

**PLAY PLANET FAMILY PROJECT
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MAY 2021**



Chartered Certified Accountants

Unit 1 Amber Business Park,
King's Road
Charfleets Industrial Estate
Canvey Island
Essex
SS8 0DD

**Play Planet Family Project
Unaudited Financial Statements
For The Year Ended 31 May 2021**

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**Play Planet Family Project
Company Information
For The Year Ended 31 May 2021**

Business

Canvey Resource Centre
Little Gypps Road
Canvey Island
Essex
SS8 9HG

Accountants

Nelmo & Co
Chartered Certified Accountants
Unit 1 Amber Business Park
King's Road
Charfleets Industrial Estate
Canvey Island
Essex
SS8 0DD

Play Planet Family Project
Company No.
Chairman's Statement For The Year Ended 31 May 2021

- Very difficult year with Covid taking its toll on all aspects of our daily lives, we are very thankful for the government furlough scheme, I don't think we would have survived without it!
- We are so happy that two members of staff have taken Maternity Leave, we welcome their new family members into the world and look forward to seeing them grow. Huge thank you to staff for their brilliant work in keeping our vulnerable and children of keyworkers safe and happy.
- 2-year-old children are good for sustained numbers but a strain for our finances, we spent a lot of money in the summer term expanding our diversity equipment as well as extra resources for the younger children, we are sure these will be put to good use once we are all back to some form of normality.
- Lots of training opportunities were offered to staff, which was well received, special thanks to Emma and Sarah who did a lot of extra work co-ordinating the staff, which has meant a seamless service to the children during staff absences.
- Thank you once again to all committee, staff and volunteers for all your hard work over the last year. I am very proud to be a part of this organisation and looking forward to what next year will bring.

**Play Planet Family Project
TRUSTEES' ANNUAL REPORT
For The Year Ended 31 May 2021**

The trustees present their report and the accounts of the charity for the year ended 31 May 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Play Planet Family Project
Charity registration number	1127231
Principal office	Canvey Resource Centre Little Gypps Road Canvey Island Essex SS8 9HG

The trustees

The trustees who served the charity during the period were as follows:

Mrs Matthews
Mrs Harris
Miss Harris

Accountant

Nelmo & Co
Unit 1 Amber Business Park,
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STRUCTURE, GOVERNANCE AND MANAGEMENT

Grant Making Policy

The charity receives grants from various sources, and these have been acknowledged in the Treasurers report.

Appointment of Trustees

As set out in the Articles of Association the chair of the trustees is nominated by their fellow Trustees.

The Trustees in office in the year are set out on the information page. The Trustees have no beneficial interest in the company other than as members. The Board has the power to appoint additional Trustees.

Trustee induction and training

The Trustees maintain a good working knowledge of charity and best practice by attendance at charity courses run by outside providers. New Trustees are supplied with an induction folder containing copies of the current Annual Report, Business Plan and leaflets from the Charities Commission. The Trustees Induction Tool Kit is also available for consultation and is kept in the Management Office.

Related parties

The charity has relationships with related parties and other charities and organisations with which it co-operates in pursuit of its charitable objectives.

**Play Planet Family Project
TRUSTEES' ANNUAL REPORT
For The Year Ended 31 May 2021**

Risk Management

The trustees have a risk management strategy which comprises:

- An annual review of the risks the charity may face.
- The establishment of systems and procedures to mitigate those risks identified in the plan.
- Implementation of procedures designed to minimise any potential impact on the charity should those risks materialise

OBJECTIVES AND ACTIVITIES

The objects of the charity are:

- The promotion and protection of good health.
- The relief of financial hardship.
- The advancement of education.

To maintain the current services provided and increase our availability to meet the current demand for our services.

To continue to apply for further grants and funding to enable us to continue to provide the best possible service.

ACHIEVEMENTS AND PERFORMANCE

- Successful outcomes have resulted in increased demand for 2-year-old places and children with additional needs.
- We have been looking forward to lots of new activities this year including music sessions an entertainer was booked at Christmas and once again we organised our annual family outing to the Palace Theatre to watch a Pantomime, all of these had to be cancelled due to Covid restrictions. I am sure we will enjoy all of these activities when we return to normal life.
- 32 children left us in the summer to start at full time school. The home activity and transition sessions have been a great success, which has led to another year of children experiencing a happy move into Reception classes, We have received reports that children are able to take the next step in their progression seamlessly which is a real credit to the preschool staff and their parents for the skills the children learnt before starting school.
- This year the new intake is all settling in well, including several 2-year-olds who are doing brilliantly. Forecast for the coming year suggests more large groups of children coming through.
- Thank you to all staff and committee members – all the help and support is really appreciated.
- Special thank you to our gardener for continuing to manage the Vegetable Garden and keeping the outside areas looking good and ensuring it will be a safe area for the children to return to.

