

## **Trustee reports at AGM on 9<sup>th</sup> October 2023**

### **Chairperson's Report**

2022 to 2023 has actually been our first full year of opening since Covid, as we reopened in June 2021. The group continues to be busy and doing well, with a waiting list. Thank you to Cheryl, the staff, and volunteers old and new for all their hard work which makes the group such a success and which we know our families value.

Financially we are in a healthier position than last year but finances are always tight and we are grateful for our donors and to those who have fundraised for us to enable us to keep going in this our I think 32<sup>nd</sup> year,

I'd like to thank all the trustees for their support and commitment. We have met regularly. Policies were updated and reviewed. We made the decision to withdraw from Ofsted as our current shorter hours since Covid were not matching Ofsted guidelines.

Safeguarding is always a priority for us. This year we have had issues of concerns raised to us, not relating to issues in group, and they were handled appropriately.

Staffing is always tight. Last year we welcomed a new staff member, Amy, and we are pleased that Lisa is back doing more hours. We have arranged more cover for Cheryl on Monday morning to free her up for admin and trustee's meetings.

Thank you again to everyone who has enabled us to have another successful year and we look forward to the next one.

### **Treasurer's Report**

Our financial year up to March 2023 shows a surplus of £4472.

I would like to thank Activities Unlimited for their continued support and all our donors – individuals, clubs and companies. We would not exist without them! These are all listed in your accounts packs.

I must also thank Helen Offord for raising funds for us by running the Brighton Marathon.

We have been able to do some fundraising this year and are very grateful to everyone who contributed in any way.

Thankyou to Anna Hughes for examining our accounts again this year. She has indicated that she is happy to do so again next year.

## IPSWICH OPPORTUNITY GROUP

Voluntary Donations  
for the year ended 31 March 2023

Anne Green	30.00
D King	20.00
Marie Poselippi	45.00
G Andrews	25.00
S & A Woolley	50.00
J Suckling	5.00
G Hunt	20.00
D Markham	500.00
CAF	110.00
Amazon Smile	74.84
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	879.84
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## IPSWICH OPPORTUNITY GROUP

Petty Cash Account  
for the year ended 31 March 2023

Opening Balance  
Cash in

### Expenditure

Snacks	87.41
Cleaning	59.57
Equipment	36.86
Stationery	56.75
Activities	59.67
PPE	7.98

Balance carried forward 31 March 2023

£

3.88

350.00

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353.88

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308.24

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45.64

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IPSWICH OPPORTUNITY GROUP

Analysis of Miscellaneous Expenditure  
for the year ended 31 March 2023

	<b>2021/22</b>	<b>2022/23</b>
Stationery Postage and Ink	85.26	155.23
PPE	104.63	7.98
Snacks and Cleaning	91.65	146.98
Activities and Crafts	14.04	59.67
Christmas Gifts	14.61	0.00
Job Advertisement	75.00	0.00
	<u>385.19</u>	<u>369.86</u>
Snacks and Activities	74.51	147.08
Miscellaneous	310.68	222.78
	<u>385.19</u>	<u>369.86</u>

**IPSWICH OPPORTUNITY GROUP**

Statement of Receipts and Payments for the year ended 31 March 2023

<i>Income</i>	<b>2022/23</b>	<b>2021/22</b>	<i>Payments</i>	<b>2022/23</b>	<b>2021/22</b>
<b>Grants</b>			<b>People</b>		
Suffolk County Council	9000.00	4000.00	Salaries	16876.97	17031.12
Ipswich Borough Council Suffolk Community Restart Fund		513.35	JRS Grant Overclaim		229.35
HMRC JRS Scheme		2192.58	Payroll Srevices	432.00	515.00
			Training	481.58	361.50
			DBS Checks	24.00	52.00
<b>Donations</b>			<b>Other direct costs of running the Groups</b>		
Mid Suffolk HOPS		10000.00	Hall Hire	1980.00	1815.00
Archant Community Tokens		174.56	Taxi transport	655.20	534.12
Ganzoni Charitable Trust	2000.00		Equipment	299.85	1499.52
R S Brownless Charitable Trust	200.00		Music Therapy	750.00	
Varrier Jones Foundation Grant	5000.00		Snacks and Activities	147.08	74.51
Masonic Charitable MCF	4000.00		<b>Administrative Costs</b>		
Mazars Charitable Trust	1000.00		Telephone	40.00	40.00
Give As You Live	147.67		Insurance	518.54	503.70
Wonderful	225.00		Membership Fees SAFE	50.00	50.00
Donations in memory of Paul Quantrill	260.00		Ofsted	50.00	50.00
Ipswich Golf Club	1725.00	1599.10	Miscellaneous	222.78	310.68
Capel Cheetahs - Run		50.00	ICO Registration	35.00	35.00
Other Donations	879.84	397.40	Bank Charges		5.40
Donations for Safeguarding Training	120.00		<b>Costs of Fundraising</b>		
<b>Fundraising</b>			Concert Hall Hire	40.00	
Tomato Plant Sales	80.00	57.00			
Brook Inn Coffee Mornings	169.90	210.00			
Sale of Christmas Cards	93.29				
ITFC Collection	281.33				
Craft Stall	206.50				
Christmas Concert	327.15				
The Fundraising Company Ltd		12.70			
<b>Voluntary Attendance Fees</b>	<b>1336.95</b>	<b>759.60</b>			
<b>Other Income</b>					
First Aid Training Discount		32.40			
Gift Aid		208.01			
Bank Interest	28.90	5.49			
			<b>Total Costs</b>	<b>22603.00</b>	<b>23106.90</b>
<b>Excess of Income over Expenditure</b>				<b>4478.53</b>	<b>-2894.71</b>
	<u><b>27081.53</b></u>	<u><b>20212.19</b></u>		<u><b>27081.53</b></u>	<u><b>20212.19</b></u>

