

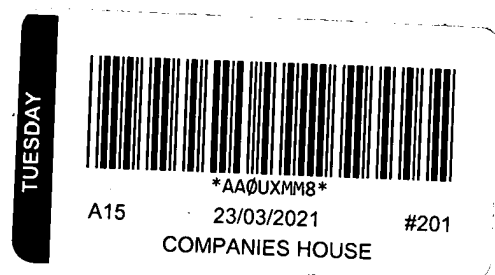


Extratime

Limited by Guarantee

**Trustees Report
and Unaudited Financial Statements
for the year ended 31 March 2020**

**Registered Charity Number 1116203
Registered Company Number 04514110**



EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

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CHARITY INFORMATION

Trustees	Rosamund Cook (Chair) Mari Booker Christine Hanson (Treasurer) Sally Howell Angela Morris Helen Slater (appointed 21 September 2020) Marian Tipler
Principal and registered office	Portslade Village Centre Windlesham Close Portslade Brighton East Sussex BN41 2LY
Registered charity number	1116203
Registered company number	04514110
Company secretary	Samantha Price
Chief executive	Samantha Price
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ
Examiner	Blue Spire Limited Cawley Priors South Pallant Chichester West Sussex PO19 1SY
Solicitors	Belcher Frost Solicitors 3 West Street Emsworth Hampshire PO10 7DX

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TRUSTEES' REPORT

The trustees, who are also directors of the charity for the purposes of company law, are pleased to present the annual report incorporating the directors report for the purposes of Charities Act 2011 and sections 415 to 419 of the Companies Act 2006, together with the accounts for the year ended 31 March 2020. In preparing the financial statements the trustees have adopted the updated provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102).

STRUCTURE, GOVERNANCE AND MANAGEMENT

The organisation is a charitable company limited by guarantee, incorporated on 19 August 2002 as amended by resolution 11 October 2005 and registered as a charity on 25 September 2006.

The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

The charity is run by a management committee comprising the trustees and co-opted members, who delegate the day to day running to the chief executive officer.

The management committee members have a broad knowledge of disability issues and relevant professional experience and skills. This includes education, childcare, fundraising, HR, advocacy and charity governance. More than half of the trustees have lived experience of caring for a child with SEND. Some are also involved in other local organisations and activities and have experience of working in both the statutory and voluntary sectors.

New trustees are selected for their experience and expertise. They participate in an induction with the Chief Executive and the Chair. Trustees and members are provided with a written induction pack, including copies of the organisation's key policy documents. They are also encouraged to attend relevant training to support their role as a trustee.

Under the Articles, one third of the trustees are re-elected at each Annual General Meeting.

The remuneration of the charity's key management personnel is set by the trustees who benchmark salaries against comparable roles in similar local and national organisations and within the context of Extratime's existing pay structure.

OBJECTIVES AND ACTIVITIES

The charity's objects are:

- to advance the education and development of children and young people
- to provide training for individuals and groups in the development of children and young people, and in such other issues as the Trustees may decide.

Extratime's objectives are to:

1. Enable children and young people with special educational needs and disabilities (SEND) to:
 - a. Enjoy the same opportunities for play and leisure as their non-disabled peers in a safe non-discriminatory environment which concentrates on what can be done rather than what cannot; and
 - b. Socialise through play and leisure activities alongside non-disabled peers; learning about diversity and inclusion in a society where everyone is valued and equal.
2. Give parent carers of children and young people with additional needs and disabilities access to short breaks from the demands of caring for a disabled child and the option to return to work, pursue training opportunities or spend valuable time with non-disabled siblings; and
3. Contribute to and promote the development of inclusive out of school opportunities across Brighton and Hove and the surrounding areas. Also to provide support to increase parent carers choice and opportunity for short breaks.

Extratime's first after school club opened in 2003 at Hillside School in Portslade for ten children from local special and mainstream schools. Since then, Extratime has grown to become 'a lifeline' for hundreds of families of children with disabilities in Brighton & Hove and West Sussex.

EXTRATIME'S VALUES

We are parent-led and inclusive and all Extratime services are underpinned by a **strong set of values** which drive our commitment to children, young people and families.

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TRUSTEES' REPORT

Equality and diversity

We support children and young people to have fun, try new things and socialise together regardless of their ability. The individual strengths and interests of every child and young person are at the heart of everything we do. We work with children, families and across the community to break down barriers and promote more inclusive opportunities for children and young people with special needs and disabilities.

Creativity and passion

We are driven by our passion for providing high quality services so that children and young people have fun and their families have the respite they need. We bring creativity to every aspect of our work and encourage it in the children and young people we work with.

Trust and transparency

We value and respect the trust that parent carers place in us. Our reputation is important to us and we continually push ourselves to deliver excellent services for our young people. We are open, transparent, and accountable for all of our decisions across the organisation.

Positivity and care

We care about the children and young people we work with. We understand the challenges faced by families of children with disabilities and we have a positive approach to addressing those needs. We work collaboratively with families and the teams around them to find solutions and give children and young people the positive experience they deserve.

ACHIEVEMENTS AND PERFORMANCE

In accordance with our duties as stated in section 17(5) of the 2011 Charities Act, the trustees have considered the guidance provided by the Charity Commission in regard to public benefit. We are confident that Extratime's activities meet this requirement.

Extratime is unique as it remains one of the only specialist settings where children and young people with high support and care needs can play alongside their non-disabled siblings and peers.

Children and young people accessing Extratime services have a range of needs. For many these include; severe learning disabilities, autistic spectrum disorders and life-limiting conditions. Our children and young people may require tube feeding or administration of emergency medication in the event of epileptic seizures. They may also be wheelchair users or have behaviour which is challenging as the result of high levels of anxiety caused by conditions such as autism or attachment disorders. Many of our children and young people are also unable to communicate verbally and rely on alternative methods such as signing, Makaton or eye movement.

All of these factors mean that this group of children and young people can be socially isolated and feel excluded because they have difficulty accessing mainstream childcare, play and leisure activities. At Extratime they are supported to physically access activities, to understand how to participate and to cope with the sensory demands of being part of a group. This vital support they receive at Extratime means children and young people with additional needs and disabilities can have fun, try new things and participate in activities and trips that children and families without additional needs take for granted.

Extratime's inclusive ethos means that children and young people with and without additional needs benefit from a diverse peer groups and learn about difference.

Our clubs and schemes also provide parent carers with a vital break from the demands of caring for a disabled child. This helps to promote individual and family resilience which can make all the difference for families where there is a child or young person with a learning disability, sensory need or complex medical condition.

Without Extratime, many children and their families would feel very isolated.

