

Company registration number NI025862

Charity registration number 101666

# **Careers N Kids**

**(A company limited by guarantee)**

Unaudited Annual Report and Financial Statements  
For the Year Ended 31 March 2018

FRIDAY



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14/12/2018  
COMPANIES HOUSE

**Careers N Kids**  
**(A company limited by guarantee)**  
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**Careers N Kids**  
**(A company limited by guarantee)**  
**Reference and administrative details**

<b>Charity name</b>	Careers N kids
<b>Charity registration number</b>	101666
<b>Company registration number</b>	NI025862
<b>Principal office</b>	81 Percy Street Belfast BT13 2HT
<b>Registered office</b>	81 Percy Street Belfast BT13 2HT
<b>Trustees</b>	Teresea McFadden Marie Henry Ciara Quinn Thomas Mathews Paul McDonnell Rachel Breen
<b>Solicitor</b>	Edwards & Co 28 Hill Street Belfast BT1 2LA
<b>Bankers</b>	Ulster Bank Limited Andersonstown Road Belfast BT11 9BY
<b>Accountants</b>	Duffy & Co (A & T) Ltd 126 Eglantine Avenue Belfast BT9 6EU

**Careers N Kids**  
**(A company limited by guarantee)**  
**Trustees' Report for the Year Ended 31<sup>st</sup> March 2018**

The trustees, who are also the directors for the purposes of the Companies Act 2006, present their annual report together with the financial statements of Careers N Kids for the year ended 31<sup>st</sup> March 2018.

**STRUCTURE GOVERNANCE AND MANAGEMENT**

**Governing document**

Careers N Kids is a company limited by guarantee and does not have a share capital. It is governed by its Memorandum and Articles of Association. The liability of each member is limited to an amount not exceeding £1.

**Method of appointment or election of trustees**

The management of the company is the responsibility of the trustees who are elected and co-opted under the terms of the Trust deed.

**Organisational structure and decision making**

None of the trustees have any beneficial interest in the company. Decisions at General Meetings shall be made by passing ordinary resolutions requiring a simple majority of members present and voting.

**Objectives and activities and Public Benefit**

The principal objective is to provide facilities for the daily care, recreation and education for children who are below the compulsory school age and for children of compulsory school age out of school hours and during school holidays.

**Achievement and performance**

The trustees are satisfied with the results for the year and the year-end position for the company.

**Financial review**

The net increase in resources for the year amounted to £3,868 which was credited to funds brought forward. Total funds carried forward at the year-end amount to £16,134. The results for the year are set out in the income and expenditure account.

**Plans for the future**

The trustees will continue to promote the objectives of the charity in future years.

**Careers N Kids**  
**(A company limited by guarantee)**  
**Trustees' Report (continued) for the Year Ended 31<sup>st</sup> March 2018**

**Going concern**

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

**Risk management**

The trustees have assessed the major risks to which the company is exposed, in particular those related to the operations and finances of the company, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

**Responsibilities of the trustees**

The trustees (who are also directors 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 the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure for the financial year. In preparing those financial statements, the directors should follow best practice and:

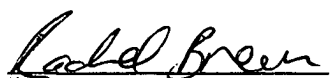
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees 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.

**Small company provisions**

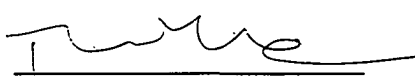
This report has been prepared in accordance with the small company's regime under the Companies Act 2006.

This report was approved by the trustees on 31/4/18 and signed on its behalf by;



Trustee/Director

RACHEL GREEN



Trustee/Director

THOMAS MATHEWS

**Independent examiners report on the accounts of  
Careers N Kids for the year ended 31 March 2018**

I report on the accounts of Careers N Kids for the year ended 31 March 2018.

**Respective responsibilities of Trustees and Examiner**

The Trustees (who are also directors for the purposes of company law) are responsible for the preparation of the accounts in accordance with the Companies act 2006. 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 65 of the Charities Act 2008;
- follow the procedures laid down in the general directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act 2008;
- and state whether particular matters have come to my attention.

**Basis of independent examiner's report**

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general directions given by the Charity Commission for Northern Ireland under Section 65(9)(b) of the Charities Act.

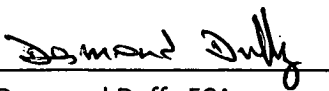
My examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters.

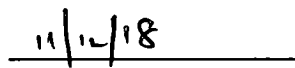
My role is to state whether any material matters have come to my attention giving me cause to believe:

- that accounting records were not kept in accordance with section 63 of the Charities Act;
- that the accounts do not accord with those accounting records
- that the accounts do not comply with the accounting requirements of the Charities Act;
- that there is further information needed for proper understanding of the accounts to be reached.

