

# **Re-create-Cardiff and Vale Play Services Association**

**Company Limited By Guarantee**

**Report and Financial Statements for the year ended 31<sup>st</sup> March  
2013**

*Registered number 02365298*

*Registered Charity number 1100526*



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# **Re-create-Cardiff and Vale Play Services Association**

## **Annual Report for the year ended 31<sup>st</sup> March 2013**

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# **Re-create-Cardiff and Vale Play Services Association**

## **Trustees' Report for the year ended 31<sup>st</sup> March 2013**

The Trustees present their Annual Report for the year ended 31<sup>st</sup> March 2013

### **Charitable objects**

The objects for which the company is established are to provide and promote the development of facilities and opportunities for play, recreation and leisure time occupations for children and young people of South Glamorgan and the surrounding areas. This includes facilities for which children have need by reason of their youth or social or economic circumstances, and which will improve condition of life for such children by promoting their physical, mental and spiritual well-being. The company also provides and promotes waste materials for play and creative purposes.

### **Organisational structure and decision-making**

The Executive Committee is elected by members at the Annual General Meeting and meets regularly to direct the charity's operational management and to undertake decision-making on its behalf. The Executive Committee comprises the company's directors who are named on page 1. All company directors are also trustees of the charity.

### **Status and administration**

Re-create-Cardiff and Vale Play Services Association is constituted as a incorporated company limited by guarantee whose governing document is its Memorandum and Articles of Association (adopted 10<sup>th</sup> May 2006). It was granted charitable status on 5<sup>th</sup> November 2003 and is registered with the Charity Commissioners, number 1100526.

### **Review of activities**

The charity has continued to pursue its charitable objects in providing and promoting the development of facilities and opportunities for children's play activities.

### **Reserves**

The balance of funds stands at £150635 at the balance sheet date.

### **Trustees**

The following served as trustees at some time during the year.

M Lubinski (Chairman), J Philips, S Sim, M Leichte-Saxby, E Williams-Jones,  
V Barwick

(Continued)

**Responsibilities of the Trustees**

The Charities Act requires trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the end of the year and the incoming and outgoing resources for the year then ended

In preparing these financial statements, the Trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent. The Trustees must also prepare the financial statements on the going-concern basis unless it is inappropriate to presume that the charity will continue its activities

The Trustees are responsible for keeping proper accounting records which 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 1993. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities

**Risk management**

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that the systems are in place to mitigate those risks

**Small company exemptions**

This report is prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 applicable to companies subject to the small companies' regime

**Signed on behalf of the Trustees**

**M Lubienski**  
**Chairperson**



**Date:**

14/10/13

# **Re-create-Cardiff and Vale Play Services Association Independent Examiner's Report**

*Independent Examiner's Report to the Trustees of  
Re-create-Cardiff and Vale Play Services Association*

We report on the accounts of Re-create-Cardiff and Vale Play Services Association for the year ended 31 March 2013, which are set out on pages 5 to 13

## **Respective responsibilities of Trustees and Auditors**

As described on page 3 you are responsible as trustees for the preparation of the accounts. It is our responsibility to state, on the basis of procedures specified in the General Directions given by the charity commissioners under section 43(7) of the Act, whether particular matters have come to my attention.

## **Basis of Independent Examiners' Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 we do not express an audit opinion on the view given by the accounts.

## **Independent Examiners' Report**

Based on my examination, no matter has come to my attention which gives us reasonable cause to believe that in any material respect accounting records have not been kept in accordance with section 41 of the Act or that the accounts presented do not accord with those records or comply with the accounting requirements of the Act. No matter has come to my attention in connection with our examination to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**G Marino and Company Limited,  
Chartered Certified Accountants and Registered Auditors,  
66 Whitchurch Road,  
Cardiff, CF14 3LX**

**Date** 14/10/13

**Re-create-Cardiff and Vale Play Services Association**  
**Statement of Financial Activities for the year ended**  
**31<sup>st</sup> March 2013**

	Notes	Unrestricted funds	Restricted funds	Total funds 2013	Total funds 2012
		£	£	£	£
<b>Incoming resources</b>					
Sales	2	39787	-	39787	54797
Grants receivable	3	79663	70000	149663	107306
		-----	-----	-----	-----
<b>Total incoming resources</b>		<b>119450</b>	<b>70000</b>	<b>189450</b>	<b>182103</b>
<u>Less</u> Cost of sales		(9711)	-	(9711)	(16173)
		-----	-----	-----	-----
<b>Gross surplus</b>		<b>109739</b>	<b>70000</b>	<b>179739</b>	<b>165930</b>
<b>Charitable expenditure:</b>					
Costs in furtherance of the charity's objects	4	65486	59180	124666	126902
Management & administration	5	14756	18549	33305	19851
		-----	-----	-----	-----
<b>Total resources expended</b>		<b>80242</b>	<b>77729</b>	<b>157971</b>	<b>146753</b>
<b>Net incoming / (outgoing) resources for the year</b>	6	<b>29497</b>	<b>(7729)</b>	<b>21768</b>	<b>19177</b>
<b>Transfers</b>	9 & 11	<b>48519</b>	<b>-</b>	<b>48519</b>	<b>-</b>
<b>Balance brought forward</b>		<b>72619</b>	<b>7729</b>	<b>80348</b>	<b>61171</b>
		-----	-----	-----	-----
<b>Balance carried forward</b>		<b>150635</b>	<b>-</b>	<b>150635</b>	<b>80348</b>
		=====	=====	=====	=====

