

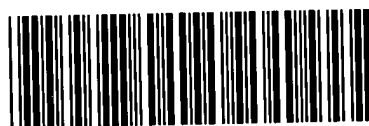
Registered number
05405743

APPLETREE CHILDCARE (SHEFFIELD) LIMITED

Report and Accounts

Year ended 31 March 2018

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APPLETREE CHILDCARE (SHEFFIELD) LIMITED
Report of the Trustees for the period ended 31 March 2018

The trustees are pleased to present their report together with the financial statements of the charity for the period ended 31 March 2018.

Legal and administrative details

Charity number 1122241 (registered January 2008)

Company number 5405743

Principal address The Pavilion
Main Street
Grenoside
Sheffield
S35 8PR

Bankers Co-operative
Balloon Street
Manchester

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

The trustees serving during the period and since the period end were as follows:

Janet Parkin
Elizabeth Towing
Tony Cosentino
John Guymer
Trevor Bagshaw
Vikki Knowles - appointed 13 November 2017
Lyndsey Herdman - appointed 13 November 2017
Julie Doubleday - resigned 13 November 2017

Company secretary

Fernville Secretary Limited

Objects and organisation

The objects of the charity are:

To advance the education of children and their families, resident predominantly but not exclusively in the City of Sheffield, through the provision of day care and pre-school facilities for children, which stimulates their growth and development through safe and stimulating play. In the interests of social welfare, to promote and provide educational, training, support and recreational facilities and other leisure time activities for such children and their families, so that their conditions of life may be improved and so that unemployment amongst such families may be relieved.

The charity is managed by a voluntary management committee who are elected at the annual general meeting. Staff are employed in the day to day running of the organisation.

APPLETREE CHILDCARE (SHEFFIELD) LIMITED
Report of the Trustees for the period ended 31 March 2018 - continued

Appletree Childcare Review of Progress and Achievements 2017/18

Appletree Childcare Trustees and the staff team have continued to work hard throughout 2017 / 2018 to support all families that attend our settings. We continue to offer flexible options including reduced fees for families who are not able to access the Free Early Learning (FEL) in nursery and who are on Income Support. We also accept all Government-approved, tax-efficient childcare vouchers that help families reduce costs, and the Government tax-free childcare offer that also helps parents reduce costs.

Appletree Childcare's staff whose children attend our settings still receive a 50% discount to any fees charged whilst they are working.

Trustees

Our Trustees Board and sub-committees continue to meet throughout the year. Full Trustee meetings take place quarterly. At our AGM Julie Doubleday, one of our long-standing Trustees sadly resigned.

But we were delighted to welcome two new Trustees; Lyndsey Herdman who has tutored and supported many of our staff team to achieve their NVQ Qualifications, Lyndsey's knowledge of childcare development and training is extensive. Vikki Knowles also joined our board, Vikki has two children attending our settings and can advise us from a parent's point of view, furthermore Vikki has a wealth of business skills.

We have named Trustee's for finance, strategy, safeguarding and special educational needs. Our Trustees continue to monitor and review our practices, offering advice and support where required. We also have an advisor who helps with the maintenance of our nursery buildings and a staff representative that gives valid insight to Trustees when required.

During 2017/18 one of our Trustees was employed by the charity and one was connected to the charity, as allowed within the Charities M&A scope and powers permitting directors' and connected persons' benefits. All declaration of directors' interests and conflicts of interests noted within the M&A were adhered to and appropriately recorded.

Strategy Trustees are still meeting with Sheffield City Council (SCC) representatives to negotiate taking over the no longer used showers and changing room areas that are situated at the end of the pavilion. Solicitors DLA Piper continue to support on a pro-bono basis. Unfortunately, this possible development hasn't moved forwards mainly due to SCC staffing situations.

