

Company registration number: 7285867

Charity registration number: 1136915

The Peter Pan Centre Ltd

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 October 2018

Lisa Healings FCCA
The Dudson Centre
Hope Street
Stoke on Trent
Staffordshire
ST1 5DD

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The Peter Pan Centre Ltd

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The Peter Pan Centre Ltd

Reference and Administrative Details

Trustees	Mr C I Barcroft Mrs K Fender (resigned 28 November 2017) Mrs D C McVey Mrs S Passmore Mr G C Wilson Mr J Keighery (appointed 15 March 2018) Mrs K Bostock (appointed 15 March 2018)
Secretary	Mrs S McDowell
Senior Management Team	Mrs S McDowell Mrs A Price Mrs S Clarke
Principal Office	Peter Pan Centre Hoon Avenue Newcastle Under Lyme Staffordshire ST5 9NY The charity is incorporated in England & Wales.
Company Registration Number	7285867
Charity Registration Number	1136915
Bankers	Santander Bridle Road Bootle Merseyside L30 4QB
Independent Examiner	Lisa Healings FCCA The Dudson Centre Hope Street Stoke on Trent Staffordshire ST1 5DD

The Peter Pan Centre Ltd

Chairman's Report for the Year Ended 31 October 2018

It is pleasing to report that we have had another successful year and that through the efforts of our staff and the generosity of our parents, corporate and community supporters and the ongoing support of Children in Need we have continued to deliver services of the highest standard and remain rated Outstanding in All areas with Ofsted. Around 69 children and their families throughout the year have accessed the Centre. The feedback offered by our service users continues to be very positive and highlights many benefits felt by the continuation of our care and support, with many of our children joining mainstream education when they are ready.

Next year will see a change in our management team with Mandy Price, our long-standing Centre Manager relinquishing her position due to personal circumstances. We are very proud that we are able to fill this position internally. Sarah McDowell who has been the Head of Early Years for the last 5 years will take on this role from 1st January 2019 following a year's maternity leave. Sadie Clarke has been appointed Head of Early Years after successfully filling this position for 12 months in an Interim position. We wish them all the best of luck in their new roles.

The Trustees would like to thank Mandy for her skill, dedication and commitment over the last 8 years, 2 years of which were on a voluntary basis and 6 years as a member of the team. Under her stewardship the Centre has maintained our Outstanding ratings with Ofsted, and we have successfully established an increasing presence and raised the charity profile in the community resulting in a significant improvement in our financial position. Mandy has a very strong team around her, and leaves the charity in very good shape. She has been a pleasure to work with, and will leave with our very best wishes and all the best for the future.

We have also appointed a new fundraiser from January 2019 as Christina Hunter Jones has recently accepted a new charity fundraising role that she could not refuse. Again, we are very grateful for her efforts over the last 3 years in refocusing and strengthening our fundraising efforts.

All of the above means we will face a number of challenges next year but I am sure that we are well placed to continue to provide an excellent service to our children and their parents.

As usual I would like to end this report by thanking our staff, trustees, volunteers and supporters for their ongoing commitment to the charity. Their dedication, expertise and support makes a difference to the lives of the children and families who use the Centre and are all very proud to have helped such a worthwhile cause.



Mr G C Wilson
Trustee

The Peter Pan Centre Ltd

Trustees Report (incorporating the Director's Report)

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 October 2018.

Trustees

Mr C I Barcroft

Mrs K Fender (resigned 28 November 2017)

Mrs D C McVey

Mrs S Passmore

Mr G C Wilson

Mr J Keighery (appointed 15 March 2018)

Mrs K Bostock (appointed 15 March 2018)