# **Re-create-Cardiff and Vale Play Services Association** **Balance Sheet 31<sup>st</sup> March 2013**

	Notes	2013 £	2012 £
<b>Fixed assets</b>			
Freehold property, equipment and vehicles	7	62707	62086
<b>Current assets</b>			
Closing stocks		10250	10250
Debtors	8	13196	13982
Cash at bank and in hand		74436	46026
		<u>97882</u>	<u>70258</u>
<b>Creditors: amounts falling due within one year</b>	9	(9954)	(10346)
<b>Net current assets</b>		150635	59912
<b>Provision for liabilities and charges</b>			
Government grants	11	-	(41650)
		<u>150635</u>	<u>80348</u>
<b>Net assets</b>			
<b>Funds</b>			
Unrestricted	12	150635	72619
Restricted	12	-	7729
		<u>150635</u>	<u>80348</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act

The directors acknowledge their responsibilities for complying with the requirement of the Companies Act 2006 with respect to accounting records and the preparation of accounts

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

Signed



**M Lubienski**  
**Chairman**

Date:

14/10/13

# **Re-create-Cardiff and Vale Play Services Association**

## **Notes to the financial statements for the year ended**

### **31<sup>st</sup> March 2013**

#### **1) Accounting policies**

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the company's financial statements

##### **Basis of preparation**

The financial statements have been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities and the Charities Act 1993 and under the historical cost accounting rules

##### **Going concern**

These accounts have been prepared on the basis that the company is a going concern

##### **Netting off of income and expenditure**

It is not the charity's policy to net-off income and related expenditure

##### **Turnover**

Turnover represents sales at invoiced price, grants receivable and other income

##### **Tangible fixed assets and depreciation**

Depreciation is provided at the rates calculated to write off the cost of fixed assets over their expected useful life as follows

Freehold property	2% per annum straight line basis
Office equipment	15% per annum reducing balance basis
Motor vehicles	25% per annum reducing balance basis



# **Re-create-Cardiff and Vale Play Services Association** **Notes to the financial statements for the year ended** **31<sup>st</sup> March 2013 (continued)**

## **Corporation taxation**

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

## **Deferred government grants**

Deferred government grants in respect of capital expenditure are treated as deferred income and are credited to the profit and loss account over the estimated useful life of the assets to which they relate

## **Incoming resources**

Incoming resources, including grants are accounted for on a receivable basis

## **Resources expended**

The charity's policies for including resources expended are to include costs directly attributable to the performance of charitable activities as "costs in furtherance of the charity's objects" and costs of managing and administering the charity as "management and administration costs"

## **Funds structure**

Unrestricted funds represent resources available to be applied by the trustees for the general objectives of the charity at their discretion. These can later become designated when set aside for a particular purpose within the general objectives at the discretion of the trustees

Restricted funds represent resources available to meet specific objectives. These can either be specified by the donor when the funds are granted or by the trustees when the funds are raised

## **2) Incoming resources from sales**

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Retail sales	37842	53547
Workshops	1945	1250
	<b>39787</b>	<b>54797</b>

**Re-create-Cardiff and Vale Play Services Association**  
**Notes to the financial statements for the year ended**  
**31<sup>st</sup> March 2013 (continued)**

**3) Grants receivable**

Grants received during the year were as follows

	<b>2013</b>	<b>2013</b>	<b>2013</b>	<b>2012</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Big Lottery	5000	70000	75000	65026
Cymorth	22621	-	22621	22621
SLA	25000	-	25000	20247
Kickstart	-	-	-	4209
Small Play Grants	24398	-	24398	14703
Women's aid	-	-	-	500
WCVA	2644	-	2644	-
	<b>79663</b>	<b>70000</b>	<b>149663</b>	<b>107306</b>

**4) Costs in furtherance of charitable objects**

	<b>2013</b>	<b>2013</b>	<b>2013</b>	<b>2012</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Staff salaries & pension contributions	61408	58167	119575	116346
Motor and travelling	2568	1013	3581	6484
Membership fees	-	-	-	167
Volunteers' expenses	100	-	100	627
Training fees	-	-	-	954
Hire of equipment	-	-	-	1270
Depreciation	4041	-	4041	3685
Amortisation of grant	(2631)	-	(2631)	(2631)
	<b>65486</b>	<b>59180</b>	<b>124666</b>	<b>126902</b>

