

**PEEK – POSSIBILITIES FOR EACH AND EVERY KID LTD  
TRADING AS P.E.E.K. LTD (A company limited by guarantee)**

**Report and Financial Statements  
For the year ended 31 March 2020**

**Registered number: SC273704  
Charity number: SC030814**

**PEEK – POSSIBILITIES FOR EACH AND EVERY KID LTD**  
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**COMPANY INFORMATION**

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<b>Directors</b>	Marieclaire McArdle Jacqueline Gilmour (chair) Janine Burch (resigned 8 May 2019) Charles Bleakley (resigned 11 May 2020) Alexander Johnston Nancy Clunie Maureen McAteer Margaret Shannon Birch (resigned 1 June 2020) Lesley Jackson (resigned 19 January 2020) Katherine O'Callaghan Aleksandra Kohut (appointed 30 July 2019)
<b>Company secretary</b>	Maureen McAteer
<b>Registered and principal office</b>	183 Crownpoint Road Crownpoint Sports Complex Glasgow Scotland G40 2AL
<b>The Senior Leadership Team</b>	Melodie Crumlin - Chief Executive Officer (resigned August 2019) Michaela Collins – Chief Executive Officer (appointed August 2019) Michelle McDonald – Head of Finance Kelly Glass – Head of Operations (resigned January 2020) Emma Hill – Head of Operations (appointed March 2020) Scott McAlpine – Head of People and Programmes (appointed March 2020)
<b>Registered number</b>	SC273704
<b>Charity number</b>	SC030814
<b>Independent auditor</b>	Azets Audit Services 25 Bothwell Street Glasgow G2 6NL
<b>Bankers</b>	Bank of Scotland 1195 Duke Street Glasgow G31 5NJ

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**PEEK – POSSIBILITIES FOR EACH AND EVERY KID LTD  
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**DIRECTORS' REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

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The directors present their annual report with the financial statements of the company, which is a registered charity, for the year ended 31 March 2020.

**Objectives and activities**

PEEK (Possibilities for Each and Every Kid) works with children, young people and their families impacted by poverty in communities across Glasgow. We use play, creative arts, youthwork and community development projects to support our children, young people and families to make positive changes in their own lives and the lives of others in their community.

**Background**

PEEK started in October 2000 as a response to calls for help from local parents and community members who were concerned about the effects of poverty on children in the community. Through initial funding from Church of Scotland 'Gallowgate and Calton Children's Project' was created. In 2009, as a result of growth into new geographical communities and an expansion of age (from 5-25 years) and remit, PEEK changed to Possibilities for East End Kids. In 2013, PEEK then evolved to 'Possibilities for Each and Every Kid'.

Over the last 19 years, PEEK has continued to grow, develop and expand. #TEAMPEEK are well recognised and respected in communities in Glasgow – partly due to our famous red hoodie! As we continue to develop it is important to PEEK that local people remain at the heart of everything we do including becoming a well-known and respected local employer.

PEEK has won numerous awards and accolades for our service to the community. These include:

Queens Voluntary Service Award 2018  
Nancy Ovens Play Award 2018, 2016 & 2010  
Alastair Molloy Innovation Award 2018  
Herald Society Partnership Award 2017  
SportScotland Young Volunteer Award 2017  
Clydesdale Bank Spirit Award 2017 & 2014  
GroundWork UK- Best Community Project on a Social Housing Estate 2017  
Volunteer Summit Award 2017  
Diana Volunteering Award 2017  
Evening Times Community Champion Area and City Team Award 2011  
Emma Humphrey's Memorial Prize 2011  
Investors in People Award  
Volunteer Friendly Award

**Principal activities**

The objectives and principal activities of the charitable company in the year under review were to promote and to advance education of children, offering opportunities to discover and develop skills, increase confidence and self-esteem and improve their physical and mental health.

**PEEK's mission**

We have fun. We ignite passion. We nurture potential.

**PEEK's vision**

For People and Places to Play, Create and Thrive

**DIRECTORS' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2020**

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**Across Glasgow, PEEK are operating in a number of communities that have a range of socio-economic problems and inequalities, including;**

- High levels of unemployment
- Lower levels of educational attainment
- Food poverty
- Social Isolation
- Incarcerated family members
- Health inequalities
- Low incomes and financial insecurity
- Immigration and migration
- Lack of safe spaces to play outdoors
- Higher levels of crime and anti-social behaviour

Our strategic outcomes as an organisation are to:

**Build relationships and connections**

Children, young people and families have improved social connections.

**Strengthening wellbeing**

Children, young people and families have improved wellbeing

**Broaden horizons**

Children, young people and families have improved opportunities

The above outcomes align with key local and national policies.

**Applicable frameworks**

Our programmes of activity support the following outcomes from the Scottish Governments National Performance Framework:

1. We live in communities that are inclusive, empowered, resilient and safe
2. We grow up loved, safe and respected so that we realise our full potential
3. We are creative and our vibrant and diverse cultures are expressed and enjoyed widely
4. We are well educated, skilled and able to take part in society
5. We are healthy and active
6. We tackle poverty by sharing opportunities, wealth and power more equally

**Chairperson Introduction**

2019/20 has been unprecedented year of uncertainty, challenge and change for Possibilities for Each and Every Kid (PEEK). Melodie Crumlin, our founding CEO stepped down after 19 years of service to PEEK. On behalf of TEAMPEEK and all of our children, young people and families - we thank Melodie for her outstanding contribution in developing PEEK from a small grassroots community organisation into the award-winning, well-loved and respected charity it has become. We have appointed Michaela Collins, as our new CEO and look forward to working with Michaela as she takes PEEK into its next phase of development.

**DIRECTORS' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2020**

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**Chairperson Introduction (continued)**

PEEK are currently in the midst of the COVID19 crisis. PEEK has been responding to the crisis - supporting children, young people and families impacted by the school closures with healthy cooked meals, health & wellbeing packs, wellbeing support and emergency grants for fuel, mobile phone top-ups and basic household items such as washing machines, fridge freezers and beds. We have also embraced digital working to engage with children and young people during the lockdown.

Just before the COVID19 lockdown, we launched PEEKACHEW our mobile food truck. PEEKACHEW is a community asset that will support local people to be upskilled through community cooking workshops and provide training opportunities for young people. PEEKACHEW will also create healthy cooked meals during school holidays and transport them to families across the city all year round.

As we look ahead into 2020/21, we know the post COVID19 recovery process for our communities is going to be tough – but so are our children, young people and families. #TEAMPEEK will be here with them, every step of the way, enabling people and places to come together to Play, Create and Thrive.

We wish to thank all of our funders and supporters for championing PEEK along the way. Your support has been unwavering and we couldn't do it without you.

As an organisation, we will continue to invest in #TEAMPEEK, strengthen our infrastructure and to ensure that we continue to be a sustainable, viable and forward-thinking organisation through partnership working and collaboration across all sectors. – **Jackie Gilmour, Chairperson**

**Operations**

Although PEEK is based in the East of Glasgow, our geographical reach is city-wide.

PEEK adopts an asset based approach to our work and we look for, develop and enhance the immense qualities our children, young people and families have and celebrate these in every way possible.

PEEK embraces and champions a co-production model and our children, young people, families and wider community are the driving force behind the designing, planning, delivery and evaluation of our projects and programmes.

PEEK are sector-leading in our outdoor play provision as well as grassroots community arts activities. Our young volunteering and leadership programme has become well respected and renowned for helping to change and shape the lives of young people across Glasgow.

Over the last 3 years we have grown and developed our 'wellbeing support' for children, young people and families experiencing crisis.

