

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP
ACCOUNTS

Year ended 31st March 2024

Charity Number 278840

TOTTERDOWN CHILDRENS COMMUNITY WORKSHOP
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

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TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

Legal and administrative information

YEAR ENDED 31 MARCH 2024

Status

Totterdown Children's Community Workshop is a registered charity governed by its constitution. Charity number 278840.

TRUSTEES

Razeeb Ahasan	Chair	appointed 11 July 2022
Helen Broadbent		appointed 11 September 2019
Simon Alpren	Treasurer	appointed 13 January 2021
Clodagh Tunney		resigned 01 September 2024
Carey dean Hiles		appointed 11 July 2022
Charlotte Thoemmes		appointed 6 November 2023
David Rawlings		appointed 6 November 2023

Registered Office

Holy Nativity Church
Wells Road
Knowle
Bristol
BS4 2AG

Independent Examiners

Joanne Trowbridge
Bristol Community Accountants CIC
The Park,
Daventry Road, Knowle
Bristol BS4 1DQ

Bankers

Lloyds TSB
284 Wells Road
Knowle
Bristol
BS4 2PY

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2024

The Trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2024.

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Structure, Governance and Management

Organisation

The Trustees are appointed or reappointed annually at AGM held in June.

Objectives and activities

Objects of the Charity

The objects of the charity are:

The objective of the Children's Workshop is creative community play scheme in a diverse, safe and caring environment, for children aged 4 to 12 years, who are resident in Totterdown and the adjoining areas of Bristol.

Public Benefit

In shaping the objectives for the year and planning activities, the trustees have considered the Charity commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

Summary of main objectives

Report from the Chairperson – Razeeb Ahasan

I'm thrilled to share the Workshop's Annual Report for 2023/24. As we celebrate 45 years since our founding in 1979 by local parents determined to provide quality childcare in Totterdown, I'm excited to reflect on the remarkable progress we've made this year. Our after-school and holiday clubs have continued to offer children a joyful, engaging space to relax and play under the care of our dedicated Play Team.

This has been a year of significant growth and positive changes, especially with our new management structure. We introduced two important roles: Business Operations Manager and Play Manager. Fiona Thorn was promoted to Business Operations Manager, managing our daily operations with exceptional skill, and Tyrone Mignott became our Play Manager, focusing on creating enriching activities for the children. Their promotions highlight their unwavering dedication, positivity, and collaborative spirit, making the Workshop a fantastic environment for both children and staff.

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2024

One of the year's highlights was our summer holiday trip to the BIMM Music Institute, where children explored various instruments and had lessons from professional musicians. This incredible opportunity was made possible thanks to BIMM's generosity and the efforts of Workshop parent, Julia Ruzicka. We look forward to more such enriching experiences that enhance the time children spend with us.

We also expanded our service, opening for the Christmas holidays for the first time, offering even more support to busy parents. Our Easter holiday club saw record attendance, motivating us to explore sustainable service expansions. We successfully trialled opening on Inset Days, and we're considering making this a regular offering. However, staffing remains a challenge, not just for us but for childcare providers across Bristol. Recruiting the right team members, who are qualified and dedicated to childcare, is crucial, and we strive to maintain our high standards despite these challenges.

This summer, we said goodbye to Caitlin Booton, a cherished member of our Play Team, and warmly welcomed Lily Sanders to the permanent team, as well as Sarah Warnes and Leo Nathan to our bank staff. We're also excited to have Grace Payne, a familiar face from Hillcrest, join us as Deputy Play Manager for the holiday club. Looking ahead, we're aiming to appoint a term-time Deputy Play Manager to further strengthen our leadership capacity.

Our committee has had a productive year, welcoming new members Charlotte Thoemmes and Dave Rawlings, whose expertise has already made a significant impact. Charlotte led vital changes to the Play Team's contracts, enhancing job security and clarity around benefits and expectations. Dave, alongside Tyrone, developed a performance appraisal process to support team development. We're exploring placements with the University of Bristol for future years, thanks to Dave's connections, hoping to boost our capacity. We've also sadly said goodbye to Clodagh Tunney, who raised funds for the Workshop, including grants from Tesco and The Co-Op. We'll miss Clodagh's wit and insights on the committee, and I am personally very grateful for her support during challenging moments.