**Re-create-Cardiff and Vale Play Services Association**  
**Notes to the financial statements for the year ended**  
**31<sup>st</sup> March 2013 (continued)**

**5) Management and administration**

	<b>2013</b>	<b>2013</b>	<b>2013</b>	<b>2012</b>
	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Gas and electric	779	-	779	1756
Insurance	1692	-	1692	2408
Repairs and premises expenses	3166	-	3166	2046
Telephone and Internet	396	-	396	888
Stationery and postage	72	-	72	51
General overheads	6320	18549	24869	8593
Sundry expenses	424	-	424	1894
Waste disposal	354	-	354	387
IT costs and equipment	-	-	-	426
Bank and credit card charges	298	-	298	352
Professional fees	180	-	180	-
Accountancy	1075	-	1075	1050
	<b>14756</b>	<b>18549</b>	<b>33305</b>	<b>19851</b>

**6) Operating surplus/(deficiency)**

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
<b>Operating surplus/ (deficiency) is stated after charging/(crediting)</b>		
Amortisation of government grants	(2631)	(2631)
Depreciation of fixed assets	4041	3685

**Re-create-Cardiff and Vale Play Services Association**  
**Notes to the financial statements for the year ended**  
**31<sup>st</sup> March 2013 (continued)**

**7) Fixed assets**

	<b>Freehold property</b>	<b>Office Equipment</b>	<b>Motor vehicles</b>	<b>Total</b>
<b>Cost</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
At 1 April 2012	73017	44449	20145	137611
Additions	-	4662	-	4662
<b>At 31 March 2013</b>	<b>73017</b>	<b>49111</b>	<b>20145</b>	<b>142273</b>
<b>Depreciation</b>				
At 1 April 2012	23305	32335	19885	75525
Depreciation charged	1460	2516	65	4041
<b>At 31 March 2013</b>	<b>24765</b>	<b>34851</b>	<b>19950</b>	<b>79566</b>
<b>NBV at 31-03-13</b>	<b>48252</b>	<b>14260</b>	<b>195</b>	<b>62707</b>
<b>NBV at 31-03-12</b>	<b>49712</b>	<b>12114</b>	<b>260</b>	<b>62086</b>

**8) Debtors**

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Trade debtors	11361	11657
Other debtors	1835	2325
	<b>13196</b>	<b>13982</b>

**9) Creditors: amounts falling due within one year**

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Taxation and social security	(1865)	(937)
Other creditors	-	9500
Trade creditors and accruals	11819	1783
	<b>9954</b>	<b>10346</b>

A grant of £9500 received from Cardiff Play Forum many years ago was transferred to unrestricted funds as it is deemed non-refundable by the directors

# **Re-create-Cardiff and Vale Play Services Association** **Notes to the financial statements for the year ended** **31<sup>st</sup> March 2013 (continued)**

## **10) Pensions**

The company operates a defined contribution scheme for employees. The funds are held and administered separately from the company.

## **11) Government grants**

	<b>2013</b>	<b>2012</b>
	<b>£</b>	<b>£</b>
Received	91940	91940
	<u>          </u>	<u>          </u>
Balance b/fwd	41650	44281
Credited during year	(2631)	(2631)
Transfer to unrestricted funds	39019	-
	<u>          </u>	<u>          </u>
Balance /c/fwd	-	41650
	<u>          </u>	<u>          </u>

The government grant related to the purchase of the company's freehold property. The balance after reflecting the annual amortisation was transferred to unrestricted funds as the directors deem it to be non-refundable.

## **12) Movement in funds**

	As at 1 <sup>st</sup> Apr 2012	Net movement	As at 31 <sup>st</sup> Mar 2013
	£	£	£
<u>Unrestricted funds</u>			
General	72619	78016	150635
<u>Restricted funds</u>			
Big Lottery	7729	(7729)	-
<b>Total funds</b>	<b>80348</b>	<b>70287</b>	<b>150635</b>

## **13) Analysis of net assets**

	Unrestricted funds	Restricted funds	Total funds
	£	£	£
Tangible fixed assets	62707	-	62707
Current assets	97882	-	97882
Total liabilities	(9954)	-	(9954)
<b>Net assets as at 31<sup>st</sup> March 2013</b>	<b>150635</b>	<b>-</b>	<b>150635</b>

**Re-create-Cardiff and Vale Play Services Association**  
**Notes to the financial statements for the year ended**  
**31<sup>st</sup> March 2013 (continued)**

**14) Company limited by guarantee**

The company is limited by guarantee. In the event of a deficiency arising on liquidation, each member has undertaken to contribute to the assets of the company a sum of £1