See Me Play

Annual report and Financial Statements

For the period 17 December 2024 to 31 March 2026

Registered Charity number: 1211446

Trustees' Annual Report

SEE ME PLAY (Charity No. 1211446)

For the Period 17 December 2024 to 31 March 2026

1. Reference and Administrative Details

Charity name: SEE ME PLAY
Charity number: 1211446
Principal address: SEE ME PLAY: STUDIO, 39 Hawley Square, Margate, KENT, CT9 1NZ

Trustees and Members:

Robert Morgan	- Chair	*(appointed 18 November 2024)*
Claire Campbell		*(appointed 8 April 2024)*
Zelda Solomon		*(appointed 3 November 2025)*
Pegah Tahmasebi		*(appointed 16 March 2026)*
Xanthia Ash		*(appointed 16 March 2026)*

Bankers: Lloyds Bank

Independent Examiner: Ms R Jones

2. Objectives and Activities

Our charitable purposes
To relieve the needs of neurodivergent and/or disabled children, young persons and their families by the provision of play provided in the interest of social welfare, designed to improve their conditions of life and to prevent such individuals from becoming socially excluded.

Public benefit
The trustees have referred to the Charity Commission's guidance on public benefit when planning and delivering the charity's activities.

Main activities during the year
See Me Play provided child-led, inclusive play opportunities for neurodivergent and disabled children and young people, alongside support for their families and carers. Activities included regular play sessions, sensory and creative play, outdoor play, and opportunities for children and young people to socialise, build relationships and engage in ways that suited their individual needs.
The charity also provided more targeted support for children and young people who face barriers to accessing mainstream education or community provision, including drop-off

sessions and individual support where appropriate. Throughout the year, the programme continued to develop in response to the interests, communication styles, access needs and feedback of the children, young people and families involved.
See Me Play also worked with local venues, funders and partner organisations to maintain and develop accessible provision and to increase opportunities for neurodivergent and disabled children and young people to participate in community life.

3. Achievements and Performance

During the year, See Me Play continued to provide specialist, child-led play opportunities for neurodivergent and disabled children and young people, including those who face significant barriers to accessing mainstream education, leisure and community spaces.
Provision included family stay-and-play sessions, small drop-off groups and open play sessions in community settings such as Elev8. Sessions supported children and young people to play, build relationships, explore their interests and participate in ways that reflected their individual communication, sensory and access needs.
Monitoring through the Children in Need-funded work showed positive outcomes. See Me Play supported 178 children and young people, with 48 identified as making significant progress and a further 67 making some progress.
The charity continued to develop its provision in response to children's interests, family feedback and playworker observations. It also strengthened its longer-term sustainability through successful fundraising, including support from Children in Need and Awards for All, and the award of four-year Youth Music Shift the Scene funding in March 2026.

Beneficiaries
See Me Play's beneficiaries are neurodivergent and/or disabled children and young people, together with their families and carers. Many experience barriers to accessing mainstream education, play opportunities and community provision.

Partnerships and community engagement
Partnership working remained an important part of See Me Play's delivery. During the year, the charity worked with organisations including Neurodivergent Friends Thanet, the Garden Gate Project, Windmill Community Garden, Arts Education Exchange and Open School East, alongside local schools, families and other community organisations.
See Me Play also worked with Windmill Community Garden through its Save the Children-funded work to provide opportunities for children under five and their parents and carers. These partnerships helped the charity reach different groups of families, use a range of community spaces and create more accessible opportunities for children and young people to participate.

4. Financial Review

Financial position
Total income for the reporting period was £40,962 and total expenditure was £52,741.68, resulting in a deficit of £11,779.68.

At 31 March 2026, the charity held £10,676.96 in cash at bank. The year-end position reflects the timing of grant income and expenditure, including funding received for activity taking place in the following financial period.

Sources of Income
The charity's income came primarily from grant funding, alongside fundraising income, session fees and other earned income.
Grant funders during the period included the National Lottery Awards for All, BBC Children in Need, Kent Community Foundation and Tesco/Groundwork. The charity also received income through commissioned and partnership work, parent contributions and fundraising.

Reserves Policy
The trustees recognise the importance of building an appropriate level of unrestricted reserves to support the charity's ongoing financial sustainability and manage unexpected costs or changes in funding.
As a relatively new charity, See Me Play is continuing to develop its reserves position and will review its reserves policy regularly as the organisation grows.

Funds Held
At 31 March 2026, the charity held £10,676.96 in cash at bank.
A significant proportion of the funds held related to restricted grant funding and funding received in advance for activity to be delivered in the following financial period. £10,762 of income received had therefore been deferred into the next accounting period.
Restricted funds may only be used for the purposes specified by the relevant funder.