During 2016/17 Trustees applied to Big Potential for a Breakthrough grant for specialist business support and to become investment ready for any future developments. Big Potential granted the funding to employ business consultancy CERT on a year's project to support Trustees on the following key areas:

- Business Planning
- Finance – budgets, financial procedures
- Sustainability of Appletree
- Succession Planning, analysis of roles and where there is a skills gap, development to upskill staff
- Measuring Social Impact
- Marketing Planning

APPLETREE CHILDCARE (SHEFFIELD) LIMITED
Report of the Trustees for the period ended 31 March 2018 - continued

Free Early Learning (FEL)

Children in Sheffield have been eligible for Free Early Learning (FEL) for up to up to 15 hours per week since September 2010 from the term after their third birthday. Some 2-year-old children have also been eligible for FEL funding from September 2013. In September 2017 the Government launched their Extended Free Early Learning (also known as the 30 hour FEL) for eligible working parents. This is a wonderful opportunity for working parents, but as previously noted in our annual reports the amount paid per hour by the Government for the FEL unfortunately falls far short of finances required to cover increasing expenses, such as the living wage increase, automatic enrolment onto a pension scheme, and increases to electricity, gas, telephone and refuse. Appletree Board of Trustees along with the full staff team, considered carefully the impact of the increase of the FEL hours and what options we could offer to our parents taking into consideration the sustainability of charity. It was decided to offer the extended FEL from September from 9am until 3pm Monday to Friday. We still offer parent's various flexible options to access their FEL hours over the year. But to offset the loss of income we have had to increase our fee's for children not accessing the FEL, children attending nursery before 9am and after 3pm and for children who attend our Breakfast, After School and Holiday Clubs.

Our Trustees are concerned about the pressures of meeting Governments requirements of childcare settings on FEL payments that are not increasing, and therefore put pressure on the charity to maintain a quality service and remain sustainable.

Appletree Childcare Nursery

Over the year we have continued refurbishing our nursery buildings both inside and out. Our Healthy Henry Early Years focus on suitable food and portion size continues to be a great success with parents along with our campaign on health, exercise and well-being. The 3 and 4-year-old children in nursery brush their teeth before eating lunch every day at the Appletree Tooth Brush Club, and we display good practice posters for parents of our younger children.

We have reintroduced our back to basics theme in nursery to ensure our children learn the basic colours, shapes and numbers as well as following the Early Years Foundation Stage.

We continue to receive very positive feedback from our parent's survey; all parents are happy to recommend nursery to their family and friends; the main positive comments relate to our staff's excellent attitude to the children's needs and welfare. Our parents welcome the changes we have made towards the outside areas but it was noted that a number of parents expect a more modern building both inside and outside. Trustees, where funds are available, are looking to improve the look of nursery as much as possible.

We work closely with local agencies such as the Multi Agency Support Team (MAST) helping some of our families that need extra support. Our Manager still contributes to sit on the Angram Bank Best Start Children's Centre stakeholders' meetings where the health and welfare requirements for the area's children are reviewed.

Due to the changes to extend the Free Early Learning (FEL) we have been able to offer out working parents more subsidised places in nursery. We have also recovered from the low birth rate that troubled us last year.

Appletree Childcare Breakfast, After School and Holiday Clubs

There continues to be a need for wrap around care to aid parents and carers who are training and/or working, and grandparents who require respite care.

After School Club (ASC)

Our ASC which supports parents and children attending Grenoside Primary School continues to be a great success. We still offer families the option of collecting their child/ren up at either 4pm, 5pm or 6pm, working with family's needs and only charging for the time they need.

APPLETREE CHILDCARE (SHEFFIELD) LIMITED

Report of the Trustees for the period ended 31 March 2018 - continued

Breakfast Club

Our Breakfast Club opens at 7.30am and also supports Grenoside Primary School. The Club remains popular, all children enjoy a healthy breakfast to start their day before being escorted into school. We find that parents are starting work earlier so they may finish earlier in the evenings, taking advantage of the flexible options our service provides.

