

WATERBEACH AFTER SCHOOL PLAYSCHEME

England & Wales · Charity number 1069551

Details

Other names WASPS

Status Registered

Legal form Other

Registered 1998-05-14

Register [View on the Charity Commission register](#)

Contact

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High Street
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Website www.waterbeach-wasps.org.uk

Activities

Objects: (A) TO PROVIDE THE NECESSARY FACILITIES FOR THE DAILY CARE, RECREATION AND EDUCATION OF CHILDREN DURING OUT OF SCHOOL HOURS AND SCHOOL HOLIDAYS; (B) TO ADVANCE THE EDUCATION AND TRAINING OF THE PERSONS IN THE PROVISION OF SUCH CARE, EDUCATION AND RECREATIONAL FACILITIES.

Activities: Provide necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays. Advance the education and training of the persons in the provision of such care, education and recreational facilities.

Classification

- **How:** Provides Services
- **What:** Economic/community Development/employment
- **Who:** Children/young People

Geography

- Cambridgeshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£113,748	£101,190	-	-
2024-08-31	£110,896	£84,269	-	-
2023-08-31	£84,658	£71,309	-	-
2022-08-31	£65,001	£64,424	-	-
2021-08-31	£48,854	£58,180	-	-
2020-08-31	£69,335	£82,689	-	-

Trustees

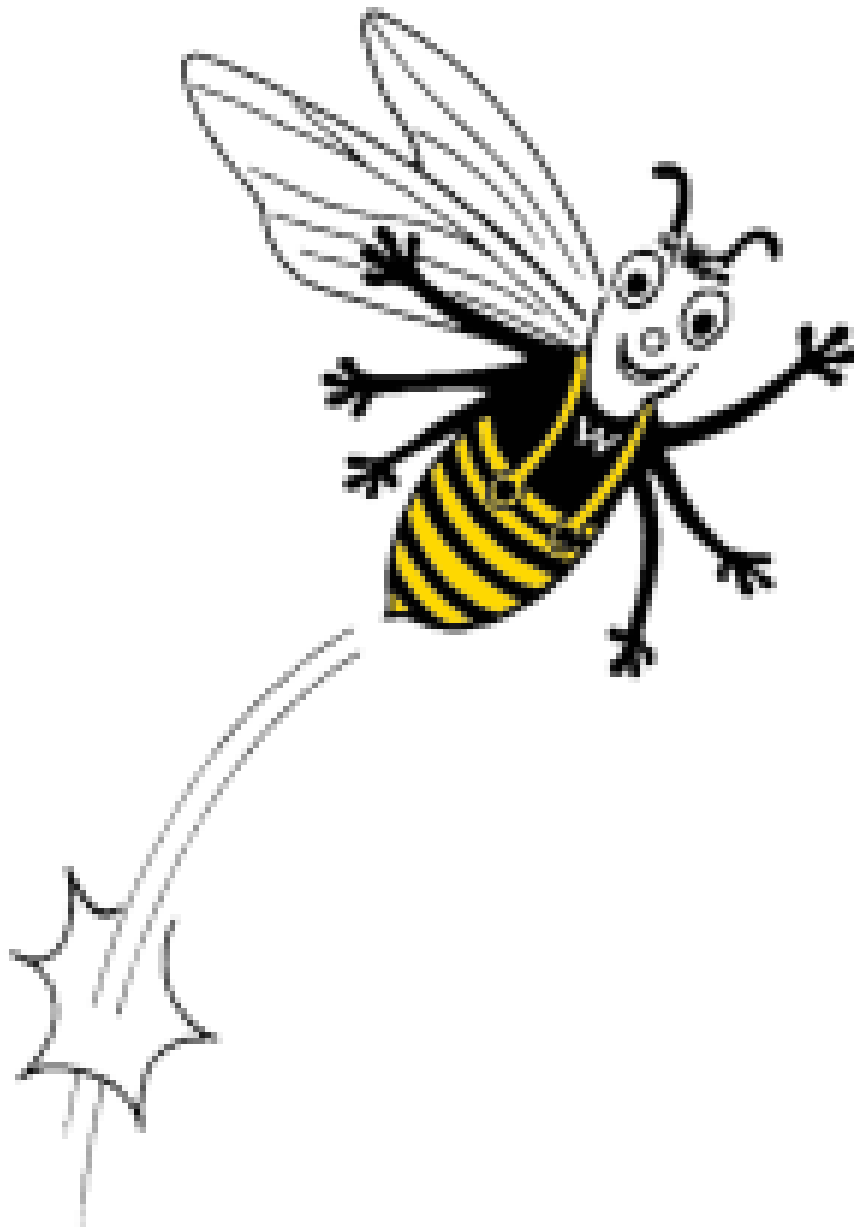
Name	Role	Appointed
Henry Falconer	Chair	2019-10-03
Caroline Venn		2025-11-28
Catherine Elaine McShane		2023-11-20
Helen Dooner		2025-03-30
Katherine Millen Clay		2022-10-20

WATERBEACH AFTER SCHOOL PLAYScheme

England & Wales - Charity number 1069551

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Annual Report 2024-2025

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This report has been prepared by:

Zoe Badcock	Breakfast club Coordinator
Henry Falconer	Chairman
Sarah Heil	Administrator
Corinne Lawrence	After-school and Bookings Coordinator
Katherine Millen Clay	Treasurer

The reporting period is 1st September 2024 to 31st August 2025.

1. Synopsis

WASPS has had another strong year, with high attendance across the Breakfast and After-School Clubs and finances remaining in a healthy position. Following a challenging search for a new manager, the club adopted a new, more sustainable structure with two Co-ordinators and a Deputy Co-ordinator, supported by the Administrator during the handover period.

The staff team remains dedicated and well-trained, with new members joining and others progressing in their roles. Children continue to enjoy a wide range of creative and active play opportunities, and feedback from families remains positive.

The club received grant funding through the Cambridgeshire HAF programme and raised additional funds at local events. New equipment and kitchen appliances have been purchased, and the building continues to be well maintained in partnership with the playgroup.

Overall, WASPS is in a stable and positive position, with a strong team, secure finances, and a structure in place to support continued success in the year ahead.

2. Chairperson's Report

In general, the club is in a strong position going into the 2025/26 academic year:

- Our finances are good, driven by high attendance particularly in the after school club, where the sessions are now regularly at full capacity
- We have a new management structure in place that should be more sustainable
- We have a high quality of staff at all experience levels, with our more experienced staff members training up the more junior members

For most of the last academic year we were actively trying to recruit a new manager. Unfortunately, due to the working hours, location and the level of experience needed, it's a challenging role to recruit for. We interviewed a small number of candidates but ultimately didn't find anyone suitable.

As a result, we decided to change our approach and change the structure from having a Manager and Deputy Manager, to having two Co-ordinators and a Deputy Co-ordinator, who were all existing staff at WASPS. These three Co-ordinators jointly take on the responsibilities that were previously held by the Manager and Deputy Manager.

This is a more sustainable setup for the future, as the responsibility is shared by more staff, which means it's easier to find staff who can take on this responsibility.

We're very grateful that Sarah Heil has stayed on as Administrator to continue with the admin tasks she was doing as Manager, until they can be handed over to the new Co-ordinators. That handover process is underway and we expect it to be complete within a few months.

Apart from that, as always we've continued reviewing and updating our policies, keeping in touch with school over matters such as safeguarding, and maintaining the WASPS building and improving our facilities here. In particular, we've purchased a new cooker and fridge-freezer, as the old ones were no longer working properly, and a new printer so that staff can print colouring pictures during the sessions, which has been very popular with the children.

3. Treasurer's Report

The club's finances were mostly in line with the budget.

Fees and Grants

The total fees collected for the year were approximately £110k, versus a budget of £109k. The slightly higher income was due to stronger attendance numbers.

Fundraising and grants this year totalled £3573 against a budget of £1k. A large portion of the grant income this year was from the Cambridgeshire Holiday clubs and food (HAF) programme.

Fundraising

The club raised £175.35 from the school Christmas Fair.

Salaries

The club paid £74k in salaries compared to a budget of £84k. The £10K difference can be explained at least in part by the fact we were anticipating having someone in the manager position part-way through the year, which didn't happen.

An increase to salaries of 6% is proposed from 1st April 2026 subject to a favourable financial position from strong pupil attendance and fees collection.

Capital/other Expenditure

This year we invested in a new freezer as the existing one defrosted one weekend, a laptop and printer for the playhouse, plus a replacement laptop for financial administration.

Premises

WASPS paid a total £10,800 to the premises Joint Venture for the upkeep of the building and grounds versus a budget of £10,800.

Training

The club made investment in staff training of £1255 versus £900 budgeted. This is at least in part due to contributing to the fees to enable two members of staff to take a level three in childcare course.

Licences, DBS, and Memberships

DBS fees were above budget at £369 compared to £250 budgeted, next year's budget has taken this into account.

Food and Sundries

Grocery and materials expenditure was slightly under budget. Grocery spending was £4k versus £4.5k budgeted, and materials spending was £1.8k versus £2.2k budgeted.

Reserves

The reserve fund is £32,110 at the end of this financial period (August 2025) and we hope we will be able to increase this in the coming year.

Income vs Expenditure

The total income for this year was just under £114k, £4k higher than budgeted. Total expenditure was £102k, about £7k lower than budgeted, so we both earned more and spent less than expected due to various factors.

As a non-profit, we always aim to be cash neutral for the year. The unspent money from this year will stay within the club, and can be used for any unexpected expenses that arise in future.

Budget Summary

The following table summarises the budgeted and the expenditure for the financial year 2024-2025.

	Budget (£) 2024-2025	Actual (£) 2024-2025
INCOME		
Fees	108,605	108, 771
Grants, donations, fundraising	1,000	4685
EXPENDITURE		
Salaries	83,620	74,481
JV Contribution	10,800	10,800
iPAL Fees	809	735
Telephone Line / Mobile	300	205
BOX	200	173
Expense Claims	330	306
Groceries (Fairfax card)	4500	4035
Training	900	1255
Materials	2200	1825
Refunds	400	938
Memberships (inc. insurance)	1000	779
Financial Administration including payroll	2690	2635
DBS	250	369
Staff Socials	125	80
Capital Expenditure	0	1360
Agency Fees	500	1202
Advertising/other	0	84.99
Total Income	109,605	113, 699
Total Expenditure	108,624	101,190

4. Co-ordinators' Report

We have started the Autumn term with healthy bookings at the Breakfast Club and After School Club following a busy academic year last year there is currently no waiting list for the Breakfast Club, as well as regular morning bookings we also have some ad-hoc bookings. We are currently operating a waiting list for the after-school club. We have welcomed many new families and children this year at WASPS, the newest are settling in well with the help of the children that have been with us for a while. We have been busy with varied activities such as hands on arts and crafts, baking, role play, small world play, playing an array of board games and making the most of our indoor and outdoor spaces throughout the year. Play ideas stem from the children's interests and they always come up with some very creative play, popular activities currently are colouring, football, tennis and being creative with 'junk' modelling. The children will often extend their ideas, and play will be built upon in future sessions expanding further and developing, which is great to see. All planned activities run alongside many other free play opportunities which are always available.

We said farewell to our year 6 children at the end of the summer term, many had been attending the club for several years, and we wish them all the best for the next part of their school journey.

WASPS has been running since September 1997 and is well established in the community of Waterbeach, providing a reliable, affordable service to families. WASPS continues to run fulfilling its original aim; to provide a home from home family atmosphere. The children decide how to spend their time in the club and the staff team facilitate child led play and offer a variety of play opportunities, both inside and outside as detailed above.

The Breakfast Club can cater for up to 24 children in the mornings; sessions are generally planned to offer some gentle play opportunities in the short session, such as colouring and drawing, board games, construction and role play/small world play as well as some outdoor play in the warmer months. We offer breakfast alongside play, the children can choose from a variety of cereals, toast with various toppings and fruit. We also have drinks of water and milk readily available too.

The After School Club can cater for up to 40 children in the afternoons; sessions are planned based on the children's interests. There are many play opportunities available to the children, such as colouring, painting, den building, card games, Hama Beads, role play and outdoor play to name a few. The children can choose activities from the cupboard with adult supervision, if they would like an activity that isn't out. We have various snacks available when they get back from school, currently the snack menu is as follows:

Monday- wraps with a choice of fillings

Tuesday- pancakes

Wednesday- beans on toast

Thursday- croissants

Friday- pizza

We also have bread on offer every day for toast or sandwiches (Cheese toasties are popular) crackers and breadsticks. Snacks are offered from 3.30 until 4.45 but we have a variety of fruits out each day available for the full session.

Holiday Club runs during most half terms for 2-3 days, we aim to offer some Holiday Club

days over Easter and Christmas and usually two weeks over the Summer. We also aim to open on school training days when there is sufficient staff cover available. Holiday Club openings are dependent on staff availability. A selection of activities are planned ahead of each holiday club, more recently there has been an addition of science experiments included each day too at the request of the children. We registered with HAF (Holiday Activities and Food Programme) at our holiday clubs. This is run by Cambridgeshire County Council and offers free places at holiday clubs for those children that are eligible. This is funded by the Department for Education for those families receiving income-related free school meals and newly arrived refugee families. This runs over the main holidays (Easter, Summer and Christmas) offering specific free hours over a specified number of days. We provide a range of fun experiences, a healthy meal and snacks.

Throughout all sessions the children enjoy being independent and making and preparing their own breakfast and snacks/drinks.

Attendance has been good this year, putting us in a healthier financial position. We have regular bookings but also ad hoc bookings too. Although there is a competitor on site, (Premier) it is clear that both provisions are needed. We both offer different types of provision, so it depends on what the child/family are looking for. Some children use both settings to get a variety, and others have moved between the two.

We have replenished resources through the year as they have needed replacing, for example, footballs, Hama beads, loom bands, felt tip pens and paper. We also purchased some specific resources too, such as musical instruments, bean bag chair, bubble machine and very recently a disco light, some through funding received. A laptop and printer were also purchased to be used by staff at the club to assist with administration tasks.

We had a stall at the PTA Winter Fair where we raised money for the club, we raffled a festive hamper, sold decorations and items made at the club by the children, had a penny drop game to see if the penny would land on Rudolf's nose, a tinsel pull game and we also sold Santa keys and Reindeer food. We also raffled a Playmobile Advent Calendar in November. We also took part in the village Feast again this year where the theme was, something beginning with... Q. The WASPS children decided our entry would be Q is for... Quidditch! The children as well as parents and staff all looked fantastic in their costumes, making a really good effort to support us. This year we didn't have a WASPS fundraising stall on the green but we aim to have one next year again.

Following our last AGM we were actively recruiting a new manager. Despite WASPS best efforts, this was unsuccessful. Corinne stepped up in September 2024 to oversee the day-to-day aspects of the After School Club whilst we were recruiting, supported by Sarah, working in a behind the scenes administrator role. Alisa also stepped up to cover where needed and supported, for example with helping to plan activities. The Committee have been working more recently to find a model to move forward without the need for an overall Manager. Zoe continues as Breakfast Club Co-ordinator with administrator responsibilities, Corinne now has the new title of After School Club and Bookings Co-ordinator and also has administrator responsibilities, she is now the main point of contact for the club. Alisa is now Deputy Coordinator and will step up to cover if either Co-ordinator is absent and will also take on some admin duties. Sarah continues as administrator and is gradually handing over admin duties to Corinne and Alisa.

We have a strong staff team of Playworkers, consisting of Kim and Emma, we recruited Ana in the summer, and Ros has recently joined the team. Rebecca and Maria also continue as Bank Playworkers helping when we have busy sessions or staffing gaps. We have used an agency to cover gaps too recently. Since our last AGM we have said farewell to the following staff, Toyin (Bank), Beena, Kinga and Sarah N (Bank), we wish them all well in the future. We have a great team who have worked hard throughout the year together, building strong relationships with the WASPS children and families.

Staff members have undertaken various training throughout the year, including basic child protection, designated safeguarding lead, FGM and Prevent duty e-learning, First Aid training, food hygiene, manual handling and behaviour management. Some of these trainings have been face to face, some online via zoom and others e-learning. We have also been able to benefit from some training opportunities being made available via the HAF programme too. Waterbeach Playhouse is a shared premises used by WASPS and Waterbeach Community Playgroup. The building is well used throughout the day with children in attendance between 7:45 a.m. and 6:00 p.m. We have continued to work with the Playgroup through the year on our Joint Venture projects. Regular maintenance is needed on the building, and we collaborate on projects to benefit both groups and the environment we provide care in. Since our last AGM we have had our Easigrass replaced in April, we had a clean up of our garden including pressure washing in May and some repairs to some areas, these all made a huge improvement. We have had a gardener regularly to keep the outside areas looking tidy too. In July we got a new WASPS Fridge/Freezer as the old one broke and a new oven and microwave for the kitchen, which we share with playgroup.

WASPS are members of Waterbeach Community Association (WCA), We have continued to write articles for the Beach News throughout the year keeping the local community up to date with what's going on at the club and a WASPS representative attends each meeting. As mentioned earlier, we enjoyed taking part in Waterbeach Feast again this year which is organised by the Community Association. The Feast is always a fun community event. We had another busy year at the club. Along with the Staff Team and Management Committee we work hard to continually reflect on our practise and to make changes where needed to improve the service for the WASPS children and families. We value the views and opinions of the children and parents on the service we provide. We would like to thank all of the Management Committee for giving up their time and for their hard work throughout the year. WASPS would be unable to run without a fully functioning committee, so much goes on behind the scenes, thank you to you all!

With the growth of Waterbeach Community Primary School and Waterbeach, we hope WASPS continues going from strength to strength into the future.

Corinne Lawrence
Zoë Badcock

After School and Bookings Co-ordinator
Breakfast Club Co-ordinator

5. Budget Plan for 2025-2026

The budget for the coming year compared to last year's budget is shown below.