**Play Planet Family Project
TRUSTEES' ANNUAL REPORT
For The Year Ended 31 May 2021**

FINANCIAL REVIEW

Another successful year with all fees paid on time and no debts outstanding. Good accounting and careful budgeting resulted in staff being retained on a healthy living wage and a significant amount of equipment being replaced, loans from trustees have started to be repaid and extra training for all staff.

The committee have been working with the treasurer to ensure we have a viable pre-school to return to.

The Statement of Financial Activities showed net profit/ (loss) of £49,276 (2020 – (£9,015)) for the year and reserves stand at £20,558 (2020 – (£28,718))

Investment powers and policy

The Trust Deed authorises the Trustees to make and hold investments using the general funds of the charity.

The trustees have the power to invest in any way that they see fit.

Reserves policy

Any money received by the charity from whatever source shall be applied only in furtherance of the Aims of the charity and shall not be applied in any way whatsoever for the personal benefit, use or advantage of any officer or member of the charity, or for any other person or purpose or person whatsoever, except maybe as specified in the objects of the charity above. The funds shall be vested in not less than three custodian trustees, who shall apply the funds (subject to the general law except as the Constitution provides to the contrary) to achieve the aims as set out above, at the direction of the executive.

It is the policy of the charity to maintain an unrestricted fund, known as the General Fund, which is the free reserve of the charity. This provides sufficient funds to cover management and administration and supports costs of the charity.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Annual Report and the accounts in accordance with applicable law and regulations and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these accounts, the trustees are required to:

- Select suitable accounting policies and then apply them consistently.
- Observe the methods and principles in the Charities SORP.
- Make judgements and accounting estimates that are reasonable and prudent.
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Accountant

Nelmo & Co have been re-appointed as accountant for the ensuing year.

Signed by order of the trustees

Mrs P Matthews

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31/03/2022

**Play Planet Family Project
Accountants' Report
For The Year Ended 31 May 2021**

We have reviewed the accounts of Play Planet Family Project for the year ended 31 May 2021 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's trustees, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND ACCOUNTANT

As explained more fully in the Trustees' Annual Report, the trustees are responsible for the preparation of accounts which give a true and fair view.

We have been appointed as accountant under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to review and express an opinion on the accounts in accordance with applicable law.

SCOPE OF THE REVIEW OF THE ACCOUNTS

A Review involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited accounts. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

OPINION ON ACCOUNTS

In our opinion the accounts:

- ☐ Give a true and fair view of the state of the charity's affairs as of 31 May 2021 and of its incoming resources and application of resources, for the year then ended.
- ☐ have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- ☐ have been prepared in accordance with the requirements of the Charities Act 2011.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- ☐ the information given in the Trustees' Annual Report is inconsistent in any material respect with the accounts; or
- ☐ sufficient accounting records have not been kept; or
- ☐ the accounts are not in agreement with the accounting records and returns; or
- ☐ we have not received all the information and explanations we require for our audit.

Nelmo & Co is eligible to act as an accountant in terms of section 1212 of the Companies Act 2006

Date: 31/03/2022

Nelmo & Co
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**Play Planet Family Project
Income Statement
For The Year Ended 31 May 2021**

	Notes	2021 £	2020 £
TURNOVER	5	178,928	137,618
Cost of sales	7	(4,325)	(7,606)
GROSS SURPLUS		174,603	130,012
Administrative expenses	7	(125,327)	(139,027)
OPERATING DEFICIT AND DEFICIT FOR THE FINANCIAL YEAR		49,276	(9,015)

The notes on pages 9 to 11 form part of these financial statements.

Play Planet Family Project
Statement of Financial Position
As at 31 May 2021

		2021	2020
	Notes	£	£
FIXED ASSETS			
Tangible Assets	3	1,334	1,778
		1,334	1,788
CURRENT ASSETS			
Debtors	4	444	
Cash at bank and in hand		20,328	2,421
		20,772	2,421
Creditors: Amounts Falling Due Within One Year	5	(1,548)	(32,917)
NET CURRENT ASSETS (LIABILITIES)		19,224	(30,496)
TOTAL ASSETS LESS CURRENT LIABILITIES		20,558	(28,718)
NET LIABILITIES		20,558	(28,718)
Income Statement		20,558	(28,718)
MEMBERS' FUNDS		20,558	(28,718)

These accounts were approved by the members of the committee and authorised for issue on the 31 March 2022 and are signed on their behalf by:

Signed by order of the trustees

Mrs P Matthews

Date 31/03/2022

The notes on pages 9 to 11 form part of these financial statements.

