

**Company Number**  
**04359997**  
**Charity Number**  
**1100798**

**GROVERS KIDS CLUB**  
**(A Company Limited by Guarantee)**

**TRUSTEES' REPORT AND UNAUDITED**  
**FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2013**

COMPANIES HOUSE

MONDAY



\*A2MUT08H\*

A25

09/12/2013

#15

**GROVERS KIDS CLUB**  
**(A Company Limited by Guarantee)**

**CONTENTS**

---

	<b>Page</b>
<b>Directors' and trustees' report</b>	<b>1 to 3</b>
<b>Statement of financial activities</b>	<b>4</b>
<b>Balance sheet</b>	<b>5</b>
<b>Notes to the financial statements</b>	<b>6 to 7</b>
<b>Independent examiner's report</b>	<b>8</b>

**GROVERS KIDS CLUB**  
**(A Company Limited by Guarantee)**

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31 MARCH 2013**

---

The trustees present their report and unaudited financial statements for the year ended 31 March 2013

**Objects**

The charity is a company limited by guarantee. The charity's objects are to provide the necessary facilities for the daily care, recreation and education of children during out of school hours, and to advance the education and training of the persons in the provision of such care, education and recreation facilities.

**Organisation**

The club is governed by its board of trustees who set the policy of the club. The policies are implemented by the voluntary management committee consisting of three honorary officers and not less than two, nor more than eight general members.

**Status and administration**

Grovers Kids Club is a registered charity (charity number 1100798) and a company limited by guarantee (company number 04359997). The club is governed by its Memorandum and Articles of Association incorporated 24 January 2002 as amended by special resolution of 3 July 2003.

The existing trustees have the power to appoint new or additional trustees.

The club looks to recruit trustees who have a particular skill helpful to the club and will provide potential new trustees with details of the club and a short Charity Commission brochure explaining trustees' responsibilities. If that individual goes on to become a trustee then they are provided with a full induction pack.

**Financial results**

The financial statements comply with current statutory requirements, the Statement of Recommended Practice "Accounting and Reporting by Charities" (the Charities SORP 2005), the Financial Reporting Standard for Smaller Entities (effective April 2008) and with the requirements of the club's governing documents.

The results for the year are set out in the Statement of Financial Activities on page 4.

**Review of activities, achievements and developments**

The club made a deficit for the year of £909 (2012 £811).

At the present time approximately 45 families access the clubs on a regular basis. This represents approximately 56 children whose parents are able to work knowing their children are in an affordable, safe, secure, happy environment where they are able to develop as individuals within a group situation.

We are still feeding an average of 20 children and continue with our healthy eating ethos. Breakfast numbers have increased and there are still places available at both clubs.

We continue to offer a child centred child led facility in which each individual child can choose activities appropriate to their need at any time.

We encourage children to spend as much time out of doors as possible developing their understanding of the world around them and using their imagination to develop play.

The club is advertised through the school and the Children's Information Service. We have pupils from other schools but this is reliant on parents being able to transport them to the club.

**GROVERS KIDS CLUB**  
(A Company Limited by Guarantee)

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31 MARCH 2013**

---

**Reserves policy**

Since our move to new premises the Committee have undertaken a more detailed budget review and prices from September 2013 reflect our new premises fees and rising cost of food etc

**Public benefit**

The trustees confirm that they have referred to the information contained in the Charity Commission's guidance on public benefit when reviewing the company's aims and objectives and in planning future activities

**Risk management**

The trustees have introduced a formal risk management process to assess business risks and implement risk management strategies. This involves identifying the types of risks the club faces, prioritising them in terms of potential impact and likelihood of occurrence and identifying means of mitigating risks. As part of this process the trustees have reviewed the adequacy of the organisation's current internal controls

<b>Director Trustees</b>	Mrs J M Gibb (resigned November 2012) J R Ball
--------------------------	---

<b>Non-director Trustees</b>	Mrs C Vallance Mrs E Doyle Mrs L Collins Mrs N Ball
------------------------------	--

None of the trustees has any beneficial interest in the club. All of the trustees are members of the club and guarantee to contribute an amount not exceeding £1 in the event of winding up

<b>Chairman</b>	J R Ball
<b>Vice Chairman</b>	Mrs N Ball
<b>Honorary Treasurer</b>	Mrs E Doyle
<b>Secretary</b>	Mrs C Vallance
<b>Company Secretary</b>	Mrs C Vallance
<b>Committee members</b>	Mrs C Vallance Mrs E Doyle Mrs L Collins Mrs N Ball
<b>Registered office</b>	72 Worthing Road Littlehampton West Sussex BN16 3LL
<b>Independent examiner</b>	Peter Hussey FCA Spofforths LLP A2 Yeoman Gate Yeoman Way Worthing West Sussex BN13 3QZ

**GROVERS KIDS CLUB**  
(A Company Limited by Guarantee)

**TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31 MARCH 2013**

---

**Company number** 04359997

**Registered Charity number** 1100798

**Trustees' responsibilities**

The trustees (who are also directors of Grovers Kids Club for the purpose of company law) are responsible for the preparing the Trustees' Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

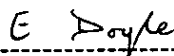
Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of the charitable company's affairs and of the incoming resources and application of resources, of the charitable company for the year. In preparing these financial statements 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 estimates that are reasonable and prudent,
- state whether applicable accounting standards 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 charitable company will continue in business

The trustees are responsible for keeping adequate accounting records which disclose, with reasonable accuracy at any time, the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report of the trustees has been prepared taking advantage of the small companies' exemption in Section 415A of the Companies Act 2006.

