

Charity Registration No. 1036738

Company Registration No. 02912688 (England and Wales)

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS
TRUSTEES' REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2016

WEDNESDAY



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COMPANIES HOUSE

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Catherine Armstrong
Donna Brown
Toby Evans
Joy Hastings
Sarah Harkins
Ana Jechiu
Sandra Kendal
Kalsoom Khan
Judith McCann
Imogen McEvedy
Zenith Rahman
Janet Waldron
Patricia Wallson
Valerie Whitehead

Secretary

John Parker

Charity number

1036738

Company number

02912688

Principal address

The Toyhouse Centre
92 St Pauls Way
Bow
London
E3 4AL

Registered office

37 Rushey Green
Catford
London
SE6 4AS

Independent examiner

Richard F Hopper
Chinthurst
30 St Stephens Hill
Launceston
Cornwall
PL15 8HN

Bankers

Unity Trust Bank plc
9 Brindleyplace
Birmingham
B1 2HB

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

LEGAL AND ADMINISTRATIVE INFORMATION

Solicitors

Parker Arrenberg
37 Rushey Green
Catford
London
SE6 4AS

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

CONTENTS

	Page
Trustees' report	1 - 2
Independent examiner's report	3
Statement of financial activities	4
Balance sheet	5
Notes to the accounts	6 - 12

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2016

The trustees present their report and accounts for the year ended 31 March 2016.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance and management

The charity is a company limited by guarantee formed on 25 March 1994. At that time it took over the activities, assets and liabilities of the previous unincorporated association of the same name, which had been set up in March 1979.

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Catherine Armstrong

Donna Brown

Toby Evans

Joy Hastings

Sarah Harkins

(Appointed 20 October 2015)

Ruby Hoque

(Resigned 20 October 2015)

Ana Jechiu

(Appointed 20 October 2015)

Sandra Kendal

Kalsoom Khan

Judith McCann

Imogen McEvedy

Zenith Rahman

Janet Waldron

Patricia Wallson

Valerie Whitehead

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The charity is controlled by a Management Committee elected each year by the members and which meets regularly during the year. Between meetings most matters are dealt with by the project's manager and staff.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks. They intend to keep this matter under regular review.

Objectives and activities

The charity's objects are to provide and assist in the provision of facilities for children, and adults with special educational needs, primarily in the London Borough of Tower Hamlets for their recreation, especially through the provision of therapeutic and educational toys with the object of improving their conditions of life. The policies adopted in furtherance of these objects are to support individual member groups in Tower Hamlets and there has been no change in these during the year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

Achievements and performance

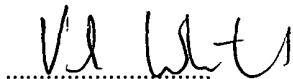
Details of the activities, achievements and performance of the charity are set out in the separate Annual Report.

Financial review

The financial transactions of the charity during the year and the financial position at the end of the year are set out in the attached accounts and are reviewed in the separate Annual Report. The trustees consider the financial position to be satisfactory.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

On behalf of the board of trustees



Valerie Whitehead

Trustee

Dated: 18 Sept 16

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

I report on the accounts of the charity for the year ended 31 March 2016, which are set out on pages 4 to 12.

Respective responsibilities of trustees and examiner

The trustees, who are also the directors of Toy House Libraries Association of Tower Hamlets for the purposes of company law, are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011, the 2011 Act, and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination being a Chartered Accountant.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) 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 view' 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:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Richard F Hopper