5. Structure, Governance and Management

Governing document
See Me Play is a Charitable Incorporated Organisation governed by its constitution.

Trustee recruitment and appointment
Trustees are appointed in accordance with the charity's constitution. New trustees are provided with information about the charity, its governance arrangements and their legal duties and responsibilities.

Decision making
Major decisions are made by the trustee board at formally convened trustee meetings. Day-to-day management and delivery are delegated to the CEO and staff team, with trustees providing oversight and strategic direction.

6. Risk Management

The trustees regularly consider the main risks facing the charity, including safeguarding, health and safety, financial sustainability, staffing and operational capacity.

See Me Play has policies and procedures in place to manage these risks, including safeguarding procedures, health and safety processes, risk-benefit assessments, appropriate staff training and oversight of the charity's finances and funding commitments.
Risks are reviewed as the programme develops and where new activities, venues or support arrangements are introduced.

7. Future Plans

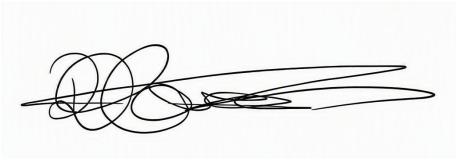
Over the coming year, See Me Play plans to expand its regular provision and offer a wider range of opportunities for neurodivergent and disabled children, young people and families. From September 2026, the charity will increase its weekly programme to include a family drop-in session, a regular small-group drop-off club, and the development of a new Projects & Interests Group for older children and young people who want to pursue particular interests over time.
The charity will also continue to develop its creative programme through the four-year Youth Music Shift the Scene funding secured in March 2026, alongside strengthening its playworker team, access support and organisational systems.
See Me Play is also exploring the possibility of securing a dedicated space of its own. A permanent base would allow the charity to increase the range and consistency of its provision, develop smaller interest-based groups, and create an environment designed more fully around the access, sensory and social needs of the children and young people it supports.
The trustees will continue to review the programme in response to children and young people's interests, family feedback, staffing capacity and financial sustainability.

Approval

Approved by the trustees on 15/09/2026 and signed on their behalf by:

Name: Mr R Morgan

Position: Chair of Trustees

Signature: 

Profit and Loss Account

SEE ME PLAY (Charity No. 1211446)

For the Period 17 December 2024 to 31 March 2026

Account	Restricted	Unrestricted	17 Dec 2024-31 Mar 2026
Turnover			
Donations		679	679
Fundraising Income		2,957	2,957
Grants	27,625		27,625
Parent Fees		7,991	7,991
Other Revenue		1,710	1,710
Total Turnover	**27,625**	**13,337**	**40,962**
Charitable activities - Direct costs			
Direct Expenses			0
Playworkers / facilitators	8,935	3,148	12,083
Snacks and refreshments	840	714	1,554
Resources and Equipment	2,983	1,237	4,220
Consulting			0
Space hire	752	4,140	4,892
Total Charitable activities	**13,510**	**9,239**	**22,749**
Gross Profit	**14,115**	**4,098**	**18,213**
Administrative Costs			
Advertising & Marketing	960		960
Audit & Accountancy fees			0
CEO time	23,324	3,332	26,656
Insurance	360	108	468
Subscriptions and software		139	139
Professional Fees	250		250
Printing & Stationery			0
Miscellaneous		9	9
Staff Training	1,341	170	1,511
Total Administrative Costs	**26,235**	**3,758**	**29,993**
Operating Profit	**(12,120)**	**340**	**(11,780)**
Profit on Ordinary Activities Before Taxation	**(12,120)**	**340**	**(11,780)**
Profit after Taxation	**(12,120)**	**340**	**(11,780)**

Balance Sheet

SEE ME PLAY (Charity No. 1211446)

For the Period 17 December 2024 to 31 March 2026

Account	31 Mar 2026
Current Assets	
Cash at bank and in hand	
See Me Play	10,677
Total Cash at bank and in hand	**10,677**
Accounts Receivable	345
Total Current Assets	**11,022**
Deferred Grants	**10,762**
Net Current Assets (Liabilities)	**260**
Total Assets less Current Liabilities	**260**
Net Assets	**260**
Capital and Reserves	
Pre-incorporation grant	12,040
Current Year Earnings	(11,780)
Total Capital and Reserves	**260**

Profit and Loss Account by Funder

SEE ME PLAY (Charity No. 1211446)