Despite wider financial challenges, we've only been able to increase pay for our Play Team to the national minimum wage this year. Our finances remain stable under Simon's careful management, and we've bolstered our reserves by placing contingency funds into higher interest accounts. Due to rising operational costs, we've had to increase our fees slightly. This decision wasn't made lightly, but it's necessary to ensure we can continue to provide reliable, high-quality childcare.

Looking forward, we're excited to strengthen our ties with the local community. Recently, we took part in the Totterdown Arts Trail as a host venue for the first time. It was a lovely atmosphere, with plenty of 3 children participating in creative crafting activities. Fiona's already planning how to make it even better next year. We're hoping to update our website and communications efforts (any creatives out there who wish to help us out, please get in touch!). We'd also love to refresh our space with a big tidy and a lick of paint.

If you'd like to get involved and help us achieve these goals, we'd love to hear from you! As a parent-led charity, we're always looking for new committee members, especially those with skills in communications, marketing, and fundraising. However, anyone with positive energy and a willingness to pitch in is welcome. Even if you can't join the committee, we'd appreciate any help you can offer. Please reach out to me at chair@tccw.org.uk if you're interested.

As I complete my third year as Chair of the Workshop, I'm incredibly proud of what we've accomplished together. Fiona, Tyrone, the Play Team, and the committee are all eager to continue enhancing the

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2024

Workshop for our children. I look forward to being part of this exciting journey and reporting back on another successful year.

Thank you to our wonderful Play Team, committee members, parents, and, of course, the children. It's an honour to be part of such a vibrant community, and I'm excited for what the future holds.

Report from the Treasurer – Simon Alpren

In last year's report, I said that the TCCW's "financial objective is a break-even position each year." I'm very happy to say that in the 2023/24 financial year, TCCW generated a positive net income of £7.4k. It is the first time we have not suffered an annual loss in at least 4 years and is a really important indicator of the Workshop returning to a position of financial stability after several years net expenditure.

Our next challenge is making sure that we use our income effectively to develop our staff, to hire and retain even more skilled childcare practitioners and ultimately, to increase the number of children using the setting. This is the best way to ensure the long-term viability of the setting and defend against ever increasing costs.

Income During the year, TCCW generated £76k income from after school (ASC) and holiday club (HC) bookings and annual fees. This was £17k or 27% more than the previous year. The main reasons for the increase in income were:

- 1) Increased numbers of children attending ASC – TCCW welcomed on average 23.5 children per day into ASC compared to 20.7 the prior year.
- 2) More children attending the HC for full days – this increased from an average of 16.2 children per day in 2022/2023 to 17.6 in 2023/2024.
- 3) The incremental fee increase put in place at the start of the year.

The £76k income included £1.8k in annual fees paid by regular users of the setting. This money is essential in ensuring the sustainability of the Workshop.

In addition to the Income generated from after school and holiday club bookings, TCCW was granted £1k from the Coop during the year and received £142 from Easy Fundraising. Our grant funding has been around £1k/year for the last 3 years and this should be an area that we target to increase our income.

Expenditure

Staff costs are TCCW's biggest expenditure and in 2023/24 they were £57.4k which was 80% of all costs incurred. Another way of looking at this is comparing staff costs to income. Last year, staff costs equalled 75% of total income. Although this is quite high, it is a 10% improvement on the prior year and a 35% improvement on 2021/22 when staff costs were 10% greater than our entire annual income. It's reassuring that we have reversed this ratio, 75% staff cost to income ratio is far more sustainable.

Despite staff costs reducing as a percentage of income, the committee unanimously agreed to increase hourly wages for all permanent staff at the end of the year. This was in response to the ongoing cost of living crisis and continued impact of high inflation. It is one of the committee's key priorities to ensure all Workshop employees are happy, motivated and properly remunerated for the tremendous work that they do, while keeping an eye on the fees we charge to parents.

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2024

Rent costs increased for the second consecutive year and totalled £7k in 2023/24, up from £5.4k. Rather than this being reflective of an increase in daily costs from the church, it actually reflected the increased number of days that the workshop was open compared to prior years. We have been very fortunate to avoid any daily cost increases from the church in the last few years', but this is unlikely to go on indefinitely.

Other costs such as play equipment, food and drink for the setting and day to day running costs were well controlled and only increased by £400 to £6.5k during the year.

