

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

Gary J Cansick & Co
Chartered Accountants
Janelle House
6 Hartham Lane
Hertford
Hertfordshire
SG14 1QN

**CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

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FOR THE YEAR ENDED 31 MARCH 2022**

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CHIPS - CHILDREN'S INTEGRATED PLAYSCHEMES

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The trustees present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity's objectives are to support children with additional needs, their siblings and families, by:

1. Offering integrated play and social opportunities to children with additional needs and their siblings,
2. Supporting the families and carers of children with additional needs through short breaks, mutual support and information,
3. Increasing awareness of disability issues in the local area.

All activities provided by the charity are for the benefit of the public. The Trustees have complied with the duty in Section 4 of the 2011 Charities Act to have due regard to guidance published by the Charity Commission, including public benefit guidance.

Significant activities

The Charity offers integrated play and social opportunities to children with additional needs and their siblings through:-

Saturday Clubs during school term time
School Holiday Playschemes - Summer, Easter and Christmas
Specialist Interest clubs
Outings
Christmas Parties

These activities provide a significant and proven benefit to improving the physical and mental wellbeing of the whole family.

ACHIEVEMENT AND PERFORMANCE

This information is contained within the Chair's report which is available on request from our office at 2nd Floor , Four Rivers House,4c Fentiman Walk, Hertford,SG14 1DB.

FINANCIAL REVIEW

Reserves policy

CHIPS will look to maintain a minimum of six months running costs in reserves at all times to include our busiest period- the Summer Schemes. The policy is designed to address the worst-case scenario when income falls dramatically and the charity is forced to begin the closing process just before the Summer Schemes are about to run.

Any surplus funds which unlikely to be needed to pay for charitable activities in one period are placed on deposit to earn interest.

This policy is due to be reviewed by the Trustees at the AGM in October 2022.

FUTURE PLANS

The Charity Manager and CHIPS Trustees will work closely with Hertfordshire County Council, in respect of funding available. The Development Manager will aim to widen the Charity's income stream through grant applications to other charitable organisations and fundraising events. CHIPS will continue to develop and extend the provision available to children and their families.

The Trustees will closely follow the guidance from Hertfordshire County Council and Public Health England to ensure that all provision offered meets all relevant guidelines and is Covid -19 secure.

CHIPS - CHILDREN'S INTEGRATED PLAYSCHEMES

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is an unincorporated charity controlled by a governing document, its constitution, which was adopted on 1st April 1998 and amended 21st June 2001.

The Charity is required to operate in accordance with its constitution.

Recruitment and appointment of new trustees

CHIPS is a parent led organisation. The majority of the Trustees are parents of children who attend the playschemes. Trustees are elected, appointed and reappointed annually at the AGM.

Organisational structure

The charity employs a Charity Manager and a Development Manager, who report to the Chair of Trustees and three part time administrators. The Playscheme Leaders are responsible for running the playschemes and clubs. They are directly managed by the Charity Manager but also provide reports at CHIPS Trustee meetings which are held five times per year. All playschemes are registered with Ofsted.

Induction and training of new trustees

All Trustees are encouraged to regularly visit the playschemes. Training is made available on request.

Wider network

The charity works closely with Hertfordshire County Council, which provide the core funding grant, and the managers of the venues where the playschemes and clubs are held. The charity has established strong links with local businesses, other charities, elected councillors and community organisations. They actively continue to widen this network.

Risk management

The Trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate financial and other controls are in place to provide reasonable assurance against fraud and error. All Policies and Procedures are reviewed annually.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1069535

Principal address

2nd Floor Four Rivers House
4C Fentiman Walk
Hertford
Hertfordshire
SG14 1DB

Trustees

G Nickson Chair
H Smith (resigned 31.7.21)
M Cooper Vice-Chair
S Banerjee
P Campbell
T Ivison
M Ronsley
D Windridge
A Lee (resigned 9.9.21)
J Edwards
A James
S Tatam
R Thomas
C H A Russell (appointed 8.10.21)
J A Smith (appointed 8.10.21)

**CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022**

REFERENCE AND ADMINISTRATIVE DETAILS

Independent Examiner

G J Cansick
ICAEW
Gary J Cansick & Co
Chartered Accountants
Janelle House
6 Hartham Lane
Hertford
Hertfordshire
SG14 1QN

Approved by order of the board of trustees on 21 October 2022 and signed on its behalf by:

G Nickson - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

Independent examiner's report to the trustees of CHIPS - Children's Integrated Playschemes

I report to the charity trustees on my examination of the accounts of CHIPS - Children's Integrated Playschemes (the Trust) for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do 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.