We work in partnership with nurseries, schools, health and social care partnerships and other third sector organisations to collaborate and provide services in the community. We contribute to local and national strategies, provide practical delivery advice and continue to learn and develop as we grow with our children and young people.

Over 1,000 children and 300 young people take part in our activities in a typical week, with a particularly high level of demand from primary school children.

**DIRECTORS' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2020**

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**Achievements and performance**

**Our Year**

**Throughout 2019/20 we have achieved our business objectives as an organisation by:**

1. Reaching more children, young people and families impacted by poverty across Glasgow
2. Remaining a sector leading provider and advocate for children and young people by being involved in a number of strategic forums locally, city wide and nationally
3. Diversified our income streams to ensure our organisation is viable and sustainable through a financial model which combines grants, trade and donations
4. Development of internal structure, policies and procedures in line with our organisational strategy
5. Share impact and learning across all sectors including the general public

**Our highlights include;**

- **7,027** children and young people engaged with
- Increasing our engagement and support work with **627** families
- **68,020** direct encounters with children, young people and families
- **2,469** play, creative arts, youth work sessions and wellbeing support delivered
- **6,682** hours of play, creative arts youth work and wellbeing support delivered
- **73** trips, residential/holidays and experiences for children, young people and families
- **9** community events
- Engaging with and supporting **43** young volunteers between the ages of 14-25 years
- **2,226** amount of volunteer hours contributed to the local community (equivalent of £20,034 to local economy based on Scottish living wage)
- Sustained our geographical reach to **51** neighbourhoods and schools across Glasgow
- **53,040** meals and **90,684** healthy snacks and refreshment's provided
- **521** of awards and accreditations achieved by children and young people
- **63** children and young people received an individual grant for support
- **903** winter jackets, **400** pairs of wellies and shoes and **400** gifts provided to children and young people
- **4** families supported with emergency grants for household appliances

**Participant breakdown and profile**

- 100% of children, young people and families living in SIMD1 and SIMD2 communities
- 18% of children and young people living in single-parent households
- 22% of children, young people and families from BAME communities
- 3% of children and young people have additional support needs
- 2% of our children and young people are young carers or live in kinship care

All PEEK's activities are inclusive and are open to all children and young people and their families and the wider community

**DIRECTORS' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2020**

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**Achievements and performance (continued)**

PEEK offers local children, young people and families opportunities through our multi-award winning Play, Create and Thrive Programmes:

**PLAY**

#PEEKPlay provides an exciting and engaging programme of activity for children, young people and families. Using our award-winning Play Ranger model – our outreach and collaborative approach brings a diverse programme to the 'doorstep' of participants including streets, school playgrounds, public parks and open spaces in the community. Play Rangers bring new dimensions to the play environment, act as a resource for the participants and provide some of the stimulus for new experiences which contributes to their social, emotional and physical development.

Play Rangers also act as champions for children and young people ensuring their right to play is protected and promoted through their involvement of consultation, design and participation of play provision and spaces.

*Specific highlights have included: breakfast club provision, lunch time play, street play, active play, pop-up sports, residential holidays, transitions activity, play space consultations and play training.*



*"PEEK is my home." – Child aged 6*

*"He won't go to any other club. He only likes the red people. He thinks everyone's name in PEEK is PEEK. Anytime we're out and he sees red he thinks it's PEEK and runs after them." – Parent*

**CREATE**

#PEEKCreate provides an exciting range of community arts activities for all ages. Children and young people explore a variety of art forms and issues relevant to them & their community through creating music, visual arts, drama, and film. We offer children and young people the chance to flourish through gaining awards such as the Arts Award; to Broaden Horizons through holidays, Residential weekends and regular trips to Creative Events and performances, whilst young people have the opportunity to build creative leadership experiences through Internships.



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FOR THE YEAR ENDED 31 MARCH 2020

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**Achievements and performance (continued)**

*Specific highlights have included: Children's/Junior/Youth Theatre group, PEEKaBoo Play Café, Be Project, Breakthrough, Shine, G40fied @ National Youth Theatre Festival, Winter Warmer and Performing Arts Week.*



As part of Challenge Poverty Week, PEEK young people were invited to perform part of their 'G40fied' production to an audience at Glasgow Centre for Voluntary Services. Below is an excerpt named 'Stereotypes'. All young people have given permission to share their monologues.

*Jordan.*

*"I challenge the stereotype that young people are "always out drinking and causing havoc". I'm Jordan. I'm 17 years old. I have a job. I'm a positive influence on my brother and sisters. They watch me work hard and do things I care about. I believe that the arts should be accessible to all. At youth theatre we are given a creative outlet for our stresses and worries. We use our voices to spread positive messages. We are building our own support network. We are gaining awards. We are not hanging around the streets. We are shaping our futures."*

*Rebecca P:*

*"I challenge the stereotype that "young people only care about themselves". My name is Rebecca. I'm 13 years old. I believe that people should not be defined by their postcodes. I believe that kids who grow up in poverty are creative. I'm a young community activist. I use my voice to try and make change and make sure my community is listened to and taken seriously. When I'm older I'm going to be a CEO of a charity like PEEK and make sure future generations are listened to and respected."*

*David:*

*"I challenge the stereotype that young people "all look the same". I'm David. I'm 17 years old. I love to sing. I love to dance. I love to wear make-up and a pair of heels. I live in the East End of Glasgow. That's not really something we see there. But I believe that people should be whoever they want to be. I volunteer at PEEK arts sessions, and I hope the kids I'm working with realise that they too can be whoever they want to be. We don't all need to be the same. Be proud of who you are!"*

*Amy:*

*"I challenge the stereotype that "young people don't try". My name is Amy. I'm 17 years old. I'm a volunteer. I believe that children should be given opportunities to play, use their imaginations and have the best childhood possible. So I give up my own free time to help make this happen. In the past 6 months I've spent over 200 hours volunteering at street plays, holiday programmes and creative arts sessions. That's 200 hours on top of a full time education. I make time for homework. I make time for my friends. So don't tell me I don't try."*

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**Achievements and performance (continued)**



**THRIVE**

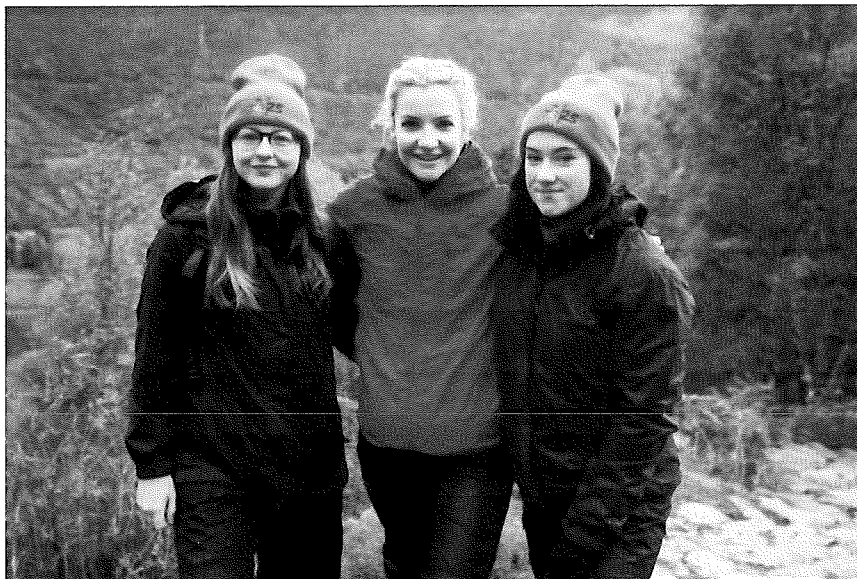
#PEEKThrive provides opportunities for young people aged 11-25 years to emerge as leaders in their communities and lives through participation, volunteering, training, peer education and accreditation.

