

# POPPLETON SCHOOL'S OUT CLUB

England & Wales · Charity number 1081953

## Details

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**Status** Registered

**Legal form** Other

**Registered** 2000-08-09

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

## Contact

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**Address** Popsoc  
The Studio  
Poppleton Ousebank Primary School  
Main Street  
Upper Poppleton  
York

**Phone** 07923 903707

**Email** [popsoc@hotmail.co.uk](mailto:popsoc@hotmail.co.uk)

**Website** [www.popsoc.co.uk](http://www.popsoc.co.uk)

## Activities

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**Objects:** TO PROVIDE THE NECESSARY FACILITIES FOR THE DAILY CARE, RECREATION AND EDUCATION OF CHILDREN DURING OUT OF SCHOOL HOURS AND HOLIDAYS; TO ADVANCE THE EDUCATION AND TRAINING OF THE PERSONS IN THE PROVISION OF SUCH CARE, EDUCATION AND RECREATIONAL FACILITIES; TO PROMOTE THE PROVISION OF CHILDCARE FACILITIES IN THE CATCHMENT AREA OF UPPER POPPLETON INFANT AND JUNIOR SCHOOLS

**Activities:** Popsoc runs a breakfast club, after school club & holiday club in Poppleton for children aged 4-13.

## Classification

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- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** Amateur Sport
- **Who:** Children/young People

## Geography

- City Of York

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£160,012	£165,987	-	-
2024-08-31	£144,566	£144,479	-	-
2023-08-31	£146,002	£134,837	-	-
2022-08-31	£230,420	£231,424	-	-
2021-08-31	£204,600	£214,328	-	-
2020-08-31	£90,512	£90,891	-	-

## Trustees

Name	Role	Appointed
Jack Lindsay	Chair	2024-06-10
Jenny McGivern		2026-01-17
John Mitchell		2022-01-01
Leanne O'Connor		2024-03-04
Lisa Williams		2024-07-05
Marianne Tritton-Hughes		2022-01-01
Maxine Chambers		2022-05-25
Nathan McCain		2023-03-17
Samantha Jackson		2022-05-25

**POPPLETON SCHOOL'S OUT CLUB**

England & Wales - Charity number 1081953

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# Accounts

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# **Poppleton School's Out Club**

Charity number 1081953

## **Trustees annual report & financial statements for the year ended**

**31st August 2025**

# **outsourc**e

Charity accounts preparation &  
independent examination service

# Poppleton School's Out Club

Charity number 1081953

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# Trustees' Annual Report

From: 01/09/2024

To: 31/08/2025

Charity's full name Poppleton School's Out Club

Registered Charity number 1081953

## Objectives and activities

### Summary of the purposes of the charity set out in its governing document

The 3 objectives as written in the constitution are as follows:

1. To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays.
2. To advance the education and training of the persons in the provision of such care, education and recreation facilities.
3. To promote the provision of childcare facilities in the catchment area of Poppleton Ousebank Primary School.

### Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts

Popsoc provides out of school hours childcare in the form of breakfast club, an afterschool club and holiday clubs. The committee rents premises from Poppleton Ousebank Primary School and is fully integrated into the school working days. Popsoc has a very good working relationship with the school and they help to promote the club in return. Popsoc are fully committed to staff development and during the year staff have attended and completed a number of professional development courses.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

## Achievements and performance

### Summary of the main achievements of the charity during the year

See attached AGM report

### Review of the charity's financial position at the end of the period

Both income and expenditure have increased this year resulting in a deficit of £5.9K. Reserves are still in a healthy position

**Amount of Reserves held - £30,272**

### Statement explaining the policy for holding reserves stating why they are held

Based on an estimate of the amount required for employees redundancy pay entitlements and rental payable, a minimum figure of £20,000 is required to be held in the Popsoc Bank Account at all times. This figure is based upon the redundancy entitlements of all Popsoc employees as of 1st January 2025 and the full annual rental amounts for hiring facilities to run the breakfast, out of school and holiday clubs for 1 full year.

The reserves policy for the club will be reviewed on an annual basis to take into account revised staff details and increased rental fees.

### Reasons for holding zero reserves

N/A

### Funds materially in deficit

None

### Explanation of any uncertainties about the charity continuing as a going concern

None

## Structure, governance and management

### Description of the charity's trusts

Type of governing document (e.g. trust deed, royal charter) Constitution

How the charity is constituted (e.g. unincorporated association, CIO) Association

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees AGM

### Reference and administration details

Club full name Poppleton School's Out Club

Other names the charity is known by Popsoc

Club principal address The Studio  
Main Street  
Upper Poppleton  
York  
Postcode YO26 6JT

### Names of the 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)
Jack Lindsey	Chair		
John Mitchell	Vice Chair		
Leanne Ash	Treasurer	From Feb 25	
Damian Wroe	Secretary		
Sam Jackson			
Laura Collier		Until May 25	
Laura Crawford		Until May 25	
Maxine Chambers			
Nathan McCain			
Jen McGivern			
Lisa Williams			
Marianne Tritton-Hughes			

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year
Nil	

### Names and addresses of advisers (OPTIONAL)

Type of adviser	Name	Address
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### Independent

Examiner Karen Wood ACMA Outsource Accountancy Services & IE's  
2 Galligap Lane  
Osbalwick, York  
YO10 3NR

**Bankers**

**Declaration**

The trustees declare that they have approved the Trustees Annual Report and Accounts

Signed on behalf of the charity's trustees

Signature



Full Name

Leanne O'Connor

Position

Treasurer

Date

15th May 2026

POPSoc



Welcome to the 27<sup>th</sup> PopSoc  
ANNUAL GENERAL MEETING

# PopSOC Annual General Meeting

## Agenda:

- **Welcome & Apologies for Absence**
- **POPSOC Overview**
- **Chairs Report – The Last Year**
- **Financial Reports and Accounts**
- **Election of Committee Members**
- **Confirmation of Appointment of Auditors**
- **Changing the Legal Entity of POPSOC**
- **Close**



# Who are PopSoc?



## Employees

**Kerri Thomas (Manager)**  
**Samantha Jackson (Deputy)**  
Ruth McCreedy (Supervisor)  
Laura Best (Playworker)  
Harriet Moss (Playworker)  
Tracy Rutland (Playworker)  
Katie Isherwood (Playworker)  
Clare Norman (Playworker)  
Isla Morris (Relief Cover)

## Charity Committee

**Jack Lindsay (Chair)**  
**John Mitchell (Deputy Chair)**  
**Damian Wroe (Secretary)**  
**Leanne Ash (Treasurer)**  
Samantha Jackson  
Nathan McCain  
Jen McGivern  
Lisa Williams  
Maxine Chambers  
Marianne Tritton-Hughes



# What does PopSoc offer?



## School Term Time

Breakfast Club (7.30am – 8:45am)

**15-25 Children on average**

After School Club (3:15pm – 6:00pm)

**45-50 Children on average**

## Holiday Club

Full Day (8:00am – 5:30pm)

Half Day (8:00am – 1:00pm)

Half Day (10:00am – 3:00pm)

Half Day (12:00pm – 5:30pm)

**Average 20 children per day**

**POPSOC is open 51 weeks a year**





# Annual Report and Accounts

- Income 2024/2025

Income for 2024/5 was **£160,012** – up £15k from previous year

Of this **£1377** came from fundraising and similar sources

- Expenditure 2024/2025

Expenditure for 2024/5 was **£165,987** – up £21k from previous year

This increase is across the board for staffing and consumables and is broadly in line with inflation

# Annual Report and Accounts

Currently the club has a bank balance of **£24,684**

The reserve savings balance is **£20,429**

As a non-profit organisation we **aim to achieve break even.**

Last FY we had a **£6,000 loss**, somewhat due to lower Summer 2024 income

**Reserves balance** always maintained as per our constitution

Club is performing well & a fee increase will allow for a **break even 2025/6**

**Thank you for your  
continued support!!**



# Annual Report and Accounts

Independently Audited by Karen Wood  
ACMA of Outsource Accountancy  
Services

**VOTE – Annual Reports Approval**





# Chairs Report 2024/25

- The setting continues to provide safe and welcoming wrap around care to the local community and remains the largest provider of this in the area.
- The most recent parent survey yielded a NPS score of over 60 which is great! – as well as valuable feedback that we can review for plans going forward.
- We have updated the Charity Constitution to better reflect a modern charity and to ensure continued compliance with the Charity Commission rules.
- 3<sup>rd</sup> Year running we have submitted the Annual Report and Financial Reports on time and in full.
- Secured funding for a new Shed including concrete base to improve equipment storage and available activities.
- Trustees launched a fundraising project with YCC and alongside this, the Staff have delivered an unprecedented level of fundraising activities over the last year.
- Professionalised the setting via updating of contracts, strengthening processes and implementing greater operational rigour.
- Implemented staff pay rises to support the cost of living whilst keeping fees affordable for parents.
- Built greater financial resilience for the Charity.
- Improved billing support with further enhancements planned.

POPSOC



What POPSOC did  
this year!

