

**Registered number: 06800689**  
**Charity number: 1130149**

**SNAAP**

**(A company limited by guarantee)**

**Unaudited**

**Trustees' report and financial statements**

**For the year ended 31 March 2019**

**SNAAP**

**(A company limited by guarantee)**

**Contents**

	Page
<b>Reference and administrative details of the charity, its trustees and advisers</b>	1
<b>Trustees' report</b>	2 - 5
<b>Independent examiner's report</b>	6
<b>Statement of financial activities</b>	7
<b>Balance sheet</b>	8
<b>Statement of cash flows</b>	9
<b>Notes to the financial statements</b>	10 - 22

**SNAAP**

(A company limited by guarantee)

**Reference and administrative details of the company, its trustees and advisers  
For the year ended 31 March 2019****Trustees**

Stephanie Swan, Chair  
Vanessa Oakes, Vice Chair  
Gordon Johnson  
Tracey Becker (resigned 18 November 2018)  
Alan Newton  
Petra Rouse

**Company registered number**

06800689

**Charity registered number**

1130149

**Registered office**

Windchimes  
Reynolds Close  
Herne Bay  
Kent  
CT6 6DS

**Company secretary**

C N Wood

**Accountants**

Kreston Reeves LLP  
Chartered Accountants  
37 St Margaret's Street  
Canterbury  
Kent  
CT1 2TU

**Bankers**

Lloyds  
49 High Street  
Canterbury  
Kent  
CT1 2SE

## **SNAAP**

**(A company limited by guarantee)**

### **Trustees' report**

**For the year ended 31 March 2019**

The Trustees present their annual report together with the financial statements of the charity for the year ended 31 March 2019. The Trustees confirm that the Annual Report and financial statements of the charity comply with the current statutory requirements, the requirements of the charities governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Since the charity qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

### **Public benefit**

SNAAP's (Special Needs Advisory and Activities Project) charitable purposes are for public benefit and fall within the description 'the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage' in the Charities Act.

### **Objectives and Activities**

In planning our activities, we keep in mind the Charity Commission's guidance on public benefit and ensure that, through regular consultation with our service users, we provide services that meet their needs.

Our focus remains on providing leisure and social activities for disabled children and young people and support and information to their parents and carers.

We seek feedback from our families continuously and this, along with monitoring and evaluating our activities, ensures that our work remains focused on our stated aims and objectives and also proves we are providing high quality services.

We also ensure that the whole family's needs are taken into consideration, including non-disabled siblings when organising events.

We ask families to pay a small fee for many of SNAAP's activities as a contribution towards costs but if a family is unable to pay, due to its financial circumstances, we make sure the service is still available to them.

SNAAP works with a wide range of members of the public such as professionals, supporters, funders, interested parties and volunteers and therefore, also benefits the general public.

### **Achievements and performance**

During the financial year we have continued to develop the range of services offered to disabled children and young people and their parents and carers and have made progress towards delivering targets set out in our strategic plan, a copy of which is available on our website [www.snaap.org.uk](http://www.snaap.org.uk).

This included the consolidation of our expansion beyond the Canterbury district, with Kent County Council (KCC) funding for Saturday and Holiday clubs for disabled children who live in Canterbury, Swale and Shepway districts. The continuation of this programme allowed us to maintain a large team of sessional staff.

## **SNAAP**

**(A company limited by guarantee)**

### **Trustees' report (continued)**

**For the year ended 31 March 2019**

#### **Achievements and performance (continued)**

Being based at Windchimes, a dedicated disabled children's centre in Herne Bay, we are often called upon to help a parent or carer visiting the centre. The support and advice we are able to provide is now a core part of our service and is open to all families on our database.

We continued to provide customised support to families through our dedicated family support officer who provided information and one-to-one support to families, which was specifically targeted at those in crisis situations. We are pleased to be able to offer this valuable service which helps families deal with multiple problems they face from time-to-time.

Our programme of school holiday leisure activities ran throughout the year and these have included a wide range of family days, where disabled children and their families attend parties and trips to local attractions. Our biennial flagship event, Winter Wonderland, took place in December 2018.

We started a "Community Share" scheme which allows families to share unwanted items, such as clothes and toys, with other families. Such was its success that we have expanded this to include donations of food and other items from supermarkets which would otherwise be discarded. This fulfils a dual purpose in that families in need are supported by the "Community Share" and items which would originally be destined for the landfill are "recycled" in the community.