Reserves

As of March 31st 2024, the balance in the TCCW Treasurers account was £42,655. As mentioned, this was £6,310 greater than the equivalent balance at the end of March 2023.

We continue to hold a minimum of six months running costs as a reserve to give us greater financial stability. Due to the need to have access to cash if required, we have not rolled over the deposit maturity and instead are holding the £30,000 reserve in the Treasurers account.

Future Outlook – 2024/25

A 6 month rolling cash-flow forecast has been used to manage our cash over the past 12 months. This is updated each month based on expected numbers of children due to attend the Workshop and on actual income and expenditure during the month. This gives the Committee good visibility of the financial position of the TCCW over the next six months. As of the start of September 2024, the balance on the TCCW Treasurers account was £46.6k, which compares favourably to the same position 12 months earlier.

After a thorough review process involving benchmarking fees against various other childcare providers, and in reflection of increases in all running costs and wage rises, the Committee has unanimously agreed to increase afterschool club fees to £12.00/day (a 4.3% increase on current fees) and holiday club fees to £26 and £32.5 for school and full days (both 8% increases) from Term 1 of the new school year. After several years of maintaining an unchanged annual membership fee, an increase of 10% to £27.50 was also agreed. This will be reduced by 50% for any families that register with us within the last 6 months of the academic year (between March and August) and then return to the full amount of £27.50 every September thereafter.

Despite the steadying of the ship from a financial perspective, there are still potential cost pressures ahead in the form of possible rent increases and ongoing recruitment challenges that may require increased wages for the staff. Therefore, the increase in fees are regrettable but necessary.

Regardless of these challenges, I am very optimistic about the future for the Workshop. We are on a sound financial footing which gives us the opportunity to grow our service for the benefit of the children, and with our dedicated, endlessly energetic staff in place, I am confident that we will continue to thrive and serve the community as we have done for the last 45 years.

Report from the Play Manager – Tyrone Mignott

Introduction

Hello everyone, my name is Tyrone Mignott, I am the Play Manager at Totterdown Children's Community Workshop, I'm pleased to present this year's Play Manager annual report, summarising our progress, achievements, and areas for development.

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2024

Overview of the Year

This year has been both challenging and rewarding as we worked to enhance the quality of care and play experiences for all children attending the provision.

The Management Committee introduced important structural changes, ensuring this provision continues to evolve. These changes resulted in my promotion from Deputy Playleader to the new Play Manager position and Fiona Thorn stepping into the Operations Business Manager role, both of which have greatly strengthened our team.

I feel valued in my role, which I'm very grateful for the opportunity to lead our play staff while collaborating with the management committee and our new Business Operations Manager, Fiona, during our ongoing organisational re-structure.

Since assuming the role of Play Manager, I have focused on maintaining high standards in the day-to-day running of our provision, working closely with Business Operations Manager Fiona.

Quality of Practice

To ensure continuity, I have been combining both Early Years Key Worker role and SEN coordinator, with occasional support from bank staff during after-school and holiday club sessions.

Given the increase in early years children attending, we adopted an "in the moment" planning approach, combined with loosely structured weekly themes, which I discuss with the team several months in advance. This flexible approach allows us to adapt when delivering children's interests and play preferences, reinforced by regular observations that highlight British values and celebrating cultural events.

As a team, we aim to provide an enriched experience supporting children's development across social, physical, intellectual, creative, and emotional areas.

Key Achievements

Our October 2023 half-term holiday club focused on a fantasy theme, along with nature walks through Arnos Vale and visits to other local play parks within the area.

Additionally, I want to extend my appreciation to the management committee for facilitating a three-day holiday club over Christmas for the first time in 2023. Feedback was gathered in advance, consulting play staff availability and parent/carer interest, which Fiona organised through a survey before opening bookings.

We also benefited from the involvement of four Duke of Edinburgh students who volunteered for six months, completing either their bronze or silver award.

Regular welcome evenings were held for the many new families joining our setting this year.

A notable achievement was our trip to BIMM Institute during summer holiday club 2024 offering children a fantastic opportunity to explore their music arts facility. I would like to thank Julia for networking with us to arrange this trip, and BIMM staff for delivering such engaging workshops.

The feedback was very positive, from staff and children alike expressing how inclusive and inspiring it was.

