

# ANNUAL REPORT and ACCOUNTS

For the year ending March 2018



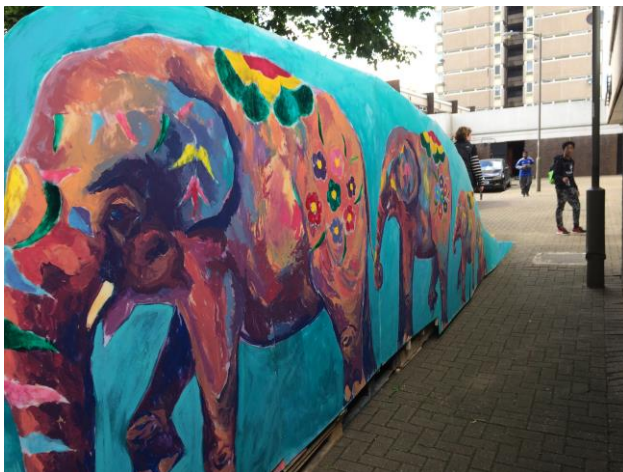
*Doors by Airborne Mark*

**Wandsworth Work and Play**

**Established: 1987. Charity number: 1041641. Company number: 02234306**

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*Jayson Singh's ramp for Hazelfest*



*Locals at our teddy-bears' picnic in July*

## INTRODUCTION

The Trustees present their annual directors' report together with the financial statements of the charity for the year ended 31 March 2018 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

As a charity registered in England and Wales, the charitable company acts and reports in accordance with the Charity Commission for England and Wales' guidance on public benefit and the Charities Act 2011.

The financial statements comply with the Charities Act 2011, the Companies Act 2006 and the 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 (FRS102), effective 1 January 2015.



*Examples of our materials being used in our outreach activities run by our artist partners and volunteers*

## **OUR PURPOSES AND ACTIVITIES**

### **Purpose (our Charitable Objects registered with the Charities Commission)**

1. To provide or assist in the provision of resources and facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their age, infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.
2. To advance the education of the public in general on the reuse of scrap and waste materials in order to protect the environment in particular, but not exclusively, by:
  - Developing crafting and artistic skills through workshops, tours, tutorials, worksheets and other forms of communication on how waste products, scrap, junk or surplus materials from domestic and commercial organisations can be reused in a creative way.
  - Encouraging a greater awareness amongst the general public, by participating in community events, outreach work and other activities, of the opportunity for artistic and creative activity using materials that may otherwise be regarded as waste, thereby offering protection to the environment.

### **Activities**

We concentrate on the promotion of artful re-use through the sharing of reclaimable or 'lost' resources for environmental and community benefit. We achieve this in many ways through brokering the sharing of donated, re-useable surplus/waste materials from a wide range of commercial and domestic contributors with diverse educational and community groups and individuals for artistic, educational, recreational or therapeutic benefit throughout London.

### **Detailed activities that provide Public Benefit include:**

1. We take and process a wide and unique range of donated clean and re-useable surplus/waste materials from businesses and individuals otherwise destined for incineration, landfill or long-term storage. We reduce carbon emissions by diverting waste and slowing down the waste cycle.
2. We process and give access to these materials – through our Scrapstore - to a significant section of the public, typically schools, charities, community groups, arts organisations, students and families who become our members (including their beneficiaries) for their use in education, arts, craft, design, creative play, therapy activities, who otherwise would not have these access opportunities because of cost and location barriers.
3. We give advice, information, training and resources in creative re-use of materials and avoiding environmental damage from waste, to our members and the wider public. This is through a variety of social enrichment means, including running our own events, at others' events, workshops in the community, demos and inspirational examples on our premises, and through on-line communications.
4. We promote and create opportunities for the involvement and skills development of a diverse range of volunteers from all sections of the community.
5. We offer a range of opportunities for the furtherance of organisational Corporate Social Responsibility – e.g. sponsorship of arts activities, corporate volunteering.