During school term we ran our regular sports club, our youth clubs and our after-school club. We run our extensive toy and resource library as part of our weekly Stay and Play sessions and the loan of resources has been very effective. Family Support advice is also available at the weekly Stay and Play sessions. A new baby and toddler group – SNAAP-EY's for children with additional needs began in autumn 2018 and runs weekly. It is proving popular with families and our Family Support Officer is on hand to provide support and advice to parents.

We continued to lease an accessible beach hut in Whitstable, which has proved to be a valuable and much appreciated facility for our families. We used it for a range of SNAAP activities throughout the year, and also offered it to families for a small hire fee which proved exceptionally popular during the summer holidays.

There has been a change to the Board during the year and the members of the Board are noted in the Reference and Administrative details of the charity on Page 1 of the report. We wish to extend our thanks to Mrs Tracey Becker for her committed support of the charity during her term of office. She stood down as a Board member in 2018.

We continue to improve and update our website, and make use of social media tools, such as Facebook, Instagram and Twitter, to publicise our services and connect with our service users. This multimedia approach enables us to communicate actively with our families and supporters.

We would like to thank all those who have provided funding, advice and undertaken many challenges to support our charity during the year. In particular, we would like to thank Global's Make Some Noise, who, in 2017-18 selected SNAAP as one of their chosen charities and awarded a total of £68,000 towards funding leisure activities over two years. Also, the activities of TEAM-SNAAP who have continued to raise money for the charity by running in various marathons, half marathons and other fund-raising events. Details of their successes can be found on their Facebook page. We are also grateful to the Lady Mayoress of Canterbury who selected SNAAP as one of her two beneficiary charities for her term of office which expires in May 2019. SNAAP's staff and Board members have been supporting her various fund-raising activities throughout the year.

Finally, we would like to thank all the staff and volunteers for their hard work and professionalism during the year, so that disabled children and their families living in East Kent can benefit from SNAAP's services.

## **SNAAP**

**(A company limited by guarantee)**

### **Trustees' report (continued)**

**For the year ended 31 March 2019**

#### **Financial review**

##### **a. Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity 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. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

##### **b. Review of financial position**

The total income for the year amounted to: £237,051 (£196,166 restricted and £40,885 unrestricted). The associated expenditure for the year was £225,055 (£194,507 restricted and £30,498 unrestricted). This gives a net surplus in funds for the year of £12,046 (restricted funds £3,340 surplus after transfers and unrestricted funds a £8,706 surplus after transfers). This balance of funding added to the brought forward balance of reserves from 2017/18 of £147,374 gives a total reserve carried forward to 2019/20 of £159,420 (£24,994 restricted and £134,426 unrestricted).

We continue to ensure that funds donated for restricted purposes are properly recorded and accounted for.

The principal sources of funds in 2018-19 were:

Kent County Council's Saturday and Summer Clubs in Swale, Canterbury and Shepway (restricted)	£113,309
Global's Make Some Noise	£33,745
Canterbury City Council Single Gateway (restricted)	£15,000

This year, 91% (£203,696) of the expenditure can be attributed directly to SNAAP's core activities, with £1,110 to fundraising and £20,199 related to support and governance costs for the charity.

#### **Structure, governance and management**

##### **a. Constitution**

The charity is registered as a charitable company limited by guarantee, with company number 06800689 and was set up by a Trust Deed on 14 December 2004. The charity is governed by a Memorandum and Articles of Association adopted on 22 June 2011.

The charity's objects are principally for the relief of children and young persons with disabilities or special needs, living in the East Kent area, by the provision of information, advice and support to their parents, leisure activities for the children and young people and such other charitable activities as the Trustees in their absolute discretion shall decide.

##### **b. Method of appointment or election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

##### **c. Organisational structure and decision making**

The charity is controlled by the Trustees, who delegate the day-to-day running of the charity to the Manager.

## SNAAP

(A company limited by guarantee)

Trustees' report (continued)  
For the year ended 31 March 2019

### Plans for future periods

The Trustees will continue to support the objectives of the Charity for the foreseeable future.