# POPSOC 2024/25

- The children took part in a national out of school club Mythical Madness art competition and got published in a book. One of the POPSOC children was a runner up winning lots of craft supplies.
- We introduced the “regulation station” for more quiet areas for the children to self regulate.
- The last 12 months have seen very high staff retention





## POPSOC Activity

- This year POPSOC has seen an increase and a want in holiday club bookings.
- The relationship with the school is still strong and we work closely with the Deputy Head as our main contact and are building a relationship with the new Head Teacher. This partnership allows us to ensure we can provide a safe environment for all our team members and children.
- POPSOC is now at maximum capacity for afterschool club on Mondays-Fridays with waiting lists on all days. Children have several structured activities to choose from or can-do homework/have downtime and we consistently ask for their input and that of the parents.
- Breakfast club numbers are increasing with Tuesday and Wednesday being busy and the rest of the week quieter. This has shown numbers slowly increasing.
- Staff are actively encouraged to continue their professional development and attend courses to improve their skills and portfolio.









# Elections & Appointments

- PopSoc needs a **minimum** of 8 parent committee members. **If anyone is interested in joining, please let us know.**
- The Committee meets 6 times per year for about 60-90 minutes.
- PopSoc can't exist or run without a full Committee and regularly needs new members to inject ideas and support into the club.



# Election

Positions to be elected:

CHAIR

VICE CHAIR

TREASURER

SECRETARY

**Vote Needed if multiple applicants for a  
position**





## PopSoc – AGM

- THANK YOU!

**Independent examiner's report to the trustees of Poppleton's School's Out Club**

I report on the accounts of: **Poppleton School's Out Club**  
for the year ended: **31st August 2025** which are set out on pages 5 to 7.

**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 Charity'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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records

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.



**Karen Wood (ACMA)**

Outsource independent examination  
service

2 Galligap Lane  
Osbalwick  
York YO10 3NR

20/05/2026

**Date:**

**Poppleton School's Out Club**  
Charity number 1081953

<b>Receipts &amp; payments accounts for the year ended:</b>		<b>31st August 2025</b>		
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2025 Total funds</b>	<b>2024 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Receipts</b>				
Fees	158,635	-	158,635	142,503
Fundraising & donations	250	-	250	250
Bank interest	566	-	566	654
Apprentice funding	500	-	500	500
Sundry income	61	-	61	659
<b>Total receipts</b>	<b><u>160,012</u></b>	<b><u>-</u></b>	<b><u>160,012</u></b>	<b><u>144,566</u></b>
<b>Payments</b>				
Salaries	144,895	-	144,895	122,564
Staff training & other costs	2,159	-	2,159	1,864
Activities & play materials	5,154	-	5,154	6,233
Milk & refreshments	6,421	-	6,421	6,023
Rent	2,415	-	2,415	2,415
Accountancy, HR & payroll costs	1,090	-	1,090	971
Insurance	862	-	862	840
Independent examiner's fees	350	-	350	350
Licences, DBS & subscriptions	821	-	821	688
Administration & running costs	752	-	752	928
Bank charges	120	-	120	120
Website, telephone & internet	889	-	889	1,039
Sundry	59	-	59	-
Memory bench	-	-	-	444
<b>Total payments</b>	<b><u>165,987</u></b>	<b><u>-</u></b>	<b><u>165,987</u></b>	<b><u>144,479</u></b>
<b>Net of receipts/(payments)</b>	<b>(5,975)</b>	<b>-</b>	<b>(5,975)</b>	<b>87</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Balance brought forward</b>	<b>36,247</b>	<b>-</b>	<b>36,247</b>	<b>36,160</b>
<b>Balance carried forward</b>	<b><u>30,272</u></b>	<b><u>-</u></b>	<b><u>30,272</u></b>	<b><u>36,247</u></b>

**Poppleton School's Out Club**  
Charity number 1081953

<b>Statement of assets and liabilities at:</b>		<b>31st August 2025</b>			
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2025 Total funds</b>	<b>-2024 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Assets</b>					
<b>Cash at bank and in hand</b>					
Current bank account	8,851	-	8,851	15,807	
Savings bank account	20,248	-	20,248	18,814	
Mastercard	1,173	-	1,173	1,626	
	<u><b>30,272</b></u>	<u>-</u>	<u><b>30,272</b></u>	<u><b>36,247</b></u>	
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2025 Total funds</b>	<b>2024 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
Outstanding fees	<u>11,167</u>	-	<u>11,167</u>	<u>1,997</u>	
	<u><b>11,167</b></u>	<u>-</u>	<u><b>11,167</b></u>	<u><b>1,997</b></u>	
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2025 Total funds</b>	<b>2024 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Liabilities</b>					
Independent examination fee	350	-	350	350	
	<u><b>350</b></u>	<u>-</u>	<u><b>350</b></u>	<u><b>350</b></u>	

**Poppleton School's Out Club**  
Charity number 1081953

<b>Notes to the accounts for the year ended:</b>	<b>31st August 2025</b>
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The trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

<b>Approval of accounts for the year ended:</b>	<b>31st August 2025</b>
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The report and accounts were approved at a meeting of the trustees held on:

**Date**

**Signed for and on behalf of the trustees:**



**Signature**

Jack Lindsay

**Name**

Chair

**Position (e.g. Chair etc)**

18/05/2026

**Date**



**Signature**

Leanne O'Connor

**Name**

Treasurer

**Position (e.g. Chair etc)**

19/05/2026

**Date**

**POPPLETON SCHOOL'S OUT CLUB**

England & Wales - Charity number 1081953

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# Accounts

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# **Poppleton School's Out Club**

Charity number 1081953

## **Trustees annual report & financial statements for the year ended**

**31st August 2024**

# **outsourc**e

Charity accounts preparation &  
independent examination service

# Poppleton School's Out Club

Charity number 1081953

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# Trustees' Annual Report

From: 01/09/2023

To: 31/08/2024

Charity's full name Poppleton School's Out Club

Registered Charity number 1081953

## Objectives and activities

### Summary of the purposes of the charity set out in its governing document

The 3 objectives as written in the constitution are as follows:

1. To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays.
2. To advance the education and training of the persons in the provision of such care, education and recreation facilities.
3. To promote the provision of childcare facilities in the catchment area of Poppleton Ousebank Primary School.

### Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts

Popsoc provides out of school hours childcare in the form of breakfast club, an afterschool club and holiday clubs. The committee rents premises from Poppleton Ousebank Primary School and is fully integrated into the school working days. Popsoc has a very good working relationship with the school and they help to promote the club in return. Popsoc are fully committed to staff development and during the year staff have attended and completed a number of professional development courses.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

## Achievements and performance

### Summary of the main achievements of the charity during the year

This year has seen PopSoc growing from strength to strength, with a strong team they have worked hard this year to show an increase in want of holiday clubs, breakfast and afterschool clubs, more than we have seen in previous years.

The relationship with the school is strong and we are constantly trying to work closely with the Head teacher to ensure we are able to provide a safe and stimulating environment for all our team members and children.

Waiting lists have been reduced due to school leavers and PopSoc is now only holding a minimum number of waiting list places as a result.

In Popsoc - the children have a number of structured activities available to choose from, or they are able to do homework or have downtime and we consistently ask for their input and that of the parents into looking at additional things we can introduce to the club.

Breakfast club remains incredibly popular with Monday and Wednesday being busy and the rest of the week quieter.

Holiday clubs remain incredibly popular and are often fully subscribed. Summer club took a last minute hiatus in 2024 due to works on the school site to remedy some safety issues which had to be booked in and communicated to Popsoc at short notice. This last minute forced cancellation of Summer Holiday Club was managed extremely well by Staff and Committee members to minimise impact with alternate childcare been signposted. It is a testament to the friendly nature of the Popsoc team that whilst this had a financial impact – it did not generate any negative sentiment from parents and carers and has not affected uptake in subsequent months of any of the Clubs offered. The impact of summer cancellation and lack of communication from the school has been discussed with the Hope Trust and agreement reached on better ways of working in this area.

Staff are continually and actively encouraged to continue their professional development and attend courses to improve their skills and portfolio. Staff wellbeing is continuing to be incorporated within termly supervisions for the team, including when staff have an annual appraisal where their development needs are identified and addressed.

## Review of the charity's financial position at the end of the period

A very small surplus of £87 has been made this year. This will ensure reserves are maintained.

**Amount of Reserves held** - £36,160

### Statement explaining the policy for holding reserves stating why they are held

Based on an estimate of the amount required for employees redundancy pay entitlements and rental payable, a minimum figure of £20,000 is required to be held in the Popsoc Bank Account at all times. This figure is based upon the redundancy entitlements of all Popsoc employees as of 1st January 2025 and the full annual rental amounts for hiring facilities to run the breakfast, out of school and holiday clubs for 1 full year.

The reserves policy for the club will be reviewed on an annual basis to take into account revised staff details and increased rental fees.