## ACHIEVEMENTS AND PERFORMANCE

### Introduction

Our focus during 2017-18 has been to maintain progress made over recent years to refine and stabilise our core proposition – the Scrapstore and volunteering - and to develop our outreach activities for our member groups and bringing arts-to-doorstep provision to the local community.

### Beneficiaries

During 2017-18, we ‘touched’ around **28,500 people** with our materials, either through their (group’s/school’s) Scrapstore membership or through our outreach and volunteering activities.

### Carbon Reduction

This year, we diverted an estimated **37.282 tonnes of waste away from landfill or incineration**. This is a year-on-year increase of 17% compared to the estimated quantities rescued last year (31.896 tonnes). Our donors consistently remain a mix of commercial and domestic and donations vary from very small (a shopping bag full) to huge quantities (repeated van-loads!). During the year, **over 100 separate London-based business** donated their waste/surplus to us.

### Scrappy is 30!

We celebrated our 30<sup>th</sup> birthday in 2017 and held a joyful birthday party in December with friends old and new. We ate a fantastic celebration cake (with candles blown out by Ralph our oldest ‘original’), drank bubbles and our artist friend Weavie Stevie choreographed an upcycled commemorative ‘30 years’ weaving with all attendees.



*The Originals*



*Communal Happy 30 Weaving*

### Membership of the Scrapstore

There has been an increase this year in overall number of discrete members/member groups; an increase from 416 members to **430 Scrapstore members (c26,800 ‘end-users’)**. This is mainly

attributable to additional schools and community groups taking up membership. We believe this is due to our economic membership pricing (and price freeze this year for the second year running), allowing these groups access to materials that they could not otherwise afford on declining budgets. The table below shows our member types and number of member groups in each category.

Member Type 2017-18	Number of Members
School/Nursery	110
Community Group	46
Student	115
Home Educator	59
Childminder	39
Family	40
Individual/Artist	18
University Department	3
<b>Total</b>	<b>430</b>



Our membership population remains mainly concentrated throughout South London, with the largest contingents in Wandsworth, Lambeth and Merton. We have significant numbers in Croydon, Southwark, Kensington and Chelsea, Lewisham and Kingston and have members from other London Boroughs and Kent and the odd very keen member from further afield!

### Visits to the Scrapstore and Opening Times

**2008 separate visits** were made to the Scrapstore this year (4% more than last year's visits: 1919), which is an average of **c.40 collections per week**. Our store is often very busy!

After the introduction of Tuesday late night opening last year, it has proved to be a great success with c.20% of our visits being made during the evening.

We measure the value of materials to individuals by asking them to 'value their loot' as they leave the Scrapstore. For this year, **the total estimated value by members for materials taken from the Scrapstore was £98,300** (subjective figure based on personal judgement), vs our **membership income of £30,728**, which demonstrates significant perceived cost-saving to our members in using us.

### Volunteer Contributions

We recorded a tremendous **530 working days from volunteers** during this year! This does not include work undertaken at home or off-site so the real figure will be significantly higher.

We consistently retain a volunteer base of **c.35 volunteers** who are critical to providing the manpower to process our mountains of donated waste. As is the nature of volunteering, we have a core group of volunteers who turn up reliably week after week (and many year after year!) and others come and go depending upon their personal situation. We welcome everybody irrespective of ability, background and age and all contributions are valued however big or small. As a result, our volunteers are a diverse family from all ages and sections of society.

Special thanks must go to Catherine May, our fantastic Volunteer Coordinator who donates so much time and effort, and to Susan Poston who retired this year after a huge 30 years of voluntary service in a wide range of roles at the Scrapstore.

### Corporate Social Responsibility

We continue to nurture relationships with other charities, groups and corporations who kindly sponsor our projects or send volunteers to help us and for this we are grateful. We wish to thank Sotheby's in particular for their regular volunteering and Corporate Sponsorship through their CSR Programme. In addition, we thank Accenture for their help at Christmas and volunteering groups GoodGym, Hands-On London and Volunteer in the World for their continued support.