Holiday Club

Our Holiday Club is available Monday to Friday each week through the school holidays (except the Christmas holidays) from 8.30am until 6pm. Attendance has been good throughout the year. The children have all enjoyed the variety of activities and trips that are on offer. Children with special educational needs are welcomed and attend holiday club via Sheffield SNIPS service. In the summer holidays we had 64 different children accessing our Holiday Club.

We continue to receive wonderful comments from parent's and carers across all of our Clubs (especially about the lovely snacks we provide) regarding the care and support that we had given to children whilst parents are working and training. Parents state that they would find it difficult or impossible to continue without this service.

On 22nd January 2018 OFSTED visited and inspected the ASC and awarded a rating of Good. This is the second time in a row that we have achieved this rating. Trustees and staff were all delighted that the quality of the service we deliver and the hard work of our skilled staff were recognised. Some of the comments made by OFSTED were:

- The management team is dedicated and hardworking. It has worked hard since the last inspection to improve the working relationship with the local school.
- Staff provide a wide range of activities and resources for children. Children have lots of fun and are also able to access a quiet space to complete any homework from school or to have some time to read and rest.
- Children enjoy lots of time outdoors. They enjoy the fresh air no matter what the weather and embrace the chance to let off steam after a long day at school.
- Children's behaviour is very good. They listen well to staff and follow instructions carefully. Staff support children's growing independence and give them plenty of opportunities to take responsibility for small tasks or to be a role model for newer children at the club.

Appletree Childcare Staff / Working Practices

We continue to offer employment in the districts we work within, giving opportunities to the right candidate – which as noted previously, may be a person who does not necessarily have a suitable qualification but we source funding to develop our staff and find them appropriate training. We are keen to give opportunities to work and progress through training and development.

Managing our settings, we have an Exec Senior staff team led by our CEO and includes our Finance Manager, Assistant Manager - overseeing nursery and Assistant Manager - overseeing our Clubs and our Development Manager. Continuing with our ethos of developing staff we also have Senior staff that support around resources, finance and HR as well as three room leaders in nursery, Coordinators for our Clubs and an Early Years Teacher to advise our staff on the curriculum.

We have 20 staff members who work with the children across our settings which include an Early Years Teacher, 16 staff members who have a NVQ3 or Cache Early Years Care and Education Qualification, 2 staff members have their NVQ2 Qualification. And we have an apprentice undertaking her NVQ3 Qualification. Our staff continue to undertake their First Aid, Food Safety and Safeguarding training.

The HR advisors we consulted in 2015 and we now have a contract with still offer support and advice. Our CEO and Trustees have attended a number of their seminars.

Events

We have enjoyed a number of events throughout the year across all of our settings. Nursery children enjoyed visits from the photographer, and visits to local woods and the park we are based in. A party is organised for our children who are leaving to start school held at a local activity centre where they receive a gift and a certificate. We also had a super Christmas party for the nursery children at a local activity centre where all Appletree children at nursery were invited.

APPLETREE CHILDCARE (SHEFFIELD) LIMITED

Report of the Trustees for the period ended 31 March 2018 - continued

Events - continued

Children attending our ASC had their own Christmas Party, where the children enjoyed games, treasure hunts and party food. Our holiday provision children go on lots of trips out to bowling, adventure centres, cinema, trips to Chatsworth House, Butterfly House and local parks.

Working with Parents and the Community

We carry on building strong relationships with our parents and other family members continuing to provide information and support through our regular newsletters which we email as well as providing a hard copy. We have now also developed our own Face Book page where we post information and pictures of what we have been enjoying in our settings. It should be noted that we do not show children's images on our Face Book page or on our website.

We continue to develop initiatives to enhance communication links on a daily basis. Our Parents Day, Messy Play Day and Afternoon Tea for new mums were well attended and enjoyed by parents and carers.

We have strong links with the schools we feed in to and always welcome teachers into settings. Our Clubs are run from the local Community Centre and we have a stall at the local Gala and Grenoside School Fair.