	Budget (£) 2024-2025	Budget (£) 2025-2026
INCOME		
Fees	108,605	120,840
Grants, donations, fundraising	1000	1000
EXPENDITURE		
Salaries	83,620	93,722
JV Contribution	10,800	12,000
iPAL Fees	809	800
Telephone Line/Mobile	300	250
BOX	220	43
Expense Claims	330	350
Groceries (Fairfax card)	4,500	4725
Training	900	1000
Materials	2200	2300
Refunds	400	400
Memberships	1000	1100
Accounts Examination	330	340
Financial Administration & Payroll	2690	2556
DBS	250	400
Staff Socials	125	135
Uniforms	0	300
Agency Fees	500	1000
Total Income	109,605	121,840
Total Expenditure	108,624	121,421
Balance	981	419

Budgets have been increased in line with actual expenditure in the previous reporting period and to allow for increased numbers, inflation and salary rises.

The fees income is based on confirmed bookings for the autumn term.

6. Fees for 2025-2026

For this financial year, we budgeted an increase in fees of approximately 6%.

Session	2024-2025	2025-2026
Breakfast		
Standard	£6.75	£7
After School		
Full session	£12.95	£14
Half session	£9.40	£10

Session	2024-2025	2025-2026
Holiday Club		
Full Session	£36.40	£38
Half Session	£22.60	£23.75
Hourly	£5.70	£6

Sibling discount is 8%

7. Pay Review and Targets for 2025

An increase of 6% is planned across all rates and salaries from 1st April 2026. This is subject to a favourable financial position. The increase reflects inflation rates and expected increase in the national minimum salary.

8. Level of Reserves

The club policy on reserves indicates a level between 3 and 6 months of operational costs. Our monthly operational costs in 2024-2025 were approximately £8,500, which sets recommended reserves levels between £26k and £51k, the middle point being £38.5k.

In light of the strong positive cash flow for this year the committee transferred £6000 to our reserves account. This put the financial reserves at a level of £32,110k at the end of August 2025.

END OF DOCUMENT

Accounting Statement 2024 – 2025
(Receipts and Payments Accounts)

Name of charity

Waterbeach After School Play Scheme

Charity Commission registered number

1069551

For the financial year ended on

31 Aug 2025

Breakdown using WASPS analysis

		Unrestricted funds	Premises fund (Joint Venture)	Total this year	Total last year
		£	£	£	£
Receipts					
A1a	Donations, legacies and other similar receipts				
	Donations/HMRC Grant	240	50	290	438
A1b-1	Operating activities to further charity's objectives				
A1b-2	Operating activities to generate funds				
	Childcare fees	113215		113215	110280
	Fundraising activities				
A1c	Investment income receipts				
	Interest	243		243	177
	Sub-total (A1a+A1b+A1c)	113699	50	113749	110895
A1d	Other receipts (not counting as "Gross Transfers between a/c's, fairfax and Income")				
	paypal	16,357	10800	27157	25615
A1d					0
	Total receipts	130056	10850	140906	136510
Payments					
A2a	Payments for generating funds	0	0	0	0
A2b	Charitable payments:				
	(i) grants paid				0
	(ii) Charitable activities				
	wages/national insurance/pensions	74481	1656	76137	73852
	other childcare toys/sundries/food /dbs/activities/capital expenses	10765		10765	17109
	(iii) support costs				
	training	1255		1255	946
	fees service/paypal fees/membership/gifts and rewards/insurance	1415	455	1870	2261
	premises/utilities	205	8324	8528	4726
	(iv) Management & Administration				
	accounts examination/solicitors fees	2635		2635	906
	Sub-total (A2a+A2b)	90755	10434	101190	78024
A2c	Other payments (not counting as "Expenditure")				
	paypal	26356			25765
	Total payments (A2a+A2b+A2c)	117111	10434	127546	125566
	Net of Receipts/(Payments)	12944	416	13360	10944
	Cash funds last year end	38472	2013	40485	29541
	Cash funds this year end	51416	2429	53845	40485

Section B Restricted Income Funds nil

Section C Endowment Funds nil

Section D Statement of Assets and Liabilities at year end

For the financial year ended on **31st Aug 2025**

Note		Unrestricted funds	£	Joint Venture funds	£
D1a	Cash funds				
	Santander bank current acc	£	18,684		
	Santander bank deposit acc	£	32,575		
	Petty cash	£	14		
	Paypal	£	12		
	Cheques and Cash Unbanked Cambridge Building Society saving account	£	-		
	Kalixa cash card balance	£	-		
	FairFx account balance	£	-		
	FairFx card balance	£	132		
	WCP & WASPS Jnt Venture Santander bank current acc	£	-	£	2,429
		£	51,416	£	2,429
				£	53,845
D1b	Other monetary assets		nil		
D3a	Investment assets		nil		
D3b	Assets retained for the Charity's own use	Fund	Cost £	Current value £	
	Premises building	Joint Venture	138909	0	
D2	Liabilities		nil		

Signed on behalf of the trustees

	WASPS Treasurer	print name	KAT MILLEN CLAY
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	Committee member	print name	Helen Dooner
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date of approval

8th June 2026

Premises fund (Joint Venture) managed jointly with Waterbeach Community Playgroup with equal ownership in the assets.

Note D3b

Tangible Fixed Assets 24-25

Asset cost

	Leasehold land and buildings		Other land and buildings		Fixtures, fittings and equipment		Total		Total
	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	
Balance brought forward	0	138909	0	18819	9648	9529	9648	167257	176905
additions	0	0	0	0	0	0	0	0	0
disposals	0	0	0	0	0	0	0	0	0
transfers	0	0	0	0	0	0	0	0	0
revaluations	0	0	0	0	0	0	0	0	0
Balance carried forward	0	138909	0	18819	9648	9529	9648	167257	176905

Accumulated depreciation and impairment provisions

	SL		SL		SL		SL		
	20 years	20 years	5 years	5 years	3 years	3 years			
Balance brought forward	0	138909	0	18819	9648	9529	9648	167257	176905
disposals	0	0	0	0	0	0	0	0	0
transfers	0	0	0	0	0	0	0	0	0
revaluations	0	0	0	0	0	0	0	0	0
impairment provisions	0	0	0	0	0	0	0	0	0
charge for year	0	0	0	0	0	0	0	0	0
Balance carried forward	0	138909	0	18819	9648	9529	9648	167257	176905

Net Book Value

Brought forward	0	0	0	0	0	0	0	0	0
Carried forward	0	0	0	0	0	0	0	0	0

Premises fund (Joint Venture) managed jointly with Waterbeach Community Playgroup with equal ownership in the assets.

Registered Charity No 1069551
OFSTED No 221946



Section A Independent Examiner's Report

**Report to the trustees/
members of** WATERBEACH AFTER SCHOOL PLAYScheme (WASPS)

**On accounts for the year
ended** 31 AUGUST 2025 **Charity no
(if any)** 1069551

Set out on pages 1 TO 2
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

**Responsibilities and
basis of report** As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

**Independent
examiner's statement** I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

** Please delete the words in the brackets if they do not apply.*

Signed:  **Date:** 04/06/2026

Name: SIMON LASKEY LTD

**Relevant professional
qualification(s) or body
(if any):** FCCA CTA

Address: 1 PICCADILLY BUILDINGS, SHEEP STREET
KETTERING, NORTHANTS
NN16 0AN

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

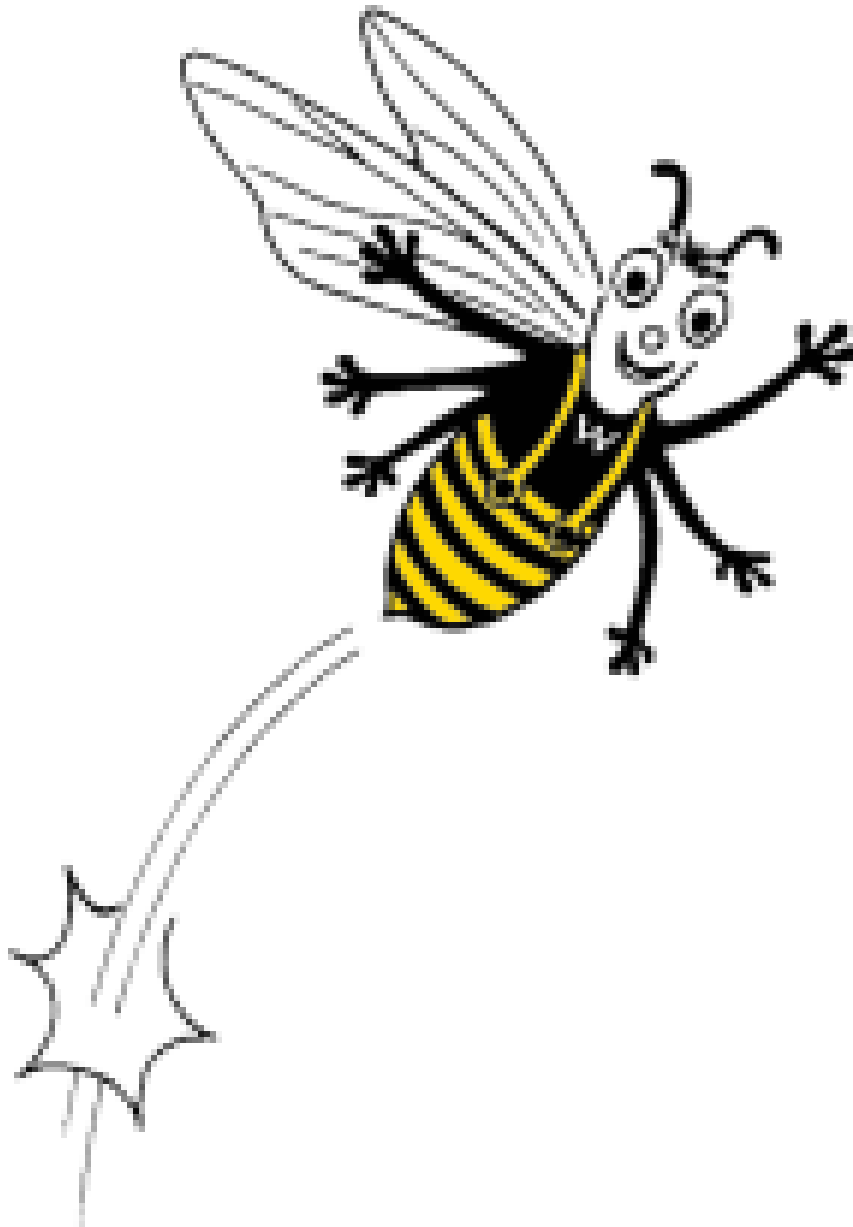
NONE.

WATERBEACH AFTER SCHOOL PLAYScheme

England & Wales - Charity number 1069551

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This report has been prepared by:

Zoe Badcock	Deputy Manager
Sarah Heil	Manager
Katherine Millen Clay	Treasurer
Cuauhtemoc Rodriguez	Chairman

The reporting period is 1st September 2023 to 31st August 2024.

1. Synopsis

This year we had a strong financial performance as attendance of the after-school club was high and the financial management was rigorous. This will help rebuild our financial reserves to healthy levels as we continue our recovery after the covid years. The staff have been consistent throughout the year and we have promoted a staff member to the position of After-School Coordinator. Unfortunately our Club Manager will be leaving at the end of August and we have started the recruiting process. Most of the committee members will stay for another year but the Chairman will be stepping down as all of his children have now finished primary school. A replacement will be sought as we start the new school year.

2. Chairperson's Report

Club Status

The club is in great form led by our manager Sarah Heil, who has maintained high standards of service whilst keeping the expenditure to within budget. Staffing is stable and looking to grow personnel due to larger attendance numbers. However, our Club Manager will be leaving at the end of August 2024 and we have started the recruitment process to replace her. We have also promoted a member of staff to the position of After-School Coordinator to help with the management of the club whilst we seek a new manager. This staff member has been trained as a safeguarding designated person and is also undergoing level 3 childcare qualification which is expected to complete by December 2024.

A strong financial position has allowed us to rebuild our financial reserves and puts us in a strong position to start the new school year and assess additional large investments in the Playhouse.

Policies and procedures have been maintained per their required schedule and the operational plan has been kept up to date.

Maintaining high standards

The club continues to maintain high standards of childcare, sound documentation and records, and strong links with the school and the community to safeguard our children. Our last Ofsted inspection was in September 2021 where the club passed all the requirements. We continue to monitor our operations to maintain high quality and will be ready for future inspections.

Premises

General maintenance has been kept up to date. This year we have been saving towards the refurbishment of the kitchen. However, we have not yet reached an amount sufficient to undertake the project which will roll to the next school year.

3. Treasurer's Report

The club's finances were mostly in line with the budget.

Fees and Grants

The total fees collected for the year were approximately £106k versus a budget of £88k. The

higher income was due to stronger attendance numbers, particularly at holiday clubs
Fundraising and grants this year totalled £4890 against a budget of £1k. A large portion of the grant income this year was from the Cambridgeshire Holiday clubs and food (HAF) programme.

The total income for this year was £110k versus a budgeted income of £89k.

Salaries

The club paid £72.3k in salaries compared to a budget of £68k. The £4k difference can be explained by higher holiday club numbers requiring more staff than in the budget.

An increase to salaries of 8% is proposed from 1st April 2025 subject to a favourable financial position from strong pupil attendance and fees collection.

Capital/other Expenditure

This year we invested in WASPS branded polo shirts for staff as well as a WASP banner to use at events.

Training

The club made investment in staff training of £848 versus £550 budgeted. This is at least in part due to contributing to the fees to enable a member of staff to take a level three in childcare course. It is likely that training costs will be high again next year in order to train up staff to cover the club manager roles (as we will start the year with a club manager vacancy).

Premises

WASPS paid a total £10,515 to the premises Joint Venture for the upkeep of the building and grounds versus a budget of £9,625. Additional contributions were made to cover the cost of the carpet replacement.

Licences, DBS, and Memberships

DBS fees were above budget at £248 compared to £165 budgeted, next year's budget has taken this into account.

Food and Sundries

Grocery and materials expenditure was slightly over budget. Grocery spending was £4.1k versus £4k budgeted, and materials spending was £2.1k versus £1.8k budgeted.

Reserves

The reserve fund is £26,110 at the end of this financial period (August 2024) and we hope we will be able to increase this in the coming year.

Fundraising

The club raised £246.50 from various events throughout the year, including the village Feast.

Budget Summary

The following table summarises the budgeted and the expenditure for the financial year 2023-2024.

	Budget (£) 2023-2024	Actual (£) 2023-2024
INCOME		
Fees	88,316	105,890.73
Grants, donations, fundraising	1,000	4889.56
EXPENDITURE		
Salaries	67,944	72,345
JV Contribution	9,625	10,515
iPAL Fees	693	735
Telephone Line / Mobile	330	201
BOX	220	173
Expense Claims	330	233
Groceries (Fairfax card)	4,000	4137
Training	550	848
Materials	1,800	2096
Refunds	400	122
Memberships (inc. insurance)	800	325
Accounts Examination	300	240
Payroll	495	480
DBS	165	248
Staff Socials	110	60
Capital Expenditure	0	0
Agency Fees	550	0
Advertising/other	0	2249.76
Total Income	89,316	110,780
Total Expenditure	88,342	95,007

4. Manager's and Deputy Manager's Report

We have started the Autumn term with healthy bookings at the Breakfast Club and After School Club following a busy academic year last year and have been operating a waiting list for some sessions. We have welcomed many new families and children this year at WASPS, the newest are settling in well with the help of the children that have been with us for a while. We have been busy with varied activities such as hands on arts and crafts, baking, role play, small world play, playing an array of board games and making the most of our indoor and outdoor spaces throughout the year. Play ideas stem from the children's interests and they have come up with some very creative play for example in the mud kitchen or using the newly established water station on the fence. The children will often extend their ideas and play will be built upon in future sessions expanding further and developing which is great to see. All activities run alongside many other free play opportunities which are always available.

We said farewell to our year 6 children at the end of the summer term and wish them all the best for October 2024

the next part of their school journey.

WASPS has been running since September 1997 and is well established in the community of Waterbeach, providing a reliable, affordable service to families. WASPS continues to run fulfilling its original aim; to provide a home from home family atmosphere. The children decide how to spend their time in the club and the staff team facilitate child led play and offer a variety of play opportunities, both inside and outside as detailed above.

The Breakfast Club can cater for up to 24 children in the mornings; sessions are generally planned to offer some gentle play opportunities such as colouring and drawing, board games, construction and role play/small world play as well as some outdoor play. We offer breakfast alongside play, the children can choose from a variety of cereals, toast with various toppings and fruit. We also have drinks of water, squash, and milk readily available too. The After School Club can cater for up to 40 children in the afternoons; sessions are planned based on the children's interests. There are many play opportunities available to the children, such as colouring, painting, den building, card games, hama beads, role play and outdoor play. The children can choose activities freely from the cupboard if they would like an activity that isn't out. We have various snacks available when they get back from school that include toast with a variety of toppings, wraps, pizza, croissants, bagels, beans on toast. This is available for half the session for children to help themselves to with adult support if needed. We listen to the children's opinions and if there is a snack that the children aren't enjoying but they suggest a different snack then we will look to change the snack. We also have a variety of fruit available as well. Holiday Club runs during most half terms for 2-3 days when just a week half term and then two weeks over the Summer and also on training days. We registered with HAF (Holiday Activities and Food Programme) at our holiday clubs. This is run by Cambridgeshire County Council and offers free places at holiday clubs for those children that are eligible. This is funded by the Department for Education for those families receiving income-related free school meals and newly arrived refugee families. This runs over the main holidays (Easter, Summer and Christmas) offering so many free hours over a certain number of days. We provide a range of fun experiences, a healthy meal and snacks.

Throughout all sessions the children enjoy being independent and making and preparing their own breakfast and snacks/drinks.

Attendance has been good this year, putting us in a healthier financial position. We have regular bookings but also ad hoc bookings too. Although there is a competitor on site, (Premier) it is now clear that both provisions are needed. We both offer different types of provision, so it depends on what the child/ family are looking for. Some children use both settings to get a variety and others have moved between the two. We have replenished resources as they have needed replacing, like the hama beads, loom bands, orbeez and felt tip pens.