Objectives and activities

Objects and aims

- To provide exceptional care, support and education to children from birth to five with a range of additional needs such as communication delays and disorders, physical delays, visual and hearing impairments, autistic spectrum disorder, and medical conditions such as syndromes and genetic mutations. This support aims to enable children to make rapid progress towards life skills and independence.
- To support families in meeting their children's needs through formal support such as advice and strategies and training in skills such as First Aid, Makaton and Behaviour management and informal emotional support.
- To take a holistic approach when supporting children and families and sign post to different services and organisations that can offer support outside of our own remit. This may include health services, Home Start and Children's services.
- To liaise with health and education professionals to ensure a coordinated package of support for children and consistency of care throughout. We also work closely with the local education authority to ensure statutory assessment is carried out in a timely manner to obtain the correct level of support for children both at the Centre and ready for their journey into formal schooling. We have strong links with our local professionals such as speech and language therapists, physiotherapists, occupational therapist and educational psychologists.
- To support transitions for children and families into their next or additional setting. This can include assisting families to view and choose settings, and planning and coordinating the transition plan. The transition plans are flexible according to children's needs and usually include visits to the new setting and a visit to the child at the Centre for the new practitioners.
- Our staff and volunteers time and skills are fully utilised to support families and we regularly access training and support to ensure we continue to strive for outstanding practice in all areas.
- To adhere to and promote the Special Educational Needs and Disabilities Code of Practice, the Early Years Foundation Stage and the Equality Act.
- To secure ongoing sustainable income. We actively fundraise to cover the costs of the Centre service on an annual basis.
- To raise the profile of the Centre as Outstanding and inspiring provision for young and families' children with special educational needs.
- To adhere to the Special Educational Needs Code of Practice, which sets out guidance and procedures aimed at ensuring children reach their full potential, and are fully included in Centre.
- To deliver the Early Years Foundation Stage Framework (EYFS), which aims to ensure every child gets the best possible start in life and support that enables them to fulfil their potential. The EYFS seeks to provide quality and consistency in early years settings so that every child makes good progress, a secure foundation through learning and development opportunities which are planned around the needs and interests of each individual child and are assessed and reviewed regularly, partnership working between practitioners and parents and carers, equality of opportunity and anti discriminatory practice, ensuring every child is included and supported. The four overarching principles of the EYFS are unique child, positive relationships, enabling environments and learning and development.

The Peter Pan Centre Ltd

Trustees Report (incorporating the Director's Report)

- To support each child, we produce a plan of targets in partnership with parents and carers and other professionals supporting the individual child.
- To secure ongoing sustainable income. We actively fundraise in order to raise monies to cover the service we provide on a yearly basis.

Public benefit

Our main activities and who we try to help are described below. All of our charitable activities focus on the care and education of young children with special needs and to provide the parents of such children with support and respite.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and the governing document is the Memorandum and Articles of Association. There are no specific restrictions imposed by the governing document.

Recruitment and appointment of trustees

Trustees are appointed to provide support and direction for key areas of the charity's activities. Trustees are required to number a minimum of 3.

Induction and training of trustees

All new trustees are given a thorough induction and offered training, if appropriate.

Organisational structure

The trustees meet regularly to manage and direct the work of the charity. The charity employs managers who are responsible for the operation of the Centre, fundraising and administration and finance on a day to day basis.

All significant risks are reviewed regularly by the trustees and the management team. Due to the nature of our charity, safeguarding and educational issues are given significant priority.

Financial review

The total incoming resources for the year were £261,753 (2017:£249,848)

The total resources expended amounted to £247,373 (2017:£211,246)

This resulted in a net inflow of funds for the year of £14,380(2017:£38,602)

Policy on reserves

Total reserves at 31 October 2018 totalled £154,597 (2017 £140,217). We frequently have a 3 to 4 year commitment to children who use the Centre and we are also seeking to prudently increase both the number of sessions and the number of children/families we support when finances permit. In addition, the Centre is dependent upon fundraising to exist.

Accordingly the Trustees endeavour to maintain sufficient funds in the charity to provide resources adequate for at least six months uninterrupted services. At 31 October 2018 we have met this target.

As the setting currently has a 25 year life span the Trustees have deemed it prudent to start to build a designated Major Works Fund. This currently stands at £20,000 having been adjusted by a further £5000 during this year.

The Peter Pan Centre Ltd

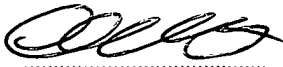
Trustees Report (incorporating the Director's Report)

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006

The annual report was approved by the trustees of the charity on 28/2/19 and signed on its behalf by:



.....
Mr G C Wilson
Trustee

The Peter Pan Centre Ltd

Independent Examiner's Report to the trustees of The Peter Pan Centre Ltd

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 October 2018 which are set out on pages 7 to 21.

Respective responsibilities of trustees and examiner

As the charity's trustees of The Peter Pan Centre Ltd (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of The Peter Pan Centre Ltd are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since The Peter Pan Centre Ltd's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , which is one of the listed bodies.

