

Charity Number
277984

Taunton Opportunity Group

Annual Report and Accounts

For the year ended

31 March 2016

Taunton Opportunity Group
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For the year ended 31 March 2016

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Taunton Opportunity Group

General Information

Charity Number		277984
Trustees	Chairman	Malcolm Turner
	Treasurer	Bill Tregillus
	Secretary	Rhona Turner
		Margaret Austin Jennifer Bird Richard Brown Lindsay Gould Hannah Thomas Bill Tregillus
Address		Wooden Spoon House Crowcombe Road Taunton TA2 7NF
Bankers		Lloyds 31 Fore Street Taunton TA1 1HN
Independent Examiner		Phillips Dinnies Limited 115 South Road Taunton TA1 3EA

Taunton Opportunity Group

Trustees Annual Report

Background, activities and plans

Taunton Opportunity Group (TOG) which was established 40 years ago is a pre-school for children with a wide variety of additional physical and learning needs. It currently has 28 children on roll aged between 3 months and 5 years, who attend for a varying number of sessions a week. The children who attend have a range of additional needs such as Autism, Cerebral Palsy, Downs Syndrome, Medical Needs, General Developmental Delay, Language and Communication difficulties and other syndromes and disabilities that there is no known cause.

TOG encourages development through play and is particularly recognised for:

- Its support for each family and child in a way that they need, so recognises the uniqueness of each child and the strength of our relationships with the families in developing each child's confidence.
- Its multi-sensory unit which offers one-to-one sessions for children and babies with complex needs. It also offers sensory/cause and effect input for those children who attend our playgroup sessions.

The excellent facilities at TOG enable its work to be enhanced by visiting health professionals, which substantially helps with support for staff to enable the children to reach their goals.

There are many ways of measuring TOG's effectiveness but the overall objective is to help children achieve their potential and maintain a degree of stability in everyday life. Eight of our children left last summer with seven going directly into mainstream schools. This is a statistic that demonstrates the value and quality of TOG.

This year we have replaced the two key workers who resigned the previous year. The new key workers have fitted in very well indeed to TOG. The Manager and Deputy Manager have managed to cover the administrative role without the need to appoint a new person. This continues to be monitored, to assess if a replacement is required, in the light of increasing complexity of the children's needs.

The demand for the services that TOG provides continues, and it is increasingly evident that a large number of our children need one to one parent/child supervision. This places increasing pressure on our finances and fund raising. This has been significantly boosted by a BBC Children in Need grant of £34,500 over the next three years.

The Trustees and Management Committee wish it to be placed on record that the continued success of TOG is attributable to the hard work of all the Staff and volunteers.

For the future the trustees and staff team are determined to keep TOG at the leading edge of the quality and content of all that we offer to our children and their families.

Governance

TOG is governed by a Constitution, modelled on one recommended by the Pre-School Alliance. This was brought up to date and adopted at the Annual General Meeting held on 20th November 2013.

It requires, inter alia, that Officers of the Committee should all retire each year at the Annual General Meeting and although eligible for re-election, no Officer may be re-elected to the same post for a seventh year.

Ofsted

In common with other pre-schools, TOG is regularly inspected by Ofsted with our next one expected in 2016.

Risk Management

Comprehensive policy and protocol documents are in place covering all operational aspects of TOG's work. The procedures are reviewed and the documents updated as necessary but at least annually. Financial risk is kept under constant review by the committee at its regular meetings and is looked at in greater depth when the annual accounts are produced and budgets are set.

Reserves Policy

The trustees aim to hold in cash reserves a figure equal to one year's expenditure not covered by income from Somerset County Council. In the year 2015/16 this expenditure (on an unrestricted basis) amounted to £34,236 and at 31 March 2016 the cash reserves stood at £90,330. Consequently, the objective was being met, with a good margin.

Investment Policy

Funds not required to meet day to day expenses are deposited in nil risk interest bearing accounts.

Financial Review

For the year ending March 2016, TOG delivered a deficit of expenditure over income of £6,827 with total unrestricted funds carried forward of £90,330.

The strategic priority is to continue to move progressively towards a sustainable funding model which relies to only a limited extent upon grants. Voluntary income, particularly from parents and the local community will remain key elements to achieving this objective. The trustees wish to place on record their sincere thanks to all who have supported TOG financially during the past year.

Malcolm Turner
Chairman

21 July 2016

TAUNTON OPPORTUNITY GROUP

YEAR ENDED 31 MARCH 2016

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
TAUNTON OPPORTUNITY GROUP**

We report on the accounts of the Trust for the year ended 31 March 2016.

Respective responsibilities of trustees and independent examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. 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)b of the Act, whether particular matters have come to our attention.