In assessing our commitments for 2019/20 we anticipate that there may be a shortfall in income to meet certain activities. The Trustees are of the opinion that the shortfall arising on specific activities will be met from General (Unrestricted) Reserves. The value of future commitments is estimated at £52,569 in the coming year. The effect on Reserves is as follows:-

Unrestricted Reserves (excluding designated funds)	
Balance as at 31 March 2019	£116,041
Future commitments	£52,569
Unrestricted Reserves carried forward	£63,472

### Trustees' responsibilities statement

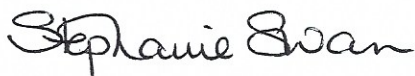
The Trustees (who are also directors of SNAAP for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the income 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 judgments and accounting estimates that are reasonable and prudent;
- 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 are sufficient to show and explain the charitable company's transactions and 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 was approved by the Trustees, on 16/7/19 and signed on their behalf by:



Stephanie Swan, Chair  
Trustee

**SNAAP**

(A company limited by guarantee)

**Independent examiner's report  
For the year ended 31 March 2019**

**Independent examiner's report to the Trustees of SNAAP (the 'charity')**

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 March 2019.

**Responsibilities and basis of report**

As the Trustees of the charitable company (and 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 charity 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 the accounts 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**

I have completed my examination. I can confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

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.

Signed: 

Dated: 16 July 2019.

S M Rouse FCCA DChA

**Kreston Reeves LLP**

Chartered Accountants

Canterbury



**SNAAP****(A company limited by guarantee)****Statement of financial activities incorporating income and expenditure account  
For the year ended 31 March 2019**

	Note	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
<b>Income from:</b>					
Donations and legacies	2	34,821	195,547	230,368	234,724
Other trading activities	3	6,021	619	6,640	6,265
Investments	4	43	-	43	54
<b>Total income</b>		<b>40,885</b>	<b>196,166</b>	<b>237,051</b>	<b>241,043</b>
<b>Expenditure on:</b>					
Charitable activities	5	30,498	194,507	225,005	243,625
<b>Total expenditure</b>		<b>30,498</b>	<b>194,507</b>	<b>225,005</b>	<b>243,625</b>
<b>Net income / (expenditure) before transfers</b>		<b>10,387</b>	<b>1,659</b>	<b>12,046</b>	<b>(2,582)</b>
Transfers between Funds	10	(1,681)	1,681	-	-
<b>Net income / (expenditure) before other recognised gains and losses</b>		<b>8,706</b>	<b>3,340</b>	<b>12,046</b>	<b>(2,582)</b>
<b>Net movement in funds</b>		<b>8,706</b>	<b>3,340</b>	<b>12,046</b>	<b>(2,582)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		125,720	21,654	147,374	149,956
<b>Total funds carried forward</b>		<b>134,426</b>	<b>24,994</b>	<b>159,420</b>	<b>147,374</b>

The notes on pages 10 to 22 form part of these financial statements.

**SNAAP**

(A company limited by guarantee)  
Registered number: 06800689

**Balance sheet  
As at 31 March 2019**

	Note	£	2019 £	£	2018 £
<b>Fixed assets</b>					
Tangible assets			-		-
<b>Current assets</b>					
Debtors	7	210		330	
Cash at bank and in hand		161,010		148,844	
		<u>161,220</u>		<u>149,174</u>	
<b>Creditors: amounts falling due within one year</b>					
	8	(1,800)		(1,800)	
<b>Net current assets</b>			<u>159,420</u>		<u>147,374</u>
<b>Net assets</b>			<u>159,420</u>		<u>147,374</u>
<b>Charity Funds</b>					
Restricted funds	10		24,994		21,654
Unrestricted funds	10		134,426		125,720
<b>Total funds</b>			<u>159,420</u>		<u>147,374</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

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

The financial statements were approved and authorised for issue by the Trustees on 16 July 2019 and signed on their behalf, by:

*Stephanie Swan*

**Stephanie Swan, Chair**

The notes on pages 10 to 22 form part of these financial statements.

**SNAAP****(A company limited by guarantee)****Statement of cash flows****For the year ended 31 March 2019**

	<b>Note</b>	<b>2019</b> £	<b>2018</b> £
<b>Cash flows from operating activities</b>			
Net cash provided by/(used in) operating activities	12	<u>12,123</u>	<u>(6,574)</u>
<b>Cash flows from investing activities:</b>			
Dividends, interest and rents from investments		<u>43</u>	<u>54</u>
<b>Net cash provided by investing activities</b>		<u>43</u>	<u>54</u>
<b>Change in cash and cash equivalents in the year</b>		<b>12,166</b>	<b>(6,520)</b>
Cash and cash equivalents brought forward		<u>148,844</u>	<u>155,364</u>
<b>Cash and cash equivalents carried forward</b>	13	<u><u>161,010</u></u>	<u><u>148,844</u></u>

The notes on pages 10 to 22 form part of these financial statements.