Val Howe  
Hon. Treasurer

Anna Hughes ACA  
Independent Examiner

## **IPSWICH OPPORTUNITY GROUP**

Accumulated Surplus  
for the year ended 31 March 2023

Surplus brought forward from 31 March 2022  
(Opening balances £15929.16 + £3.88

Plus Excess of Income over Expenditure for the year ended 31 March 2023

£

Represented by:-

Co-operative Bank Account

Investment in Britannia Building Society Saver Account

Petty Cash

£

15933.04

4478.53

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20411.57

14839.46

5526.47

45.64

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20411.57

## IPSWICH OPPORTUNITY GROUP

Statement of Assets and Liabilities for the year ended 31 March 2023

### CASH FUNDS

Co-operative Bank Account  
Britannia Building Society Saver Account  
Petty Cash

### ASSETS

#### Equipment

Tables  
Chairs  
Various toys  
Safety mats  
Safety Gate  
Digital camera  
Storage boxes  
Parent library  
Mobile phone  
Easel  
Folding exercise mat  
Standing frame  
Musical instruments  
Therapy bench  
Bubble tube  
Light cube  
Support chair  
Books  
Door alarm  
Fan  
Laptop  
Laminator  
Shredder  
Projector  
Fibre optic lights  
UV torch  
KiddiSynk  
Mirrored Soft Play Den

TOTAL

£

14839.46

5526.47

45.64

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20411.57

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20411.57

## IPSWICH OPPORTUNITY GROUP

Notes for Accounts for the year ended 31 March 2023

### Restricted Funds

<b>Fund</b>	<b>Outstanding (spent this year)</b>
Jessie's Fund For Music Therapy	750.00
Port Community Fund For Transport and Training	420.98

**IPSWICH OPPORTUNITY GROUP**

Petty Cash Analysis

Date	Snack	Cleaning	Equip	Stationery	Activities	Gifts	PPE	TOTAL
4/2/2022					8.25			8.25
4/26/2022		8.75						8.75
5/7/2022					11.85			11.85
5/9/2022							3.99	3.99
5/9/2022					2.29			2.29
5/10/2022			4.41					4.41
5/10/2022		4.00	12.00					16.00
5/10/2022				7.50				7.50
5/10/2022					1.50			1.50
5/10/2022			4.00					4.00
5/19/2022			6.00					6.00
5/26/2022		2.99						2.99
6/5/2022	4.99							4.99
6/11/2022				2.00				2.00
6/21/2022		7.27		0.79			3.99	12.05
6/28/2022	2.50							2.50
7/14/2022					3.99			3.99
7/14/2022	1.19	5.47						6.66
7/19/2022				5.44				5.44
8/8/2022	2.00	2.90						4.90
8/9/2022	2.74							2.74
8/13/2022					7.95			7.95
8/24/2022	3.25				3.00			6.25

8/25/2022		1.99		1.30	3.29
9/2/2022	2.88				2.88
9/4/2022			3.50		3.50
9/4/2022		1.65			1.65
9/15/2022	2.09				2.09
9/16/2022				5.00	5.00
9/25/2022	3.45				3.45
9/27/2022		1.99		1.49	3.48
9/27/2022				2.00	2.00
10/2/2022	2.38			1.49	3.87
10/6/2022	2.68			4.75	7.43
10/14/2022	2.50				2.50
11/3/2022	1.80				1.80
11/5/2022				1.00	1.00
11/8/2022	2.00				2.00
11/17/2022	1.25	4.93			6.18
11/17/2022	3.60				3.60
11/18/2022				6.25	6.25
11/29/2022				4.00	4.00
12/2/2022	2.35				2.35
12/8/2022				2.50	2.50
1/6/2023	8.93			2.00	10.93
1/11/2023			6.95		6.95
1/17/2023				10.00	10.00
1/22/2023	4.10				4.10
1/22/2023	4.82				4.82
2/19/2023	3.35				3.35
2/20/2023	0.90	2.75			3.65
2/22/2023	8.35	5.00			13.35
3/7/2023	5.55	2.90			8.45
3/8/2023				7.65	7.65
3/12/2023	2.51			4.20	6.71

Petty Cash Analysis

3/22/2023	5.25				1.50			6.75
3/25/2023		6.98			1.29			8.27
3/26/2023				5.44				5.44
Total	87.41	59.57	36.86	56.75	59.67	0.00	7.98	308.24

Petty Cash Analysis

### **Independent examiner's report to the trustees of The Ipswich Opportunity Group**

I report to the trustees on my examination of the accounts of the Ipswich Opportunity Group for the year ended 31 March 2023.

#### **Responsibilities and basis of report**

The trustees of the Ipswich Opportunity Group are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). The trustees consider that an audit is not required for this year under section 144(2) of the Act and that an independent examination is needed.

I report in respect of my examination accounts, carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no material 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 as required by section 130 of the Act; or
2. The accounts do not accord with those records; or
3. The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008, 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.

I have no concerns and have come across no other matters in connection with the examination, to which in my opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Anna Hughes, ACA

Brook Farm, Days Road, Capel St Mary, Suffolk, IP9 2LB

21 August 2023