Basis of independent examiner's report

Our 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 examiner's statement

In connection with our examination, no matter has come to our attention:

1. which gives us reasonable cause to believe that in any material respect the requirements
 - (a) to keep accounting records in accordance with section 41 of the Act; and
 - (b) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Acthave not been met; or
2. to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**Phillips Dinnes Limited
Chartered Accountant
115 South Road, Taunton, TA1 3EA**

02-Dec-16

Phillips Dinnes Ltd.

TAUNTON OPPORTUNITY GROUP

Registered Charity No. 277984

Balance Sheet as at 31st March 2016

	Note	2016	2015
Current Assets			
<u>Balances at Bank</u>			
Current Account		34,124	40,340
Deposit Account		67,135	66,242
Debtors		-00	1,763
less Current Liabilities			
Creditors		<u>-00</u>	<u>-259</u>
Net Assets		<u>101,259</u>	<u>108,086</u>
Represented by :			
Unrestricted Funds		69,330	76,157
Designated Funds	1	21,000	21,000
Restricted Funds	2	10,929	10,929
Total Funds		<u>101,259</u>	<u>108,086</u>

TAUNTON OPPORTUNITY GROUP

Registered Charity No. 277984

Statement of Financial Activities for the year to 31 March 2016

Unrestricted Funds

	Note		
Incoming Resources		2016	2015
Grant Income		10,893	6,306
Voluntary Income		10,789	20,217
Activities for Generating Funds		53,966	54,551
Investment Income		893	879
Total Incoming Resources		76,541	81,953
Resources Expended			
<u>Charitable Activities</u>			
Salaries		65,941	69,470
Fund Raising Costs		284	312
Other		17,143	11,545
Total Resources Expended		83,368	81,327
Unrestricted Net Surplus/Deficit		-6,827	626
Unrestricted			
Funds b/fwd 1 April 2015		<u>97,157</u>	<u>96,531</u>
Unrestricted			
Funds c/fwd 31 March 2016		90,330	97,157
Restricted Funds b/fwd		10,929	10,819
01-Apr-15			
Add Restricted Income		1,221	1,169
less Restricted Expenditure		1,221	1,059
Restricted Funds c/fwd		10,929	10,929
31-Mar-16			
Total Funds			
c/fwd 31 March 2016		101,259	108,086

TAUNTON OPPORTUNITY GROUP

Registered Charity No. 277984

Income & Expenditure Account for the year ended 31 March 2016

(not forming part of the Statutory Accounts)

	Note	2015/16	2014/15
<u>Income</u>			
SCC Nursery Funding		20,111	18,658
SCC Early Years Action Plus etc.		29,021	29,701
Fees		3,947	4,332
Children in Need Grant		10,893	6,306
Donations		9,229	18,025
Fundraising		1,560	2,193
Sundry Income		887	1,859
Interest received		<u>893</u>	<u>879</u>
Total Ordinary Income		76,541	81,953
Restricted Income		<u>1,221</u>	<u>1,169</u>
Total Income		<u>77,762</u>	<u>83,122</u>
<u>Expenditure</u>			
Salaries		65,941	69,470
Training		1,669	199
Compliance		420	351
Professional Fees	3	431	-00
Rates		752	735
Utilities	4	4,037	2,428
Insurance		2,331	2,425
Property Maintenance		2,317	1,991
Educ Support Material & Equipment		605	500
Telephone & IT		640	672
Website		276	180
Sundries		498	917
Consumables		1,611	1,147
Refunds	5	1,556	-00
Fund Raising Costs		<u>284</u>	<u>312</u>
Total Ordinary Expenditure		83,368	81,327
Restricted Expenditure		1,221	1,059
Total Expenditure		<u>84,589</u>	<u>82,386</u>
Excess of Income over Expenditure			
Restricted		-00	110
Unrestricted		-6,827	626
Total		<u>-6,827</u>	<u>736</u>

TAUNTON OPPORTUNITY GROUP

Registered Charity No. 277984

Notes to the Accounts for the year ended 31 March 2016

- 1 The balance comprises £5,000 was set aside in 2011/12 to cover the purchase of specialist equipment in the future. A further £16,000 is earmarked towards any shortfall in funding for the Multi-Sensory Unit or mainstream activities in future years. The funds are nevertheless "Unrestricted".
- 2 The balance of £10,929 in Restricted Funds comprises a variety of funding streams against which expenditure has yet to be fully drawn. The major component, £7,535 relates to a donation made specifically to cover future property related expenditure in 2012/13.
- 3 Additional professional fees have been shown separately. These comprise payroll charges £240 and translation fee £191.
- 4
The utilities costs are higher than in previous years due to an invoice being written off by Eon in the prior year of around £2,000 due to failure to read the gas meter for over 12 months and supplying grossly inaccurate estimated bills.
- 5 Unusually we have had a number of children who have left our setting after funding has been secured. The figure of £1,556 represents these refund payments.