### Reasons for holding zero reserves

N/A

### Funds materially in deficit

None

### Explanation of any uncertainties about the charity continuing as a going concern

None

## Structure, governance and management

### Description of the charity's trusts

Type of governing document (e.g. trust deed, royal charter)      Constitution

How the charity is constituted (e.g. Association unincorporated association, CIO)

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees      AGM

## Reference and administration details

Club full name      Poppleton School's Out Club

Other names the charity is known by      Popsoc

Club principal address      The Studio  
Main Street  
Upper Poppleton  
York

Postcode YO26 6JT

### Names of the 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)
Jack Lindsey	Chair	From 1/8/24	
John Mitchell	Vice Chair		
Nathan McCain	Treasurer		
Damian Warne	Secretary		
Sam Jackson			
Laura Collier			
Laura Crawford			

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year
Nil	

**Names and addresses of advisers (OPTIONAL)**

Type of adviser	Name	Address
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**Independent**

<b>Examiner</b>	Karen Wood ACMA	Outsource Accountancy Services & IE's 2 Galligap Lane Osbalwick, York YO10 3NR
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**Bankers**

**Declaration**

The trustees declare that they have approved the Trustees Annual Report and Accounts

Signed on behalf of the charity's trustees

Signature 

Full Name Jack Lindsay  
Position Chair  
Date 21/02/25

**Independent examiner's report to the trustees of Poppleton's School's Out Club**

I report on the accounts of: **Poppleton School's Out Club**  
for the year ended: **31st August 2024** which are set out on pages 5 to 7.

**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 Charity'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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records

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.



**Karen Wood (ACMA)**  
Outsource independent examination  
service  
2 Galligap Lane  
Osbalwick  
York YO10 3NR

24/02/2025

**Date:**

**Poppleton School's Out Club**  
Charity number 1081953

<b>Receipts &amp; payments accounts for the year ended:</b>		<b>31st August 2024</b>		
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2024 Total funds</b>	<b>2023 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Receipts</b>				
Fees	142,503	-	142,503	144,446
Fundraising & donations	250	-	250	997
Bank interest	654	-	654	59
Apprentice funding	500	-	500	500
Sundry income	659	-	659	-
<b>Total receipts</b>	<b><u>144,566</u></b>	<b><u>-</u></b>	<b><u>144,566</u></b>	<b><u>146,002</u></b>
<b>Payments</b>				
Salaries	122,564	-	122,564	110,238
Staff training & other costs	1,864	-	1,864	2,924
Activities & play materials	6,233	-	6,233	7,332
Milk & refreshments	6,023	-	6,023	6,405
Rent	2,415	-	2,415	3,221
IT equipment & software		-	-	84
Accountancy, HR & payroll costs	971	-	971	922
Insurance	840	-	840	821
Independent examiner's fees	350	-	350	350
Licences, DBS & subscriptions	688	-	688	873
Administration & running costs	928	-	928	420
Bank charges	120	-	120	115
Website, telephone & internet	1,039	-	1,039	1,132
Memory bench	444	-	444	-
<b>Total payments</b>	<b><u>144,479</u></b>	<b><u>-</u></b>	<b><u>144,479</u></b>	<b><u>134,837</u></b>
<b>Net of receipts/(payments)</b>	<b>87</b>	<b>-</b>	<b>87</b>	<b>11,165</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Balance brought forward</b>	<b>36,160</b>	<b>-</b>	<b>36,160</b>	<b>24,995</b>
<b>Balance carried forward</b>	<b><u>36,247</u></b>	<b><u>-</u></b>	<b><u>36,247</u></b>	<b><u>36,160</u></b>

**Poppleton School's Out Club**  
Charity number 1081953

<b>Statement of assets and liabilities at:</b>		<b>31st August 2024</b>			
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2020 Total funds</b>	<b>2019 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Assets</b>					
<b>Cash at bank and in hand</b>					
Current bank account	15,807	-	15,807	15,497	
Savings bank account	18,814	-	18,814	19,078	
Mastercard	1,626		1,626	1,585	
	<b><u>36,247</u></b>	<b><u>-</u></b>	<b><u>36,247</u></b>	<b><u>36,160</u></b>	
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2024 Total funds</b>	<b>2023 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
Outstanding fees	1,997	-	1,997	8,392	
	<b><u>1,997</u></b>	<b><u>-</u></b>	<b><u>1,997</u></b>	<b><u>8,392</u></b>	
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2024 Total funds</b>	<b>2023 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Liabilities</b>					
Independent examination fee	350	-	350	350	
	<b><u>350</u></b>	<b><u>-</u></b>	<b><u>350</u></b>	<b><u>350</u></b>	

**Poppleton School's Out Club**  
Charity number 1081953

<b>Notes to the accounts for the year ended:</b>	<b>31st August 2024</b>
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The trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

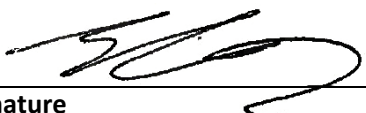
<b>Approval of accounts for the year ended:</b>	<b>31st August 2024</b>
---	-------------------------

The report and accounts were approved at a meeting of the trustees held on:

27/01/2025
------------

Date

**Signed for and on behalf of the trustees:**


---

Signature

Jack Lindsay
--------------

Name

Chair
-------

Position (e.g. Chair etc)

21/02/2025
------------

Date

--

Signature

--

Name

--

Position (e.g. Chair etc)

--

Date

**POPPLETON SCHOOL'S OUT CLUB**

England & Wales - Charity number 1081953

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# Accounts

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## Trustees' Annual Report for the period

From **01 Sep 2022** Period start date To **30 Aug 2023**  
Period end date

**Charity name: Poppleton School's Out Club**

**Charity registration number: 1081953**

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The objects of the Charity are:</p> <p>a)To provide the necessary facilities for the daily care recreation and education of children during out of school hours and school holidays;</p> <p>b)To advance the education and training of the persons in the provision of such care, education and recreational facilities;</p> <p>c)To promote the provision of childcare facilities in the catchment area of Upper Poppleton Infant and Junior schools.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>This year has seen Popsoc growing from strength to strength, with a dedicated team that has worked hard this year to create a greater increase in demand for both holiday and afterschool clubs than we have seen in previous years. Popsoc is committed to staff development. Popsoc staff have attended and completed a variety of professional development courses. Staff wellbeing continues to be incorporated within the regular staff reviews which include identifying and addressing development needs.</p> <p>Uptake for the holiday clubs has been higher than in previous years for both the summer and half term sessions. We are very proud of the Popsoc team and what they have organised for the holiday clubs which have included a variety of activities, themed weeks, special days, and visitors. The children have looked at nature, different cultures, and the world around them. Outings have included a trip to the seaside and to Wolds Lavender. The Popsoc team also arranged visits from</p>

		<p>People Who Help Us including the fire brigade who talked to the children about what they do and showed them how things work on the fire engine. Themed days included a beach party, kite flying, and tennis, which continues to be one of the most popular days for Popsoc.</p> <p>Breakfast club demand has slightly decreased, and it is the only session without a waiting list.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	<p>Trustees have had regard to the guidance and are firm in the belief that this the ongoing running of PopSoc is for the public benefit.</p> <p>The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.</p> <p>Achievements and performance</p>

#### Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	n/a
Policy on social investment including program related investment	Para 1.38	n/a
Contribution made by volunteers	Para 1.38	Volunteers continue to support the running of PopSoc through the charity committee
Other		

#### Achievements and Performance

	SORP reference	

<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>Para 1.20</p>	<p>The committee rents premises from Poppleton Ousebank Primary School and is fully integrated into the school working days. Popsoc has a very good working relationship with the school and they help to promote the club in return. Popsoc are fully committed to staff development and during the year staff have attended and completed a number of professional development courses.</p> <p>Within the holiday clubs, uptake has been much higher than previous years for both summer holidays and half term. We are very proud of the team and what they organise for the holiday clubs. The children and staff have been enjoying a wide variety of activities, themed weeks with special days and visitors to the site looking at nature, different cultures, and the world around us. The PopSoc team had arranged outings and special visitors through holiday clubs. Highlights of the Summer included a trip to the seaside and Woldies Lavender. Not only this but POPSOC arranged visits from 'People who help us' with one being firefighters coming to see to the children and show them how things work on the fire engine. Other days that were well received were the beach party and kite flying. Tennis at PopSoc always proves very popular during the summer with it being one of the busiest days</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

<p>Achievements against objectives set</p>	<p>Para 1.41</p>	
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p>n/a</p>
<p>Other</p>		



## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	A surplus of £11,165 has been made this year due to increased fee and fundraising income. This will build reserves.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Based on an estimate of the amount required for employees' redundancy pay entitlements and rental payable, a minimum figure of £20, 000 is required to be held in the Popsoc Bank Account at all times. This figure is based upon the redundancy entitlements of all Popsoc employees as of 31st August 2023 and the full annual rental amounts for hiring facilities to run the breakfast, out of school and holiday clubs for 1 full year. The reserves policy for the club will be reviewed on an annual basis to take into account revised staff details and increased rental fees.
Amount of reserves held	Para 1.22	£36,160
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	none
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	none

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>Membership is open to</p> <ul style="list-style-type: none"> <li>i. All parents and guardians on the attendance register of the Charity</li> <li>ii. To other persons over the age of eighteen who are interested in furthering the work of the Charity</li> <li>iii. Anybody corporate or unincorporated association which is interested in furthering the work of the Charity and has paid any annual subscription (any such body being called in this constitution a "member organisation").</li> </ul> <p>b) The committee herein constituted shall have the right to;</p> <ul style="list-style-type: none"> <li>i. Approve or reject applications for membership</li> <li>ii. For good and sufficient reason to terminate the membership of any member provided that the member concerned shall have the right to be heard by the committee, accompanied by a friend, before the final decision is made.</li> </ul> <p>Trustees volunteer and will be voted on to the committee with a two thirds majority</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Staff are continually and actively encouraged to continue their professional development and attend courses to improve their skills and portfolio. Staff wellbeing is continuing to be incorporated within termly supervisions for the team, including when staff have an annual appraisal where their development needs are identified and addressed.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	

Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Poppleton School's Out Club
Other name the charity uses	PopSoc 1081953
Registered charity number	
Charity's principal address	POPSOC The Studio Poppleton Ousebank Primary School Main Street, Upper Poppleton York YO26 6JT

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	Marianne Tritton-Hughes	Chair		
2	Nathan McCain	Treasurer		
3	Jack Lindsay			
4	Damian Wroe	Secretary		
5	Laura Crawford			
6	John Mitchell			
7	Samantha Jackson			
8	Paul Jones			
9	Maxine Chambers			
10	Laura Collier			
11	Lisa Williams			
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optional information)

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

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

Other optional information

--

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Marianne Tritton-Hughes	Damian Wroe
-------------------------	-------------

Position (eg Secretary,  
Chair, etc)

Chair	Secretary
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Date

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# **Poppleton School's Out Club**

Charity number 1081953

## **Trustees annual report & financial statements for the year ended**

**31st August 2023**

# **outsourc**e

Charity accounts preparation &  
independent examination service

# **Poppleton School's Out Club**

Charity number 1081953

## **Contents**

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<b>Statement of assets and liabilities</b>	<b>6</b>
<b>Notes to the accounts</b>	<b>7</b>

# Trustees' Annual Report

From: 01/09/2022

To: 31/08/2023

Charity's full name Poppleton School's Out Club

Registered Charity number 1081953

## Objectives and activities

### Summary of the purposes of the charity set out in its governing document

The 3 objectives as written in the constitution are as follows:

1. To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays.
2. To advance the education and training of the persons in the provision of such care, education and recreation facilities.
3. To promote the provision of childcare facilities in the catchment area of Poppleton Ousebank Primary School.

### Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts

Popsoc provides out of school hours childcare in the form of breakfast club, an afterschool club and holiday clubs. The committee rents premises from Poppleton Ousebank Primary School and is fully integrated into the school working days. Popsoc has a very good working relationship with the school and they help to promote the club in return. Popsoc are fully committed to staff development and during the year staff have attended and completed a number of professional development courses.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

## Achievements and performance

### Summary of the main achievements of the charity during the year

This year has seen PopSoc growing from strength to strength, with a strong team they have worked hard this year to show an increase in want of holiday clubs, breakfast and afterschool clubs, more than we have seen in previous years.

The relationship with the school is strong and we are constantly trying to work closely with the Head teacher to ensure we are able to provide a safe and sanitised environment for all our team members and children

PopSoc is now at maximum capacity for afterschool club all week! With large waiting list on all days ranging from 11 on Friday to 35 on Wednesday. The waiting lists are constantly being reviewed to make sure spaces are not going spare. The children have a number of structured activities available to choose from, or they are able to do homework or have downtime and we consistently ask for their input and that of the parents into looking at additional things we can introduce to the club.

Breakfast club numbers are still increasing with Monday and Wednesday being busy and the rest of the week quieter. Breakfast club numbers are still lower than afterschool with no waiting lists currently for any day – possibly due to larger numbers of people still working from home and able to be more flexible with school drop off times.

Within the holiday clubs, uptake has been much higher than previous years for both summer holidays and half term. We are very proud of the team and what they organise for the holiday clubs. The children and staff have been enjoying a wide variety of activities, themed weeks with special days and visitors to the site looking at nature, different cultures, and the world around us. The PopSoc team had arranged outings and special visitors through holiday clubs. Highlights of the Summer included a trip to the seaside and Woldies Lavender. Not only this but POPSOC arranged visits from 'People who help us' with one being firefighters coming to see to the children and show them how things work on the fire engine. Other days that were well received were the beach party and kite flying. Tennis at PopSoc always proves very popular during the summer with it being one of the busiest days.

Staff are continually and actively encouraged to continue their professional development and attend courses to improve their skills and portfolio. Staff wellbeing is continuing to be incorporated within termly supervisions for the team, including when staff have an annual appraisal where their development needs are identified and addressed.

**Review of the charity's financial position at the end of the period**

A surplus of £11,165 has been made this year due to increased fee and fundraising income. This will build reserves.

**Amount of Reserves held** - £36,160

**Statement explaining the policy for holding reserves stating why they are held**

Based on an estimate of the amount required for employees redundancy pay entitlements and rental payable, a minimum figure of £20,000 is required to be held in the Popsoc Bank Account at all times. This figure is based upon the redundancy entitlements of all Popsoc employees as of 31st August 2023 and the full annual rental amounts for hiring facilities to run the breakfast, out of school and holiday clubs for 1 full year.

The reserves policy for the club will be reviewed on an annual basis to take into account revised staff details and increased rental fees.

**Reasons for holding zero reserves**

N/A

**Funds materially in deficit**

None

**Explanation of any uncertainties about the charity continuing as a going concern**

None

**Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (e.g. trust deed, royal charter)      Constitution

How the charity is constituted (e.g. unincorporated association, CIO)      Association

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees      AGM

**Reference and administration details**

Club full name      Poppleton School's Out Club

Other names the charity is known by      Popsoc

Club principal address      The Studio  
Main Street  
Upper Poppleton  
York  
Postcode YO26 6JT

**Names of the 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)
Marianne Tritton - Hughes	Chair		
John Mitchell	Vice Chair	To 01/01/2023	
Nathan McCain	Treasurer	From 27/03/2023	
Damian Warne	Secretary	From 27/03/2023	
Sam Jackson			
Jack Lindsey			
Laura Collier			
Laura Crawford			
Maxine Chambers			
Lisa Middleton			
Iona Stuart			

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year
Nil	

**Names and addresses of advisers (OPTIONAL)**

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

**Independent**

**Examiner**                      Karen Wood ACMA                      Outsource Accountancy Services & IE's  
Hiscox Building  
Peasholme Green, York  
YO1 7PR

**Bankers****Declaration**

The trustees declare that they have approved the Trustees Annual Report and Accounts

Signed on behalf of the charity's trustees

Signature   
Full Name    Marianne Tritton-Hughes  
Position     Chair  
Date         15/01/2024

**Independent examiner's report to the trustees of Poppleton's School's Out Club**

I report on the accounts of: **Poppleton School's Out Club**  
for the year ended: **31st August 2023** which are set out on pages 5 to 7.

**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 Charity'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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records

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.



**Karen Wood (ACMA)**  
Outsource independent examination  
service  
The Hiscox Building  
Peasholme Green  
York YO1 7PR

29/01/2024

**Date:**

**Poppleton School's Out Club**  
Charity number 1081953

<b>Receipts &amp; payments accounts for the year ended:</b>		<b>31st August 2023</b>		
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2023 Total funds</b>	<b>2022 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Receipts</b>				
Fees	144,446	-	144,446	124,703
Fundraising & donations	997	-	997	339
Bank interest	59	-	59	25
Apprentice funding	500	-	500	500
<b>Total receipts</b>	<b><u>146,002</u></b>	<b><u>-</u></b>	<b><u>146,002</u></b>	<b><u>125,567</u></b>
<b>Payments</b>				
Salaries	110,238	-	110,238	95,058
Staff training & other costs	2,924	-	2,924	2,783
Activities & play materials	7,332	-	7,332	5,510
Milk & refreshments	6,405	-	6,405	6,098
Rent	3,221	-	3,221	3,357
IT equipment & software	84	-	84	150
Accountancy, HR & payroll costs	922	-	922	857
Insurance	821	-	821	764
Independent examiner's fees	350	-	350	400
Licences, DBS & subscriptions	873	-	873	337
Administration & running costs	420	-	420	787
Bank charges	115	-	115	186
Website, telephone & internet	1,132	-	1,132	854
First aid stock	-	-	-	81
<b>Total payments</b>	<b><u>134,837</u></b>	<b><u>-</u></b>	<b><u>134,837</u></b>	<b><u>117,222</u></b>
<b>Net of receipts/(payments)</b>	<b>11,165</b>	<b>-</b>	<b>11,165</b>	<b>8,345</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Balance brought forward</b>	<b>24,995</b>	<b>-</b>	<b>24,995</b>	<b>16,650</b>
<b>Balance carried forward</b>	<b><u>36,160</u></b>	<b><u>-</u></b>	<b><u>36,160</u></b>	<b><u>24,995</u></b>

**Poppleton School's Out Club**  
Charity number 1081953

<b>Statement of assets and liabilities at:</b>		<b>31st August 2023</b>			
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2020 Total funds</b>	<b>2019 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Assets</b>					
<b>Cash at bank and in hand</b>					
Current bank account	15,497	-	15,497	10,612	
Savings bank account	19,078	-	19,078	13,050	
Mastercard	1,585	-	1,585	1,333	
	<b><u>36,160</u></b>	<b><u>-</u></b>	<b><u>36,160</u></b>	<b><u>24,995</u></b>	
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2023 Total funds</b>	<b>2022 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
Outstanding fees	8,392	-	8,392	5,961	
	<b><u>8,392</u></b>	<b><u>-</u></b>	<b><u>8,392</u></b>	<b><u>5,961</u></b>	
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2023 Total funds</b>	<b>2022 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Liabilities</b>					
Independent examination fee	350	-	350	350	
	<b><u>350</u></b>	<b><u>-</u></b>	<b><u>350</u></b>	<b><u>350</u></b>	

