

Trustees' Annual Report for the period

From: Period start date: 01.7.22 **To:** Period end date: 30.06.23

Charity name: SENSORY SOFT PLAY

Charity registration number: 1183273

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	To help relieve the need of children and their families (primarily but not exclusively) with additional needs, in Hastings and the surrounding areas.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Through the provision of multi-sensory soft play activities and the running of a support group for parents and carers of children.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	N/A

Achievements and Performance

Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	1. The main achievements of the Charity this year was an increase in numbers of families accessing the Sensory Room/Play Room during this time. We also saw an increase in referrals through East Sussex County Council 2. Sensory Room installed in August 2022 and has proved very popular with people booking throughout the week. 3. We started a Home Education Group/Under 5s group which started with one or two parents. We now have a regular group of around 8/10 parents and around 10/15 children attending on a Monday 10-1.30pm. 4. They do their own activities including preparing lunch items.
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5. We also heard in June 2023 that we were successful with the National Lottery Grant which will sustain us until 2028. The grant will cover our rent, utilities and other bills.
6. In 2023 we launched our online booking system which streamlines and cuts down on admin.
7. In June 2023 the ceiling collapsed in one of the main letting rooms. This is due to be fixed in January 2024. The insurance that we hold would not cover the cost so Lisa amazingly raised £9,000 towards the total cost of £15,000. We are awaiting an outcome of a grant of £10,000 which we hope will cover the remainder.

Activities

1. Sensory Soft Play continued to run their weekly Saturday sessions from 1 July 2022-30 June 2023. We ran 38 sessions during this time providing 7 hours per weekend of respite for parent/carers.
2. The numbers of children increased during this time.
3. We also provided 3 Holiday Clubs funded by Hastings Activity Fund
 - Summer Club – 3 days on site and a trip out to Rare Breeds
 - Christmas Club – 3 days on site
 - Trip to the Pantomime – we took 40 children (parent accompanied).
 - Easter Club in April 2023 – 3 days on site and a trip out to the Blackberry Farm.
4. Provided 5 Forest School sessions at St Helens Woods facilitated by Snape Wood.
5. We held a Fund Raising Event on 10th April 2023, we were very unfortunate with the weather but it was highly successful and supported by many families. The cake stall was a huge hit! Thanks to the trustees for volunteering their time on this day.



Sensory Soft Play



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Future Plans			
1. To increase income via room bookings. 2. Increase Sensory Room Bookings Monday-Friday 9-5pm. 3. To access long-term funding to provide sustainability for the project. 4. Invest in training opportunities for staff 5. To continue to network with other organisations. 6. To undertake more fund-raising activities – Fun Days etc. 7. Access funding for office salaries including Project Worker/Admin 8. To source more trustees and volunteers. 9. To improve our monitoring figures.			
DONATIONS FROM LOCAL FUNDERS	Amount	Date	
	£2,000.00	15.7.22	Ernest Kleinwort
	£ 500.00	03.08.22	Asda
	£ 500.00	14.10.22	Hastings Direct
	£5,000.00	18.10.22	Neighbourly (Sensory Garden)
	£1,000.00		Albert Hunt Trust
	£9,750.00	28.11.22	Sussex Community Foundation
	£8,400.00	16.12.23	Sussex Community Foundation
	£ 379.27	24.03.23	
	£3,000.00	17.04.23	Chalk Cliff Trust
	£ 500.00	02.06.23	Local Giving
	£1,000.00	26.02.23	Magdalen and Lasher
TOTAL	£32,029.27		
GRANTS RECEIVED			
	Amount	Date	
	£ 5,535.00	01.07.22	HAF SUMMER CLUB 2022
	£ 792.00	05.08.22	HAF SUMMER CLUB 2022
	£ 8,600.00	30.08.22	SHORT BREAKS (SAT CLUB)
	400.00	11.01.22	SHORT BREAKS MONITORING
	£ 1,845.00	16.09.22	HAF EASTER CLUB
	£ 5,135.00	16.11.22	HAF XMAS CLUB
	£ 144.00	11.01.23	HAF XMAS CLUB
	£ 1,711.00	13.01.23	ESCC
	£ 400.00	15.02.23	ESCC
	£ 8,520.00	24.02.23	ESCC
	£ 4,617.00	22.03.23	HAF EASTER CLUB
	£ 1,539.00	05.05.23	HAF EASTER MONITORING
	£ 5,442.50	24.05.23	HAF SUMMER CLUB 2023
	£30,120.00	16.06.23	NATIONAL LOTTERY MAIN GRANTS
Total	£74,800.50		



Sensory Soft Play



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CASH INTO BANK	£100.00 £140.00 £ 50.00 £390.00 £100.00	30.01.23 02.03.23 23.03.23 18.04.23 15.05.23	CHARITY EVENT
Total	£780.00		
Attendance/session Fees	£8457.00		
Room Hire	£5642.00		
Paypal donations (01.7.22-30.06.23)	£543.50		
Total Income	£15,422.50		