Operational and impact report

2019-20 was an exceptional year of new highs and lows for Extratime. A year in which we invested in our people, we delivered the first phase of our digital strategy and we moved to our new home at Portslade Village Centre. We established new Extratime clubs and partnerships, and delivered great outcomes for hundreds of children and young people with SEND.

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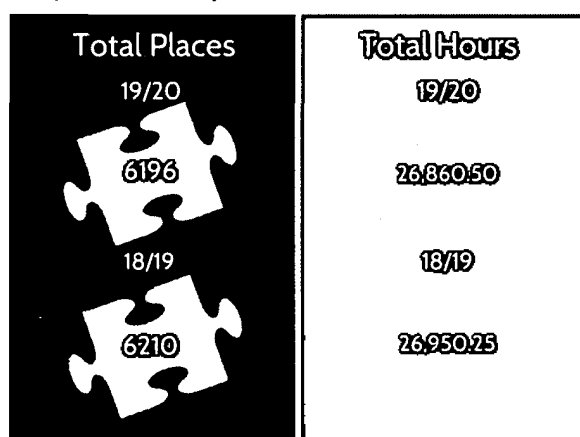
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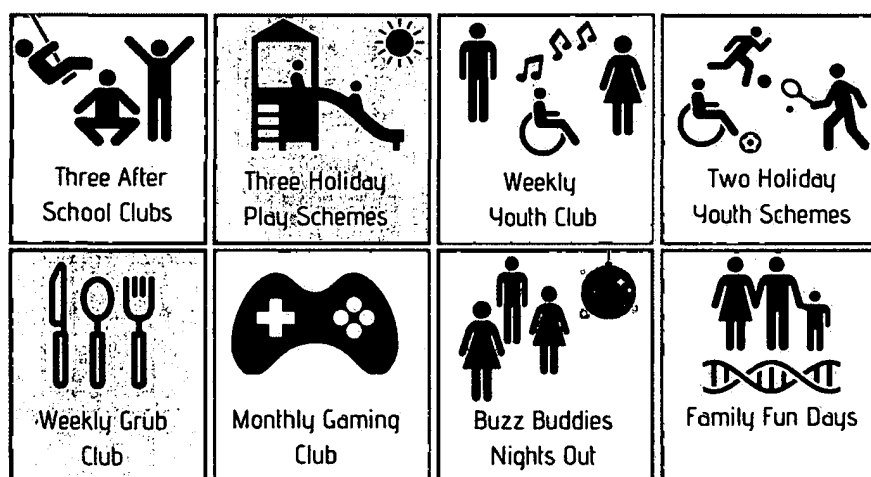
It was also a year when the catastrophic impact of the global COVID-19 pandemic arrived in Brighton & Hove in early February 2020 and transformed the way we work overnight. Earlier in the year, some of our services were also disrupted by building work delays caused by the discovery of asbestos at Hill Park School. This resulted in the relocation of Portslade Play Scheme in the summer and the unprecedented closure of the Hill Park After School Club in September and October.

Extratime's positive response to COVID-19 is detailed on page 13, but inevitably both of these events impacted on service delivery levels. Despite this, during the reporting period, Extratime provided over 6,000 places and almost 27,000 hours of inclusive clubs, holiday schemes and family fun days for children and young people with and without disabilities. As *Graphic 1* illustrates, this is a broadly similar level to 2018-19 and this consistency is explained by the additional capacity created by Buzz Buddies and Gaming Night, our two new partnership projects for young people (*Graphic 2*).

Graphic 1: Total places and hours in 2019-2020



Graphic 2: Extratime clubs, schemes and events in 2019-2020



After school clubs (ASC);

- Hill Park School, Portslade (Mon-Friday)
- Woodys, Woodingdean (Mon-Friday)
- Hawkins Crescent, Shoreham-on-Sea (Tues / Wednesday)

After school clubs offer children a fun and supportive space where they can relax or play with their friends at the end of the school day. A 'walking bus' brings from children from surrounding schools to the clubs.

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TRUSTEES' REPORT

The Youth Club (Portslade Village Centre, Wednesdays)

This established group provided a packed programme of age appropriate activities including cookery, arts and crafts, dance, karaoke, gaming and sports for 19 young people with SEND in a mainstream youth setting. Transport was provided for students from Downs View School and Downs View Link College as their additional needs prevent them from travelling independently. Young people from schools and colleges closer to the venue were supported by parent carers to make their own way.

Grub Club (Portslade Village Centre, Tuesdays)

Run with colleagues from Brighton & Hove Food Partnership, this club continued to be hugely popular in its 2nd year, supporting young people with SEND to prepare, share and enjoy a meal together, developing important food literacy, life and social skills.

Gaming Club (Portslade Village Centre last Friday of the month)

This new club began in June after young people with SEND told us they wanted support and a space to play and talk video games with other young people of their own age. Gaming night has been a fun new experience for this group of young people, who the club supports to enjoy spending time with friends and meeting new people.

Buzz Buddies (Adur and Worthing, Fortnightly days vary according to activity)

This year this exciting new outreach project began in partnership with Stay Up Late to support young people (18-25 years) in West Sussex to enjoy a social life with their peers. The project began in October and activities included fortnightly socials to pubs, bowling and games nights. The outbreak of COVID took the group online in March when the young people met on Zoom to have quizzes, bingo and music sessions.



Holiday Play Schemes at;

- Mile Oak Primary School, Portslade* (Easter and Summer holidays)
- Longhill School, Rottingdean* (Easter and Summer holidays)
- Herons Dale School, Shoreham (Easter, Summer and half term holidays)

*relocation due to school building works

Holiday Play Schemes are for children aged 5-11 years who participated in a range of venue based activities, workshops and trips.

Holiday Youth Schemes at;

- Woodys Youth Club, Woodingdean (Easter, Summer and half term holidays)
- Portslade Village Centre, Portslade (Easter, Summer and half term holidays)

Holiday Youth Schemes are for children and young people aged 11-19 years who participated in a range of venue based activities, workshops and trips. We welcomed changes to our agreement with YMCA Downs Link Group to reflect Extratime's strategic and operational responsibility within the partnership.

This year children and young people at all of our **holiday schemes** enjoyed a broad range of activities and trips, including old favourites and new workshops and venues. As always we welcomed our popular activity partners from Animazing, Carousel, Fizz Pop and others who ran lots of workshops. Children and young people were also out and about in the community with trips to local parks, the beaches, Jumpln, swimming, Chailey Heritage, and Chichester canal. More age-appropriate activities such as Watersports, Monster Studios (picture below), dance and cookery workshops were as popular as ever with young people at the Youth Schemes.