**Poppleton School's Out Club**  
Charity number 1081953

<b>Notes to the accounts for the year ended:</b>	<b>31st August 2023</b>
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The trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

<b>Approval of accounts for the year ended:</b>	<b>31st August 2023</b>
---	-------------------------

The report and accounts were approved at a meeting of the trustees held on:

<b>22.1.24</b>
Date

Signed for and on behalf of the trustees:


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Signature

<b>MARIANNE TRITTON-HUGHES</b>
--------------------------------

Name

Chair
-------

Position (e.g. Chair etc)

<b>2.01.24</b>
----------------

Date


--

Signature

<b>Nathaniel Eli McCain</b>
-----------------------------

Name

Treasurer
-----------

Position (e.g. Chair etc)

<b>15/01/2024</b>
-------------------

Date

# **Poppleton School's Out Club**

Charity number 1081953

## **Trustees annual report & financial statements for the year ended**

**31st August 2023**

# **outsourc**e

Charity accounts preparation &  
independent examination service

# Poppleton School's Out Club

Charity number 1081953

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# Trustees' Annual Report

From: 01/09/2022

To: 31/08/2023

Charity's full name Poppleton School's Out Club

Registered Charity number 1081953

## Objectives and activities

### Summary of the purposes of the charity set out in its governing document

The 3 objectives as written in the constitution are as follows:

1. To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays.
2. To advance the education and training of the persons in the provision of such care, education and recreation facilities.
3. To promote the provision of childcare facilities in the catchment area of Poppleton Ousebank Primary School.

### Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts

Popsoc provides out of school hours childcare in the form of breakfast club, an afterschool club and holiday clubs. The committee rents premises from Poppleton Ousebank Primary School and is fully integrated into the school working days. Popsoc has a very good working relationship with the school and they help to promote the club in return. Popsoc are fully committed to staff development and during the year staff have attended and completed a number of professional development courses.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

## Achievements and performance

### Summary of the main achievements of the charity during the year

This year has seen PopSoc growing from strength to strength, with a strong team they have worked hard this year to show an increase in want of holiday clubs, breakfast and afterschool clubs, more than we have seen in previous years.

The relationship with the school is strong and we are constantly trying to work closely with the Head teacher to ensure we are able to provide a safe and sanitised environment for all our team members and children

PopSoc is now at maximum capacity for afterschool club all week! With large waiting list on all days ranging from 11 on Friday to 35 on Wednesday. The waiting lists are constantly being reviewed to make sure spaces are not going spare. The children have a number of structured activities available to choose from, or they are able to do homework or have downtime and we consistently ask for their input and that of the parents into looking at additional things we can introduce to the club.

Breakfast club numbers are still increasing with Monday and Wednesday being busy and the rest of the week quieter. Breakfast club numbers are still lower than afterschool with no waiting lists currently for any day – possibly due to larger numbers of people still working from home and able to be more flexible with school drop off times.

Within the holiday clubs, uptake has been much higher than previous years for both summer holidays and half term. We are very proud of the team and what they organise for the holiday clubs. The children and staff have been enjoying a wide variety of activities, themed weeks with special days and visitors to the site looking at nature, different cultures, and the world around us. The PopSoc team had arranged outings and special visitors through holiday clubs. Highlights of the Summer included a trip to the seaside and Woldies Lavender. Not only this but POPSOC arranged visits from 'People who help us' with one being firefighters coming to see to the children and show them how things work on the fire engine. Other days that were well received were the beach party and kite flying. Tennis at PopSoc always proves very popular during the summer with it being one of the busiest days.

Staff are continually and actively encouraged to continue their professional development and attend courses to improve their skills and portfolio. Staff wellbeing is continuing to be incorporated within termly supervisions for the team, including when staff have an annual appraisal where their development needs are identified and addressed.

**Review of the charity's financial position at the end of the period**

A surplus of £11,165 has been made this year due to increased fee and fundraising income. This will build reserves.

**Amount of Reserves held - £36,160**

**Statement explaining the policy for holding reserves stating why they are held**

Based on an estimate of the amount required for employees redundancy pay entitlements and rental payable, a minimum figure of £20,000 is required to be held in the Popsoc Bank Account at all times. This figure is based upon the redundancy entitlements of all Popsoc employees as of 31st August 2023 and the full annual rental amounts for hiring facilities to run the breakfast, out of school and holiday clubs for 1 full year.

The reserves policy for the club will be reviewed on an annual basis to take into account revised staff details and increased rental fees.

**Reasons for holding zero reserves**

N/A

**Funds materially in deficit**

None

**Explanation of any uncertainties about the charity continuing as a going concern**

None

**Structure, governance and management**

**Description of the charity's trusts**

Type of governing document (e.g. trust deed, royal charter)      Constitution

How the charity is constituted (e.g. unincorporated association, CIO)      Association

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees      AGM

**Reference and administration details**

Club full name      Poppleton School's Out Club

Other names the charity is known by      Popsoc

Club principal address      The Studio  
Main Street  
Upper Poppleton  
York  
Postcode YO26 6JT

**Names of the 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)
Marianne Tritton - Hughes	Chair		
John Mitchell	Vice Chair	To 01/01/2023	
Nathan McCain	Treasurer	From 27/03/2023	
Damian Warne	Secretary	From 27/03/2023	
Sam Jackson			
Jack Lindsey			
Laura Collier			
Laura Crawford			
Maxine Chambers			
Lisa Middleton			
Iona Stuart			

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year
Nil	

**Names and addresses of advisers (OPTIONAL)**

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

**Independent**

**Examiner**                      Karen Wood ACMA                      Outsource Accountancy Services & IE's  
Hiscox Building  
Peasholme Green, York  
YO1 7PR

**Bankers****Declaration**

The trustees declare that they have approved the Trustees Annual Report and Accounts

Signed on behalf of the charity's trustees

Signature   
Full Name    Marianne Tritton-Hughes  
Position     Chair  
Date         15/01/2024

**Independent examiner's report to the trustees of Poppleton's School's Out Club**

I report on the accounts of: **Poppleton School's Out Club**  
for the year ended: **31st August 2023** which are set out on pages 5 to 7.

**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 Charity'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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records

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.



**Karen Wood (ACMA)**

Outsource independent examination  
service

The Hiscox Building  
Peasholme Green  
York YO1 7PR

29/01/2024

**Date:**

**Poppleton School's Out Club**  
Charity number 1081953

<b>Receipts &amp; payments accounts for the year ended:</b>		<b>31st August 2023</b>		
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2023 Total funds</b>	<b>2022 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Receipts</b>				
Fees	144,446	-	144,446	124,703
Fundraising & donations	997	-	997	339
Bank interest	59	-	59	25
Apprentice funding	500	-	500	500
<b>Total receipts</b>	<b><u>146,002</u></b>	<b><u>-</u></b>	<b><u>146,002</u></b>	<b><u>125,567</u></b>
<b>Payments</b>				
Salaries	110,238	-	110,238	95,058
Staff training & other costs	2,924	-	2,924	2,783
Activities & play materials	7,332	-	7,332	5,510
Milk & refreshments	6,405	-	6,405	6,098
Rent	3,221	-	3,221	3,357
IT equipment & software	84	-	84	150
Accountancy, HR & payroll costs	922	-	922	857
Insurance	821	-	821	764
Independent examiner's fees	350	-	350	400
Licences, DBS & subscriptions	873	-	873	337
Administration & running costs	420	-	420	787
Bank charges	115	-	115	186
Website, telephone & internet	1,132	-	1,132	854
First aid stock	-	-	-	81
<b>Total payments</b>	<b><u>134,837</u></b>	<b><u>-</u></b>	<b><u>134,837</u></b>	<b><u>117,222</u></b>
<b>Net of receipts/(payments)</b>	<b>11,165</b>	<b>-</b>	<b>11,165</b>	<b>8,345</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Balance brought forward</b>	<b>24,995</b>	<b>-</b>	<b>24,995</b>	<b>16,650</b>
<b>Balance carried forward</b>	<b><u>36,160</u></b>	<b><u>-</u></b>	<b><u>36,160</u></b>	<b><u>24,995</u></b>

**Poppleton School's Out Club**  
Charity number 1081953

<b>Statement of assets and liabilities at:</b>	<b>31st August 2023</b>
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	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2020 Total funds</b>	<b>2019 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Assets</b>				
<b>Cash at bank and in hand</b>				
Current bank account	15,497	-	15,497	10,612
Savings bank account	19,078	-	19,078	13,050
Mastercard	1,585		1,585	1,333
	<b><u>36,160</u></b>	<b><u>-</u></b>	<b><u>36,160</u></b>	<b><u>24,995</u></b>