Additional information (optional)

You may choose to include further statements where relevant about:

Other Donations	£3096.00
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Financial Review

Review of the charity's financial position at the end of the period	Balance in bank as at 30/06/23: Current Account: £45,743.13 Savings Account: £ 4,581.00
Statement explaining the policy for holding reserves stating why they are held	We hold these reserves to keep the charity running for three months to pay our running costs if for any reason the charity closes. It means that our clients can access the service until they have access to an alternative provision.
Amount of reserves held	£3,500.00
Reasons for holding zero reserves	N/A
Details of fund materially in deficit	N/A
Explanation of any uncertainties about the charity continuing as a going concern	N/A

Treasurers Report	Accounts attached.
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Structure, Governance and Management

Description of charity's trusts:	N/A
Type of governing document (trust deed, royal charter)	Governance Document
How is the charity constituted? (e.g unincorporated association, CIO)	Charitable Incorporated Organisation
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Please see policy attached below.

Reference and Administrative details

Charity name	SENSORY SOFT PLAY
Other name the charity uses	N/A
Registered charity number	1183273
Charity's principal address	168 EDMUND ROAD HASTINGS EAST SUSSEX TN35 5LQ

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1 Jamie Henderson			
2 Suzanne Horgan		Resigned – Sept 2019	
3 Lisa Henderson		Resigned – Jan 2022	
4 Alastair Davey		Resigned – June 2023	
4 Julia Hurrell			
5 Olivia Hurrell			
6 James Lawton			

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

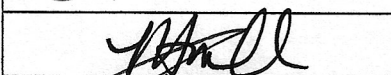
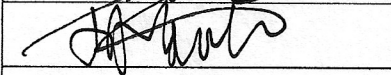
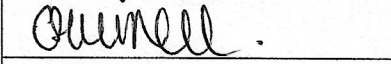
Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		JAMIE HENDERSON (Treasurer)
		JULIA HURRELL (Secretary)
		JAMES LAWTON (Chair)
		OLIVIA HURRELL (Chair)

Date 14.12.23

APPOINTMENT OF TRUSTEES

SENSORY SOFT PLAY

The charity identifies the need for new trustees. This may be because vacancies have arisen through resignations, or it may be that existing trustees have decided that one or more new trustees with specific skills are needed to help run the charity more effectively.

The trustees agree what skills, experience and knowledge are needed, and write it down in the form of a short job description and person specification.

The trustees agree responsibilities and a process for recruitment; in doing this, they take care to comply with any specific requirements set out in the charity's governing document. Some of the work may be delegated to a sub-group of trustees, but the whole trustee board remains in full control of the process and decisions.

Finding potential trustees

The trustees agree what skills, experience and knowledge are needed, and write it down in the form of a short job description and person specification.

1. consider the best methods of attracting a diverse range of candidates with the skills the charity needs. This may include advertising in the local and/or specialist press and using trustee brokerage services.
2. These can be recruited through:
 - Recommendation
 - Referral from a recruiting organisation
 - Self-Referral
 - Advertisement
3. Short-listing and interviews take place against agreed criteria. Interviews are carried out by a small panel of trustees, and each candidate is asked similar questions to ensure a fair and objective approach. Notes are kept of each interview.
4. Preferred candidates are identified and invited to join the trustees, subject to references, formal vetting and approval by the full trustee board. Unsuccessful candidates are notified and thanked for their interest.

Vetting potential trustees

1. The trustees check that the candidates have not been disqualified from acting as trustees, and candidates are asked to confirm in writing that this is the case.



Sensory Soft Play



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2. Candidates are asked to consider and declare any existing or potential conflicts of interest.
3. If the charity works with children or adults at risk, the trustees seek any appropriate checks from the Disclosure and Barring Service.
4. In the light of the checks and declarations, the trustees decide to go ahead and formalise the appointment of new trustees.

Making the appointment

1. The trustees check the charity's governing document to ensure that they appoint the new trustees in a proper and legal way.
2. The Chair of the charity writes to the prospective trustees, setting out their duties and the charity's expectations of them; they are asked to sign and return a copy of the letter.
3. An information pack about the charity is sent to new trustees, and a full induction process is arranged. New trustees meet existing trustees and others involved with the charity, such as members of staff, volunteers and beneficiaries.
4. The new trustees attend their first board meeting and are duly welcomed. All relevant parties, such as funders and the charity's solicitors and auditors, are notified of the new appointments.

