

# SOUTH LEICESTERSHIRE MOBILE TOY LIBRARY

England & Wales · Charity number 1119837

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2007-06-26

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Office 3  
Snapethorpe House  
Rugby Road  
Lutterworth  
Leicestershire  
LE17 4HN

**Phone** 01455 209447

**Email** [toylibrary@hotmail.co.uk](mailto:toylibrary@hotmail.co.uk)

**Website** [www.sleicsmobiletoylibrary.org.uk](http://www.sleicsmobiletoylibrary.org.uk)

## Activities

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**Objects:** TO PROVIDE THERAPEUTIC EDUCATIONAL AND STIMULATING TOYS AND EQUIPMENT TO RELIEVE AND EDUCATE CHILDREN WITH SPECIAL NEEDS WITHIN SOUTH LEICESTERSHIRE.

**Activities:** This is a unique mobile toy library service for children with disabilities, living within the rural Harborough District, Oadby District and Wigston Borough, in South Leicestershire. Members select toys 4-weekly and the toys are then delivered to members' homes, schools, nurseries, playgroups, childminders etc., thus helping to support the children in their access to developmental toys.

## Classification

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- **How:** Provides Services
- **What:** Education/training, Disability
- **Who:** Children/young People, People With Disabilities

## Geography

- **Area of benefit:** SOUTH LEICESTERSHIRE
- Leicestershire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£34,388	£33,281	-	-
2024-03-31	£17,269	£28,076	-	-
2023-03-31	£41,569	£28,317	-	-
2022-03-31	£26,759	£26,672	-	-
2021-03-31	£35,815	£26,130	-	-

## Trustees

Name	Role	Appointed
<b>Chris Wood</b>	Chair	2015-07-07
CHRISTOPHER WILLIAM PILLAR		2021-12-03
Maria Lee		2020-03-06
ROB WAKEFIELD		2013-01-06
karen mcMahon		2020-12-11

**SOUTH LEICESTERSHIRE MOBILE TOY LIBRARY**

England & Wales - Charity number 1119837

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# Accounts

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**South Leicestershire Mobile Toy Library**  
(Registered charity, number 1119837)  
**Financial statements**  
**for the year ended 31 March 2025**

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**CaPLUS**  
COMMUNITY ACCOUNTING

**South Leicestershire Mobile Toy Library  
Trustees' annual report  
for the year ended 31 March 2025**

**Full name** South Leicestershire Mobile Toy Library

**Registered charity number** 1119837

**Principal address**

Office 3, Snapethorpe House, Rugby Road, Lutterworth, LE17 4HN

**Trustees**

Mr Chris Wood, Chair

Ms Maria Lee, Secretary

Mr Rob Wakefield

Mr Christopher Pillar, Treasurer

Ms Karen McMahon

**Independent examiner**

Eva Stevens, employee of Community Accounting Plus, Units 1 & 2, North West, 41 Talbot Street, Nottingham, NG1 5GL

**Governance and management**

The charity is operated under the rules of its constitution adopted 16 March 2007.

A Trustee Recruitment procedure has been agreed and established. Trustee positions are advertised on the REACH platform and through contacts locally. Interested or targeted individuals begin by submitting a CV, and then an informal discussion with the Chair and Co-ordinator is arranged where further information is given to the prospective trustee. Next is guest attendance at the next Board meeting, after which, should both the prospective trustee wish to continue with their application, and the full Board are happy to accept the prospective trustee, a conditional offer is made, pending satisfactory DBS check and two references.

**Objectives and activities**

The Charity's objects are to provide therapeutic educational and stimulating toys and equipment to relieve and educate children with special needs within South Leicestershire.

We supply toys and equipment specifically to meet the needs of young children who are experiencing disadvantage, rural isolation or have a developmental delay or disability, in order to improve their access to appropriate quality toys and equipment and support their early year's development. The toys are delivered to both play settings and family homes throughout the Harborough District and Oadby and Wigston Borough on a monthly lending cycle, enabling us to cover the large area without the huge cost running fixed base libraries in each area.

Families can receive help in choosing the right toys, activities or play equipment for their child from the Co-ordinator, and can book on-line, by email or by telephone.

## **South Leicestershire Mobile Toy Library**

### **Public benefit statement**

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

### **Summary of the main activities undertaken for the public benefit**

All our services for children and families are delivered free of charge to them and we have established an outcomes framework to explain the benefits of our projects and services. We also maintain monitoring processes for recording outcomes, providing evidence of how we recognise when these benefits have been achieved.

The outcomes that we measure are:

1) Children have more opportunity to play and experience greater enjoyment in their play by having access to a wider range of appropriate toys and equipment. Children will experience greater enjoyment in their lives as borrowing our toys will give them access to quality, appropriate play experiences at home with their parents, carers and siblings and in play settings with their peers. It will help to give the children equal access to play experiences that they may not otherwise have, due to their need for certain types of toys that are often not available to them.

2) Children will experience greater progress towards their early years developmental milestones, by having access to a wider range of appropriate toys and equipment that encourage varied play experiences.

Play is essential to cognitive, social and emotional development. It encourages children to be imaginative and creative. It teaches amongst many other things, sharing, negotiating skills, turn taking and patience, helping to develop language and communication skills. It also helps with the development of gross motor skills and helps to keep children fit and healthy. Without access to appropriate play children can fall behind in all these areas of their development.

