

**PLAY PLANET FAMILY PROJECT  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MAY 2022**



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 2022**

---

**Contents**

	<b>Page</b>
Company Information	1
Chairman's Report	2
Trustee's Report	3-5
Accountants' Report	6
Income Statement	7
Statement of Financial Position	8
Notes to the Financial Statements	9-11
The following pages do not form part of the statutory accounts:	
Detailed Income Statement	12

**Play Planet Family Project  
Company Information  
For The Year Ended 31 May 2022**

---

**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 2022**

---

- Another very good and busy year, 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 all staff for their brilliant work supporting each other and settling the younger children in over such a busy summer term.
- 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 Have had a high number of children with extra needs which is hitting us hard especially with staff ratios.
- 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 2022**

---

The trustees present their report and the accounts of the charity for the year ended 31 May 2022.

**REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Registered charity name</b>	Play Planet Family Project
<b>Charity registration number</b>	1127231
<b>Principal office</b>	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,  
King's Road  
Charfleets Industrial Estate  
Canvey Island  
Essex  
SS8 0DD

**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 2022**

---

## **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**

- A successful year with all fees paid on time. Good accounting and careful budgeting has resulted in staff being retained on a healthy living wage and a significant amount of equipment being replaced and extra training for all staff. Loans from Trustees are expected to be repaid over the next two years
- As another year comes to an end, Play Planet are taking time to reflect upon the year gone by and in particular, the impact that the corona virus pandemic has had on our provision.
- We have a number of 2-year-old children attending and accessing the Free Early Education Entitlement Funding, take up for these places has slightly declined this year due to the pandemic but we are pleased we are still able to provide this service to those families needing to access our service. We have continued to utilise the "Tremendous Two's" support from our Early Years Advisors, to help strengthen our provision for our 2-year-olds. In addition, we have enrolled on the Early Speech, Language and Communication training to support children in our settling with all aspects of early language and communication as this has been an area identified in our county that children need support with.
- Our work with children with special educational needs and/or disability has grown immensely, with our highest number of children with SEN on role to date. We are supporting more complex needs including children with autistic spectrum disorder, global development delay, behavioural difficulties, speech and language and complex health needs. Our links with health services are very strong which has meant we are able to identify special educational needs and/or disability swiftly to ensure children get support from the earliest point. Even throughout the pandemic, we have been able to ensure children are still receiving referrals to health practitioners and attending speech and language appointments as well as carrying out one plan meetings via Microsoft teams.
- This past year has seen the pre-school really showing how we go the extra mile for our families. Through the toughest of times, we have remained open to our family's providing education to all families whether it be in the pre-school or remotely. The staff team have learnt new skills and innovative ways to engage with children and families including providing a vast variety of home learning on various platforms including sending activities electronically, by post or door-step deliveries. By maintaining good communication with our families during the pandemic, we were able to support parents with school transitions and school placement deferrals, meetings, and emergency food parcels. We are currently in a national lockdown and are pleased to report we are running the pre-school with 85% of our cohort attending pre-school and the remaining 15% accessing remote learning.



**Play Planet Family Project  
TRUSTEES' ANNUAL REPORT  
For The Year Ended 31 May 2022**

---

**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 (£48,058) (2021 – 49,276) for the year and reserves stand at (£27,415) (2021 – £20,558)

**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



.....  
31/03/2023

**Play Planet Family Project  
Accountants' Report  
For The Year Ended 31 May 2022**

---

We have reviewed the accounts of Play Planet Family Project for the year ended 31 May 2022 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 2022 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: 31/03/2023

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  
Income Statement  
For The Year Ended 31 May 2022**

	Notes	2022 £	2021 £
<b>TURNOVER</b>		<b>93,821</b>	<b>178,928</b>
Cost of sales		(39,848 )	(4,325 )
<b>GROSS SURPLUS</b>		<b>53,973</b>	<b>174,603</b>
Administrative expenses		(102,031 )	(125,327 )
<b>OPERATING (DEFICIT)/SURPLUS</b>		<b><u>(48,058 )</u></b>	<b>49,276</b>

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 2022**

		<b>2022</b>		<b>2021</b>	
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>FIXED ASSETS</b>					
Tangible Assets	<b>4</b>		1,000		1,334
			<b>1,000</b>		<b>1,334</b>
<b>CURRENT ASSETS</b>					
Debtors	<b>5</b>	10,036		444	
Cash at bank and in hand		4,250		20,328	
		<b>14,286</b>		<b>20,772</b>	
<b>Creditors: Amounts Falling Due Within One Year</b>	<b>6</b>	<b>(42,701)</b>		<b>(1,548)</b>	
<b>NET CURRENT ASSETS (LIABILITIES)</b>			<b>(28,415)</b>		<b>19,224</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<b>(27,415)</b>		<b>20,558</b>
<b>NET LIABILITIES</b>			<b>(27,415)</b>		<b>20,558</b>
Income Statement			(27,415)		20,558
<b>MEMBERS' FUNDS</b>			<b>(27,415)</b>		<b>20,558</b>