We took part in the Christmas Tree Festival that was run by the All Saints Church in Landbeach. The children painted egg boxes green and made various decorations from hama beads, pine cones and coloured baubles. The tree was then displayed in the Church over a weekend in December for members of the public to go and look at.

We had a stall at the Winter Fair where we raised a good amount of money, we had a 'ball or brussel' game, sweet tombola, we were selling Santa keys and Reindeer food. We also took part in the village Feast again this year where our theme was 'People who help us'. The children as well as parents and staff all looked fantastic in their costumes, making a really good effort to support us, we won our category as the best junior entry! We raised a great amount on our stall on the green where we had a tombola and raffled a Father's day hamper, we also had a hook a duck game.

Since our last AGM we have welcomed Beena, Kim and Kinga to our staff team. Our team was led by Sarah as Manager over the past year. Sarah has recently left this role and is currently working in an admin role behind the scenes at WASPS. Zoe is our Breakfast Club Co-ordinator/Deputy, Corinne has been working as a Playworker but has recently taken on the role of After School Co-ordinator. Our Playworkers are Alisa, Kim and Kinga. Our bank playworkers are Toyin, Maria, Rebecca and Beena who assist with busy sessions or cover where needed. We have a great team who have worked really hard throughout the year together, building strong relationships with the WASPS children and families.

Staff members have undertaken various training throughout the year, including basic child protection, designated safeguarding lead, designated safeguarding lead refresher training, FGM and Prevent duty e-learning, First Aid training, food hygiene, fire safety manual handling and behaviour management. Some of these trainings have been face to face, some online via zoom and others e-learning.

Waterbeach Playhouse is a shared premises used by WASPS and Waterbeach Community Playgroup. The building is well used throughout the day with children in attendance between 7:45 a.m. and 6:00 p.m. We have continued to work with the Playgroup through the year on our Joint Venture projects. Regular maintenance is needed on the building, and we collaborate on projects to benefit both groups and the environment we provide care in. Since our last AGM we have had our carpets replaced.

WASPS are members of Waterbeach Community Association (WCA), We have continued to write articles for the Beach News throughout the year keeping the local community up to date with what's going on at the club and a WASPS representative attends each meeting. As mentioned earlier, we enjoyed taking part in Waterbeach Feast again this year which is organised by the Community Association. The Feast is always a fun community event and also a good fundraising opportunity for WASPS too, we entered into the parade and held a stall on the green.

We had a busy year at the club. Along with the Staff Team and Management Committee we work hard to continually reflect on our practise and to make changes where needed to improve the service for the WASPS children and families. We value the children's and parent's views and opinions on the service we provide. We would like to thank all of the Management Committee for giving up their time and for their hard work throughout the year. WASPS would be unable to run without a fully functioning committee, so much goes on behind the scenes, thank you to you all! With the growth of Waterbeach Community Primary School and Waterbeach, we hope WASPS continues going from strength to strength into the future.

5. Budget Plan for 2024-2025

The budget for the coming year compared to last year's budget is shown below.

	Budget (£) 2023-2024	Budget (£) 2024-2025
INCOME		
Fees	88,316	108,605
Grants, donations, fundraising	1,000	1,000
EXPENDITURE		
Salaries	67,944	85,500
JV Contribution	9,625	10,800
iPAL Fees	693	809
Telephone Line/Mobile	330	300
BOX	220	220
Expense Claims	330	330
Groceries (Fairfax card)	4,000	4,500
Training	550	900
Materials	1,800	2200
Refunds	400	400
Memberships	800	1000
Accounts Examination	330	330
Payroll	495	480
DBS	165	250
Staff Socials	110	125
Capital Expenditure	0	0
Agency Fees	550	500
Total Income	89,316	109,605
Total Expenditure	88,342	108,624
Balance	974	981

Budgets have been increased in line with actual expenditure in the previous reporting period and to allow for increased numbers, inflation and salary rises.

The fees income is based on confirmed bookings for the autumn term.

6. Fees for 2024-2025

For the next financial year, we are budgeting an increase of fees of approximately 8%.

Session	2023-2024	2024-2025
Breakfast		
Standard	£6.36	£6.75
Sibling	£5.85	£6.21
After School		
Full session	£12.00	£12.95
Full session Sibling	£11.04	£11.91
Half session	£8.70	£9.40
Half session Sibling	£8.00	£8.65

Session	2023-2024	2024-2025
Holiday Club		
Full Session	£34.34	£36.40
Full Session Sibling	£31.60	£33.49
Half Session	£21.31	£22.60
Half Session Sibling	£19.60	£20.79
Hourly	£5.36	£5.70
Hourly Sibling	£4.93	£5.24

7. Pay Review and Targets for 2025

An increase of 8% is planned across all rates and salaries from 1st April 2025. This is subject to a favourable financial position. The increase reflects inflation rates and expected increase in the national minimum salary.

8. Level of Reserves

The club policy on reserves indicates a level between 3 and 6 months of operational costs. Our monthly operational costs in 2023-2024 were approximately £7,100, which sets recommended reserves levels between £21.3k and £42.6k, the middle point being £31.95k.

In light of the strong positive cash flow for this year the committee recommend a cash transfer to our reserves account of £7,000. This will put the financial reserves at a level of £26.1k at the end of August 2024.

END OF DOCUMENT

Accounting Statement 2023 – 2024

(Receipts and Payments Accounts)

Name of charity

Waterbeach After School Play Scheme

Charity Commission registered number

1069551

For the financial year ended on

31 Aug 2024

Breakdown using WASPS analysis

		Unrestricted funds	Premises fund (Joint Venture)	Total this year	Total last year
		£	£	£	£
Receipts					
A1a	Donations, legacies and other similar receipts	438		438	1975
A1b-1	Operating activities to further charity's objectives	110280		110280	82806
A1b-2	Operating activities to generate funds				
A1c	Investment income receipts	177		177	45
	Sub-total (A1a+A1b+A1c)	110896	0	110896	84826
A1d	Other receipts (not counting as "Gross Income")	15,100	10515	25615	24237
A1d					0
	Total receipts	125996	10515	136510	109063
Payments					
A2a	Payments for generating funds	0	0	0	0
A2b	Charitable payments:				
	(i) grants paid				0
	(ii) Charitable activities	72300	1552	73852	61348
	other childcare toys/sundries/food /dbs/activities/capital expenses	8043	9066	17109	8481
	(iii) support costs	946		946	299
	fees service/paypal fees/membership/gifts and rewards/insurance	1871	389	2261	2233
	(iv) Management & Administration	201	4525	4726	5214
	accounts examination/solicitors fees	906		906	450
	Sub-total (A2a+A2b)	84269	15532	99800	78024
A2c	Other payments (not counting as "Expenditure")	25765		25765	23000
	Total payments (A2a+A2b+A2c)	110034	15532	125566	101024
	Net of Receipts/(Payments)	15962	(5017)	10944	8038
	Cash funds last year end	22511	7030	29541	21503
	Cash funds this year end	38472	2013	40486	29541

Section
B Restricted Income Funds nil

Section
C Endowment Funds nil

Section
D Statement of Assets and Liabilities at year end

For the financial year ended on **31st Aug 2024**

Note		Unrestricted funds	£	Joint Venture funds	£
D1a	Cash funds				
	Santander bank current acc	£	11,501		
	Santander bank deposit acc	£	26,332		
	Petty cash	£	14		
	Paypal	£	12		
	Cheques and Cash Unbanked	£	93		
	Cambridge Building Society saving account	£	-		
	Kalixa cash card balance	£	-		
	FairFx account balance	£	-		
	FairFx card balance	£	521		
	WCP & WASPS Jnt Venture Santander bank current acc	£	-	£	2,013
		£	38,472	£	2,013
				£	40,485
D1b	Other monetary assets		nil		
D3a	Investment assets		nil		
D3b	Assets retained for the Charity's own use	Fund	Cost	Current value	£
	Premises building	Joint Venture	138909		0
D2	Liabilities		nil		

Signed on behalf of the trustees

WASPS Chariman	<i>Henry Falconer</i>	print name	HENRY FALCONER
WASPS Treasurer	<i>K Millerclay</i>	print name	KATHERINE MILLEN CLAY
date of approval		6/16/2025	

Premises fund (Joint Venture) managed jointly with Waterbeach Community Playgroup with equal ownership in the assets.

Note D3b

Tangible Fixed Assets 23-24

Asset cost

	Leasehold land and buildings		Other land and buildings		Fixtures, fittings and equipment		Total		Total
	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	
Balance brought forward	0	138909	0	18819	9648	9529	9648	167257	176905
additions	0	0	0	0	0	0	0	0	0
disposals	0	0	0	0	0	0	0	0	0
transfers	0	0	0	0	0	0	0	0	0
revaluations	0	0	0	0	0	0	0	0	0
Balance carried forward	0	138909	0	18819	9648	9529	9648	167257	176905

Accumulated depreciation and impairment provisions

	Basis	SL	SL	SL	SL	SL	SL	SL	SL	
	Rate	20 years	20 years	5 years	5 years	3 years	3 years	3 years	3 years	
Balance brought forward		0	138909	0	18819	9648	9529	9648	167257	176905
disposals		0	0	0	0	0	0	0	0	0
transfers		0	0	0	0	0	0	0	0	0
revaluations		0	0	0	0	0	0	0	0	0
impairment provisions		0	0	0	0	0	0	0	0	0
charge for year		0	0	0	0	0	0	0	0	0
Balance carried forward		0	138909	0	18819	9648	9529	9648	167257	176905

Net Book Value

Brought forward	0	0	0	0	0	0	0	0	0
Carried forward	0	0	0	0	0	0	0	0	0

Premises fund (Joint Venture) managed jointly with Waterbeach Community Playgroup with equal ownership in the assets.

Registered Charity No 1069551
OFSTED No 221946



W

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

WATERBEACH AFTER SCHOOL PLAYScheme (WASPS)

On accounts for the year ended

31 AUGUST 2024

Charity no (if any)

1069551

Set out on pages

1 TO 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

12/06/2025

Name:

SIMON LASKEY LTD

Relevant professional qualification(s) or body (if any):

FCCA CTA

Address:

1 PICCADILLY BUILDINGS, SHEEP STREET

KETTERING, NORTHANTS

NN16 0AN

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NONE.

WATERBEACH AFTER SCHOOL PLAYScheme

England & Wales - Charity number 1069551

Accounts



W

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of

WATERBEACH AFTER SCHOOL PLAYScheme (WASPS)

On accounts for the year ended

31 AUGUST 2023

Charity no (if any)

1069551

Set out on pages

1 TO 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (~~other than that disclosed below~~*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed:

[Signature]

Date:

29/04/2024

Name:

SIMON LASKEY LTD

Relevant professional qualification(s) or body (if any):

FCCA CTA

Address:

24 THE BUSINESS EXCHANGE, ROCKINGHAM ROAD

KETTERING, NORTHANTS

NN16 8JX

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NONE.

Accounting Statement 2022 – 2023

(Receipts and Payments Accounts)

Name of charity

Waterbeach After School Play Scheme

Charity Commission registered number

1069551

For the financial year ended on

31 Aug 2023

Breakdown using WASPS analysis

		Unrestricted funds	Premises fund (Joint Venture)	Total this year	Total last year
		£	£	£	£
<u>Receipts</u>					
A1a	Donations, legacies and other similar receipts Donations/HMRC Grant	1807	168	1975	2588
A1b-1	Operating activities to further charity's objectives Childcare fees	82806		82806	62412
A1b-2	Operating activities to generate funds Fundraising activities				
A1c	Investment income receipts Interest	45		45	1
	Sub-total (A1a+A1b+A1c)	84658	168	84826	65001
A1d	Other receipts (not counting as "Gross Income") Transfers between a/c's, fairfax and paypal	11,212	13025	24237	10633
A1d					0
	Total receipts	95870	13193	109063	75635
<u>Payments</u>					
A2a	Payments for generating funds	0	0	0	0
A2b	<u>Charitable payments:</u>				
	(i) grants paid				0
	(ii) Charitable activities				
	wages/national insurance/pensions	59973	1375	61348	51468
	other childcare toys/sundries/food /dbs/activities/capital expenses	8481		8481	2939
	(iii) support costs				
	training	299		299	330
	fees service/paypal fees/membership/gifts and rewards/insurance	1887	346	2233	1928
	premises/utilities	219	4995	5214	6534
	(iv) Management & Administration				
	accounts examination/solicitors fees	450		450	1225
	Sub-total (A2a+A2b)	71309	6716	78024	64424
A2c	Other payments (not counting as "Expenditure") Transfers between a/c's, fairfax and paypal	23000		23000	10896
	Total payments (A2a+A2b+A2c)	94309	6716	101024	75319
	Net of Receipts/(Payments)	1561	6477	8038	315
	Cash funds last year end	20950	553	21503	21188
	Cash funds this year end	22511	7030	29541	21503

Section B Restricted Income Funds nil

Section C Endowment Funds nil

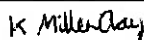
Section D Statement of Assets and Liabilities at year end

For the financial year ended on **31st Aug 2023**

Note		Unrestricted funds	£	Joint Venture funds	£
D1a	Cash funds				
	Santander bank current acc	£	3,829		
	Santander bank deposit acc	£	18,055		
	Petty cash	£	14		
	Paypal	£	134		
	Cheques and Cash Unbanked Cambridge Building Society saving account	£	93		
	Kalixa cash card balance	£	-		
	FairFx account balance	£	-		
	FairFx card balance	£	386		
	WCP & WASPS Jnt Venture Santander bank current acc	£	-	£	7,030
		£	22,510	£	7,030
D1b	Other monetary assets		nil		
D3a	Investment assets		nil		
D3b	Assets retained for the Charity's own use	Fund	Cost £	Current value £	
	Premises building	Joint Venture	138909	0	
D2	Liabilities		nil		

Signed on behalf of the trustees

	Digitally signed by Cuauhtemoc Rodriguez Date: 2024.04.30 20:44:00 +01'00	print name	Cuauhtemoc Rodriguez
---	--	------------	----------------------

		print name	Katherine Millen Clay
---	--	------------	-----------------------

date of approval

30-Apr-24

Premises fund (Joint Venture) managed jointly with Waterbeach Community Playgroup with equal ownership in the assets.

Note D3b

Tangible Fixed Assets 22-23

Asset cost

	Leasehold land and buildings		Other land and buildings		Fixtures, fittings and equipment		Total		Total
	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	
Balance brought forward	0	138909	0	18819	9648	9529	9648	167257	176905
additions	0	0	0	0	0	0	0	0	0
disposals	0	0	0	0	0	0	0	0	0
transfers	0	0	0	0	0	0	0	0	0
revaluations	0	0	0	0	0	0	0	0	0
Balance carried forward	0	138909	0	18819	9648	9529	9648	167257	176905

Accumulated depreciation and impairment provisions

	SL		SL		SL		SL		
	20 years	20 years	5 years	5 years	3 years	3 years			
Balance brought forward	0	138909	0	18819	9648	9529	9648	167257	176905
disposals	0	0	0	0	0	0	0	0	0
transfers	0	0	0	0	0	0	0	0	0
revaluations	0	0	0	0	0	0	0	0	0
impairment provisions	0	0	0	0	0	0	0	0	0
charge for year	0	0	0	0	0	0	0	0	0
Balance carried forward	0	138909	0	18819	9648	9529	9648	167257	176905

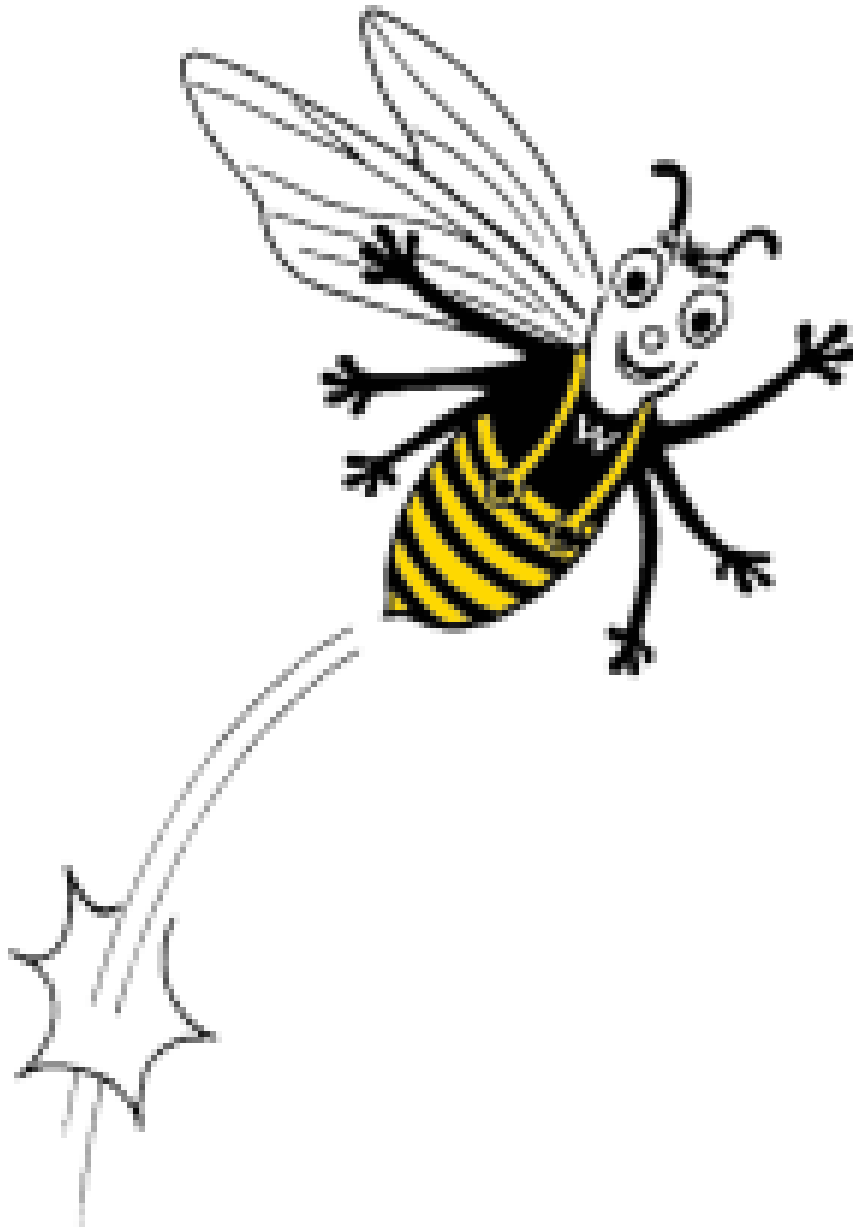
Net Book Value

Brought forward	0	0	0	0	0	0	0	0	0
Carried forward	0	0	0	0	0	0	0	0	0

Premises fund (Joint Venture) managed jointly with Waterbeach Community Playgroup with equal ownership in the assets.