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

1. accounting records were not kept in respect of The Peter Pan Centre Ltd as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



.....
Lisa Healings FCCA

The Dudson Centre
Hope Street
Stoke on Trent
Staffordshire
ST1 5DD

Date:.....5/5/19

The Peter Pan Centre Ltd

Statement of Financial Activities for the Year Ended 31 October 2018 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2018 £
Income and Endowments from:				
Donations and legacies	3	158,035	37,711	195,746
Charitable activities	4	30,224	-	30,224
Other trading activities	5	35,055	-	35,055
Investment income	6	728	-	728
Total income		<u>224,042</u>	<u>37,711</u>	<u>261,753</u>
Expenditure on:				
Raising funds	7	(17,924)	-	(17,924)
Charitable activities	8	<u>(191,678)</u>	<u>(37,771)</u>	<u>(229,449)</u>
Total expenditure		<u>(209,602)</u>	<u>(37,771)</u>	<u>(247,373)</u>
Net income/(expenditure)		<u>14,440</u>	<u>(60)</u>	<u>14,380</u>
Net movement in funds		14,440	(60)	14,380
Reconciliation of funds				
Total funds brought forward		<u>134,490</u>	<u>5,727</u>	<u>140,217</u>
Total funds carried forward	20	<u><u>148,930</u></u>	<u><u>5,667</u></u>	<u><u>154,597</u></u>

The Peter Pan Centre Ltd

Statement of Financial Activities for the Year Ended 31 October 2018 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2017 £
Income and Endowments from:				
Donations and legacies	3	170,963	38,411	209,374
Charitable activities	4	25,006	-	25,006
Other trading activities	5	14,751	-	14,751
Investment income	6	717	-	717
Total income		<u>211,437</u>	<u>38,411</u>	<u>249,848</u>
Expenditure on:				
Raising funds	7	(11,332)	-	(11,332)
Charitable activities	8	<u>(160,845)</u>	<u>(39,069)</u>	<u>(199,914)</u>
Total expenditure		<u>(172,177)</u>	<u>(39,069)</u>	<u>(211,246)</u>
Net income/(expenditure)		<u>39,260</u>	<u>(658)</u>	<u>38,602</u>
Net movement in funds		39,260	(658)	38,602
Reconciliation of funds				
Total funds brought forward		<u>95,230</u>	<u>6,385</u>	<u>101,615</u>
Total funds carried forward	20	<u>134,490</u>	<u>5,727</u>	<u>140,217</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2017 is shown in note 20.

The Peter Pan Centre Ltd
(Registration number: 7285867)
Balance Sheet as at 31 October 2018

	Note	2018 £	2017 £
Fixed assets			
Tangible assets	15	2,832	2,422
Investments	16	-	50
		<u>2,832</u>	<u>2,472</u>
Current assets			
Debtors	17	12,600	22,170
Cash at bank and in hand		<u>149,416</u>	<u>122,546</u>
		162,016	144,716
Creditors: Amounts falling due within one year	18	<u>(10,251)</u>	<u>(6,971)</u>
Net current assets		<u>151,765</u>	<u>137,745</u>
Net assets		<u>154,597</u>	<u>140,217</u>
Funds of the charity:			
Restricted funds		5,667	5,727
Unrestricted income funds			
Unrestricted funds		<u>148,930</u>	<u>134,490</u>
Total funds	20	<u>154,597</u>	<u>140,217</u>

The Peter Pan Centre Ltd

**(Registration number: 7285867)
Balance Sheet as at 31 October 2018**

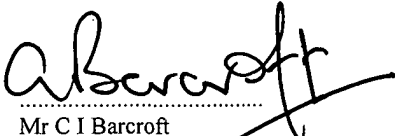
For the financial year ending 31 October 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.


Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 7 to 21 were approved by the trustees, and authorised for issue on 28/2/19 and signed on their behalf by:


.....
Mr C I Barcroft
Trustee


.....
Mr G C Wilson
Trustee

The Peter Pan Centre Ltd

Notes to the Financial Statements for the Year Ended 31 October 2018

1 Charity status

The charity is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

The Peter Pan Centre Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

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

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

The Peter Pan Centre Ltd

Notes to the Financial Statements for the Year Ended 31 October 2018

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Investment income

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

The Peter Pan Centre Ltd

Notes to the Financial Statements for the Year Ended 31 October 2018

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office Equipment	4 years straight line
Nursery equipment	4 years straight line

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

The Peter Pan Centre Ltd

Notes to the Financial Statements for the Year Ended 31 October 2018

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

3 Income from donations and legacies

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	General £	£	£	£
Donations and legacies;				
Donations from individuals	137,269	4,450	141,719	146,442
Grants, including capital grants;				
Grants from other charities	20,766	33,261	54,027	62,932
	<u>158,035</u>	<u>37,711</u>	<u>195,746</u>	<u>209,374</u>