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Youth Scheme at Monster Studios



Play Scheme at Jump In

Across all clubs and schemes, our successful partnership with Albion in the Community continued to offer accessible sports workshops facilitated by coaches with lived experience of learning disability, including; wheelchair basketball, multisport & football.

Family Fun Days at;

- Herons Date School
- Southwick Leisure Centre
- Portslade Village Centre

Until February, these events continued to be a tremendous success, giving families of children with disabilities the opportunity to spend time together as a family, relaxing and enjoying a range of sports, arts and cultural activities, including; trampolining, climbing, music, and circus skills workshops.

This year, we celebrated our move to Portslade Village Centre by holding another fantastic event at Portslade Village Centre, where we welcomed Brighton & Hove Mayor, Cllr Alex Philips and partners, alongside the hundreds of families and staff who joined us.

Portslade Village Centre move

This year we transformed this tired and little used 1950's style youth centre into a dynamic, vibrant and inclusive community hub where disabled children, young people and their families feel at home. This is thanks to the support, funding and enthusiasm of Brighton & Hove City Council (BHCC), volunteers, donors and businesses, which enabled us to create a new 'chill out' area, sensory room, hygiene room and outside space co-designed by the young people.

During the year the Centre became an important community hub. Alongside Extratime clubs, we hosted 100s of adults and children attending local and SEND specific groups and community events. By the end of the year and pre-COVID-19, the Centre was about to become a self-funding premises for Extratime.



Magic Show at the Family Fun Day



Lunch for DIY SOS Volunteers at the Centre

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Digital Strategy – Phase One

Throughout the year we worked with digital agency Creative Blend to redesign a brand new Extratime website. The colourful new site has improved functionality for sharing information and booking arrangements for existing and new users of Extratime services. The timely launch in April 2020 was a key feature of our ability to pivot from physical to our virtual Extratime@Home offer when COVID-19 closed our physical services. Phase Two of the strategy will involve further improvement to internal systems and processes to increase efficiency and user experience.

Extratime's Impact

Achieving what we set out to do: Monitoring and evaluation

During the year we used a range of quantitative and qualitative methods, including performance data and regular feedback to listen to stakeholders, monitor and evaluate our work. This has enabled us to stay abreast of and meet the changing and diverse needs of disabled children and young people and their families, both now and into the future.

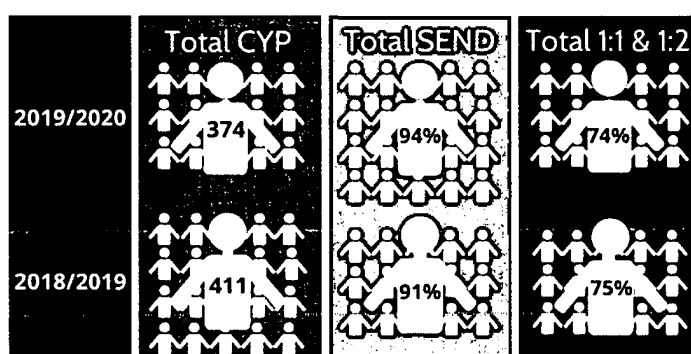
This year the disruption caused by COVID-19 meant we were not able to run our usual annual survey in March 2020. Instead we regularly consulted with parent carers during the COVID crisis to ensure our response met the needs of our service users as far as we could.

Table 1: 2019-2020 Performance data summary:

	ASC	Play Schemes	Youth Schemes	Youth Club	Grub Club	Gaming Club	Family Fun Days	Buzz Buddies	Total
Number of Children	80	129	90	18	14	18	158	4	374 ¹
Number of Sessions	428	81	80	38	40	9	5	3	684
Total hours	8,594	6,081	8,111	1,824	996	222	948	84	26,860
Total Number of Places Provided	3,289	780	927	608	332	74	158	28	6,196

¹ Some individual children attend more than one activity

Graphic 3: Inclusion Comparison



In the year 2019-20 we provided nearly 27,000 hours of support to 374 of the most vulnerable children in Sussex. The illustration above shows a similar pattern of increasing numbers of children with the most complex needs and disabilities. The high number of children requiring one to one staffing levels means the size of the clubs must remain small to support these children and young people.

We are also acutely aware that many families experience long waits for an Extratime place and there is still significant unmet need for Extratime within the SEND communities in Brighton & Hove and West Sussex. Parent carers tell us we could double or treble places to meet their needs so we are committed to increasing our capacity and choice for

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families. We continue to closely monitor the situation, setting up new services and growing capacity where we can and remain committed to our positive and transparent relationships with funders and commissioners.

Ofsted

We were pleased to host two Ofsted inspections this year. Both Hawkins Crescent After School Club and Hill Park After School Club were inspected under our Compulsory Childcare Registrations. New criteria means that out of school provision is no longer inspected against the familiar four point scale of Outstanding, Good, Satisfactory etc. Instead we were assessed at the highest 'met' level. Both inspectors shared their positive comments within their reports;

"Leaders and staff have a strong commitment towards providing services of the highest quality and ensuring every child achieves to their full potential."

"Leaders make sure that staff continually have the relevant skills and knowledge to care for children and offer the highest standards of care. Specialist training means staff are particularly skilled in supporting children's language and communication development, and managing any behaviour issues in a positive way."

"Staff have relentless energy, enthusiasm and dedication to their role. They clearly enjoy working with the children and there is a fun atmosphere evident in the club."

Ofsted, January 2020.

Governance

During the year the trustees have continued to implement our ambitious action plan to meet the Code of Governance standards (for Small Charities), with particular attention to developing the skills and membership of the board and updating the charity objects and governing documents. Trustee recruitment is ongoing to further increase the diversity of skills and expertise on the board (e.g. digital, financial and commercial).

Our work to deliver our 2018-2021 strategy continued productively throughout the year. The table below contains a summary of the key achievements against the three core objectives.