Catherine with the beaded lady and Sotheby's HR Director Kathryn Ward



Volunteers from Volunteer in the World

### Outreach Activities Inspiring Creativity

We reached **1,700 people (est.)** with our outreach activities this year on **32 separate occasions**. This included reuse arts and crafts workshops and demonstrations at local schools and charities and one-off activities at the Scrapstore. We are particularly proud to have significantly expanded our artful reuse opportunities to provide arts-to-doorstep provision for the Hazelhurst Estate community, many of whom are isolated or low income households with no access to the arts.

### Hazelfest

As part of Wandsworth Arts Fringe, we ran Hazelhurst Estate's first very own 'Green Festival': Hazelfest on 20 May. Thanks to a grant from Wandsworth Council we opened up outdoor space for artful reuse. We brought together local artists, community groups and schools with our sustainable materials to provide over 20 separate free arts opportunities (making, crafts, performance, music) to the local community. Hazelfest was opened by our MP and the Wandsworth Mayor. Involving over **20 separate local artists and creatives**, Hazelfest attracted around **200 participants** from the estate.



*Pupils of Smallwood School performing at Hazelfest*



*Putney and Wandsworth Brass Band at Hazelfest*

## Richmond May Fair

We were proud to showcase and sell (for fundraising), our volunteers' handmade upcycled crafts and our sustainable arts and crafts materials for the first time at the Richmond May Fair. We were delighted to fundraise over £500 and made some great connections.



*May Fair Fun*



*Hansa's quilt: sold!*



*Berit's bags for sale*

## Teddy Bears' Picnic

Our teddy-bears picnic, which took place in the school summer holidays, offering reuse arts and crafts (dress a teddy, happy thoughts bunting, wishing tree) and an opportunity for local people with children to come and congregate on Hazelhurst Estate, was a huge success. **Over 60 local children** and their parents/carers attended and we all sat on 'Mayor of London' banners otherwise destined for the incinerator!

## Conclusion

It has been an extremely busy year and there is insufficient space in this report to thank all of the individual staff, volunteers and artists who deserve a mention. All contributions are equally as important to us and are treasured so thank you to all who have worked with us this year.

**Sascha Taylor, Consultant**



## CHAIR'S REPORT

Work and Play Scrapstore has maintained financial and operational stability in 2017/18. Activity is expanding on several significant measures and innovation has facilitated significant new engagement in the local community, but particularly with those on Hazelhurst Estate where we are based.

My first formal duty as the new Chair of WaPS is to offer profound thanks to Lucy Hadfield our outgoing Chair, who has been a great friend to the charity for many years and provided real leadership and focus at a time when the continued existence of our Scrapstore was in serious doubt. Lucy will be remembered fondly by volunteers, staff and Trustees for her engagement and clear thinking. I have learnt a lot from Lucy in a short space of time. We wish her well in all her future activities and will be delighted to welcome her back to Scrapstore at any time. Her legacy to Scrapstore is a key motivation to all the current Trustees to ensure we continue to thrive and contribute.

Since joining the Trustee Board around two years ago, my enthusiasm for protecting and nurturing all the positivity generated by our small charity has grown, and I must thank the Trustees for placing their trust in me to lead and support all of WaPS' activities as your new Chair. As a relative newcomer to the fold, it is daunting that with over 30 years of activity and achievements, my responsibility must primarily be to ensure that all the hard work of our volunteers and staff, to deliver effective materials and education to our community of members, can continue.

Our operational successes over the past year, with more tonnage of scrap and waste collected, more materials sorted and presented, more subscriber visits resulting in huge added value leaving the Scrapstore to take on new life as artistic and educational objects, is truly amazing. This has been delivered by our volunteers, some of whom are celebrating a contribution in each of the 30 years that the Scrapstore has been a recycling haven. Our staff, Chris and Rachel, supported and led by Sascha, are the foundation of all our activities. Thank you to that group for going above and beyond our expectations. Please continue your work and enjoy our gratitude for being there!

