

IPSWICH COMMUNITY PLAYBUS



Annual Report And Accounts

Year ending 31 March 2024

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IPSWICH COMMUNITY PLAYBUS

LEGAL AND ADMINISTRATIVE INFORMATION

LEGAL STRUCTURE: Constitution adopted 16 April 2003

CHARITY REGISTRATION NO: 278061

CURRENT OFFICERS AND TRUSTEES:

BOARD OF TRUSTEES:

Elizabeth Harsant - Chairperson
Robert Whitehead - Treasurer
Jane O'Shea
Lynne Burr
Sandie Catlin

PRINCIPAL ADDRESS: 7 Constantine Road, Ipswich, IPI 2DL

ADVISERS:

INDEPENDENT EXAMINER:

John Stenhouse

BANKERS:

Barclays Bank plc
1 Princes Street
IPSWICH
IPI IRJ

IPSWICH COMMUNITY PLAYBUS

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2024

Governing document

The charity is governed by the constitution which was adopted on 16 April 2003.

Aims and objectives

To advance the education of children below compulsory school age, by providing or assisting in the provision of facilities for group play in which parents can participate where appropriate. In the interests of social welfare to provide recreational facilities for the inhabitants of Ipswich so that the conditions of life may be improved.

History and Background

The original Ipswich Playbus first went out on the road in the early 1970's. Over the years the Playbus expanded and changed its role, following demand from users and a grant from the National Lottery Charities Board. A new secondhand bus was bought and converted into a Playbus. Advice work, outreach and community services were developed.

Review of the Year

The Playbus has had an exciting year, starting with the purchase of our new bus Dennis on 6 April 2023 to replace Maggie who was to retire in October 2023 to coincide with her 20th anniversary. However the company carrying out the conversion went into liquidation. We then had a fraught few months retrieving both Maggie and Dennis from the Receivers, getting Maggie re-fitted so as to be ready to go back out in September and find an alternative conversion company. We eventually had Dennis finished in June 2024. A story for next year.

Our gratitude goes out to our two workers, especially Mandy, who worked tirelessly on keeping the show on the road and negotiating the difficult transition from one bus to the new one, whilst keeping our service out in the community reaching out to the children of Ipswich.

General Funding during the year has come from

Ipswich Borough Council - We were again awarded £5,000 from Ipswich Borough Council Cash Grants 2023-2024. We have also been awarded £15,000 from the Transport Fund at IBC towards parking and the care and maintenance of the Playbus.

BBC Children In Need Grant – We have received two payment this financial year totalling £18,835.60.

Other Funding

GRANT - D C Moncrieff CT	500.00
GRANT - Greyfriars Round Table	500.00
GRANT - Nichol-Young Foundation	1,000.00
GRANT - OAK TRUST	500.00
GRANT - Irving memorial Trust	1,000.00
GRANT - Kass Charitable Trust	5.00
GRANT - The Foyle Foundation	5,000.00
GRANT - Acorn Fund (supported by Pound Gates & Sevatas)	1,849.50
GRANT - Goodman Foundation	2,000.00
GRANT - Rope Trust Griffin Warf	5,000.00
GRANT - Aquarius Charitable Foundation - Toys	700.00
GRANT - Toy Trust.	573.00
GRANT - Archer Trust	2,500.00
GRANT - Fitton Trust	250.00
GRANT - CPF Trust	1,000.00
GRANT - Anton Jurgens Charitable Trust	6,000.00
GRANT - Mirianog Trust	1,000.00
GRANT - Charities Trust	247.50
GRANT - Masonic Charitable Foundation	4,000.00
GRANT - Rope Trust	5,000.00
GRANT - RJB Grantmaking Fund	2,000.00
GRANT - Operation Santa Appeal	1,000.00
GRANT - Locality CLLRS Lucy Smith and David Goldsmith.	2,994.00
GRANT - Limbourne Trust	8,000.00
GRANT - Beryl Sleigh Charitable Trust	5,000.00

New Bus Funding

Souter Charitable Trust	5,000.00
Felicity Wilde Charitable Trust	1,500.00
Uncle Bill Trust	500.00
Crowd Funding	86.74
BRIAN MURTAGH CHARITY	10,000.00
Lakehouse	3,000.00
Rest-Harrow Trust	100.00
Tudwick Foundation	3,000.00
Helen Pluck Pledge	5,000.00
Leslie Mary Carter CT	5,000.00
F B Coales No4 Family Trust	500.00
HDH Wills 1965 Charitable Trust	1,000.00
Belstead Ganzoni Charitable Trust	3,000.00
Garfield Weston	5,000.00
Awards For All	10,000.00
Axis Foundation	10,000.00