1. Quality
2. Value for Money
3. Participation

Table 2: 2019-2020 Strategy implementation summary

Core Objective		Key Achievements
Quality	Governance	<ul style="list-style-type: none">• Governance Review ongoing; Strengthening board of trustees through ongoing recruitment and trustee training• New Charity Objects ready for approval by the Charity Commission• New Articles of Association are in development
	People	<ul style="list-style-type: none">• Investment in staff retention, training and development at all levels;<ul style="list-style-type: none">◦ Core team pay review◦ Increase in National Living wage◦ Growth of staff training programme◦ Change in staffing arrangements for Youth Schemes◦ Reorganisation of Coe team including fundraising function, HR and Admin◦ Reduction in agency staff
	Quality Assurance	<ul style="list-style-type: none">• Successful outcome of two Ofsted inspection at Hawkins Crescent and Hill Park After School Clubs• Ongoing policy work
Value for Money	Financial Management	<ul style="list-style-type: none">• Efficient and strategic use of resources• Investment in staffing, digital strategy and development of Portslade Village Centre
	Contract Management	<ul style="list-style-type: none">• Extension of West Sussex County Council Short Breaks contracts to 2023

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		<ul style="list-style-type: none">• Extension of Brighton & Hove City Council Short Breaks contracts to 2021• Revision of YMCA Agreement• Signed (short term) Lease on Portslade Village Centre from Brighton & Hove City Council
	Fundraising Strategy	<ul style="list-style-type: none">• Temporary reorganisation of fundraising function to cover Trust and Foundations Fundraiser's maternity leave• Secured £181,513 in donations, grants and gifts
	Growth and Change	<ul style="list-style-type: none">• New projects introduced (Buzz Buddies and Gaming Night)• Moved to Portslade Village Centre• Secured funding for new participation, transition and community outreach projects in 2020-2023
	Capacity	<ul style="list-style-type: none">• Manage capacity challenges relating to increased high needs of children and young people.
Co-Production	Children & Young People's Participation	<ul style="list-style-type: none">• Established new partnership project to strengthen participation strategy in 2020.• Ongoing inclusion of children and young people in activity and session planning
	Parent Carer Participation	<ul style="list-style-type: none">• Close partnership working with B&H Parent Care Council (PaCC), Amaze and West Sussex Parent Carer Forum to inform Extratime operational and strategy development and help shape local services and priorities
	Multi-agency Collaboration	<ul style="list-style-type: none">• Active membership of Community Works, B&H and WS Short breaks Provider Forums, B&H Extended Day Steering Group, B&H Youth Grants Programme• Participation in various multi-agency forum to support individual families and service development and delivery• Maintain and strengthen informal and formal networks with the SEND and Community and Voluntary Sectors in Brighton & Hove and West Sussex• Strong working relationships with local authority partners
	Digital Strategy	<ul style="list-style-type: none">• New website launched April 2020• Social Media strategy

Risk review

In accordance with the Extratime risk management policy, the trustees maintain and regularly review the organisational risk register. The trustees also conduct a full risk assessment to review the major risks to which the charity is exposed and to manage those risks. Significant internal risks to funding have led to the development of a flexible operational model and strategic plan which allow for the diversification of funding and activities. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Although the global pandemic had not been identified by the trustees as a risk, Extratime successfully managed the risks presented to the charity and the Extratime community by working together with the CEO, the staff team and external partners and by following government guidance and local authority advice as it became available.

FINANCIAL REVIEW

Charity income for the year was £600,253 compared to income of £616,552 in 2018-19. Expenditure for the year was £711,847 compared to £561,246 in 2018-19.

This shortfall in income and the additional expenditure was expected and planned for in advance of changes within the fundraising team and new strategic spending priorities. In preparation, unrestricted funds of £243,248 were carried forward from 2018-19 into 2019-20, including £85,000 designated for 2019-20 expenditure. This, along with Extratime's diverse funding model enabled us to continue to deliver services, maintain strategic investment in key areas of staffing, digital and premises and to retain unrestricted reserves at a sustainable level.

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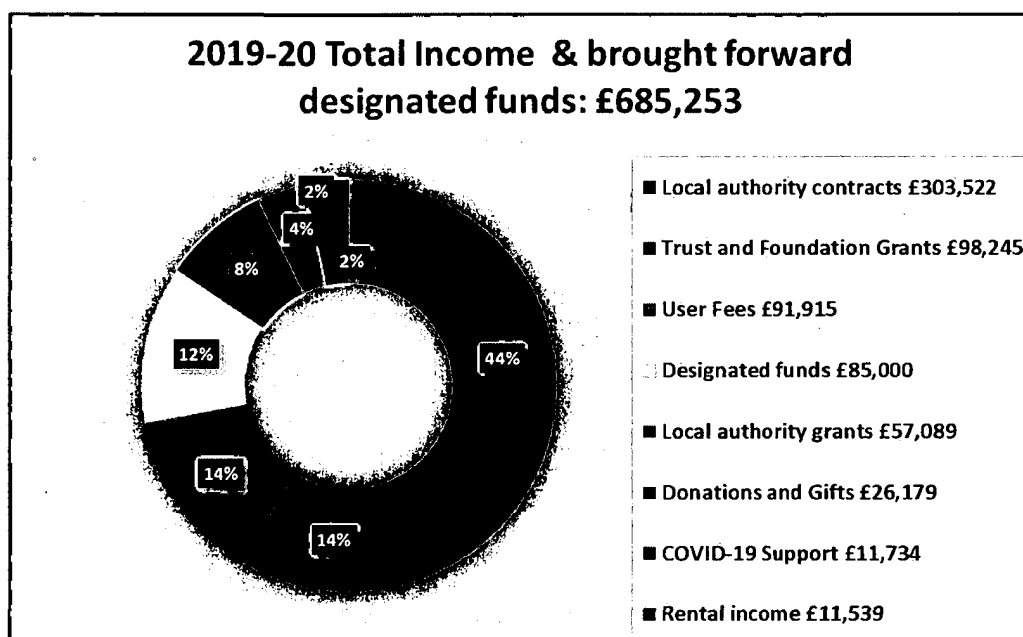
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Income

Extratime's diverse funding model includes a mix of funding streams which offer sustainability. This is illustrated in the graphic below.

Graphic 5: 2019-20 Total Income



Principal funding sources

As the chart above indicates, the subsidised fees we charge for Extratime services are one of our principal sources of income for the charity (£91,915). We are committed to maintaining user fees at affordable levels for families in line with mainstream provision.

Extratime's principal sources of income also included our existing contracts with Brighton & Hove City Council (£57,582), YMCA DLG (£163,623) and West Sussex County Council (£82,347, includes £12,347 referenced below) to provide short breaks for families of children with additional needs and disabilities.

Further funding from BHCC includes Youth Grant Programme (£19,000), Third Sector Investment Programme (£10,000) and Sustainability Grant (£15,000).

We are enormously grateful for the generosity of all of our Trust and Foundations funders, without whom we could not operate. This includes BBC Children in Need (£40,424) who continue to provide a key source of funding this year.

We extend our sincere appreciation to all of our funders, large and small, including the individuals who support our work through their own fundraising efforts.

We were also pleased and grateful to have been one of the chosen charities of the Brighton & Hove Mayor this year. Unfortunately one of two key fundraising events was cancelled due to COVID-19 in March but we were pleased to have shared in the success of the first fundraising event in September and to have welcomed The Right Worshipful Mayor of Brighton & Hove, Councillor Alex Philips to our Family Fun Day to celebrate Extratime's move to Portslade Village Centre in June.