As I have attended and chaired more Trustee meetings, I have really come to appreciate the individual contributions of all our Trustees, and the quality of the discussions we are now having to push the Scrapstore forward in an economic environment that is often volatile and uncertain. We face risks as all charities do, but our strong relationship with Wandsworth Borough Council, and the skill and capabilities we possess across every part of our small charity, will allow us to manage and control those risks. As Trustees we remain watchful of the operating challenges a small charity like Scrapstore will encounter. But we can match those challenges through our financial vigilance. Our growth in recent years is a source of confidence that stability will be our watchword in 2018/19. Thank you to all our supporters, we thrive together in the Scrapstore community.

***Patrick Moon***

***Chair of Trustees***

## TREASURER'S REPORT AND FINANCIAL REVIEW

I present my second Treasurer's Report for Wandsworth Work and Play for the financial year ending 31 March 2018. The accounts are produced and independently inspected by Sarah Buttars Limited and are included in the Annual Report.

At the start of the financial year we had anticipated a deficit in the region of £9,500. I am therefore very pleased to report that we ended the year with a deficit of £1,046, a significantly more favourable position, achieved through greater membership and grant income than we had budgeted for.

Our income for the year was £59,696 which came mainly from Membership Fees and Grants, with additional income generated from Workshops and Fundraising Events. We received Grants and Donations of £26,240 from The Octavia Trust, The Miles Trust, Wandsworth Borough Council, St James' Place and other individual donations. This income is an increase of 39% on last year's grant funding. We remain grateful to our Grant providers for their generosity in financially supporting the charity. Income from membership fees was £30,728 and this represents an increase of 25% over the previous year. We are pleased that we were able to continue to build on the increased income levels from the concentrated membership drive of the financial year 2015/2016. There was also an increase in the funds generated from workshops and fundraising of approximately 66%, although the revenue is comparatively small at £2,595, it is an income stream we plan to grow over the coming years.

WaPS expenditure for the year was £60,742, which is an increase of 10.5% over the previous year. Our major expense remains staffing and consultancy costs which amounted to £41,064, an increase of 15% on the preceding year. Other governance costs came to £1,384. The remaining operational and business costs came to a total of £18,294. We negotiated free waste management fees with Wandsworth this year which amounted to a saving of approximately £675.

Full details of both the income and expenditure can be found in the accounts.

Ongoing effort to increase our grant income to deliver our projects remains a strategy for WaPS. We currently make use of the services of a consultant to guide the working practices and advise the board. A further strategy of increasing income from alternative fundraising activities such as participation in fairs, delivering workshops within the community and corporate volunteer days will strengthen our financial position in the long run.

In summary, I am pleased to report a successful year with the financial position stronger than we had anticipated for the year.

***Niamh Guerin***

***Treasurer***

## **FINANCIAL POLICIES AND RISK**

The Treasurer reports to the Trustees on a quarterly basis, or more regularly as required. A budget is prepared at the beginning of each financial year and agreed by the Trustees.

### **Investment Policy**

The Trustees, having regard to the liquidity requirements of operating the Charity, and the reserves policy, maintain available funds in an interest-bearing bank account, seeking to achieve an interest rate which matches inflation as measured by the retail prices index.

### **Reserves Policy**

As financial reserves, WaPS will endeavour to retain £30,000 in a designated bank account to cover 3 months' running costs, initial rent for a new premises + relocation costs. This is in order to ensure the short-term future of WaPS, or if necessary, an orderly close-down of the charity, in the event of:

- an eviction from or catastrophic event rendering our premises uninhabitable;
- abrupt loss of key staff;
- a significant and unexpected decline in membership

In addition, the trustees may choose to designate portions of free funds for specific projects to further the charity's objectives.