Suffolk Community Foundation	1,500.00
Sabina Sutherland CT	1,500.00
Suff community Foundation - Maurken Fund	2,000.00
Clarion Housing	1,500.00
Grant - CM UK Ltd	500.00

The Trustees wish to thank all our funders for supporting the Playbus

Volunteers

The current Executive Committee believe that there was one volunteer during the year ended 31 March 2024. (2023: None).

STATEMENT OF FINANCIAL ACTIVITIES

Risk review Policies are in place regarding the specific areas of risk including child protection, confidentiality, employment.

Reserves policy

The trustees continue to work hard to secure ongoing funding to ensure the sustainability of the Playbus. We have secured over £167K in Grants plus £673 in other income during the year. With running costs of £85K p.a., this appears to leave the Playbus with a large surplus this year. However the remaining cost of conversion has still to be paid from this. This has still left our reserves in reasonable shape. The Trustees are however continually seeking sources of funding.

Investment policy

Monies in excess of day-to-day requirements are held in an interest bearing account, which with better interest rates has produced £784 of additional revenue for the Charity

Appointment of trustees

The Executive Committee is elected at the AGM and consists of:

Chair person
Secretary
Treasurer

4 to 9 Elected members and up to 3 co-opted members (not more than one third of members of the Executive Committee may be co-opted members).

Trustees are recruited from interested persons known to the Executive Committee.

Current Trustees are:

Mrs Elizabeth Harsant - Chairperson
Robert Whitehead – Treasurer & Secretary
Jane O'Shea
Lynne Burr
Sandie Catlin

Statement of Trustees responsibilities in respect of the accounts

Charity law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing those financial statements, the trustees are required to: select suitable accounting policies and then apply them consistently; make judgements and estimates that are reasonable and prudent; state whether applicable accounting standards and statements of recommended practice have been followed subject to any material departures disclosed and explained in the financial statements; and prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees have overall responsibility for ensuring that the charity has appropriate systems of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Statement of Recommended Practice, "Accounting and Reporting by Charities" issued October 2000. 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 and to provide reasonable assurance that: the charity is operating efficiently and effectively', its assets are safeguarded against unauthorised use or disposition; proper records are maintained and financial information used within the charity or for publication is reliable; and the charity complies with relevant laws and regulations.

Approved by the Trustees on – 5 December 2024



Elizabeth Harsant

Elizabeth Harsant

Ipswich Community Playbus

Balance Sheet

As of March 31, 2024

	Total			
	As of Mar 31, 2024		As of Mar 31, 2023	
Fixed Asset				
Tangible assets				
Bus		75,597.60		
Depreciation		0.00		-77,072.09
Original Cost		0.00		59,336.00
Renovation Work		0.00		17,736.09
Total Bus	£	75,597.60	£	0.00
Total Tangible assets	£	75,597.60	£	0.00
Total Fixed Asset	£	75,597.60	£	0.00
Cash at bank and in hand				
ICP Current Account		3,276.25		12,853.50
ICP Interest Account		90,000.00		30,000.00
Renewals Fund		10,000.00		50,000.00
Takings/Petty Cash		22.42		12.46
Total Cash at bank and in hand	£	103,298.67	£	92,865.96
Debtors				
Accounts Receivable		0.00		0.00
Total Debtors	£	0.00	£	0.00
Current Assets				
Undeposited Funds		0.00		0.00
Total Current Assets	£	0.00	£	0.00
Net current assets	£	103,298.67	£	92,865.96
Creditors: amounts falling due within one year				
Trade Creditors				
Accounts Payable		0.00		0.00
Total Trade Creditors	£	0.00	£	0.00
Current Liabilities				
Payroll Liabilities	£	532.69	£	578.87
VAT Control - HMRC		0.00		0.00
Total Current Liabilities	£	532.69	£	578.87
Total Creditors: amounts falling due within one year	£	532.69	£	578.87
Net current assets (liabilities)	£	102,765.98	£	92,287.09
Total assets less current liabilities	£	178,363.58	£	92,287.09
Total net assets (liabilities)	£	178,363.58	£	92,287.09
Capital and Reserves				
Opening Bal Equity		38,466.99		38,466.99
Retained Earnings		53,997.94		49,975.27
Profit for the year		85,898.65		3,844.83
Total Capital and Reserves	£	178,363.58	£	92,287.09