Registered Charity No 1069551
OFSTED No 221946

Waterbeach After School Play Scheme



Annual Report 2022-2023

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This report has been prepared by:

Zoe Badcock	Deputy Manager
Sarah Heil	Manager
Katherine Millen Clay	Treasurer
Cuauhtemoc Rodriguez	Chairman

The reporting period is 1st September 2022 to 31st August 2023.

1. Synopsis

This year we have seen a recovery of the club finances based on strong attendance numbers and cautious cash management. Staffing is stable and the club is looking to grow its personnel. The management committee has been successfully working together and applying policy to support the club in its recovery and growth. Additional members will be sought in the coming year.

2. Chairperson's Report

Club Status

The club is in great form led by our manager Sarah Heil, who has maintained high standards of service whilst keeping the expenditure to within budget. Staffing is stable and looking to grow personnel due to larger attendance numbers.

A strong financial position has allowed us to invest on the refurbishment of the toilet block in our premises.

Maintaining high standards

The club continues to maintain high standards of childcare, sound documentation and records, and strong links with the school and the community to safeguard our children. Our last Ofsted inspection was in September 2021 where the club passed all the requirements. We continue to monitor our operations to maintain high quality and will be ready for future inspections.

Competition from Premier

Premier Education opened a wrap-around care service in February 2020. Due to the pandemic had not been able to ascertain the impact on our operations. As operations have returned to normal, we now understand that some families moved their children to their provision. Premier Education is a profitable organisation with multiple sites around Cambridgeshire. They offer a range of activities to children by bringing specialists facilitators to coordinate sports, music, arts, and other activities. WASPS offers a different kind of service by providing a home for home experience, which many children appreciate. We believe that our attendance numbers have stabilised and we are able to operate at a cash neutral position. Therefore, both clubs should be able to co-exist going forwards.

Premises

This year the club contributed over £12k towards the maintenance and upkeep of our building and facilities. This sum was larger than budgeted as the club decided to invest in the refurbishment of the toilet block.

3. Treasurer's Report

The club's finances were mostly in line with the plan but with larger than expected income due to strong attendance numbers. The additional income was invested in the refurbishment of the toilet block.

Fees and Grants

The total fees collected for the year were approximately £85k versus a budget of £73k. The higher
October 2023

income was due to stronger attendance numbers.

Fundraising and grants this year totalled £770 against a budget of £1k.

The total income for this year was £85.7k versus a budgeted income of £74k.

Salaries

The club paid £60k in salaries compared to a budget of £56k, higher attendance numbers meant more staff were required.

An increase to salaries of 8% is proposed from 1st April 2024 subject to a favourable financial position from strong pupil attendance and fees collection.

Capital Expenditure

This year we made additional contributions to the premises Joint Venture to refurbish the toilet block, which cost around £14k. The club paid for half of the refurbishment, with the other half paid for the other charity that shares the building.

In addition, new laptops were purchased for Sarah and Zoe (£1k).

Training

The club made investment in staff training of £125 versus £500 budgeted.

Premises

WASPS paid a total £12,078 to the premises Joint Venture for the upkeep of the building and grounds versus a budget of £8,750. Additional contributions were made to cover the cost of the toilet block renovation and the purchase of ten chairs.

Licences, DBS, and Memberships

License fees and DBS fees were above budget at £1020 total compared to £650 budgeted.

Food and Sundries

Grocery expenditure was slightly higher than budgeted at £3.3k versus £2.5k, this is due to the higher attendance numbers.

Materials costs were much higher than budgeted at £3.8k vs £300, however this included the purchase of a new arts trolley (£200), mud kitchen and other outside equipment (funded by last years' TESCO grant, £1250), and includes portaloos hire during the toilet block renovations (£580, including £250 deposit which has now been returned).

Reserves

The reserve fund is £18,010 at the end of this financial period (August 2023) and we hope we will be able to increase this in the coming years.

Fundraising

The club raised £773 from various events throughout the year, including the village Feast.

Budget Summary

The following table summarises the budgeted and the expenditure for the financial year 2022-2023.

	Budget (£) 2022-2023	Actual (£) 2022-2023
INCOME		
Fees	73,236	84,954 (£2K for Sept)
Grants, donations, fundraising	1000	773
EXPENDITURE		
Salaries	56,956	60,154
JV Contribution	8750	12,078
iPAL Fees	630	735
Telephone Line / Mobile	300	54
BOX	200	144
Expense Claims	300	168
Groceries (Fairfax card)	2500	3267
Training	500	125
Materials	300	3854
Refunds	200	226
Memberships, DBS	650	1020
Accounts Examination	300	240
Payroll	450	Included in salaries
Staff Socials	100	40
Capital Expenditure	0	1000
Agency Fees	500	0
Total Income	74, 236	83, 728
Total Expenditure	72, 636	83, 105

4. Manager's and Deputy Manager's Report

We have started this school year busy and are very nearly back to pre-covid numbers at both clubs with waiting lists now for a few days. We have welcomed many new families and children this year at WASPS and they are all settling in very well with the help of some of the children that have been with us for a while. It has been great to see a few families returning after using alternative wrap around care for the last year or so and also new children who have joined us through word of mouth from those that already attend or have used the club in the past. We have been busy with hands on arts and crafts, supporting free play, baking, celebrating events with parties and making the most of our indoor and outdoor spaces throughout the year. We said farewell to our year 6 children at the end of the summer term and wish them all the best for the next part of their school journey.

WASPS has been running since September 1997 and is well established in the community of Waterbeach, providing a reliable, affordable service to families. WASPS continues to run fulfilling its original aim; to provide a home from home family atmosphere. The children decide how to

spend their time in the club and the staff team facilitate child led play and offer a variety of play opportunities, both inside and outside. With the growth of Waterbeach Community Primary School and Waterbeach village, we hope WASPS continues going from strength to strength into the future. Following a period of uncertainty post pandemic with lower child numbers and with a new competitor on school site also offering wraparound, we are pleased to now find ourselves in a much healthier position again following the past year.

The Breakfast Club can cater for up to 24 children in the mornings; we currently only have spaces each Friday. Many new children and families have joined our morning sessions. The Breakfast Club sessions are generally planned to offer some gentle play opportunities such as colouring and drawing, board games, construction and role play/small world play as well as some outdoor play. We offer breakfast alongside play, the children can choose from a variety of cereals, toast with various toppings and fruit. We also have drinks of water, squash, and milk readily available too.

The After School Club can cater for up to 40 children in the afternoons; we currently only have space on a Thursday and Friday, with waiting lists for the other days. We have had many new families join us for the after-school club that are settling in well. Some of the new children attended our summer holiday club so this has helped them get to know the staff and other children, making the transition from school to us smoother.

Attendance was higher this year, putting us in a healthier financial position following the pandemic. We also had many regular ad-hoc bookings, and we will hopefully be able to continue supporting families with ad-hoc bookings now we have higher attendance. Although there is a competitor on site it is now clear that both provisions are needed. We both offer different types of provision, so it depends on what the child/ family are looking for. Some children use both settings to get a variety and others have moved between the two. Children have enjoyed making their own snack in the afternoons, whether it's as soon as we get to the playhouse or after they have spent some time playing. The main snack is available for most of the session to allow children time to eat when they are hungry. The children enjoy being independent and making their own snack and it has been great to see the older children helping the younger, newer children to spread butter or jam on their toast! We have toast, pizza, croissants, bagels, houmous and veg sticks across the week. The children have enjoyed taking part in fun activities, including arts and crafts, outside play and role play to name just a few, which have stemmed from their interests and ideas. We have had many mud pies, soups and cakes made in the mud kitchen area. We continued to have the Minecraft club on a Monday where the children have the opportunity to play with their friends for a short time. We purchased new resources across the year based on children's interests and requests, this included hama beads, loom bands, skipping ropes and craft supplies. We purchased a new art trolley and had many donations from people in the village of things like staplers, hole punches, clipboards, pencils, rubbers and more. The children have enjoyed being able to access resources on the trolley to create drawings and artwork. We were able to hold several fundraising events across the year, we had a stall at the Winter Fair where we had glass jar decorating for candles, snowman's nose game and a hamper. We took part in raising money for Children in Need with a grid game to win a Children in Need gift bag. We took part in the village Feast this year where our theme was 'Oliver Twist'. The children as well as parents looked fantastic in their costumes, and all made a really good effort to support us. We had our stall on the green where we had a jar tombola and a pick a lolly game. We were given the money from the Tesco Community Grants which we have used to enhance and improve the outside area, based on the children's interests. We purchased lots of den building equipment, a mud kitchen and lots of resources to go with it. Giant bean bags for the children to relax on, just to name a few. Tesco continued to support us by giving us a free box of fruit each week and a box of messy play resources that the children use to make things like play dough, gloop and slime. Last year we registered with HAF (Holiday Activities and Food Programme) at our holiday clubs. This is run by Cambridgeshire County Council and offers free places at holiday clubs

for those children that are eligible. This is funded by the Department for Education for those families receiving income-related free school meals and newly arrived refugee families. This runs over the main holidays (Easter, Summer and Christmas) offering so many free hours over a certain number of days. We provide a range of fun experiences, a healthy meal and snacks. On the run up to Christmas we had a big advent calendar where each child had the opportunity to have a small treat across the month. On the 5th May we celebrated the King's Coronation with a party where the children decorated their own crowns, played coronation bingo, decorated crown biscuits and of course had some party food! We had some unexpected closures last year, 19th September for the Queen's funeral, 12th December for breakfast club because the pipes froze, and we had no running water. There were also all the strike days which meant most of the school was closed on these days 1st February, 1st March, 15th March, 16th March, 27th April, 2nd May and 5th July.

Since our last AGM we have welcomed Maria, Amy and Rebecca to our staff team. Our staff team consists of Sarah (Manager), Zoe (Deputy/Breakfast Club Co-ordinator), Corinne (Playworker), Alisa (Playworker) and Amy (Playworker). As well as having Toyin, Maria, Rebecca and Sam on our bank staff, to assist with busy sessions or cover where needed.

Staff members have undertaken various training throughout the year, including refresher Safeguarding (Designated Person and Playworkers Basic Child protection), Epi-pen training, Prevent Duty, Domestic abuse, FGM, First Aid, Food Hygiene to name just a few! Staff have also undertaken extra training that they have shown an interest in to develop their understanding, this included Autism Awareness and ADHD Awareness. The staff qualifications folder is available for anyone to take a look, just ask a member of staff. In addition to this we have also included some in house training at our staff meetings and created quizzes to complete to evaluate staff knowledge about policies and procedures around Safeguarding. Our newest staff members are in the process of completing their e-learning.

Waterbeach Playhouse is a shared premises used by WASPS and Waterbeach Community Playgroup. The building is well used throughout the day with children in attendance between 7:45 a.m. and 6:00 p.m. We have continued to work with the Playgroup through the year on our Joint Venture projects. Regular maintenance on the building includes the following throughout the year: -

- External areas and gardening
- Carpet cleaning
- Fire safety equipment maintenance
- Security
- PAT testing
- Insurance
- Cleaning of the building – Managing a contracted cleaner
- Air conditioning
- Play structure maintenance
- Easi Grass play surface outside maintenance

We communicate regularly and have continued to hold our premises meetings online this year to ensure the smooth running of the premises for both groups. We have had some much needed renovation work to our children's toilet facilities over the summer which are just being completed. We have some other ongoing projects lined up for the future including replacement of the carpet that is showing signs of wear and tear, Easigrass maintenance and play area surface and a kitchen upgrade. These projects were previously put on hold due to our financial situation after the pandemic. We are hopeful we can get work completed in stages to spread the cost in the future. We are also planning to develop an outside digging area for the children near to the front of the garden.

WASPS are members of Waterbeach Community Association (WCA), We have continued to write

articles for the Beach News throughout the year keeping the local community up to date with what’s going on at the club and a WASPS representative attends each meeting. We successfully applied (jointly with the playgroup) for funds from the Waterbeach Community Association to replace our chairs at the Playhouse and we were both recipients of this year’s Feast parade collection, we are very grateful for this! We enjoyed taking part in Waterbeach Feast again this year, the Feast is always a fun community event and also a good fundraising opportunity for WASPS too, we entered into the parade and held a stall on the green.

We had a busy year at WASPS this year. Along with the Staff Team and Management Committee we work hard to continually reflect on our practise and to make changes where needed to improve the service for the WASPS children and families. We value the children’s and parent’s views and opinions on the service we provide. We would like to thank all of the Management Committee for giving up their time and for their hard work throughout the year. WASPS would be unable to run without a fully functioning committee, so much goes on behind the scenes, thank you to you all!

5. Budget Plan for 2023-2024

The budget for the coming year compared to last year’s budget is shown below.

	Budget (£) 2022-2023	Budget (£) 2023-2024
INCOME		
Fees	73,236	88,316
Grants, donations, fund-raising	1,000	1,000
EXPENDITURE		
Salaries	56,506	67,944
JV Contribution	8,750	9,625
iPAL Fees	630	693
Telephone Line/Mobile	300	330
BOX	200	220
Expense Claims	300	330
Groceries (Fairfax card)	2,500	4,000
Training	500	550
Materials	300	1,800
Refunds	200	400
Memberships	500	800
Accounts Examination	300	330
Payroll	450	495
DBS	150	165
Staff Socials	100	110
Capital Expenditure	0	0
Agency Fees	500	550
Total Income	74,236	89,316
Total Expenditure	72,636	88,342
Balance	1,599	974

Budgets have been increased in line with actual expenditure in the previous reporting period and to allow for increased numbers, inflation and salary rises.

The fees income is based on confirmed bookings for the autumn term.

6. Fees for 2023-2024

For the next financial year, we are budgeting an increase of fees of 8%. However, there will be a shortening of operating hours in line with the increase of school attendance hours. This results in a reduction of fees for the afterschool club.

Session	2022-2023	2023-2024
Breakfast		
Standard	£6.00	£6.36
Sibling	£5.50	£5.85
After School		
Full session	£12.35	£12.00
Full session Sibling	£11.35	£11.04
Half session	£8.95	£8.70
Half session Sibling	£8.25	£8.00

Session	2022-2023	2023-2024
Holiday Club		
Full Session	£32.40	£34.34
Full Session Sibling	£28.40	£31.60
Half Session	£20.10	£21.31
Half Session Sibling	£17.60	£19.60
Hourly	£5.30	£5.36
Hourly Sibling	£4.70	£4.93

7. Pay Review and Targets for 2024

An increase of 8% is planned across all rates and salaries from 1st April 2024. This is subject to a favourable financial position. The increase reflects inflation rates and expected increase in the national minimum salary.

8. Level of Reserves

The reserve fund is £18,010 at the end of this financial period (August 2023). The club policy on reserves indicates a level between 3 and 6 months of operational costs. Our monthly operational costs are approximately £6,500, which sets reserves levels should be kept between £19.5k and £39k, the middle point being £29.25k.

Based on the total savings for the year, it is recommended that £1,100 from this financial year are transferred over to the reserves.

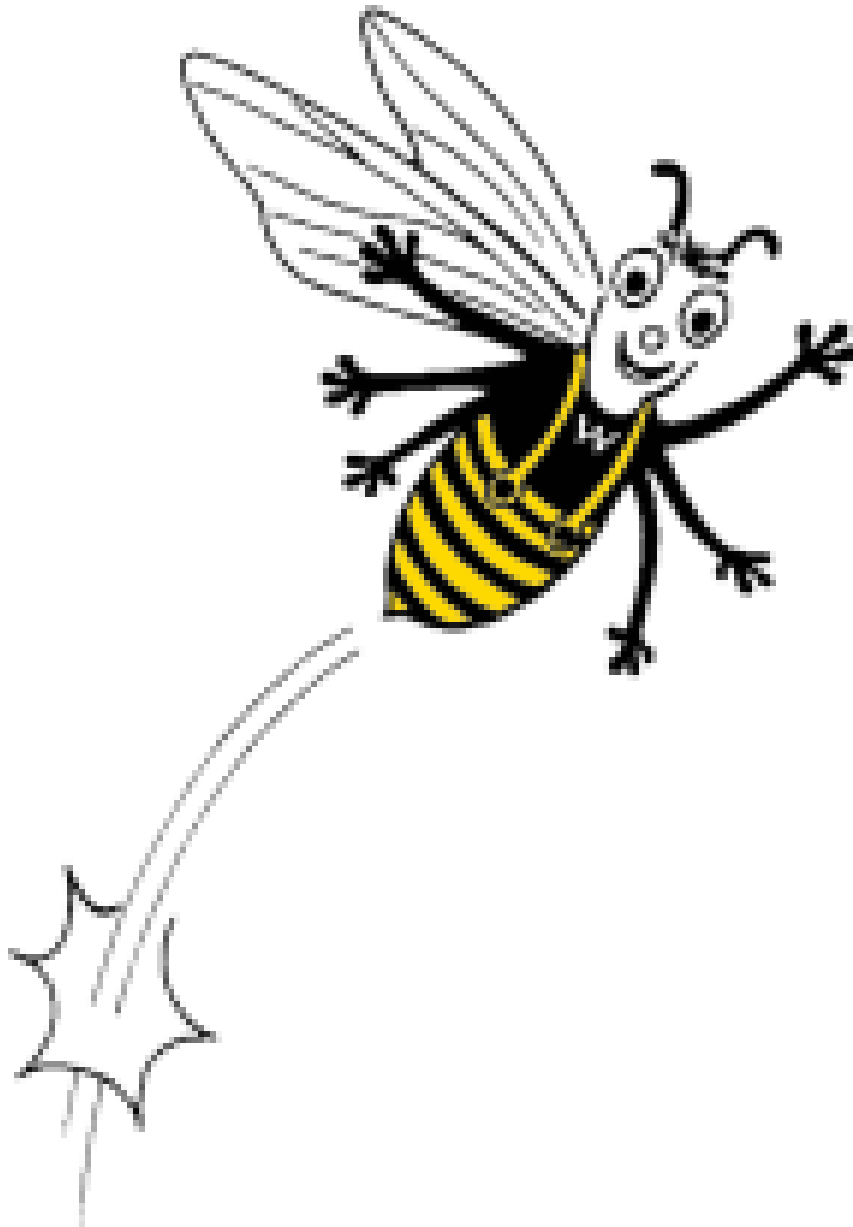
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WATERBEACH AFTER SCHOOL PLAYScheme

England & Wales - Charity number 1069551

Accounts

Waterbeach After School Play Scheme



Annual Report 2021-2022

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This report has been prepared by:

Zoe Badcock	Deputy Manager
Sarah Heil	Manager
Catherine Williamson	Treasurer
Temoc Rodriguez	Chairman

The reporting period is 1st September 2021 to 31st August 2022.