Funding and Support

We were delighted to receive £1000 from Sheffield Town Trust last year and after fundraising for the rest of the money we were able to build a canopy over our babies and toddlers' play area. We also received a donation from Hallam Cash for Kids that paid for an artificial grass area in our toddler's outdoor area.

Our Development Officer was also successful in early 2018 with a bid to Big Lottery Awards for All. This paid for the final redevelopment of our outside space including new storage, a safe and non-slip surface on our disabled access ramp, a sail for shade and playground markings.

During the year we made an unsuccessful bid to the Wesleyan Foundation for work with people seeking to improve their employability skills. Sadly, this was unsuccessful.

At Christmas we received gifts from Hallam FM Mission Christmas for children within our settings who might otherwise have had no presents. Our staff team still hold sponsored toddlers, coin collects, and as noted, we have a stall in the local community gala and school Fair.

We continue to use the charity 'In Kind', which helps us purchase low cost cleaning products and other useful resources. 'In Kind' have also matched us with the local Disney store where we occasionally are invited to collect toys that cannot be sold. Another charity that we use is 'Fare Share' – for a small donation towards petrol and their running costs we are able to receive food donated by local supermarkets. This is a wonderful resource as we are able to offer the children attending our settings a variety of healthy snacks. We continue to visit the IKEA warehouse where they have products that have broken packaging which we can have to use in our settings.

Buildings

Since agreeing the lease in 2012 on our main nursery building, we have continued to maintain and update our buildings. We continue to maintain the interiors of our settings making them bright and cheerful for our children and their families.

Unfortunately, we are still waiting for Sheffield City Council to invoice the Charity for the water and gas they provide and which our Charity is expected to pay for.

Finances

Despite the National Living Wage, Pension contributions and raising cost for all services we have worked hard to keep the Charity cost's covered and have also made a small surplus in 2017/18

APPLETREE CHILDCARE (SHEFFIELD) LIMITED

Report of the Trustees for the period ended 31 March 2018 - continued

Reserves Policy

The reserves policy is to maintain free reserves in unrestricted funds at a level which equates to three months of projected charitable expenditure. This will enable sufficient to seek alternative funding should existing funding sources cease and ensure the continued operation of the charity.

The unrestricted reserve at 31st March 2018 falls short of the target amount.

Trustee's responsibilities statement

The trustees (who are also directors for the purposes of company law) are responsible for preparing the Trustees' Annual 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;
- 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.

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the board on 12⁹ November 2018.



J Parkin
Director

Independent Examiner's Report to the Trustees of Appletree Childcare (Sheffield) Limited

I report on the accounts of the company for the year ended 31 March 2018 which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ICAEW.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- 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 presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently 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

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

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Keith Hawson FCA



Walters Hawson Limited
Norham House
Moutenoy Road
Rotherham
S60 2AJ

Date: 7/12/2018

APPLETREE CHILDCARE (SHEFFIELD) LIMITED
Profit and Loss Account
for the year ended 31 March 2018

	2018 £	2017 £
Turnover	313,550	277,870
Administrative expenses	(297,997)	(287,581)
Other operating income		-
Operating profit/(loss)	<u>15,553</u>	<u>(9,711)</u>
Income from investments		-
Interest receivable		-
Interest payable		-
Profit/(loss) on ordinary activities before taxation	<u>15,553</u>	<u>(9,711)</u>
Tax on profit on ordinary activities		-
Profit/(loss) for the financial year	<u>15,553</u>	<u>(9,711)</u>

APPLETREE CHILDCARE (SHEFFIELD) LIMITED
Statement of financial activities
for the year ended 31 March 2018