3) Children experience improved social interactions and relationships with peers and family members by having access to a wide range of toys and games that can be enjoyed together.

### **Summary of the main achievements during the period**

In January this year we completed a first successful year of our new BBC Children in Need grant. This security in our funding has meant that we have been able to focus on recruiting new members this year, alongside reviewing the service and starting to make necessary improvements or changes to the service. This has included the recruitment of an Assistant to work alongside the Co-ordinator for 7 hours per week during term time. We successfully recruited Michelle East to the position in November. Since starting in the role Michelle has settled in well and has been a great asset to the team. Michelle is responsible for taking and preparing the orders, cleaning and maintaining the toys, contacting new membership referrals, and has undertaken a full stock take of the library.

## **South Leicestershire Mobile Toy Library**

Membership numbers have remained steady, with an average of 165 children benefitting each year, with members extending from Market Harborough to Broughton Astley and Oadby and Wigston, and extending as far as Thurnby and Tilton on the Hill. We naturally lose members as children grow up, go to school, and no longer need to borrow toys, but there continues to be a steady stream of new members joining throughout the year. Families can self-refer through the website, and are referred to us through other organisations such as Home-start South Leicestershire, and the Early Years SEND Inclusion team. This year we have continued to lend toys to many of the local pre-schools in the area, as since the pandemic they have all seen a big increase in the number of children who are presenting with additional learning needs, so access to our resources has been hugely beneficial as the majority of the pre-schools are unable to afford to buy appropriate resources to aid the learning and development of these children.

We continue to invest in new toys when funding allows, consulting with users on a regular basis about the kind of toys that they would like us to buy, this year we have purchased a number of new sensory toys which have all been well received by our users.

### **Financial Review**

We end this year with a healthy bank balance, holding just over 6 months running costs in our reserves. We continue to have some stability in financial position, with a further 2 years of our BBC Children in Need grant left. This will provide stability in our funding, covering organisational running costs until January 2027.

Over the past 12 months we have continued to see an increase in our overall costs, with particularly high increases in the cost of insurances, so additional funding will need to be found to cover the cost of new toys as no funding has been received to cover the cost of new toys in this financial year. We also now need to consider starting to make provision for a new van as the existing one ages, so we hope to designate some funds to this over the next 12 months.

### **The charity's policy on reserves**

The charity has adopted a specific policy in relation to reserves. We run the organisation with the aim of retaining 6 months of reserves to meet unexpected costs such as van breakdown or the need for a replacement, or loss of funding income. This is reviewed every 3 years.

### **Additional information**

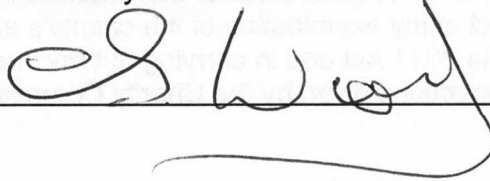
We are grateful to our volunteers who help to maintain the toys and to the time donated by the Trustees to manage the governance of the charity and provide supervision to the Co-ordinator.

## South Leicestershire Mobile Toy Library

We are also grateful for the financial support that we have received this year from Louise Towers, an ex toy library member and her employer Rieke Packaging (the TriMas Foundation) who have raised over £2,000 for us, and Leire and Dunton Cub Scouts who raised £2,406 for the toy library through lots of different activities undertaken throughout the year - A Big Thank You to both!!

Signed on behalf of the charity's trustees:

Signed \_\_\_\_\_  
C Wood, Trustee



Date

10/10/25

**Independent examiner's report to the trustees of  
South Leicestershire Mobile Toy Library  
for the year ended 31 March 2025**

I report to the trustees on my examination of the accounts of South Leicestershire Mobile Toy Library (the charity) for the year ended 31 March 2025.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

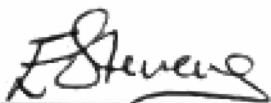
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed  Date 31/10/2025  
Eva Stevens BSc, CPFA  
Employee of Community Accounting Plus



**South Leicestershire Mobile Toy Library  
Statement of assets and liabilities  
at 31 March 2025**

2024		Note	2025
£			£
<u>30179</u>	<b>Cash assets</b>		
<u>30179</u>	Bank accounts		<u>31286</u>
			<b><u>31286</u></b>
	<b>Other monetary assets</b>		
<u>1230</u>	Debtors	4	<u>3517</u>
<u>1230</u>			<b><u>3517</u></b>
	<b>Assets retained for the charity's own use</b>		
	2 x laptops, purchased December 24, cost £1,109		
	General equipment.		
	<b>Liabilities</b>		
<u>(1008)</u>	Creditors	5	<u>(750)</u>
<u>(1008)</u>			<b><u>(750)</u></b>

These financial statements are accepted on behalf of the charity by:

Signed M Lee Dated 10/10/25  
M Lee, Trustee

**South Leicestershire Mobile Toy Library**  
**Notes to the accounts**  
**for the year ended 31 March 2025**

**1. Receipts & payments accounts**

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

**2. Grants & donations**

	Unrestricted £	Restricted £	Total £
BBC Children in Need	-	29547	29547
TriMas Foundation	-	2006	2006
Individual donations	2423	-	2423
	<u>2423</u>	<u>31553</u>	<u>33976</u>