Company number
CE017403
Charitable Incorporated Organisation Charity No 1183273

Sensory Soft Play
Report and Accounts

30 June 2023

**Sensory Soft Play
Report and accounts
Contents**

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**Sensory Soft Play
Charity Information**

Accountants

Porter Associates
92b London Road
BEXHILL-ON-SEA
TN39 3LE

Registered office

168 Edmund Road
HASTINGS
TN35 5LQ

Company number

CE017403
Charitable Incorporated Organisation Charity No 1183273

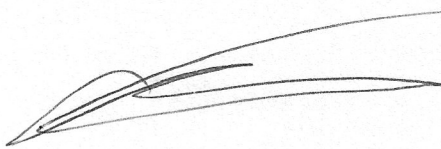
**Sensory Soft Play
Accountants' Report**

**Accountants' report to
Sensory Soft Play**

You consider that the company is exempt from an audit for the year ended 30 June 2023. You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. These responsibility include preparing accounts that give a true and fair view of state of affairs of the company at the end of the financial year and of its profit or loss for the financial year.

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account, the Balance Sheet, the Statement of Changes in Equity and the related notes from the accounting records of the company and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.



Porter Associates
Accountants

Craythorne House
Burnside Mews
London Road
BEXHILL-ON-SEA
TN39 3LE

29th September, 2023

**Sensory Soft Play
Profit and Loss Account
for the year ended 30 June 2023**

	2023 £	2022 £
Turnover	123,984	60,759
Cost of sales	(51,038)	(34,864)
Gross profit	<u>72,946</u>	<u>25,895</u>
Administrative expenses	(82,915)	(16,719)
Operating (loss)/profit	<u>(9,969)</u>	<u>9,176</u>
(Loss)/profit for the financial year	<u>(9,969)</u>	<u>9,176</u>

Sensory Soft Play
Company number:
Balance Sheet
as at 30 June 2023

CE017403
Charitable Incorporated Organisation Charity No 1183273

	2023 £	2022 £
Fixed assets		
Tangible assets	911	1,112
	<u>911</u>	<u>1,112</u>
Current assets		
Debtors	1,332	792
Cash at bank and in hand	52,760	47,009
	<u>54,092</u>	<u>47,801</u>
Creditors: amounts falling due within one year	(22,298)	(6,239)
Net current assets	<u>31,794</u>	<u>41,562</u>
Total assets less current liabilities	<u>32,705</u>	<u>42,674</u>
Creditors: amounts falling due after more than one year	-	-
Net assets	<u>32,705</u>	<u>42,674</u>
Capital and reserves		
b/f	42,674	33,498
Profit and loss account	(9,969)	9,176
Shareholders' funds	<u>32,705</u>	<u>42,674</u>

The director is satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The director acknowledges his responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime. The profit and loss account has not been delivered to the Registrar of Companies.

.....
Lisa Henderson

Approved on:...../...../.....

Sensory Soft Play**Detailed profit and loss account****for the year ended 30 June 2023***This schedule does not form part of the statutory accounts*

	2023 £	2022 £
Income		
Sales		
Donations	14,351	9,981
Grants	12,096	14,234
National Lottery grant	67,417	36,544
	30,120	-
	123,984	60,759
Cost of sales		
Direct expenses		
Direct labour	11,876	5,595
Equipment Hire	31,015	24,974
Other direct costs	-	1,315
Repairs and renewals	225	887
	7,922	2,093
	51,038	34,864
Administrative expenses		
Premises costs:		
Rent		
Rates	65,600	330
Light & Heat	4,508	-
Cleaning	6,472	-
Use of home	443	145
	520	120
	77,543	595
General administrative expenses:		
Telephone and internet	299	195
Stationery and printing	323	321
Insurance	1,531	486
Equipment expensed	-	10,088
Depreciation	201	243
Subscriptions	176	80
Motor and travel	309	700
Donations	-	5
Sundry expenses	120	-
	2,959	12,118
Legal and professional costs:		
Accountancy fees		
Advertising and PR	357	454
CRB disclosures	37	79
Bank charges	64	231
Legal fees	70	42
	1,885	3,200
	2,413	4,006
	133,953	51,583
Net profit	(9,969)	9,176



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Sensory Soft Play

On accounts for the year
ended

30th June 2023

Charity no
(if any) 1183273

Set out on pages

I report to the trustees on my examination of the accounts of the above charity for the year ended 30th June, 2023.

Responsibilities and
basis of report

As the charity's trustees, 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 Sensory Soft Play 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 material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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: 3RD May, 2024

Name:

Richard Porter

Relevant professional
qualification(s) or body
(if any):

FFA, FTA

Address:

Porter Associates

92b London Road, BEXHILL-ON-SEA

TN39 3LE



CHARITY COMMISSION
FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Sensory Soft Play

On accounts for the year ended

30th June 2023

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(if any) 1183273

Set out on pages

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Signed:

Date: 3RD May, 2024

Name:

Richard Porter

Relevant professional
qualification(s) or body
(if any):

FFA, FTA

Address:

Porter Associates

92b London Road, BEXHILL-ON-SEA

TN39 3LE