### **Risk Review**

The Trustees review risks on an ongoing basis and implement systems to mitigate identified risks. Key identified risks are income, health and safety, retention of key staff (including contractors and volunteers), premises, unexpected cost

- There are ongoing tight controls on expenditure, focus on maintenance and generation of income, and awareness of the underlying weaknesses in funding the charity's operational costs.
- The motivation and personal situation of key staff is regularly monitored. Succession planning/mitigation of risk by sharing of knowledge through job shadowing is ongoing.
- The Trustees are aware of the specific health and safety risks of the materials handling for staff, volunteers and members in the store. Risks are mitigated with the implementation of our Health and Safety policy and Children in the Store policy. Regular risk assessments are undertaken with regard to the working environment and external events. All new staff (volunteers and paid) are given detailed inductions and annual health and safety briefings are provided as updates to all workers. Notices highlighting risks are distributed around the store and are regularly updated.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Wandsworth Work and Play is a Charitable Company limited by guarantee (“Company”, “Charity”). The Constitution was agreed and the Company registered under the Companies Act on 23 March 1988 Number 02234306. It is governed by its Memorandum and Articles of Association as amended to allow for current governance arrangement on 21 November 2004. The Company was registered for charitable status with the Charity Commission on 28 October 1994 Number 1041641. Only members of the Company can be appointed as Directors/Trustees.

Trustees of the Charity are also required to be Directors of the Company. They are elected by the membership at the annual AGM, or may be co-opted to the committee and may then stand for election at the next AGM.

At the AGM, one-third of the members, who have been longest in office shall retire and are eligible for re-election.

All significant decisions and actions are agreed formally by the Trustees and documented.

New Trustees receive important governing documents and background on the Charity from the Chair, as well as details of the requirements and expectations of the Trustees. Guidance is given on specific roles by the incumbent of that position or the Chair.

## REFERENCE AND ADMINISTRATIVE DETAILS

Registered Name:	Wandsworth Work and Play
Charity Number:	1041641
Company Number:	02234306
Registered Address:	Hazelhurst Estate, 13 Blackshaw Road, London, SW17 0DA
Chairperson:	Patrick Moon
Treasurer:	Niamh Guerin
Company Secretary:	Niamh Guerin

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Lucy Hadfield	20 September 2016 (Re-Elected); Resigned 26 September 2017
Catherine May	28 Nov 2015 (Elected)
Gillian Upton	Appointed 8 June 2016 (Elected)
Fiona Lloyd	Appointed 24 June 2016 (Elected), Resigned 18 April 2017
Niamh Guerin	Appointed 20 September 2016 (Elected)
Patrick Moon	Appointed 20 September 2016 (Elected)
Ruth Moyler	Appointed 28 February 2017 (Elected)
Geoff Simmons	Appointed 1 March 2018 (Elected)
Berit Ahmad	Appointed 1 March 2018 (Elected)

### **Trustee's responsibilities in relation to the financial statements**

The charity trustees (who are also the directors of Wandsworth Work and Play for the purposes of company law) are responsible for preparing a trustees annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming



**Wandsworth Work And Play  
Statement of Financial Activities  
For The Year Ending 31 March 2018**

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
<b>Income</b>					
Grants and donations	3	12,549	13,691	26,240	18,742
<b>Incoming resources from charitable activities:</b>					
Membership fees, fundraising and workshops	4	33,323	-	33,323	26,155
<b>Investment income</b>	5	133	-	133	677
<b>TOTAL INCOMING RESOURCES</b>		<b>46,005</b>	<b>13,691</b>	<b>59,696</b>	<b>45,574</b>
<b>Expenditure</b>					
<b>Cost of Raising Funds:</b>					
Fundraising and Publicity Costs	6	8,271	-	8,271	12,271
<b>Charitable Activities:</b>					
Operation of Work and Play Scrapstore	6	33,585	11,440	45,025	35,762
<b>Governance costs</b>	6	<b>7,446</b>	<b>-</b>	<b>7,446</b>	<b>6,933</b>
<b>TOTAL EXPENDITURE</b>		<b>49,302</b>	<b>11,440</b>	<b>60,742</b>	<b>54,966</b>
<b>NET INCOME/(EXPENDITURE) AND NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>(3,297)</b>	<b>2,251</b>	<b>(1,046)</b>	<b>(9,392)</b>
<b>Reconciliation of funds</b>					
Total Funds Brought Forward		36,719	-	36,719	46,111
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>33,422</b>	<b>2,251</b>	<b>35,673</b>	<b>36,719</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derives from continuing activities.