**3. Funds analysis**

	Opening balance £	Receipts (Payments)		Closing balance £
		£	£	
<b>Restricted funds</b>				
BBC Children in Need (service delivery)	7154	29547	(26653)	10048
Toys	927	-	(396)	531
TriMas (service delivery)	-	2006	(1597)	409
	<u>8081</u>	<u>31553</u>	<u>(28646)</u>	<u>10988</u>
<b>Unrestricted funds</b>				
General fund	22098	2835	(4635)	20298
	<u>22098</u>	<u>2835</u>	<u>(4635)</u>	<u>20298</u>

**4. Debtors**

	£
HMRC	2559
Prepayment: Insurance	247
Prepayment: Marketing & website	90
Prepayment: Vehicle expenses	621
	<u>3517</u>

## South Leicestershire Mobile Toy Library

### 5. Creditors

	£
Independent examination fee	552
Payroll fees	198
	<u>750</u>

### 6. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

### 7. Related party transactions

There were no related party transactions in this period.

### 8. Glossary of terms

**Creditors:** These are amounts owed by the charity, but not paid during the accounting period.

**Debtors:** These are amounts owed to the charity, but not received in the accounting period.

**Prepayments:** These are services that the charity has paid for in advance, but not used during the accounting period.

**Restricted funds:** These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

**SOUTH LEICESTERSHIRE MOBILE TOY LIBRARY**

England & Wales - Charity number 1119837

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# Accounts

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**South Leicestershire Mobile Toy Library**  
(Registered charity, number 1119837)  
**Financial statements**  
**for the year ended 31 March 2023**

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**South Leicestershire Mobile Toy Library  
Trustees' annual report  
for the year ended 31 March 2023**

**Full name** South Leicestershire Mobile Toy Library

**Registered charity number** 1119837

**Principal address**

Office 3, Snapethorpe House, Rugby Road, Lutterworth, LE17 4HN

**Trustees**

Mr Chris Wood, Chair  
Ms Maria Lee, Secretary  
Mr Rob Wakefield

Mr Christopher Pillar  
Ms Karen McMahon

**Independent examiner**

John O'Brien, employee of Community Accounting Plus, Units 1 & 2, North West, 41 Talbot Street, Nottingham, NG1 5GL

**Governance and management**

We are governed by our Constitution which was adopted on 6<sup>th</sup> March 2007. We are a charitable organisation with a Board of Trustees. Trustees are appointed or reappointed annually at the Annual General Meeting.

It is the responsibility of the trustees to ensure our policies and procedures are up to date. Currently we have the following policies in place:

- Safeguarding Children Policy and Procedure;
- Equality, Fairness and Diversity Policy;
- Health and Safety Policy;
- Grievance Procedure;
- Disciplinary Procedure;
- Sickness Absence Policy;
- Financial Reserves Policy;
- Trustee Recruitment Policy.

**Methods Adopted for Recruitment of Trustees:**

A Trustee Recruitment procedure has been agreed and established. Trustee positions are advertised on the REACH platform and through contacts locally. Interested or targeted individuals begin by submitting a CV, and then an informal discussion with the Chair and Co-ordinator is arranged where further information is given to the prospective trustee. Next is guest attendance at the next Board meeting, after which, should both the prospective trustee wish to continue with their application, and the full Board are happy to accept the prospective trustee, a conditional offer is made, pending satisfactory DBS check and two references.

## **South Leicestershire Mobile Toy Library**

### **Objectives and activities**

The Charity's objects are to provide therapeutic educational and stimulating toys and equipment to relieve and educate children with special needs within South Leicestershire.

We supply toys and equipment specifically to meet the needs of young children who are experiencing disadvantage, rural isolation or have a developmental delay or disability, in order to improve their access to appropriate quality toys and equipment and support their early years development. The toys are delivered to both play settings and family homes throughout the Harborough District and Oadby and Wigston Borough on a monthly lending cycle, enabling us to cover the large area without the huge cost running fixed base libraries in each area.

Families can receive help in choosing the right toys, activities or play equipment for their child from the Co-ordinator, and can book on-line, by email or by telephone.

### **Public benefit statement**

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

### **Summary of the main activities undertaken for the public benefit**

All our services for children and families are delivered free of charge to them and we have established an outcomes framework to explain the benefits of our projects and services. We also maintain monitoring processes for recording outcomes, providing evidence of how we recognise when these benefits have been achieved.

### **Summary of the main achievements during the period**

This year we have had uninterrupted deliveries throughout the year, with no pandemic restrictions interfering with our services. Membership numbers have remained steady, with on average 150 children benefitting each year, with members extending from Market Harborough to Broughton Astley and Oadby and Wigston, and extending as far as Thurnby and Tilton on the Hill.

We naturally lose members as children grow up, go to school, and no longer need to borrow toys, but there continues to be a steady stream of new members joining throughout the year. Since the launch of the new website last year, many of these are now families who are self-referring after finding out about the toy library online, which is fantastic as it is helping us to reach even more children who can benefit from the service. We also continue to have a good referring relationship with Home-Start South Leicestershire, and have recently re-established our connection with Menphys, who are keen to help us promote the Toy Library to as many families as possible.

