

**Charity Number 277984**

# **Taunton Opportunity Group**

**Annual Report and Accounts**

**For the year ended**

**31 March 2017**

**Taunton Opportunity Group**  
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**For the year ended 31 March 2017**

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## Taunton Opportunity Group

### General Information

<b>Charity Number</b>		277984
<b>Trustees</b>	Chairman	Malcolm Turner
	Treasurer	Bill Tregillus
	Secretary	Margaret Austin
		Rhona Turner Jennifer Bird Richard Brown Lindsay Gould Hannah Thomas
<b>Address</b>		Wooden Spoon House Crowcombe Road Taunton TA2 7NF
<b>Bankers</b>		Lloyds 31 Fore Street Taunton TA1 1HN
<b>Independent Examiner</b>		Phillips Dinnes 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.

At TOG our mission is 'Encouraging Development Through Play – Supporting Families'.

Our purpose is to encourage development through play. TOG 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. Thirteen of our children left last summer with eight going directly into mainstream education. This is a statistic that demonstrates the value and quality of TOG.

Our administrative assistant left at Christmas following over 20 years' service 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 many 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 which £11,466 was received in the year ended 31<sup>st</sup> March 2017. We are aware that this cannot be relied on for every year and we are looking for additional sources of funding.

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 20<sup>th</sup> 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.

## **Safeguarding**

TOG is committed to ensuring that paramount importance is given to safeguarding the children in our care. Our Safeguarding Children Policy was reviewed and updated in March 2017. We are proactive in providing regular training and support to trustees, staff and volunteers.

## **Ofsted**

There was an Ofsted report in February 2017. Encouragingly the report conclusions were a good rating in the three categories of the quality of teaching, learning and assessment, personal development, behaviour and welfare and outcomes for children. Unfortunately, the overall rating was one of requiring improvement because some changes to the membership of the Committee had not been successfully registered with Ofsted within the required timescale. We are working closely with Ofsted to ensure that all changes are now recorded.

A further Ofsted inspection is anticipated within the next six to twelve months, when it is expected that it will be noted that we have resolved the registration issues.

## **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 2016/17 this expenditure (on an unrestricted basis) amounted to £34,483 and at 31 March 2017 the cash reserves stood at £90,856. 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 2017, TOG delivered a surplus of income over expenditure of £526 with total unrestricted funds carried forward of £90,526.

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

25<sup>th</sup> August 2017

**TAUNTON OPPORTUNITY GROUP**

**YEAR ENDED 31 MARCH 2017**

**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 2017.

**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 Ltd*

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

**08-Nov-17**

# TAUNTON OPPORTUNITY GROUP

Registered Charity No. 277984

## Balance Sheet as at 31st March 2017

	Note	2017	2016
<b>Current Assets</b>			
<u>Balances at Bank</u>			
Current Account		33,959	34,124
Deposit Account		67,826	67,135
Debtors		-	-
<b>less Current Liabilities</b>			
Creditors		<u>-</u>	<u>-</u>
<b>Net Assets</b>		<u>101,785</u>	<u>101,259</u>
<b>Represented by :</b>			
Unrestricted Funds		69,856	69,330
Designated Funds	<b>1</b>	21,000	21,000
Restricted Funds	<b>2</b>	10,929	10,929
Total Funds		<u>101,785</u>	<u>101,259</u>

# TAUNTON OPPORTUNITY GROUP

Registered Charity No. 277984

## Statement of Financial Activities for the year to 31 March 2017

### Unrestricted Funds

	Note	2017	2016
<b>Incoming Resources</b>			
Grant Income		11,466	10,893
Voluntary Income		20,468	10,789
Activities for Generating Funds		49,531	53,966
Investment Income		691	893
<b>Total Incoming Resources</b>		<b>82,156</b>	<b>76,541</b>
<b>Resources Expended</b>			
<u>Charitable Activities</u>			
Salaries		66,829	65,941
Fund Raising Costs		270	284
Other		14,531	17,143
<b>Total Resources Expended</b>		<b>81,630</b>	<b>83,368</b>
Unrestricted Net Surplus/Deficit		526	- 6,827
Unrestricted			
Funds b/fwd 1 April 2016		<u>90,330</u>	<u>97,157</u>
<b>Unrestricted</b>			
<b>Funds c/fwd 31 March 2017</b>		<b>90,856</b>	<b>90,330</b>
Restricted Funds b/fwd		10,929	10,929
01-Apr-16			
Add Restricted Income		-	-
less Restricted Expenditure		-	-
<b>Restricted Funds c/fwd</b>		<b>10,929</b>	<b>10,929</b>
<b>31-Mar-17</b>			
<b>Total Funds</b>			
<b>c/fwd 31 March 2017</b>		<b>101,785</b>	<b>101,259</b>



# TAUNTON OPPORTUNITY GROUP

Registered Charity No. 277984

## Income & Expenditure Account for the year ended 31 March 2017

(not forming part of the Statutory Accounts)

	Note	2016/17	2015/16
<b><u>Income</u></b>			
SCC Nursery Funding		22,210	20,111
SCC Early Years Action Plus etc.		24,936	29,021
Fees		2,385	3,947
Children in Need Grant		11,466	10,893
Donations		19,271	9,229
Fundraising		1,197	1,560
Sundry Income		-	887
Interest received		691	893
<b>Total Ordinary Income</b>		<b>82,156</b>	<b>76,541</b>
<b>Restricted Income</b>		<b>-</b>	<b>1,221</b>
<b>Total Income</b>		<b>82,156</b>	<b>77,762</b>
<b><u>Expenditure</u></b>			
Salaries		66,829	65,941
Training		685	1,669
Compliance		468	420
Contracts & Professional Fees	3	1,480	431
Rates		758	752
Utilities		2,899	4,037
Insurance		1,725	2,331
Property Maintenance		1,008	2,317
Educ Support Material & Equipment		784	605
IT & Website		499	916
New Copier		1,200	-
Sundries		1,046	498
Consumables		1,979	1,611
Refunds		-	1,556
Fund Raising Costs		270	284
<b>Total Ordinary Expenditure</b>		<b>81,630</b>	<b>83,368</b>
<b>Restricted Expenditure</b>		<b>-</b>	<b>1,221</b>
<b>Total Expenditure</b>		<b>81,630</b>	<b>84,589</b>
<b>Excess of Income over Expenditure</b>			
Restricted		-	-
Unrestricted		526	- 6,827
<b>Total</b>		<b>526</b>	<b>-6,827</b>

## 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 Service contracts and professional fees have been shown together. These comprise payroll charges of £324, pension set up fees of £450 and security & fire servicing and monitoring charges of £706.