1. Synopsis

This year we have seen a full return to normal operations after the measures taken during the pandemic. The club finances have returned to a healthy cash flow level with only a marginal loss over the year. This was caused by a lower than forecast attendance to both breakfast and after-school clubs, which in turn was caused by new competition from a new out of school club offering services from within the school grounds. It is perceived that this new club offers a different experience for children focused more on sport activities compared to the home for home service offered by WASPS. It is therefore expected that both clubs can co-exist and maintain break-even finances. The club was also re-inspected by Ofsted and met all the criteria for out of school clubs. This is a great achievement by the staff and the committee to maintain high standards of the provision.

2. Chairperson's Report

Club Status

The club is in great form led by our manager Sarah Heil, who has maintained high standards of service whilst keeping the expenditure to within budget. We have had some staff turn around due to personal reasons but we have been able to recruit without disruption to our services. We have had some one large unforeseen expense that tipped our finances. In February storm Eunice knocked down our front fence and this was not covered by our insurance. The club had to finance its replacement at a cost of approximately £1,400. Without this expense the club would have broken even in the year.

Fundraising provided an additional source of income that was used to refill the bark in the playing area and purchase new materials and playing resources.

Ofsted Inspection

The Ofsted inspection that was postponed due to the pandemic finally took place in September 2021. The findings from the previous inspection have been addressed and the new inspection concluded that our provision meets the requirements for out of school clubs. This is a great achievement and a testament to the hard work from staff and the committee to maintain high quality standards.

Opening of Premier

Premier Education opened a wrap-around care service in February 2020. Due to the pandemic had not been able to ascertain the impact on our operations. As operations have returned to normal, we now understand that some families moved their children to their provision. Premier Education is a profitable organisation with multiple sites around Cambridgeshire. They offer a range of activities to children by bringing specialists facilitators to coordinate sports, music, arts, and other activities. WASPS offers a different kind of service by providing a home for home experience, which many children appreciate. We believe that our attendance numbers have stabilised and we are able to operate at a cash neutral position. Therefore, both clubs should be able to co-exist going forwards.

Covid-19

Protective measures were gradually reduced over the year. Some staff reported positive through the year and were temporarily covered by bank staff to maintain normal service. Overall there was no

further disruption to the club from the effects of covid-19.

Premises

This year the club contributed £8,367 towards the maintenance and upkeep of our building and facilities. This sum was larger than budgeted due to unexpected replacement of the front fence.

3. Treasurer's Report

The club's finances were mostly in line with the plan with the exception of unforeseen expenditure to replace the fence. This was offset by higher than planned fundraising.

Fees and Grants

The total fees collected for the year were approximately £63k versus a budget of £65k. The lower income was due to lower attendance in some club sessions.

Fundraising and grants this year totalled £2.4k against no set budget. This helped the club offset the lower income and unforeseen expenditure.

The total income for this year was £65k versus a budgeted income of £65k.

Salaries

The club paid £50.7k in salaries compared to a budget of £53k. The slightly reduce expense was due to some staff absences and the management team adjusting to deliver the sessions without agency cover.

An increase to salaries of 4% is proposed from 1st January 2023 subject to a favourable financial position from strong pupil attendance and fees collection.

Capital Expenditure

This year we made additional contributions to the premises Joint Venture to replace the front fence £2600. The club paid for half of the item costs, with the other half paid for the other charity that shares the building.

Training

The club made investment in staff training of £270 versus £500 budgeted.

Premises

WASPS paid a total £8,367 to the premises Joint Venture for the upkeep of the building and grounds versus a budget of £7,000. Additional contributions were made to cover the cost of the new front fence.

Licences, DBS, and Memberships

License fees were above budget at £707 compared to £250 budgeted.

Food and Sundries

Grocery expenditure was slightly higher than budgeted at £2.5k versus £2.4k.

Reserves

The reserve fund is £17,750 at the end of this financial period (August 2022). The club has not had to withdraw any more funds as it was returned to positive cashflow after 2 years of losses due to the pandemic.

Fundraising

The club raised £2.4k from various events throughout the year, the village Feast, and a grant from Tesco's.

Budget Summary

The following table summarises the budgeted and the expenditure for the financial year 2022-2023.

	Budget (£) 2021-2022	Actual (£) 2021-2022
INCOME		
Fees	65,446	63,136
Grants, donations, fund-raising	0	2,422
EXPENDITURE		
Salaries	52,891	50,743
JV Contribution	7,000	8,367
iPAL Fees	340	602
Telephone Line / Mobile	400	255
BOX	180	173
Expense Claims	250	356
Groceries (Fairfax card)	2,400	2,500
Training	500	270
Materials	200	50
Refunds	100	497
Memberships, DBS	350	607
Accounts Examination	150	300
Staff Socials	100	100
Capital Expenditure	0	0
Agency Fees	500	0
Total Income	65,446	65,558
Total Expenditure	65,361	64,820
Balance	85	738

4. Manager's and Deputy Manager's Report

It has been good to get back to more usual sessions over this past year, attendance numbers have been healthier as parents/carers have returned to workplaces and more usual work patterns following all the disruption of the pandemic. We have been able to get back to usual activities, mixing all ages and offering our term time sessions and holiday clubs too. We have been busy with hands on arts and crafts, supporting free play, baking, celebrating events with parties and making the most of our indoor and outdoor spaces throughout the year. We said farewell to our year 6 children at the end of the summer term and wish them all the best for the next part of their school journey. Over the past few weeks, we have been welcoming our new Early Years Foundation Stage children and families, as always, the older children have been helping to settle the children in and welcome them to the club showing them the routines. There have been a few challenges over the past year, we have had some staff absences due to covid and staffing has been very tight at times. We continue to feel the financial implications of the pandemic and have had to be very careful with spending on staffing and resources, we have therefore needed to be creative around this.

WASPS has been running since September 1997, this September we celebrated 25 years of WASPS

with a week of birthday activities ending with a WASPS Birthday Party on Friday afternoon, which the children really enjoyed! The club is well established in the community of Waterbeach, providing a reliable, affordable service. WASPS continues to run fulfilling its original aim; to provide a home from home family atmosphere. The children decide how to spend their time in the club and the staff team facilitate child led play and offer a variety of play opportunities, both inside and outside. With the growth of Waterbeach Community Primary School and Waterbeach village, we hope WASPS continues going from strength to strength into the future.

The Breakfast Club can cater for up to 24 children in the mornings; we currently have availability at all sessions.

The After School Club can cater for up to 40 children in the afternoons; we currently have availability at all sessions although some days are nearly full.

Although restrictions had been lifted WASPS spent most of the year recovering from the Covid-19 pandemic. The pandemic left us in a difficult financial situation and so we have had to be careful over the year with staffing and the number of children in attendance. Numbers have been higher this year and continue to improve with regular ad-hoc bookings. A competitor on site has had an impact on our attendance in both a positive and negative way. We both offer different types of provision, so it depends on what the child/ family are looking for. We continued to work with the County Advisors until we had our long awaited Ofsted visit in October, where I'm pleased to say we 'Met' the requirements. Children have enjoyed making their own snack in the afternoons, whether it's as soon as we get to the playhouse or after they have spent some time playing. The main snack is available for most of the session to allow children time to eat when they are hungry. The children enjoy being independent and making their own snack and it has been great to see the older children helping the younger, newer children to spread butter or jam on their toast! They have enjoyed taking part in fun activities, including arts and crafts, outside play and role play to name just a few, which have stemmed from their interests and ideas. We have had many beauty salon's in the afternoon sessions offering massages and hair appointments. Lots of the children get involved in this as there are many jobs to fill and lots of children needed for the hair appointments or beauty treatments. We still have the Minecraft club on a Monday where the children have the opportunity to play with their friends for a short time. We also ran a STEM session on a Friday, which were coordinated by an approved STEM Ambassador. The sessions were delivered at the right level for our children and were meant to promote science, engineering, and technology. The sessions involved hands-on experiments that facilitated learning and relevance to our daily lives. We purchased new resources across the year based on children's interests and requests, this included hama beads, loom bands and craft supplies. With things back to normal we were able to hold several fundraising events across the year, we had a stall at the Winter Fair, we had a month of daily raffles, a Mother's Day Hamper that we raffled, and we took part in the village Feast where we had tombola's, hampers and a bean bag toss game. We were also nominated to enter the Tesco Community Grants, which we applied for and were successful in and we came first place. The children have been getting involved with their ideas of ways we can use the money to enhance and improve the outside area. Tesco also support us by giving us a free box of fruit each week and a box of messy play resources that the children use to make things like play dough, gloop and slime. We have removed the landline phone and now have a mobile phone which makes it easier for parents to contact us throughout the day if they would like to book a last-minute session or if they have a message before the end of the day. The mobile phone has also made it easier for staff to take photos and upload observations to Tapestry for their key children.

With regards to our team, over the year we said farewell to Sophie (Playworker), Tommy (Bank Playworker) and Harry (Bank Playworker) we thank them all for their hard work at the club and wish them well for the future. We welcomed Corinne (Playworker) in the Autumn term 2021, and

Alisa (Bank Playworker). Alisa then took on a permanent Playworker role when Sophie left. Our staff team now consists of Sarah (Manager), Zoe (Deputy/Breakfast Club Co-ordinator), Corinne (Playworker), Alisa (Playworker). As well as having Toyin and Sam remaining on our bank staff.

Staff members have undertaken various training throughout the year, including Safeguarding (Designated Person and Playworkers Basic Child protection), Designated persons have attended CPINS, Prevent Duty, FGM, First Aid, Food Hygiene to name just a few! The staff qualifications folder is available for anyone to take a look, just ask a member of staff. In addition to this we have also included some in house training at our staff meetings and created quizzes to complete to evaluate staff knowledge about policies and procedures around Safeguarding. Our newest staff members are in the process of completing their e-learning.

Waterbeach Playhouse is a shared premises between WASPS and Waterbeach Community Playgroup. We have continued to work with the Playgroup through the year on our Joint Venture projects. Regular maintenance on the building includes the following throughout the year: -

- External areas and gardening
- Carpet cleaning
- Fire safety equipment maintenance
- Security
- PAT testing
- Insurance
- Cleaning of the building – Managing a contracted cleaner
- Air conditioning
- Play structure
- Easi Grass play surface outside

We communicate regularly and have continued to hold our premises meetings online this year to ensure the smooth running of the premises for both of the groups.

Work has been completed in our outdoor areas over this year, we painted the fence in the rear garden with the help of some staff and committee volunteers. The fence at the front of the building was replaced with a metal one, this was an unexpected expense as the original wooden fence was blown down in a storm. Funds were raised to top up the bark levels under our play structure, again many volunteers helped with this on the day. We have divided the gardening areas so both groups can keep on top of things in the garden. We have relied heavily on volunteers from both groups, this has helped us to keep costs down. Our ongoing projects in priority order include, 1. Improving the toilet blocks 2. Easigrass and play area surface 3. Kitchen upgrade. These projects have been put on hold due to our financial situation, they are going to be costly, and we are hopeful we can get work completed in stages to spread the cost. We are planning to develop an outside digging area for the children in the near future near to the front of the garden, we are waiting for the last part of tree stump to be removed from the area soon.

WASPS are members of Waterbeach Community Association (WCA), this year the WCA have been able to get back to meeting again. We have continued to write articles for the Beach News throughout the year keeping the local community up to date with what's going on at the club. We were really pleased to be able to take part in Waterbeach Feast again this year (the first since 2019) this is always a fun community event and also a good fundraising opportunity for WASPS too, we entered into the parade and held a stall on the green.

Along with the Staff Team and Management Committee we work hard to continually reflect on our practise and to make changes where needed to improve the service for the WASPS children and families. We value the children's and parent's views and opinions on the service we provide. We would like to thank all of the Management Committee for giving up their time and for their hard

work throughout the year. WASPS would be unable to run without a fully functioning committee, so much goes on behind the scenes, thank you to you all!

5. Budget Plan for 2022-2023

The budget for the coming year compared to last year's budget is shown below.

	Budget (£) 2021-2022	Budget (£) 2022-2023
INCOME		
Fees	65,446	73,236
Grants, donations, fund-raising	0	1,000
EXPENDITURE		
Salaries	52,891	56,956
JV Contribution	7,000	8,750
iPAL Fees	340	630
Telephone Line/Mobile	400	300
BOX	180	200
Expense Claims	250	300
Groceries (Fairfax card)	2,400	2,500
Training	500	500
Materials	200	300
Refunds	100	200
Memberships	250	500
Accounts Examination	150	300
DBS	100	150
Staff Socials	100	100
Capital Expenditure	0	0
Agency Fees	500	500
Total Income	65,446	74,236
Total Expenditure	65,361	72,636
Balance	85	1,599

The JV contribution has been increased in line with actual expenditure in the previous reporting period and to allow for the refurbishment of the toilet block.

A fundraising provision of £1,000 has been budgeted in line with fundraising activities of the previous year.

The fees income is based on confirmed bookings for the autumn term (approximately 20 children per session).

6. Fees for 2022-2023

For the next financial year, we are budgeting an increase of fees as follows. These fees were agreed by the committee on 25th July and made applicable from the beginning of the new school year. Fees have been increased by approximately 8.5% in line with inflation and rises to minimum national wage.

Session	2021-2022	2022-2023
Breakfast		
Standard	£5.55	£6.00
Sibling	£5.10	£5.50
After School		
Full session	£11.35	£12.35
Full session Sibling	£10.45	£11.35
Half session	£8.20	£8.95
Half session Sibling	£7.55	£8.25

Session	2021-2022	2022-2023
Holiday Club		
Full Session	£29.80	£32.40
Full Session Sibling	£26.10	£28.40
Half Session	£18.50	£20.10
Half Session Sibling	£16.20	£17.60
Hourly	£4.90	£5.30
Hourly Sibling	£4.30	£4.70

7. Pay Grades for 2023

An increase of 4% is proposed across all rates and salaries from 1st January 2023. This is subject to a favourable financial position based on actual pupil attendance numbers in September and October.

It is also anticipated that the minimum national wage will be adjusted again on 1st April 2023 by the government. Staff salaries earning minimum wage will be adjusted accordingly at that time.

8. Level of Reserves

The reserve fund is £17,750 at the end of this financial period (August 2022). The club policy on reserves indicates a level between 3 and 6 months of operational costs. Our monthly operational costs are approximately £5,500, which sets reserves levels should be kept between £16.5k and £33k, the middle point being £24.75k.

It is recommended that £250 of the total savings, £738, from this financial year are transferred over to the reserves.

END OF DOCUMENT



W

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of WATERBEACH AFTER SCHOOL PLAYScheme (WASPS)

On accounts for the year ended 31 AUGUST 2022 Charity no (if any) 1069551

Set out on pages 1 TO 2 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2022.

Responsibilities and basis of report As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

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

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
the accounts do not accord with the accounting records

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

* Please delete the words in the brackets if they do not apply.

Signed: [Signature] Date: 08/03/2023

Name: SIMON LASKEY LTD

Relevant professional qualification(s) or body (if any): FCCA CTA

Address: 24 THE BUSINESS EXCHANGE, ROCKINGHAM ROAD
KETTERING, NORTHANTS
NN16 8JX

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

NONE.

