 May 2023)
Mrs L Shiner	(Appointed 20 May 2023 & resigned 10 June 2024)

Committee members and Directors are appointed annually at the Annual General Meeting in accordance with the Articles of Association. The Committee has the power to co-opt a Trustee to fill a vacancy.

The Charity operates a formal Induction program for new Trustees which includes; meetings with current trustees and the senior manager; a trustee pack of previous minutes, accounts, business plans, code of conduct, eligibility declaration, memorandum of understanding, organisation history, staffing structure and current activities.

Independent examiner

Waveney Accountants Limited were appointed as independent examiner to the company and a resolution proposing that they be re-appointed will be put at a General Meeting.

The trustees' report was approved by the Board of Trustees.

Dawn Kightley
Mrs D Kightley
Trustee

Mr P Bussey
Trustee

Date: 14/7/2025

SHINE (EAST NORFOLK)

INDEPENDENT EXAMINER'S REPORT

I report to the trustees on my examination of the financial statements of Shine (East Norfolk) (the charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

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

Independent examiner's statement

Since the charity's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 386 of the Companies Act 2006.

2 the financial statements do not accord with those records; or

3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or

4 the financial statements 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 financial statements 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 financial statements to be reached.

Newman & Co

Waveney Accountants Limited
T/as Newman & Co
Chartered Accountants
7 Hungate
Beccles
Suffolk
NR34 9TT
Date: 24.7.2025

SHINE (EAST NORFOLK)

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Income from:							
Donations and legacies	2	198,816	39,314	238,130	194,317	43,394	237,711
Charitable activities	3	248,830	-	248,830	270,594	-	270,594
Investments	4	2,514	-	2,514	2,298	-	2,298
Total income		450,160	39,314	489,474	467,209	43,394	510,603
Expenditure on:							
Raising funds	5	11,808	-	11,808	11,312	-	11,312
Charitable activities	6	428,253	74,020	502,273	413,372	62,092	475,464
Total expenditure		440,061	74,020	514,081	424,684	62,092	486,776
Net income/(expenditure)		10,099	(34,706)	(24,607)	42,525	(18,698)	23,827
Transfers between funds		7,170	(7,170)	-	9,620	(9,620)	-
Net movement in funds	8	17,269	(41,876)	(24,607)	52,145	(28,318)	23,827
Reconciliation of funds:							
Fund balances at 1 April 2024		316,390	978,190	1,294,580	264,245	1,006,508	1,270,753
Fund balances at 31 March 2025		333,659	936,314	1,269,973	316,390	978,190	1,294,580

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

SHINE (EAST NORFOLK)

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	2025 £	2024 £	2024 £
Fixed assets					
Intangible assets	**11**		250		375
Tangible assets	**12**		1,064,032		1,073,813
			1,064,282		1,074,188
Current assets					
Debtors	**13**	30,034		29,675	
Cash at bank and in hand		207,195		252,014	
		237,229		281,689	
Creditors: amounts falling due within one year	**14**	(31,538)		(61,297)	
Net current assets			205,691		220,392
Total assets less current liabilities			1,269,973		1,294,580
The funds of the charity					
Restricted income funds	**15**		936,314		978,190
Unrestricted funds	**16**		333,659		316,390
			1,269,973		1,294,580

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 14/7/2025

Mr P Bussey
Trustee

Company registration number 5405276 (England and Wales)

1 Accounting policies

Charity information

Shine (East Norfolk) is a private company limited by guarantee incorporated in England and Wales. The registered office is Alpha Centre, Alpha Road, GREAT YARMOUTH, Norfolk, NR31 0LG.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1 Accounting policies **(Continued)**

1.6 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date where it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity and the fair value of the asset can be measured reliably; the intangible asset arises from contractual or other legal rights; and the intangible asset is separable from the entity.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Database and website	25% Straight line

1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	Not depreciated / 2% straight line
Fixtures and fittings	15% & 33% Reducing balance / 20% & 25% Straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

2 Voluntary income

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2025	2025	2025	2024	2024	2024
	£	£	£	£	£	£
Donations and gifts	25,946	39,314	65,260	22,278	43,394	65,672
Short Break Service Fees	172,870	-	172,870	172,039	-	172,039

3 Income from charitable activities

	Unrestricted funds 2025	Unrestricted funds 2024
	£	£
Nursery		
Nursery fees	246,943	266,024
LAC Short break fees	1,887	4,560
Other income	-	10
	248,830	270,594

4 Income from investments

	Unrestricted funds 2025	Unrestricted funds 2024
	£	£
Interest receivable	2,514	2,298

5 Raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising expenses and fees	11,808	11,312
	11,808	11,312

6 Charitable activities

	Charitable Expenditure 2025 £	Charitable Expenditure 2024 £
Staff costs	253,777	244,224
Depreciation	31,152	30,478
General running expenses: Nursery	14,875	5,068
Staff and volunteer expenses	397	588
Entertainment, trips and outings	110	1,453
Toy replacements and craft materials	3,871	3,089
Centre costs: Utilities	12,119	10,060
Centre costs: Cleaning and toiletries	23,192	21,045
Centre costs: Repairs and maintenance	11,933	14,054
Centre costs: Insurance	4,716	4,312
Small equipment purchases	4,806	4,443
	360,948	338,814
Share of support costs (see note 7)	141,325	136,650
	502,273	475,464
Analysis by fund		
Unrestricted funds	428,253	413,372
Restricted funds	74,020	62,092
	502,273	475,464

7 Support costs (including governance costs)

	2025 £	2024 £
Staff costs	119,189	116,879
Depreciation	125	877
Recruitment	-	25
Professional fees	3,715	340
Telephone, internet and postage	2,574	2,517
Printing, stationery and photocopying	3,118	3,776
Computer software etc.	6,855	6,497
General expenses and uniform	3,520	3,519
Equipment hire	936	989
Subscriptions and other fees	1,293	1,231
	141,325	136,650
Analysed between		
Charitable activities	141,325	136,650

		2025 £	2024 £
Includes governance costs of:			
Independent examiners fees		1,800	1,500
Trustee and meetings expenses	est.	50	50
Ofsted fee		220	220
Other government support costs	est.	500	500
		2,570	2,270

8 Net movement in funds

The net movement in funds is stated after charging/(crediting):

	2025 £	2024 £
Depreciation of owned tangible fixed assets	31,152	30,478
Amortisation of intangible assets	125	877

9 Employees

The average monthly number of employees during the year was:

2025 Number	2024 Number
39	36

There were no employees whose annual remuneration was more than £60,000. No Trustee received any remuneration or expenses during the year.

10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

11 Intangible fixed assets

	Database and website
	£
Cost	
At 1 April 2024 and 31 March 2025	4,653
Amortisation and impairment	
At 1 April 2024	4,278
Amortisation charged for the year	125
At 31 March 2025	4,403
Carrying amount	
At 31 March 2025	250
At 31 March 2024	375

12 Tangible fixed assets

	Land and buildings	Fixtures and fittings	Total
	£	£	£
Cost			
At 1 April 2024	1,316,612	84,282	1,400,894
Additions	20,777	593	21,370
At 31 March 2025	1,337,389	84,875	1,422,264
Depreciation and impairment			
At 1 April 2024	262,184	64,896	327,080
Depreciation charged in the year	26,748	4,404	31,152
At 31 March 2025	288,932	69,300	358,232
Carrying amount			
At 31 March 2025	1,048,457	15,575	1,064,032
At 31 March 2024	1,054,428	19,385	1,073,813

13 Debtors

	2025	2024
Amounts falling due within one year:	£	£
Grants and fees receivable	25,383	25,349
Prepayments and accrued income	4,651	4,326
	30,034	29,675

14 Creditors: amounts falling due within one year

	2025	2024
	£	£
Other taxation and social security	5,723	5,509
Trade creditors	2,460	4,690
Other creditors	877	851
Accruals and deferred income	22,478	50,247
	31,538	61,297

15 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

		Movement in funds			
	Balance at 1 April 2024	Incoming resources	Resources expended	Transfers	Balance at 31 March 2025
	£	£	£	£	£
Building Fund A Restricted	947,698	-	(26,748)	-	920,950
DAF Fund	16,560	13,650	(1,719)	(18,935)	9,556
Thrive Practioner Fund	8,037	5,000	(24,485)	11,448	-
Transport Fund	1,478	-	(949)	-	529
Outside Areas Fund	3,817	-	(3,735)	-	82
IPads Fund	600	-	-	-	600
Tesco Blue Token Fund	-	1,125	-	-	1,125
Indoor/Outdoor Chairs Fund	-	4,000	(2,532)	-	1,468
Projectors & Slides Fund	-	489	(489)	-	-
Short Breaks Subsidiary Fund	-	6,250	(4,246)	-	2,004
NCF Hardship Fund	-	8,800	(9,117)	317	-
	978,190	39,314	(74,020)	(7,170)	936,314

16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024	Incoming resources	Resources expended	Transfers	At 31 March 2025
	£	£	£	£	£
GBR Fund Unrestricted	100,000	-	-	-	100,000
Building Fund B Unrestricted	20,888	-	(20,777)	-	111
General funds	195,502	450,160	(419,284)	7,170	233,548
	316,390	450,160	(440,061)	7,170	333,659

16 Unrestricted funds **(Continued)**

Previous year:	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
GBR Fund Unrestricted	100,000	-	-	-	100,000
Building Fund B Unrestricted	80,000	-	(59,112)	-	20,888
General funds	84,245	467,209	(365,572)	9,620	195,502
	264,245	467,209	(424,684)	9,620	316,390

17 Analysis of net assets between funds

	Unrestricted funds 2025	Restricted funds 2025	Total 2025
	£	£	£
At 31 March 2025:			
Intangible fixed assets	250	-	250
Tangible assets	143,081	920,951	1,064,032
Current assets/(liabilities)	190,328	15,363	205,691
	333,659	936,314	1,269,973

	Unrestricted funds 2024	Restricted funds 2024	Total 2024
	£	£	£
At 31 March 2024:			
Intangible fixed assets	375	-	375
Tangible assets	126,115	947,698	1,073,813
Current assets/(liabilities)	189,900	30,492	220,392
	316,390	978,190	1,294,580

18 Summary of funds

General Fund - Unrestricted	Balance of operating surpluses carried forward.
GBR Fund - Unrestricted	Contingency reserve set aside to carry the Charity for 6 months if funding/ income ceases.
Building Fund B - Unrestricted	Funds allocated for the new buildings extensions and alterations.
Building Fund A - Restricted	Funds raised for the original building project, annual property depreciation charged against it.
Sensory Equipment Fund	Funds designated for financing sensory equipment.
DAF Fund	Funds provided specifically for Disability Access Funding.

18 Summary of funds **(Continued)**

Thrive Practitioner Fund	Funds provided specifically for funding the Thrive practitioner service.
Outside Areas Fund	Funds provided specifically for funding outside areas alterations and improvements.
Transport Fund	Funds provided for transport costs allowing families to access Shine if no other transport arrangements are possible.
Short Breaks Subsidiary Fund	Funds extra Short Break sessions for families with a short-term extra need.
IPads Fund	Funds specifically for purchase of IPads.
NCF Hardship Fund	Funds provided specifically for supporting the community over winter.
Tesco Blue Token Fund	Funds specifically for Shine sports, Sensory & movement activities & resources.
Indoor/Outdoor Chairs Fund	Funds provided specifically for specialilty nursery seating.
Projectors & Slides Fund	Funds provided specifically for the purchase of Mathmos equipment.
East Coast Troopers Fund	Unrestricted funds raised to purchase Christmas presents for service users.

SHINE (EAST NORFOLK)

England & Wales - Charity number 1111097

Accounts

Charity registration number 1111097

Company registration number 5405276 (England and Wales)

SHINE (EAST NORFOLK)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

SHINE (EAST NORFOLK)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs G Budworth	
	Mrs D Nottage	
	Mrs D Kightley	
	Mr P Bussey	
	Mrs W Connell	
	Mrs H Green	
	Mrs D Derbyshire	(Appointed 13 November 2023)
	Mrs R Middleton	(Appointed 13 November 2023)
Secretary	Mr P Bussey	
Charity number	1111097	
Company number	5405276	
Principal address	Alpha Centre Alpha Road GREAT YARMOUTH Norfolk NR31 0LG	
Registered office	Alpha Centre Alpha Road GREAT YARMOUTH Norfolk NR31 0LG	
Independent examiner	Waveney Accountants Limited T/as Newman & Co Chartered Accountants 7 Hungate Beccles Suffolk NR34 9TT	

SHINE (EAST NORFOLK)

CONTENTS

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Independent examiner's report	3
Statement of financial activities	4
Balance sheet	5
Notes to the financial statements	6 - 14

The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "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

The Charity's Objects are specifically restricted to the following:
To relieve and promote the welfare of children and young people up to the age of 25 including in particular, those with special or additional needs arising from mental, physical, behavioural or educational difficulties and residing in and within the Norfolk and Waveney area; by providing care, advice, and short breaks for said children.

In order to achieve its aims, The Charity provides:
Respite Care; One to One support; Youth Club; Nursery; and Holiday Play schemes; together with support Services. Following a restructuring in September 2021, these are staffed by a Senior Manager; Finance Officer / Deputy Centre Manager; Nursery Manager; Thrive Practitioner; and Admin Assistant.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

Significant activities and achievements against objectives

The Centre has continued to provide it's usual services; maintained to a level to keep within available finances. The Centre continues to be used for the purpose of Short Breaks activities; Day Nursery; and other related activities. Planning permission has been obtained from the local council for the planned major building alterations / additions. The Thrive Approach has been embedded into the ethos of Shine across all aspects of the provision. A detailed report of activities is published separately. Copies are available on request.