**Wandsworth Work And Play**  
**Balance Sheet**  
**For The Year Ended 31 March 2018**

	Notes	31 March 2018	31 March 2017
		£	£
<b>CURRENT ASSETS</b>			
Debtors	8	725	-
Cash at Bank and in Hand		39,562	41,131
<b>TOTAL CURRENT ASSETS</b>		<b>40,287</b>	<b>41,131</b>
<b>LIABILITIES</b>			
Creditors falling due within one year	9	4,614	4,412
<b>NET ASSETS</b>		<b>35,673</b>	<b>36,719</b>
<b>THE FUNDS OF THE CHARITY</b>			
<b>FUNDS</b>			
<b>Unrestricted Income Funds</b>			
Designated Funds		30,000	30,000
Undesignated funds		3,422	6,719
<b>Restricted Income Funds</b>	10	<b>2,251</b>	-
<b>TOTAL CHARITY FUNDS</b>		<b>35,673</b>	<b>36,719</b>

The Trustees are satisfied that the charitable company is entitled to exemption from the requirement to obtain an audit under S477 of the Companies Act 2006.

The members have not required the charitable company to obtain an audit in accordance with S476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 and the Charities Act 2011 with respect to accounting records and the preparation of accounts.

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.

Approved by Patrick Moon, Chair

Date

Approved by Niamh Guerin, Treasurer/Company Secretary

Date



# Wandsworth Work And Play

## Notes to the Financial Statements

### For The Year Ended 31 March 2018

#### 1. ACCOUNTING POLICIES

##### Basis of preparation

The financial statements have been prepared under the historical cost convention and accordance with the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2015) and in accordance with the FRS 102 itself and the Companies Act 2006.

The Trustee's have taken advantage of the exemptions permitted by SORP (FRS 102) and have not included a statement of cash flows for the year.

##### Income recognition policies

Items of income are recognised and included in the accounts when all of the following criteria are met:

- The charity has entitlement to the funds;
- any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity;
- there is sufficient certainty that the receipt of the income is considered probable; and
- the amount can be measured reliably.

Donations and other voluntary income, other than grants, are recognised when received.

Grant income is recognised in the period to which the grant relates. Grants received prior to 31 March 2018 are included in incoming resources. Grant income is only deferred when:

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

Income from charitable activities includes membership income, which is recognised on an accruals basis and income from workshops which is recognised when the event has occurred.

Investment income is included on a receivable basis.

##### Donated goods for distribution to beneficiaries

SORP (FRS 102) requires that donated goods held by the charity for distribution to its beneficiaries should be recognised as stock with the corresponding income recognised within donations and measured at its fair value. It further requires that in the reporting period in which the stocks are distributed they are recognised as an expense in the appropriate category in the Statement of Financial Activities.

In the opinion of the Trustees, due to the nature of the goods donated and distributed to beneficiaries there is no sufficiently reliable method of measurement of the fair value of these items and therefore under the income recognition policies above these donated goods are not included in either stock, income or expenditure.

##### Volunteers

SORP (FRS 102) specifically excludes the inclusion of the value of the contributions of volunteers to the charity on the basis that there is no reliable method of measurement of their activities. As a result the value of services provided by volunteers is not included in the financial statements. The valuable contribution provided by the volunteers is discussed in more detail in the Trustees Report.

##### Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charities operations. Designated funds are those which the Trustees have set aside for a particular purpose including a £30,000 contingency fund for future operational activities.

##### Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following headings:

Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in activities that raise funds. These fundraising and publicity costs comprise a 25% of the consultancy costs of the consultant and 20% of the salary of one of the Charity's staff members.

Charitable activities include expenditure associated with the operation of the Charity. These include both the direct and support costs relating to these activities.