Accounting Statement 2021 – 2022

(Receipts and Payments Accounts)

Name of charity

Waterbeach After School Play Scheme

Charity Commission registered number

1069551

For the financial year ended on

31 Aug 2022

Breakdown using WASPS analysis

		Unrestricted funds	Premises fund (Joint Venture)	Total this year	Total last year
		£	£	£	£
Receipts					
A1a	Donations, legacies and other similar receipts Donations/HMRC Grant	2588		2588	15800
A1b-1	Operating activities to further charity's objectives Childcare fees	62412		62412	32991
A1b-2	Operating activities to generate funds Fundraising activities	0		0	
A1c	Investment income receipts Interest	1		1	63
	Sub-total (A1a+A1b+A1c)	65001		65001	48854
A1d	Other receipts (not counting as "Gross Income") Transfers between a/c's, fairfax and paypal	2,508	8125	10633	79824
A1d					0
	Total receipts	67509	8125	75635	128678
Payments					
A2a	Payments for generating funds	0	0	0	0
A2b	Charitable payments:				
	(i) grants paid				0
	(ii) Charitable activities				
	wages/national insurance/pensions	50218	1250	51468	47460
	other childcare toys/sundries/food /dbs/activities	2939		2939	3454
	(iii) support costs				
	training	330	0	330	304
	fees service/paypal fees/membership/gifts and rewards/insurance	1619	309	1928	1943
	premises/utilities	305	6228	6534	4869
	(iv) Management & Administration				
	accounts examination/solicitors fees	1225		1225	150
	Sub-total (A2a+A2b)	56637	7787	64424	58180
A2c	Other payments (not counting as "Expenditure") Transfers between a/c's, fairfax and paypal	10875	21	10896	79647
	Total payments (A2a+A2b+A2c)	67512	7808	75319	137827
	Net of Receipts/(Payments)	(2)	317	315	(9149)
	Cash funds last year end	20953	236	21188	30338
	Cash funds this year end	20950	553	21503	21188

Section
B Restricted Income Funds nil

Section
C Endowment Funds nil

Section
D Statement of Assets and Liabilities at year end

For the financial year ended on **31st Aug 2022**

Note		Unrestricted funds	Joint Venture funds	
			£	£
D1a	Cash funds			
	Santander bank current acc	£	2,816	
	Santander bank deposit acc	£	17,760	
	Petty cash	£	14	
	Paypal	£	117	
	Cheques and Cash Unbanked Cambridge Building Society saving account	£	93	
		£	-	
	Kalixa cash card balance	£	-	
	FairFx account balance	£	-	
	FairFx card balance	£	150	
	WCP & WASPS Jnt Venture Santander bank current acc	£	-	£ 553
		£	20,950	£ 553
D1b	Other monetary assets		nil	
D3a	Investment assets		nil	
D3b	Assets retained for the Charity's own use	Fund	Cost £	Current value £
	Premises building	Joint Venture	138909	0
D2	Liabilities		nil	

Signed on behalf of the trustees

		print name C. RODRIGUEZ
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		print name
--	--	------------

date of approval

19 March 2023

Premises fund (Joint Venture) managed jointly with Waterbeach Community Playgroup with equal ownership in the assets.

Note D3b

Tangible Fixed Assets 21-22

Asset cost

	Leasehold land and buildings		Other land and buildings		Fixtures, fittings and equipment		Total		Total
	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	
Balance brought forward	0	138909	0	18819	9648	9529	9648	167257	176905
additions	0	0	0	0	0	0	0	0	0
disposals	0	0	0	0	0	0	0	0	0
transfers	0	0	0	0	0	0	0	0	0
revaluations	0	0	0	0	0	0	0	0	0
Balance carried forward	0	138909	0	18819	9648	9529	9648	167257	176905

Accumulated depreciation and impairment provisions

	SL		SL		SL		SL		
	20 years	20 years	5 years	5 years	3 years	3 years	3 years	3 years	
Balance brought forward	0	138906	0	18819	9648	9529	9648	167254	176902
disposals	0	0	0	0	0	0	0	0	0
transfers	0	0	0	0	0	0	0	0	0
revaluations	0	0	0	0	0	0	0	0	0
impairment provisions	0	0	0	0	0	0	0	0	0
charge for year	0	3	0	0	0	0	0	3	3
Balance carried forward	0	138909	0	18819	9648	9529	9648	167257	176905

Net Book Value

Brought forward	0	3	0	0	0	0	0	3	3
Carried forward	0	0	0	0	0	0	0	0	0

Premises fund (Joint Venture) managed jointly with Waterbeach Community Playgroup with equal ownership in the assets.

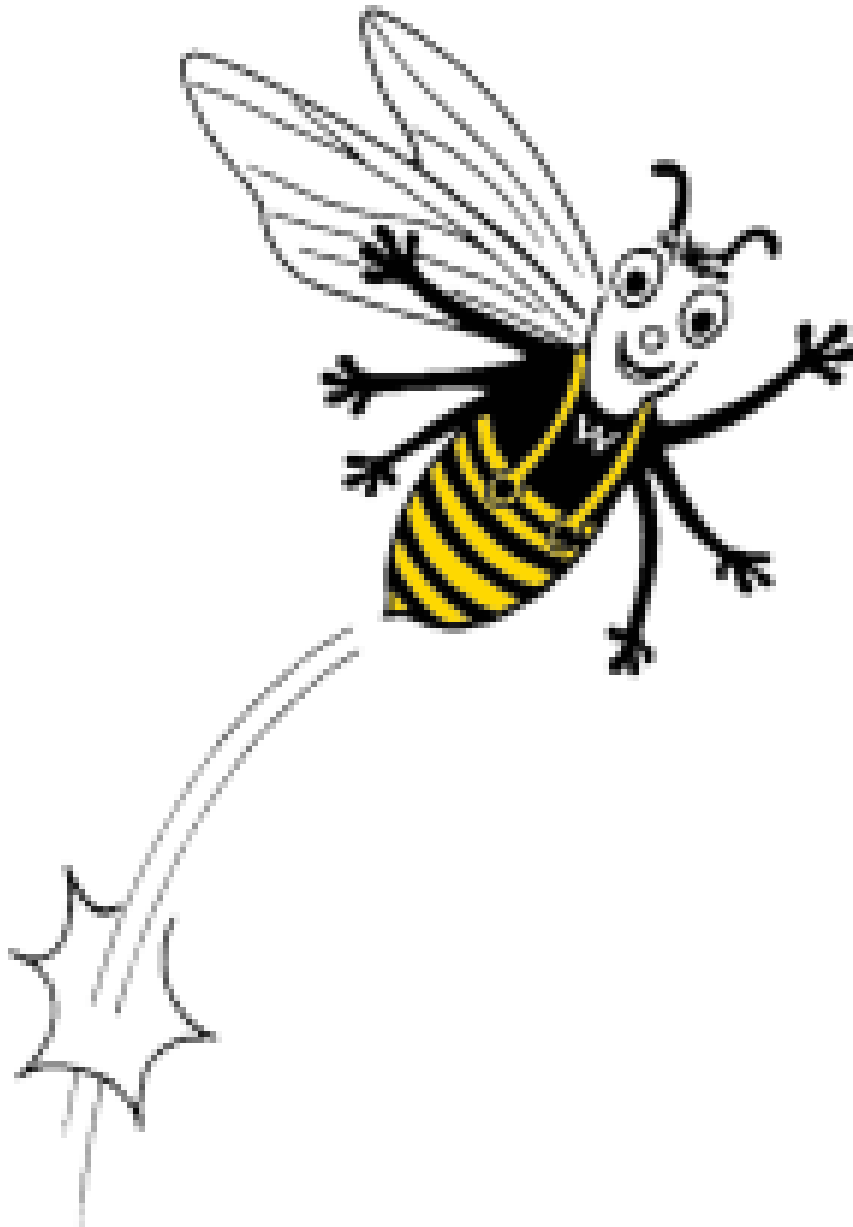
Registered Charity No 1069551
OFSTED No 221946

WATERBEACH AFTER SCHOOL PLAYScheme

England & Wales - Charity number 1069551

Accounts

Waterbeach After School Play Scheme



Annual Report 2020-2021

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This report has been prepared by:

Zoe Badcock	Deputy Manager
Sarah Heil	Manager
Catherine Williamson	Treasurer
Temoc Rodriguez	Chairman

The reporting period is 1st September 2020 to 31st August 2021.

1. Synopsis

This year we have seen a partial recovery from the effects of the covid-19 pandemic. Under a new club manager, the operations of the club have been more closely scrutinised and the financial impact from a third lockdown has been minimised. Some unexpected maintenance tasks resulted in a higher overall loss than budgeted. During the third lockdown starting in November 2020 the club made use of the HMRC job retention scheme. Attendance numbers were low in the autumn term of 2020. However, we have seen an increase during the summer term and moving on to the new school year we are expecting a full recovery.

2. Chairperson's Report

Club Status

The club has seen another difficult year as the effects of the pandemic are still felt in the club operations. A third lockdown between November 2020 and March 2021 again affected our finances in addition to the general uncertainty around business returning to work from offices instead of home working. This has a direct impact on our services, which are specifically tailored to allow working parents to go to their place of work.

Despite the challenges, the management committee and the club manager and deputy manager have been effectively working this year and minimised the financial impact resulting from lower than anticipated income. We have had to use some of our reserves fund to get us through the year but anticipate a return to positive cash flow going forward to the new school year.

Ofsted Inspection

This year we were anticipating an Ofsted inspection but due to the continued restrictions this did not take place. However, Ofsted organised a visit on 20th September 2020 to look at how the club was coping with the effects of the pandemic. This was successful and the comments were complimenting of how we managed through the crisis.

We are anticipating a next inspection in the autumn term of 2021.

Opening of Premier

Premier Education opened a wrap-around care service in February 2020. Due to the pandemic we have not yet fully assessed the impact of this competitor. However, we anticipate that we will not recover to a full attendance numbers as before the pandemic. Nevertheless, attendance numbers during the summer term 2021 were sufficient to operate a cash neutral position those months. Provided the numbers increase slightly going forwards, the club should be able to operate with a slight positive cash flow, which would be required to replenish the reserve funds.

Covid-19

The club had to close between November 2020 and March 2021 due to the restrictions imposed by the government when schools closed in a third lockdown. Whilst the club has been utilising the government's Job Retention Scheme grants, some staff had to continue working and running costs had to be paid whilst schools were closed. The club re-opened on 8th March for the end of the winter term. The club operated continuously through the summer term 2021.

Throughout the school year the club has operated under special conditions with pupil bubbles and
October 2021

extra safety measures in place at the setting, e.g. additional cleaning, hand washing, and signage.

Changes in Management Team

This year we appointed Sarah Heil to the Club Manager position from 1st September 2020. We also promoted Zoe Badcock to the Deputy Manager position from 1st July 2020 (previous reporting year but mostly impacting from this reporting year due to the summer holiday period).

These appointments have been very successful and the management of the club through this difficult year has been exemplary.

Premises

This year the club contributed approximately £7,000 towards the maintenance and upkeep of our building and facilities. This sum was larger than budgeted due to unexpected failures of the boiler and dishwasher.

3. Treasurer's Report

The club's finances have been greatly affected by lower attendance in the autumn term and the third lockdown between November 2020 and March 2021. Income recovered in the summer term but this was not sufficient to finish the year as budgeted.

Fees and Grants

The total fees collected for the year were approximately £35,895 versus a budget of £37,921. The lower income was due to the third lockdown between November 2020 and March 2021.

Grants received totalled £12,999 against a budgeted £7,000. This larger sum due to claims on the Job Retention Scheme during the third lockdown.

The total income for this year was £48,895 versus a budgeted income of £44,921.

Salaries

The club paid £46,085 in salaries compared to a budget of £37,055. This reflects the closure of the club during the third lockdown. The club continued to employ staff through the lockdown period and we made use of the government Job Retention Scheme grant.

An increase to salaries of 2% is proposed from 1st January 2022 subject to a favourable financial position from strong pupil attendance and fees collection.

Capital Expenditure

This year we made additional contributions to the premises Joint Venture to replace the boiler £2000 and the dishwasher £304. The club paid for half of the item costs, with the other half paid for the other charity that shares the building.

Training

The club made investment in staff training of £380 versus £1,000 budgeted.

Premises

WASPS paid a total £6934 to the premises Joint Venture for the upkeep of the building and grounds versus a budget of £5750. Additional contributions of £1,184 were made to pay for unexpected

expenses of the boiler and dishwasher.

Licences, DBS, and Memberships

License fees were below budget at £440 compared to £1,160 budgeted.

Food and Sundries

Grocery expenditure was below budgeted due to the third lockdown. Only £2,300 were spent versus a budget of £2,400.

Reserves

Due to the ongoing effects of the pandemic, the club has had to draw £9,000 from its reserves to fulfil its financial obligations. Therefore, the reserve fund is £17,750 at the end of this financial period (August 2021). Per club policy, the reserves fund should be maintained between 3 and 6 months of operational costs. The on-going operational costs are on average £4,500/month. Therefore, the reserves remain above the 3-month mark (£13,500) but below the target 4.5-month average (£20,250). The club will endeavour to recover some reserves monies as conditions recover from the pandemic.

Fundraising

The club raised £53 from a raffle conducted in the summer term.

Budget Summary

The following table summarises the budgeted and the expenditure for the financial year 2020-2021. There are two columns for budget. The first budget was proposed in September 2020. However, due to the third lockdown in November, the budget was adjusted accordingly as shown in the second column.

	Original Budget (£)	Adjusted Budget (£)	Actual (£)
INCOME			
Fees	42,756	37,921	35,896
Grants and donations	10,000	7,000	12,999
EXPENDITURE			
Service Fees	816	816	1,178
Materials	600	600	260
Training	1,000	1,000	380
License, membership, etc.	1,160	1,160	440
Fees returned	500	500	807
Groceries	2,400	2,400	2,300
Capital Exp.	200	200	0
JV contribution	5,750	5,750	6,934
Salaries	44,003	37,055	46,085
Balance	-3,672	-4,560	-9,488

4. Manager's Report

At the start of the Autumn term, we opened WASPS doors to all children once again and now the government guidance has been revised, we no longer have to operate in separate groups and can once again welcome in parents/carers at drop off and collection time. It has been great to get back to a bit more normality and reintroduce the more usually routines and play opportunities at the club. We are once again able to promote independence with the children being more involved in preparing and self-selecting their own snacks.

The past year has brought some challenges due to the ongoing Covid-19 pandemic with a further closure period of the club in the Jan/Feb 2021 Lockdown. When returning in March we continued to operate with two separate groups of children and carried out enhanced cleaning, parents/carers were not allowed into the premises. Although the set up throughout last year meant our provision looked very different to usual, we hope the children still enjoyed their experience at the club.

WASPS has been running since September 1997 and is well established in the community of Waterbeach, the club has been providing a reliable, affordable service for 24 years now. WASPS continues to run fulfilling its original aim; to provide a home from home family atmosphere. The children decide how to spend their time in the club and the staff team facilitate child led play and offer a variety of play opportunities, both inside and outside. With the growth of Waterbeach Community Primary School and Waterbeach village, we hope WASPS continues going from strength to strength into the future.

The Breakfast Club can cater for up to 24 children in the mornings; we currently have availability at all sessions.

The After School Club can cater for up to 40 children in the afternoons; we currently have availability at all sessions.

WASPS has encountered a few challenges over the past year due to the Covid-19 pandemic, there have been many restrictions we had to follow meaning we were working in small consistent groups, as well as being short staffed on occasions but also having to be mindful of the financial situation the pandemic had put us in. An additional competitor offering wrap around care on the school site also had an impact on our attendance. We are pleased to report though that there have been many successes too. We have been working with our county advisor to make sure we have things in place, and we are confident as we await our next full Ofsted inspection, following our interim visit from Ofsted in October, which went well. The children enjoyed taking part in their own children's council, this will run again this year as the children's council is so important to enable the children to have their voice and say in what goes on at WASPS... their club! As a new Manager this was also a helpful way of getting to know the children and their interests so we could support these. We also had conversations about the snack the children have in the afternoon, and they helped to create a new menu giving them more choices. Now restrictions have lifted the children have been more involved in making their own snack, making their wraps, spreading jam or honey on toast and buttering their own crackers. They have enjoyed taking part in fun activities, including arts and crafts, outside play and role play to name just a few, which have stemmed from their interests and ideas. We introduced a Minecraft Club on a Monday afternoon where the children could meet other Minecraft fans and make new friends, learn about architecture and Minecraft building techniques and play the game for a short time. We also ran a STEM session on a Thursday, these were run and coordinated by an approved STEM Ambassador. The sessions were delivered at the right level for our children and were meant to promote science, engineering, and technology. The sessions involved hands-on experiments that facilitated learning and relevance to our daily lives. We have purchased some new resources based on the children's interests and requests, this included Minecraft Uno, chess, loom bands, clay and hama beads to name a few. We have also used the internet to print resources for various role play (hairdressers, shops and ice cream parlours) that they children have loved using, as well as hama bead designs based on interests like Minecraft, Among Us and Unicorns. We were also successful in our latest recruitment drive hiring a new Playworker and a bank member of staff. Due to the circumstances of last year we were not able to do the usual amount of fundraising but we did raffle a Family Movie Night Hamper with support from Tesco. We managed to raise £54 from this that the children then gave ideas of the resources they would like to purchase from this. The winning vote was a basketball hoop.

With regards to our team, over the year we said farewell to Olivia (Playworker), Emily (Bank Playworker) we thank them both for their hard work at the club and wish them well for the future. We welcomed Tommy (Playworker) in the Summer term 2021, and Harry (Bank Playworker). Our staff team now consists of Sarah (Manager), Zoe (Deputy/Breakfast Club Co-ordinator), Sophie (Playworker), Tommy (new Playworker). As well as having Toyin, Harry and Sam remain on our bank staff. The club was closed in the Jan/Feb 2021 Lockdown, meaning staff were placed on the furlough scheme. We were able to re-open in March when the school re-opened its doors to all children.

Staff members have undertaken various training throughout the year, including Safeguarding (Designated Person and Playworkers Basic Child protection), Equalities Named Co-Ordinator (ENCo), Safer Recruitment, Domestic Abuse Awareness, Prevent Duty, FGM, First Aid, Food Hygiene to name just a few! We would encourage you to take a look in our training and qualifications file on the front desk for more details. In addition to this we have also included some in house training at our staff meetings and created quizzes to complete to evaluate staff knowledge about policies and procedures around Safeguarding. Our two new staff members will also be

completing various training.

WASPS share Waterbeach Playhouse, our premises, with Waterbeach Community Playgroup. We have continued to work with the Playgroup throughout the past year on our Joint Venture projects. Regular maintenance on the building includes the following throughout the year: -

- External areas and gardening
- Carpet cleaning
- Fire safety equipment maintenance
- Security
- PAT testing
- Insurance
- Cleaning of the building – Managing a contracted cleaner
- Air conditioning
- Play structure
- Easi Grass play surface outside,

We communicate regularly and hold meetings (although these have continued to be online over the past year) so we can ensure the smooth running of the premises for both groups. We have continued to face the extra challenges the pandemic brings to us in a shared premises and have devised good systems for cleaning between sessions and entering/exiting the building to keep our staff/children separate, following clear operational plans. As well as contractors working on maintenance and equipment. We have had some work carried out including improvements to the front ramp and some woodwork repairs, painting the building internally, some tiling around the sinks and more regular gardening, all by volunteers and committee members of the two groups, this has helped us to keep costs down. We have put on hold some projects including the refit of the toilets and kitchen and at some point, the oven needs replacing. We still plan to develop an outside digging area for the children, and we are currently looking at options for the safety surface under the play structure.