We provide high quality youth work sessions using play, sport and the arts to raise awareness of key issues in the community providing young people with the relevant and appropriate knowledge they need to make positive lifestyle choices.

We also offer opportunities within both, education and community settings as well as residential weekends, trips and external training and volunteering opportunities.

*Specific highlights have included: group work, youth work, pop-up sports, residentials, transitions activity in high schools, Volunteering opportunities with PEEK, Emerging Leaders, Young Activist projects, Mentoring, Youth Achievement and Dynamic Youth Awards, Community Achievement Awards, PEEK Pop Ups and Celebration Events.*

**Achievements and performance (continued)**



*"I would really be lost without having PEEK on, this is my home away from home" - Y.P aged 13*

**Across PEEK**

**WELLBEING**

Provides opportunities for children, young people and families to access health and wellbeing support to support them through challenging times in their lives.

*Specific opportunities have included; new winter jacket & wellies, school uniform, access to grants for household items such as washing machines, beds and fridge/freezers, access to grants for family holidays, days out and experiences, access to individual grants for children and young people at Christmas, food provision – cooked meals, fruit & veg and dry goods and access to grants for emergency fuel top-ups and mobile phone top-ups.*

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**Holiday Provision:**

Throughout each school holiday, PEEK provides children, young people and their families with a range of free, fun, play, creative and physical activities, outings, trips, experiences and events. In addition to this, food has played a key role and we have offered meals including breakfast, lunch, dinner and healthy snacks. Using a collaborative approach, parents/carers have worked with PEEK staff and community chefs to cook healthy nutritious meals. This approach alleviates the impact of food poverty and loss of learning during the school periods. Young people have also been involved in volunteering at our holiday provision.

In 2019, PEEK were successful in gaining a grant through Glasgow City Council – Participatory Budgeting Calton Ward to develop our vision of 'PEEKACHEW'. PEEKACHEW (named by local kids) is an exciting mobile food truck that will go into the heart of streets and spaces across Glasgow to help feed children, young people and families through interactive cooking workshops in the community all year round.

*"I like that I get to spend lots of fun time with my gran during the summer. If she didn't come to PEEK she would get sad"* - Child aged 6

*"I've had the best summer ever doing things I've only dreamed of"* Y.P aged 13

*"My son never gets out to play during the holidays. Because he's got autism and doesn't speak a lot of children don't like him. It really breaks my heart. But this club - he loves it. He won't stop talking about PEEK. That's all he says from morning to night - PEEK, PEEK, PEEK. Thanks for including him and going out your way all the time to make sure he's just like the rest of the kids"* – Parent

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**Events, Showcases & Sharing's:**

Throughout the year PEEK provides children, young people their families and community members with many opportunities to come together to experience various events and celebrations. Furthermore, the participants of our groups have the opportunity to share their new skills and talents through sharing's and showcases.

**Events, Showcases & Sharing's: (continued)**

*Specific highlights have included; National Play Day, Winter Warmer and PEEK Volunteer Celebration event*



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*Please check out more of PEEK's work through our social media accounts;*

Facebook: <https://www.facebook.com/thepeekproject/>

Twitter: [https://twitter.com/PEEK\\_project](https://twitter.com/PEEK_project)

Instagram: [https://www.instagram.com/peek\\_project](https://www.instagram.com/peek_project)

YouTube: <https://www.youtube.com/watch?v=USP0ISISinc>

**Working with others**

We are committed to effective and successful collaborative working for the benefit of local children and young people in the communities PEEK serve. Over the last year we have worked with a number of local, city wide and national organisations from across the third, public and private sectors to achieve this. In particular, PEEK have worked with over 15 nursery, primary and secondary schools in Glasgow.

*Specific highlights have included; Barras Art and Design, Calton Child Poverty Network, Dockyard Social, FARE Scotland, Glasgow City Council, Inspiring Scotland, Jeely Piece Club, NHS NE Glasgow Health Improvement. The Judy Murray Foundation and Morgan Stanley.*

**What our partners have said;**

*"We have been working in partnership with PEEK and they have been in school to deliver sessions on community, leadership and volunteering. Through these programmes they have built up positive relationships with many of our young people.*

*Since the lockdown PEEK have stepped in to support our most vulnerable through the supply of food hampers and in some cases top-up electricity cards. This support for our most vulnerable, especially those who are in self-isolation, has been invaluable. PEEK currently deliver readymade meals to families as well as basic supplies. This means that those struggling to cook with traditional food hampers are able to access a nutritious cooked meal.*

*What we are also very grateful for is that the PEEK volunteers delivering the food packages know our young people and are building up strong relationships with our young people and families. While delivering the food packs they have been able to make contact with some of our hard to reach young people and carry out welfare checks. They are then able to share this information with our Pastoral Team and help them identify additional support that may be needed." – HT of Govan High School*



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**Events, Showcases & Sharing's: (continued)**

**What our partners have said; (continued)**

*"Words could not adequately describe the impact our partnership with Peek has on our whole school community.*

*Our partnership has grown, changed and developed significantly over the two years we have worked together. Our families, our staff and our children see the PEEK team as friends, life-savers, and supporters. They share our values and embed them in all the activities they provide. They have helped me as a Head Teacher build and develop the school community. Parents trust PEEK and because of this, they engage in all of the activities on offer. All families feel respected as the team are welcoming and respectful, celebrating diversity and promoting unity. I hope our partnership continues to grow and thrive in the years to come." - HT of Stephen's and St. Kevin's Primary School*

*"We are delighted to work in partnership with PEEK they offer our most vulnerable families a range of support in the community. They have reached out to more families further to the COVID-19 situation and I am honestly forever grateful for their support and their approach to responding at short notice to requests. PEEK have stepped in at crucial times when families have been in crisis and had no money for gas or electricity they reached out when other services were not in a position to do so. It makes such a difference that there are no barriers and the referral system is very straightforward which helps due to the urgency in some situations. Without the dedication, commitment and positive attitude of the PEEK team our community would not be receiving the support they need, this would lead to more critical or stressful situations. They certainly have helped us more than ever recently to help mitigate neglect in terms of food and energy poverty during these unprecedented times and giving families the sense of hope and trust in local services during a challenging time when children are at home and not receiving regular nursery/school meals or snacks. The families have been very emotional and very appreciative at the level of support and that this isn't time restricted, as long as the families need this support PEEK are there to offer it. In my professional opinion they are true to their name and values in providing Possibilities for Each and Every Kid and their family they are deeply committed to article 27 children's Rights- To help provide food, clothing and have their basic needs met." – Head of Centre, Parkhead Community Nursery*

*"I feel so grateful to have been a part of this volunteering event. PEEK are such a worthwhile cause and the children were incredibly talented and special. Will definitely partake in the future" – Morgan Stanley Employee*



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**Organisational Development**

Over the last 12 months, PEEK has continued to invest in our infrastructure to make our work more efficient and effective. Particular highlights have been;

Purchase of two company cars  
Purchase of mobile food truck  
Investment in Microsoft 365 and a cloud based system for remote working  
Investment in external HR and Health and Safety with Peninsula and Bright HR  
Employee Assistance Programme  
1-1tCounselling with Lifelink

**Staff Development**

PEEK has continued to promote continual professional development for the staff team in the last 12 months. Specific training opportunities have included;

D1 Mini Bus License  
REHIS Food Hygiene and Safety  
Emergency First Aid  
Youth Achievement and Hi-5 Award Moderation  
Arts Award Moderation  
Sports Leaders Moderation  
Tennis Leaders  
Adverse Childhood Experiences and Trauma Informed Practice  
Outdoor Play Training  
Leadership and Management

**Financial review**

The charitable company made a profit for the year to 31 March 2020 of £136,533 (2019 – deficit of £62,844) as a result of a deficit arising from restricted fund activities of £3,496 (2019 – £131,692) and a surplus arising from unrestricted fund activities of £140,029 (2019 - £68,848). Details of each individual fund movement for the year are shown in note 19.