This year the trustees are pleased to report new contracts and grants from; BHCC Youth Led Grant Programme (£6,497), WSCC Short Breaks (£12,347), Ernest Kleinwort (£5,000), Sussex Community Foundation (£5,000), Global Make Some Noise (£4,136).

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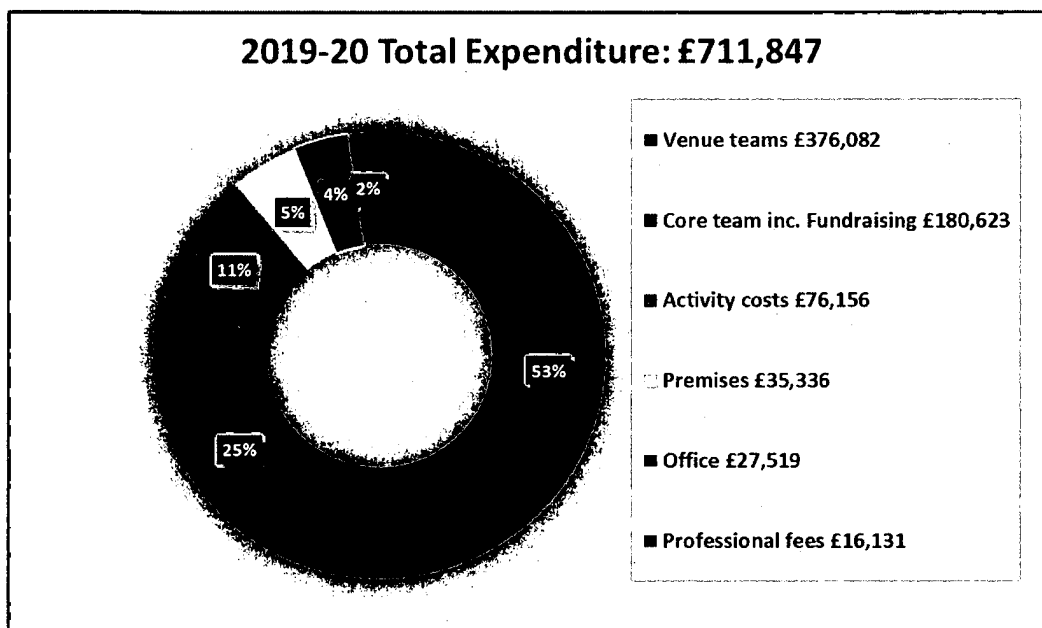
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Expenditure

Extratime trustees have continued to oversee the efficient and strategic use of charity resources. The chart below summarises expenditure. It shows nearly 80% of the overall budget against employment costs and over half of all spend on the staff who directly support children and young people with the highest needs. Just over a quarter funded the small core team to lead and manage Extratime, and to safeguard our children, young people and staff. This includes financial management, fundraising and contract management. It also includes key HR personnel who recruit, train and support up to 100 staff to cover 250 shifts per week during our busiest holiday periods.

Graphic 6: 2019-20 Total Expenditure



Reserves policy

Extratime maintains appropriate financial reserves to meet the charity objectives and to mitigate against risk.

All of the contracts Extratime holds with Brighton & Hove City Council and West Sussex County Council include provision for the local authorities to give reasonable notice of any intention to withdraw funding or seek changes to the existing arrangements. The trustees believe such agreements will provide the time necessary to affect any organisational changes caused by reductions in funding levels.

Nevertheless, the trustees believe it is important they hold as financial reserves the funds necessary to continue the current activities of the charity in the event of a significant drop in funding. If it became necessary, such reserves would also ensure an ordered and proper closing of Extratime. In accordance with good practice and Charity Commission recommendations, the trustees wish to maintain these reserves at a minimum level and therefore review the funds regularly. A regular income from fees provides for the reserve funds.

In the event of closure of Extratime, the reserve policy will fund:

- Any redundancy payments due to its employees
- Support to employees to find alternative employment
- Terminating service contracts such as office rent and equipment
- Contingency sum for outstanding liabilities
- Accountancy, audit and other professional fees.

At the balance sheet date the charity reserves were £130,390, which is below the trustees targeted reserves. In the period since the balance sheet date, the trustees and CEO have undertaken steps to improve the reserves position through budget savings and forecast an increase in free reserves for 2020-21.

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At the beginning of the COVID-19 crisis the trustees also approved the emergency use of reserves to subsidise any lost unrestricted fee and rental income that resulted from the closure of Extratime clubs and Portslade Village Centre. Thanks to the generosity of supporters and funders through 2020 to support children and young people with SEND through COVID-19 restrictions, this was not required and we are not forecasting a deficit in 2020-21.

PLANS FOR THE FUTURE

Extratime was poised for an exciting year in 2020 during which we had planned to consolidate and develop the new activities we had begun in 2019 alongside our established clubs, schemes and family events. Specifically to;

- operate Portslade Village Centre as a self-funded community resource and SEND community hub
- build on the early success of the two new youth projects; Gaming Night and Buzz Buddies
- Begin two new three-year partnership projects funded by BHCC Third Sector Investment Programme;
 - Participation and Transition project with local partners (with Stay Up Late and Albion in the Community)
 - Community Outreach Programme for parent carers of children with SEND (with Amaze and B&H Parent Carer Council)
- Introduce a new quality framework for working with children and young people with Profound and Multiple Learning Disabilities (PMLD)

The arrival of COVID-19 in Brighton & Hove in February 2020 changed all of this overnight. Along with the rest of the country, we were forced to close the physical clubs and the core staff team moved to home working in March. We quickly introduced business continuity plans which included fortnightly virtual trustees meetings to share information, manage risk and support the CEO and staff team. By April we had pivoted Extratime to a virtual offer, and in partnership with local councils and special schools, we established emergency holiday schemes for key worker and the most vulnerable disabled children. This reduced holiday offer ran throughout 2020.

In partnership with Brighton & Hove Food Partnership and local volunteers, we also established Portslade Village Centre as an emergency Food Delivery Hub as part of the city-wide network to provide emergency food and supplies to local households in need.

The launch of the new website in April 2020 enabled us to quickly set up [Extratime@Home](#) which became a vital source of support for Extratime families, many of whom were suddenly without their fragile support network of school, social care, Extratime, and family and friends to support their disabled child. The Extratime@Home offer included;

- Parent support phone line
- Extratime YouTube channel
- Accessible online resources and links
- Zoom 1:1s
- Live Extratime@Friends workshops
- Welfare calls

Throughout the pandemic, the safety and well-being of our children, young people, staff, and wider community has obviously remained our absolute priority. The rapid and constantly changing circumstances has required a continuous cycle of risk assessment and management, and implementation of government guidance and local authority advice.