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2024

Summer Holiday Club 2024 was a resounding success, with a range of unique workshops, including sessions with Avon Wildlife, a tour of Redcatch Community Garden, and an origami workshop. We provided structured themes while encouraging children to initiate and lead their own projects, such as our talent showcase, "TCCW's Got Talent."

Staff Turnover

I'd like to thank Sarah Kathryn for stepping up as Acting Play Leader to cover my annual leave. We also bid farewell to Caitlin Booton whose creative skills and innovative ideas were a great asset. She has moved on to pursue her ambition to teach graphic illustration to college students, and we wish her the best in her new role.

In response to ongoing recruitment challenges, we promoted one of our highly skilled bank staff, Grace Payne, to the Deputy Play Manager position for Holiday Club, although she's covered me during occasional after-school club sessions, Grace was a prime candidate due to her experience with early years and SEN children, and her appointment took effect on August 29th, 2024.

Staff Development

As senior play staff, I am dedicated to ensuring that safeguarding remains a priority, providing training and support to develop the team's understanding of their roles in supporting children's safety and well-being. Through continuous learning from statutory training, Cache NVQ Level 3, and guidance from previous lead practitioners, I work to uphold a safe environment with clear health, safety, and security procedures. Regular reflection, self-evaluation, and consultation with staff, children, and parents remain integral to our practice.

Future Plans

Looking ahead, we plan to enhance this provision in the following areas:

- Continuing extensive outdoor activities, especially during holiday club sessions, with more choices for highly independent children.
- Encouraging self-service during snack times, allowing children to choose, pour, and prepare their refreshments.
- Expanding cultural diversity programs to include more multicultural activities and celebrations.
- Promoting community engagement by encouraging children to learn about their local area.
- Creating a technology area with secure mobile devices for children to research and explore interests.
- Renovating our snug sensory room to enhance inclusive play options.
- Improving parent engagement through quarterly newsletters and structured feedback sessions.

We look forward to the coming year with optimism and a renewed commitment to excellence. Together, we will continue making a positive impact on the lives of the children in our care.

Report from the Business Operations Manager – Fiona Thorn

I am pleased to present the Business Operations Manager's report for the past year. It has been a busy time for TCCW with structural changes implemented. I am proud to share the progress we have made, the challenges we've faced, and our goals for the coming year.

Key Achievements

- We recruited Grace Payne as our Holiday Club Deputy Play Manager and Lily Sanders as a Play Worker.

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2024

- We trialled opening for the Monday of October Holiday Club, which was successful and we'll now look to continue offering Monday to Thursdays during the holidays.
- This year, we have continued to welcome new families, bringing our total enrolment to 230 children.
- We introduced the first edition of our quarterly newsletter. This informs parents & carers of the highlights from the last few months, making them aware of key dates going forward such as, AGM, opening of bookings and welcome evenings.
- We partnered up with BIMM Music Institute to offer a truly unique experience for the children during the summer. We hope to do the same next summer too!
- We were delighted to take part in this year's Totterdown Arts Trail for the first time ever. We offered a 'Kids Hub' as well as having several artists exhibit their work. This was an incredible success and we would like to sign up again for next year, involving more parents in the planning if possible.

Challenges Faced

- Recruitment and retention remain key challenges. We are still actively looking to recruit a Deputy Play Manager to support Tyrone during our After School Club session.
- We are always looking to increase the number of Bank Staff Play Workers to help cover holiday clubs and staff absences.
- Unfortunately, we are still having some issues with parents & carers not always updating us if their child isn't attending their booked session. This can cause significant delays when collecting the children from school, as we aren't able to leave until all children on our register are accounted for.
- We have had numerous occasions when children have arrived to both after school and holiday club when not booked in for that day. We obviously try and accommodate where we can but it's not always possible due to the necessity of having to keep to required staff:child ratios.
- It has been difficult trying to build a large enough group of bank staff that are able to work term time hours and meet the demand of numbers, whilst adhering to our 1:9 ratio.

Goals for the Upcoming Year

- Our top priority is to recruit a Term Time Deputy Play Manager so that we can return to offering the later collections and have a full staffing team in place.
- We are all really keen to work on rebranding TCCW. The aim will be to include a colourful logo that reflects the fact that we are based in Totterdown and improve our signage & marketing materials. We would also like to refresh our website to make it more user friendly and up to date.
- A BIG project that we are keen to start as soon as possible, is to decorate and generally improve the setting. We would like to do this as part of a community project, just like they did back in 1980! Please consider adding yourself to our Paint Party sign-up sheet or let us know if you have any contacts that might be able to help. Or do you work in a corporate company that might be able to organise an employee charity day?