Governance costs include those incurred in the governance of the Charity and its assets and are primarily associated with constitutional and statutory requirements. These include direct costs relating to external assessment, fees, 25% of the consultancy costs of the consultant who is involved in the management, administration and governance of the Charity and 10% of the salary of one of the Charity's staff members.

Salary costs are allocated to activities on the basis of an estimate of the time spent.

The charity operates a defined contributions pension scheme. Contributions are charged as they become payable in accordance with the rules of the scheme.

VAT suffered is included within the relative expenses or asset and is not shown separately.

#### Tangible fixed assets

Individual fixed assets costing £1,000 or more are capitalised at cost and depreciated over their estimated useful economic lives.

#### Debtors

Trade and other debtors are recognised at the settlement amount due.

#### Creditors and provisions

Creditors and provisions are recognised when the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Financial Instruments

The Charity only has financial assets and liabilities of a type which qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

## 2. LEGAL STATUS

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

The Company was registered as a Charity on 28th October 1994 under registration number 1041641. Accordingly the Company is exempt from the Corporation Tax in respect to its charitable activities and any investment income receivable.

## 3. GRANTS AND DONATIONS

	Year ended 31 March 2018			2017
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Voluntary income</b>				
<i>Grants:</i>				
Paul Martland	6,065	-	6,065	-
Miles Trust	-	840	840	350
Octavia Trust	3,000	-	3,000	3,000
Wandsworth Borough Council	-	6,351	6,351	6,065
Wandsworth Council Rent (deducted at source)	-	6,500	6,500	6,500
St James Place	1,000	-	1,000	1,200
<i>Donations:</i>	2,484	-	2,484	1,627
<i>Other</i>	-	-	-	-
<b>Total</b>	<b>12,549</b>	<b>13,691</b>	<b>26,240</b>	<b>18,742</b>

The charity benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with accounting standards, the economic contribution of general volunteers is not measured in the accounts.

## 4. CHARITABLE ACTIVITIES

	Year ended 31 March 2018			2017
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Members Fees</b>	<b>30,728</b>	<b>-</b>	<b>30,728</b>	<b>24,589</b>
<b>Fundraising and workshops</b>	<b>2,595</b>	<b>-</b>	<b>2,595</b>	<b>1,566</b>
	<b>33,323</b>	<b>-</b>	<b>33,323</b>	<b>26,155</b>

## 5. INVESTMENT INCOME

All investment income arises from funds held in interest bearing deposit accounts

## 6. EXPENDITURE

	Year ended 31 March 2018					
	Staff Costs		Other Costs		Total Funds 2018	Total Funds 2017
	Unrestricted Funds	Restricted Funds	Unrestricted Funds	Restricted Funds		
	£	£	£	£	£	£
<b>Total costs</b>						
Cost of generating funds	3,605	-	4,666	-	8,271	12,271
Charitable activities	17,069	1,551	16,516	9,889	45,025	35,762
Governance costs	1,803	-	5,643	-	7,446	6,933
<b>Total</b>	<b>22,477</b>	<b>1,551</b>	<b>26,825</b>	<b>9,889</b>	<b>60,742</b>	<b>54,966</b>

<i>Other Costs</i>	Year ended 31 March 2018			
	Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	£	£	£	£
	<i>Cost of generating funds</i>			
Consultant	4,259	-	4,259	3,675
Advertising & Publicity	407	-	407	665
<b>Total</b>	<b>4,666</b>	<b>-</b>	<b>4,666</b>	<b>4,340</b>
<i>Charitable activities</i>				
Consultant	7,518	1,000	8,518	5,145
Printing, Postage and Stationery	155	-	155	98
Rent	-	6,500	6,500	6,500
Electricity & water (utilities)	1,458	-	1,458	820
Business rates	781	-	781	726
Other premises costs	2,103	-	2,103	2,278
Telephone and broadband	464	-	464	510
Van, travel and other operational costs	2,227	1,549	3,776	4,027
Insurance	791	-	791	1,050
Health and safety	143	-	143	119
Office equipment (<£1k)	133	840	973	416
Computer Software and web fees	267	-	267	280
Website migration costs	-	-	-	-
General Expenses	476	-	476	670
<b>Total</b>	<b>16,516</b>	<b>9,889</b>	<b>26,405</b>	<b>22,638</b>
<i>Governance costs</i>				
Consultant	4,259	-	4,259	5,880
Accountancy Fees	1,371	-	1,371	998
Companies House	13	-	13	13
AGM	-	-	-	42
<b>Total</b>	<b>5,643</b>	<b>-</b>	<b>5,643</b>	<b>6,933</b>