We also continue to invest in new toys when funding allows, consulting with members on a regular basis about the kind of toys that they would like us to buy. We were lucky enough to receive £2,000 from the Central Co-op's Community Dividend

## South Leicestershire Mobile Toy Library

Fund this year, to spend on new toys, and plan to spend this money over the next few months in consultation with families.

### Financial Review

Our 3 year grant from BBC Children in Need ended in January 2023. Although our bank balance is healthy, with over 12 months running costs currently in the bank, we do need to start fundraising to secure the future of the organisation later this year.

The money that is in the bank has come from a number of grants received towards the end of 2022. These include; £10,000 from Awards for All, £8,551 from Market Harborough and the Bowden's Charity, and £5,000 from Howard Watson Symmington Memorial charity. This funding gives us the breathing space to re-apply to BBC Children in Need for further funding, with the aim of having an answer by the end of 2023, giving us the time to explore other options if unsuccessful.

As always, the majority of our expenditure is on Co-ordinator salary and expenses for running the charity from a home office, and the running costs of the van, including all insurances, and we expect the running costs to increase this year due to the current cost of living crisis.

### The charity's policy on reserves

The charity has adopted a specific policy in relation to reserves. We run the organisation with the aim of retaining 6 months of reserves to meet unexpected costs such as van breakdown or the need for a replacement, or loss of funding income. This is reviewed every 3 years.

### Additional Information:

We are grateful to our volunteers who help to maintain the toys and to the time donated by the Trustees to manage the governance of the charity and provide supervision to the Co-ordinator.

Signed on behalf of the charity's trustees:

Signed \_\_\_\_\_  
C Wood, Trustee



Date 13/11/2023

**Independent examiner's report to the trustees of  
South Leicestershire Mobile Toy Library  
for the year ended 31 March 2023**

I report to the trustees on my examination of the accounts of South Leicestershire Mobile Toy Library (the charity) for the year ended 31 March 2023.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

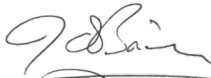
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed  Date 24/11/2023  
John O'Brien MSc, FCCA, FCIE  
Employee of Community Accounting Plus

**South Leicestershire Mobile Toy Library  
Receipts & payments account  
for the year ended 31 March 2023**

2022			2023
Total		Unrestricted	Restricted
Funds		Funds	Funds
£	Note	£	£
<b>Receipts</b>			
26759	Grants & donations	2500	39069
<u>6</u>	Sundry receipts	-	-
<u>26765</u>	<b>Total receipts</b>	<u>2500</u>	<u>39069</u>
<b>Payments</b>			
72	Bank charges	-	72
1800	Employee home office allowance	-	1800
1054	Equipment & repairs	-	1275
474	Insurance	-	630
476	Legal & professional fees	-	469
113	Marketing & website	-	114
283	Payroll services	-	259
905	Printing & stationery	-	1111
2460	Storage	-	2472
17	Sundry expenses	-	95
18	Telephone, internet & postage	-	106
2186	Vehicle expenses	-	2084
16479	Wages, NI & pension	-	17382
<u>335</u>	Travel expenses	-	448
<u>26672</u>	<b>Total payments</b>	<u>-</u>	<u>28317</u>
93	<b>Net receipts/(payments)</b>	2500	10752
<u>27641</u>	Cash funds at start of this period	<u>20495</u>	<u>7239</u>
<u>27734</u>	<b>Cash funds at end of this period</b>	<u>22995</u>	<u>17991</u>

**South Leicestershire Mobile Toy Library  
Statement of assets and liabilities  
at 31 March 2023**

2022		Note	2023
£			£
<u>27734</u>	<b>Cash assets</b>		
27734	Bank accounts		<u>40986</u>
			<b><u>40986</u></b>
	<b>Other monetary assets</b>		
<u>2241</u>	Debtors	4	<u>2062</u>
2241			<b><u>2062</u></b>
	<b>Assets retained for the charity's own use</b>		
	General equipment.		
	<b>Liabilities</b>		
<u>(492)</u>	Creditors	5	<u>(582)</u>
(492)			<b><u>(582)</u></b>

These financial statements are accepted on behalf of the charity by:

Signed  Dated 13/11/2023  
C W Pillar, Trustee

**South Leicestershire Mobile Toy Library**  
**Notes to the accounts**  
**for the year ended 31 March 2023**

**1. Receipts & payments accounts**

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

**2. Grants & donations**

	Unrestricted £	Restricted £	Total £
BBC Children in Need	-	13518	13518
National Lottery Community Fund	-	10000	10000
Market Harborough & The Bowden's Charity	-	8551	8551
The Howard Watson Symington Memorial Charity	-	5000	5000
Central Co-op's Community Dividend Fund	-	2000	2000
Maud Elkington	1000	-	1000
The Alchemy Foundation	500	-	500
Trust deed	500	-	500
JR Corah Foundation	500	-	500
	<u>2500</u>	<u>39069</u>	<u>41569</u>

**3. Funds analysis**

	Opening balance £	Receipts (Payments) £		Closing balance £
<b>Restricted funds</b>				
BBC Children in Need (service delivery)	7239	13518	(20757)	-
Running costs	-	23551	(7560)	15991
Toys	-	2000	-	2000
	<u>7239</u>	<u>39069</u>	<u>(28317)</u>	<u>17991</u>
<b>Unrestricted funds</b>				
General fund	<u>20495</u>	<u>2500</u>	<u>-</u>	<u>22995</u>
	<u>20495</u>	<u>2500</u>	<u>-</u>	<u>22995</u>