Trustees' responsibilities in relation to the financial statements

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. 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;

TOTTERDOWN CHILDREN’S COMMUNITY WORKSHOP
TRUSTEES’ REPORT
YEAR ENDED 31 MARCH 2024

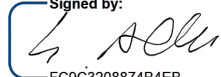
- * state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- * prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the governing document.

The trustees are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf by:

Signed by:  Razeeb Ahasan
.....3E2085F44A944BF.....

Signed by:  Simon Alpren
.....FC9C3208874B4EB.....

29/1/2025
Date

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

YEAR ENDED 31 MARCH 2024

I report on the accounts of the Charity for the Year ended 31st March 2024 which are set out on pages 12-18.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

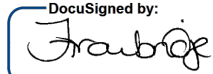
In connection with my examination, no matter has come to my attention:

1) which gives me reasonable cause to believe that in, any material respect the requirements:

- * to keep accounting records in accordance with section 130 of the Charities Act; and
- * to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

DocuSigned by:

C2P8368E*8574EA.....
 Joanne Trowbridge MAAT

Bristol Community Accountants CIC
 The Park Daventry Road, Knowle, Bristol, BS4 1DQ

29/1/2025

Date

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

STATEMENT OF FINANCIAL ACTIVITIES (including Income and Expenditure Account)

YEAR ENDED 31 MARCH 2024

		Unrestricted Funds	Designated Fund	Restricted Funds	Total Funds 2024	Total Funds 2023
		£	£	£	£	£
Income and Endowments from:						
Donations and Legacies	3	1,100	-	-	1,100	1,180
Charitable Activities	4	76,193	-	-	76,193	59,087
Total		77,293	-	-	77,293	60,267
Expenditure On:						
Charitable activities	6	67,493	-	271	67,764	61,684
Other	7	2,105	-	-	2,105	1,700
Total		69,598	-	271	69,869	63,384
Net income/(expenditure)		7,695	-	(271)	7,424	(3,117)
Total funds brought forward		23,729	10,000	469	34,198	37,315
Total funds Carried Forward	13	31,424	10,000	198	41,622	34,198

The charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing

The notes on pages 14 to 18 form part of these financial statements

As required by paragraph 4.67 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP**BALANCE SHEET****YEAR ENDED 31 MARCH 2024**

	Note	2024 £	£	2023 £
Current assets				
Debtors	11	-		437
Cash at Bank and In Hand		42,659		36,369
		<u>42,659</u>		<u>36,806</u>
Creditors : Amounts falling due within one year	12	(1,037)		(2,608)
Net current assets or liabilities			41,622	34,198
Total net assets or liabilities			<u>41,622</u>	<u>34,198</u>
The Funds of the Charity				
Unrestricted Funds	13	41,424		33,729
Restricted Funds	13	198		469
			<u>41,622</u>	<u>34,198</u>

29/1/2025

These financial statements were approved by the trustees on and are signed
on their behalf by:

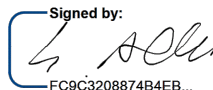
Signed by:



.....3E2D85F44A944BF...

Chairperson
Razeeb Ahasan

Signed by:



.....FC9C3208874B4EB...

Treasurer
Simon Alpren

The notes on pages 14 to 18 form part of these financial statements

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

1 Basis of Preparation

- a) These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective from 1 January 2019) - (Charities SORP(FRS 102)) and with the Charities Act 2011.

- b) The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.
- c) The charity constitutes a public benefit entity as defined by FRS 102.

2 Accounting Policies

- a) Income from donations is included in income and endowments when these are receivable, except as follows:
- i) When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.
 - ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-condition have been met.
- b) Expenditure is recognised in the period in which they are incurred. Expenditure includes attributable VAT which cannot be recovered.
- c) Most expenditure is directly attributable to specific activities, and have been included in those cost categories. Support cost have been allocated 100% towards the charitable activities of the charity.
- d) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.
- e) Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.
- f) The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.
- g) The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.
- h) The charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the charity to the fund in respect of the period.