Chartered Accountant
Chinthurst
30 St Stephens Hill
Launceston
Cornwall
PL15 8HN

Dated: 13 September 2016

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2016

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	Total 2016 £	Total 2015 £
<u>Incoming resources from generated funds</u>						
Donations and legacies	2	6,349	-	-	6,349	11,070
Investment income	3	1,823	-	-	1,823	2,667
		8,172	-	-	8,172	13,737
Incoming resources from charitable activities	4	52,563	-	222,862	275,425	205,773
Total incoming resources		60,735	-	222,862	283,597	219,510
<u>Resources expended</u>						
Charitable activities						
Family Health and Wellbeing		12,524	-	83,873	96,397	94,412
Early Years and Family Activities		17,841	-	119,965	137,806	89,797
Special Needs and Mobile Services		3,248	-	21,759	25,007	52,025
Commissioned and Member Group Services		14,852	-	3,709	18,561	26,551
Total charitable expenditure		48,465	-	229,306	277,771	262,785
Governance costs		497	-	1,325	1,822	1,989
Total resources expended		48,962	-	230,631	279,593	264,774
Net income/(expenditure) for the year/ Net movement in funds		11,773	-	(7,769)	4,004	(45,264)
Fund balances at 1 April 2015		87,345	209,041	133,429	429,815	475,079
Fund balances at 31 March 2016		99,118	209,041	125,660	433,819	429,815
Utilised on fixed assets		(25,561)	-	(44,725)	(70,286)	(83,722)
Available funds		73,557	209,041	80,935	363,533	346,093

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

BALANCE SHEET

AS AT 31 MARCH 2016

	Notes	2016 £	£	2015 £	£
Fixed assets					
Tangible assets	9		70,286		83,722
Current assets					
Debtors	10	35,068		26,774	
Cash at bank and in hand		367,274		348,773	
		<u>402,342</u>		<u>375,547</u>	
Creditors: amounts falling due within one year	11	<u>(38,809)</u>		<u>(29,454)</u>	
Net current assets			363,533		346,093
Total assets less current liabilities			<u>433,819</u>		<u>429,815</u>
Income funds					
Restricted funds	12		125,660		133,429
Unrestricted funds:					
Designated funds	13		209,041		209,041
Other charitable funds			99,118		87,345
			<u>433,819</u>		<u>429,815</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2016. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 13.09.2016



Valerie Whitehead
Trustee



Catherine Armstrong
Trustee

Company Registration No. 02912688

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 MARCH 2016

1 Accounting policies

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with applicable accounting standards, the Statement of Recommended Practice, "Accounting and Reporting by Charities", issued in March 2005 and the Companies Act 2006.

1.2 Incoming resources

Grants are recorded as income when they are due to be received.

Donations, legacies and other forms of voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

1.3 Resources expended

Costs are recorded as expenditure at the time when a liability to make payment is incurred.

Support costs are allocated to activities in accordance with the respective amounts of direct costs, except where they can be directly related to a particular activity.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold property	over length of lease (15 years)
Plant and machinery	25% p.a. on net book value
Fixtures, fittings & equipment	33.33% p.a. on net book value
Motor vehicles	33.33% p.a. on net book value

1.5 Accumulated funds

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

2 Donations and legacies

	2016 £	2015 £
Donations and gifts	<u>6,349</u>	<u>11,070</u>

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

3 Investment income

	2016 £	2015 £
Interest receivable	<u>1,823</u>	<u>2,667</u>

4 Incoming resources from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Grant income	52,057	222,862	274,919	205,473
Sale and hire of resources	506	-	506	300
	<u>52,563</u>	<u>222,862</u>	<u>275,425</u>	<u>205,773</u>

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

5 Total resources expended

	Staff costs £	Depreciation £	Other costs £	Total 2016 £	Total 2015 £
Charitable activities					
<u>Family Health and Wellbeing</u>					
Activities undertaken directly	43,018	-	10,951	53,969	54,679
Support costs	25,665	5,200	11,563	42,428	39,733
Total	68,683	5,200	22,514	96,397	94,412
<u>Early Years and Family Activities</u>					
Activities undertaken directly	63,281	-	13,503	76,784	51,142
Support costs	37,194	7,392	16,436	61,022	38,655
Total	100,475	7,392	29,939	137,806	89,797
<u>Special Needs and Mobile Services</u>					
Activities undertaken directly	11,560	-	2,327	13,887	29,165
Support costs	6,783	1,345	2,992	11,120	22,860
Total	18,343	1,345	5,319	25,007	52,025
<u>Commissioned and Member Group Services</u>					
Activities undertaken directly	12,192	-	-	12,192	13,802
Support costs	2,568	1,179	2,622	6,369	12,749
Total	14,760	1,179	2,622	18,561	26,551
	202,261	15,116	60,394	277,771	262,785
Governance costs	-	-	1,822	1,822	1,989
	202,261	15,116	62,216	279,593	264,774

Governance costs includes payments to the independent examiner of £1,338 (2015: £1,338) for independent examination and accountancy fees.