## **SNAAP**

**(A company limited by guarantee)**

### **Notes to the financial statements For the year ended 31 March 2019**

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

##### **1.1 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 Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

SNAAP 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.

##### **1.2 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 £10 per member of the company.

##### **1.3 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.

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 which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

##### **1.4 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.

##### **1.5 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 benefits will be required in settlement and the amount of the obligation can be measured reliably.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity.

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

All expenditure is inclusive of irrecoverable VAT.

## **SNAAP**

**(A company limited by guarantee)**

### **Notes to the financial statements For the year ended 31 March 2019**

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

##### **1.6 Going concern**

After reviewing the charity's forecasts and projections, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its consolidated financial statements.

##### **1.7 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.

##### **1.8 Operating leases**

Rentals under operating leases are charged to the Statement of financial activities incorporating income and expenditure account on a straight line basis over the lease term.

##### **1.9 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 discounts due.

##### **1.10 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.

##### **1.11 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 settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that 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.

##### **1.12 Financial instruments**

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

##### **1.13 Pensions**

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

**SNAAP****(A company limited by guarantee)****Notes to the financial statements****For the year ended 31 March 2019****2. Income from donations and legacies**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
Donations	34,821	26,493	61,314	68,850
Grants	-	169,054	169,054	165,874
	<hr/>	<hr/>	<hr/>	<hr/>
Total donations and legacies	<b>34,821</b>	<b>195,547</b>	<b>230,368</b>	234,724
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Total 2018	51,862	182,862	234,724	
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	

**Analysis of grants**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
CCC - The Strategic Grant Fund (CCC - Single Gateway)	-	15,000	15,000	14,000
KCC - Festability	-	3,000	3,000	-
KCC - DCS Swale Term Time and Holiday Activities	-	49,815	49,815	35,162
KCC - DCS Canterbury Term Time and Holiday Activities	-	35,120	35,120	36,271
KCC - DCS Shepway Term Time and Holiday Activities	-	28,374	28,374	32,750
KCC - DCS Horizon Canterbury	-	-	-	13,467
KCC - DCS Horizon Swale	-	-	-	13,404
KCC - Buzz Canterbury	-	-	-	6,440
St Nicholas School	-	-	-	1,080
Global's Make Some Noise - Family Activity Programme	-	33,745	33,745	-
The Henry Smith Charity - Family Support Service	-	-	-	9,300
Cole Charitable Trust - ZoneOut	-	1,000	1,000	-
R G Hills Charitable Trust - Buzz	-	3,000	3,000	-
The Baily Thomas Charitable Fund - Family Support Service	-	-	-	4,000
	<hr/>	<hr/>	<hr/>	<hr/>
	<b>-</b>	<b>169,054</b>	<b>169,054</b>	165,874
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

**SNAAP****(A company limited by guarantee)****Notes to the financial statements  
For the year ended 31 March 2019****3. Fundraising income**

	<b>Unrestricted funds 2019 £</b>	<b>Restricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<b>Total funds 2018 £</b>
Fundraising	<u>6,021</u>	<u>619</u>	<u>6,640</u>	<u>6,265</u>
Total 2018	<u>5,688</u>	<u>577</u>	<u>6,265</u>	

**4. Investment income**

	<b>Unrestricted funds 2019 £</b>	<b>Restricted funds 2019 £</b>	<b>Total funds 2019 £</b>	<b>Total funds 2018 £</b>
Bank interest received	<u>43</u>	<u>-</u>	<u>43</u>	<u>54</u>
Total 2018	<u>54</u>	<u>-</u>	<u>54</u>	

