



Trustees' Annual Report for the period

| From | Period start date | | | To | Period end date | | |
|------|-------------------|----|------|----|-----------------|----|------|
| | 1 | 09 | 2023 | | 31 | 08 | 2024 |

Section A Reference and administration details

Charity name Knightwood Kids Club

Other names charity is known by

Registered charity number (if any) 1081786

Charity's principal address Bellflower Way

Knightwood Road

Chandlers Ford

Postcode

SO53 4HW

Names of the charity trustees who manage the charity

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|---------------|-----------------|-----------------------------------|---|
| 1 | Fiona Chapman | Chair | 20 November 2023 | KKC Committee |
| 2 | | | | |
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

| Name | Dates acted if not for whole year |
|-----------------------------|-----------------------------------|
| Victoria Louise van Hateren | |
| | |
| | |

Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

Name of chief executive or names of senior staff members (Optional information)

Julie Kimber (Manager)

Section B Structure, governance and management

Description of the charity's trusts

| | |
|--|-----------------------|
| Type of governing document (e.g. trust deed, constitution) | Constitution |
| How the charity is constituted (e.g. trust, association, company) | Trust |
| Trustee selection methods (e.g. appointed by, elected by) | Election by committee |

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

The Knightwood Kids Club is a charitable unincorporated body, charity number 1081786.

The charity is governed by its constitution adopted on the 25th May 2000. The club is managed by a voluntary committee of parents who are appointed annually at the AGM.

A child protection policy is in place. Criminal Records Bureau checks are carried out prior to commencement to employment or trusteeship. These checks are carried out every two years in line with statutory requirements. All relevant policies can be found on the Knightwood Kids Club Website.

Appointment of New Trustees is undertaken in accordance with adopted guidelines and procedure. We are actively recruiting for new committee members, as three members have or are in the process of stepping down due to their children moving on to secondary school.

All trustees give their time voluntarily and receive no remuneration.

As an ongoing process Trustees assess the level of risk in relation to governance, services, employment, health and safety, child protection, financial management and information management. The trustees keep under review the major business and operational risks that the charity face and ensure that monitoring systems have been established so that the necessary steps can be taken to lessen the risks.

Summary of the objects of the charity set out in its governing document

The main purpose of the charity is to provide necessary facilities for the daily care, recreation, and education of children out of school hours in a safe and secure stimulating environment which works within a framework ensuring equality of opportunity for all children and families in the local community.

The trustees confirm that they have referred to all the guidance contained in the Charity Commissions general guidance on Public Benefit when reviewing the charities aims and objectives and in planning future activities.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

The focus of the activities remains as educational creative play that enables learning to take place in a fun and secure environment. These benefits children developing social and emotional skills alongside practical and life skills.

We welcome all primary age school children in the local community regardless of background, faith, or gender. Our philosophy is one of which encourages openness to others and enriches through sharing skills aptitudes and experiences.

We have a dedicated team of staff and volunteers who contribute their time and energy which support our children and young people whom without we would very much be at a loss.

We continue to welcome parents and this year have encouraged more parental involvement which we hope will lead to more parents becoming actively involved as new committee members in the future.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grant making;
- policy programme related investment;
- contribution made by volunteers.

We are proud to be able to accept students from local colleges to work alongside permanent members of staff and we currently have three students on our books.

We have also been able to support a student who was working towards their Duke of Edinburgh award.

Summary of the main achievements of the charity during the year**Parent Feedback**

We have had multiple comments from parents informing us how happy their children are at kids club, they are excited when it is their day to attend and when the parents come to pick them up, they are pleased to see the children happy and engaged.

Staff and Volunteers

We are incredibly lucky to have such an amazing team of staff, students and volunteers who support us. We have had some significant personnel changes in the last year and the team have risen to meet the needs of the club.

This year has seen a big push in improvements to our social media presence and an update to our website. There has also been a significant amount of work to update all necessary policies.

All staff have continued to update training and relevant qualifications.

Section E

Financial review

Brief statement of the charity's policy on reserves

Reserves are managed in accordance with the reserves policy. The funds are held in accordance with our policy to hold at least 2 months operating costs in reserve to ensure independent financial and operational stability.

These reserves have held the club in good stead and enable future recruitment, additional staff as and when needed.

Details of any funds materially in deficit

N/A

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

N/A

Section F

Other optional information

N/A

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

F. Chapman

Full name(s)

Fiona Chapman

Position (e.g. Secretary, Chair, etc)

Chair

Date

02/01/2025



CHARITY COMMISSION
FOR ENGLAND AND WALES

Knightwood Kids Club

1081786

Receipts and payments accounts

CC16a

For the period
from

01/09/2023

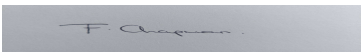
To

31/08/2024

Section A Receipts and payments

| | Unrestricted funds | Restricted funds | Endowment funds | Total funds | Last year |
|---|-----------------------|---------------------|--------------------|------------------|------------------|
| | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |
| A1 Receipts | | | | | |
| Trading Funds | 114,881 | - | - | 114,881 | 108,071 |
| Donations and Legacies | 1,155 | - | - | 1,155 | - |
| Investment Income | 985 | - | - | 985 | 566 |
| | | - | - | - | - |
| | | - | - | - | - |
| | | - | - | - | - |
| | | - | - | - | - |
| | | - | - | - | - |
| Sub total (Gross income for AR) | 117,021 | - | - | 117,021 | 108,637 |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | 117,021 | - | - | 117,021 | 108,637 |
| A3 Payments | | | | | |
| Salaries | 63,022 | - | - | 63,022 | 78,605 |
| Rent | 9,441 | - | - | 9,441 | 9,685 |
| Insurance | 948 | - | - | 948 | 1,243 |
| Education Consumables & Activities | 643 | - | - | 643 | 3,703 |
| Snacks | 3,779 | - | - | 3,779 | 3,809 |
| Computer & Telephone | 791 | - | - | 791 | 861 |
| Support Costs | 14,696 | - | - | 14,696 | 16,042 |
| Misc | 757 | - | - | 757 | 492 |
| | | - | - | - | - |
| Sub total | 94,077 | - | - | 94,077 | 114,439 |
| A4 Asset and investment purchases, (see table) | | | | | |
| Computer | 796 | - | - | 796 | - |
| | - | - | - | - | - |
| Sub total | 796 | - | - | 796 | - |
| Total payments | 94,873 | - | - | 94,873 | 114,439 |
| Net of receipts/(payments) | 22,148 | - | - | 22,148 | - 5,802 |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | 59,332 | - | - | 59,332 | 65,134 |
| Cash funds this year end | 81,480 | - | - | 81,480 | 59,332 |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|---|---|--|--|---|
| B1 Cash funds | Bank Current Account | 500 | - | - |
| | Bank Deposit Account | 80,971 | - | - |
| | Petty Cash | 9 | - | - |
| | Total cash funds | 81,480 | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| B2 Other monetary assets | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| | Debtors | 2,961 | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | Computer Equipment | Unrestricted funds | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | Creditors | 884 | - | |
| | Social Security & other taxes | 99 | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | Date of approval | |
| |  | Fiona Chapman | 18-Feb-25 | |



Section A

Independent Examiner's Report

Report to the trustees

Charity Name
Knightwood Kids Club

On accounts for the year
ended

31/08/2024

Charity no
(if any)

1081786

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's trustees, 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

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

Signed:

Date:

13-1-25

Name:

Keeley Cousens

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

FCCA DipPFS

Address:

2a Poles Copse, Poles Lane
Otterbourne

Section B**Disclosure**

Only complete if the examiner needs to highlight material 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.