Play Planet Family Project
Notes to the Financial Statements
For The Year Ended 31 May 2021

1. Accounting Policies

1.1. Basis of Preparation of Financial Statements

The accounts have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards and the requirements of the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005).

1.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover is reduced for estimated customer returns, rebates and other similar allowances.

Sale of goods

Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods has transferred to the buyer. This is usually at the point that the customer has signed for the delivery of the goods.

Rendering of services

Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs. Turnover is only recognised to the extent of recoverable expenses when the outcome of a contract cannot be estimated reliably.

1.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

- Equipment – 25% Reducing Balance
- Fixtures & Fittings – 25% Reducing Balance

2. Average Number of Employees

Average number of employees, including directors, during the year was as follows: 14 (2020: 16)

3. Tangible Assets

	Plant & Machinery	Fixtures & Fittings	Total
	£	£	£
Cost			
As at 1 June 2020	11,048	28,978	40,026
As at 31 May 2021	11,048	28,978	40,026
Depreciation			
As at 1 June 2020	10,650	27,598	38,248
Provided during the period	99	345	444
As at 31 May 2021	10,748	27,943	38,692
Net Book Value			
As at 31 May 2021	299	1,035	1,334
As at 1 June 2020	398	1,380	1,778

Play Planet Family Project
Notes to the Financial Statements (continued)
For The Year Ended 31 May 2021

4. Debtors

	2021	2020
	£	£
Trade creditors	107	-
Other taxes and social security	337	-
	444	-

5. Creditors: Amounts Falling Due Within One Year

	2021	2020
	£	£
Trade creditors	2	1
Other taxes and social security	-	427
R Harris Loan	-	19,789
P Matthews Loan	846	12,000
Accruals and deferred income	700	700
	1,548	32,917

6. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds	Total Funds	Total Funds
	£	2021	2020
	£	£	£
Other activities for generating funds	130,457	130,457	130,457

7. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds	Total Funds	Total Funds
	£	2021	2020
	£	£	£
Grants	38,770	38,770	7,160

8. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds	Total Funds	Total Funds
	£	2021	2020
	£	£	£
Costs of charitable activity - Unrestricted	128,902	128,902	145,883

9. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Activities undertaken directly	Total Funds	Total Funds
	£	2021	2020
	£	£	£
Costs of charitable activity - Pre school	128,902	128,902	145,883

10. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds	Total Funds
	£	2021	2020
	£	£	£
Accountancy fees	750	750	750

11. NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR

This is stated after charging:

	Year to 31 May 21 £	Period from 1 Jun 19 to 31 May 20 £
Staff pension contributions	1,323	1,218
Depreciation	444	592

12. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	Year to 31 May 21 £	Period from 1 Jun 19 to 31 May 20 £
Wages and salaries	116,199	124,956
Social security costs	-	-
Other pension costs	1,323	1,218
	126,174	131,506

No employee received remuneration of more than £60,000 during the year (2020 - Nil).

13. UNRESTRICTED INCOME FUNDS

	Balance at 1 June 2020 £	Incoming resources £	Balance at 31 May 2021 £
General Funds	(28,717)	49,276	20,559

**Play Planet Family Project
Detailed Income Statement
For The Year Ended 31 May 2021**

	2021		2020	
	£	£	£	£
TURNOVER				
Sales		140,158		130,457
Grants and subsidies received		38,770		7,161
		178,928		137,618
COST OF SALES				
Purchases	3,775		7,606	
Subcontractor costs	550			
		(4,325)		(7,606)
GROSS SURPLUS		174,603		130,012
Administrative Expenses				
Wages and salaries	116,199		124,956	
Employers NI	-		-	
Employers pensions - defined contributions scheme	1,323		890	
Staff training	-		982	
Protective clothing	30		69	
Staff expenses	316		2,065	
Rent	3,337		3,337	
Rates	302		318	
Repairs and maintenance	93		41	
Cleaning	162		528	
Vehicle running costs	2		10	
Computer software, consumables and maintenance	282		-	
Insurance	1,150		867	
Printing, postage and stationery	141		225	
Telecommunications and data costs	336		407	
Accountancy fees	750		750	
Bank charges	313			
Credit card charges	91		667	
Depreciation	444		593	
Sundry expenses	101		1,993	
		(125,327)		(139,027)
OPERATING DEFICIT AND DEFICIT FOR THE FINANCIAL YEAR		49,276		(9,015)