**SNAAP****(A company limited by guarantee)****Notes to the financial statements  
For the year ended 31 March 2019****5. Charitable activities**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £	Total funds 2018 £
<b>Direct costs</b>				
Fundraising costs	1,090	20	1,110	1,265
Other staff costs	154	14,927	15,081	14,270
Cost of activities	8,653	26,319	34,972	31,518
Wages and salaries	5,440	113,041	118,481	138,607
National insurance	228	5,473	5,701	6,050
Pension costs	-	1,816	1,816	1,756
Total direct costs	<u>15,565</u>	<u>161,596</u>	<u>177,161</u>	<u>193,466</u>
<b>Support costs</b>				
Telephone	534	361	895	918
Computer costs	432	-	432	2,046
Rent	1,821	4,065	5,886	6,115
Travel	-	138	138	78
Insurance	1,686	500	2,186	2,246
Printing, postage and stationery	530	2,016	2,546	3,924
Subscriptions	25	-	25	50
Bank charges	1,319	-	1,319	1,277
Sundry expenses	1,086	(11)	1,075	318
Advertising	-	-	-	483
Accountancy fees	1,848	-	1,848	2,113
Wages and salaries	5,598	25,071	30,669	29,326
National insurance	54	771	825	1,265
Total support costs	<u>14,933</u>	<u>32,911</u>	<u>47,844</u>	<u>50,159</u>
Total charitable activities costs	<u><u>30,498</u></u>	<u><u>194,507</u></u>	<u><u>225,005</u></u>	<u><u>243,625</u></u>



**SNAAP****(A company limited by guarantee)****Notes to the financial statements  
For the year ended 31 March 2019****6. Staff costs**

Staff costs were as follows:

	2019 £	2018 £
Wages and salaries	149,150	167,933
National insurance	6,526	7,315
Pension costs	1,816	1,756
	<u>157,492</u>	<u>177,004</u>

The average number of persons employed by the company during the year was as follows:

	2019 No.	2018 No.
Employees	25	31

No employee received remuneration amounting to more than £60,000 in either year.

The total remuneration and benefits received by the charity's key management personnel during the year amounted to £36,216, including employer's national insurance contributions of £3,275 (2018: £34,719, including employer's national insurance contributions of £3,127).

**7. Debtors**

	2019 £	2018 £
Prepayments and accrued income	<u>210</u>	<u>330</u>

**8. Creditors: Amounts falling due within one year**

	2019 £	2018 £
Accruals and deferred income	<u>1,800</u>	<u>1,800</u>

**SNAAP****(A company limited by guarantee)****Notes to the financial statements  
For the year ended 31 March 2019****9. Financial instruments**

	2019 £	Restated 2018 £
Financial assets measured at amortised cost	<u>161,220</u>	<u>148,844</u>
Financial liabilities measured at amortised cost	<u>1,800</u>	<u>1,800</u>

Financial assets measured at amortised cost comprise of accrued income and cash at bank and in hand.

Financial liabilities measured at amortised cost comprise of accruals.

**10. Statement of funds****Statement of funds - current year**

	Balance at 1 April 2018 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2019 £
<b>Designated funds</b>					
Redundancy Fund	13,596	-	-	-	13,596
Buzz Canterbury	-	-	-	4,789	4,789
	<u>13,596</u>	<u>-</u>	<u>-</u>	<u>4,789</u>	<u>18,385</u>
<b>General funds</b>					
General Funds	112,124	40,885	(30,498)	(6,470)	116,041
Total Unrestricted funds	<u>125,720</u>	<u>40,885</u>	<u>(30,498)</u>	<u>(1,681)</u>	<u>134,426</u>

**SNAAP****(A company limited by guarantee)****Notes to the financial statements  
For the year ended 31 March 2019****10. Statement of funds (continued)****Restricted funds**

	Balance at 1 April 2018 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2019 £
CCC - The Strategic Grant Fund	-	15,000	(15,000)	-	-
CCC - Film Club	530	-	(85)	-	445
KCC - Festability	-	3,000	(3,000)	-	-
KCC - DCS Term Time Activities Canterbury	-	16,121	(16,121)	-	-
KCC - DCS Term Time Activities Swale	-	24,815	(24,815)	-	-
KCC - DCS Term Time Activities Shepway	-	13,374	(13,374)	-	-
KCC - DCS Holiday Activities Canterbury	-	18,999	(18,999)	-	-
KCC - DCS Holiday Activities Swale	-	25,000	(25,000)	-	-
KCC - DCS Holiday Activities Shepway	-	15,000	(15,000)	-	-
KCC - Buzz Canterbury	-	3,473	(5,154)	1,681	-
St Nicholas School	254	590	(535)	-	309
Global's Make Some Noise - Family Activity Programme	-	33,745	(31,731)	-	2,014
The Henry Smith Charity - Family Support Service	9,300	-	(9,300)	-	-
SNAAP - EY's	-	7,514	(2,030)	-	5,484
Mary Sheridan Charity - Community Share	-	1,000	-	-	1,000
Minibus Short Breaks	1,544	-	(1,544)	-	-
Beach Hut	2,472	10	(2,482)	-	-
Winter Wonderland	3,133	4,529	(4,541)	-	3,121
Youth Club	1,214	2,858	(912)	-	3,160
Stay and Play	862	4,376	(1,575)	-	3,663
Sports Club	2,345	6,762	(3,309)	-	5,798
	<u>21,654</u>	<u>196,166</u>	<u>(194,507)</u>	<u>1,681</u>	<u>24,994</u>
Total of funds	<u>147,374</u>	<u>237,051</u>	<u>(225,005)</u>	<u>-</u>	<u>159,420</u>