WASPS are members of Waterbeach Community Association, due to the ongoing Covid situation, unfortunately the Association has not been able to hold their usual meetings this year. However, they have continued to update members via email, and we have written articles for the Beach News throughout the year keeping the local community up to date with what's going on at the club (there was a disruption to the planned schedule due to lockdown). Unfortunately, Waterbeach Feast day didn't go ahead for a second year in June due to the restrictions, but we hope to take part at the next opportunity as this is always a fun community event and also a good fundraising opportunity for WASPS too, as we usually hold a stall on the village green.

We have had a busy year at WASPS. Along with the staff team and Management Committee we work hard to continually reflect on our practise and to make changes where needed to improve the service for the WASPS children and families. We would like to thank all of the Management Committee; some of whom will be standing down this evening, for giving up their time and for their hard work throughout the year. WASPS would be unable to run without a fully functioning committee, so much goes on behind the scenes, thank you to you all!

5. Budget Plan for 2021-2022

The budget for the coming year compared to last year's budget is shown below.

	Budget 2020-2021	Budget 2021-2022
INCOME		
Fees	37,921	65,446
Grants and donations	7,000	0
EXPENDITURE		
Salaries	37,055	52,891
JV Contribution	5,750	7,000
iPAL Fees	180	340
Telephone Line	816	400
BOX	180	180
Expense Claims	0	250
Groceries (Fairfax card)	2,400	2,400
Training	1,000	500
Materials	600	200
Refunds	500	100
Memberships	400	250
Accounts Examination	200	150
DBS	200	100
Staff Socials	0	100
Capital Expenditure	200	0
Agency Fees	0	500
Total Income	44,921	65,446
Total Expenditure	49,481	65,361
Balance	-4,560	85

The JV contribution has been increased in line with actual expenditure in the previous reporting period. The additional expenditure is due to an increase in maintenance and repairs as items reach their end of life. This trend is expected to continue the coming year.

The coming year we have not budgeted for any government aid as in the previous year, including HMRC JRS.

The fees income is based on confirmed bookings for the autumn term (approximately 20 children per session).

6. Fees for 2021-2022

For the next financial year, we are budgeting an increase of fees as follows. The afterschool sessions will be longer based on new plans from the school to finish at 3.00pm instead of 3.20pm. The fees have been adjusted pro-rata. In addition, all fees have been increased 2% in line with inflation.

Session	2020-2021	2021-2022
Breakfast		
Standard	£5.40	£5.55
Sibling	£5.00	£5.10
After School		
Full session	£9.90	£11.35
Full session Sibling	£9.20	£10.45
Half session	£6.50	£8.20
Half session Sibling	£6.00	£7.55

Session	2020-2021	2021-2022
Holiday Club		
Full Session	£29.20	£29.80
Full Session Sibling	£25.55	£26.10
Half Session	£18.10	£18.50
Half Session Sibling	£15.84	£16.20
Hourly	£4.80	£4.90
Hourly Sibling	£4.20	£4.30

7. Pay Grades for 2022

An increase of 2% is proposed across all rates and salaries from 1st January 2022. This is subject to a favourable financial position based on actual pupil attendance numbers.

Grade	2020-2021 rate £/hour	2021-2022 proposed rate £/hour	Guidance
1	13.01	13.27	This rate is for experienced (>7 years) setting management positions (coordinators, deputy manager, manager). Staff may also have a level 3 qualification or higher.
2	12.77	13.02	This rate is for experienced (>5 years) setting management positions (coordinators, deputy manager, manager). Staff may also have a level 3 qualification or higher.
3	11.97	12.21	This rate is for experienced play workers with experience greater than 7 years in a similar role and some management or administrator responsibilities. Staff may also have a level 3 qualification or higher.
4	10.65	10.86	This rate is for experienced play workers with experience greater than 5 years in a similar role and some management or administrator responsibilities. Staff may also have a level 3 qualification.
5	9.64	9.83	This rate is for experienced play workers with experience greater than 5 years in a similar role. Staff may also have a level 3 qualification.
6	8.88	9.06	This rate is for play workers with a range of experience between 2 and 5 years in a similar role. Staff may also have a level 2 qualification.
7	8.72	8.89	This is the rate for inexperienced play workers over 25 (inclusive) years of age. Staff may have a level 1 qualification but have not gained much experience (<2 years).
8	8.20	8.36	This is the rate for junior play workers under 25 and above 21 (inclusive) years of age
9	6.45	6.58	This is the rate for junior play workers under 21 years of age.

It is also anticipated that the lower grades 7 to 9 may need to be adjusted again on 1st April 2022 after the government publishes updated minimum wage rules.

END OF DOCUMENT

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18 May 2022

Charities Commission

**RE: Waterbeach After School Play Scheme
Registered Charity No 1069551**

Dear Sirs

As instructed I have completed an independent examination of the accounts for the above charity for the year ended 31 August 2021.

The accounts were prepared on the receipts and payments basis and I confirm I found the records and accounts to be accurate.

If you have any questions concerning these please do not hesitate to contact me.

Yours faithfully



Teresa Reynolds FMAAT ATT

Director: Teresa J. Reynolds FMAAT ATT

"Licensed and regulated: Teresa J. Reynolds is licensed and regulated by the Association of Accounting Technicians to provide services in accordance with licence no. 2027, details of which are displayed at the address shown."

Registered Office: 16 Mill Road, Waterbeach, Cambridge CB25 9RQ Company Registration No. 07570600

Accounting Statement 2020 – 2021
(Receipts and Payments Accounts)

Name of charity **Waterbeach After School Play Scheme**
 Charity Commission registered number **1069551** For the financial year ended on **31 Aug 2021**

Breakdown using WASPS analysis		Unrestricted funds	Premises fund (Joint Venture)	Total this year	Total last year
		£	£	£	£
Receipts					
A1a	Donations, legacies and other similar receipts Donations/HMRC Grant	15800		15800	10057
A1b-1	Operating activities to further charity's objectives Childcare fees	32991		32991	54794
A1b-2	Operating activities to generate funds Fundraising activities	0		0	
A1c	Investment income receipts Interest	63		63	136
Sub-total (A1a+A1b+A1c)		48854		48854	64987
A1d	Other receipts (not counting as "Gross Transfers between a/c's, fairfax and Income") paypal	72,763	7061	79824	69335
A1d					0
Total receipts		121617	7061	128678	134323
Payments					
A2a	Payments for generating funds	0	0	0	0
A2b	Charitable payments:				0
	(i) grants paid wages/national insurance/pensions	46085	1375	47460	69042
	(ii) Charitable activities other childcare toys/sundries/food /dbs/activities	2687	767	3454	4497
	(iii) support costs training	304	0	304	1248
	fees service/paypal fees/membership/gifts and rewards/insurance	1304	638	1943	1849
	premises/utilities	519	4350	4869	4494
	(iv) Management & Administration accounts examination/solicitors fees	150		150	1560
Sub-total (A2a+A2b)		51049	7131	58180	82689
A2c	Other payments (not counting as "Expenditure") paypal	79647	0	79647	68539
Total payments (A2a+A2b+A2c)		130696	7131	137827	151229
Net of Receipts/(Payments)		(9079)	(70)	(9149)	(16906)
Cash funds last year end		30032	306	30338	47243
Cash funds this year end		20953	236	21188	30338

[Signature]
18/5/22

Section B Restricted Income Funds nil

Section C Endowment Funds nil

Section D Statement of Assets and Liabilities at year end 2021
For the financial year ended on 31st Aug 2020

Note		Unrestricted funds	£	Joint Venture funds	£
D1a	Cash funds				
	Santander bank current acc	£	2,478		
	Santander bank deposit acc	£	17,759		
	Petty cash	£	14		
	Paypal	£	117		
	Cheques and Cash Unbanked	£	93		
	Cambridge Building Society saving account	£	-		
	Kalixa cash card balance	£	-		
	FairFx account balance	£	-		
	FairFx card balance	£	492		
	WCP & WASPS Jnt Venture Santander bank current acc	£	-	£	236
		£	20,952	£	236
D1b	Other monetary assets		nil		
D3a	Investment assets		nil		
D3b	Assets retained for the Charity's own use	Fund	Cost £	Current value £	
	Premises building	Joint Venture	138909		2
D2	Liabilities		nil		

Signed on behalf of the trustees

		print name C. RODRIGUEZ
--	--	-------------------------

		print name
--	--	------------

date of approval

28 MAY 2022

Premises fund (Joint Venture) managed jointly with Waterbeach Community Playgroup with equal ownership in the assets.

Note D3b

Tangible Fixed Assets 20-21

Asset cost

	Leasehold land and buildings		Other land and buildings		Fixtures, fittings and equipment		Total		Total
	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	
Balance brought forward	0	138909	0	18819	9648	9529	9648	167257	176905
additions	0	0	0	0	0	0	0	0	0
disposals	0	0	0	0	0	0	0	0	0
transfers	0	0	0	0	0	0	0	0	0
revaluations	0	0	0	0	0	0	0	0	0
Balance carried forward	0	138909	0	18819	9648	9529	9648	167257	176905

Accumulated depreciation and impairment provisions

	SL		SL		SL		SL		
	20 years	20 years	5 years	5 years	3 years	3 years			
Balance brought forward	0	131961	0	18819	9648	9528	9648	160310	169957
disposals	0	0	0	0	0	0	0	0	0
transfers	0	0	0	0	0	0	0	0	0
revaluations	0	0	0	0	0	0	0	0	0
impairment provisions	0	0	0	0	0	0	0	0	0
charge for year	0	6945	0	0	0	0	0	6945	6945
Balance carried forward	0	138906	0	18819	9648	9528	9648	167255	176902

Net Book Value

Brought forward	0	6947	0	0	0	0	0	6947	6947
Carried forward	0	2	0	0	0	0	0	2	2

Premises fund (Joint Venture) managed jointly with Waterbeach Community Playgroup with equal ownership in the assets.

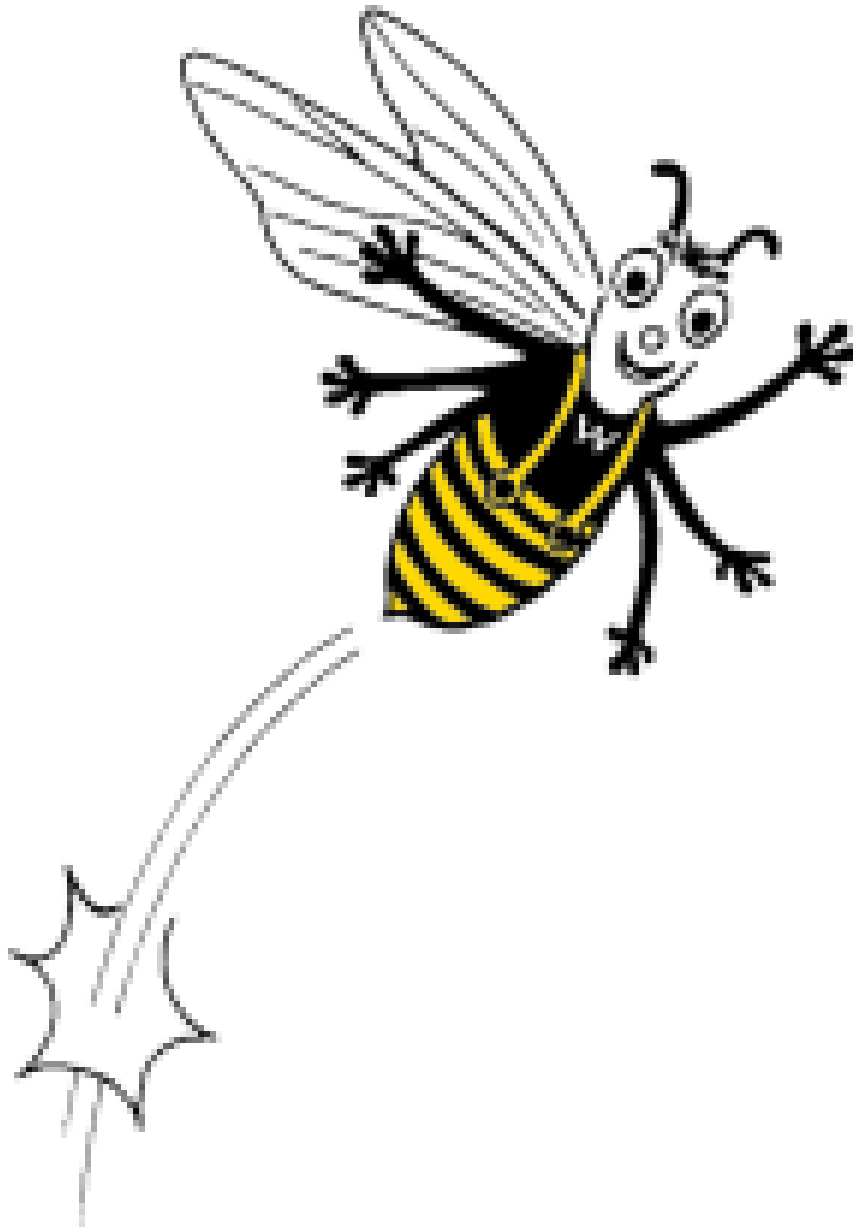
Registered Charity No 1069551
OFSTED No 221946

WATERBEACH AFTER SCHOOL PLAYScheme

England & Wales - Charity number 1069551

Accounts

Waterbeach After School Play Scheme



Annual Report 2019-2020

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This report has been prepared by:

Zoe Badcock	Deputy Manager
Sarah Heil	Manager
Catherine Williamson	Treasurer
Temoc Rodriguez	Chairman

The reporting period is 1st September 2019 to 30th August 2020.

1. Synopsis

This year has had a number of challenges from new competition to having to use reserves funds to ride through the covid-19 crisis. New staff have joined and some have left and the club management has ensured that a team was available at all times. The club has incurred some financial losses due to the covid-19 situation and additional grants will have to be raised in the coming year. Funds are available from various sources including the HMRC job retention scheme, insurance for loss of business, and a sustainability grant from the local government. For the coming year we anticipate that our fees and salaries will remain unchanged. As attendance has been lower since school re-opened in June 2020, more activities will be planned for the coming year to attract more parents to send their children to the club.

2. Chairperson's Report

Club Status

This year has been challenging in many counts. However, thanks to the perseverance of the staff and the contributions from the Management Committee, the club has overcome some of the most difficult times in its history. Firstly, the entire committee from the year 2019-2020 resigned. Thankfully, five parents stepped forward to continue the club operations. Yet coordinating all the necessary paperwork took some time and was not without difficulties. The new committee have been working well together and have faced the challenges with a unified front. It is thanks to them that the club continues to operate going forwards. Secondly, the new committee had to address the findings of the latest Ofsted Inspection which took place in October 2019 resulting in an unsatisfactory result. Together with the management team, all actions were addressed and the club was ready for its re-inspection. Thirdly, the opening of another Out of School Club inside the school grounds in February 2020 disrupted the level of attendance to the club. This was further compounded by the covid-19 crisis. Due to lockdown and restrictions, we do not yet fully know the full impact that a competing club will have on our club's operations but our intake is likely to fall considerably. More details are provided below.

Ofsted Inspection

The last Ofsted inspection took place on 3rd October 2019. The outcome was that the setting did not meet the requirements and has to address actions which relate to safeguarding practices. The committee and the staff worked through October and November to address the findings by allowing staff to undertake further training, received more hands-on support from out county advisors, and establishing better communication channels with Waterbeach Primary School regarding safeguarding aspects.

Whilst the club was ready to be re-inspected, unfortunately the covid-19 lockdown meant that Ofsted postponed any further inspections until the next school year. Therefore, we anticipate holding a new inspection in the year 2020-2021.

Opening of Premier

Premier Education opened a wrap-around care service in February 2020. They operate from inside the school buildings. Historically Premier have offered sports after-school clubs and the occasional holiday club. They realised the potential for business as the school population is growing. Due to the covid-19 lockdown they have seen their growth hampered. Many families attending WASPS had given notice that they were changing to Premier for the summer term or for the autumn term.

We have seen a reduction in registrations from about 35 children in the after-school sessions to

about 20. However, since at the time of writing covid-19 restrictions are still in place, it is not possible to quantify the longer term impact that the opening of Premier will have on the club.

Covid-19

The club had to close from 23rd March 2020 due to the restrictions imposed by the government when schools closed too. Whilst the club has been utilising the government's Job Retention Scheme grants, some staff had to continue working and running costs had to be paid whilst schools were closed. From the 1st of June we re-opened our services at the same time as Waterbeach Primary School, but we only had four families in attendance.

We have been able to secure some donations and the HMRC Job Retention grants. But these monies are not sufficient to cover the costs of running the club. Therefore, in May 2020 we decided to withdraw £10,000 from our reserves fund, which is meant to be used for emergencies like this one. All of that money has been spent and we anticipate losses in this financial year in excess of £10,000.

Changes in Management Team

This year we have seen a number of changes in staff. Three staff members have left this year and we have recruited new staff, albeit not with the same level of qualifications. Recruitment for the club is difficult due to the short working hours and the distance to large urban areas where most qualified candidates live.

The club manager has also decided to leave the club to pursue a career in education. Fortunately, we have been able to recruit a new club manager who will begin from September 2020. We have full team going forwards to the new school year and we are confident that the club will deliver its services with high standards.

Premises

This year the club contributed £5,000 towards the maintenance and upkeep of our building and facilities. The largest non-recurring expenses included new blinds, trimming back trees around the perimeter, a new sofa, and a new sand tray.