Financial review

Despite the inflationary effect on costs and pay awards to ensure staff retention, an overall net income of £23,830 was achieved in the year following a deficit the previous year of £45,380, aided by another busy year for both Short Breaks and Nursery Services. The entire team effort from Staff, Volunteers and Trustees, have enabled the Charity to benefit the young people in the community it is here to serve. The result includes Fund raising income of £65,680, which is just over half of the £115,600 raised in the previous year, which will remain difficult to increase in the current economic climate. Building works have been undertaken to increase the floor area of the main room and also change high level windows to give improved lighting, The spending of £79,511 (£59,112 up to the 31st March and a further £20,400 to date) was all covered from the Building Fund for which £80,000 had been designated. The Designated General Contingency Fund remain at £100,000 which is held in Short Term interest bearing deposits.

Reserves policy

The Trustee's policy is to maintain sufficient funds for the replacement of equipment and to finance operations for at least 6 months. To this purpose the General Reserve currently stands at £100,000.

Investment policy

Investment policy

The Trustees investment policy is short term deposits with low risk and good returns.

Risk analysis

Operational risks are routinely addressed by the manager and her assistant and each child receives a personal risk assessment as standard procedure. All staff are subject to criminal record checks. Risks associated with the building are addressed as part of the building project in conjunction with the architects and builders.

Structure, governance and management
Shine (East Norfolk) is a Registered Charitable Company; limited by guarantee.
The liability of members is limited to a maximum of £10 each.
Its governing document is its Memorandum and Articles of Association; as revised 27th May 2014.

Trustees and Directors
The trustees who served during the year and up to the date of signature of the financial statements were:

Mrs L Shiner	(Resigned 10 June 2024)
Dr L H Eastwood	(Resigned 5 July 2023)
Mrs G Budworth	
Mr S R A Marpole	(Resigned 5 July 2023)
Mrs D Nottage	
Mrs D Kightley	
Mrs S Gentle	(Resigned 22 January 2024)
Mr P Bussey	
Mrs W Connell	
Mrs H Green	
Mrs D Derbyshire	(Appointed 13 November 2023)
Mrs R Middleton	(Appointed 13 November 2023)

Recruitment and appointment of trustees
The following served as company directors during the year:

Dr L H Eastwood	(Resigned 5 July 2023)
Mrs G Budworth	
Mr S Marpole	(Resigned 5 July 2023)
Mr P Bussey	(Appointed 20 May 2023)
Mrs W Connell	(Appointed 20 May 2023)
Mrs D Kightley	(Appointed 20 May 2023)
Mrs L Shiner	(Appointed 20 May 2023 & resigned 10 June 2024)

Committee members and Directors are appointed annually at the Annual General Meeting in accordance with the Articles of Association. The Committee has the power to co-opt a Trustee to fill a vacancy.

The Charity operates a formal Induction program for new Trustees which includes; meetings with current trustees and the senior manager; a trustee pack of previous minutes, accounts, business plans, code of conduct, eligibility declaration, memorandum of understanding, organisation history, staffing structure and current activities.

Independent examiner
Waveney Accountants Limited were appointed as independent examiner to the company and a resolution proposing that they be re-appointed will be put at a General Meeting.

The trustees' report was approved by the Board of Trustees.

Dawn Kightley
Mrs D Kightley
Trustee

Mr P Bussey
Trustee

Date: 15th July 2024

SHINE (EAST NORFOLK)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SHINE (EAST NORFOLK)

I report to the trustees on my examination of the financial statements of Shine (East Norfolk) (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 386 of the 2006 Act; or

2 the financial statements do not accord with those records; or

3 the financial statements 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 financial statements 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 financial statements to be reached.

Leslie Robert Newman

Waveney Accountants Limited

T/as Newman & Co
Chartered Accountants
7 Hungate
Beccles
Suffolk
NR34 9TT

Dated: 15.7.2024

SHINE (EAST NORFOLK)

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £
Income from:							
Donations and legacies	2	194,317	43,394	237,711	204,828	62,669	267,497
Charitable activities	3	270,594	-	270,594	188,811	-	188,811
Investments	4	2,298	-	2,298	536	-	536
Total income		467,209	43,394	510,603	394,175	62,669	456,844
Expenditure on:							
Raising funds	5	11,312	-	11,312	10,854	-	10,854
Charitable activities	6	413,372	62,092	475,464	397,504	93,865	491,369
Total expenditure		424,684	62,092	486,776	408,358	93,865	502,223
Net income/(expenditure)		42,525	(18,698)	23,827	(14,183)	(31,196)	(45,379)
Transfers between funds		9,620	(9,620)	-	4,343	(4,343)	-
Net movement in funds	8	52,145	(28,318)	23,827	(9,840)	(35,539)	(45,379)
Reconciliation of funds:							
Fund balances at 1 April 2023		264,245	1,006,508	1,270,753	274,085	1,042,047	1,316,132
Fund balances at 31 March 2024		316,390	978,190	1,294,580	264,245	1,006,508	1,270,753

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

SHINE (EAST NORFOLK)

BALANCE SHEET

AS AT 31 MARCH 2024

	Notes	2024 £	2024 £	2023 £	2023 £
Fixed assets					
Intangible assets	11		375		752
Tangible assets	12		1,073,813		1,044,660
			1,074,188		1,045,412
Current assets					
Debtors	13	29,675		24,078	
Cash at bank and in hand		252,014		240,168	
		281,689		264,246	
Creditors: amounts falling due within one year	14	(61,297)		(38,905)	
Net current assets			220,392		225,341
Total assets less current liabilities			1,294,580		1,270,753
Net assets excluding pension liability			1,294,580		1,270,753
The funds of the charity					
Restricted income funds	15		978,190		1,006,508
Unrestricted funds			316,390		264,245
			1,294,580		1,270,753

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees on 15th July 2024

.....

Mr P Bussey

Trustee

Company registration number 5405276 (England and Wales)

1 Accounting policies

Charity information

Shine (East Norfolk) is a private company limited by guarantee incorporated in England and Wales. The registered office is Alpha Centre, Alpha Road, GREAT YARMOUTH, Norfolk, NR31 0LG.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1 Accounting policies **(Continued)**

1.6 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date where it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity and the fair value of the asset can be measured reliably; the intangible asset arises from contractual or other legal rights; and the intangible asset is separable from the entity.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Database and website	25% Straight line

1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	Not depreciated / 2% straight line
Fixtures and fittings	15% & 33% Reducing balance / 20% & 25% Straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

2 Voluntary income

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Donations and gifts	22,278	43,394	65,672	52,927	62,669	115,596
Short Break Service Fees	172,039	-	172,039	151,901	-	151,901

3 Income from charitable activities

	Unrestricted funds 2024	Unrestricted funds 2023
	£	£
Nursery		
Nursery fees	266,024	184,901
LAC Short break fees	4,560	3,601
Other income	10	309
	270,594	188,811

4 Income from investments

	Unrestricted funds 2024	Unrestricted funds 2023
	£	£
Interest receivable	2,298	536

5 Raising funds

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising expenses and fees	11,312	10,854
	11,312	10,854

6 Charitable activities

	Charitable Expenditure 2024 £	Charitable Expenditure 2023 £
Staff costs	244,224	227,512
Depreciation	30,478	31,728
General running expenses: Nursery	5,068	9,151
Staff and volunteer expenses	588	691
Entertainment, trips and outings	1,453	2,131
Toy replacements and craft materials	3,089	8,150
Centre costs: Utilities	10,060	8,984
Centre costs: Cleaning and toiletries	21,045	20,465
Centre costs: Repairs and maintenance	14,054	12,777
Centre costs: Insurance	4,312	3,780
Small equipment purchases	4,443	32,389
	338,814	357,758
Share of support costs (see note 7)	136,650	133,611
	475,464	491,369
Analysis by fund		
Unrestricted funds	413,372	397,504
Restricted funds	62,092	93,865
	475,464	491,369

7 Support costs (including governance costs)

	2024	2023
	£	£
Staff costs	116,879	111,883
Depreciation	877	1,038
Recruitment	25	25
Professional fees	340	3,150
Telephone, internet and postage	2,517	2,502
Printing, stationery and photocopying	3,776	3,515
Computer software etc.	6,497	5,872
General expenses and uniform	3,519	2,766
Equipment hire	989	1,723
Subscriptions and other fees	1,231	1,137
	136,650	133,611
Analysed between		
Charitable activities	136,650	133,611

		2024	2023
		£	£
Includes governance costs of:			
Independent examiners fees		1,500	1,500
Company secretarial fees		-	1,400
Trustee and meetings expenses	est.	50	50
Ofsted fee		220	220
Other government support costs	est.	500	500
		2,270	3,670

8 Net movement in funds

	2024	2023
	£	£
The net movement in funds is stated after charging/(crediting):		
Depreciation of owned tangible fixed assets	30,478	31,728
Amortisation of intangible assets	877	1,038

9 Employees

The average monthly number of employees during the year was:

2024	2023
Number	Number
36	35

There were no employees whose annual remuneration was more than £60,000. No Trustee received any remuneration or expenses during the year.

10 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

11 Intangible fixed assets

	Database and website
	£
Cost	
At 1 April 2023	4,153
Additions - separately acquired	500
At 31 March 2024	4,653
Amortisation and impairment	
At 1 April 2023	3,401
Amortisation charged for the year	877
At 31 March 2024	4,278
Carrying amount	
At 31 March 2024	375
At 31 March 2023	752

12 Tangible fixed assets

	Land and buildings	Fixtures and fittings	Total
	£	£	£
Cost			
At 1 April 2023	1,257,500	83,762	1,341,262
Additions	59,112	519	59,631
At 31 March 2024	1,316,612	84,281	1,400,893
Depreciation and impairment			
At 1 April 2023	237,034	59,568	296,602
Depreciation charged in the year	25,150	5,328	30,478
At 31 March 2024	262,184	64,896	327,080
Carrying amount			
At 31 March 2024	1,054,428	19,385	1,073,813
At 31 March 2023	1,020,466	24,194	1,044,660

13 Debtors

Amounts falling due within one year:	2024 £	2023 £
Grants and fees receivable	25,349	21,479
Prepayments and accrued income	4,326	2,599
	29,675	24,078

14 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	5,509	5,091
Trade creditors	4,690	9,967
Other creditors	851	811
Accruals and deferred income	50,247	23,036
	61,297	38,905

15 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

		Movement in funds			
	Balance at 1 April 2023	Incoming resources	Resources expended	Transfers	Balance at 31 March 2024
	£	£	£	£	£
Building Fund A Restricted	972,848	-	(25,087)	-	947,761
DAF Fund	9,472	15,752	(1,155)	(7,509)	16,560
Thrive Practioner Fund	14,231	20,000	(25,239)	(955)	8,037
Transport Fund	1,895	-	(417)	-	1,478
Outside Areas Fund	4,144	-	(520)	193	3,817
Short Breaks Subsidiary Fund	1,660	-	(1,828)	168	-
Nursery Subsidiary Fund	206	-	(206)	-	-
IPads Fund	-	2,000	(70)	(1,330)	600
Youth Club Activities/Outings Fund	1,307	-	(1,252)	(55)	-
Short Breaks Activities Fund	745	-	(800)	55	-
Corben's Fund	-	1,142	(950)	(192)	-
Equipment Fund	-	4,500	(4,505)	5	-
	1,006,508	43,394	(62,029)	(9,620)	978,190

16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2023	Incoming resources	Resources expended	Transfers	At 31 March 2024
	£	£	£	£	£
GBR Fund Unrestricted	100,000	-	-	-	100,000
Building Fund B Unrestricted	80,000	-	(59,112)	-	20,888
General funds	84,245	467,209	(365,572)	9,620	195,502
	264,245	467,209	(424,684)	9,620	316,390

Previous year:	At 1 April 2022	Incoming resources	Resources expended	Transfers	At 31 March 2023
	£	£	£	£	£
GBR Fund Unrestricted	100,000	-	-	-	100,000
Building Fund B Unrestricted	80,000	-	-	-	80,000
General funds	94,085	394,175	(408,358)	4,343	84,245
	274,085	394,175	(408,358)	4,343	264,245

17 Analysis of net assets between funds

	Unrestricted funds 2024	Restricted funds 2024	Total 2024
	£	£	£
At 31 March 2024:			
Intangible fixed assets	375	-	375
Tangible assets	126,115	947,698	1,073,813
Current assets/(liabilities)	189,900	30,492	220,392
	316,390	978,190	1,294,580

	Unrestricted funds 2023	Restricted funds 2023	Total 2023
	£	£	£
At 31 March 2023:			
Intangible fixed assets	752	-	752
Tangible assets	71,812	972,848	1,044,660
Current assets/(liabilities)	191,681	33,660	225,341
	264,245	1,006,508	1,270,753

18 Summary of funds

General Fund - Unrestricted	Balance of operating surpluses carried forward.
GBR Fund - Unrestricted	Contingency reserve set aside to carry the Charity for 6 months if funding/ income ceases.
Building Fund B - Unrestricted	Funds allocated for the new buildings extensions and alterations.
Building Fund A - Restricted	Funds raised for the original building project, annual property depreciation charged against it.
Sensory Equipment Fund	Funds provided specifically for financing sensory equipment.
DAF Fund	Funds provided specifically for Disability Access Funding.
Thrive Practitioner Fund	Funds provided specifically for funding the Thrive practitioner service.
Outside Areas Fund	Funds provided specifically for funding outside areas alterations and improvements.
Transport Fund	Funds provided for transport costs allowing families to access Shine if no other transport arrangements are possible.
Short Breaks Subsidiary Fund	Funds extra Short Break sessions for families with a short-term extra need.
Nursery Subsidiary Fund	Funds extra Nursery sessions for families with a short-term extra need.
IPads Fund	Funds specifically for purchase of IPads.
Youth Club Activities Fund	Funds specifically for Youth Club activites and outings.
Short Breaks Activities Fund	Funds specifically for Short Break activites and outings.
Equipment Fund	Funds specifically for the purchase of equipment.
Nursery Room Fund	Funds provided for the purchase of specified Nursery Room equipment.
Corben's Fund	Funds raised to purchase Christmas presents for service users.