For the Period 17 December 2024 to 31 March 2026

Account	Awards for all 2024	Awards for All 2026	Children in need 2025	Kent Community Foundation	Tesco	Unrestricted	Youth Music	Total
Turnover								
Parent fees / Ticket sales	0	0	0	0	0	7,991	0	7,991
Grant income (restricted)	0	20,000	15,000	1,962	1,125	0	300	38,387
Grant income (unrestricted)								0
Donations	0	0	0	0	0	679	0	679
Fundraising income	0	0	0	0	0	2,957	0	2,957
Other Income	0	0	0	0	0	1,710	0	1,710
Total Turnover	**0**	**20,000**	**15,000**	**1,962**	**1,125**	**13,336**	**300**	**51,723**
Cost of Sales								
Alice CEO	8,330	4,998	9,996	0	0	3,332	0	26,656
Sessional workers / facilitators	1,495	2,769	4,370	0	0	3,085	300	12,020
ACE Playworkers	0	0	0	0	0	63	0	63
Snacks & refreshments	0	0	0	840	0	714	0	1,554
Space hire	752	0	0	0	0	4,140	0	4,892
Resources & equipment	299	0	464	1,122	1,098	1,237	0	4,220
Total Cost of Sales	**10,876**	**7,767**	**14,830**	**1,962**	**1,098**	**12,570**	**300**	**49,404**
Gross Profit	**(10,876)**	**12,233**	**170**	**0**	**27**	**765**	**0**	**2,319**
Administrative Costs								
Promotion & comms	0	960	0	0	0	0	0	960
Audit & Accountancy fees	0	0	0	0	0	0	0	0
Bank Fees	0	0	0	0	0	0	0	0
Professional fees	250	0	0	0	0	0	0	250
Insurance	360	0	0	0	0	108	0	468
Miscellaneous	0	0	0	0	0	9	0	9
Printing & Stationery	0	0	0	0	0	0	0	0
Subscriptions & software	0	0	0	0	0	139	0	139
Training & development	650	511	180	0	0	170	0	1,511
Total Administrative Costs	**1,260**	**1,471**	**180**	**0**	**0**	**426**	**0**	**3,337**
Operating Profit	**(12,136)**	**10,762**	**(10)**	**0**	**27**	**339**	**0**	**(1,018)**
Deferred income		(10,762)						(10,762)
Net profit	**(12,136)**	**0**	**(10)**	**0**	**27**	**339**	**0**	**(11,780)**

See Me Play (Charity No. 1211446)
Trustee Report on Independent Finance Review and Financial Statement Assurance

Purpose of this Report

This report summarises the independent review undertaken by **Becky Jones FCCA**, the charity's Independent Examiner, of the charity's financial systems, accounting records and draft financial statements. It outlines:

- The review process undertaken.
- The key findings and recommendations.
- Management responses.
- The assurances that can reasonably be provided to trustees.
- Proposed actions for continued improvement.

The purpose of the review was not to undertake an audit, but to provide independent scrutiny, identify areas for development and give trustees confidence that appropriate financial oversight arrangements are in place.

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1. Review Process Undertaken

The review was conducted through:

1. Examination of the charity's accounting records held within Xero.
2. Review of draft financial statements for the period ended 31 March 2026.
3. Discussion with the charity's finance lead and Treasurer regarding:
    - Financial controls.
    - Payment authorisation processes.
    - Access and user permissions.
    - Record keeping arrangements.
    - Financial reporting structure.
    - Business continuity arrangements.

Questions were raised regarding accounting system use, transaction coding, evidence retention, user access arrangements and reporting processes. Responses were provided by management together with details of planned improvements.

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2. Overall Conclusion

The Independent Examiner's overall view was positive.

The reviewer stated that:

"The financials seem to be managed well" and that there is clear financial oversight by those responsible for the charity's finances.

The review did not identify evidence of financial mismanagement, inappropriate expenditure, missing funds or material weaknesses that would prevent trustees from approving the financial statements.

The main theme of the review was that, as a growing charity, See Me Play should continue to strengthen and formalise systems around Xero, documentation and reporting in order to improve transparency, efficiency and resilience.

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3. Key Areas Reviewed

A. Financial Oversight and Governance

Findings

The reviewer noted that:

- The accounts appear to be subject to active oversight.
- Financial information can be accessed by trustees through shared records.
- Financial statements have been reconciled to the accounting records.
- There is clear involvement from both operational management and finance oversight personnel.

Assurance to Trustees

Trustees can take reasonable assurance that:

- Financial records are being actively maintained.
- Financial statements have been prepared from underlying accounting records.
- Appropriate trustee oversight is occurring.
- There is no indication of material inaccuracies arising from lack of oversight.