The Peter Pan Centre Ltd

Notes to the Financial Statements for the Year Ended 31 October 2018

4 Income from charitable activities

	Unrestricted funds		
	General £	Total 2018 £	Total 2017 £
Fees	17,270	17,270	11,655
Council Fees	12,954	12,954	13,351
	<u>30,224</u>	<u>30,224</u>	<u>25,006</u>

5 Income from other trading activities

	Unrestricted funds		
	General £	Total 2018 £	Total 2017 £
Local fundraising and street collection income	35,055	35,055	14,751
	<u>35,055</u>	<u>35,055</u>	<u>14,751</u>

6 Investment income

	Unrestricted funds		
	General £	Total 2018 £	Total 2017 £
Interest receivable and similar income; Interest receivable on bank deposits	728	728	717
	<u>728</u>	<u>728</u>	<u>717</u>

7 Expenditure on raising funds

a) Costs of generating donations and legacies

	Unrestricted funds		
	General £	Total 2018 £	Total 2017 £
Other direct costs of generating voluntary income	17,924	17,924	11,332
	<u>17,924</u>	<u>17,924</u>	<u>11,332</u>

The Peter Pan Centre Ltd

Notes to the Financial Statements for the Year Ended 31 October 2018

8 Expenditure on charitable activities

	Activity undertaken directly £	Activity support costs £	Total 2018 £	Total 2017 £
Staff costs	177,708	-	177,708	162,410
Staff training	3,498	-	3,498	302
Travel and subsistence	1,063	-	1,063	385
Refreshments, small toys & play	7,752	-	7,752	4,756
Premises costs	-	14,465	14,465	12,363
Other expenses	-	882	882	1,099
Office costs	-	19,950	19,950	14,752
Professional fees	-	2,629	2,629	1,347
Advertising	-	-	-	1,170
Depreciation	-	782	782	610
Independent Examiners fees	-	720	720	720
	<u>190,021</u>	<u>39,428</u>	<u>229,449</u>	<u>199,914</u>

£191,678 (2017 - £160,845) of the above expenditure was attributable to unrestricted funds and £37,771 (2017 - £39,069) to restricted funds.

9 Analysis of governance and support costs

Governance costs

	Unrestricted funds General £	Total 2018 £	Total 2017 £
Independent examiner fees			
Examination of the financial statements	720	720	720
Legal fees	948	948	-
	<u>1,668</u>	<u>1,668</u>	<u>720</u>

The Peter Pan Centre Ltd

Notes to the Financial Statements for the Year Ended 31 October 2018

10 Net incoming/outgoing resources

Net incoming resources for the year include:

	2018 £	2017 £
Depreciation of fixed assets	<u>782</u>	<u>610</u>

11 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

12 Staff costs

The aggregate payroll costs were as follows:

	2018 £	2017 £
Staff costs during the year were:		
Wages and salaries	165,108	151,586
Social security costs	8,519	7,199
Pension costs	<u>4,081</u>	<u>3,625</u>
	<u>177,708</u>	<u>162,410</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2018 No	2017 No
Directors (unpaid)	6	5
Administration and supervisory staff	3	2
Nursery Staff	<u>7</u>	<u>8</u>
	<u>16</u>	<u>15</u>

Contributions to the employee pension schemes for the year totalled £4,081 (2017 - £3,625).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £71,104 (2017 - £67,968).

The Peter Pan Centre Ltd

Notes to the Financial Statements for the Year Ended 31 October 2018

13 Independent examiner's remuneration

	2018 £	2017 £
Examination of the financial statements	<u>720</u>	<u>720</u>

14 Taxation

The charity is a registered charity and is therefore exempt from taxation.

15 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Nursery Equipment £	Total £
Cost				
At 1 November 2017	2,171	20,545	17,988	40,704
Additions	<u>-</u>	<u>390</u>	<u>802</u>	<u>1,192</u>
At 31 October 2018	<u>2,171</u>	<u>20,935</u>	<u>18,790</u>	<u>41,896</u>
Depreciation				
At 1 November 2017	-	20,294	17,988	38,282
Charge for the year	<u>-</u>	<u>380</u>	<u>402</u>	<u>782</u>
At 31 October 2018	<u>-</u>	<u>20,674</u>	<u>18,390</u>	<u>39,064</u>
Net book value				
At 31 October 2018	<u>2,171</u>	<u>261</u>	<u>400</u>	<u>2,832</u>
At 31 October 2017	<u>2,171</u>	<u>251</u>	<u>-</u>	<u>2,422</u>

Included within the net book value of land and buildings above is £Nil (2017 - £Nil) in respect of freehold land and buildings and £2,171 (2017 - £2,171) in respect of leaseholds.