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

Income and Endowments From:

3 Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Fundraising and Donations	143	-	143	52
Grants	957	-	957	1,128
	<u>1,100</u>	<u>-</u>	<u>1,100</u>	<u>1,180</u>

Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
<i>Fundraising and Donations</i>	52	-	52
<i>Grants</i>	-	1,128	1,128
	<u>52</u>	<u>1,128</u>	<u>1,180</u>

4 Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Fees & Registration	76,193	-	76,193	59,087
	<u>76,193</u>	<u>-</u>	<u>76,193</u>	<u>59,087</u>

Charitable activities prior year - all unrestricted

5 Government grants

The charity did not receive any government grants in the period (2023:£Nil). There are no unfulfilled conditions or contingencies attaching to these grants in the year ended 31 March 2024.

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

Expenditure on:

6 Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Staffing and agency costs	56,233	-	56,233	51,707
Refreshments	748	-	748	785
Equipment & materials	344	271	615	683
Rent	7,017	-	7,017	5,437
Postage/Stationery/Printing	3	-	3	11
Telephone & internet	1,429	-	1,429	1,039
Maintenance & cleaning	223	-	223	537
Miscellaneous	10	-	10	209
Software & licences	552	-	552	532
Training	38	-	38	50
Recruitment	351	-	351	242
Payroll	545	-	545	452
	<u>67,493</u>	<u>271</u>	<u>67,764</u>	<u>61,684</u>

Charitable activities prior year - £659 restricted expenditure, all remaining unrestricted

7 Other

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Independent examination	640	-	640	582
Accountancy costs	259	-	259	235
Insurance	643	-	643	421
Membership fees	563	-	563	462
	<u>2,105</u>	<u>-</u>	<u>2,105</u>	<u>1,700</u>

Other prior year - all unrestricted

8 Net incoming resources for the year

This is stated after charging:

	2024 £	2023 £
Independent Examiners Fee	<u>640</u>	<u>582</u>

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP**NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31 MARCH 2024****9 Staff costs and numbers**

The aggregate payroll costs were:

	2024	2023
	£	£
Wages and salaries	54,683	51,445
Pension	1,550	262
	<u>56,233</u>	<u>51,707</u>

No employee received emoluments of more than £60,000.

The average monthly head count was 8 staff (2023:10 staff)

The key management personnel of the charity comprise the board of trustees. The total employee benefits of key management personnel, during the year, total £nil (2023: £nil).

10 Related Party Transactions

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2023: £nil) no trustee was reimbursed expenses incurred during the year (2023: £160). No charity trustee received payment for professional or other services supplied to the charity (2023: £nil).

There were no other related party transaction in the year (2023: £nil)

11 Debtors

	2024	2023
	£	£
HMRC	-	437
	<u>-</u>	<u>437</u>

12 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade Creditors	138	-
Accruals	899	2,608
	<u>1,037</u>	<u>2,608</u>

TOTTERDOWN CHILDREN'S COMMUNITY WORKSHOP

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

13 Analysis of charitable funds

	At 01-Apr 2023	Incoming resources	Outgoing resources	Transfers	At 31-Mar 2024
	£	£	£	£	£
Restricted funds					
Tesco - workshop equipment	469	-	(271)	-	198
Unrestricted funds					
General funds	23,729	77,293	(69,598)	-	31,424
Designated funds	10,000	-	-	-	10,000
Total funds	34,198	77,293	(69,869)	-	41,622

Purpose of Designated fund:

Redundancy & Refurbishment reserve

14 Analysis of net assets between funds

	General Funds £	Restricted Funds £	Total Funds £
Cash at Bank and In Hand	42,461	198	42,659
Other Net Current Assets/Liabilities	(1,037)	-	(1,037)
Total	41,424	198	41,622

15 Analysis of charitable funds - previous year, as required by paragraph 4.2. of the SORP

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Incoming and Endowments from:			
Donations and Legacies	52	1,128	1,180
Charitable Activities	59,087	-	59,087
Total Income	59,139	1,128	60,267
Expenditure on:			
Charitable activities	61,025	659	61,684
Other	1,700	-	1,700
Total Expenditure	62,725	659	63,384
Net Income	(3,586)	469	(3,117)
Total funds brought forward	37,315	-	37,315
Total funds carried forward	33,729	469	34,198