	Notes	Unrestricted funds	Restricted funds	Total 2018	Total 2017
		£	£	£	£
Income					
Incoming from charitable activities					
Grants	2	-	135,827	135,827	108,206
Fees		175,575		175,575	167,835
Other income	3	2,148		2,148	1,829
Total income		177,723	135,827	313,550	277,870
Expenditure					
Consumables		5,359		5,359	6,353
Transport costs		57		57	356
Refreshments		3,955		3,955	4,323
Wages and salaries	11	110,926	110,227	221,153	228,862
Employers national insurance		5,512		5,512	6,842
Employers pension contributions		894		894	1,014
Staff training and welfare		85		85	1,672
Travel and subsistence		544		544	478
Rent		12,080		12,080	6,293
Rates		738		738	2,656
Property refurbishment		-	2,917	2,917	785
Light and heat		1,749		1,749	1,276
Telephone and fax		2,223		2,223	2,115
Stationery and printing		1,971		1,971	2,580
Computer costs		2,873		2,873	2,907
Licences and subscriptions		131		131	659
Registration and inspection fees		823		823	756
Insurance		1,924		1,924	2,268
Repairs and maintenance		5,289	83	5,372	2,671
Equipment repairs		327		327	833
Depreciation		550		550	672
Amortisation of goodwill		2,250		2,250	3,000
Outings and events		1,283		1,283	2,445
Sundry expenses		219		219	84
Fund raising costs		-		-	10
Accountancy fees		1,285		1,285	1,531
Reporting accountants fees		450		450	450
Professional fees		3,376	15,600	18,976	3,110
Marketing		364		364	580
Bad debts		1,933		1,933	-
Bank charges		-		-	-
Total expenditure		169,170	128,827	297,997	287,581
Net income/(expenditure)		8,553	7,000	15,553	(9,711)
Fund balances brought forward		34,635	3,000	37,635	47,346
Fund balances carried forward		43,188	10,000	53,188	37,635

APPLETREE CHILDCARE (SHEFFIELD) LIMITED

Registered number: 05405743

**Balance Sheet
as at 31 March 2018**

	Notes	2018 £	2017 £
Fixed assets			
Intangible assets	5	-	2,250
Tangible assets	6	2,964	3,514
		<u>2,964</u>	<u>5,764</u>
Current assets			
Debtors	7	11,138	13,445
Cash at bank and in hand		48,712	26,735
		<u>59,850</u>	<u>40,180</u>
Creditors: amounts falling due within one year	8	(9,626)	(8,309)
Net current assets		<u>50,224</u>	<u>31,871</u>
Total assets less current liabilities		<u>53,188</u>	<u>37,635</u>
Net assets		<u>53,188</u>	<u>37,635</u>
Capital and reserves			
Unrestricted income fund		43,188	34,635
Restricted income funds		10,000	3,000
Total charity funds		<u>53,188</u>	<u>37,635</u>

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

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

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime.



J Parkin

Director

Approved by the board on 12th November 2018

APPLETREE CHILDCARE (SHEFFIELD) LIMITED

Notes to the Accounts

for the year ended 31 March 2018

1 Accounting policies

Basis of preparation

Appletree Childcare (Sheffield) Limited is a charitable company limited by guarantee registered in England and Wales. 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 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 (FRS 102) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016), 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 Practice as it applies from 1 January 2015.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

Turnover

Donations and sundry income are accounted for on a receipts basis. Grant income and fee income are accounted for on an accruals basis, insofar as it is prudent to do so.

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Plant and machinery	20% reducing balance basis.
Leasehold land and buildings	10% reducing balance basis.

Goodwill is being written off in equal instalments over its estimated useful life of 10 years.

Income recognition

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 of the charity
- there is sufficient certainty that receipt of the income is considered probable; and
- the amount can be measured reliably

APPLETREE CHILDCARE (SHEFFIELD) LIMITED
Notes to the Accounts
for the year ended 31 March 2018

1 Accounting policies - continued

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Restricted funds relate to incoming resources where the monies are ring-fenced by the grantor to be solely used for particular activities or projects.

The Charity receives funding from the Local authority for free early learning places and specific support for children with special needs. This is included within restricted funds and, for clarity, is regarded as being entirely spent by the allocation of payroll costs.