SHINE (EAST NORFOLK)

England & Wales - Charity number 1111097

Accounts

Report: Senior Manager

Reason for Report: Trustee Meeting 3rd July 2023

This is a shorter than usual report for two reasons, firstly a great deal of information/data will have been shared at the Annual General Meeting which was held prior to this board meeting and secondly to give a brief account of events since the last bard meeting in May.

Dawn Kightley as the new Chairperson, has received her DBS and the confirmation letter of 'suitability' from Ofsted. This effectively means Louise Eastwood as outgoing Chairperson can inform Ofsted Dawn will be the nominated person for Shine moving forward. Wendy Connell, Peter Bussey and Linda Shiner have all been added as Directors on Companies House and are all 'live'. Each one of them has started the process of obtaining a DBS through Ofsted and subsequently completing and EY2 to check suitability.

Staffing

Staffing pressures on Short Breaks team members have been alleviated with the appointment of five new workers, three of which are able to work, and others are awaiting completion of checks.

As highlighted in my last report the employment contract for The Thrive Practitioner ends at the end of July 2023. Rhiannon Jones is currently seconded from a nursery post to this role. However, as detailed in May there is funding available due to a current underspend for an extension to the contract until end of October 2023.

As previously explained, there is additional monitoring pressure under the new 5-year contract from Norfolk County Council. One of the expectations is that all children and young people have individual targets, agreed with parents to evidence outcomes. As targets, strategies and outcomes are at the core of the Thrive Practitioners day-to-day work a decision by Trustees to consider the post being consumed within the core staff team needs to be made. Felton Fundraising have been asked to prioritise raising core revenue moving forward. If a decision was made to maintain this post it would alleviate pressure and additional work on the Management Team.

Action: Trustees to decide whether to retain the post, and to make it part of the core workforce

Nursery

Currently there are 49 children on roll at nursery however thirteen children will be transitioning to school at the end of the summer term. Some transition meetings have been planned with some schools, however there is not consistency.

The Nursery Manager reports there are 38 children taking up their early education funding at the start of the Autumn term. This is an excellent figure for the start of new academic year with the potential of more families enquiring between now and the end of the summer term.

* DAF = Disability Access Fund, EYPP = Early Years Pupil Premium, EHCP = Education, Health & Care Plan, EYFE = Early Years Funded entitlement, EAL = English as additional language, SEN = Special Educational Needs

Building

Bowers and Barr, Electricians have completed the 5-year electrical testing of the building which is a statutory requirement. There were a few minor issues which have been repaired and three observations which will need attention in the future which are:

- SY cables for the heat pumps show damage due to weather and not being to BS standards
- Water heaters feed in standard cable not LSF as had been specified when built
- Solar panel feed in standard cable not LSF as has been specified when built

However, the building has received a certificate which has been stored on file. The next inspection is five years' time (2028).

Following a recommendation by a senior member of NANSA a representative of Read Garden Rooms visited the premises on Monday 26th June. They specialise in the design and construction of garden rooms and have built the one currently used at NANSA on Woodcock Road, Norwich. The discussion was positive, and we have been promised drawings and potential costs in a few weeks. It was made clear that due to the size of the building 'building regulations' would need to be sought, he explained due to the nature of the way the buildings are erected a concrete base would not be required saving considerable time and money.

As identified above Felton Fundraising have been asked to give some immediate focus on raising additional funds for the post of Thrive Practitioner. Alongside this it has been identified that raising funds for 'core' is also a priority. Despite several applications and the usual monthly mailing being sent out the number of actual donations received has been extremely slow since April 2023.

Karen Leggett
Senior Manager
27.6.23

* DAF = Disability Access Fund, EYPP = Early Years Pupil Premium, EHCP = Education, Health & Care Plan, EYFE = Early Years Funded entitlement, EAL = English as additional language, SEN = Special Educational Needs

Charity registration number 1111097

Company registration number 5405276 (England and Wales)

SHINE (EAST NORFOLK)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

SHINE (EAST NORFOLK)

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs L Shiner Dr L H Eastwood Mrs G Budworth Mr S R A Marpole Mrs D Nottage Mrs D Kightley Mrs S Gentle Mr P Bussey Mrs W Connell Mrs H Green (Appointed 1 September 2022)
Secretary	Mr C J Smyth
Charity number	1111097
Company number	5405276
Principal address	Alpha Centre Alpha Road GREAT YARMOUTH Norfolk NR31 0LG
Registered office	Alpha Centre Alpha Road GREAT YARMOUTH Norfolk NR31 0LG
Independent examiner	Waveney Accountants Limited T/as Newman & Co Chartered Accountants 7 Hungate Beccles Suffolk NR34 9TT

SHINE (EAST NORFOLK)

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SHINE (EAST NORFOLK)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "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

The Charity's Objects are specifically restricted to the following:
To relieve and promote the welfare of children and young people up to the age of 25 including in particular, those with special or additional needs arising from mental, physical, behavioural or educational difficulties and residing in and within the Norfolk and Waveney area; by providing care, advice, and short breaks for said children.

In order to achieve its aims, The Charity provides:
Respite Care; One to One support; Youth Club; Nursery; and Holiday Play schemes; together with support Services. Following a restructuring in September 2021, these are staffed by a Senior Manager; Finance Officer / Deputy Centre Manager; Nursery Manager; Thrive Practitioner; and Admin Assistant.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The Centre has continued to provide it's usual services; maintained to a level to keep within available finances. The Centre continues to be used for the purpose of Short Breaks activities; Day Nursery; and other related activities. Planning permission has been obtained from the local council for the planned major building alterations / additions. The Thrive Approach has been embedded into the ethos of Shine across all aspects of the provision. A detailed report of activities is published separately. Copies are available on request.

Financial review

The Incoming and Outgoing Resources reported in the Statement of Financial Activities on page 4 reflects a busy year for Short Breaks and Nursery services with increased income from both, however a deficit of £45,379 arises compared to a £30,851 deficit the previous year. This is due to the hard work of the entire team of Staff, Volunteers and Trustees, whose combined efforts have enabled the Charity to benefit the community. Despite significant funding from the local authority; in order to achieve the results reported and provide quality of service, we are reliant on other Fund-raising activities bringing in £115,600. This is likely to be harder to achieve in the current economic climate. The plans for an extension, for which £80,000 has been designated, continues to be an objective to provide improved services and working conditions. In addition to the Building Fund, there is a Designated General Contingency Fund of £100,000, which the total of £180,000 is held in Short Term interest bearing deposits.

Reserves policy

The Trustee's policy is to maintain sufficient funds for the replacement of equipment and to finance operations for at least 6 months. To this purpose the General Reserve currently stands at £100,000.

Investment policy

The Trustees investment policy is short term deposits with low risk and good returns.

Risk analysis

Operational risks are routinely addressed by the manager and her assistant and each child receives a personal risk assessment as standard procedure. All staff are subject to criminal record checks. Risks associated with the building are addressed as part of the building project in conjunction with the architects and builders.

Structure, governance and management

Shine (East Norfolk) is a Registered Charitable Company; limited by guarantee.
The liability of members is limited to a maximum of £10 each.
Its governing document is its Memorandum and Articles of Association; as revised 27th May 2014.

Trustees and Directors
The trustees who served during the year and up to the date of signature of the financial statements were:

Mrs L Shiner
Dr L H Eastwood
Mrs G Budworth
Mr S R A Marpole
Mrs D Nottage
Mrs D Hosier (Resigned 1 July 2022)
Mrs D Kightley
Mrs S Gentle
Mr P Bussey
Mrs W Connell
Mrs H Green (Appointed 1 September 2022)

The following served as company directors during the year:

Dr L H Eastwood
Mrs G Budworth
Mr S Marpole

Committee members and Directors are appointed annually at the Annual General Meeting in accordance with the Articles of Association. The Committee has the power to co-opt a Trustee to fill a vacancy.

The Charity operates a formal Induction program for new Trustees which includes; meetings with current trustees and the senior manager; a trustee pack of previous minutes, accounts, business plans, code of conduct, eligibility declaration, memorandum of understanding, organisation history, staffing structure and current activities.

Independent examiner
Waveney Accountants Limited were appointed as independent examiner to the company and a resolution proposing that they be re-appointed will be put at a General Meeting.

The trustees' report was approved by the Board of Trustees.

Louise H Eastwood
Dr L H Eastwood
Trustee

Mr P Bussey
Trustee

Date: 3rd July 2023

SHINE (EAST NORFOLK)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF SHINE (EAST NORFOLK)

I report to the trustees on my examination of the financial statements of Shine (East Norfolk) (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 386 of the 2006 Act; or

2 the financial statements do not accord with those records; or

3 the financial statements 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 financial statements 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 financial statements to be reached.

Waveney Accountants Limited

T/as Newman & Co
Chartered Accountants
7 Hungate
Beccles
Suffolk
NR34 9TT

Dated: 7.7.2023

SHINE (EAST NORFOLK)

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	2023 £	2022 £	2022 £
Fixed assets					
Intangible assets	10		752		1,790
Tangible assets	11		1,044,660		1,070,563
			1,045,412		1,072,353
Current assets					
Debtors	12	24,078		14,099	
Cash at bank and in hand		240,168		257,345	
		264,246		271,444	
Creditors: amounts falling due within one year	13	(38,905)		(27,665)	
Net current assets			225,341		243,779
Total assets less current liabilities			1,270,753		1,316,132
Income funds					
Restricted funds	14		1,006,508		1,042,047
Unrestricted funds					
Designated funds	15	180,000		180,000	
General unrestricted funds		84,245		94,085	
			264,245		274,085
			1,270,753		1,316,132

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 3rd July 2023

Mr P Bussey
Trustee

Company registration number 5405276

SHINE (EAST NORFOLK)

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Income from:							
Voluntary income	2	204,828	62,669	267,497	192,700	39,040	231,740
Charitable activities	3	188,811	-	188,811	152,245	-	152,245
Investments	4	536	-	536	87	-	87
Total income		394,175	62,669	456,844	345,032	39,040	384,072
Expenditure on:							
Raising funds	5	10,854	-	10,854	10,608	-	10,608
Charitable activities	6	397,504	93,865	491,369	361,665	42,650	404,315
Total expenditure		408,358	93,865	502,223	372,273	42,650	414,923
Net outgoing resources before transfers		(14,183)	(31,196)	(45,379)	(27,241)	(3,610)	(30,851)
Gross transfers between funds		4,343	(4,343)	-	3,807	(3,807)	-
Net expenditure for the year/ Net movement in funds		(9,840)	(35,539)	(45,379)	(23,434)	(7,417)	(30,851)
Fund balances at 1 April 2022		274,085	1,042,047	1,316,132	297,519	1,049,464	1,346,983
Fund balances at 31 March 2023		264,245	1,006,508	1,270,753	274,085	1,042,047	1,316,132

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

1 Accounting policies

Charity information

Shine (East Norfolk) is a private company limited by guarantee incorporated in England and Wales. The registered office is Alpha Centre, Alpha Road, GREAT YARMOUTH, Norfolk, NR31 0LG.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1 Accounting policies **(Continued)**

1.6 Intangible fixed assets other than goodwill

Intangible assets acquired separately from a business are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Intangible assets acquired on business combinations are recognised separately from goodwill at the acquisition date where it is probable that the expected future economic benefits that are attributable to the asset will flow to the entity and the fair value of the asset can be measured reliably; the intangible asset arises from contractual or other legal rights; and the intangible asset is separable from the entity.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Database and website	25% Straight line

1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	Not depreciated / 2% straight line
Fixtures and fittings	15% & 33% Reducing balance / 20% & 25% Straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

1 Accounting policies **(Continued)**

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

2 Voluntary income

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	2022
	£	£	£	£	£	£
Donations and gifts	52,927	62,669	115,596	41,679	39,040	80,719
Other grants	-	-	-	6,934	-	6,934
Short Break Service Fees	151,901	-	151,901	144,087	-	144,087
	204,828	62,669	267,497	192,700	39,040	231,740

3 Charitable activities

	Charitable Income Nursery 2023	Charitable Income Nursery 2022
	£	£
Nursery fees	184,901	147,135
LAC Short break fees	3,601	4,622
Other income	309	488
	188,811	152,245

4 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest receivable	536	87

5 Raising funds

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Fundraising expenses and fees	10,854	10,608
	10,854	10,608

6 Charitable activities

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Staff costs	227,512	185,248
Depreciation	31,728	32,494
General running expenses: Nursery	9,151	10,977
Staff and volunteer expenses	691	246
Entertainment, trips and outings	2,131	2,507
Toy replacements and craft materials	8,150	5,523
Centre costs: Utilities	8,984	8,459
Centre costs: Cleaning and toiletries	20,465	17,410
Centre costs: Repairs and maintenance	12,777	15,457
Centre costs: Insurance	3,780	3,703
Small equipment purchases	32,389	-
	357,758	282,024
Share of support costs (see note 7)	133,611	122,291
	491,369	404,315
Analysis by fund		
Unrestricted funds	397,504	361,665
Restricted funds	93,865	42,650
	491,369	404,315

7 Support costs (including governance costs)

	2023	2022
	£	£
Staff costs	111,883	102,299
Depreciation	1,038	880
Recruitment	25	1,313
Professional fees	3,150	2,640
Telephone, internet and postage	2,502	2,448
Printing, stationery and photocopying	3,515	2,958
Computer software etc.	5,872	2,641
General expenses and uniform	2,766	3,098
Equipment hire	1,723	1,500
Covid 19 expenses	-	1,910
Subscriptions and other fees	1,137	604
	133,611	122,291
Analysed between		
Charitable activities	133,611	122,291

		2023	2022
		£	£
Includes governance costs of:			
Independent examiners fees		1,500	1,200
Company secretarial fees		1,400	1,440
Trustee and meetings expenses	est.	50	50
Ofsted fee		220	220
Other government support costs	est.	500	500
		3,670	3,410

8 Employees

The average monthly number of employees during the year was:

	2023	2022
	Number	Number
	35	36

There were no employees whose annual remuneration was more than £60,000. No Trustee received any remuneration or expenses during the year.