## South Leicestershire Mobile Toy Library

### 4. Debtors

	£
HMRC	1037
Repayment of employee payment	130
Prepayment: Insurance	231
Prepayment: Marketing & website	75
Prepayment: Vehicle expenses	<u>589</u>
	<u>2062</u>

### 5. Creditors

	£
Independent examination fee	480
Pension contributions	<u>102</u>
	<u>582</u>

### 6. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

### 7. Glossary of terms

**Creditors:** These are amounts owed by the charity, but not paid during the accounting period.

**Debtors:** These are amounts owed to the charity, but not received in the accounting period.

**Prepayments:** These are services that the charity has paid for in advance, but not used during the accounting period.

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**SOUTH LEICESTERSHIRE MOBILE TOY LIBRARY**

England & Wales - Charity number 1119837

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# Accounts

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**South Leicestershire Mobile Toy Library**  
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**South Leicestershire Mobile Toy Library  
Trustees' annual report  
for the year ended 31 March 2022**

**Full name** South Leicestershire Mobile Toy Library

**Registered charity number** 1119837

**Principal address**

Office 3, Snapethorpe House, Rugby Road, Lutterworth, LE17 4HN

**Trustees**

Mr Chris Wood, Chair

Ms Maria Lee, Secretary

Mr Rob Wakefield

Ms Karen McMahon

Mr Christopher Pillar, from 03/12/2021

Ms Judith Waddington, until 03/12/2021

Mr Michael Dennehy, until 01/04/2022

**Independent examiner**

John O'Brien, employee of Community Accounting Plus, Units 1 & 2, North West, 41 Talbot Street, Nottingham, NG1 5GL

**Governance and management**

We are governed by our Constitution which was adopted on 6<sup>th</sup> March 2007. We are a charitable organisation with a Board of Trustees. Trustees are appointed or reappointed annually at the Annual General Meeting.

It is the responsibility of the trustees to ensure our policies and procedures are up to date. Currently we have the following policies in place:

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- Equality, Fairness and Diversity Policy;
- Health and Safety Policy;
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- Disciplinary Procedure;
- Sickness Absence Policy;
- Financial Reserves Policy;
- Trustee Recruitment Policy.

**Methods Adopted for Recruitment of Trustees:**

A Trustee Recruitment procedure has been agreed and established. Trustee positions are advertised on the REACH platform. Interested or targeted individuals begin by submitting a CV, and then an informal discussion with the Chair and Co-ordinator is arranged where further information is given to the prospective trustee. Next is guest attendance at the next Board meeting, after which, should both the prospective trustee wish to continue with their application, and the full Board are happy to accept the prospective trustee, a conditional offer is made, pending satisfactory DBS check and two references.

## **South Leicestershire Mobile Toy Library**

### **Objectives and activities**

We are an independent Registered Charity operating across rural South Leicestershire for the benefit of children with disabilities and development delay and their families in order to improve their access to quality toys and equipment to support their development.

We supply toys and equipment specifically to meet the needs of very young children who have a developmental delay or disability. These are delivered to both play settings and family homes throughout the Harborough District and Oadby and Wigston Borough on a monthly lending cycle, using our branded van to deliver to all locations, many of which are remote, rural locations.

Families can receive help in choosing the right toys, activities or play equipment for their child from the Co-ordinator, and can book on-line, by email or by telephone.

### **Public benefit statement**

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

### **Summary of the main activities undertaken for the public benefit**

All our services for children and families are delivered free of charge to them and we have established an outcomes framework to explain the benefits of our projects and services. We also maintain monitoring processes for recording outcomes, providing evidence of how we recognise when these benefits have been achieved.

### **Summary of the main achievements during the period**

We started this year in lockdown again, so unfortunately were not able to make any toy deliveries until after the Easter break, but have fortunately continued to have uninterrupted deliveries since then. During the period of lockdown we launched our new website, giving members the opportunity to explore it in their own time. We have had a few teething problems but generally the feedback has been really positive. It has been brought up to date, with a better layout, improved images, better security and accessibility and the option to order directly through the website. This has increased traffic to the site and we have started to receive regular self-referrals through the website which has been fantastic, as it is helping us to reach more families that are in need and can benefit from using the toy library.

We continue to have a good referring relationship with Home-Start South Leicestershire and are also now receiving regular referrals from the Portage service and the Early Years Inclusion Team. Membership numbers have remained constant, with members extending from Market Harborough to Broughton Astley and Oadby and Wigston and extending as far north as Tilton on the Hill.

We have successfully recruited two new members to the Trustee board this year, and would like to offer them a warm welcome. Karen McMahon has taken on the

## South Leicestershire Mobile Toy Library

positions of Secretary and Safeguarding lead and Chris Pillar who has taken over from Judith Waddington as Treasurer. We would also like to thank Maria Lee who has stepped down as Secretary but remains as a Trustee and Mike Dennehey who has retired from the Trustee board after many years of supporting the Toy Library.