Where the Charity is able to secure any other grants which are for specific projects, that is shown as restricted income and the related expenditure is directly allocated as restricted fund expenditure. No support costs are allocated to restricted funds as the amounts involved would be negligible.

Expenditure

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.

For SORP accounts purposes, the Charity is regarded as having a single activity and simple affairs. In view of that, expenditure is reported by its natural analysis, and no distinction is made between direct expenditure, support expenditure and governance costs, all of which can be readily identified from the detailed breakdown of costs provided.

Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the Charity's activities. As noted above, these costs are shown under their natural analysis under unrestricted funds.

2 Grants and donations	2018	2017
	£	£
Grants and donations received during the year were:		
Sheffield City Council - Free early learning fund	105,884	99,968
Sheffield City Council - Training funding	-	1,650
Sheffield City Council - Special needs grant	1,534	3,588
Sheffield City Council - Other	500	
Grants re property refurbishment:		
- Church Burgesses Trust	-	2,000
- Sheffield Town Trust	-	1,000
Lotteries - Awards for all grant	10,000	-
Big Potential	17,909	-
Donations	-	-
	135,827	108,206

APPLETREE CHILDCARE (SHEFFIELD) LIMITED
Notes to the Accounts
for the year ended 31 March 2018

3 Other income	2018	2017
	£	£
Fund raising	1,398	1,808
Other income	620	21
Donations	130	
	<u>2,148</u>	<u>1,829</u>

4 Staff number and costs

No employees received emoluments in excess of £60,000 per year.
The average number of employees during the period was 26.

5 Intangible fixed assets	2018
Goodwill:	£
Cost	
At 1 April 2017	30,000
At 31 March 2018	<u>30,000</u>
Amortisation	
At 1 April 2017	27,750
Provided during the period	2,250
At 31 March 2018	<u>30,000</u>
Net book value	
At 31 March 2018	-
At 31 March 2017	<u>2,250</u>

6 Tangible fixed assets

	Leasehold land and buildings £	Plant and machinery £	Total £
Cost			
At 1 April 2017	4,000	7,377	11,377
Additions	-	-	-
At 31 March 2018	<u>4,000</u>	<u>7,377</u>	<u>11,377</u>
Depreciation			
At 1 April 2017	2,487	5,376	7,863
Charge for the period	150	400	550
At 31 March 2018	<u>2,637</u>	<u>5,776</u>	<u>8,413</u>
Net book value			
At 31 March 2018	<u>1,363</u>	<u>1,601</u>	<u>2,964</u>
At 31 March 2017	<u>1,513</u>	<u>2,001</u>	<u>3,514</u>

APPLETREE CHILDCARE (SHEFFIELD) LIMITED
Notes to the Accounts
for the year ended 31 March 2018

7 Debtors	2018	2017
	£	£
Trade debtors	8,383	10,672
Other debtors	2,755	2,773
	<u>11,138</u>	<u>13,445</u>

8 Creditors: amounts falling due within one year	2018	2017
	£	£
Trade creditors	5,546	3,070
Other taxes and social security costs	1,980	-
Accruals	2,100	5,239
	<u>9,626</u>	<u>8,309</u>

9 Restricted fund	At	Incoming	Outgoing	At
	01/04/17	Resources	Resources	31/03/18
Sheffield City Council - Free early learning	-	105,884	(105,884)	-
Sheffield City Council - Special needs	-	1,534	(1,534)	-
Sheffield City Council - Other	-	500	(500)	-
Big Potential	-	17,909	(17,909)	-
Lottery - Awards for All	-	10,000		10,000
Church Burgesses Trust	2,000		(2,000)	-
Sheffield Town Trust	1,000		(1,000)	-
	<u>3,000</u>	<u>135,827</u>	<u>(128,827)</u>	<u>10,000</u>

10 Other financial commitments

Total amount of commitments, guarantees and contingencies is £284,000.