As at 31 March 2020, the net assets of the charitable company are £441,197 (2019 - £304,664). This comprises of £316,029 (2019 - £195,727) in relation to unrestricted funds, and £125,168 (2019 - £108,937) in relation to restricted funds.

Further details of these balances are detailed in note 20. In relation to reserves, the directors have considered a minimum level of reserves sufficient to cover 3 to 6 months operating costs to be the most appropriate policy which the company should adopt. At the year-end there are sufficient reserves to cover 4 months of operating costs.



**DIRECTORS' REPORT**  
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**Funding and Fundraising**

PEEK have a strong track record in securing and managing funding from a range of sources and are highly regarded by our funders. Over the last 12 months we have received funding from;

BBC Children In Need  
Bank of Scotland Foundation  
Celtic FC Foundation  
Clyde Cash for Kids  
Clyde Gateway  
Comic Relief  
David Doig Foundation  
David William Traill Cargill Foundation  
Foundation Scotland  
Garfield Weston  
Glasgow City Council  
Glasgow Housing Association – Wheatley Foundation  
Inspiring Scotland - Thrive Outdoors and Building Brighter Futures Fund  
Morgan Stanley Foundation  
National Lottery Community Fund  
NHS; NE Glasgow Health Improvement Team  
Robina Goodlad Memorial Trust  
The Cattanach Trust  
The Gannochy Trust  
The Rank Foundation  
The Robertson Trust  
Scottish Government – Investing in Communities  
STV Appeal  
YOMO  
Youthlink: Cashback for Youthwork and Cashback for Creativity  
Youth Philanthropy Initiative

**PEEK would also like to acknowledge financial and in-kind support from the following:**

Allied International Credit – Bill Gosling  
Barras Art and Design  
Dockyard Social  
HubCo Scotland – Hub West  
KeepMoat Homes  
Rathbone Investment Management  
Rock DCM Group  
Scottish Equity Partners  
Speirs Gumley  
White Label Solutions

We would also like to thank the many individuals who have donated to PEEK throughout 2019/20. Your support has been phenomenal and allowed PEEK to reach and change the lives of children and young people across Glasgow.

**Key risks and uncertainties**

PEEK's risk management strategy is utilised as part of the overall organisation strategic plan. It is in place to enhance PEEK's values, vision and the achievement of the organisation's aims and objectives.

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**PEEK's risk management strategy delivers;**

- Clearly identified objectives, roles and responsibilities for managing risks
- Enhanced coordination of risk throughout all levels within PEEK
- Improved respect for the individuals, groups and organisations and businesses that work in partnership with PEEK
- Commitment to inclusivity, policies, and practices

PEEK recognises that it has a responsibility to manage hazards and risks and supports a pro-active, structured and focused approach to managing them by approval of the risk management strategy.

**Risk management**

The directors implemented a risk management strategy which monitors and assesses the major risks to which they are exposed. This comprised an annual review of the risks which the charitable company may face; the establishment of systems and procedures to mitigate those risks identified in the risk assessment and; the implementation of procedures designed to minimise any potential impact on the trust should any of those risks materialise.

With this approach, PEEK will go further to achieve its organisational objectives and enhance the value of our work in the communities we serve.

PEEK's risk management objectives are;

- Integrate and champion risk management into the culture of PEEK
- Manage all risks in accordance with best practice and policy
- Anticipate and actively respond to changing social, environmental and legislative requirements
- Prevent injury or illness, damage and losses and reduce related costs
- Raise awareness and knowledge of the need for positive risk management by all those connected to PEEK and the delivery of its services

These objectives will be achieved by;

- Establishing clear roles, responsibilities and reporting lines within PEEK for risk management
- Providing opportunities for training and shared learning on risk management across PEEK
- Offering a framework for allocating resources to identify priority risk areas
- Reinforcing the importance of effective risk management as part of our every day's work of employees/volunteers
- Incorporating risk management considerations into future reviews of PEEK
- Monitoring arrangements on an ongoing basis

All of the above are at the core of PEEK's strategic, operational and financial systems.

**Plans for future**

PEEK strives to be a reflective organisation – a vital and imperative aspiration.

In 2019, PEEK launched our new three-year strategic plan. This plan was developed in partnership with many people but of most importance – our children, young people and families. We reflected on our previous strategy and the effectiveness, efficiency of our past work, current and ongoing partnerships, financial plans and the wider context in which PEEK operates.

We listened to the needs and wants and have continued to meet demands of our children and young people this is reflective in the increase in reach of children, young people and families we have engaged with through 2019/20.

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**Plans for future (continued)**

However, due to the global pandemic - COVID19, we will be reviewing our current strategic priorities between April – December, 2020 to ensure they are still fit for purpose in a post COVID19 world and will in turn be further developing our operational plans and funding and fundraising strategy.

Our strategic aims are;

- To consolidate and strengthen what PEEK do building on quality and impact
- Leverage a range of funding and resources
- Collaborate and develop partnerships with shared ethos and values

**Operations Aims**

Our operational aims for 2020/2021 are to:

- Review of organisational strategy and development of a viable business plan
- Further develop resource and infrastructure in line with our service delivery plans
- Secure a new office space for PEEK in the short-medium term whilst developing plans for a longer-term permanent home for PEEK
- Build on existing partnerships whilst developing new collaborations which will strengthen services in the neighbourhoods we serve
- Assess new opportunities and innovative models of funding, including private sector support and collaborations

We are in the process of refining our operational objectives, targets and outcomes for 2020/21 in a post COVID19 world.

Now more than ever, PEEK continues to face growing competition in diminishing charity sector funding streams and this is projected to increase over the next few years due to UK's exit from European Union, Independence referendums and potential future global pandemics. However, PEEK has continued to be proactive in securing funding and donations from a number of sources and has a funding and fundraising strategy in place for the next 2 years which is reviewed on a quarterly basis. We have made good progress to attract funding and donations from various sources throughout 2019/20 and we will continue to build on this.

**Structure, governance and management**

**Governing Document**

The organisation is a company limited by guarantee, incorporated on 22 September 2004 and registered as a charity in November 2000. The charitable company is established under a Memorandum of Association that established the objectives and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Each member of the Board shall require to be confirmed in office by the Annual General Meeting subsequent to his or her appointment and, apart from the Chairperson and the Vice-Chairperson, from time to time, shall serve for a period of approximately three years, from the date of the Annual General Meeting at which his or her appointment is confirmed, until the conclusion of the third successive Annual General Meeting thereafter (or such shorter period as the Board may, in its discretion, determine, to allow for the retirement of such members of the Board in an appropriate rotation) when, unless re-elected, he or she shall retire as a member of the Board.

No member of the Board shall be appointed by any party, including any member of PEEK, or by any general meeting, without the approval of the Board. The Board may, from time to time and at any time, appoint any individual who it considers suitable and appropriate to be a member of the Board (provided he or she is willing so to act), either to fill a casual vacancy in the membership of the Board, or by way of addition to the Board.