This report was approved by the board on 18/11/2013 and signed on its behalf by:



-----  
**Mrs E Doyle – Trustee**



-----  
**Mrs C Vallance – Trustee and Company Secretary**

**GROVERS KIDS CLUB**  
**(A Company Limited by Guarantee)**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**(Including income and expenditure account)**

**FOR THE YEAR ENDED 31 MARCH 2013**

	Notes	Restricted Funds £	Unrestricted Funds £	Total 2013 £	Total 2012 £
<b>Incoming resources</b>					
<b>Incoming resources from charitable activities</b>					
Kids Club fees receivable		-	49,343	49,343	45,327
Grants receivable					
- Arun District Council – LNIA Contributions		-	-	-	2,800
- Community Foundations – Kellogg's Grant		-	-	-	400
- Littlehampton Town Council		-	-	-	200
Fundraising activities		-	111	111	-
<b>Total incoming resources</b>		-	49,454	49,454	48,727
<b>Resources expended</b>					
Charitable activities - Kids Club running costs		-	49,767	49,767	45,590
Grant monies expended		-	-	-	3,400
Governance costs		-	596	596	548
<b>Total resources expended</b>	2	-	50,363	50,363	49,538
<b>Net deficit for the year/net movement in funds</b>		-	(909)	(909)	(811)
<b>Fund balances at 1 April 2012</b>		-	2,432	2,432	3,243
<b>Fund balances at 31 March 2013</b>		-	1,523	1,523	2,432

**GROVERS KIDS CLUB**  
(A Company Limited by Guarantee)

**BALANCE SHEET**

**AS AT 31 MARCH 2013**

**REGISTERED NO: 04359997**

		<b>2013</b>		<b>2012</b>	
	<b>Notes</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Current assets</b>					
Cash at bank and in hand		3,475		7,938	
Fees outstanding		335		29	
		<u>3,810</u>		<u>7,967</u>	
<b>Creditors: amounts falling due within one year</b>	<b>5</b>	<u>(2,287)</u>		<u>(5,535)</u>	
<b>Net current assets</b>			<u>1,523</u>		<u>2,432</u>
<b>Total assets less current liabilities</b>			<u><u>1,523</u></u>		<u><u>2,432</u></u>
<b>Funds</b>					
Unrestricted fund			1,523		2,432
			<u><u>1,523</u></u>		<u><u>2,432</u></u>

For the year ending 31 March 2013 the directors are satisfied that the charitable company is entitled to the exemption from the audit under Section 477 of the Companies Act 2006 ("the Act") relating to small companies

**Directors' responsibilities**

[a] The members have not required the charitable company to obtain an audit of the accounts for the year in question in accordance with Section 476 of the Act,

[b] The directors acknowledge their responsibilities for complying with requirements of the Act with respect to accounting records and the preparation of accounts

The financial statements have been prepared in accordance with the special provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies' regime

The financial statements were approved by the board and authorised for issue on 18/11/2013 and signed on behalf of the board by



**J R Ball – Director and Trustee**



**Mrs E Doyle - Trustee**

**GROVERS KIDS CLUB**  
**(A Company Limited by Guarantee)**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2013**

**1 Accounting policies**

***Basis of accounting***

The financial statements have been prepared under the historical cost convention, and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Companies Act 2006

***Incoming resources***

Incoming resources represent the grants, donations, fees, interest and other income receivable during the year.

***Resources expended***

Expenditure is accounted for on an accruals basis and allocated to appropriate headings in the financial statements

Governance costs include all expenditure incurred in running the charity as an organisation

***Expenditure on equipment***

Expenditure of £1,500 or less on any individual equipment is charged as an expense in the statement of financial activities

***Apportionment of expenses***

Expenditure has been apportioned between charitable expenditure and governance costs, on the basis of direct apportionment

***Taxation***

The club is a registered charity and is not subject to a corporation tax charge

<b>2</b>	<b>Total resources expended</b>	<b>Staff Costs £</b>	<b>Other Costs £</b>	<b>Total 2013 £</b>	<b>Total 2012 £</b>
	<b>Charitable activities</b>				
	Kids Club running costs				
	Activities undertaken directly	37,926	11,841	49,767	45,590
	Grant monies expended (restricted funds)	-	-	-	3,400
	<b>Governance costs</b>				
	Independent examination	-	596	596	548
		<u>37,926</u>	<u>12,437</u>	<u>50,363</u>	<u>49,538</u>



**GROVERS KIDS CLUB**  
**(A Company Limited by Guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2013**

**3 Trustees**

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year

No expenses were reimbursed to any trustee during the year

**4 Employees**

**Number of employees**

The average monthly number of employees during the year was

	<b>2013</b> Number	<b>2012</b> Number
Kids Club	4	4

**Employment costs**

	<b>2013</b> £	<b>2012</b> £
Wages and salaries	36,303	33,125
Social security costs	1,623	1,715
	<u>37,926</u>	<u>34,840</u>

There were no employees whose annual emoluments were £60,000 or more

**5 Creditors: amounts falling due within one year**

	<b>2013</b> £	<b>2012</b> £
Deferred income	1,007	846
Other creditors	1,280	4,689
	<u>2,287</u>	<u>5,535</u>