This extremely challenging year has been particularly tough for children and young people with SEND and their families which is why we have worked hard to offer whatever support we could. The strong and effective local partnerships in Brighton & Hove and West Sussex have facilitated sharing of resources, expertise and peer support. We are enormously grateful for the support and flexibility of all of our partners, including local authority and trust and foundation funders and partners who have made this possible for Extratime families.

As we look to the future we are working towards a return to the original plans for 2020-21 and the trustees look forward to reporting on the progress of these changes next year.

"Extratime has been a complete godsend over this lockdown period. The way you have adapted and brought new things to my daughter via Zoom has been absolutely amazing. I'm in awe of the way all of you have approached this - how flexible you're being, how helpful, how much you've thought out everything in advance." Parent carer June survey

EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

TRUSTEES' REPORT

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also directors of Extratime for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant information of which the charitable company's examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the examiner is aware of that information

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

APPOINTMENT OF INDEPENDENT EXAMINER

In the period since the year end the trustees reviewed the charity's external scrutiny provision and appointed Blue Spire Limited as the charity's examiner for the year under review.

Blue Spire Limited have expressed their willingness to stand for reappointment and a resolution proposing their reappointment will be put forward at the annual general meeting of the charity.

SMALL COMPANIES PROVISIONS

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

Approved by the trustees and signed on their behalf.



R Cook
Chair

Date 28 January 2021

EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

INDEPENDENT EXAMINER'S REPORT

Independent Examiner's Report to the Trustees of Extratime

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2020 which are set out on pages 15 to 24.

Responsibilities and basis of report

As the charity trustees of the company (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 company 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 company'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 company'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 the Institute of Chartered Accountants in England and Wales, 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 that in any material respect:

1. accounting records were not kept in respect of the company 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.



Geoffrey Frost BSc(Hons) FCA
Blue Spire Limited
Cawley Priory
South Pallant
Chichester
West Sussex
PO19 1SY

Date 29 January 2021

EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT)

	Note	Unrestricted Funds £	Restricted Funds £	2020 Total Funds £	2019 Total Funds £
INCOME AND ENDOWMENTS FROM:					
Donations and legacies	1	19,219	6,960	26,179	48,837
Other trading activities - rental income		11,539	-	11,539	-
Charitable activities	2	151,619	399,182	550,801	567,715
Other - COVID-19 support		11,734	-	11,734	-
Total income and endowments		194,111	406,142	600,253	616,552
EXPENDITURE ON:					
Raising funds	3	41,138	-	41,138	33,405
Charitable activities	4	265,571	405,138	670,709	527,841
Total expenditure		306,709	405,138	711,847	561,246
Net Income/(expenditure)		(112,598)	1,004	(111,594)	55,306
Transfers between funds		-	-	-	-
Net movement in funds		(112,598)	1,004	(111,594)	55,306
RECONCILIATION OF FUNDS					
Total funds brought forward	13	243,248	-	243,248	187,942
Total funds carried forward	13	130,650	1,004	131,654	243,248

The charity has no recognised gains or losses other than those dealt with in the statement of financial activities.
None of the charity's activities were acquired or discontinued during the above two financial years.

EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

BALANCE SHEET AS AT 31 MARCH 2020

	Note	£	2020	£	2019	£
FIXED ASSETS						
Tangible fixed assets	9			260		346
CURRENT ASSETS						
Debtors	10	25,528			61,435	
Cash at hand and in bank		123,197			228,038	
Total current assets		<u>148,725</u>			<u>289,473</u>	
CURRENT LIABILITIES						
Creditors: amounts falling due within one year	11	<u>17,331</u>			<u>46,571</u>	
Net current assets/(liabilities)				131,394		242,902
Net assets/(liabilities)				<u>131,654</u>		<u>243,248</u>
THE FUNDS OF THE CHARITY						
Restricted funds	13		1,004			-
Unrestricted funds	13		130,650			243,248
Total charity funds			<u>131,654</u>			<u>243,248</u>

For the year ending 31 March 2020 the company 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 company to obtain an audit of its accounts for the year in question in accordance with section 476;
- 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 notes on pages 20 to 24 form part of the financial statements

Approved by the trustees and signed on their behalf



R Cook
Chair

Date 28 January 2021

Extratime
Registered charity no.: 1116203
Registered company no.: 04514110

EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

STATEMENT OF CASH FLOWS

	Note	£	2020	£	£	2019	£
Net cash flow from operating activities (see below)				(104,841)			56,399
Cash flow from investing activities							
Purchase of tangible fixed assets			-		-		
Net cash flow from investing activities				-			-
Net increase/(decrease) in cash and cash equivalents				(104,841)			56,399
Cash and cash equivalents at 1 April 2019				228,038			171,639
Cash and cash equivalents at 31 March 2020				<u>123,197</u>			<u>228,038</u>
Cash and cash equivalents consist of:							
Cash at bank and in hand				<u>123,197</u>			<u>228,038</u>
Cash and cash equivalents at 31 March 2020				<u>123,197</u>			<u>228,038</u>

Reconciliation of net income to net cash flow from operating activities

		£	2020	£	£	2019	£
Net income for the period				(111,594)			55,306
Adjusted for:							
Depreciation and impairment of tangible fixed assets		86			116		
Decrease/(increase) in debtors		35,907			(38,441)		
Increase/(decrease) in creditors		(29,240)			39,418		
				6,753			1,093
				<u>(104,841)</u>			<u>56,399</u>

EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

ACCOUNTING POLICIES

General information and basis of the financial statements

Extratime is an incorporated charity, limited by guarantee, in England. 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 address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities are given in the trustees' report.

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

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

Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the Charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the Charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the Charity and it is probable that they will be fulfilled.

Income from charitable activities comprises grants awarded for activities undertaken by the charity's project partners. Grants are credited to the Statement of Financial Activities in the year in which they are receivable unless a grant is subject to donor imposed conditions that specify the time period in which the expenditure of the resources can take place; in which case they are deferred.

Investment income is earned through holding assets for investment purposes such as shares and cash deposits. It includes dividends and interest. Where it is not practicable to identify investment management costs incurred within a scheme with reasonable accuracy the investment income is reported net of these costs. It is included when the amount can be measured reliably. Interest income is recognised using the effective interest method and dividend income is recognised as the Charity's right to receive payment is established.

Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following expenditure headings:

- Raising funds; these include wages and other costs incurred in the pursuance of funding to support the charity's activities
- Charitable activities; these include all costs directly incurred in the furtherance of the charity's objects with support and governance costs

Support and governance costs are those that assist the work of the charity but do not directly represent charitable activities. They are incurred directly in support of expenditure on the objects of the charity. Governance costs are those incurred in the governance of the charity and primarily associated with the constitution and statutory requirements.

VAT

The charity is not registered for VAT and is unable to recover VAT incurred. On this basis costs are recorded inclusive of VAT within the SOFA.

Taxation

The charity is considered to pass the tests set out in sections 466 to 493 Corporation Tax Act 2010 (CTA 2010), as such no income tax is payable on the charity's activities.

Employee benefits

When employees have rendered service to the Charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

ACCOUNTING POLICIES

Pension costs

The charity operates a defined contribution pension scheme. Contributions to the scheme are charged to the statement of financial activities on a payable basis.

Fixed Assets Policy Notes

Tangible fixed assets are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Computers	25% reducing balance
Equipment	25% reducing balance
Furniture and fittings	25% reducing balance
Motor vehicles	25% reducing balance

Debtors receivable and creditors payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank that is subject to an insignificant risk of change in value.

Funds Structure Policy Notes

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or raised by the charity for particular purposes. The cost of raising and administering such funds is charged against the specific fund. The aim and use of each restricted fund are set out in the notes to the financial statements.

Going concern

The financial statements have been prepared on a going concern basis as the Trustees believe that no material uncertainties exist. The Trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

NOTES TO THE FINANCIAL STATEMENTS

1. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	2020 Total Funds £	Unrestricted Funds £	Restricted Funds £	2019 Total Funds £
Donations	19,219	6,960	26,179	47,637	1,200	48,837
	<u>19,219</u>	<u>6,960</u>	<u>26,179</u>	<u>47,637</u>	<u>1,200</u>	<u>48,837</u>

2. Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	2020 Total Funds £	Unrestricted Funds £	Restricted Funds £	2019 Total Funds £
User fees ¹	91,915	-	91,915	91,559	-	91,559
BHCC Short Breaks Contract (Play)	-	57,582	57,582	-	57,528	57,528
BHCC / YMCA DLG (Youth)	-	163,623	163,623	-	140,935	140,935
BHCC Youth Grant Programme	-	19,000	19,000	-	19,000	19,000
BHCC Youth Led Grant 2018	-	1,823	1,823	-	-	-
BHCC Youth Led Grant	-	6,497	6,497	-	-	-
BHCC Youth Led Grant Programme	-	-	-	-	5,469	5,469
WSCC Cat 1 Family Fun Days	-	10,000	10,000	-	12,000	12,000
WSCC Cat 2 Short Breaks	-	60,000	60,000	-	62,000	62,000
WSCC Short Breaks 18-25	-	12,347	12,347	-	-	-
Youth Collective (Impact)	-	-	-	-	-	-
Peter Harrison	-	-	-	-	-	-
BHCC TSIP	10,000	-	10,000	10,000	-	10,000
BHCC Sustainability Grant	-	15,000	15,000	-	15,000	15,000
BHCC Inclusion Grants	-	-	-	-	-	-
Grant Foundation	-	-	-	5,000	-	5,000
Trustees of the 29th of May 1961 Charity	-	-	-	5,000	-	5,000
Baily Thomas	-	-	-	-	25,000	25,000
Garfield Weston	-	-	-	-	25,000	25,000
Adur Community Grants	4,769	-	4,769	-	-	-
Argus Appeal	1,500	-	1,500	-	-	-
Awards for All	9,885	-	9,885	-	-	-
Barbara Ward Foundation	-	-	-	-	6,000	6,000
Blessed Virgin Mary	3,000	-	3,000	-	-	-
Children In Need	-	40,424	40,424	-	39,916	39,916
February Foundation	3,000	-	3,000	-	-	-
Global Make Some Noise	-	4,136	4,136	-	4,436	4,436
Hove Portslade Aid in Sickness	-	6,000	6,000	-	-	-
Ernest Kleinwort	5,000	-	5,000	7,500	-	7,500
Hayes Foundation	5,000	-	5,000	-	-	-
Sobell Foundation	-	-	-	-	10,000	10,000
Silverhill Trust	-	-	-	6,000	-	6,000
Sussex Community Foundation	5,000	-	5,000	6,797	-	6,797
Tesco - Bags for Help	2,000	-	2,000	-	-	-
Trust for Developing Community	-	2,750	2,750	-	-	-
Youth Service Partners	-	-	-	4,125	-	4,125
Other grants	200	-	200	-	-	-
Chalk Cliff Trust	3,000	-	3,000	5,000	-	5,000
Edward Gosling	5,000	-	5,000	-	-	-
February Foundation	-	-	-	-	-	-
Other income from charitable activities	2,350	-	2,350	4,450	-	4,450
	<u>151,619</u>	<u>399,182</u>	<u>550,801</u>	<u>145,431</u>	<u>422,284</u>	<u>567,715</u>

¹ Individual contributions from parents, carers and local authority

EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

NOTES TO THE FINANCIAL STATEMENTS

3. Raising funds

	Unrestricted Funds £	Restricted Funds £	2020 Total Funds £	Unrestricted Funds £	Restricted Funds £	2019 Total Funds £
Wages and salaries	41,138	-	41,138	33,405	-	33,405
	<u>41,138</u>	<u>-</u>	<u>41,138</u>	<u>33,405</u>	<u>-</u>	<u>33,405</u>

4. Charitable activities

	Unrestricted Funds £	Restricted Funds £	2020 Total Funds £	Unrestricted Funds £	Restricted Funds £	2019 Total Funds £
Wages and salaries	132,177	216,365	348,542	47,700	222,933	270,633
Other employment costs	10,444	17,096	27,540	5,049	23,596	28,645
Direct costs of activities	28,880	47,276	76,156	9,433	44,085	53,518
Support and governance costs (note 5.)	94,070	124,401	218,471	42,175	132,870	175,045
	<u>265,571</u>	<u>405,138</u>	<u>670,709</u>	<u>104,357</u>	<u>423,484</u>	<u>527,841</u>