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2023 Total funds</b>	<b>2022 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Outstanding fees	<u>8,392</u>	-	<u>8,392</u>	<u>5,961</u>
	<b><u>8,392</u></b>	<b><u>-</u></b>	<b><u>8,392</u></b>	<b><u>5,961</u></b>

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2023 Total funds</b>	<b>2022 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Liabilities</b>				
Independent examination fee	<u>350</u>	-	<u>350</u>	<u>350</u>
	<b><u>350</u></b>	<b><u>-</u></b>	<b><u>350</u></b>	<b><u>350</u></b>

**Poppleton School's Out Club**  
Charity number 1081953

<b>Notes to the accounts for the year ended:</b>	<b>31st August 2023</b>
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The trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

<b>Approval of accounts for the year ended:</b>	<b>31st August 2023</b>
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The report and accounts were approved at a meeting of the trustees held on:

<b>22.1.24</b>
Date

Signed for and on behalf of the trustees:


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Signature

<b>MARIANNE TRITTON-HUGHES</b>
--------------------------------

Name

Chair
-------

Position (e.g. Chair etc)

<b>20.1.24</b>
----------------

Date


--

Signature

<b>Nathaniel E. McCain</b>
----------------------------

Name

<b>Treasurer</b>
------------------

Position (e.g. Chair etc)

<b>15/01/2024</b>
-------------------

Date

**POPPLETON SCHOOL'S OUT CLUB**

England & Wales - Charity number 1081953

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# Accounts

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# **Poppleton School's Out Club**

Charity number 1081953

## **Trustees annual report & financial statements for the year ended**

**31st August 2022**

# **outsourc**e

Charity accounts preparation &  
independent examination service

# Poppleton School's Out Club

Charity number 1081953

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# Trustees' Annual Report

From: 01/09/2020

To: 31/08/2021

Charity's full name Poppleton School's Out Club

Registered Charity number 1081953

## Objectives and activities

### Summary of the purposes of the charity set out in its governing document

The 3 objectives as written in the constitution are as follows:

1. To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays.
2. To advance the education and training of the persons in the provision of such care, education and recreation facilities.
3. To promote the provision of childcare facilities in the catchment area of Poppleton Ousebank Primary School.

### Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts

Popsoc provides out of school hours childcare in the form of breakfast club, an afterschool club and holiday clubs. The committee rents premises from Poppleton Ousebank Primary School and is fully integrated into the school working days. Popsoc has a very good working relationship with the school and they help to promote the club in return. Popsoc are fully committed to staff development and during the year staff have attended and completed a number of professional development courses.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

## Achievements and performance

### Summary of the main achievements of the charity during the year

This year has seen PopSoc working to get back to normal after the Covid 19 outbreak and guidelines being lifted meant has helped. With bubbles popped and numbers allowed back to pre-covid figures we have seen an increase in want of holiday clubs, breakfast and afterschool clubs.

The relationship with the school is still strong and we have worked closely with the Head teacher to ensure we are able to provide a safe and sanitised environment for all our team members and children.

PopSoc is now at maximum capacity for afterschool club on Mondays through to Thursdays with waiting lists on those days. The children have a number of structured activities available to choose from, or they are able to do homework or have downtime and we consistently ask for their input and that of the parents into looking at additional things we can introduce to the club.

Breakfast club numbers are increasing with Monday and Wednesday being busy and the rest of the week quieter. Although the school opening times have returned to normal, our breakfast club numbers are still low – possibly due to larger numbers of people still working from home and able to be more flexible with school drop off times.

Within the holiday clubs, uptake has been mixed over the half terms but well received over the summer. Since the maximum limit of 15 children was relaxed, the children and staff have been enjoying a wide variety of activities, themed weeks with special days and visitors to the site looking at nature, different cultures, and the world around us.

The PopSoc team had three arranged outings including, a trip to the sea side and a woodland adventure day. Tennis at PopSoc proved very popular during the summer with it being one of the busiest days.

Staff are actively encouraged to continue their professional development and attend courses to improve their skills and portfolio. Pay reviews were taken in January 2022 seeing, well-earned pay rises across the team. Staff wellbeing is now being incorporated within termly supervisions for the team, including when staff have an annual appraisal where their development needs are identified and addressed.

We gained an 'met judgment' with a great Ofsted report in May 2022, which reflects the fantastic work and dedication of the whole PopSoc team.

**Review of the charity's financial position at the end of the period**

There has been an increase in receipts this year, which has corresponded in an increase in salary, refreshments & activities payments . A surplus has been made this year increasing reserves by £8,322

**Amount of Reserves held** - £24,995

**Statement explaining the policy for holding reserves stating why they are held**

Based on an estimate of the amount required for employees redundancy pay entitlements and rental payable, a minimum figure of £13, 000 is required to be held in the Popsoc Bank Account at all times. This figure is based upon the redundancy entitlements of all Popsoc employees as of 31st August 2022 and the full annual rental amounts for hiring facilities to run the breakfast, out of school and holiday clubs for 1 full year.

The reserves policy for the club will be reviewed on an annual basis to take into account revised staff details and increased rental fees.

**Reasons for holding zero reserves**

N/A

**Funds materially in deficit**

None

**Explanation of any uncertainties about the charity continuing as a going concern**

None

**Structure, governance and management****Description of the charity's trusts**

Type of governing document (e.g. trust deed, royal charter) Constitution

How the charity is constituted (e.g. unincorporated association, CIO) Association

**Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees** AGM

**Reference and administration details**

**Club full name** Poppleton School's Out Club

**Other names the charity is known by** Popsoc

**Club principal address** The Studio  
Main Street  
Upper Poppleton  
York

Postcode YO26 6JT

**Names of the 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)
Marianne Hughes-Tritton	Chair	01/01/2022	
John Mitchell	Vice Chair	01/01/2022	
Laura Crawford	Treasurer		
Kathryn Milner	Secretary		
Vicky Hutchinson			
Sam Jackson			
Paul Jones			
Maxine Chambers			
Jack Lindsey			
Laura Collier			
Iona Stuart			

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year
Nil	

**Names and addresses of advisers (OPTIONAL)**

Type of adviser	Name	Address
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**Independent**

**Examiner** Karen Wood ACMA Outsource Accountancy Services & IE's  
Hiscox Building  
Peasholme Green, York  
YO1 7PR

**Bankers****Declaration**

The trustees declare that they have approved the Trustees Annual Report and Accounts

**Signed on behalf of the charity's trustees**

**Signature**   
**Full Name** Marianne Tritton - Hughes  
**Position** Chair  
**Date** 19/12/2022

**Signature**   
**Full Name** Jack Lindsay  
**Position** Committee member  
**Date** 19/12/2022

**Independent examiner's report to the trustees of Poppleton's School's Out Club**

I report on the accounts of: **Poppleton School's Out Club**  
for the year ended: **31st August 2022** which are set out on pages 5 to 7.

**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 Charity'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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records

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.



**Karen Wood (ACMA)**  
Outsource independent examination  
service  
The Hiscox Building  
Peasholme Green  
York YO1 7PR

19/01/2023

**Date:**

**Poppleton School's Out Club**  
Charity number 1081953

<b>Receipts &amp; payments accounts for the year ended:</b>		<b>31st August 2022</b>		
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2022 Total funds</b>	<b>2021 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Receipts</b>				
Fees	124,703	-	124,703	87,101
Fundraising & donations	339	-	339	1,699
Bank interest	25	-	25	1
Apprentice funding	500	-	500	-
	<u>125,567</u>	<u>-</u>	<u>125,567</u>	<u>88,801</u>
JRS Government grant	-	-	-	16,052
<b>Total receipts</b>	<u>125,567</u>	<u>-</u>	<u>125,567</u>	<u>104,853</u>
<b>Payments</b>				
Salaries	95,058	-	95,058	80,331
Staff training & other costs	2,783	-	2,783	1,751
Activities & play materials	5,510	-	5,510	2,718
Milk & refreshments	6,098	-	6,098	4,500
Rent	3,357	-	3,357	3,244
IT equipment & software	150	-	150	712
Accountancy & payroll costs	857	-	857	539
Insurance	764	-	764	642
Independent examiner's fees	400	-	400	320
Licences & subscriptions	337	-	337	795
Administration & running costs	787	-	787	1,312
Bank charges	186	-	186	168
Website, telephone & internet	854	-	854	1,118
First aid stock	81	-	81	-
	<u>117,222</u>	<u>-</u>	<u>117,222</u>	<u>98,150</u>
Furloughed staff payments	-	-	-	16,052
<b>Total payments</b>	<u>117,222</u>	<u>-</u>	<u>117,222</u>	<u>114,202</u>
<b>Net of receipts/(payments)</b>	<b>8,345</b>	<b>-</b>	<b>8,345</b>	<b>(9,349)</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Balance brought forward</b>	<b>16,650</b>	<b>-</b>	<b>16,650</b>	<b>25,999</b>
<b>Balance carried forward</b>	<u><b>24,995</b></u>	<u><b>-</b></u>	<u><b>24,995</b></u>	<u><b>16,650</b></u>

**Poppleton School's Out Club**  
Charity number 1081953

<b>Statement of assets and liabilities at:</b>		<b>31st August 2022</b>			
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2020 Total funds</b>	<b>2019 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Assets</b>					
<b>Cash at bank and in hand</b>					
Current bank account	10,612	-	10,612	4,141	
Savings bank account	13,050	-	13,050	12,027	
Mastercard	1,333	-	1,333	482	
	<u><b>24,995</b></u>	<u>-</u>	<u><b>24,995</b></u>	<u><b>16,650</b></u>	
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2022 Total funds</b>	<b>2021 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
Outstanding fees	5,961	-	5,961	5,535	
	<u><b>5,961</b></u>	<u>-</u>	<u><b>5,961</b></u>	<u><b>5,535</b></u>	
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2022 Total funds</b>	<b>2021 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Liabilities</b>					
Independent examination fee	350	-	350	400	
	<u><b>350</b></u>	<u>-</u>	<u><b>350</b></u>	<u><b>400</b></u>	

**Poppleton School's Out Club**  
Charity number 1081953

<b>Notes to the accounts for the year ended:</b>	<b>31st August 2022</b>
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The trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.


