

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 board 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

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)

CONTENTS

	Page
Trustees' report	1 - 2
Independent examiner's report	3
Statement of financial activities	4
Balance sheet	5
Notes to the financial statements	6 - 15

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 its 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.

SHINE (EAST NORFOLK)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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

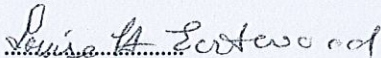
Committee members and Directors are appointed annually at the Annual General Meeting in accordance with the Articles of Association. The Committee has the power to co-opt a Trustee to fill a vacancy.

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

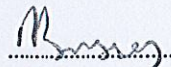
Waveney Accountants Limited were appointed as independent examiner to the company and a resolution proposing that they be re-appointed will be put at a General Meeting.

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



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:7.7.2027.....

SHINE (EAST NORFOLK)

BALANCE SHEET

AS AT 31 MARCH 2023

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


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

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes						
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.

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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.

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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
	<u>204,828</u>	<u>62,669</u>	<u>267,497</u>	<u>192,700</u>	<u>39,040</u>	<u>231,740</u>

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
	<u>188,811</u>	<u>152,245</u>

SHINE (EAST NORFOLK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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
	<u>10,854</u>	<u>10,608</u>

SHINE (EAST NORFOLK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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	-
	<hr/>	<hr/>
	357,758	282,024
	<hr/>	<hr/>
Share of support costs (see note 7)	133,611	122,291
	<hr/>	<hr/>
	491,369	404,315
	<hr/>	<hr/>
Analysis by fund		
Unrestricted funds	397,504	361,665
Restricted funds	93,865	42,650
	<hr/>	<hr/>
	491,369	404,315
	<hr/>	<hr/>

SHINE (EAST NORFOLK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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
	<u>133,611</u>	<u>122,291</u>
Analysed between Charitable activities	<u>133,611</u>	<u>122,291</u>

	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
	<u>3,670</u>	<u>3,410</u>

8 Employees

The average monthly number of employees during the year was:

2023	2022
Number	Number
<u>35</u>	<u>36</u>

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.

SHINE (EAST NORFOLK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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

SHINE (EAST NORFOLK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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
	<u>38,905</u>	<u>27,665</u>

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:

	Balance at 1 April 2022 £	Movement in funds			Balance at 31 March 2023 £
		Incoming resources £	Resources expended £	Transfers £	
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	-
	<u>1,042,047</u>	<u>62,670</u>	<u>(93,866)</u>	<u>(4,343)</u>	<u>1,006,508</u>

SHINE (EAST NORFOLK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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
	<u>180,000</u>	<u>-</u>	<u>180,000</u>	<u>-</u>	<u>180,000</u>

16 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	2023	2023	2023	2022	2022	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
	<u>85,624</u>	<u>1,005,129</u>	<u>1,270,753</u>	<u>94,085</u>	<u>1,042,047</u>	<u>1,316,132</u>

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.

SHINE (EAST NORFOLK)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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 activities and outings.
Short Breaks Activities Fund	Funds specifically for Short Break activities 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).