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 31/03/2023

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 2022**

## **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: 10 (2021: 14)

## **3. Tangible Assets**

	<b>Plant &amp; Machinery</b>	<b>Fixtures &amp; Fittings</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>			
As at 1 June 2021	11,048	28,978	40,026
As at 31 May 2022	11,048	28,978	40,026
<b>Depreciation</b>			
As at 1 June 2021	10,749	27,943	38,692
Provided during the period	75	259	334
As at 31 May 2022	10,824	28,202	39,026
<b>Net Book Value</b>			
As at 31 May 2022	224	776	1,000
As at 1 June 2021	299	1,035	1,334

**Play Planet Family Project**  
**Notes to the Financial Statements (continued)**  
**For The Year Ended 31 May 2022**

**4. Debtors**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Other Taxes and social security	10,036	107
Net wages	-	337
	<b>10,036</b>	<b>444</b>

**5. Creditors: Amounts Falling Due Within One Year**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Trade creditors	1	2
R Harris Loan	30,000	-
P Matthews Loan	12,000	846
Accruals and deferred Income	700	700
	<b>42,701</b>	<b>1,548</b>

**6. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS**

	<b>Unrestricted Funds</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Other activities for generating funds	<b>93,821</b>	<b>93,821</b>	140,158

**7. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	<b>Unrestricted Funds</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Grants	-	-	38,770

**8. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE**

	<b>Unrestricted Funds</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Costs of charitable activity - Unrestricted	<b>141,129</b>	<b>141,129</b>	128,902

**9. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE**

	<b>Activities undertaken directly</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Costs of charitable activity - Pre school	<b>141,129</b>	<b>141,129</b>	128,902

**10. GOVERNANCE COSTS**

	<b>Unrestricted Funds</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Accountancy fees	<b>750</b>	<b>750</b>	750



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

This is stated after charging:

	<b>Year to 31 May 22</b>	<b>Period from 1 Jun 20 to 31 May 21</b>
	<b>£</b>	<b>£</b>
Staff pension contributions	<b>824</b>	1,323
Depreciation	<b>333</b>	444

## 12. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	<b>Year to 31 May 22</b>	<b>Period from 1 Jun 20 to 31 May 21</b>
	<b>£</b>	<b>£</b>
Wages and salaries	<b>83,691</b>	116,199
Social security costs	-	-
Other pension costs	<b>824</b>	1,323
	<b>84,515</b>	<b>117,522</b>

No employee received remuneration of more than £60,000 during the year (2021 - Nil).

## 13. UNRESTRICTED INCOME FUNDS

	<b>Balance at 1 June 2021</b>	<b>Incoming resources</b>	<b>Balance at 31 May 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>
General Funds	<b>20,558</b>	<b>(47,973)</b>	<b>(27,415)</b>

**Play Planet Family Project  
Detailed Income Statement  
For The Year Ended 31 May 2022**

	<b>2022</b>		<b>2021</b>	
	£	£	£	£
<b>TURNOVER</b>				
Sales		93,821		140,158
Grants and subsidies received		-		38,770
		<b>93,821</b>		<b>178,928</b>
<b>COST OF SALES</b>				
Purchases	39,848		3,775	
Subcontractor costs	-		550	
		<b>(39,848)</b>		<b>(4,325)</b>
<b>GROSS SURPLUS</b>		<b>53,973</b>		<b>174,603</b>
<b>Administrative Expenses</b>				
Wages and salaries	83,691		116,199	
Employers NI	234		-	
Employers pensions - defined contributions scheme	824		1,323	
Staff training	1,710		-	
Protective clothing	240		30	
Staff expenses	60		316	
Rent	2,567		3,337	
Rates	-		302	
Repairs and maintenance	5,426		93	
Cleaning	714		162	
Vehicle running costs	1,873		2	
Computer software, consumables and maintenance	-		282	
Insurance	1,087		1,105	
Printing, postage and stationery	1,532		141	
Telecommunications and data costs	214		336	
Accountancy fees	750		750	
Bank charges	340		313	
Credit card charges	37		91	
Depreciation	333		444	
Sundry expenses	399		101	
		<b>(102,031)</b>		<b>(125,327)</b>
<b>OPERATING DEFICIT AND DEFICIT FOR THE FINANCIAL YEAR</b>		<b>(48,058)</b>		<b>49,276</b>