### Financial Review

We are currently in the third and final year of a three year grant from BBC Children in Need. The funding will end in December 2022, and although our bank balance is healthy we will need to start fundraising to secure the future of the organisation later this year. Due to the restrictions on service delivery our expenditure has been lower than normal with the majority of costs spent on Co-ordinator salary and expenses for running the charity from a home office, and the running costs of the van, including all insurances. The Co-ordinator is currently working on a fundraising plan that will be implemented as the year progresses, with aim of having some additional funding secured by the end of 2022.

### The charity's policy on reserves

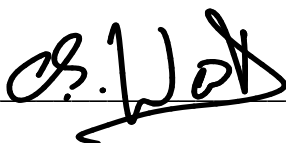
The charity has adopted a specific policy in relation to reserves. We run the organisation with the aim of retaining 6 months of reserves to meet unexpected costs such as van breakdown or the need for a replacement, or loss of funding income. This is reviewed every 3 years.

### Additional Information:

We are grateful to our volunteers who help to maintain the toys, support the Co-ordinator with her delivery rounds, and to the time donated by the Trustees to manage the governance of the charity and provide supervision to the Co-ordinator.

Signed on behalf of the charity's trustees:

Signed \_\_\_\_\_  
C Wood, Trustee



Date 16/10/22

**Independent examiner's report to the trustees of  
South Leicestershire Mobile Toy Library  
for the year ended 31 March 2022**

I report to the trustees on my examination of the accounts of South Leicestershire Mobile Toy Library (the charity) for the year ended 31 March 2022.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

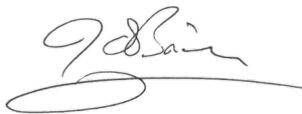
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed  Date 19/08/2022  
John O'Brien MSc, FCCA, FCIE  
Employee of Community Accounting Plus

**South Leicestershire Mobile Toy Library  
Receipts & payments account  
for the year ended 31 March 2022**

2021			2022
Total		Unrestricted	Restricted
Funds		Funds	Funds
£	Note	£	£
<b>Receipts</b>			
35815	Grants & donations	972	25787
-	Sundry receipts	6	-
<u>35815</u>	<b>Total receipts</b>	<u>978</u>	<u>25787</u>
<b>Payments</b>			
77	Bank charges	-	72
1800	Employee home office allowance	-	1800
56	Equipment & repairs	-	1054
438	Insurance	-	474
625	Legal & professional fees	-	476
2693	Marketing & website	-	113
403	Payroll services	-	283
279	Printing & stationery	-	905
2460	Storage	-	2460
140	Sundry expenses	-	17
-	Telephone, internet & postage	-	18
1608	Vehicle expenses	-	2186
15516	Wages, NI & pension	-	16479
35	Travel expenses	-	335
<u>26130</u>	<b>Total payments</b>	<u>-</u>	<u>26672</u>
9685	<b>Net receipts/(payments)</b>	978	(885)
17956	Cash funds at start of this period	19517	8124
<u>27641</u>	<b>Cash funds at end of this period</b>	<u>20495</u>	<u>7239</u>

**South Leicestershire Mobile Toy Library  
Statement of assets and liabilities  
at 31 March 2022**

<i>2021</i> £		Note	<i>2022</i> £
<u>27641</u>	<b>Cash assets</b>		
<u>27641</u>	Bank accounts		<u>27734</u>
			<u><b>27734</b></u>
	<b>Other monetary assets</b>		
<u>1483</u>	Debtors	4	<u>2241</u>
<u>1483</u>			<u><b>2241</b></u>
	<b>Assets retained for the charity's own use</b>		
	General equipment.		
	<b>Liabilities</b>		
<u>(538)</u>	Creditors	5	<u>(492)</u>
<u>(538)</u>			<u><b>(492)</b></u>

These financial statements are accepted on behalf of the charity by:

Signed \_\_\_\_\_ Dated \_\_\_\_\_  
M Lee, Trustee

**South Leicestershire Mobile Toy Library**  
**Notes to the accounts**  
**for the year ended 31 March 2022**

**1. Receipts & payments accounts**

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

**2. Grants & donations**

	Unrestricted £	Restricted £	Total £
BBC Children in Need	-	25787	25787
HMRC JRS	639	-	639
Sundry donations	333	-	333
	<u>972</u>	<u>25787</u>	<u>26759</u>

**3. Funds analysis**

	Opening balance £	Receipts (Payments)		Closing balance £
		£	£	
<b>Restricted funds</b>				
BBC Children in Need	2166	25787	(20714)	7239
Henry Smith Charity	5958	-	(5958)	-
	<u>8124</u>	<u>25787</u>	<u>(26672)</u>	<u>7239</u>
<b>Unrestricted funds</b>				
General fund	19517	978	-	20495
	<u>19517</u>	<u>978</u>	<u>-</u>	<u>20495</u>

The specific purposes for which the funds are to be applied are as follows:

Henry Smith Charity and BBC Children in Need are all contributions towards the costs of delivering the Toy Library service.