<b>Approval of accounts for the year ended:</b>	<b>31st August 2022</b>
---	-------------------------

The report and accounts were approved at a meeting of the trustees held on:

19/12/2022
------------

Date

**Signed for and on behalf of the trustees:**


---

Signature

Marianne Tritton - Hughes
---------------------------


Name

Chair
-------

Position (e.g. Chair etc)

19/12/2022
------------

Date


--

Signature

Jack Lindsay
--------------

Name

Committee member
------------------

Position (e.g. Chair etc)

19/12/2022
------------

Date

**POPPLETON SCHOOL'S OUT CLUB**

England & Wales - Charity number 1081953

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# Accounts

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# **Poppleton School's Out Club**

Charity number 1081953

## **Trustees annual report & financial statements for the year ended**

**31st August 2021**

# **outsourc**e

Charity accounts preparation &  
independent examination service

# **Poppleton School's Out Club**

Charity number 1081953

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# Trustees' Annual Report

From: 01/09/2020

To: 31/08/2021

Charity's full name Poppleton School's Out Club

Registered Charity number 1081953

## Objectives and activities

### Summary of the purposes of the charity set out in its governing document

The 3 objectives as written in the constitution are as follows:

1. To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays.
2. To advance the education and training of the persons in the provision of such care, education and recreation facilities.
3. To promote the provision of childcare facilities in the catchment area of Poppleton Ousebank Primary School.

### Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts

Popsoc provides out of school hours childcare in the form of breakfast club, an afterschool club and holiday clubs. The committee rents premises from Poppleton Ousebank Primary School and is fully integrated into the school working days. Popsoc has a very good working relationship with the school and they help to promote the club in return. Popsoc are fully committed to staff development and during the year staff have attended and completed a number of professional development courses.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

## Achievements and performance

### Summary of the main achievements of the charity during the year

This year has been a challenging period for PopSoc – the Covid 19 outbreak and guidelines meant that the club didn't operate as normal through some parts of the year, with strictly limited numbers for holiday clubs, and class year group bubbles in operation. Many of the staff team were all enrolled on the government furlough scheme, where we able to claim 80% of their wages until Jan of 2021. The relationship with the school is still strong and we have worked closely with the Head teacher to ensure we are able to provide a safe and sanitised environment for all our team members and children.

From April 2021 we made good progress - the after-school club in particular, has been popular, and is operating at its maximum numbers on a Monday, Tuesday, Wednesday and Thursday. We have explored gaining additional rooms or space for the club, but haven't been able to secure anything at the moment. The children have a number of structured activities available to choose from, or they are able to do homework or have downtime and we consistently ask for their input and that of the parents into looking at additional things we can introduce to the club.

The breakfast club has been low on numbers as due to the pandemic; the Head Teacher had been opening the school doors at 08.30am to allow parents to drop off their children. This impacted on our income. Our breakfast club numbers are low – possibly due to larger numbers of people still working from home and able to be more flexible with school drop off times.

Within the holiday clubs, once the maximum limit of 15 children was relaxed, the children and staff have been enjoying a wide variety of activities, themed weeks with special days and visitors to the site looking at nature, different cultures, and the world around us. Day trips this year have been cancelled due to the Covid 19 restrictions.

Staff are actively encouraged to continue their professional development and attend courses to improve their skills and portfolio. All staff have an annual appraisal where their development needs are identified and addressed. We retain an Ofsted rating of "Good" which we gained in 2018, which reflects the hard work and dedication of the management team.

## Financial review

### Review of the charity's financial position at the end of the period

Based on an estimate of the amount required for employees redundancy pay entitlements and rental payable, a minimum figure of £12, 000 is required to be held in the Popsoc Bank Account at all times. This figure is based upon the redundancy entitlements of all Popsoc employees as of 31st August 2021 and the full annual rental amounts for hiring facilities to run the breakfast, out of school and holiday clubs for 1 full year.

**Amount of Reserves held** - £16,650

### Statement explaining the policy for holding reserves stating why they are held

The reserves policy for the club will be reviewed on an annual basis to take into account revised staff details and increased rental fees.

### Reasons for holding zero reserves

N/A

### Funds materially in deficit

None

### Explanation of any uncertainties about the charity continuing as a going concern

None

## Structure, governance and management

### Description of the charity's trusts

Type of governing document (e.g. trust deed, royal charter)      Constitution

How the charity is constituted (e.g. unincorporated association, CIO)      Association

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees      AGM

## Reference and administration details

**Club full name**      Poppleton School's Out Club

**Other names the charity is known by**      Popsoc

**Club principal address**      The Studio  
Main Street  
Upper Poppleton  
York

Postcode YO26 6JT



**Independent examiner's report to the trustees of Poppleton's School's Out Club**

I report on the accounts of: **Poppleton School's Out Club**  
for the year ended: **31st August 2021** which are set out on pages 5 to 7.

**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 Charity'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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records

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.



**Karen Wood (ACMA)**  
Outsource independent examination  
service  
The Hiscox Building  
Peasholme Green  
York YO1 7PR

10/12/2021

**Date:**

**Poppleton School's Out Club**  
Charity number 1081953

<b>Receipts &amp; payments accounts for the year ended:</b>		<b>31st August 2021</b>		
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2021 Total funds</b>	<b>2020 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Receipts</b>				
Fees	87,101	-	87,101	90,494
Fundraising & donations	1,699	-	1,699	-
Bank interest	1	-	1	18
	<u>88,801</u>	<u>-</u>	<u>88,801</u>	<u>90,512</u>
JRS Government grant	-	16,052	16,052	9,235
<b>Total receipts</b>	<u><b>88,801</b></u>	<u><b>16,052</b></u>	<u><b>104,853</b></u>	<u><b>99,747</b></u>
<b>Payments</b>				
Salaries	80,331	-	80,331	76,637
Staff training & other costs	1,751	-	1,751	1,179
Activities & play materials	2,718	-	2,718	2,672
Milk & refreshments	4,500	-	4,500	3,741
Rent	3,244	-	3,244	1,610
IT equipment & software	712	-	712	393
Accountancy assistance	539	-	539	-
Insurance	642	-	642	552
Independent examiner's fees	320	-	320	320
Licences & subscriptions	795	-	795	1,843
Administration & running costs	1,312	-	1,312	526
Bank charges	168	-	168	120
Website, telephone & internet	1,118	-	1,118	1,298
Donations to charities	-	-	-	-
	<u>98,150</u>	<u>-</u>	<u>98,150</u>	<u>90,891</u>
Furloughed staff payments	-	16,052	16,052	9,235
<b>Total payments</b>	<u><b>98,150</b></u>	<u><b>16,052</b></u>	<u><b>114,202</b></u>	<u><b>100,126</b></u>
<b>Net of receipts/(payments)</b>	<b>(9,349)</b>	<b>-</b>	<b>(9,349)</b>	<b>(379)</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Balance brought forward</b>	<b>25,999</b>	<b>-</b>	<b>25,999</b>	<b>26,378</b>
<b>Balance carried forward</b>	<u><b>16,650</b></u>	<u><b>-</b></u>	<u><b>16,650</b></u>	<u><b>25,999</b></u>

**Poppleton School's Out Club**  
Charity number 1081953

<b>Statement of assets and liabilities at:</b>		<b>31st August 2021</b>			
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2020 Total funds</b>	<b>2019 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Assets</b>					
<b>Cash at bank and in hand</b>					
Current bank account	4,141	-	4,141	13,881	
Savings bank account	12,027	-	12,027	12,026	
Mastercard	482	-	482	92	
	<u><b>16,650</b></u>	<u>-</u>	<u><b>16,650</b></u>	<u><b>25,999</b></u>	
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2021 Total funds</b>	<b>2020 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
Outstanding fees	5,535	-	5,535	-	
	<u><b>5,535</b></u>	<u>-</u>	<u><b>5,535</b></u>	<u>-</u>	
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2021 Total funds</b>	<b>2020 Total funds</b>	
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	
<b>Liabilities</b>					
Independent examination fee	320	-	320	320	
	<u><b>320</b></u>	<u>-</u>	<u><b>320</b></u>	<u><b>320</b></u>	

**Poppleton School's Out Club**  
Charity number 1081953

<b>Notes to the accounts for the year ended:</b>	<b>31st August 2021</b>
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The trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