It was also time to renew our rent contract with the County Council, which expired in 2016 but had not been renewed. This has now been addressed and the new lease contract will expire in 2031. Cleaning of the building was mostly undertaken by WASPS' staff. However, next year we anticipate employing the services of a cleaning company.

As part of the Covid-19 mitigations we also commissioned two deep cleans of the building, one in May and one in August.

3. Treasurer's Report

The club's finances have been greatly affected by two factors: a) the opening of Premier, who offer the same services as WASPS from within the school buildings; b) covid-19 effects and more people working from home. These two factors have had a direct impact on the number of children attending the club.

WASPS retained all the staff despite going into lockdown from March 2020. The club used the HMRC Job Retention Scheme to claim up to 80% of staff salaries. However, since reopening in June for school years R, 1, and 6, the club has seen substantial losses as only a few children returned to our services. The club has had to withdraw £10,000 from its Reserve Fund in order to be able to pay staff salaries and bills.

Fees

The lockdown from end of March significantly affected the fees income to the club. As the club was closed through April and May and only open for a few families in June, the total fees collected for the year were £54,823 versus a budget of £94,000.

Salaries

The club paid £61,016 in salaries compared to a budget of £80,620. This reflects the closure of the club after March. The club continued to employ staff through the lockdown period and we made use of the government Job Retention Scheme grant.

Capital Expenditure

This year we have only invested in a small sofa for the quiet room to replace the previous one that had some broken stands. The cost of the sofa was £268.

Training

The club made investment in staff training of £1,240 versus £1,500 budgeted.

Premises

WASPS paid its due fees of £5,000 to the Joint Venture for the upkeep of the building and grounds. The JV used some of the money to buy new blinds and to cut back trees around the perimeter of the back garden.

Licences, DBS, and Memberships

License fees were below budget at £1,480 compared to £1,700 budgeted. This year we migrated our booking system from Libacura to iPAL and we also introduce a new document management system BOX.

Food and Sundries

Grocery expenditure was well below budgeted due to the lockdown since March. Only £2,644 were spent versus a budget of £4,700.

Reserves

Due to the financial crisis stemmed from the lockdown since March, the club has had to draw £10,000 from its reserves in order to fulfil its financial obligations. Therefore the reserve fund was £26,000 at the start the new school year.

Fundraising

The club was able to raise £500 from industry to help with covid-19 expenses. The monies were used to pay for a deep clean and buy PPE and sanitising materials.

Budget Summary

The following table summarises the budgeted and the expenditure for the financial year 2019-2020.

	Budget (£)	Actual (£)
INCOME		
Fees	94000	45,690
Grants and donations	100	9133
EXPENDITURE		
Service Fees	1,000	682
Materials	1000	437
Training	1500	1240
License, membership, etc.	1,700	1480
Fees returned	500	639
Groceries	4700	2644
Capital Exp.	500	268
JV contribution	0	5000
Salaries	80620	61016
Balance	2580	-18582

From the summary it is clear that the club has incurred substantial financial losses. The original budget published at the last AGM 2019 had not taken into account the annual JV contribution of £5,000. In addition, the covid-19 crisis greatly affected the club's fees income.

4. Manager's Report

We were pleased to open WASPS doors at the start of the new school year, to all school year groups once again and welcome returning and new children and families to the club. It has been a very strange year at the club, mainly due to the Covid-19 pandemic and the closure of the club during the lockdown period. We were able to partially open the club at the beginning of June to offer childcare for a very small number of children who required childcare from Foundation, year 1 and 6 as per the government guidelines, for the remainder of the summer term. Although our current set up (due to the current guidelines) means our provision looks different to usual, we hope the children are enjoying their experience at the club so far this term. We are aware that the children have missed out on so much this year, we did our best through the lockdown to maintain links with the WASPS families wherever possible either via emails or updates on our Facebook page (we shared activity ideas and links) we hope you found this useful. The staff team were in furlough for a while, so committee answered emails at this time. Although the staff team changed, almost completely during the summer term we were able to share new staff profiles with families to keep them updated and so they could share these with their children, we hope you enjoyed finding out about the team in a fun way! We also managed to collect farewell messages and photos for Flor via email, thank you for your support with this, although not the ideal send off following a dedicated two and a bit years at the club, at least she could take some personalised messages with her! We didn't manage to say farewell to our year 6 leavers and any other leavers as we usually would with an end of term party, we wish them all the best for the future! We hope we can get back to some more normality as this school year progresses.

WASPS has been running since September 1997 and is well established in the community of October 2020

Waterbeach, the club has been providing a reliable, affordable, and good quality service for 23 years now. WASPS continues to run fulfilling its original aim; to provide a home from home family atmosphere. The children decide how to spend their time in the club and the staff team facilitate child led play and offer a variety of play opportunities, both inside and outside. With the growth of Waterbeach Community Primary School and Waterbeach village, we hope WASPS continues going from strength to strength into the future.

The Breakfast Club can cater for up to 24 children in the mornings; we currently have availability at all sessions.

The After School Club can cater for up to 40 children in the afternoons; we currently have availability at all sessions.

WASPS has encountered a few additional challenges over the past year, including being short staffed and experiencing trouble recruiting staff, so having to rely on agency staff. An additional competitor offering wrap around care on the school site and during the lockdown period three long standing staff members, including the Manager resigning for various reasons (including health reasons and relocating). We are pleased to report though that there have been many successes too. The previous club Manager, Flor worked closely with our county advisors to make improvements following our Ofsted inspection in October 2019, we feel that this good work sets us in good stead as we await our next full Ofsted inspection. As you will be aware we had an interim visit from Ofsted a couple of weeks ago, which went well, we are awaiting the brief report. The children enjoyed developing their own children's council and taking part in fun activities, including arts and crafts, cooking, outside play on the field and movie nights to name just a few. The children's council is so important to enable the children to have their voice and say in what goes on at WASPS... their club! We were also successful in our latest recruitment drive bringing together a more-or-less whole new team for the start of the new school year, led by Sarah as Manager.

With regards to our team, over the year we said farewell to Alicia (Playworker) who no longer works contracted hours at the club, however she has remained on our bank staff and will hopefully help out at future holiday clubs. Teresa (Playworker), Cally (Deputy/Playworker) and Flor (Manager) sadly left the club in the summer term, we thank them all for their hard work at the club and wish them well for the future. We welcomed Sam (Playworker) in the Autumn term 2019, she has recently moved over to our Bank staff and following our recruitment drive in summer 2020 our staff team now consists of Sarah (new Manager), Zoe (now appointed as Deputy/Breakfast Club Co-ordinator), Sophie (New Playworker), Olivia (new Playworker). As well as having Alicia and Sam remain on our bank staff, we were also pleased to recruit Emily and Toyin too as bank staff.

Staff members have undertaken various training throughout the year, including our new members, including Safeguarding (x2 Designated Person and Playworkers Basic Child protection), prevent duty, FGM, First Aid, Food Hygiene to name just a few! Some staff also attended the Just Play conference last Autumn and came back to the club with great ideas around how to implement risky play. When we are able to invite parents/carers back into the setting we would encourage you to take a look in our training and qualifications file on the front desk for more details. In addition to this we have also included some in house training at our staff meetings and created quizzes to complete to evaluate staff knowledge about policies and procedures too.

As we share our premises, we have continued to work with Waterbeach Community Playgroup throughout the past year in our Joint Venture projects. Maintenance on the building includes the following through the year: -

- External areas and gardening
- Carpet cleaning

- Fire safety equipment maintenance
- Security
- PAT testing
- Insurance
- Cleaning of the building – Managing a cleaner
- Air conditioning
- Play structure
- Easi Grass play surface outside,

We communicate regularly and hold meetings so we can ensure the smooth running of the premises for both groups. We had new blinds fitted this year to all the windows, we also had some projects planned for this year including work to the front ramp, the toilets and kitchen require a refit and the oven needs replacing. We planned to develop a digging area outside for the children to enjoy and some internal painting was required, however, due to the pandemic and closure period this work has not been completed and will need to be reviewed in light of club finances.

WASPS are members of Waterbeach Community Association, we aim to send a representative from the Committee to attend the meetings (where possible) and we have written articles for the Beach News throughout the year keeping the local community up to date with what's going on at WASPS (Beach News was paused during the lockdown period). Feast day also didn't go ahead this year due to the restrictions, but we hope to take part at the next opportunity as this is an enjoyable fundraising opportunity for WASPS.

Attendance numbers are lower than expected this term, we feel this is mainly due to parents not requiring childcare as they have not yet returned to the workplace also the impact of having a new competitor on the school site. The Management Committee and Staff team have been working together to plan, develop and better advertise the clubs services to parents/carers, we are hoping this will improve the setting for the current users and that it will help to attract new families to the club too.

After speaking with the children at the beginning of term about their interests some exciting new resources were purchased which the children have loved playing with. This included a new chess set, more Plus Plus and a Minecraft Uno to name a few. The children also expressed interest in having more variety at snack time instead of just toast or fruit. We spoke with the children and are trialling a revised snack menu. They suggested wraps with a selection of fillings, pizza, crackers and cheese, crumpets and toasted muffins. We will also offer toast or fruit alongside the main snack as some of the children really enjoy their toast. Once some of the restrictions have lifted the children can be more involved in making their own wraps or pizzas. We are also going to get a new WASPS council up and running to continue to give the children a voice in what they would like in the sessions. This will be changed each term to ensure all children get the opportunity to be on the council.

Along with the Staff Team and Management Committee we work hard to continually reflect on our practise and to make changes where needed to improve the service for the WASPS children and families. We would like to thank all of the Management Committee for giving up their time and for their hard work throughout the year. WASPS would be unable to run without a fully functioning committee, so much goes on behind the scenes, thank you to you all!

5. Budget Plan for 2020-2021

The budget for the coming year compared to last year's budget is shown below.

	Budget 2019-2020	Budget 2020-2021
INCOME		
Fees	94000	42,756
Grants and donations	100	10,000
EXPENDITURE		
Service Fees (BT)	500	816
Materials	1000	600
Training	1500	1,000
License, membership, etc.	1700	1,160
Fees returned	500	500
Groceries	4700	2,400
Capital Exp.	500	200
JV contribution	0	5750
Salaries	80620	44,003
Balance	2580	-3,672

There are increases in our BT bills as the rates have gone up. The JV contribution now includes £750 additional expenditure to cover deep cleans necessary to satisfy covid-19 safe operations.

The club will also heavily rely on government grants to support business. These are the Job Retention Scheme funds which are payable in the new financial year even though the periods claim fall in the previous year, and the Sustainability fund which has been setup to support business through the crisis transition.

The fees income is based on confirmed bookings for the autumn term (approximately 15 children per session). However, we anticipate that the numbers will go up for the winter term as more business ask their employees to return to work from the office. This may have a positive impact in the club finances.

6. Fees for 2020-2021

The fees for the coming year will remain unchanged.

Session	2020	2021
Breakfast		
Standard	£5.40	£5.40
Sibling	£4.98	£4.98
After School		
Full	£9.90	£9.90
Full Sibling	£9.14	£9.14
Half	£6.50	£6.50
Half Sibling	£6.00	£6.00
Holiday Club		
Full	£29.20	£29.20
Full Sibling	£25.55	£25.55
Half	£18.10	£18.10
Half Sibling	£15.84	£15.84
Hourly	£4.80	£4.80
Hourly Sibling	£4.20	£4.20

7. Pay Grades for 2021

Due to the financial losses incurred by the club in the previous financial year, pay rates will remain unchanged for 2021. A new pay grade scheme has been introduced at the club as indicated in the table below. Some grades may need to be adjusted in April 2021 after possible revisions to the minimum living standard wage published by HMRC.

Grade	£/hour	Guidance
1	13.01	This rate is for experienced (>7 years) setting management positions (coordinators, deputy manager, manager). Staff may also have a level 3 qualification or higher.
2	12.77	This rate is for experienced (>5 years) setting management positions (coordinators, deputy manager, manager). Staff may also have a level 3 qualification or higher.
3	11.97	This rate is for experienced play workers with experience greater than 7 years in a similar role and some management or administrator responsibilities. Staff may also have a level 3 qualification or higher.
4	10.65	This rate is for experienced play workers with experience greater than 5 years in a similar role and some management or administrator responsibilities. Staff may also have a level 3 qualification.
5	9.64	This rate is for experienced play workers with experience greater than 5 years in a similar role. Staff may also have a level 3 qualification.
6	8.88	This rate is for play workers with a range of experience between 2 and 5 years in a similar role. Staff may also have a level 2 qualification.
7	8.72	This is the rate for inexperienced play workers over 25 (inclusive) years of age. Staff may have a level 1 qualification but have not gained much experience (<2 years).
8	8.20	This is the rate for junior play workers under 25 and above 21 (inclusive) years of age
9	6.45	This is the rate for junior play workers under 21 years of age.

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9 June 2021

Charities Commission

**RE: Waterbeach After School Play Scheme
Registered Charity No 1069551**

Dear Sirs

As instructed I have completed an independent examination of the accounts for the above charity for the year ended 31 August 2020.

The accounts were prepared on the receipts and payments basis and I confirm I found the records and accounts to be accurate.

If you have any questions concerning these please do not hesitate to contact me.

Yours faithfully



Teresa Reynolds FMAAT ATT

Director: Teresa J. Reynolds FMAAT ATT

"Licensed and regulated: Teresa J. Reynolds is licensed and regulated by the Association of Accounting Technicians to provide services in accordance with licence no. 2027, details of which are displayed at the address shown."

Registered Office: 16 Mill Road, Waterbeach, Cambridge CB25 9RQ Company Registration No. 07570600

Accounting Statement 2019 – 2020

(Receipts and Payments Accounts)

Name of charity

Waterbeach After School Play Scheme

Charity Commission registered number **1069551**

For the financial year ended on **31 Aug 2020**

Breakdown using WASPS analysis

Unrestricted funds Premises fund (Joint Venture) Total this year Total last year

		£	£	£	£
Receipts					
	Donations/ HMRC receipts				
A1a	Donations, legacies and other similar receipts	10057		10057	196
A1b-1	Operating activities to further charity's objectives	54794		54794	88981
A1b-2	Operating activities to generate funds	0		0	75
A1c	Investment income receipts	136		136	123
	Sub-total (A1a+A1b+A1c)	64987		64987	89375
A1d	Other receipts (not counting as "Gross Income")	£64,104	5231	69335	98447
A1d					0
	Total receipts	129091	5231	134323	187822
Payments					
A2a	Payments for generating funds	0	0	0	0
A2b	<u>Charitable payments:</u>				
	(i) grants paid				0
	(ii) Charitable activities				
	wages	68791	251	69042	80673
	other childcare toys/sundries/food /dbs/activities	3718	779	4497	7616
	(iii) support costs				
	training	1248	0	1248	1344
	fees service/paypal fees/membership/gifts and rewards	1102	747	1849	451
	premises/utilities	1071	3422	4494	9924
	(iv) Management & Administration				
	accounts examination/solicitors fees	0	1560	1560	1950
	Sub-total (A2a+A2b)	75931	6759	82689	101958
A2c	Other payments (not counting as "Expenditure")	68539	0	68539	95637
	Total payments (A2a+A2b+A2c)	144470	6759	151228	197595
	Net of Receipts/(Payments)	(15379)	(1527)	(16906)	(9773)
	Cash funds last year end	45410	1833	47243	57105
	Cash funds this year end	30031	306	30337	47243

Section
B Restricted Income Funds nil

Section
C Endowment Funds nil

Section
D Statement of Assets and Liabilities at year end

For the financial year ended on **31st Aug 2020**

Note		Unrestricted funds	Joint Venture funds	
			£	£
D1a	Cash funds			
	Santander bank current acc	£	1,833	
	Santander bank deposit acc	£	1,000	
	Petty cash	£	14	
	Paypal	£	-	
	Cheques and Cash Unbanked	£	144	
	Cambridge Building Society saving account	£	26,196	
	Kalixa cash card balance	£	-	
	FairFx account balance	£	-	
	FairFx card balance	£	845	
	WCP & WASPS Jnt Venture Santander bank current acc	£	-	£ 306
		£	30,031	£ 306

D1b Other monetary assets nil

D3a Investment assets nil

D3b	Assets retained for the Charity's own use	Fund	Cost	Current value
			£	£
	Premises building	Joint Venture	138909	6947

D2 Liabilities nil

Signed on behalf of the trustees

		print name
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date of approval

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Premises fund (Joint Venture) managed jointly with Waterbeach Community Playgroup with equal ownership in the assets.

Note D3b

Tangible Fixed Assets 19-20

Asset cost

	Leasehold land and buildings		Other land and buildings		Fixtures, fittings and equipment		Total		Total
	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	Unrestricted funds	Premises fund (Joint Venture)	
Balance brought forward	0	138909	0	18819	9648	9529	9648	167257	176905
additions	0	0	0	0	0	0	0	0	0
disposals	0	0	0	0	0	0	0	0	0
transfers	0	0	0	0	0	0	0	0	0
revaluations	0	0	0	0	0	0	0	0	0
Balance carried forward	0	138909	0	18819	9648	9529	9648	167257	176905

Accumulated depreciation and impairment provisions

	SL		SL		SL		SL		
	20 years	20 years	5 years	5 years	3 years	3 years			
Balance brought forward	0	125016	0	18819	9648	9528	9648	153365	163012
disposals	0	0	0	0	0	0	0	0	0
transfers	0	0	0	0	0	0	0	0	0
revaluations	0	0	0	0	0	0	0	0	0
impairment provisions	0	0	0	0	0	0	0	0	0
charge for year	0	6945	0	0	0	0	0	6945	6945
Balance carried forward	0	131961	0	18819	9648	9528	9648	160310	169957

Net Book Value

Brought forward	0	13892	0	0	0	0	0	13892	13892
Carried forward	0	6947	0	0	0	0	0	6947	6947

Premises fund (Joint Venture) managed jointly with Waterbeach Community Playgroup with equal ownership in the assets.

Registered Charity No 1069551
OFSTED No 221946