G J Cansick
ICAEW
Gary J Cansick & Co
Chartered Accountants
Janelle House
6 Hartham Lane
Hertford
Hertfordshire
SG14 1QN

Date:

**CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	Unrestricted funds £	Restricted fund £	31.3.22 Total funds £	31.3.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		47,132	-	47,132	35,441
Charitable activities					
General		233,068	21,370	254,438	262,654
Other trading activities	2	8,409	-	8,409	6,070
Investment income	3	11	-	11	-
Total		<u>288,620</u>	<u>21,370</u>	<u>309,990</u>	<u>304,165</u>
EXPENDITURE ON					
Charitable activities					
General		177,746	23,046	200,792	154,334
Support costs		84,488	-	84,488	84,136
Other		-	-	-	(1,150)
Total		<u>262,234</u>	<u>23,046</u>	<u>285,280</u>	<u>237,320</u>
NET INCOME/(EXPENDITURE)		<u>26,386</u>	<u>(1,676)</u>	<u>24,710</u>	<u>66,845</u>
Transfers between funds	10	<u>(963)</u>	<u>963</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>25,423</u>	<u>(713)</u>	<u>24,710</u>	<u>66,845</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>244,609</u>	<u>1,509</u>	<u>246,118</u>	<u>179,273</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>270,032</u></u>	<u><u>796</u></u>	<u><u>270,828</u></u>	<u><u>246,118</u></u>

The notes form part of these financial statements

**CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

**BALANCE SHEET
31 MARCH 2022**

	Notes	Unrestricted funds £	Restricted fund £	31.3.22 Total funds £	31.3.21 Total funds £
FIXED ASSETS					
Tangible assets	7	5,251	-	5,251	5,418
CURRENT ASSETS					
Debtors	8	6,800	-	6,800	8,526
Cash at bank		274,076	796	274,872	246,048
		<u>280,876</u>	<u>796</u>	<u>281,672</u>	<u>254,574</u>
CREDITORS					
Amounts falling due within one year	9	(16,095)	-	(16,095)	(13,874)
		<u>264,781</u>	<u>796</u>	<u>265,577</u>	<u>240,700</u>
NET CURRENT ASSETS					
		<u>270,032</u>	<u>796</u>	<u>270,828</u>	<u>246,118</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>270,032</u>	<u>796</u>	<u>270,828</u>	<u>246,118</u>
NET ASSETS					
		<u>270,032</u>	<u>796</u>	<u>270,828</u>	<u>246,118</u>
FUNDS					
Unrestricted funds	10			270,032	244,609
Restricted funds				796	1,509
				<u>270,828</u>	<u>246,118</u>
TOTAL FUNDS					

The financial statements were approved by the Board of Trustees and authorised for issue on 21 October 2022 and were signed on its behalf by:

G Nickson - Trustee

**CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Equipment & furniture	- 33% on cost and 15% on reducing balance
Computer equipment	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

2. OTHER TRADING ACTIVITIES

	31.3.22	31.3.21
	£	£
Fundraising events	8,409	6,070
	<u> </u>	<u> </u>

**CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

3. INVESTMENT INCOME

	31.3.22	31.3.21
	£	£
Deposit account interest	11	-
	<u>11</u>	<u>-</u>

4. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

5. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.22	31.3.21
Average number of employees	77	75
	<u>77</u>	<u>75</u>

No employees received emoluments in excess of £60,000.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	35,441	-	35,441
Charitable activities			
General	262,654	-	262,654
Other trading activities	6,070	-	6,070
Total	<u>304,165</u>	<u>-</u>	<u>304,165</u>
EXPENDITURE ON			
Charitable activities			
General	154,334	-	154,334
Support costs	82,122	2,014	84,136
Other	(1,150)	-	(1,150)
Total	<u>235,306</u>	<u>2,014</u>	<u>237,320</u>
NET INCOME/(EXPENDITURE)	<u>68,859</u>	<u>(2,014)</u>	<u>66,845</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	175,750	3,523	179,273

**CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted fund £	Total funds £
TOTAL FUNDS CARRIED FORWARD	244,609	1,509	246,118