### Staff costs

#### (1) Staff Numbers

During the year the Charity employed an average number of 2 employees (2017 = 2)

#### (2) Staff Costs

	Year ended 31 March 2018	Year ended 31 March 2017
	£	£
Salaries	23,524	21,054
Social Security Costs	-	-
Pension Costs	504	-
<b>Total</b>	<b>24,028</b>	<b>21,054</b>

#### (3) Staff Remuneration

No employees received remuneration of £60,000 (or above) during the year (2017 = none)

#### (4) Trustees Remuneration

No Trustees were in receipt of remuneration or benefit in kind. Trustees were reimbursed expenses of £nil during the year (2017 £26)

## 7. CORPORATION TAX

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.

## 8. DEBTORS

(amounts receivable within one year)

	Year ended 31 March 2018	Year ended 31 March 2017
	£	£
Accounts receivable	725	-

## 9. CREDITORS

(amounts falling due within one year)

	Year ended 31 March 2018	Year ended 31 March 2017
	£	£
Accruals and deferred income	4,614	4,412

## 10. MOVEMENTS OF RESTRICTED FUNDS

	As of 31 March 2017	As of 31 March 2018		
	Balance	Incomings	Outgoings	Balance
Miles Trust	-	840	840	-
Wandsworth Council Rent (deducted at source)	-	6,500	6,500	-
Wandsworth Borough Council	-	6,351	4,100	2,251
<b>Total</b>	-	<b>13,691</b>	<b>11,440</b>	<b>2,251</b>

## **Independent examiner's report to the trustees of Wandsworth Work and Play**

I report on the accounts of Wandsworth Work and Play for the year ending 31st March 2018.

### **Respective responsibilities of trustees and examiner**

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 or Part 16 of the Companies Act 2006, and that an independent examination is needed.

It is my responsibility:

To examine the accounts under section 145 of the Charities Act 2011;

To follow the procedures laid down in the general Directions given by the Charity Commission under Section 145(5)(b) of the Charities Act 2011; and

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 with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanation from the trustees concerning 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**

Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2015) requires that donated goods held by the charity for distribution to its beneficiaries should be recognised as stock with the corresponding income recognised within donations and measured at its fair value. In the reporting period in which the stocks are distributed they are recognised as an expense in the appropriate category in the Statement of Financial Activities.

The accounts of Work and Play Scrapstore are not consistent with this requirement as, in the opinion of the Trustees, due to the nature of the goods donated and distributed to beneficiaries there is no sufficiently reliable method of measurement of the fair value of these items and therefore under the income recognition policies also outlined in SORP (FRS 102) these donated goods are not included in either stock, income or expenditure.

Other than this in connection with my examination, no material matters have come to my attention:

Which gives me reasonable cause to believe that in any material respect the requirements:

to keep accounting records in accordance with section 130 of the Charities Act 2011 Act and section 386 of the Companies Act 2006; and

to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act 2011, section 396 of the Companies Act 2006 and the methods and principles of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the United Kingdom and Republic of Ireland (FRS 102) (effective 1 January 2015).

have not been met; or

To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Sarah Buttars FCA  
Sarah Buttars Limited  
Brensham Cottage  
Malting Lane  
Aldbury  
HP23 5RH

Date:

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Supported by Wandsworth Borough Council, the Miles Trust,  
St James Place Bank, Sotheby's, and others.

Charity No 1041641

Company No 02234306