## **SNAAP**

**(A company limited by guarantee)**

### **Notes to the financial statements For the year ended 31 March 2019**

#### **10. Statement of funds (continued)**

##### Purposes of restricted funds

##### CCC - The Strategic Grant Fund (formerly CCC - Single Gateway)

The purpose of this grant is a contribution towards the core costs of the charity.

##### CCC - Film Club

This provides a relaxed monthly film club at Windchimes and funding pays for the film license and staffing.

##### KCC - Festability

Festability. Providing SNAAP staff to this inclusive music festival enabling our families to attend. Staff provide support to our families including helping to manage behaviour, personal care and feeding.

##### KCC - Disabled Children's Service's Term Time Activities (formerly Saturday Club)

This funding paid for a regular specialist weekend club for disabled children and young people aged 8-17 living in the Canterbury, Swale and Shepway areas of Kent providing parents and carers with a short break while their children have fun.

##### KCC - Disabled Children's Service's Holiday Activities (formerly Summer Play Scheme)

This funding paid for a specialist play scheme for disabled children aged 8-17, in the Canterbury, Swale and Shepway districts run throughout the summer school holiday, providing parents and carers with a short break while their children have fun.

##### KCC - Buzz Canterbury (formerly KCC Disabled Children's Services Buzz (Canterbury))

This scheme provides children, with less complex needs, a holiday playscheme. The children are aged 8-15.

##### St Nicholas School

To provide activities and support to pupils of the school in agreement with the school.

##### Global's Make Some Noise - Family Activity Programme

This funding provides Play Staff, a Cook and Family Support Worker at our Stay & Play club, as well as providing staff for family days out throughout school holidays.

##### The Henry Smith Charity - Family Support Service

This funding provides a Family Support Worker for 10 hours a week.

##### SNAAP - EY's

A weekly drop in support group for parents and carers of babies and toddlers with additional needs.

##### Mary Sheridan Charity - Community Share

Ensuring families who are struggling to make ends meet have access to free food/toiletries and other essentials, including second hand children's clothes and shoes. Some of these items are donated by local supermarkets.

##### Minibus Short Breaks

Donation received towards the continuation of the mini-bus days out for disabled children aged 8-17 years living in the Canterbury district.

##### Beach Hut

Monies raised to gain access to a beach hut in Whitstable for use by SNAAP families.

##### Winter Wonderland

This funding helps us to provide this biennial event at Christmas which is held at Windchimes.

**SNAAP****(A company limited by guarantee)****Notes to the financial statements  
For the year ended 31 March 2019****10. Statement of funds (continued)**

## Youth Club

Funding supports all our weekly youth provision; Inclusive Us and Zone Out.

## Stay and Play

This funding provides staffing to support this after-school drop-in group.

## Sports Club (formerly Whitehead Monckton Charitable Foundation - Sports Club)

This funding supports our sports club which is held fortnightly in Canterbury for disabled children.