9 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

10 Intangible fixed assets

	Database and website
	£
Cost	
At 1 April 2022 and 31 March 2023	4,153
Amortisation and impairment	
At 1 April 2022	2,363
Amortisation charged for the year	1,038
At 31 March 2023	3,401
Carrying amount	
At 31 March 2023	752
At 31 March 2022	1,790

11 Tangible fixed assets

	Land and buildings	Fixtures and fittings	Total
	£	£	£
Cost			
At 1 April 2022	1,253,407	82,030	1,335,437
Additions	4,093	1,732	5,825
At 31 March 2023	1,257,500	83,762	1,341,262
Depreciation and impairment			
At 1 April 2022	211,947	52,927	264,874
Depreciation charged in the year	25,087	6,641	31,728
At 31 March 2023	237,034	59,568	296,602
Carrying amount			
At 31 March 2023	1,020,466	24,194	1,044,660
At 31 March 2022	1,041,460	29,103	1,070,563

12 Debtors

	2023	2022
Amounts falling due within one year:	£	£
Grants and fees receivable	21,479	10,255
Prepayments and accrued income	2,599	3,844
	24,078	14,099

13 Creditors: amounts falling due within one year

	2023	2022
	£	£
Other taxation and social security	5,091	5,282
Trade creditors	9,967	4,866
Other creditors	811	-
Accruals and deferred income	23,036	17,517
	38,905	27,665

14 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

		Movement in funds			
	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
Building Fund A Restricted	997,935	-	(25,087)	-	972,848
DAF Fund	2,606	16,615	(4,846)	(4,903)	9,472
Thrive Practioner Fund	22,380	21,944	(22,273)	(7,820)	14,231
Meeting Room Fund	5,100	-	(5,249)	149	-
Transport Fund	2,000	-	(105)	-	1,895
Numeracy / Literacy Fund	3,000	-	(3,332)	332	-
Sensory Equipment Fund	3,000	3,071	(3,071)	(3,000)	-
Outside Areas Fund	4,736	2,448	(2,441)	(599)	4,144
Family Thrive Workshop Fund	1,290	-	(1,339)	49	-
Short Breaks Subsidiary Fund	-	-	(876)	2,536	1,660
Nursery Subsidiary Fund	-	-	(162)	369	206
Winter Hardship Fund	-	2,000	(2,000)	-	-
IPads Fund	-	3,000	(4,330)	1,330	-
Youth Club Activities/Outings Fund	-	3,247	(1,940)	-	1,307
Short Breaks Activities Fund	-	1,225	(480)	-	745
Solar Panels Fund	-	2,000	(9,000)	7,000	-
Equipment Fund	-	200	(250)	50	-
Nursery Room Fund	-	5,000	(5,045)	45	-
Outdoor Rainbow Pyramid Fund	-	1,920	(2,040)	120	-
	1,042,047	62,670	(93,866)	(4,343)	1,006,508

15 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds			Movement in funds	
	Balance at 1 April 2021	Incoming resources	Balance at 1 April 2022	Incoming resources	Balance at 31 March 2023
	£	£	£	£	£
GBR Fund Unrestricted	100,000	-	100,000	-	100,000
Building Fund B Unrestricted	80,000	-	80,000	-	80,000
	180,000	-	180,000	-	180,000

16 Analysis of net assets between funds

	Unrestricted funds 2023	Restricted funds 2023	Total 2023	Unrestricted funds 2022	Restricted funds 2022	Total 2022
	£	£	£	£	£	£
Fund balances at 31 March 2023 are represented by:						
Intangible fixed assets	752	-	752	1,790	-	1,790
Tangible assets	71,812	972,848	1,044,660	83,663	986,900	1,070,563
Current assets/(liabilities)	13,060	32,281	225,341	8,632	55,147	243,779
	85,624	1,005,129	1,270,753	94,085	1,042,047	1,316,132

17 Summary of funds

General Fund - Unrestricted	Balance of operating surpluses carried forward.
GBR Fund - Unrestricted	Contingency reserve set aside to carry the Charity for 6 months if funding/ income ceases.
Building Fund B - Unrestricted	Funds allocated for the new buildings extensions and alterations.
Building Fund A - Restricted	Funds raised for the original building project, annual property depreciation charged against it.
Numeracy / Literacy Shed Fund	Funds received specifically for financing costs of Numeracy / Literacy Shed.
Meeting Room Fund	Funds received specifically for financing cost of a meeting room / pod.
Sensory Equipment Fund	Funds provided specifically for financing sensory equipment.
DAF Fund	Funds provided specifically for Disability Access Funding.
Thrive Practitioner Fund	Funds provided specifically for funding the Thrive practitioner service.
Outside Areas Fund	Funds provided specifically for funding outside areas alterations and improvements.

17 Summary of funds **(Continued)**

Transport Fund	Funds provided for transport costs allowing families to access Shine if no other transport arrangements are possible.
Family Thrive Workshop Fund	Funds the costs of providing the Family Thrive Workshops.
Short Breaks Subsidiary Fund	Funds extra Short Break sessions for families with a short-term extra need.
Nursery Subsidiary Fund	Funds extra Nursery sessions for families with a short-term extra need.
Winter Hardship Fund	Funds provided specifically for supporting the community over winter.
IPads Fund	Funds specifically for purchase of IPads.
Youth Club Activities Fund	Funds specifically for Youth Club activites and outings.
Short Breaks Activities Fund	Funds specifically for Short Break activites and outings.
Solar Panels Fund	Funds specifically for the purchase of Solar Panels.
Equipment Fund	Funds specifically for the purchase of equipment.
Nursery Room Fund	Funds provided for the purchase of specified Nursery Room equipment.
Outdoor Rainbow Pyramid Fund	Funds provided for the purchase of specified outdoor play equipment.

18 Related party transactions

Mr C Smyth, the company secretary, received no remuneration direct from the company during the year. The firm he works for is paid fees for company secretarial services. Fees accrued for the year of £1,400 (2022: £1,440).

SHINE (EAST NORFOLK)

England & Wales - Charity number 1111097

Accounts

Senior Managers Report for Annual General Meeting

18th July 2022

The past year has seen both recovery and continued growth within the organisation. The recovery from the Covid 19 pandemic has seen the short breaks sessions returned to full session capacity and the Day Nursery open to all children. Recently restrictions have been lifted with parents, visitors and external professionals starting to enter the building again, although we remain cautious and continue with temperature taking. Most professional meetings continue to be via 'zoom' or 'Teams' but talk has started about meeting face to face.

On 6th August 2021, Ofsted published the Inspection Report following their visit in July, with an overall effectiveness of Good across all four areas. This was a fair outcome, and the staff were praised for their support of speech and language development alongside social emotional development. It also highlighted parents' comments about how they appreciated the activity packs, weekly phone calls and food hampers delivered by staff during the pandemic. Two recommendations for further improvements were highlighted, which were to develop the outdoor area to promote learning for older children and for staff to support children in whole group adult led activities. Improvements around both these recommendations have started, and the effects have already been seen.

Throughout the year everyone within the organisation has been working through the Signs of Safety action plan. There has been pleasing progress and the reduction of identified actions at every review has been evidence of this. Safeguarding continues to be a priority within Shine and the recent agreement by Trustees to purchase CPoms, which is a software programme used for monitoring Safeguarding, wellbeing and pastoral issues is evidence of this. Although we are at the early stages of being able to embed it into our practice across the whole provision and share with staff, it is felt the introduction will enhance our Safeguarding abilities in the long term.

Paul Robinson Partnership submitted a planning application for improvements to the existing building on our behalf and this was approved on 10th September 2021. As the cost of building materials has risen dramatically over the past year and the actual cost of the major building works became apparent some changes and modifications to the original plans continue to be discussed by the Trustees.

However, some internal building works have been completed since September 2021 which have had a dramatic impact on the use of existing space.

These include:

- old sensory room has had a change of use and is now a quiet room with the entrance moved to activity space 2, this is wide enough to allow wheelchair access
- internal resource cupboard changed to 2 internal toilets
- external resource cupboard changed to an internal resource cupboard
- main perimeter fence in grassed area moved to the existing boundary line, giving more garden space
- ventilation in the Plant Room giving a cooler and safer temperature within the room for health and safety purposes
- removal of 300 litre water tank and the installation of 'point of use water heaters' throughout the building
- replacement of all underfloor heating manifolds to ensure effective working and efficiency
- replacement of emergency lighting system throughout the building including outside and the repair of lighting in the main activity spaces
- removal of old dangerous decking area and the installation of smaller safer areas

Following the completion of all the above work the existing building appears to be in a much better state of repair than earlier in the year and the new works has allowed better use of all space. The only outstanding building concern currently is the longstanding roof leak, this appears now in the corner of the new toilets. The roof repair was not part of the original tender document discussion; however the builders did take a look at the problem when working on the new plumbing. This does need further investigation moving forward. The only other area of future improvement for the building would be the removal of existing non-functional solar panels and the addition of new ones. This is in hand and grant applications have been made to 3 national charities with a hope of covering the cost.

As an organisation Shine has 3 strands of income, short breaks, day nursery and grants and donations. All financial expenditure is considered and used wisely leaving the end of year accounts in a good position. This hopefully will be confirmed by the Treasurer. The annual accounts will show a small deficit this year however this is accounted for by the above building expenditure.

At the point of writing this, the breakdown of revenue shows a large increase in nursery funding in the latter part of this report year ending at £149,735 only slightly surpassed by short breaks income of £150,084. As an organisation our core income is very reliant on grants and donations and again this year, we have worked with Felton Fundraising to support this. With their support and our own internal efforts, a figure of £79,843 has been generated.

During the year there have been a few minor staffing changes throughout the organisation, however the most significant was the introduction of a new Nursery

Manager and Room Lead in early October. The impact of their arrival was felt almost immediately with changes in the nursery environment and expectations in daily practice. The excellent working relationship between Nursery Manager, Deputy manager and room lead has continued to have a positive impact on the outcomes for the children. The overall numbers of children accessing their early education entitlement or requesting a place at nursery has risen month on month. The reputation of the nursery amongst external professionals/therapists locally has meant that despite being an inclusive day-nursery families are being signposted to us. This subsequently means most of the nursery cohort have some level of disability, medical need or special educational need.

Short breaks staffing has continued to be stable with the loss of a very small number of staff and the introduction of some new ones. The whole service runs on the dedication of 24 staff members and 1 volunteer who are all committed to the work they carry out and are very innovative in their planning and delivery of sessions which ensure all the young people have fun whilst feeling safe and secure.

Shine has maintained its opening times and the building is in use 6 days per week making it an essential part of the community for the children, young people and families who use its services. The nursery opened its doors from 8.30am to 4.30pm on 186 days of the year. The short breaks team offered 118 five-hour sessions in total, which broken down means 33 Saturday sessions and 47 holiday sessions, whilst youth club operated for 38 sessions which were 2.5 hours each. Analysing the data Shine has independently supported 119 families during the year with a few transitioning to adult services and others transitioning to school. It has been lovely to see some of our younger children who transitioned from nursery to school a few years ago now choosing to access the short breaks service.

The Thrive Approach has been adopted across the provision and is firmly embedded in the ethos at Shine. Evidence of this will be seen through display boards and leaflets for parents along with information displayed on the pavement boards which is changed weekly. The Thrive Practitioner funded through Children in Need has now qualified and is licensed to practice. She has been working to support the nursery practitioners implement 19 individual targeted Thrive plans for children and 2 group Thrive plans which are implemented weekly. Recently she has worked with the Youth Club leaders to develop a Thrive group plan. This will support the data reporting element for a recent grant of £4,471 for short breaks from Norfolk Community Foundation aimed at the emotional wellbeing of children young people with autism. It is the long-term plan that Thrive will be embedded across all aspects of short breaks and the youth club is the first step.
Family Thrive 6-week workshops have been offered to families and these have been led by Gerry Budworth, Trustee who is licensed to deliver this aspect of Thrive. She has been supported by the Thrive Practitioner who has worked behind the scenes with the organisation and set up. 8 families have accessed this opportunity. This aspect of Thrive has not been without difficulty but the perseverance of those involved has paid off and a third course is planned for the autumn term.

In summary, another good year with some really positive developments taking shape. As a team everyone works hard to offer a high-quality service to all who engage with the organisation and for this, I am thankful to them all. Some Trustees have taken their role to another level and have positively engaged in all sorts of activities outside of board meetings such as gardening independently and with the children, delivering training, supporting with policies, and offering supervision, all of which has assisted with the smooth day-to-day running.

