Company Number 04359997 Charity Number 1100798

GROVERS KIDS CLUB (A COMPANY LIMITED BY GUARANTEE)

TRUSTEES' REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2015

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### CONTENTS

	Page
Director's and trustees' report	1 to 3
Statement of financial activities	4
Balance sheet	5
Notes to the financial statements	· 6 to 7

#### **DIRECTOR'S AND TRUSTEES' REPORT**

#### FOR THE YEAR ENDED 31 MARCH 2015

The trustees present their report and unaudited financial statements for the year ended 31 March 2015.

#### **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 surplus for the year of £11,851 (2014: £1,277).

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 chose 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.

#### Events since year end

The last children attended the Summer 2015 Term, when the activities ceased and the staff were made redundant at a cost of £12,233.

#### **DIRECTOR'S AND TRUSTEES' REPORT**

#### FOR THE YEAR ENDED 31 MARCH 2015

#### Reserves policy

The company retained sufficient reserves to meet the cost of staff redundancy. The charity ceased to provide services after the end of the Summer 2015 Term and all staff were made redundant.

#### **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.

**Director Trustee** 

J R Ball

**Non-director Trustees** 

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.

Chairman

J R Ball

**Vice Chairman** 

Mrs N Ball

**Honorary Treasurer** 

Mrs E Doyle

Secretary

Mrs C Vallance

**Company Secretary** 

Mrs C Vallance

**Committee members** 

Mrs C Vallance Mrs E Doyle Mrs L Collins Mrs N Ball

Registered office

72 Worthing Road Littlehampton West Sussex BN16 3LL

Independent examiner

Peter Hussey FCA Spofforths LLP A2 Yeoman Gate Yeoman Way Worthing West Sussex BN13 3QZ

#### **DIRECTOR'S AND TRUSTEES' REPORT**

### FOR THE YEAR ENDED 31 MARCH 2015

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 22/12/2015 and signed on its behalf by:

É Donle

Mrs E Doyle – Trustee and Company Secretary

## STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)

### FOR THE YEAR ENDED 31 MARCH 2015

				•
		Unrestricted		
		funds	Total	Total
N	lotes	2015	2015	2014
·		£	£	£
Incoming resources				
Investment income				
Interest receivable		4	4	2
Incoming resources from charitable activities:				
Kids Clubs fees receivable		60,641	60,641	51,622
Fundraising activities		652	652 	486
Total incoming resources		61,297	61,297	52,110
Resources expended	•			
Charitable activities - Kids Club running costs		48,717	48,717	50,158
Governance costs		729	729	<i>675</i>
Total resources expended	2	49,446	49,446	50,833
Net income for the year	•	11,851	11,851	1,277
Total funds brought forward		2,800	2,800	1,523
Total funds carried forward	-	14,651	14,651	2,800
	=			

#### **BALANCE SHEET**

**Current assets**Cash at bank and in hand

Fees outstanding

one year

#### **AS AT 31 MARCH 2015**

Creditors: amounts falling due within

**Total assets less current liabilities** 

	2015 £	2014 £
16,765 1,909	6,147 177	
18,674	6,324	_
(4,023)	(3,524)	) <del>-</del>

14,651

14,651

14,651

14.651

2,800

2,800

2,800

2.800

**REGISTERED NUMBER: 04359997** 

Represented by:

Unrestricted funds

Total funds

**Net current assets** 

10001101103	2.7002	

The director is satisfied that the company is entitled to the exemption from the audit requirement contained in Section 477 of the Companies Act 2006 ("the Act") for the year ended 31 March 2015.

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

**Notes** 

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

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the trustees and authorised for issue on 22/12/2015 and signed on behalf of the trustees by

J R Ball - Director and Trustee

Mrs E Doyle - Trustee

#### NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2015

#### 1 Principal accounting policies

#### Basis of preparation

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.

#### 2 Total resources expended

	Staff costs £	Other costs	Total 2015 £	Total 2014 <b>£</b>
Charitable activities Activities undertaken directly	38,091	10,626	48,717	50,158
Governance costs: Independent examination		729	729	675
	38,091	11,355	49,446	50,833

#### **NOTES TO THE FINANCIAL STATEMENTS**

#### FOR THE YEAR ENDED 31 MARCH 2015

#### 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:

	2015	2014
	Number	Number
Kids club	6	6
Employment costs	2015	2014
	£	£
Wages and salaries	38,091	36,166
Social security costs	<u> </u>	1,647
	38,091	37,813

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

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

	2015	2014
	£	£
Deferred income	1,493	<i>798</i>
Other creditors	2,530	2,726
	4,023	3,524

#### 6 Post Balance Sheet Date Event

The company ceased to provide day care provision at the end of the Summer Term. This resulted in the company ceasing its day to day operations and making all staff redundant at a cost of £12,233.