**Independent examiner's statement**

I have completed my examination and have no concerns in respect of the matters listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland; I have found no matters that require drawing to your attention.

  
Desmond Duffy FCA  
Duffy & Co (A & T) Ltd  
Chartered Accountants  
126 Eglantine Avenue  
Belfast BT9 6EU

  
Date

**Careers N Kids**  
**Statement of Financial Activities Incorporating Income and Expenditure for**  
**the year ended 31 March 2018**

		<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total Funds 2018 £</b>	<b>Total Funds 2017 £</b>
	<b>Note</b>				
<b>Incoming resources</b>					
Charitable activities	2	-	281,781	281,781	251,963
		-----	-----	-----	-----
<b>Total Income</b>		-	281,781	281,781	251,963
		-----	-----	-----	-----
<b>Resources expended</b>					
Charitable activities	3	-	277,913	277,913	261,566
		-----	-----	-----	-----
<b>Total expenditure</b>		-	277,913	277,913	261,566
		-----	-----	-----	-----
<b>Net Movement in Funds</b>			3,868	3,868	(9,603)
<b>Reconciliation of Funds</b>					
Total Funds brought forward		4,504	7,762	12,266	21,869
		-----	-----	-----	-----
Total Funds Carried Forward		4,504	11,630	16,134	12,266
		-----	-----	-----	-----

All incoming resources and resources expended derive from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

The notes on pages 7 to 13 form part of these financial statements.

**Careers N Kids**  
**Balance Sheet as at 31 March 2018**


		2018	2017
	Notes	£	£
<b>Fixed assets</b>	8	13,507	15,424
<b>Current assets</b>			
Debtors	9	3,093	2,461
Cash at bank		9,139	2,551
		-----	-----
		12,232	5,012
<b>Creditors</b>	10		
Amounts falling due within one year		(9,605)	(8,170)
		-----	-----
<b>Net current (liabilities)/assets</b>		2,627	(3,158)
		-----	-----
<b>Net assets</b>		16,134	12,266
		-----	-----
<b>Total funds of the charity:</b>			
<b>Restricted funds</b>		11,630	7,762
<b>Unrestricted funds</b>		4,504	4,504
		-----	-----
<b>Total funds</b>		16,134	12,266
		-----	-----

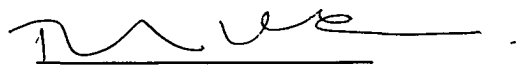
For the financial year ended 31 March 2018, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies. The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies regime.

The financial statements were approved by the Board on 11/12/18 and signed on its behalf by:

  
 Trustee/Director  
 RACHEL BREEN

  
 Trustee/Director  
 THOMAS MATHEWS



## **Careers N Kids**

### **Notes to the Financial Statements for the year ended 31 March 2018**

#### **1. Accounting policies**

##### **Basis of Preparation of financial statements**

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 Standards applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Careers N Kids meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

##### **Company Status**

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

##### **Cash Flow**

The company has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cash flow statement on the grounds that it is a small charitable company.

##### **Fund accounting**

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

## **Careers N Kids**

### **Notes to the Financial Statements for the year ended 31 March 2018**

#### **1. Accounting policies (continued)**

##### **Income**

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of the economic benefit from the use of the company of the item is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the members is not recognised and refer to the Trustees report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the company which is the amount the company would have been willing to pay to obtain the services or the facilities of equivalent economic benefit on the open market: a corresponding amount is then recognised in the period of receipt.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation. Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

##### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefit will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Share costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

## **Careers N Kids**

### **Notes to the Financial Statements for the year ended 31 March 2018**

#### **1. Accounting policies (continued)**

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Charitable activities and governance costs are costs incurred on the company's educational operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

##### **Interest Receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company: this is normally upon notification of the interest paid or payable by the bank.

##### **Debtors**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discount due.

##### **Cash at Bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

##### **Liabilities and provisions**

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in the settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation.

## Careers N Kids

### Notes to the Financial Statements for the year ended 31 March 2018

#### 1. Accounting policies (continued)

##### Financial instruments

The company only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable, loans from banks and other third parties.