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

6 Support costs

	Family Health and Wellbeing	Early Years and Family Activities	Special Needs and Mobile Services	Commissioned and Member Group Services	Total 2016	Total 2015
	£	£	£	£	£	£
Premises expenses	8,875	12,615	2,296	2,012	25,798	23,067
Administrative expenses	2,688	3,821	696	610	7,815	8,325
Staff costs	25,665	37,194	6,783	2,568	72,210	67,632
Depreciation	5,200	7,392	1,345	1,179	15,116	14,973
	<u>42,428</u>	<u>61,022</u>	<u>11,120</u>	<u>6,369</u>	<u>120,939</u>	<u>113,997</u>

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or reimbursement of expenses during the year, apart from the reimbursement of childcare and travel costs in connection with attendance at committee meetings.

8 Employees

Number of employees

The average monthly number of employees during the year was:

	2016 Number	2015 Number
Direct charitable activities	10	10
Administration	2	2
	<u>12</u>	<u>12</u>

Employment costs

	2016 £	2015 £
Wages and salaries	<u>202,261</u>	<u>196,789</u>

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

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

9 Tangible fixed assets

	Land and buildings	Plant and machinery	Fixtures, fittings & equipment	Motor vehicles	Total
£	£	£	£	£	£
Cost					
At 1 April 2015	196,962	20,199	10,687	16,751	244,599
Additions	-	-	1,680	-	1,680
Disposals	-	-	(1,727)	-	(1,727)
At 31 March 2016	196,962	20,199	10,640	16,751	244,552
Depreciation					
At 1 April 2015	117,887	16,987	9,279	16,724	160,877
On disposals	-	-	(1,727)	-	(1,727)
Charge for the year	13,131	801	1,175	9	15,116
At 31 March 2016	131,018	17,788	8,727	16,733	174,266
Net book value					
At 31 March 2016	65,944	2,411	1,913	18	70,286
At 31 March 2015	79,075	3,212	1,408	27	83,722

10 Debtors

	2016 £	2015 £
Other debtors	29,615	21,476
Prepayments and accrued income	5,453	5,298
	35,068	26,774

11 Creditors: amounts falling due within one year

	2016 £	2015 £
Deferred income	32,060	27,351
Accruals	6,749	2,103
	38,809	29,454

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Balance at 1 April 2015 £	Movement in funds		Balance at 31 March 2016 £
		Incoming resources £	Resources expended £	
Community Fund **	73	-	(18)	55
New Building	57,120	-	(13,130)	43,990
Childrens Centres	-	44,565	(39,073)	5,492
Public Health - LBTH	-	54,451	(54,451)	-
Mainstream Grants - LBTH	-	107,946	(107,946)	-
Running costs	66,497	-	-	66,497
Other restricted funds	9,739	15,900	(16,013)	9,626
	<u>133,429</u>	<u>222,862</u>	<u>(230,631)</u>	<u>125,660</u>

** The closing balance on Community Fund represents the net book value of equipment funded from this source and included in these accounts as fixed assets.

13 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2015 £	Movement in funds		Balance at 31 March 2016 £
		Newly designated £	Utilised £	
Premises replacement fund	98,750	-	-	98,750
Vehicle replacement fund	7,992	-	-	7,992
Staff redundancy fund	59,126	-	-	59,126
Office equipment replacement fund	36,173	-	-	36,173
Play equipment replacement fund	7,000	-	-	7,000
	<u>209,041</u>	<u>-</u>	<u>-</u>	<u>209,041</u>

TOY HOUSE LIBRARIES ASSOCIATION OF TOWER HAMLETS

NOTES TO THE ACCOUNTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2016

14 Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fund balances at 31 March 2016 are represented by:				
Tangible fixed assets	26,011	-	44,275	70,286
Current assets	111,916	209,041	81,385	402,342
Creditors: amounts falling due within one year	(38,809)	-	-	(38,809)
	<u>99,118</u>	<u>209,041</u>	<u>125,660</u>	<u>433,819</u>