5. Support and governance costs

	Unrestricted Funds £	Restricted Funds £	2020 Total Funds £	Unrestricted Funds £	Restricted Funds £	2019 Total Funds £
Wages and other employment costs	52,158	85,382	137,540	22,006	102,848	124,854
Premises costs	13,400	21,936	35,336	1,857	8,678	10,535
Office costs	10,436	17,083	27,519	4,567	21,344	25,911
Travel costs	1,460	-	1,460	1,657	-	1,657
Other costs	485	-	485	3,394	-	3,394
Professional fees	14,331	-	14,331	6,534	-	6,534
Governance costs						
Examiner's fees	1,800	-	1,800	2,160	-	2,160
	<u>94,070</u>	<u>124,401</u>	<u>218,471</u>	<u>42,175</u>	<u>132,870</u>	<u>175,045</u>

6. Independent examiner's fees

	Unrestricted Funds £	Restricted Funds £	2020 Total Funds £	Unrestricted Funds £	Restricted Funds £	2019 Total Funds £
Examination current year	1,800	-	1,800	1,800	-	1,800
Examination prior year	-	-	-	360	-	360

EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

NOTES TO THE FINANCIAL STATEMENTS

7. Wages and salaries

	2020 Total Funds £	2019 Total Funds £
Gross wages	509,810	404,729
Employer's national insurance costs (inclusive of employer national insurance allowance)	22,803	16,590
Employer's pension contributions	6,872	3,260
	<u>539,485</u>	<u>424,579</u>

No employees received employee benefits inclusive of social security contributions (excluding employer pension costs) above £60,000 in the year under review or the comparative year.

The average number of employees was: 67 56

The charity operates defined contribution pension scheme for its employees. The total payable for the year under review was £6,872 (2019: £3,260). £1,125 (2019: £565) was outstanding at the end of the financial year.

8. Related party transactions

No trustees received remuneration, expenses or waived expenses in the year under review, nor the comparative year.

The charity's key management personnel comprising the trustees, Chief Executive Officer, Senior Venue Lead and HR Lead received total employee benefits of £136,212 (2019: £109,190) consisting of salary together with employer national insurance and pension contributions.

9. Fixed assets

	Computers, equipment, furniture and fittings £	Motor vehicles £	2020 £
Asset cost			
Brought forward as at 1 April 2019	2,592	27,510	30,102
Carried forward at 31 March 2020	<u>2,592</u>	<u>27,510</u>	<u>30,102</u>
Depreciation			
Brought forward as at 1 April 2019	2,246	27,510	29,756
Charge for the year	86	-	86
Carried forward at 31 March 2020	<u>2,332</u>	<u>27,510</u>	<u>29,842</u>
Net book value			
At 31 March 2020	<u>260</u>	<u>-</u>	<u>260</u>
At 31 March 2019	<u>346</u>	<u>-</u>	<u>346</u>

10. Debtors

	2020 £	2019 £
Accrued income	22,036	60,905
Prepayments	3,492	530
	<u>25,528</u>	<u>61,435</u>

EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

NOTES TO THE FINANCIAL STATEMENTS

11. Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals	7,230	16,306
Deferred income	4,052	24,930
Other creditors	1,125	565
Taxation and social security	4,924	4,770
	<u>17,331</u>	<u>46,571</u>

12. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	2020 Total Funds £	2019 Total Funds £
Fixed Assets	260	-	260	346
Net current assets	131,394	-	131,394	242,902
	<u>131,654</u>	<u>-</u>	<u>131,654</u>	<u>243,248</u>

13. Net movement in funds

	Total funds brought forward £	Total incoming resources £	Total resources expended £	Transfers between funds £	Total funds carried forward £
Restricted funds					
BHCC Short Breaks Contract (Play)	-	57,582	(57,582)	-	-
BHCC / YMCA DLG (Youth)	-	163,623	(163,623)	-	-
BHCC Youth Grant Programme	-	19,000	(19,000)	-	-
BHCC Youth Led Grant Gaming Night	-	1,823	(1,823)	-	-
BHCC Youth Led Grant Programme	-	6,497	(6,497)	-	-
WSCC Cat 1 Family Fun Days	-	10,000	(10,000)	-	-
WSCC Cat 2 Short Breaks	-	60,000	(60,000)	-	-
WSCC Service Contract: WSCC Short Breaks 18-25	-	12,347	(11,343)	-	1,004
BHCC Sustainability Grant	-	15,000	(15,000)	-	-
Children In Need	-	40,424	(40,424)	-	-
Global Make Some Noise	-	4,136	(4,136)	-	-
Hove Portslade Aid in Sickness	-	6,000	(6,000)	-	-
Trust for Developing Community	-	2,750	(2,750)	-	-
Other restricted funds	-	6,960	(6,960)	-	-
Total restricted funds	<u>-</u>	<u>406,142</u>	<u>(405,138)</u>	<u>-</u>	<u>1,004</u>
Unrestricted funds					
2019/20 After school clubs and holiday play	85,000	-	-	(85,000)	-
Total designated funds	85,000	-	-	(85,000)	-
General fund	158,248	194,111	(306,709)	85,000	130,650
Total unrestricted funds	<u>243,248</u>	<u>194,111</u>	<u>(306,709)</u>	<u>-</u>	<u>130,650</u>
	<u>243,248</u>	<u>600,253</u>	<u>(711,847)</u>	<u>-</u>	<u>131,654</u>

EXTRATIME

UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

NOTES TO THE FINANCIAL STATEMENTS

14. Description of funds

Restricted funds

BHCC Short Breaks Contract (Play)	After school Clubs, Holiday Play Schemes in East and West of Brighton & Hove (usually Hill Park School, Portslade and Woodingdean).
BHCC / YMCA DLG (Youth)	Youth Holiday Schemes in East and West of Brighton & Hove (Usually Portslade Village Centre and Woodingdean Youth Centre).
BHCC Youth Grant Programme	Inclusive Youth Club for young people with SEND in Brighton & Hove.
BHCC Youth Led Grant Gaming Night	Gaming night for children and young people with SEND.
BHCC Youth Led Grant Programme	Grub Club Inclusive Cookery Club for children and young people with SEND.
WSCC Cat 1 Family Fun Days	Family Fun Days in West Sussex (Adur & Worthing).
WSCC Cat 2 Short Breaks	After School clubs and Holiday Scheme in West Sussex (Adur & Worthing).
BHCC Sustainability Grant	Early Years and Childcare to support inclusive after school clubs and holiday play schemes for children with and without disabilities in Brighton & Hove.
Children In Need	Inclusive After School Clubs and Holiday Play Schemes for children with SEND in Brighton & Hove.
Global Make Some Noise	Inclusive Family Fun Days and Youth Club.
Hove Portslade Aid in Sickness	Accessible Hygiene room at Portslade Village Centre.
Trust for Developing Community	Youth Club contribution.

Designated funds

2019/20 After school clubs and holiday play	Designated funds established to meet the costs of running clubs, schemes and family events in the 2019/20 financial year.
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