B. Accounting System and Record Keeping

Findings

The reviewer identified that:

- Financial data is currently maintained in both Xero and spreadsheets.
- This duplication increases administrative effort and creates a risk of inconsistency.
- Greater utilisation of Xero's functionality would improve efficiency and transparency.

Recommendation

Gradually move toward:

- Xero becoming the primary financial record.
- Reduced duplication between spreadsheets and accounting software.
- Trustee access to management information directly through Xero dashboards and reports where appropriate.
- Increased use of document storage within Xero.

Management Position

Management has already identified this as an area for improvement and is developing the accounting structure, reporting arrangements and use of Xero.

C. Payment Processes and Supporting Documentation

Findings

The reviewer requested clarification regarding:

- Invoice approval processes.
- Payment authorisation.
- Payments to individuals.
- Purchases made through supermarkets and other suppliers.

Management confirmed:

- Insurance-related payments to individuals represented reimbursements where costs had been paid personally on behalf of the charity.
- Supporting evidence and documentation exists.
- Most operational purchases are made using the charity debit card.
- Receipts are retained and stored electronically.

Recommendation

A stronger audit trail would be achieved by:

- Uploading invoices and receipts directly into Xero.
- Recording approvals consistently within the accounting system.
- Maintaining documented payment authorisation procedures.

Assurance to Trustees

The review identified evidence that supporting documentation exists and that expenditure can be explained. No concerns were raised regarding inappropriate use of charity funds.

D. Financial Reporting Structure

Findings

The reviewer questioned:

- The distinction between direct charitable costs and administrative costs.
- Use of certain income coding headings.
- The structure of the Chart of Accounts.

Management explained that:

- Some coding structures reflect early system setup decisions rather than deliberate long-term accounting policies.
- Work is already underway to review reporting categories and cost-centre arrangements.
- The charity intends to strengthen reporting against restricted funds, programme expenditure and organisational overheads.

Recommendation

Review and redesign:

- Chart of Accounts.
- Cost-centre structure.
- Restricted fund reporting.
- Income and expenditure classifications.

This should improve management reporting and transparency for trustees and funders.

E. Access Controls

Findings

The reviewer identified a minor concern regarding completeness of the list of users with access to accounting systems, specifically that one user had initially been omitted from the access description.

Recommendation

Trustees should ensure:

- User access lists are formally documented.
- Access rights are reviewed annually.
- Access is removed promptly when roles change.

Assurance to Trustees

No inappropriate access was identified. The observation related to documentation and completeness of records rather than evidence of a control failure.

F. Business Continuity

Findings

The reviewer highlighted the importance of ensuring financial knowledge is not dependent on a single individual.

Management confirmed:

- Financial information is held in both Xero and shared trustee-accessible Google Drive locations.
- Trustees have visibility of key finance records.
- Financial spreadsheets are retained and accessible.

Current gaps identified:

- No formal finance procedures manual.
- No documented handover process.
- No formal schedule for report exports and archiving.

Recommendation

Develop:

1. Finance procedures manual.
2. Month-end checklist.
3. Finance role handover guide.
4. Data retention and backup schedule.

Assurance to Trustees

Current arrangements reduce dependency risk, but formal documentation would strengthen organisational resilience.

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4. Financial Statement Assurance

The draft accounts for the period ended 31 March 2026 report:

- Income: **£40,962**
- Expenditure: **£52,741.68**
- Deficit: **£11,779.68**
- Cash at bank: **£10,676.96**
- Deferred income: **£10,762**

The reviewer confirmed that reconciliation between Xero and the financial statements is an important control and accepted management's confirmation that this reconciliation had been performed.

Nothing arising from the review suggests that trustees should not approve the financial statements for submission.

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5. Recommendations for Trustee Approval

The Board may wish to formally adopt the following actions during the next twelve months:

1. Complete the Chart of Accounts review.
2. Increase use of Xero as the primary accounting record.
3. Attach invoices and receipts directly within Xero.
4. Create a documented financial procedures manual.
5. Implement annual review of user access permissions.
6. Introduce formal management reporting dashboards for trustees.
7. Develop a documented business continuity and finance handover process.
8. Repeat an independent systems review annually.

Trustee Assurance Statement

Based on the independent review undertaken, trustees can take reasonable assurance that:

- Financial records are being maintained appropriately.
- Financial oversight arrangements are operating effectively.
- The financial statements are supported by underlying accounting records.
- No material control weaknesses or governance concerns were identified.
- The areas identified relate primarily to system maturity, documentation and process enhancement rather than financial irregularity.
- Management has already begun addressing the principal recommendations raised during the review.

Accordingly, the review supports trustee approval of the financial statements while recognising the opportunity to strengthen financial systems and documentation as the charity continues to grow.