16 Fixed asset investments

	2018 £	2017 £
Other investments	<u>-</u>	<u>50</u>

The Peter Pan Centre Ltd

Notes to the Financial Statements for the Year Ended 31 October 2018

17 Debtors

	2018	2017
	£	£
Prepayments	2,300	2,370
Other debtors	10,300	19,800
	<u>12,600</u>	<u>22,170</u>

18 Creditors: amounts falling due within one year

	2018	2017
	£	£
Trade creditors	5,087	3,206
Other taxation and social security	3,144	2,745
Accruals	970	1,020
Deferred income	1,050	-
	<u>10,251</u>	<u>6,971</u>
		2018
		£
Resources deferred in the period		<u>1,050</u>

Ticket sales for the Ball and Golf Day

19 Commitments

Capital commitments

Lease of photocopiers

The total amount contracted for but not provided in the financial statements was £4,296 (2017 - £5,652).

The Peter Pan Centre Ltd

Notes to the Financial Statements for the Year Ended 31 October 2018

20 Funds

	Balance at 1 November 2017 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 October 2018 £
Unrestricted funds					
<i>General</i>					
General Fund	119,490	224,042	(209,602)	(5,000)	128,930
<i>Designated</i>					
Major Works Fund	15,000	-	-	5,000	20,000
Total unrestricted funds	<u>134,490</u>	<u>224,042</u>	<u>(209,602)</u>	<u>-</u>	<u>148,930</u>
Restricted funds					
Children in Need	2,763	33,261	(33,096)	-	2,928
Multi sensory/move fund	2,864	-	(1,470)	-	1,394
Other	100	1,200	(250)	-	1,050
Fire Brigade	-	3,250	(2,955)	-	295
Total restricted funds	<u>5,727</u>	<u>37,711</u>	<u>(37,771)</u>	<u>-</u>	<u>5,667</u>
Total funds	<u>140,217</u>	<u>261,753</u>	<u>(247,373)</u>	<u>-</u>	<u>154,597</u>
	Balance at 1 November 2016 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 October 2017 £
Unrestricted funds					
<i>General</i>					
General Fund	85,230	211,437	(172,177)	(5,000)	119,490
<i>Designated</i>					
Major Works Fund	10,000	-	-	5,000	15,000
Total unrestricted funds	<u>95,230</u>	<u>211,437</u>	<u>(172,177)</u>	<u>-</u>	<u>134,490</u>
Restricted funds					
Children in Need	-	33,261	(30,498)	-	2,763
Multi sensory/move fund	4,812	-	(1,948)	-	2,864
Other	1,573	150	(1,623)	-	100
Bailey Thomas	-	5,000	(5,000)	-	-
Total restricted funds	<u>6,385</u>	<u>38,411</u>	<u>(39,069)</u>	<u>-</u>	<u>5,727</u>
Total funds	<u>101,615</u>	<u>249,848</u>	<u>(211,246)</u>	<u>-</u>	<u>140,217</u>

The Peter Pan Centre Ltd

Notes to the Financial Statements for the Year Ended 31 October 2018

The specific purposes for which the funds are to be applied are as follows:

Purpose of Designated Funds

Major Works Fund

For any major works required to the building.

Purpose of Restricted Funds

Children in Need

We have received a three year commitment from Children in Need to meet certain specified centre salaries. The funding runs until October 2019.

Multi sensory /Move fund

This covers the depreciation and maintenance of equipment acquired at the time of the move to the new centre building.

Fire Brigade

To cover the purchase of Ipads and other children's equipment.

Other fund

Includes restricted grants and donations individually under £2,500 which cover the purchase of small capital items or specific centre costs.

Bailey Thomas

A grant towards the salary costs of a nursery nurse.

21 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	General Funds	funds	Total funds
	£	£	£
Tangible fixed assets	2,432	400	2,832
Current assets	156,749	5,267	162,016
Current liabilities	(10,251)	-	(10,251)
Total net assets	<u>148,930</u>	<u>5,667</u>	<u>154,597</u>

22 Related party transactions

The aggregate total of donations received from trustees and related parties in the period was £30,360 .