**DIRECTORS' REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2020**

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**Board member induction and training**

New directors are briefed on their legal obligations under charity and company law, best practice for governance, the content of the Memorandum of Association, the committee and decision making processes, the business plan and the financial performance of the charitable company. Moreover, directors are inducted into the organisations child protection and safe guarding policies and receive a copy of PEEK Governance Manual.

Directors complete an annual skills audit and meet with the Chair and CEO to discuss their development and training needs through an annual appraisal process. Furthermore, as a collective, directors participate in the board effectiveness review process which shapes a yearly improvement plan.

**Operational Structure**

PEEK's board of directors are made up of 10 members (Chair, Vice-Chair, Treasurer, Company Secretary and six committee members).

Our board members bring a diverse range of skills, knowledge and experience from across all sectors including; Funding, Voluntary Sector, HR, Investment, Operations, Governance and the local community). PEEK will be undertaken additional board recruitment in 2020/21 and is making progress to the Scottish Government's 50/50 vision.

Trustee recruitment is authorised and approved by the board and no outside agencies are paid to support this process. PEEK has received support from Inspiring Scotland's Pro Bono – Volunteering service through board recruitment events.

The board oversee and authorise the implementation of recommendations of separate sub committees, the memberships of which are influenced by the skills and knowledge of trustees;

Sub-groups;

- Corporate Finance
- Governance and Risk
- HR

Sub groups meet every four to six weeks and comprise of trustees and key team members. Each sub group has terms of reference which set out role, remit and scope.

The Board as a whole also meet at least 5 times per annum. The Board of Directors are responsible for all aspects of the organisation including strategy, policy development, finance and employment.

The Chief Executive is responsible for leading the organisation as well as overseeing the day to day management including finance, funding, staffing, leadership, networking and commissioned work and services.

The Senior Leadership and Management Team are responsible for the day to day management, partnership and development including budgets, staffing, quality assurance, delivery, office, networking, impact and learning.

The remuneration for the charity's key management personnel, comprising of the Chief Executive and the Senior Leadership and Management Team, is set using benchmarks of similar posts in the sector and current market forces.

The Programme Team members are responsible for the day to day coordination, supervision and delivery of activities including partnerships, line management, programme budgets, monitoring and evaluations.

Sessional staff and volunteers have a duty to assist, facilitate and plan activities as requested by the Core Team, all of which should adhere to the Health and Safety at Work Act and Child Protection Policies.

**PEEK – POSSIBILITIES FOR EACH AND EVERY KID LTD  
TRADING AS P.E.E.K. LTD (A company limited by guarantee)**

**DIRECTORS' REPORT  
FOR THE YEAR ENDED 31 MARCH 2020**

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**Disclosure of information to the auditor**

As far as the directors at the time the report is approved are aware:

- a) there is no relevant information of which the charitable company's auditor is unaware; and
- b) the directors have taken all steps that they ought to have taken to make sure they are aware of any relevant audit information and to establish that the auditor is aware of the information.

**Auditor**

The appointed auditor, Scott-Moncrieff, tendered their resignation during 2019 and were replaced by Azet Audit Services. Azets Audit Services have expressed their willingness to continue in office as auditor and will be proposed for re-appointment at the Annual General Meeting.

**Small company exemptions**

The above report has been prepared in accordance with the special provisions relating to small companies within part 15 of the Companies Act 2006 relating to small companies.

This report was approved by the board on 8 September 2020 and signed on its behalf by:

Jacqueline Gilmour  
Chairperson

A large, stylized handwritten signature in black ink, appearing to be 'J. Gilmour', is written across the bottom half of the page. The signature is fluid and somewhat abstract, with a large loop on the left side and a long, sweeping stroke that extends towards the right.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PEEK – POSSIBILITIES FOR EACH AND EVERY KID LTD  
FOR THE YEAR ENDED 31 MARCH 2020**

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### **Opinion**

We have audited the financial statements of PEEK – Possibilities for Each and Every Kid Ltd (trading as P.E.E.K Ltd) (the charitable company) for the year ended 31 March 2020 which comprise the Statement of Financial Activities (incorporating the Income and Expenditure Account), the Balance Sheet, the Statement of Cash Flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- Give a true and fair view of the state of the charitable company's affairs as at 31 March 2020 and of its income and expenditure for the year then ended;
- Have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- Have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in which the ISAs (UK) require us to report to you were:

- The directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- The directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

However, because not all future events or conditions can be predicted, this is not a guarantee as to the company's ability to continue as a going concern. For example, the ongoing effect of COVID-19 on the UK economy is ever-changing and therefore it is difficult to evaluate all the potential implications to the company's trade, customers, suppliers and the wider economy.

### **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The directors are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PEEK – POSSIBILITIES FOR EACH AND EVERY KID LTD  
FOR THE YEAR ENDED 31 MARCH 2020**

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**Other information (continued)**

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information; we are required to report that fact.

We have nothing to report in this regard.

**Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- The information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- The Directors' Report has been prepared in accordance with applicable legal requirements.

**Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) require us to report to you if, in our opinion:

- Adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- The financial statements are not in agreement with the accounting records and returns; or
- Certain disclosures of directors' remuneration specified by law are not made; or
- We have not received all the information and explanations we require for our audit; or
- The directors were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the Directors' Report and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report.

**Responsibilities of the directors**

As explained more fully in the directors' responsibilities statement set out on page 8, the directors (who are the directors for the purposes of company law and trustees for the purposes of charity law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**PEEK – POSSIBILITIES FOR EACH AND EVERY KID LTD  
TRADING AS P.E.E.K. LTD (A company limited by guarantee)**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF PEEK – POSSIBILITIES FOR EACH AND EVERY KID LTD  
FOR THE YEAR ENDED 31 MARCH 2020**

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**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with the Acts and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the charitable company's directors, as a body, in accordance with regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Our audit work has been undertaken so that we might state to the charitable company's members, as a body, and the charitable company's directors, as a body, those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company, the charitable company's members, as a body, and the charitable company's directors, as a body, for our audit work, for this report, or for the opinions we have formed.

*Azets Audit Services*

**Jennifer Alexander, Senior Statutory Auditor**

**For and on behalf of**

**Azets Audit Services, Statutory Auditor**

Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

Chartered Accountants

25 Bothwell Street

Glasgow

G2 6NL

Date: 8 September 2020



PEEK – POSSIBILITIES FOR EACH AND EVERY KID LTD  
 TRADING AS P.E.E.K. LTD (A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)  
 FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	As restated Total Funds 2019 £
<b>Income and endowments from:</b>					
Donations and legacies	6	75,151	52,236	127,387	205,646
Charitable activities	7	84,926	897,145	982,071	495,431
Other trading activities	8	21,254	-	21,254	75,973
<b>Total income</b>		<b>181,331</b>	<b>949,381</b>	<b>1,130,712</b>	<b>777,050</b>
<b>Expenditure on:</b>					
Raising funds	9	350	-	350	17,214
Charitable activities	10	40,952	952,877	993,829	822,680
<b>Total expenditure</b>		<b>41,302</b>	<b>952,877</b>	<b>994,179</b>	<b>839,894</b>
<b>Net income/(expenditure)</b>	5	<b>140,029</b>	<b>(3,496)</b>	<b>136,533</b>	<b>(62,844)</b>
Transfers between funds	19	(19,727)	19,727	-	-
<b>Net movement in funds</b>		<b>120,302</b>	<b>16,231</b>	<b>136,533</b>	<b>(62,844)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward	19	195,727	108,937	304,664	367,508
<b>Total funds carried forward</b>	19	<b>316,029</b>	<b>125,168</b>	<b>441,197</b>	<b>304,664</b>

The notes on pages 25 to 37 form part of these financial statements.