Looking at the future - some developments are already under discussion

- Space is becoming an issue across all aspects of the building
    - nursery numbers growing
    - physical size of the young people attending short breaks and their behaviours or medical conditions
    - staff members requiring desks for meetings
    - parents' meeting room
- Embedding of CPoms into practice
- Further development of Thrive throughout the provision and with families
- Engagement of parents in events like Family Thrive and coffee mornings
- Continued professional development of the staff
- Continued fundraising to ensure sufficient revenue to support all future activities

Karen Leggett
Senior Manager
11th July 2022

SHINE (EAST NORFOLK)

Registered Charity No. 1111097
Company Registration No. 05405276

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st MARCH 2022

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SHINE (EAST NORFOLK)
REPORT OF THE DIRECTORS / TRUSTEES
FOR THE YEAR ENDED 31st MARCH 2022

Charity Registration Number 1111097 **Company Registration Number** 5405276

Governing Document

Shine (East Norfolk) is a Registered Charitable Company; limited by guarantee.
The liability of members is limited to a maximum of £10 each.
Its governing document is its Memorandum and Articles of Association; as revised 27th May 2014.

Address of Charity Registered Office

Alpha Centre, Alpha Road, Great Yarmouth, Norfolk, NR31 0LG

Objectives

The Charity's Objects are specifically restricted to the following:
to relieve and promote the welfare of children and young people up to the age of 25 including in particular, those with special or additional needs arising from mental, physical, behavioural or educational difficulties and residing in and within the Norfolk and Waveney area; by providing care, advice, and short breaks for said children.

Activities

In order to achieve its aims, The Charity provides:
Respite Care; One to One support; Youth Club; Nursery; and Holiday Play schemes; together with support Services.
Following a restructuring in September 2021, these are staffed by a Senior Manager; Finance Officer / Deputy Centre Manager; Nursery Manager; Thrive Practitioner; and Admin. Assistant.

Trustees and Directors

The following were appointed and served as Trustees during the year:-

Mr S. Marpole	Chairperson (act).	Dr L. Eastwood	Vice Chairperson (act)	Mr P.Bussey	Treasurer
Mrs G. Budworth	Vice Chairperson	Mrs S. Gentle	Mrs L. Shiner	Mrs D. Nottage	
Mrs D Burrage	(resigned 2.11.2021)	Mrs D Kightley	Mrs D Hosier	MrsW Connell	

The following served during the year as :-

Company Directors	Dr. L. Eastwood, Mrs G. Budworth, and Mr S.Marpole,
Company Secretary	Mr C.Smyth

Committee members and Directors are appointed annually at the Annual General Meeting in accordance with the Articles of Association. The Committee has the power to co-opt a Trustee to fill a vacancy.
The Charity operates a formal Induction Programme for new Trustees which includes;

* Meetings with current trustees and the senior manager;
* A Trustee pack of previous minutes, accounts, business plans, Code of Conduct, Eligibility declaration, Memorandum of understanding, Organisation history, staffing structure and current activities.

Responsibilities of the Trustees and Directors

The Directors and Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.
Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the charitable company affairs and the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.
In preparing those accounts 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;
comply with relevant accounting requirements and Statements of Recommended Practice.
state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
prepare the financial statements on a Going Concern Basis unless it is inappropriate to presume that the charitable company will continue in operation.

SHINE (EAST NORFOLK)
Company Registration No. 05405276

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2022

I report on the accounts and notes of the above, set out on pages 4 to 9, for the year ended 31st March 2022.

Respective Responsibilities of Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts and consider that the audit requirement of section 144 of the Charities Act 2011 does not apply. It is my responsibility to:

Examine the accounts under section 145 of the Act.
To follow the procedures laid down in the general directions given by the Charity Commission under section145(5)(B) of the Charities Act; and
To state whether particular matters have come to my attention.

Basis Of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters.
The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given in the accounts.

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

   a. To keep accounting records in accordance with section 130 of the Act; and
   b. To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

J.W. GALLOP F.C.C.A.
Chartered Certified Accountant
41, St. Edmunds Road,
ACLE, Norfolk.

19th September 2022

SHINE (EAST NORFOLK)
Company Registration No. 05405276
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st MARCH 2022

	NOTE	Unrestricted Designated Funds	Unrestricted General Fund	Restricted Funds	TOTAL FUNDS 2022	TOTAL FUNDS 2021
INCOMING RESOURCES						
Incoming Resources from generated funds						
Voluntary Income	3	0	192,700	39,040	231,740	227,245
Activities for generating funds	4	0	0	0	0	0
Investment Income	5	0	87	0	87	131
Incoming resources from charitable activities	6	0	152,245	0	152,245	124,819
Total Incoming Resources		0	345,032	39,040	384,072	352,195
RESOURCES EXPENDED						
Costs of generating funds	7	0	10,608	0	10,608	10,380
Charitable activities costs	8	0	239,374	42,650	282,024	205,057
Support Costs (incl. Governance costs note17)	9	0	122,291	0	122,291	123,203
Total Resources Expended		0	372,273	42,650	414,923	338,640
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS & LOSSES		0	-27,241	-3,610	-30,851	13,555
Other recognised gains		0			0	0
Other recognised losses		0			0	0
NET MOVEMENT IN FUNDS		0	-27,241	-3,610	-30,851	13,555
BALANCE brought forward		180,000	117,519	1,049,464	1,346,983	1,333,428
Transfers			3,807	-3,807	0	0
BALANCE carried forward		**£180,000**	**£94,085**	**£1,042,047**	**£1,316,132**	**£1,346,983**

There were no other realised gains or losses other than the net incoming resources.

The notes on pages 6 to 9 form part an integral part of these accounts.

SHINE (EAST NORFOLK)

Company Registration No. 05405276

BALANCE SHEET AS AT 31st MARCH 2022

	note	2022		2021	
FIXED ASSETS					
Tangible Toys, Furniture, and Office Equipment	10		29,103		29,919
Freehold Land and Buildings	10		1,041,460		1,010,880
			1,070,563		1,040,799
Intangible Database	10		1,790		2,170
CURRENT ASSETS					
Debtors and Prepayments	11	14,099		3,278	
Short Term Deposit		182,976		182,885	
Bank and Cash		74,369		152,909	
		271,444		339,072	
LIABILITIES : amounts falling due within one year.					
Sundry Creditors and Accruals	12	27,665		35,058	
NET CURRENT ASSETS			243,779		304,014
TOTAL ASSETS LESS CURRENT LIABILITIES			1,316,132		1,346,983
TOTAL NET ASSETS			**£1,316,132**		**£1,346,983**
FUNDS					
Unrestricted Funds					
General Fund	Page 4		94,085		117,519
Designated Funds	Page 4		180,000		180,000
Restricted Funds	Page 4		1,042,047		1,049,464
TOTAL ACCUMULATED FUNDS	18		**£1,316,132**		**£1,346,983**

For the year ending 31st March 2022 the Charity / Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees / Directors' Responsibilities:

a) The members have not required the Company to obtain an audit of its accounts for the year in question in accordance with section 476.

b) The Trustees / Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the special provisions of the Companies Act 2006 relating to companies subject to the small companies regime.

These accounts were approved by the board of Trustees / Directors on 19th September 2022 and signed on their behalf by :-

Mr S.Marpole Director

Mr P.Bussey Treasurer

The notes on pages 6 to 9 form an integral part of these financial statements

SHINE (EAST NORFOLK)
Company Registration No. 05405276
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2022

1. ACCOUNTING POLICIES

a) Basis of Accounting

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice; Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK(FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom (FRS 102) and the Charities Act 2011.
The accounts have been prepared under the historic cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these items.

b) Fund Accounting

Various Funds exist and require separate disclosure as follows:

Unrestricted General Fund:	Funds available for use at the discretion of the committee in furtherance of the general objectives of the Charity.
Restricted Funds:	Funds subject to restrictions on their expenditure imposed by the Donor or through the terms of an appeal.

c) Incoming Resources

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

* Voluntary income is received by way of grants, donations and gifts and is included in full when receivable.
* Grants, where entitlement is not conditional on a specific performance, are recognised on unconditional entitlement.
* Legacies are included when the Charity becomes aware of entitlement and the amount can be quantified.
* Donated services and facilities are included at the value to the charity when quantifiable.
* The value of services provided by volunteers is not included in the accounts.
* Investment income is included when receivable.
* Incoming resources from charitable trading activities are accounted for when earned.
* Other significant non cash donations are included at the committee's estimate of market value when received.
* Cash collected at special fundraising events are included before deduction of directly incurred expenditure.

d) Expenses Expended

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for Charitable Expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those of an indirect nature necessary to support them.
Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity and include the Independent Examination fees and costs linked to the strategic management of the Charity.

e) Fixed Assets

Fixed assets are stated at cost or valuation less accumulated depreciation.
Depreciation is provided at rates calculated to write off the cost or valuation less estimated residual value, of each asset over its anticipated remaining working life using the following rates :-

Tangible	Toys	15% & 33%	Reducing Balance
	Computers	25%	straight line
	I pads	20%	straight line
	Office Equipment and Furniture	15%	Reducing Balance
	Land		Not depreciated
	Buildings	2%	straight line
Intangible	Database and Website	25%	straight line

2. Independent Examiner

J.W.Gallop FCCA was appointed Independent Examiner for the year under review. He is unable to offer himself for the ensuing year but has recommended the services of Newman & Co Chartered accountants in Suffolk.
This firm has indicated its willingness to act as Independent Examiners subject to approval by the Trustees.

SHINE (EAST NORFOLK)
Company Registration No. 05405276
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2022

	Unrestricted	Restricted Funds		2022	2021
	General Fund	Building Funds	Other Funds	total funds	total funds
3. Voluntary Income					
Donations and Gifts	41,679		39,040	80,719	65,896
Short Break Service Fees	144,087			144,087	153,135
Other Grants etc.	6,934			6,934	8,214
	192,700	0	39,040	231,740	227,245
4. Activities for Generating Funds	0	0	0	0	0
5. Investment Income					
Interest Receivable	87	0	0	87	131
6. Income from Charitable Activities					
Nursery Fees	147,135			147,135	123,160
Fees Charged : LAC Shortbreak Fees	4,622			4,622	1,659
Other Income Asset Sales	488			488	0
	152,245	0	0	152,245	124,819
7. Funds Generation Costs					
Fundraising Expenses and Fees	10,608			10,608	10,380
	10,608	0	0	10,608	10,380
8. Charitable Activities Costs					
Salaries : Short Breaks etc.	73,047			73,047	40,600
Apprentice	7,830			7,830	11,465
Nursery	97,547			97,547	68,911
Thrive Practitioner			6,824	6,824	4,889
General Running Expenses - Nursery	7,758		3,219	10,977	3,324
Staff / Volunteers - Expenses	246			246	526
Entertainments, Trips & Outings	1,667		840	2,507	842
Toy Replacements and Craft Materials			5,523	5,523	1,156
Centre Costs : Utilities	8,459			8,459	7,057
Cleaning & toiletries etc.	17,410			17,410	16,663
Repairs & Maintenance	13,193		2,264	15,457	13,783
Insurance	3,703			3,703	3,489
Depreciation	8,514	23,980		32,494	32,352
	239,374	23,980	18,670	282,024	205,057
9. Support Costs (including Governance Costs - see note 17)					
Administration and Management Salaries	97,973			97,973	98,168
Training Costs	4,326			4,326	1,382
Recruitment Advertising	1,313			1,313	253
Professional Fees	2,640			2,640	7,367
Telephone, Internet and Postage	2,448			2,448	4,042
Printing Stationery and Photocopying	2,958			2,958	1,962
Computer Software ETC.	2,641			2,641	2,147
General Expenses and Uniforms	3,098			3,098	2,266
Equipment Hire	1,500			1,500	313
Database Amortisement	880			880	1,083
Covid 19 Expenses	1,910			1,910	3,747
Subscriptions and Other Fees	604			604	473
	122,291	0	0	122,291	123,203

SHINE (EAST NORFOLK)
Company Registration No. 05405276
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2022

10. Fixed Assets

		Intangible	Tangible		
		Database	**Freehold Land & Buildings**	**Toys and Equipment**	**TOTAL**
COST OR VALUATION	At 1st April	3,653	1,198,847	74,332	1,276,832
	Additions at Cost	500	54,560	7,698	62,758
	Disposals				0
	At 31st March	4,153	1,253,407	82,030	1,339,590
DEPRECIATION	At 1st April	1,483	187,967	44,413	233,863
	Charge for year	880	23,980	8,514	33,374
	On Disposals				0
	At 31st March	2,363	211,947	52,927	267,237
WRITTEN DOWN VALUE					
	At 31st March 2022	**£1,790**	**£1,041,460**	**£29,103**	**£1,072,353**
	At 31st March 2021	£2,170	£1,010,880	£29,919	£1,042,969

All the net book values above relate to fixed assets used for direct charitable purposes.

	2022	**2021**
11. Debtors and Prepayments - amounts falling due within one year		
Grants and Fees Receivable	10,255	974
Prepayments	3,844	2,304
	£14,099	**£3,278**
12. Creditors and Accruals - amounts falling due in one year.		
Sundry creditors	4,866	8,256
Tax and Social Security	5,282	4,218
Income in Advance	0	6,738
Accruals	17,517	15,846
	£27,665	**£35,058**

13. Related Party Transactions

Mr C.Smyth, the company secretary, received no remuneration direct from the Company during the year.
The firm he works for was paid fees of £1,440 for company secretarial services.
No Trustee received any remuneration or expenses during the year.

14. Employees

During the year 36 staff were employed (2021 35).
Total remuneration paid to the employees £283,221 (2021 £224,680).

15. Capital Commitments

At the 31st March 2022 there were NO capital commitments contracted for; not provided for in the accounts.

16. Post Balance Sheet Events

There are no post balance sheet events which require reporting in these accounts.