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024

ACCOUNTING POLICIES

Basis of accounting The financial statements have been prepared under the historical cost convention, and in accordance with applicable accounting standards. The financial statements also comply with the requirements of the Charities Act 1993 and with the Statement of Recommended Practice (SORP)

Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified. Donations and fundraising are recognised in the Financial Statements on receipt. No amounts are included in the financial statements for the services donated by volunteers.

Resources expended

All expenditure is accounted for on an accruals basis. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with use of resources. Fundraising Costs are commission paid to S Williams - SJW Fundraising Consultants

Tangible Fixed Assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost, including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off each asset over its estimated useful life as follows:

Bus – The Trustees have decided not to levy any depreciation this year as Dennis has not yet been completed, so costs and value are not complete.

The organisation is a registered charity and its activities are exempt from United Kingdom Income and Corporation Taxation.

Any Income Tax recoverable under Gift Aid is recognised in the Financial Statements in the period in which it is received.

Signed:



Robert Whitehead
Treasurer

Signed:



John R Stenhouse
Independent Examiner

Gifts in kind Included at the valuation of the donor.

Ipswich Community Playbus Income and Expenditure

	Total	
	Apr 2022 - Mar 2024	Apr 2021 - Mar 2023
Income		
Fundraiser Sales	673.00	592.00
Gifts and Donations Income		
Unrestricted	983.30	822.32
Total Gifts and Donations		
Income	£ 983.30	£ 822.32
Grants	77,619.00	40,994.00
Restricted Grant	18,835.60	28,515.00
New Bus Fund	69,686.74	10,000.00
Total Restricted Grant	£ 88,522.34	£ 38,515.00
Total Grants	£ 166,141.34	£ 79,509.00
Services		
SLA	0.00	3,500.00
Total Income	£ 167,797.64	£ 84,423.32
Gross Profit	£ 167,797.64	£ 84,423.32
Expenses		
Admin Services	560.64	
Advertising and Promotion	1,400.98	582.24
Bus Equipment Expense	61.87	319.03
Cleaning Materials	261.85	540.87
Depreciation Expense	00.0	9,736.09
Dues and Subscriptions	189.18	412.86
Fundraising Costs	18,093.88	10,013.27
Insurance	4,195.18	5,356.56
Licenses and Permits	-131.25	50.00
Maintainance	11,250.00	15,000.00
Motor Expense	539.39	295.00
Bus Repairs and Renewals	6,733.05	1,028.95
Diesel	3,293.46	1,773.73
Total Motor Expense	£ 10,565.90	£ 3,097.68
Office Supplies	26.39	26.39
Payroll Expenses		1,039.65
Pension	896.15	717.64
Taxes	323.56	-213.65
Wages	33,161.19	31,143.51
Total Payroll Expenses	£ 34,380.90	£ 32,687.15
Play Equipment	769.47	401.86
Printing Postage and Stationary	70.89	86.47
Rent	0.00	1,030.00
Repairs		
Equipment Repairs	10.00	
Total Repairs	£ 10.00	£ 0.00
Subscriptions	12.00	424.08
Telephone	683.05	569.40
Training	103.98	336.00
Travel & Ent	178.20	59.40
Total Expenses	£ 82,683.11	£ 80,729.35
Net Operating Income	£ 85,114.53	£ 3,693.97
Other Income		
Interest Income	784.12	150.86
Total Other Income	£ 784.12	£ 150.86
Net Other Income	£ 784.12	£ 150.86
Net Income	£ 85,898.65	£ 3,844.83



Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Ipswich Community Playbus

On accounts for the year
ended

31st March 2024

Charity no
(if any) 278061

Set out on pages

Balance Sheet and Profit & Loss
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2024**.

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 Trust'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 material matters have come to my attention in connection with the examination 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: 3/12/2024

Name: John Stenhouse

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

FIOEE

Address: 1 Ramsey Road, Hadleigh, Ipswich, Suffolk IP7 6AN