**PEEK – POSSIBILITIES FOR EACH AND EVERY KID LTD  
TRADING AS P.E.E.K. LTD (A company limited by guarantee)**

**BALANCE SHEET  
AS AT 31 MARCH 2020**

	Notes	2020 £	2019 £
<b>Fixed assets</b>			
Tangible fixed assets	15	55,685	15,854
<b>Current assets</b>			
Debtors	16	36,226	75,924
Cash and cash equivalents		543,208	507,664
		<u>579,434</u>	<u>583,588</u>
<b>Liabilities:</b>			
Amounts falling due within one year	17	(193,922)	(294,778)
<b>Net current assets</b>		<u>385,512</u>	<u>288,810</u>
<b>Net assets</b>		<u>441,197</u>	<u>304,664</u>
<b>Funds of the charity:</b>			
Restricted	19	125,168	108,937
Unrestricted	19	316,029	195,727
		<u>441,197</u>	<u>304,664</u>

The financial statements were authorised for issue by the board of directors on 8 September 2020 and signed on its behalf by:



**Aleksandra Kohut  
Director**

**Registered number: SC273704  
Charity number: SC030814**

The notes on pages 25 to 37 form part of these financial statements.

PEEK – POSSIBILITIES FOR EACH AND EVERY KID LTD  
 TRADING AS P.E.E.K. LTD (A company limited by guarantee)

STATEMENT OF CASH FLOWS  
 FOR THE YEAR ENDED 31 MARCH 2020

	Notes	2020 £	2019 £
<b>Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)</b>		<b>136,533</b>	<b>(62,844)</b>
Adjustments for:			
Depreciation		15,402	7,884
Decrease/(increase) in debtors		39,698	(34,180)
(Decrease)/increase in creditors		(100,856)	238,277
<b>Net cash provided by operating activities</b>		<b>90,777</b>	<b>149,137</b>
<b>Cash flows from investing activities:</b>			
Purchase of fixed assets		(55,233)	(8,223)
Net cash (used in) investing activities		(55,233)	(8,223)
<b>Change in cash and cash equivalents in the year</b>		<b>35,544</b>	<b>140,914</b>
Cash and cash equivalents at the beginning of the year		507,664	366,750
<b>Cash and cash equivalents at the end of the year</b>		<b>543,208</b>	<b>507,664</b>

The notes on pages 25 to 77 form part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2020**

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**1. General information**

These financial statements are presented in pounds sterling (GBP) as that is the currency in which the charitable company's transactions are denominated. These financial statements are of PEEK – Possibilities for Each and Every Kid Ltd only and cover the year to 31 March 2020.

The principal activities of PEEK – Possibilities for Each and Every Kid Ltd during the year is to promote and to advance education of children, offering opportunities to discover and develop skills, increase confidence and self-esteem and improve their physical and mental health.

PEEK – Possibilities for Each and Every Kid Ltd is a charitable company limited by guarantee, incorporated in the United Kingdom and registered in Scotland. It is recognised as a charity for tax purposes by HMRC and is registered with the Office of the Scottish Charity Regulator (OSCR) under charity number SC030814. Details of the registered office can be found on the company information page of these financial statements.

**2. Principal accounting policies**

**Basis of accounting**

The financial statements have been prepared under the historical cost convention unless otherwise specified within these accounting policies and in accordance with United Kingdom Accounting Standards, including Financial Reporting Standard 102, 'The Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland' ("FRS 102") (United Kingdom Generally Accepted Accounting Practice), the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)', the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended).

PEEK – Possibilities for Each and Every Kid Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transition value unless otherwise stated in the relevant accounting policy.

The preparation of financial statements requires the use of certain critical accounting estimates. It also requires directors to exercise their judgement in the process of applying the accounting policies. Use of available information and application of judgement are inherent in the formation of estimates. Actual outcomes in the future could differ from such estimates. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements are disclosed in note 3.

The principal accounting policies applied in the preparation of these financial statements are noted below. These policies have been applied consistently to all the years presented in dealing with items which are considered material in relation to the charitable company's financial statements unless otherwise stated.

**Going concern**

The directors have considered a period of twelve months from the date of their approval of the financial statements and, taking into account the charitable company's net asset position and expected future incoming resources, they consider it appropriate to prepare the financial statements on the going concern basis. This assessment of going concern includes the expected impact of COVID-19 to the entity in the twelve months following the signing of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2020

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**2. Principal accounting policies (continued)**

**Income**

Income is included in the Statement of Financial Activities when the charitable company is entitled to the income, receipt is probable and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

*Donations and legacies*

Donations, grants and gifts are included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charitable company becomes unconditionally entitled to the grant. Grant income, where related to performance and specific deliverables, is accounted for as the charitable company earns the right to consideration by its performance.

Donated services and facilities are included at the value to the charitable company where this can be quantified. The value of services provided by volunteers has not been included in these accounts.

*Income from charitable activities*

Income raised from contractual payments from government or public authorities and other parties which fund the provision of particular goods or services. Also income raised from performance-related grants where income is conditional on delivering certain levels or volumes of a service or supply of goods.

*Income from other trading income*

Income raised from fundraising activities and commissioned activities are credited in full in the period in which the event takes place. Other income is recognised as income in the period in which the amounts are received.

**Expenditure**

Expenditure is recognised when a legal or constructive obligation arises.

Expenditure incurred, which relates directly to any one cost category, is allocated directly to that category. Expenditure common to more than one cost category is apportioned on a reasonable and consistent basis to the categories involved, in accordance with the Financial Reporting Standard 102, and the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)".

*Charitable activities*

Charitable expenditure comprises those costs incurred by the charitable company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

*Allocation of support costs*

Support costs include those costs associated with meeting the constitutional and statutory requirements of the charitable company and include the audit fees and costs linked to the strategic management of the charitable company.

*Raising funds*

Comprise those costs incurred in respect of the fundraising activities undertaken by the charitable company in the period.

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2020**

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**2 Principal accounting policies (continued)**

**Funds**

The charitable company receives some restricted income funds to account for the situation where a donor requires that a donation must be spent on a particular purpose or where funds have been raised for a specific purpose.

Where restricted funding received does not cover the expenditure, a transfer of unrestricted funds to cover the additional expenditure not covered by the restricted funding received is made.

**Pension costs**

The charitable company operates a defined contribution scheme in respect of its employees. The assets of the scheme are held separately from those of the charitable company. The pension cost charge represents the amount of the contributions payable to the scheme in respect of the year.

**Depreciation of tangible fixed assets**

Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the full cost less estimated residual value of each asset over its estimated useful life. The principal rates in use are:

Leasehold improvements	-	written off over 3 years
Computer equipment	-	25% straight line method
Fixtures and fittings	-	25% straight line method
Motor vehicles	-	25% straight line method

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Financial Activities.

**Debtors**

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

**Cash and cash equivalents**

Cash at bank and cash 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.

**Creditors**

Creditors are recognised where the charitable company has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2020**

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**2 Principal accounting policies (continued)**

**Financial instruments**

The charitable company only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable.

Debt instruments (other than those wholly repayable or receivable within one year), including loans and other accounts receivable and payable, are initially measured at present value of the future cash flows and subsequently at amortised cost using the effective interest method. Debt instruments that are payable or receivable within one year, typically trade payables or receivables, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration, expected to be paid or received. However if the arrangements of a short-term instrument constitute a financing transaction, like the payment of a trade debt deferred beyond normal business terms or financed at a rate of interest that is not a market rate or in case of an out-right short-term loan not at market rate, the financial asset or liability is measured, initially, at the present value of the future cash flow discounted at a market rate of interest for a similar debt instrument and subsequently at amortised cost.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the Statement of Financial Activities.