17. Governance Costs		**2022**	**2021**
Governance Costs consist of :			
Independent Examiners Fees		1,200	1,100
Company Secretarial Fees		1,440	1,453
Trustee and Meetings Expenses	estimated	50	50
Ofsted fee		220	220
Other Governance Support costs	estimated	500	500
		£3,410	**£3,323**

18. Analysis of Funds

	General Fund unrestricted	Building Fund A Restricted	Building Fund B unrestricted	Designated GBR Fund unrestricted	Other Funds restricted	Finished Funds restricted	TOTAL FUNDS
Balance brought forward	117,519	1,021,915	80,000	100,000	25,133	2,416	1,346,983
Net movement for year	-27,241	-23,980			22,786	-2,416	-30,851
Transfers	3,807				-3,807		0
Balance at 31.3.2022	£94,085	£997,935	£80,000	£100,000	£44,112	£0	£1,316,132
represented by:							
Fixed Assets	85,453	986,900					1,072,353
Debtors and Prepayments	14,099						14,099
Short Term Deposits	2,976		80,000	100,000			182,976
Cash and Bank	19,222	11,035			44,112		74,369
Current Liabilities	-27,665						-27,665
	£94,085	£997,935	£80,000	£100,000	£44,112	£0	£1,316,132

19 SUMMARY OF FUNDS

General Fund unrestricted	Balance of operating surpluses carried forward.
GBR Fund unrestricted	Contingency Reserve - sum set aside to carry the Charity for 6 Months if funding /income ceases.
Building fund B unrestricted	Funds allocated for the new Building Extensions and Alterations
Building fund A restricted	Funds raised for the Original building project. Annual property depreciation charged against it.
Numeracy / Literary Shed Fund	Funds received specifically for financing costs of Numeracy / Literacy Shed
Meeting Room Fund	Funds received specifically for financing cost of a Meeting Room / Pod.
Sensory Bells Fund	Funds provided specifically for financing Sensory Equipment..
DAF Fund	Funds provided specifically for Disability Access Funding.
Thrive Practitioner Fund	Funds provided specifically for funding the Thrive practitioner service.
Outside Areas Fund.	Funds provided specifically for funding Outside Areas Alterations and Improvements.
Transport Fund	Funds provided specifically for funding Transport costs.
CIN Outings Fund	Funds provided specifically for Outings. Fund now closed
EYPP Fund	Funds provided specifically for Early Years Pupil Funding. Fund now closed.

20 RESTRICTED FUNDS TRANSACTIONS

See separate schedule attached

SHINE (EAST NORFOLK)
Company Registration No. 05405276
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2022

20 RESTRICTED FUNDS TRANSACTIONS (page 9 attached schedule)

	2022	2021
EYPP Fund		
Income	2,416	2,834
Expenditu Costs incurred in year	-2,416	-418
Balance of donations available for future costs.	**£0**	**£2,416**
CIN Outings Fund		
Balance brought forward	954	6,896
Income Donations received from Children in Need.		7,900
Expenditu Outings etc Costs incurred in year		-842
Transferred to Thrive Practitioner Fund by agreeme (see note 24)	-954	-13,000
Balance of donations available for future Outings and Trips.	**£0**	**£954**
DAF Fund		
Donations received	1,730	6,150
Income	7,995	
Expenditure	-3,312	-2,575
Transfer to General Fund -This underspend is non refundable.	-3,807	-1,845
Balance of donations available for future costs.	**£2,606**	**£1,730**
Meeting Room Fund		
Balance brought forward	5,100	5,000
Income Donations received		100
Balance of donations available for future purchases.	**£5,100**	**£5,100**
Thrive Practitioner Fund		
Balance brought forward	17,349	
Income Donations Received	13,166	10,000
Transfer from CIN	954	13,000
Expenditure	-10,043	-5,651
Balance of donations available for future costs.	**£21,426**	**£17,349**
Numeracy / Literacy Fund		
Income Donations Received	3,000	
Balance of donations available for future costs.	**£3,000**	**£0**
Sensory Equipment Fund		
Income Donations Received	3,000	
Balance of donations available for future costs.	**£3,000**	**£0**
Outside Areas Fund		
Income Donations Received	7,000	
Expenditure	-2,264	
Balance of donations available for future costs.	**£4,736**	**£0**
Family Thrive Workshop Fund		
Income Donations Received	1,925	
Expenditure	-635	
Balance of donations available for future costs.	**£1,290**	**£0**
Transport Fund		
Income Donations Received	2,000	
Balance of donations available for future costs.	**£2,000**	**£0**

SHINE (EAST NORFOLK)

Registered Charity No. 1111097
Company Registration No. 05405276

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st MARCH 2022

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SHINE (EAST NORFOLK)
REPORT OF THE DIRECTORS / TRUSTEES
FOR THE YEAR ENDED 31st MARCH 2022

Charity Registration Number 1111097 **Company Registration Number** 5405276

Governing Document

Shine (East Norfolk) is a Registered Charitable Company; limited by guarantee.
The liability of members is limited to a maximum of £10 each.
Its governing document is its Memorandum and Articles of Association; as revised 27th May 2014.

Address of Charity Registered Office

Alpha Centre, Alpha Road, Great Yarmouth, Norfolk, NR31 0LG

Objectives

The Charity's Objects are specifically restricted to the following:
to relieve and promote the welfare of children and young people up to the age of 25 including in particular, those with special or additional needs arising from mental, physical, behavioural or educational difficulties and residing in and within the Norfolk and Waveney area; by providing care, advice, and short breaks for said children.

Activities

In order to achieve its aims, The Charity provides:
Respite Care; One to One support; Youth Club; Nursery; and Holiday Play schemes; together with support Services.
Following a restructuring in September 2021, these are staffed by a Senior Manager; Finance Officer / Deputy Centre Manager; Nursery Manager; Thrive Practitioner; and Admin. Assistant.

Trustees and Directors

The following were appointed and served as Trustees during the year:-

Mr S. Marpole	Chairperson (act).	Dr L. Eastwood	Vice Chairperson (act)	Mr P.Bussey	Treasurer
Mrs G. Budworth	Vice Chairperson	Mrs S. Gentle	Mrs L. Shiner	Mrs D. Nottage	
Mrs D Burrage	(resigned 2.11.2021)	Mrs D Kightley	Mrs D Hosier	MrsW Connell	

The following served during the year as :-

Company Directors	Dr. L. Eastwood, Mrs G. Budworth, and Mr S.Marpole,
Company Secretary	Mr C.Smyth

Committee members and Directors are appointed annually at the Annual General Meeting in accordance with the Articles of Association. The Committee has the power to co-opt a Trustee to fill a vacancy.
The Charity operates a formal Induction Programme for new Trustees which includes;

* Meetings with current trustees and the senior manager;
* A Trustee pack of previous minutes, accounts, business plans, Code of Conduct, Eligibility declaration, Memorandum of understanding, Organisation history, staffing structure and current activities.

Responsibilities of the Trustees and Directors

The Directors and Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.
Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the charitable company affairs and the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.
In preparing those accounts 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;
comply with relevant accounting requirements and Statements of Recommended Practice.
state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
prepare the financial statements on a Going Concern Basis unless it is inappropriate to presume that the charitable company will continue in operation.

SHINE (EAST NORFOLK)
Company Registration No. 05405276

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2022

I report on the accounts and notes of the above, set out on pages 4 to 9, for the year ended 31st March 2022.

Respective Responsibilities of Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts and consider that the audit requirement of section 144 of the Charities Act 2011 does not apply. It is my responsibility to:

Examine the accounts under section 145 of the Act.
To follow the procedures laid down in the general directions given by the Charity Commission under section145(5)(B) of the Charities Act; and
To state whether particular matters have come to my attention.

Basis Of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters.
The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given in the accounts.

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

   a. To keep accounting records in accordance with section 130 of the Act; and
   b. To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

J.W. GALLOP F.C.C.A.
Chartered Certified Accountant
41, St. Edmunds Road,
ACLE, Norfolk.

19th September 2022

SHINE (EAST NORFOLK)
Company Registration No. 05405276
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st MARCH 2022

	NOTE	Unrestricted Designated Funds	Unrestricted General Fund	Restricted Funds	TOTAL FUNDS 2022	TOTAL FUNDS 2021
INCOMING RESOURCES						
Incoming Resources from generated funds						
Voluntary Income	3	0	192,700	39,040	231,740	227,245
Activities for generating funds	4	0	0	0	0	0
Investment Income	5	0	87	0	87	131
Incoming resources from charitable activities	6	0	152,245	0	152,245	124,819
Total Incoming Resources		0	345,032	39,040	384,072	352,195
RESOURCES EXPENDED						
Costs of generating funds	7	0	10,608	0	10,608	10,380
Charitable activities costs	8	0	239,374	42,650	282,024	205,057
Support Costs (incl. Governance costs note17)	9	0	122,291	0	122,291	123,203
Total Resources Expended		0	372,273	42,650	414,923	338,640
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS & LOSSES		0	-27,241	-3,610	-30,851	13,555
Other recognised gains		0			0	0
Other recognised losses		0			0	0
NET MOVEMENT IN FUNDS		0	-27,241	-3,610	-30,851	13,555
BALANCE brought forward		180,000	117,519	1,049,464	1,346,983	1,333,428
Transfers			3,807	-3,807	0	0
BALANCE carried forward		**£180,000**	**£94,085**	**£1,042,047**	**£1,316,132**	**£1,346,983**

There were no other realised gains or losses other than the net incoming resources.

The notes on pages 6 to 9 form part an integral part of these accounts.

SHINE (EAST NORFOLK)

Company Registration No. 05405276

BALANCE SHEET AS AT 31st MARCH 2022

	note	2022		2021	
FIXED ASSETS					
Tangible Toys, Furniture, and Office Equipment	10		29,103		29,919
Freehold Land and Buildings	10		1,041,460		1,010,880
			1,070,563		1,040,799
Intangible Database	10		1,790		2,170
CURRENT ASSETS					
Debtors and Prepayments	11	14,099		3,278	
Short Term Deposit		182,976		182,885	
Bank and Cash		74,369		152,909	
		271,444		339,072	
LIABILITIES : amounts falling due within one year.					
Sundry Creditors and Accruals	12	27,665		35,058	
NET CURRENT ASSETS			243,779		304,014
TOTAL ASSETS LESS CURRENT LIABILITIES			1,316,132		1,346,983
TOTAL NET ASSETS			**£1,316,132**		**£1,346,983**
FUNDS					
Unrestricted Funds					
General Fund	Page 4		94,085		117,519
Designated Funds	Page 4		180,000		180,000
Restricted Funds	Page 4		1,042,047		1,049,464
TOTAL ACCUMULATED FUNDS	18		**£1,316,132**		**£1,346,983**

For the year ending 31st March 2022 the Charity / Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees / Directors' Responsibilities:

a) The members have not required the Company to obtain an audit of its accounts for the year in question in accordance with section 476.

b) The Trustees / Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the special provisions of the Companies Act 2006 relating to companies subject to the small companies regime.

These accounts were approved by the board of Trustees / Directors on 19th September 2022 and signed on their behalf by :-

Mr S.Marpole Director

Mr P.Bussey Treasurer

The notes on pages 6 to 9 form an integral part of these financial statements

SHINE (EAST NORFOLK)
Company Registration No. 05405276
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2022

1. ACCOUNTING POLICIES

a) Basis of Accounting

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practice; Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK(FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom (FRS 102) and the Charities Act 2011.
The accounts have been prepared under the historic cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these items.

b) Fund Accounting

Various Funds exist and require separate disclosure as follows:

Unrestricted General Fund:	Funds available for use at the discretion of the committee in furtherance of the general objectives of the Charity.
Restricted Funds:	Funds subject to restrictions on their expenditure imposed by the Donor or through the terms of an appeal.

c) Incoming Resources

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

* Voluntary income is received by way of grants, donations and gifts and is included in full when receivable.
* Grants, where entitlement is not conditional on a specific performance, are recognised on unconditional entitlement.
* Legacies are included when the Charity becomes aware of entitlement and the amount can be quantified.
* Donated services and facilities are included at the value to the charity when quantifiable.
* The value of services provided by volunteers is not included in the accounts.
* Investment income is included when receivable.
* Incoming resources from charitable trading activities are accounted for when earned.
* Other significant non cash donations are included at the committee's estimate of market value when received.
* Cash collected at special fundraising events are included before deduction of directly incurred expenditure.

d) Expenses Expended

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for Charitable Expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those of an indirect nature necessary to support them.
Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity and include the Independent Examination fees and costs linked to the strategic management of the Charity.

e) Fixed Assets

Fixed assets are stated at cost or valuation less accumulated depreciation.
Depreciation is provided at rates calculated to write off the cost or valuation less estimated residual value, of each asset over its anticipated remaining working life using the following rates :-

Tangible	Toys	15% & 33%	Reducing Balance
	Computers	25%	straight line
	I pads	20%	straight line
	Office Equipment and Furniture	15%	Reducing Balance
	Land		Not depreciated
	Buildings	2%	straight line
Intangible	Database and Website	25%	straight line

2. Independent Examiner

J.W.Gallop FCCA was appointed Independent Examiner for the year under review. He is unable to offer himself for the ensuing year but has recommended the services of Newman & Co Chartered accountants in Suffolk.
This firm has indicated its willingness to act as Independent Examiners subject to approval by the Trustees.