**Statement of funds - prior year**

	Balance at 1 April 2017 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2018 £
Redundancy fund	10,111	-	-	3,485	13,596
General Funds	110,498	57,604	(62,581)	6,603	112,124
<b>Restricted funds</b>					
	Balance at 1 April 2017 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2018 £
Minibus short breaks	11,724	250	(10,430)	-	1,544
St Nicholas School	-	1,080	(710)	(116)	254
Beach Hut	-	4,432	(1,960)	-	2,472
Winter Wonderland	1,629	3,953	(2,449)	-	3,133
Youth Club	4,090	1,194	(4,070)	-	1,214
Whitehead Monckton Charitable Foundation - Sports Club	2,134	3,870	(3,659)	-	2,345
CCC - Film Club	855	-	(325)	-	530
Stay and Play	2,194	3,866	(5,198)	-	862
CCC - Single Gateway	-	14,000	(14,000)	-	-
KCC - DCS Swale Saturday Club	-	35,162	(33,373)	(1,789)	-
KCC - DCS Canterbury Saturday Club and Summer Play Scheme	-	36,271	(33,461)	(2,810)	-
KCC - DCS Shepway Saturday Club and Summer Play Scheme	-	32,750	(30,667)	(2,083)	-
KCC - DCS Horizon (Canterbury)	-	13,467	(12,118)	(1,349)	-
KCC - DCS Horizon (Swale)	-	13,404	(12,043)	(1,361)	-
KCC - DCS Buzz (Canterbury)	-	6,440	(5,860)	(580)	-
The Henry Smith Charity - Family Support Service	6,721	9,300	(6,721)	-	9,300
The Baily Thomas Charitable Fund - Family Support Service	-	4,000	(4,000)	-	-
	29,347	183,439	(181,044)	(10,088)	21,654

**SNAAP****(A company limited by guarantee)****Notes to the financial statements  
For the year ended 31 March 2019****Summary of funds - current year**

	Balance at 1 April 2018 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2019 £
Designated funds	13,596	-	-	4,789	18,385
General funds	112,124	40,885	(30,498)	(6,470)	116,041
	<u>125,720</u>	<u>40,885</u>	<u>(30,498)</u>	<u>(1,681)</u>	<u>134,426</u>
Restricted funds	21,654	196,166	(194,507)	1,681	24,994
	<u>147,374</u>	<u>237,051</u>	<u>(225,005)</u>	<u>-</u>	<u>159,420</u>

**Summary of funds - prior year**

	Balance at 1 April 2017 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2018 £
Designated funds	10,111	-	-	3,485	13,596
General funds	110,498	57,604	(62,581)	6,603	112,124
	<u>120,609</u>	<u>57,604</u>	<u>(62,581)</u>	<u>10,088</u>	<u>125,720</u>
Restricted funds	29,347	183,439	(181,044)	(10,088)	21,654
	<u>149,956</u>	<u>241,043</u>	<u>(243,625)</u>	<u>-</u>	<u>147,374</u>

**SNAAP****(A company limited by guarantee)****Notes to the financial statements  
For the year ended 31 March 2019****11. Analysis of net assets between funds****Analysis of net assets between funds - current year**

	Unrestricted funds 2019 £	Restricted funds 2019 £	Total funds 2019 £
Current assets	136,226	24,994	161,220
Creditors due within one year	(1,800)	-	(1,800)
	<u>134,426</u>	<u>24,994</u>	<u>159,420</u>

**Analysis of net assets between funds - prior year**

	Unrestricted funds 2018 £	Restricted funds 2018 £	Total funds 2018 £
Current assets	127,520	21,654	149,174
Creditors due within one year	(1,800)	-	(1,800)
	<u>125,720</u>	<u>21,654</u>	<u>147,374</u>

**12. Reconciliation of net movement in funds to net cash flow from operating activities**

	2019 £	2018 £
Net income/(expenditure) for the year (as per Statement of Financial Activities)	12,046	(2,582)
<b>Adjustment for:</b>		
Dividends, interest and rents from investments	(43)	(54)
Decrease in debtors	120	824
Decrease in creditors	-	(4,762)
<b>Net cash provided by/(used in) operating activities</b>	<u>12,123</u>	<u>(6,574)</u>

**13. Analysis of cash and cash equivalents**

	2019 £	2018 £
Cash in hand	161,010	148,844
Total	<u>161,010</u>	<u>148,844</u>

**SNAAP**

(A company limited by guarantee)

**Notes to the financial statements  
For the year ended 31 March 2019**

**14. Pension commitments**

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £1,816 (2018: £1,756). Contributions totaling £Nil (2018: £Nil) were payable to the fund at the balance sheet date.

**15. Operating lease commitments**

At 31 March 2019 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

	2019 £	As restated 2018 £
<b>Amounts payable:</b>		
Within 1 year	<u>6,115</u>	<u>6,115</u>

**16. Related party transactions**

The charity has not entered into any related party transactions during either financial year and there are no balances outstanding.