Financial assets and liabilities are offset and the net amount reported in the Balance Sheet when there is an enforceable right to set off the recognised and there is an intention to settle on a net basis or to realise the asset and the liability simultaneously.

**Operating leases**

Rentals under operating leases are charged to the Statement of Financial Activities account as they fall due.

**3. Judgements in applying policies and key sources of estimation uncertainty**

In preparing the financial statements, management is required to make estimates and assumptions which affect reported income, expenses, assets, and liabilities. Use of available information and application of judgement are inherent in the formation of estimates, together with past experience and expectations of future events that are believed to be reasonable under the circumstances. Actual results in the future could differ from such estimates.

The directors are satisfied that the accounting policies are appropriate and applied consistently. Key sources of estimation have been applied to the depreciation rates. The depreciation rates have been deemed to be appropriate for the class of asset.

PEEK – POSSIBILITIES FOR EACH AND EVERY KID LTD  
TRADING AS P.E.E.K. LTD (A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2020

4. Comparative Statement of Financial Activities (Incorporating the Income & Expenditure Account)	As restated		As restated
	Unrestricted funds £	Restricted funds £	Total funds £
<b>Income and endowments from:</b>			
Donations and legacies	57,872	147,774	205,646
Charitable activities	100,669	394,762	495,431
Other trading activities	75,973	-	75,973
<b>Total income</b>	<b>234,514</b>	<b>542,536</b>	<b>777,050</b>
<b>Expenditure on:</b>			
Raising funds	17,214	-	17,214
Charitable activities	148,452	674,228	822,680
<b>Total expenses</b>	<b>165,666</b>	<b>674,228</b>	<b>839,894</b>
<b>Net income/movement in funds</b>	<b>68,848</b>	<b>(131,692)</b>	<b>(62,844)</b>

5. Net income/(expenditure)	2020	2019
	£	£
Net income is stated after charging:		
Depreciation on owned fixed assets	15,402	7,884
Staff pension contributions	30,186	23,499
Auditor's remuneration - audit of the financial statements	4,404	4,572
Auditor's remuneration - accountancy and payroll services	7,871	7,774
Operating lease costs - Land and building	10,052	25,473

6. Income from donations and legacies

	Core £	Play £	Create £	Thrive £	Transport £	Holiday £	2020 £
<b>Donations</b>							
Restricted	-	37,700	2,236	2,350	-	9,950	52,236
Unrestricted	72,308	-	343	-	-	2,500	75,151
	<b>72,308</b>	<b>37,700</b>	<b>2,579</b>	<b>2,350</b>	<b>-</b>	<b>12,450</b>	<b>127,387</b>
		<i>As restated</i>					<i>As restated</i>
	<i>Core</i>	<i>Play</i>	<i>Create</i>	<i>Thrive</i>	<i>Transport</i>	<i>Holiday</i>	<i>2019</i>
	£	£	£	£	£	£	£
<b>Donations</b>							
Restricted	-	55,393	48,051	18,330	26,000	-	147,774
Unrestricted	40,808	4,679	10,694	1,691	-	-	57,872
	<b>40,808</b>	<b>60,072</b>	<b>58,745</b>	<b>20,021</b>	<b>26,000</b>	<b>-</b>	<b>205,646</b>



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7. Income from charitable activities

	Core £	Play £	Create £	Thrive £	Transport £	Holiday	2020 £
<b>Grants</b>							
<i>Restricted</i>	68,691	408,030	137,045	86,640	-	196,739	897,145
<i>Unrestricted</i>	5,260	66,990	4,596	7,580	-	500	84,926
	<u>73,951</u>	<u>475,020</u>	<u>141,641</u>	<u>94,220</u>	<u>-</u>	<u>197,239</u>	<u>982,071</u>
		<i>As restated Play</i>					<i>As restated 2019</i>
	<i>Core</i> £	£	<i>Create</i> £	<i>Thrive</i> £	<i>Transport</i>	<i>Holiday</i>	£
<b>Grants</b>							
<i>Restricted</i>	-	247,960	77,402	69,400	-	-	394,762
<i>Unrestricted</i>	-	100,669	-	-	-	-	100,669
	<u>-</u>	<u>348,629</u>	<u>77,402</u>	<u>69,400</u>	<u>-</u>	<u>-</u>	<u>495,431</u>

8. Income from other trading activities

	Unrestricted funds £	Restricted funds £	Total 2020 £
Fund raising activity	13,373	-	13,373
Consultancy fees	6,163	-	6,163
Other income	1,718	-	1,718
	<u>21,254</u>	<u>-</u>	<u>21,254</u>
	<i>Unrestricted funds £</i>	<i>Restricted funds £</i>	<i>Total 2019 £</i>
<i>Fund raising activity</i>	58,569	-	58,569
<i>Consultancy fees</i>	17,404	-	17,404
<i>Other income</i>	-	-	-
	<u>75,973</u>	<u>-</u>	<u>75,973</u>

9. Expenditure on raising funds

	Unrestricted funds £	Restricted funds £	Total 2020 £	2019 £
Fundraising expenses	350	-	350	17,214
	<u>350</u>	<u>-</u>	<u>350</u>	<u>17,214</u>

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10. Expenditure on charitable activities	Un-restricted Core £	Restricted Core £	Restricted Play £	Restricted Create £	Restricted Thrive £	Restricted Transport £	Restricted Holiday £	Total 2020 £	Total 2019
Programme materials	3,707	1,306	14,399	7,730	956	-	6,433	34,531	21,856
Children and YP Transport	837	430	10,069	3,042	656	-	-	15,034	27,752
Residential/Youth exchange	-	-	-	-	-	-	-	-	-
Outings/ Events costs	20	-	3,794	4,540	3,998	-	11,834	24,186	17,244
Staff costs (see note 14)	2,730	28,691	426,175	106,679	69,965	-	59,101	692,241	621,672
Hall hire	63	-	1,621	3,036	180	-	63,356	68,154	16,242
Telephone and Internet	1,337	-	-	100	-	-	-	1,437	1,182
Marketing, stationery and postage	3,547	1,500	7,171	3,368	200	250	-	16,036	8,201
Travelling, training costs	(358)	-	1,085	-	3,414	-	-	4,141	4,529
C&YP refreshments	-	-	8,860	2,005	597	-	68,376	79,838	35,347
Arts Award Moderation	(39)	-	2,350	2,188	3,879	-	-	8,378	4,261
Support costs (note 11)	19,194	3,840	6,575	1,809	-	6,160	-	37,678	52,148
Governance costs (note 12)	9,914	-	1,000	676	685	-	-	12,275	12,346
	<u>40,952</u>	<u>35,767</u>	<u>481,999</u>	<u>135,072</u>	<u>84,530</u>	<u>6,410</u>	<u>209,099</u>	<u>993,829</u>	<u>822,680</u>

Support costs have been allocated based on the proportion of programme staff who work within each programme.