7. TANGIBLE FIXED ASSETS

	Equipment & furniture £	Computer equipment £	Totals £
COST			
At 1 April 2021	4,212	8,566	12,778
Additions	-	2,352	2,352
At 31 March 2022	4,212	10,918	15,130
DEPRECIATION			
At 1 April 2021	3,501	3,859	7,360
Charge for year	106	2,413	2,519
At 31 March 2022	3,607	6,272	9,879
NET BOOK VALUE			
At 31 March 2022	605	4,646	5,251
At 31 March 2021	711	4,707	5,418

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Other debtors	5,100	5,000
Net wages	-	126
Prepayments	1,700	3,400
	6,800	8,526

**CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Taxation and social security	1,254	1,220
Other creditors	14,841	12,654
	<u>16,095</u>	<u>13,874</u>

10. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	244,609	26,386	(963)	270,032
Restricted funds				
General	1,509	(1,676)	963	796
TOTAL FUNDS	<u>246,118</u>	<u>24,710</u>	<u>-</u>	<u>270,828</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	288,620	(262,234)	26,386
Restricted funds			
General	21,370	(23,046)	(1,676)
TOTAL FUNDS	<u>309,990</u>	<u>(285,280)</u>	<u>24,710</u>

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General fund	175,750	68,859	244,609
Restricted funds			
General	3,523	(2,014)	1,509
TOTAL FUNDS	<u>179,273</u>	<u>66,845</u>	<u>246,118</u>

**CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	304,165	(235,306)	68,859
Restricted funds			
General	-	(2,014)	(2,014)
TOTAL FUNDS	<u>304,165</u>	<u>(237,320)</u>	<u>66,845</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	175,750	95,245	(963)	270,032
Restricted funds				
General	3,523	(3,690)	963	796
TOTAL FUNDS	<u>179,273</u>	<u>91,555</u>	<u>-</u>	<u>270,828</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	592,785	(497,540)	95,245
Restricted funds			
General	21,370	(25,060)	(3,690)
TOTAL FUNDS	<u>614,155</u>	<u>(522,600)</u>	<u>91,555</u>

**CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022**

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

**CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

	31.3.22 £	31.3.21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	36,259	25,346
Gift aid	1,332	-
Subscriptions	2,698	2,247
Donations from organisations and charities	6,843	7,848
	<hr/>	<hr/>
	47,132	35,441
Other trading activities		
Fundraising events	8,409	6,070
Investment income		
Deposit account interest	11	-
Charitable activities		
Attendance fees for Playschemes and events	29,971	14,835
Grants HCC	167,076	193,693
Covid-19 support grants	-	11,167
Grants Other	57,391	42,959
	<hr/>	<hr/>
	254,438	262,654
Total incoming resources	<hr/>	<hr/>
	309,990	304,165
EXPENDITURE		
Charitable activities		
Wages	140,004	112,845
Rent	26,029	17,734
Sundries	751	709
Holiday scheme expenses	2,089	1,586
Entertainment	6,319	1,901
Equipment & maintenance	6,733	6,304
Gifts	826	780
Training	2,367	1,307
Saturday Club expenses	4,827	2,261
Clubs expenses	4,696	2,545
	<hr/>	<hr/>
	194,641	147,972
Support costs		
Management		
Wages	53,285	59,769
Pensions	1,663	-
Rent	19,156	15,375
Insurance	2,354	2,167
Carried forward	76,458	77,311

This page does not form part of the statutory financial statements

**CHIPS - CHILDREN'S INTEGRATED
PLAYSCHEMES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

	31.3.22	31.3.21
	£	£
Management		
Brought forward	76,458	77,311
Telephone	1,309	883
Postage and stationery	2,503	2,245
Sundries	4,480	4,226
Computer expenses	1,320	532
Internet	140	317
	<hr/>	<hr/>
	86,210	85,514
 Finance		
Bank charges	117	69
Fixtures and fittings	106	105
Computer equipment	2,414	1,585
	<hr/>	<hr/>
	2,637	1,759
 Governance costs		
Accountancy and legal fees	1,452	1,500
No description	340	575
	<hr/>	<hr/>
	1,792	2,075
	<hr/>	<hr/>
Total resources expended	285,280	237,320
	<hr/>	<hr/>
Net income	24,710	66,845
	<hr/> <hr/>	<hr/> <hr/>