## South Leicestershire Mobile Toy Library

### 4. Debtors

	£
HMRC	1430
Prepayment: Insurance	174
Prepayment: Marketing & website	67
Prepayment: Vehicle expenses	570
	<u>2241</u>

### 5. Creditors

	£
Independent examination fee	456
Payroll services	36
	<u>492</u>

### 6. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

### 7. Glossary of terms

**Creditors:** These are amounts owed by the charity, but not paid during the accounting period.

**Debtors:** These are amounts owed to the charity, but not received in the accounting period.

**Prepayments:** These are services that the charity has paid for in advance, but not used during the accounting period.

**Restricted funds:** These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

**SOUTH LEICESTERSHIRE MOBILE TOY LIBRARY**

England & Wales - Charity number 1119837

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# Accounts

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**South Leicestershire Mobile Toy Library**  
(Registered charity, number 1119837)  
**Financial statements**  
**for the year ended 31 March 2021**

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5	Independent examiner's report
6	Receipts & payments account
7	Statement of assets & liabilities
8 - 9	Notes to the accounts

**South Leicestershire Mobile Toy Library  
Trustees' annual report  
for the year ended 31 March 2021**

**Full name** South Leicestershire Mobile Toy Library

**Registered charity number** 1119837

**Principal address**

Office 3, Snapethorpe House, Rugby Road, Lutterworth, LE17 4HN

**Trustees**

Mr Chris Wood, Chair

Ms Judith Waddington

Ms Maria Lee, Secretary

Ms Karen McMahon, from 12/03/21

Mr Michael Dennehy

Ms Stella Renwick, until 23/07/20

Mr Rob Wakefield

Ms Jessica Buckley, until 16/11/20

**Independent examiner**

John O'Brien, employee of Community Accounting Plus, Units 1 & 2, North West, 41 Talbot Street, Nottingham, NG1 5GL

**Governance and management**

We are governed by our Constitution which was adopted on 6<sup>th</sup> March 2007. We are a charitable organisation with a Board of Trustees. Trustees are appointed or reappointed annually at the Annual General Meeting.

It is the responsibility of the trustees to ensure our policies and procedures are up to date. Currently we have the following policies in place:

- Safeguarding Children Policy and Procedure;
- Equality, Fairness and Diversity Policy;
- Health and Safety Policy;
- Grievance Procedure;
- Disciplinary Procedure;
- Sickness Absence Policy;
- Financial Reserves Policy;
- Trustee Recruitment Policy.

**Methods Adopted for Recruitment of Trustees:**

A Trustee Recruitment procedure has been agreed and established. Trustee positions are advertised on the REACH platform. Interested or targeted individuals begin by submitting a CV, and then an informal discussion with the Chair and Co-ordinator is arranged where further information is given to the prospective trustee. Next is guest attendance at the next Board meeting, after which, should both the prospective trustee wish to continue with their application, and the full Board are happy to accept the prospective trustee, a conditional offer is made, pending satisfactory DBS check and two references.

**South Leicestershire Mobile Toy Library**

### **Objectives and activities**

We are an independent Registered Charity operating across rural South Leicestershire for the benefit of children with disabilities and development delay and their families in order to improve their access to quality toys and equipment to support their development.

We supply toys and equipment specifically to meet the needs of very young children who have a developmental delay or disability. These are delivered to both play settings and family homes throughout the Harborough District on a monthly lending cycle, using our branded van to deliver to all locations, many of which are remote, rural locations.

Families can receive help in choosing the right toys, activities or play equipment for their child from the Co-ordinator, and can book on-line, by email or by telephone.

### **Public benefit statement**

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

### **Summary of the main activities undertaken for the public benefit**

All our services for children and families are delivered free of charge to them and we have established an outcomes framework to explain the benefits of our projects and services. We also maintain monitoring processes for recording outcomes, providing evidence of how we recognise when these benefits have been achieved.

### **Summary of the main achievements during the period**

As is to be expected, this year has been a difficult one for the toy library with Covid-19 restrictions impacting on service delivery. During the first lockdown toy deliveries unfortunately had to be paused, deliveries recommenced in May but had to be stopped again in November when tighter restrictions were reintroduced.

Despite this interruption of service, membership has remained constant with members extending from Market Harborough to Broughton Astley and as far north as Tilton on the Hill and Thurnby. Membership is now open to families in the Borough of Oadby and Wigston but numbers still remain low in these areas, so as soon as we are able, there will be a strong focus on increasing awareness in these areas both with referring agencies and through general publicity.

We continue to have an excellent referring relationship with Home-Start South Leicestershire and some good links have already been made with Menphys, the Children and Family Wellbeing Service (Leicestershire County Council), Spectrum Market Harborough, Menphys Nursery and the Portage service so it is important that we build on these relationships over the next year. During

### **South Leicestershire Mobile Toy Library**

this year we have also been working with a local digital marketing company to develop a new website that will provide members with a much more up to

date, secure and user friendly experience and will be a great tool for publicising the Toy Library.

### **Financial Review**

We are currently in the second year of a three year grant from BBC Children in Need so our financial position is secure. Due to the restrictions on service delivery our expenditure has been lower than normal with the majority of costs spent on Co-ordinator salary and expenses for running the charity from a home office, and the running costs of the van, including all insurances. Because of this we are expecting an underspend on our BBC CIN grant at the end of this year. We have carried an underspend over from year 1 and this has paid for the cost of the new website and some new toys. Our reserves are also in a healthy position as we currently hold more than 6 months running costs which is above our target position.