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<b>11. Support costs</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Rent, rates, and utilities	10,052	27,391
Cleaning	1,412	1,463
Insurance	5,465	3,542
Repairs and renewals	-	2,150
Computer running costs	4,576	7,365
BACS charges	18	16
Membership fees	653	656
Professional fees	-	1,681
Depreciation	15,402	7,884
	<u>37,578</u>	<u>52,148</u>
	<u><u>37,578</u></u>	<u><u>52,148</u></u>
<b>12. Governance costs</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Accountancy & administration fees	7,871	7,774
Audit fees	4,404	4,572
	<u>12,275</u>	<u>12,346</u>
	<u><u>12,275</u></u>	<u><u>12,346</u></u>

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**13. Taxation**

As a charity, the company is exempt from tax on income and gains falling within sections 478-489 of the Corporation Tax Act 2010 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

	2020 £	2019 £
<b>14. Staff costs</b>		
Wages and salaries	579,240	500,413
Social Security costs	39,661	30,912
Other pension costs	30,186	23,499
Freelance staff, training and other staff costs	43,145	66,748
	<u>692,241</u>	<u>651,572</u>

Average monthly number of persons employed during year:

	Number	Number
Management, administration and programme staff	<u>58</u>	<u>47</u>

The charitable company considers its key management personnel comprise the directors and the senior management team, including the chief executive. The total employment benefits, including employer national insurance and pension contributions, of the key management personnel were £118,633 (2019 - £80,865).

None of the directors received any remuneration in the year (2019 - £nil) and during the year there were a total of £13 of expenses reimbursed to directors (2019 - £302).

No employee received remuneration in excess of £60,000 for the year (2019 - none).

15. Fixed assets	Leasehold improvements £	Motor Vehicles £	Computer equipment £	Fixtures & fittings £	Total £
<b>Cost:</b>					
As at 1 April 2019	14,967	6,500	33,165	7,019	61,651
Additions	-	53,776	-	1,457	55,233
Disposals	-	-	-	-	-
<b>As at 31 March 2020</b>	<u>14,967</u>	<u>60,276</u>	<u>-</u>	<u>8,476</u>	<u>116,884</u>
<b>Depreciation:</b>					
As at 1 April 2019	6,236	1,625	31,650	6,286	45,797
Charge for year	4,989	9,403	624	386	15,402
Released on disposal	-	-	-	-	-
<b>As at 31 March 2020</b>	<u>11,225</u>	<u>11,028</u>	<u>32,274</u>	<u>6,672</u>	<u>61,199</u>
<b>Net book value:</b>					
<b>As at 31 March 2020</b>	<u>3,742</u>	<u>49,248</u>	<u>891</u>	<u>1,804</u>	<u>55,685</u>
<i>As at 31 March 2019</i>	<u>8,731</u>	<u>4,875</u>	<u>1,515</u>	<u>733</u>	<u>15,854</u>

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16. Debtors	2020 £	2019 £
Prepayments	2,567	1,314
Accrued income	33,659	74,610
	<u>36,226</u>	<u>75,924</u>
17. Creditors: amounts falling due within one year	2020 £	2019 £
Trade creditors	3,367	2,004
Accruals	24,580	21,983
Tax and social security	-	11,095
Deferred income (note 18)	165,975	259,696
	<u>193,922</u>	<u>294,778</u>
18. Deferred income	2020 £	2019 £
Balance as at 1 April	259,696	1,532
Amounts released to income	(259,696)	(1,532)
Amounts deferred in year	165,975	259,696
	<u>165,975</u>	<u>259,696</u>

Deferred income relates to funding received in advance for grants relating to 2020/2021.

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19. Funds	<i>Balance at 1 April 2019 £</i>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>Balance at 31 March 2020 £</b>
Unrestricted funds:					
General funds	195,727	181,331	(41,302)	(19,727)	316,029
Restricted funds:					
Core	-	68,691	(35,767)	-	32,924
Play	39,592	445,730	(481,999)	10,837	14,160
Create	29,270	139,281	(135,072)	6,000	39,479
Thrive	14,075	88,990	(84,530)	-	18,535
Transport	26,000	-	(6,410)	-	19,590
Holiday programme	-	206,689	(209,099)	2,890	480
	<u>108,937</u>	<u>949,381</u>	<u>(952,877)</u>	<u>19,727</u>	<u>125,168</u>
	<u>304,664</u>	<u>1,130,712</u>	<u>(994,179)</u>	<u>-</u>	<u>441,197</u>
	<i>Balance at 1 April 2018 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>Balance at 31 March 2019 £</i>
Unrestricted funds					
General funds	126,879	234,514	165,666	-	195,727
Restricted funds					
Play	154,041	303,353	417,802	-	39,592
Create	50,847	125,453	147,030	-	29,270
Thrive	32,741	87,730	106,396	-	14,075
Transport	3,000	26,000	3,000	-	26,000
	<u>240,629</u>	<u>542,536</u>	<u>674,228</u>	<u>-</u>	<u>108,937</u>
	<u>367,508</u>	<u>777,050</u>	<u>839,894</u>	<u>-</u>	<u>304,664</u>

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**NOTES TO THE FINANCIAL STATEMENTS  
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**19. Funds (continued)**

Name of restricted fund	Description, nature and purpose of the fund
Core	Funds restricted towards expenditure on running costs of the organisation, including overheads and management.
Play	Funds restricted towards charitable expenditure on the Play project which is a programme of activities for children and young people to gain new experiences contributing to their social, emotional and physical development.
Create	Funds restricted towards charitable expenditure on the Create project which provides activities for all ages through creating music, visual arts, drama and film.
Thrive	Funds restricted towards charitable expenditure on the Thrive project which provides opportunities for young people to emerge as leaders in their communities and lives through volunteering, training, peer education and accreditation.
Transport	Funds restricted towards core transport expenditure.
Holiday programme	Funds restricted towards charitable expenditure on holiday clubs.

Where expenditure on restricted activities is greater than the restricted funds available unrestricted funds have been transferred to meet the additional costs.

**20. Analysis of net assets between funds**

	Unrestricted £	Restricted £	2020 £
Tangible fixed assets	11,312	44,373	55,685
Debtors	2,567	33,659	36,226
Cash and cash equivalents	330,097	213,111	543,208
Net current assets	(27,947)	(165,975)	(193,922)
	<u>316,029</u>	<u>125,168</u>	<u>441,197</u>
	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>2019</i> £
<i>Tangible fixed assets</i>	<i>15,854</i>	<i>-</i>	<i>15,854</i>
<i>Debtors</i>	<i>1,314</i>	<i>74,610</i>	<i>75,924</i>
<i>Cash and cash equivalents</i>	<i>213,641</i>	<i>294,023</i>	<i>507,664</i>
<i>Net current assets</i>	<i>(35,082)</i>	<i>(259,696)</i>	<i>(294,778)</i>
	<u><i>195,727</i></u>	<u><i>108,937</i></u>	<u><i>304,664</i></u>

**21. Financial commitments**

	2020 £	2019 £
Commitments under non-cancellable operating leases were payable:		
<b>Land and buildings</b>		
Not later than 1 year	<b>16,370</b>	23,694
Later than 1 year and not later than 5 years	-	16,370
	<u><b>16,370</b></u>	<u>40,064</u>

**NOTES TO THE FINANCIAL STATEMENTS  
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**22. Pensions**

**Defined contribution scheme**

The charitable company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charitable company in an independently administered fund. The pension cost and charge represents contributions payable by the charitable company to the fund and amounted to £30,186 (2019 - £23,499). At 31 March 2020 contributions amounting to £3,848 (2019 - £3,238) were payable to the fund and were included in creditors.

**23. Other professional services provided by the auditor**

In common with many other charitable companies of our size and nature we use our auditor to prepare the statutory financial statements.

**24. Prior year adjustment**

During the year it was noted that the charity's income received from primary schools, was in relation to charitable activities, rather than income from donations and legacies. As such the comparative figures were restated to reflect this reallocation of income.

This resulted in income of £100,669 being reclassified from donations and legacies to charitable activities. This reclassification had no impact on opening or closing reserves.