SHINE (EAST NORFOLK)
Company Registration No. 05405276
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2022

	Unrestricted	Restricted Funds		2022	2021
	General Fund	Building Funds	Other Funds	total funds	total funds
3. Voluntary Income					
Donations and Gifts	41,679		39,040	80,719	65,896
Short Break Service Fees	144,087			144,087	153,135
Other Grants etc.	6,934			6,934	8,214
	192,700	0	39,040	231,740	227,245
4. Activities for Generating Funds	0	0	0	0	0
5. Investment Income					
Interest Receivable	87	0	0	87	131
6. Income from Charitable Activities					
Nursery Fees	147,135			147,135	123,160
Fees Charged : LAC Shortbreak Fees	4,622			4,622	1,659
Other Income Asset Sales	488			488	0
	152,245	0	0	152,245	124,819
7. Funds Generation Costs					
Fundraising Expenses and Fees	10,608			10,608	10,380
	10,608	0	0	10,608	10,380
8. Charitable Activities Costs					
Salaries : Short Breaks etc.	73,047			73,047	40,600
Apprentice	7,830			7,830	11,465
Nursery	97,547			97,547	68,911
Thrive Practitioner			6,824	6,824	4,889
General Running Expenses - Nursery	7,758		3,219	10,977	3,324
Staff / Volunteers - Expenses	246			246	526
Entertainments, Trips & Outings	1,667		840	2,507	842
Toy Replacements and Craft Materials			5,523	5,523	1,156
Centre Costs : Utilities	8,459			8,459	7,057
Cleaning & toiletries etc.	17,410			17,410	16,663
Repairs & Maintenance	13,193		2,264	15,457	13,783
Insurance	3,703			3,703	3,489
Depreciation	8,514	23,980		32,494	32,352
	239,374	23,980	18,670	282,024	205,057
9. Support Costs (including Governance Costs - see note 17)					
Administration and Management Salaries	97,973			97,973	98,168
Training Costs	4,326			4,326	1,382
Recruitment Advertising	1,313			1,313	253
Professional Fees	2,640			2,640	7,367
Telephone, Internet and Postage	2,448			2,448	4,042
Printing Stationery and Photocopying	2,958			2,958	1,962
Computer Software ETC.	2,641			2,641	2,147
General Expenses and Uniforms	3,098			3,098	2,266
Equipment Hire	1,500			1,500	313
Database Amortisement	880			880	1,083
Covid 19 Expenses	1,910			1,910	3,747
Subscriptions and Other Fees	604			604	473
	122,291	0	0	122,291	123,203

SHINE (EAST NORFOLK)
Company Registration No. 05405276
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2022

10. Fixed Assets

		Intangible	Tangible		
		Database	**Freehold Land & Buildings**	**Toys and Equipment**	**TOTAL**
COST OR VALUATION	At 1st April	3,653	1,198,847	74,332	1,276,832
	Additions at Cost	500	54,560	7,698	62,758
	Disposals				0
	At 31st March	4,153	1,253,407	82,030	1,339,590
DEPRECIATION	At 1st April	1,483	187,967	44,413	233,863
	Charge for year	880	23,980	8,514	33,374
	On Disposals				0
	At 31st March	2,363	211,947	52,927	267,237
WRITTEN DOWN VALUE					
	At 31st March 2022	**£1,790**	**£1,041,460**	**£29,103**	**£1,072,353**
	At 31st March 2021	£2,170	£1,010,880	£29,919	£1,042,969

All the net book values above relate to fixed assets used for direct charitable purposes.

	2022	**2021**
11. Debtors and Prepayments - amounts falling due within one year		
Grants and Fees Receivable	10,255	974
Prepayments	3,844	2,304
	£14,099	**£3,278**
12. Creditors and Accruals - amounts falling due in one year.		
Sundry creditors	4,866	8,256
Tax and Social Security	5,282	4,218
Income in Advance	0	6,738
Accruals	17,517	15,846
	£27,665	**£35,058**

13. Related Party Transactions

Mr C.Smyth, the company secretary, received no remuneration direct from the Company during the year.
The firm he works for was paid fees of £1,440 for company secretarial services.
No Trustee received any remuneration or expenses during the year.

14. Employees

During the year 36 staff were employed (2021 35).
Total remuneration paid to the employees £283,221 (2021 £224,680).

15. Capital Commitments

At the 31st March 2022 there were NO capital commitments contracted for; not provided for in the accounts.

16. Post Balance Sheet Events

There are no post balance sheet events which require reporting in these accounts.

17. Governance Costs		**2022**	**2021**
Governance Costs consist of :			
Independent Examiners Fees		1,200	1,100
Company Secretarial Fees		1,440	1,453
Trustee and Meetings Expenses	estimated	50	50
Ofsted fee		220	220
Other Governance Support costs	estimated	500	500
		£3,410	**£3,323**

18. Analysis of Funds

	General Fund unrestricted	Building Fund A Restricted	Building Fund B unrestricted	Designated GBR Fund unrestricted	Other Funds restricted	Finished Funds restricted	TOTAL FUNDS
Balance brought forward	117,519	1,021,915	80,000	100,000	25,133	2,416	1,346,983
Net movement for year	-27,241	-23,980			22,786	-2,416	-30,851
Transfers	3,807				-3,807		0
Balance at 31.3.2022	£94,085	£997,935	£80,000	£100,000	£44,112	£0	£1,316,132
represented by:							
Fixed Assets	85,453	986,900					1,072,353
Debtors and Prepayments	14,099						14,099
Short Term Deposits	2,976		80,000	100,000			182,976
Cash and Bank	19,222	11,035			44,112		74,369
Current Liabilities	-27,665						-27,665
	£94,085	£997,935	£80,000	£100,000	£44,112	£0	£1,316,132

19 SUMMARY OF FUNDS

General Fund unrestricted	Balance of operating surpluses carried forward.
GBR Fund unrestricted	Contingency Reserve - sum set aside to carry the Charity for 6 Months if funding /income ceases.
Building fund B unrestricted	Funds allocated for the new Building Extensions and Alterations
Building fund A restricted	Funds raised for the Original building project. Annual property depreciation charged against it.
Numeracy / Literary Shed Fund	Funds received specifically for financing costs of Numeracy / Literacy Shed
Meeting Room Fund	Funds received specifically for financing cost of a Meeting Room / Pod.
Sensory Bells Fund	Funds provided specifically for financing Sensory Equipment..
DAF Fund	Funds provided specifically for Disability Access Funding.
Thrive Practitioner Fund	Funds provided specifically for funding the Thrive practitioner service.
Outside Areas Fund.	Funds provided specifically for funding Outside Areas Alterations and Improvements.
Transport Fund	Funds provided specifically for funding Transport costs.
CIN Outings Fund	Funds provided specifically for Outings. Fund now closed
EYPP Fund	Funds provided specifically for Early Years Pupil Funding. Fund now closed.

20 RESTRICTED FUNDS TRANSACTIONS

See separate schedule attached

SHINE (EAST NORFOLK)
Company Registration No. 05405276
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2022

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	2022	2021
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Income	2,416	2,834
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Balance of donations available for future Outings and Trips.	**£0**	**£954**
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Donations received	1,730	6,150
Income	7,995	
Expenditure	-3,312	-2,575
Transfer to General Fund -This underspend is non refundable.	-3,807	-1,845
Balance of donations available for future costs.	**£2,606**	**£1,730**
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Balance brought forward	5,100	5,000
Income Donations received		100
Balance of donations available for future purchases.	**£5,100**	**£5,100**
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Balance brought forward	17,349	
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Numeracy / Literacy Fund		
Income Donations Received	3,000	
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Sensory Equipment Fund		
Income Donations Received	3,000	
Balance of donations available for future costs.	**£3,000**	**£0**
Outside Areas Fund		
Income Donations Received	7,000	
Expenditure	-2,264	
Balance of donations available for future costs.	**£4,736**	**£0**
Family Thrive Workshop Fund		
Income Donations Received	1,925	
Expenditure	-635	
Balance of donations available for future costs.	**£1,290**	**£0**
Transport Fund		
Income Donations Received	2,000	
Balance of donations available for future costs.	**£2,000**	**£0**

SHINE (EAST NORFOLK)

England & Wales - Charity number 1111097

Accounts

SHINE (EAST NORFOLK)

Registered Charity No. 1111097
Company Registration No. 05405276

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st MARCH 2021

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REPORT OF THE DIRECTORS / TRUSTEES
FOR THE YEAR ENDED 31st MARCH 2021

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Activities

In order to achieve its aims, The Charity provides:
Respite Care; One to One support; Youth Club; Nursery; and Holiday Play schemes; together with support Services.
Following a restructuring; these are staffed in 2020/21 by a Senior Manager; Nursery Manager; Finance officer; Admin. Assistant; and a Family Practitioner. A new restructure is currently under discussion and is awaiting approval.

Trustees and Directors

The following were appointed and served as Trustees during the year:-

Mr S. Marpole	Chairperson (act).	Dr L. Eastwood	Vice Chairperson (act)	Mr P.Bussey	Treasurer
Mrs G. Budworth	Vice Chairperson	Mrs S. Gentle	Mrs L. Shiner	Mrs D. Nottage	
Mrs D Knightley		Mrs D Burrage	Mrs D Hosier	MrsW Connell	

The following served during the year as :-

Company Directors Dr. L. Eastwood, Mrs G. Budworth, and Mr S.Marpole,
Company Secretary Mr C.Smyth

Committee members and Directors are appointed annually at the Annual General Meeting in accordance with the Articles of Association. The Committee has the power to co-opt a Trustee to fill a vacancy.
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* Meetings with current trustees and the senior manager;
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Responsibilities of the Trustees and Directors

The Directors and Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.
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state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
prepare the financial statements on a Going Concern Basis unless it is inappropriate to presume that the charitable company will continue in operation.

Responsibilities of the Trustees and Directors (cont.)

The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time, the financial position of the charitable company and to enable them to ensure the financial statements comply with the Companies Act 2006. They are 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.

Independent Examiner

J.W.Gallop FCCA, Chartered Certified Accountant, was appointed Independent Examiner for the financial year under review. He has indicated his willingness to continue to act for the ensuing year.

Financial Review

The Incoming and Outgoing Resources reported in the Statement Of Financial Activities on page 4; reflects the impact of the Covid 19 Pandemic restrictions in force during the year under review; as well as other significant changes in the Charity's operations; in particular the closure of the Satellite class in 2019 and the start of the Family Practioner service in 2020. Both Income and Expenditure increased for various reasons; and, despite the adversities that the Pandemic brought to much of the year, a small surplus of £13,555 can be reported. This is thanks to the hard work of the entire team of Staff, Volunteers and Trustees, whose efforts enabled the work of the Charity to be continued in some measure throughout the crisis. The local Authority continued to provide funding during the year which; together with some help from the Furlough scheme, Staff costs and other fixed Overhead expenditure could be met; whilst other donated funds could be used for their intended purposes.

The plans for an extension, for which £80,000 was designated in previous accounts, have made slower progress than expected but architects plans are now being costed, which should enable the amount required to finance the work, to be ascertained shortly. In addition to the Building fund, there is a designated General Contingency Fund of £100,000. Together they represent the balance of £180,000 held in Short Term deposits. The £6,738 of fees paid in advance in the previous year were still unused at 31.3.2021 and are carried forward again (see Creditors note 12).

Reserves Policy

The Trustees' policy is to maintain sufficient funds for the replacement of equipment and to finance operations for at least six months. To this purpose the unrestricted General Reserve currently stands at £100,000.

Achievements and Plans

The Centre has continued to provide its usual services which are streamlined to keep within available finances.
The centre continues to be used providing as it does, Short Break activities, a nursery and other related activities. The Building extension plans already approved by the by the Trustees are awaiting Planning Permission from the local Council.
A new service to be called " Shine On", continues to be an aspiration, but other projects have taken priority, and all activities have been restricted to some extent by the current Covid- 19 pandemic restrictions.
A detailed Report of Activities etc is published separately; copies are available on request.

Investment Policy

The Trustees investment policy is short term deposits with low risk and good returns.

Risk Analysis

Operational risks are routinely addressed by the manager and her assistant and each child receives a personal risk assessment as standard procedure. All staff are subject to criminal record checks. Risks associated with the building are addressed as part of the building project in conjunction with the architects and builders.

General View of Finances

The Trustees are satisfied with the current financial situation of the Charity, and that it is a viable Going Concern.

Exemption Statement

The Report of the Trustees has been prepared using the special exemptions of the small companies regime conferred by the Companies Act 2006.

Mr C. Smyth Company Secretary Mr P. Bussey Treasurer

SHINE (EAST NORFOLK)
Company Registration No. 05405276

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2021

I report on the accounts and notes of the above, set out on pages 4 to 9, for the year ended 31st March 2021.

Respective Responsibilities of Trustees and Examiner

As the charity's trustees you are responsible for the preparation of the accounts and consider that the audit requirement of section 144 of the Charities Act 2011 does not apply. It is my responsibility to:

Examine the accounts under section 145 of the Act.
To follow the procedures laid down in the general directions given by the Charity Commission under section145(5)(B) of the Charities Act; and
To state whether particular matters have come to my attention.

Basis Of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters.
The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given in the accounts.

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

    a. To keep accounting records in accordance with section 130 of the Act; and
    b. To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 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.

J.W. GALLOP F.C.C.A. 19th. July 2021
Chartered Certified Accountant
41, St. Edmunds Road,
ACLE, Norfolk.