#### 2. Income from Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
<b>Charitable activity</b>				
Fees and supplies	-	281,781	281,781	251,959
Interest on cash deposits	-	-	-	4
	-----	-----	-----	-----
	-	281,781	281,781	251,963
	-----	-----	-----	-----

#### 3. Resources expended

	Charitable activity £	Total £
<b>Direct cost</b>		
Employment costs	218,213	218,213
Establishment cost	7,405	7,405
Repairs and maintenance	12,596	12,596
Office expenses	2,276	2,276
Printing, postage and stationery	1,546	1,546
Childcare cost	9,470	9,470
Canteen cost	6,676	6,676
Sundry cost	1,904	1,904
Cleaning	3,997	3,997
Summer scheme	4,057	4,057
Travel and subsistence	2,070	2,070
Accountancy fees	1,440	1,440
Legal and professional	2,702	2,702
Bank charges	1,644	1,644
Depreciation of tangible assets	1,917	1,917
	-----	-----
	277,913	277,913
	-----	-----

## **Careers N Kids**

### **Notes to the Financial Statements for the year ended 31 March 2018**

#### **4. Trustees' remuneration**

No trustees received any remuneration during the year

#### **5. Net expenditure**

Net expenditure is stated after charging depreciation of owned assets £1,917 – (2017: £2,250)

#### **6. Employees' remuneration**

The aggregate payroll costs for the year were as follows:

	<b>2018</b>	<b>2017</b>
	<b>£</b>	<b>£</b>
Wages and salaries	212,015	215,144
Pension costs	4,421	5,701
Other costs	1,777	372
	-----	-----
	218,213	221,217
	-----	-----

#### **7. Taxation**

The company is a registered charity and is, therefore exempt from taxation.

## Careers N Kids

### Notes to the Financial Statements for the year ended 31 March 2018

#### 8. Tangible assets

	Fixtures, fittings and equipment £
<b>Cost</b>	
As at 1 April 2017 and 2018	231,337
	-----
<b>Depreciation</b>	
As at 1 April 2017	215,913
Charge for the year	1,917
	-----
As at 31 March 2018	217,830
	-----
<b>Net book value</b>	
As at 31 March 2018	13,507
	-----
As at 31 March 2017	15,424
	-----

#### 9. Debtors

	2018 £	2017 £
Trade debtors	2,546	1,023
Prepayments and accrued income	547	1,438
	-----	-----
	3,093	2,461
	-----	-----

#### 10. Creditors: Amounts falling due within one year

	2018 £	2017 £
Bank loans and overdraft	-	-
Taxation and social security	3,989	3,110
Other creditors	2,319	1,402
Accruals and deferred income	3,297	3,658
	-----	-----
	9,605	8,170
	-----	-----

## Careers N Kids

### Notes to the Financial Statements for the year ended 31 March 2018

#### 11. Statement of funds

	Brought Forward	Income	Expenditure	Carried Forward
	£	£	£	£
General	4,504	-	-	4,504
Restricted funds	7,762	281,781	(277,913)	11,630
	-----	-----	-----	-----
	12,266	281,781	(277,913)	16,134
	-----	-----	-----	-----

#### 12. Related party transactions

The charity is controlled by the trustees who are all directors of the company. There were no related party transactions.

**Careers N Kids**  
**Statement of financial activities by fund for the year ended 31 March 2018**  
**Restricted funds**

	2018 £	2017 £
<b>Incoming resources</b>		
Incoming resources from charitable activities	281,781	251,963
<b>Resources expended</b>		
Employment costs	218,213	221,217
Establishment cost	7,405	6,235
Repairs and maintenance	12,596	1,564
Office expenses	2,276	2,353
Printing, postage and stationery	1,546	2,235
Childcare cost	9,470	3,885
Canteen cost	6,676	6,009
Sundry cost	1,904	994
Cleaning	3,997	3,611
Summer scheme	4,057	4,476
Travel and subsistence	2,070	1,090
Advertising and promotion	583	-
Depreciation of tangible assets	1,917	2,250
	----- 272,127 -----	----- 255,919 -----
<b>Support costs</b>		
Accountancy fees	1,440	1,920
Legal and professional	2,702	2,070
Bank charges	1,644	1,657
	----- 5,786 -----	----- 5,647 -----
<b>Net income for the year</b>	3,868	(9,603)
<b>Total funds brought forward</b>	7,762	17,365
	-----	-----
<b>Total funds carried forward</b>	11,630 -----	7,762 -----



**Careers N Kids**  
**Statement of financial activities by fund for the year ended 31 March 2018**  
**Unrestricted funds**

	2018	2017
	£	£
<b>Net income for the year</b>	-	-
<b>Total funds brought forward</b>	4,504	4,504
	-----	-----
<b>Total funds carried forward</b>	4,504	4,504
	-----	-----