### **The charity's policy on reserves**

The charity has adopted a specific policy in relation to reserves. We run the organisation with the aim of retaining 6 months of reserves to meet unexpected costs such as van breakdown or the need for a replacement, or loss of funding income. This is reviewed every 3 years.

### **Additional Information:**

We are grateful to our volunteers who help to maintain the toys, support the Co-ordinator with her delivery rounds, and to the time donated by the Trustees to manage the governance of the charity and provide supervision to the Co-ordinator. We are also very pleased to welcome a new trustee to the organisation who brings with her a wealth of expertise, experience and enthusiasm.

Signed on behalf of the charity's trustees:

Signed \_\_\_\_\_ Date \_\_\_\_\_  
C Wood, Trustee

**Independent examiner's report to the trustees of  
South Leicestershire Mobile Toy Library  
for the year ended 31 March 2021**

I report to the trustees on my examination of the accounts of South Leicestershire Mobile Toy Library (the charity) for the year ended 31 March 2021.

**Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed \_\_\_\_\_ Date \_\_\_\_\_

John O'Brien MSc, FCCA, FCIE  
Employee of Community Accounting Plus

**South Leicestershire Mobile Toy Library  
Receipts & payments account  
for the year ended 31 March 2021**

<i>2020</i>			<i>2021</i>		
Total Funds £		Unrestricted Funds £	Restricted Funds £		
	Note		Total Funds £		
<b>Receipts</b>					
16601	Grants & donations	2	6772	29043	35815
20	Sundry receipts		-	-	-
<u>16621</u>	<b>Total receipts</b>		<u>6772</u>	<u>29043</u>	<u>35815</u>
<b>Payments</b>					
72	Bank charges		-	77	77
1800	Employee home office allowance		-	1800	1800
722	Equipment & repairs		-	56	56
438	Insurance		-	438	438
460	Legal & professional fees		-	625	625
241	Marketing & website		-	2693	2693
269	Payroll services		-	403	403
128	Printing & stationery		-	279	279
142	Staff training		-	-	-
2535	Storage		-	2460	2460
-	Sundry expenses		-	140	140
15	Telephone, internet & postage		-	-	-
1642	Vehicle expenses		-	1608	1608
15135	Wages, NI & pension		-	15516	15516
327	Travel expenses		-	35	35
<u>23926</u>	<b>Total payments</b>		<u>-</u>	<u>26130</u>	<u>26130</u>
(7305)	<b>Net receipts/(payments)</b>		6772	2913	9685
<u>25261</u>	Cash funds at start of this period		<u>12745</u>	<u>5211</u>	<u>17956</u>
<u>17956</u>	<b>Cash funds at end of this period</b>		<u>19517</u>	<u>8124</u>	<u>27641</u>

**South Leicestershire Mobile Toy Library  
Statement of assets and liabilities  
at 31 March 2021**

<i>2020</i>		<i>2021</i>
£	Note	£
	<b>Cash assets</b>	
17956	Bank accounts	27641
<u>17956</u>		<u>27641</u>
	<b>Other monetary assets</b>	
839	Debtors	1483
<u>839</u>	4	<u>1483</u>
	<b>Assets retained for the charity's own use</b>	
	General equipment.	
	<b>Liabilities</b>	
(836)	Creditors	(538)
<u>(836)</u>	5	<u>(538)</u>

These financial statements are accepted on behalf of the charity by:

Signed \_\_\_\_\_ Dated \_\_\_\_\_  
M Lee, Trustee

**South Leicestershire Mobile Toy Library**  
**Notes to the accounts**  
**for the year ended 31 March 2021**

**1. Receipts & payments accounts**

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

**2. Grants & donations**

	Unrestricted £	Restricted £	Total £
BBC Children in Need	-	24043	24043
Henry Smith Charity	-	5000	5000
HMRC JRS	5463	-	5463
Florence Turner Trust	1000	-	1000
Sundry donations	309	-	309
	<u>6772</u>	<u>29043</u>	<u>35815</u>

**3. Funds analysis**

	Opening balance £	Receipts (Payments)		Closing balance £
		£	£	
<b>Restricted funds</b>				
BBC Children in Need	1253	24043	(23130)	2166
Henry Smith Charity	3958	5000	(3000)	5958
	<u>5211</u>	<u>29043</u>	<u>(26130)</u>	<u>8124</u>
<b>Unrestricted funds</b>				
General fund	12745	6772	-	19517
	<u>12745</u>	<u>6772</u>	<u>-</u>	<u>19517</u>

The specific purposes for which the funds are to be applied are as follows:

Henry Smith Charity and BBC Children in Need are all contributions towards the costs of delivering the Toy Library service.

## South Leicestershire Mobile Toy Library

### 4. Debtors

	£
Grants - HMRC JRS	639
Pension - refund of opt-out	37
Prepayment: Insurance	161
Prepayment: Vehicle expenses	646
	<u>1483</u>

### 5. Creditors

	£
Independent examination fee	450
Wages, NI & pensions (HMRC)	88
	<u>538</u>

### 6. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

### 7. Glossary of terms

**Creditors:** These are amounts owed by the charity, but not paid during the accounting period.

**Debtors:** These are amounts owed to the charity, but not received in the accounting period.

**Prepayments:** These are services that the charity has paid for in advance, but not used during the accounting period.

**Restricted funds:** These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.