SHINE (EAST NORFOLK)
Company Registration No. 05405276
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st MARCH 2021

	NOTE	Unrestricted Designated Funds	Unrestricted General Fund	Restricted Funds	TOTAL FUNDS 2021	TOTAL FUNDS 2020
INCOMING RESOURCES						
Incoming Resources from generated funds						
Voluntary Income	3	0	200,261	26,984	227,245	219,974
Activities for generating funds	4	0	0	0	0	0
Investment Income	5	0	131	0	131	207
Incoming resources from charitable activities	6	0	124,819	0	124,819	118,899
Total Incoming Resources		0	325,211	26,984	352,195	339,080
RESOURCES EXPENDED						
Costs of generating funds	7	0	10,380	0	10,380	10,317
Charitable activities costs	8	0	168,861	36,196	205,057	219,272
Support Costs (incl. Governance costs note17)	9	0	123,203	0	123,203	89,570
Total Resources Expended		0	302,444	36,196	338,640	319,159
NET INCOMING RESOURCES BEFORE OTHER RECOGNISED GAINS & LOSSES		0	22,767	-9,212	13,555	19,921
Other recognised gains		0			0	0
Other recognised losses		0			0	0
NET MOVEMENT IN FUNDS		0	22,767	-9,212	13,555	19,921
BALANCE brought forward		180,000	92,907	1,060,521	1,333,428	1,313,507
Transfers			1,845	-1,845	0	0
BALANCE carried forward		**£180,000**	**£117,519**	**£1,049,464**	**£1,346,983**	**£1,333,428**

There were no other realised gains or losses other than the net incoming resources.

The notes on pages 6 to 9 form part an integral part of these accounts.

SHINE (EAST NORFOLK)

Company Registration No. 05405276

BALANCE SHEET AS AT 31st MARCH 2021

	note	2021		2020	
FIXED ASSETS					
Tangible Toys, Furniture, and Office Equipment	10		29,919		18,651
Freehold Land and Buildings	10		1,010,880		1,034,860
			1,040,799		1,053,511
Intangible Database	10		2,170		2,050
CURRENT ASSETS					
Debtors and Prepayments	11	3,278		30,031	
Short Term Deposit		182,885		82,725	
Bank and Cash		152,909		191,736	
		339,072		304,492	
LIABILITIES : amounts falling due within one year.					
Sundry Creditors and Accruals	12	35,058		26,625	
NET CURRENT ASSETS			304,014		277,867
TOTAL ASSETS LESS CURRENT LIABILITIES			1,346,983		1,333,428
TOTAL NET ASSETS			**£1,346,983**		**£1,333,428**
FUNDS					
Unrestricted Funds					
General Fund	Page 4		117,519		92,907
Designated Funds	Page 4		180,000		180,000
Restricted Funds	Page 4		1,049,464		1,060,521
TOTAL ACCUMULATED FUNDS	18		**£1,346,983**		**£1,333,428**

For the year ending 31st March 2021 the Charity / Company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees / Directors' Responsibilities:

a) The members have not required the Company to obtain an audit of its accounts for the year in question in accordance with section 476.

b) The Trustees / Directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the special provisions of the Companies Act 2006 relating to companies subject to the small companies regime.

These accounts were approved by the board of Trustees / Directors on 19th July 2021 and signed on their behalf by :-

Mr S.Marpole Director Mr P.Bussey Treasurer

The notes on pages 6 to 9 form an integral part of these financial statements

SHINE (EAST NORFOLK)

Company Registration No. 05405276

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st MARCH 2021

1. ACCOUNTING POLICIES

a) Basis of Accounting

The accounts (financial statements) have been prepared in accordance with the Statement of Recommended Practise; Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK(FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom (FRS 102) and the Charities Act 2011.

The accounts have been prepared under the historic cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these items.

b) Fund Accounting

Various Funds exist and require separate disclosure as follows:

Unrestricted General Fund:	Funds available for use at the discretion of the committee in furtherance of the general objectives of the Charity.
Restricted Funds:	Funds subject to restrictions on their expenditure imposed by the Donor or through the terms of an appeal.

c) Incoming Resources

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

* Voluntary income is received by way of grants, donations and gifts and is included in full when receivable.
* Grants, where entitlement is not conditional on a specific performance, are recognised on unconditional entitlement.
* Legacies are included when the Charity becomes aware of entitlement and the amount can be quantified.
* Donated services and facilities are included at the value to the charity when quantifiable.
* The value of services provided by volunteers is not included in the accounts.
* Investment income is included when receivable.
* Incoming resources from charitable trading activities are accounted for when earned.
* Other significant non cash donations are included at the committee's estimate of market value when received.
* Cash collected at special fundraising events are included before deduction of directly incurred expenditure.

d) Expenses Expended

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for Charitable Expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those of an indirect nature necessary to support them.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Charity and include the Independent Audit fees and costs linked to the strategic management of the Charity.

e) Fixed Assets

Fixed assets are stated at cost or valuation less accumulated depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation less estimated residual value, of each asset over its anticipated remaining working life using the following rates :-

Tangible	Toys	15% & 33%	Reducing Balance
	Computers	25%	straight line
	I pads	20%	straight line
	Office Equipment and Furniture	15%	Reducing Balance
	Photocopier	20%	straight line
	Land		Not depreciated
	Buildings	2%	straight line
Intangible	Database and Website	25%	straight line

2. Independent Examiner

J.W.Gallop FCCA was appointed Independent Examiner for the year under review.

SHINE (EAST NORFOLK)

Company Registration No. 05405276

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st MARCH 2021

	Unrestricted	Restricted Funds		2021	2020
	General Fund	Building Funds	Other Funds	total funds	total funds
3. Voluntary Income					
Donations and Gifts	38,912		26,984	65,896	60,606
Short Break Service Fees	153,135			153,135	156,368
Other Grants etc.	8,214			8,214	3,000
	200,261	0	26,984	227,245	219,974
4. Activities for Generating Funds	0	0	0	0	0
5. Investment Income					
Interest Receivable	131	0	0	131	207
6. Income from Charitable Activities					
Nursery Fees - satellite class	0			0	8,012
Nursery Fees	123,160			123,160	104,393
Fees Charged : LAC Shortbreak Fees	1,659			1,659	6,335
Other Income	0			0	159
	124,819	0	0	124,819	118,899
7. Funds Generation Costs					
Fundraising Expenses and Fees	10,380			10,380	10,317
	10,380	0	0	10,380	10,317
8. Charitable Activities Costs					
Salaries : Short Breaks etc.	40,600			40,600	66,782
Apprentice	11,465			11,465	9,243
Nursery	68,911			68,911	70,666
Family Practitioner			4,889	4,889	0
Satellite Class	0			0	6,161
General Running Expenses - Nursery	1,479		1,845	3,324	4,186
Staff / Volunteers - Travel expenses	452			452	471
Staff Telephone Expenses	74			74	896
Child. In Need Trips & Outings			842	842	2,759
Short Breaks Entertainments & Outings	0			0	2,380
Toy Replacements and Craft Materials			1,156	1,156	2,588
Centre Costs : Utilities	7,057			7,057	7,561
Cleaning & tolletries etc.	16,663			16,663	4,165
Repairs & Maintenance	13,783			13,783	7,418
Insurance	3,489			3,489	3,312
Depreciation	4,888	23,980	3,484	32,352	30,584
	168,861	23,980	12,216	205,057	219,172
9. Support Costs (including Governance Costs - see note 17)					
Administration Salaries	33,403			33,403	23,276
Management Salaries	64,765			64,765	50,569
Training Costs	1,382			1,382	2,773
Recruitment Advertising	253			253	992
Professional Fees	7,367			7,367	1,360
Telephone, Internet and Postage	4,042			4,042	3,057
Printing Stationery and Photocopying	1,962			1,962	1,791
Computer Software ETC.	2,147			2,147	1,662
General Expenses and Uniforms	2,266			2,266	1,688
Equipment Hire	313			313	1,601
Database Amortisement	1,083			1,083	252
Covid 19 Expenses	3,747			3,747	0
Subscriptions and Other Fees	473			473	549
	123,203	0	0	123,203	89,570

SHINE (EAST NORFOLK)
Company Registration No. 05405276
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021

10. Fixed Assets

		Intangible	Tangible		
		Database	**Freehold Land & Buildings**	**Toys and Equipment**	**TOTAL**
COST OR VALUATION	At 1st April	2,450	1,198,847	68,171	1,269,468
	Additions at Cost	1,203		19,640	20,843
	Disposals			-13,479	-13,479
	At 31st March	3,653	1,198,847	74,332	1,276,832
DEPRECIATION	At 1st April	400	163,987	49,520	213,907
	Charge for year	1,083	23,980	8,372	33,435
	On Disposals			-13,479	-13,479
	At 31st March	1,483	187,967	44,413	233,863
WRITTEN DOWN VALUE					
	At 31st March 2021	**£2,170**	**£1,010,880**	**£29,919**	**£1,042,969**
	At 31st March 2020	£2,050	£1,034,860	£18,651	£1,055,561

All the net book values above relate to fixed assets used for direct charitable purposes.

	2021	**2020**
11. Debtors and Prepayments - amounts falling due within one year		
Grants and Fees Receivable	974	27,314
Prepayments	2,304	2,717
	£3,278	**£30,031**
12. Creditors and Accruals - amounts falling due in one year.		
Sundry creditors	8,256	1,786
Tax and Social Security	4,218	3,328
Income in Advance	6,738	6,738
Accruals	15,846	14,773
	£35,058	**£26,625**

13. Related Party Transactions

Mr C.Smyth, the company secretary, received no remuneration direct from the Company during the year.
The firm he works for was paid fees of £1,453 for company secretarial services.
No Trustee received any remuneration or expenses during the year.

14. Employees

During the year 35 staff were employed (2020 30).
Total remuneration paid to the employees £224,680 (2020 £217,379).

15. Capital Commitments

At the 31st March 2021 there were NO capital commitments contracted for; not provided for in the accounts.

16. Post Balance Sheet Events

There are no post balance sheet events which require reporting in these accounts.

17. Governance Costs

Governance Costs consist of :		**2021**	**2020**
Independent Examiners Fees		1,100	1,000
Company Secretarial Fees		1,453	360
Trustee and Meetings Expenses	estimated	50	50
Ofsted fee		220	220
Other Governance Support costs	estimated	500	500
		£3,323	**£2,130**

SHINE (EAST NORFOLK)
Company Registration No. 05405276
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st MARCH 2021

18. Analysis of Funds

	Designated GBR Fund unrestricted	General Fund	Building Fund A restricted	Building Fund B unrestricted	CIN Fund restricted	Other Funds restricted	Finished Funds restricted	TOTAL FUNDS
Balance brought forward	100,000	92,907	1,045,895	80,000	6,896	5,000	2,730	1,333,428
Net movement for year		22,767	-23,980		7,058	10,440	-2,730	13,555
Transfers		1,845			-13,000	11,155		0
Balance at 31.3.2021	£100,000	£117,519	£1,021,915	£80,000	£954	£26,595	£0	£1,346,983
represented by:								
Fixed Assets		32,089	1,010,880					1,042,969
Debtors and Prepayments		3,278						3,278
Short Term Deposits	100,000	2,885		80,000				182,885
Cash and Bank		114,325	11,035		954	26,595		152,909
Current Liabilities		-35,058						-35,058
	£100,000	£117,519	£1,021,915	£80,000	£954	£26,595	£0	£1,346,983

General Fund unrestricted	Balance of operating surpluses carried forward.
GBR Fund unrestricted	Contingency Reserve - sum set aside to carry the Charity for 6 Months if funding /income ceases.
Building fund B unrestricted	Funds allocated for the new Building Extensions and Alterations
Building fund A restricted	Funds raised for the Original building project. Annual property depreciation charged against it.
C.I.N.Outings Fund	Funds received from Children in Need specifically for financing cost of Outings etc.
Family Meeting Room Fund	Funds received specifically for financing cost of a Meeting Room / Pod.
EYPP Fund	Funds provided specifically for financing Early Years Pupils Premium.
DAF Fund	Funds provided specifically for Disability Access Funding.
Family Practitioner	Funds provided specifically for funding the family practitioner service.

		2021	2020
19. EYPP Fund			
Income	Donations received from Children in Need.	2,834	
Expenditure	Costs incurred in year	-418	
Balance of donations available for future costs.		**2,416**	**0**
20. CIN Outings Fund	**Restricted**		
Balance brought forward		6,896	0
Income	Donations received from Children in Need.	7,900	9,655
Expenditure	Outings etc Costs incurred in year	-842	-2,759
Transferred to Family Practitioner Fund by agreement with CIN. (see note 24)		-13,000	
Balance of donations available for future Outings and Trips.		**£954**	**£6,896**
21. DAF Fund	**Restricted**		
Donations received		6,150	
Expenditure		-2,575	
Transfer to General Fund -This underspend is non refundable.		-1,845	
Balance of donations available for future costs.		**£1,730**	**£0**
22. Family Meeting Room	**Restricted**		
Balance brought forward		5,000	
Income	Donations received	100	5,000
Balance of donations available for future purchases.		**£5,100**	**£5,000**
23. Other Funds (I-Pad & Kitchen Funds)	**Restricted** Funds used & closed.		
Balance brought forward		2,730	3,804
Expenditure		-2,730	-1,074
Balance of donations		**£0**	**£2,730**
24 Family Practitioner	**Restricted**		
Income	Donations Received	10,000	
Transfer from CIN	(see note 20)	13,000	
Expenditure		-5,651	
Balance of donations available for future costs.		£17,349	

SHINE (EAST NORFOLK)

Company Registration No. 05405276

NURSERY TRADING ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2021

NOTE This page does not form part of the statutory financial statements

				2021	2020
Nursery Account					
Income	Fees			124,160	104,393
Costs	Wages and Salaries			68,911	70,666
	Wages and Salaries	Apprentice		11,465	9,243
	General Running Expenses			1,091	3,486
	Craft Matorials, Toys & Equipment			1,156	2,188
	Centre Facilities Charge		Estimated	5,000	5,000
	Equipment Depreciation		estimated	2,000	1,500
		Total		**89,623**	**92,083**
Surplus / being Contribution to Support Costs				**£34,537**	**£12,310**