The above includes a lease which commenced on 21 May 2012 with a term of 40 years.
Rent is fixed at fair market value, currently £7,900 per year.

11 Trustee remuneration and other related party transaction

As permitted by the Charity's constitution, the charity employed trustees, or persons connected with a trustee, within its settings and paid for their services accordingly. For the year ended 31 March 2018, the payroll costs were as follows:

J Parkin	£29,094	Trustee and Chief Executive Officer
M Guymer	£13,300	A person who is a Related Party of a trustee

No trustees were paid or expenses reimbursed for their work as trustees of the Charity.

APPLETREE CHILDCARE (SHEFFIELD) LIMITED**Detailed profit and loss account****for the year ended 31 March 2018***This schedule does not form part of the statutory accounts*

	2018 £	2017 £
Sales	313,550	277,870
Administrative expenses	(297,997)	(287,581)
Other operating income	-	-
Operating profit/(loss)	<u>15,553</u>	<u>(9,711)</u>
Profit/(loss) before tax	<u>15,553</u>	<u>(9,711)</u>

APPLETREE CHILDCARE (SHEFFIELD) LIMITED**Detailed profit and loss account - sales****for the year ended 31 March 2018***This schedule does not form part of the statutory accounts*

	2018	2017
	£	£
Turnover		
Grants received - Free early learning	105,884	99,968
Grants received - Sheffield City Council	500	-
Grants received - Special needs	1,534	3,588
Grants received - Lottery Awards for All	10,000	-
Grants received - Big Potential	17,909	
Grants received - Training	-	1,650
Church Burgesses Trust	-	2,000
Sheffield Town Trust	-	1,000
Sales - Nursery	102,245	93,633
Sales - Lound	(1)	6,626
Sales - Holiday Play Care	12,265	12,885
Sales - Grenoside	61,066	54,691
Fund raising	1,398	1,808
Donations - restricted	-	-
Donations - unrestricted	130	
Other income	620	21
	<u>313,550</u>	<u>277,870</u>

APPLETREE CHILDCARE (SHEFFIELD) LIMITED**Detailed profit and loss account - expenses****for the year ended 31 March 2018***This schedule does not form part of the statutory accounts*

	2018 £	2017 £
Administrative expenses		
Professional costs:		
Wages and salaries	221,153	199,768
Directors' salaries	894	29,094
Employer's NI	5,512	6,842
Employer's pension contributions	-	1,014
Sundry	219	84
Fund raising	-	10
Training	85	1,249
Computer maintenance	2,873	2,907
Accountancy fees	1,735	1,981
Professional fees	18,976	3,110
	<u>251,447</u>	<u>246,059</u>
Premises costs:		
Rent	12,080	6,293
Rates	738	2,656
Light and heat	1,749	1,276
Refurbishment costs	2,917	785
Building repairs and maintenance	5,372	2,671
Insurance	1,924	2,268
	<u>24,780</u>	<u>15,949</u>
Supplies:		
Telephone and fax	2,223	2,115
Postage	146	225
Stationery and printing	1,825	2,355
Cleaning	-	-
Staff uniforms	-	423
Licences & subscriptions	131	659
Registration fees	823	756
Outings and events	1,283	2,445
Equipment repairs	327	833
Consumables	5,359	6,353
Refreshments	3,955	4,323
	<u>16,072</u>	<u>20,487</u>
Marketing:		
Advertising	364	580
	<u>364</u>	<u>580</u>
Transport:		
Public transport	448	348
Car parking	-	8
Taxis	96	468
Mileage - staff	-	-
Delivery charges	57	10
	<u>601</u>	<u>834</u>
Depreciation:		
Depreciation	550	672
Amortisation of goodwill	2,250	3,000
	<u>2,800</u>	<u>3,672</u>
Bad debts	1,933	-
	<u>1,933</u>	<u>-</u>
TOTAL EXPENSES	<u>297,997</u>	<u>287,581</u>