<b>Approval of accounts for the year ended:</b>	<b>31st August 2021</b>
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The report and accounts were approved at a meeting of the trustees held on: 25/11/2021  
**Date**

**Signed for and on behalf of the trustees:**



**Signature**

Heidi Otley

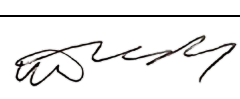
**Name**

Deputy Chair

**Position (e.g. Chair etc)**

5/12/2021

**Date**



**Signature**

Marianne Tritton-Hughes

**Name**

Trustee

**Position (e.g. Chair etc)**

8/12/2021

**Date**

**POPPLETON SCHOOL'S OUT CLUB**

England & Wales - Charity number 1081953

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# Accounts

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# **Poppleton School's Out Club**

Charity number 1081953

## **Trustees annual report & financial statements for the year ended**

**31st August 2020**

# **outsourcE**

Charity accounts preparation &  
independent examination service

# Poppleton School's Out Club

Charity number 1081953

## Contents

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# Trustees' Annual Report

From: 01/09/2019

To: 31/08/2020

Charity's full name Poppleton School's Out Club

Registered Charity number 1081953

## Objectives and activities

### Summary of the purposes of the charity set out in its governing document

The 3 objectives as written in the constitution are as follows:

1. To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays.
2. To advance the education and training of the persons in the provision of such care, education and recreation facilities.
3. To promote the provision of childcare facilities in the catchment area of Poppleton Ousebank Primary School.

### Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts

Popsoc provides out of school hours childcare in the form of breakfast club, an afterschool club and holiday clubs. The committee rents premises from Poppleton Ousebank Primary School and is fully integrated into the school working days. Popsoc has a very good working relationship with the school and they help to promote the club in return. Popsoc are fully committed to staff development and during the year staff have attended and completed a number of professional development courses.

The trustees consider that they have complied with their duties to have due regard to the public benefit guidance published by the Charity Commission.

## Achievements and performance

### Summary of the main achievements of the charity during the year

This year has been a particularly challenging period for PopSoc – the Covid 19 outbreak meant that the club didn't operate from March 2020 – August 2020, and the staff team were all enrolled on the government furlough scheme, where we able to claim 80% of their wages. When we resumed, it was with strictly limited numbers. The relationship with the school is still strong and we have worked closely with the Head teacher to ensure we are able to provide a safe and sanitised environment for all our team members and children. From Sept 2019 – March 2020 we made good progress - the breakfast club operates in the school hall to enable a smooth transition into the school working day for the attendees and was running at maximum capacity 5 days a week. This year we have extended the opening hours to start at 07.30am after requests from parents and we now have additional space in the school to ensure we keep our "bubbles" apart. At the after-school club, children are now kept in year group bubbles to mirror the work done within the school. We are now working across multiple rooms in the school and in our premises and children have a number of structured activities available to choose from, or they are able to do homework. Numbers attending the after-school club are still at maximum on Tuesdays, Wednesdays and Thursdays, with a waiting list held by the club.

Because of the restrictions imposed by the Covid 19 guidelines, we can only take 1 bubble's worth of children (15) for the holiday clubs. Within these bubbles, the children and staff enjoy a wide variety of activities, themed weeks with special days. Day trips this year have been cancelled due to the Covid 19 restrictions.

Staff are actively encouraged to continue their professional development and attend courses to improve their skills and portfolio. All staff have an annual appraisal where their development needs are identified and addressed. We retain an Ofsted rating of "Good" which we gained in 2018, which reflects the hard work and dedication of the management team.

## Financial review

### Review of the charity's financial position at the end of the period

Based upon an estimate of the amount required for employees redundancy pay entitlements and rental payable, a minimum figure of £10,000 is required to be held in the PopSOC Bank Account at all times. This figure is based upon the redundancy entitlements of all PopSOC employees as of 31st August 2020 & the full annual rental amounts for hiring facilities to run the breakfast, out of school and holiday clubs for 1 full year.

**Amount of Reserves held - £25,999**

### Statement explaining the policy for holding reserves stating why they are held

The reserves policy for the club will be reviewed on an annual basis to take into account revised staff details and increased rental fees.

### Reasons for holding zero reserves

N/A

### Funds materially in deficit

None

### Explanation of any uncertainties about the charity continuing as a going concern

None

## Structure, governance and management

### Description of the charity's trusts

Type of governing document (e.g. trust deed, royal charter) Constitution

How the charity is constituted (e.g. unincorporated association, CIO) Association

Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees AGM

## Reference and administration details

Club full name Poppleton School's Out Club

Other names the charity is known by Popsoc

Club principal address The Studio  
Main Street  
Upper Poppleton  
York

Postcode YO26 6JT

**Names of the 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)
Abi Burton	Chair		
Heidi Otley	Vice Chair		
<del>Louise Drury</del> LAURA CRAWFORD	Treasurer		
Kathryn Milner	Secretary		
Alison Mortimer			
Julie Parry			
Mark Glenister			
Emma Woodland			
Vicky Hutchinson			
Jon Yates			

**Name of trustees holding title to property belonging to the charity**

Trustee name	Dates acted if not for whole year
Nil	

**Names and addresses of advisers (OPTIONAL)**

Type of adviser	Name	Address

**Independent**

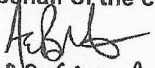
**Examiner** Karen Wood ACMA  
 Outsource Accountancy Services & IE's  
 Hiscox Building  
 Peasholme Green, York  
 YO1 7PR

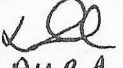
**Bankers**

**Declaration**

The trustees declare that they have approved the Trustees Annual Report and Accounts

Signed on behalf of the charity's trustees

Signature   
 Full Name ABIGAIL BURTON  
 Position CHAIR  
 Date 12-10-20

Signature   
 Full Name LAURA CRAWFORD  
 Position Treasurer  
 Date 14.10.20

**Independent examiner's report to the trustees of Poppleton's School's Out Club**

I report on the accounts of: **Poppleton School's Out Club**  
for the year ended: **31st August 2020** which are set out on pages 5 to 7.

**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').

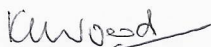
I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records

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.



**Karen Wood (ACMA)**  
Outsource independent examination  
service  
The Hiscox Building  
Peasholme Green  
York YO1 7PR



**Date:**

**Poppleton School's Out Club**  
Charity number 1081953

**Statement of assets and liabilities at:**

**31st August 2020**

	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Assets</b>				
<b>Cash at bank and in hand</b>				
Current bank account	13,881	-	13,881	14,299
Savings bank account	12,026	-	12,026	12,008
Mastercard	92	-	92	71
	<u>25,999</u>	<u>-</u>	<u>25,999</u>	<u>26,378</u>

	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Liabilities</b>				
Independent examination fee	320	-	320	320
	<u>320</u>	<u>-</u>	<u>320</u>	<u>320</u>

**Poppleton School's Out Club**  
Charity number 1081953

<b>Receipts &amp; payments accounts for the year ended:</b>		<b>31st August 2020</b>		
	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2020 Total funds</b>	<b>2019 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Receipts</b>				
Fees	90,494	-	90,494	111,319
Bank interest	18	-	18	12
<b>Total receipts</b>	<b><u>90,512</u></b>	<b><u>-</u></b>	<b><u>90,512</u></b>	<b><u>111,331</u></b>
<b>Payments</b>				
Salaries	76,637	-	76,637	102,031
Staff training & other costs	1,179	-	1,179	1,723
Activities	2,672	-	2,672	4,693
Refreshments	3,741	-	3,741	5,751
Rent	1,610	-	1,610	3,353
Equipment	393	-	393	1,542
Payroll fees	-	-	-	314
Insurance	552	-	552	550
Independent examiner's fees	320	-	320	320
Licences & subscriptions	1,843	-	1,843	354
Administration & running costs	526	-	526	457
Bank charges	120	-	120	120
Website, telephone & internet	1,298	-	1,298	1,474
Donations to charities	-	-	-	55
<b>Total payments</b>	<b><u>90,891</u></b>	<b><u>-</u></b>	<b><u>90,891</u></b>	<b><u>122,737</u></b>
<b>Net of receipts/(payments)</b>	<b>(379)</b>	<b>-</b>	<b>(379)</b>	<b>(11,406)</b>
<b>Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Balance brought forward</b>	<b><u>26,378</u></b>	<b>-</b>	<b><u>26,378</u></b>	<b><u>37,784</u></b>
<b>Balance carried forward</b>	<b><u><u>25,999</u></u></b>	<b><u><u>-</u></u></b>	<b><u><u>25,999</u></u></b>	<b><u><u>26,378</u></u></b>

Poppleton School's Out Club  
Charity number 1081953

Notes to the accounts for the year ended:

31st August 2020

The trustees have taken advantage of section 144 (2) of the Charities Act 2011 and prepared the accounts on a receipts and payments basis.

Approval of accounts for the year ended:

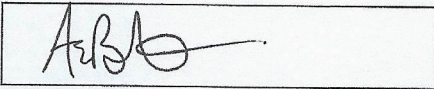
31st August 2020

The report and accounts were approved at a meeting of the trustees held on:

12-10-20

Date

Signed for and on behalf of the trustees:



Signature

ABIGAIL BURTON

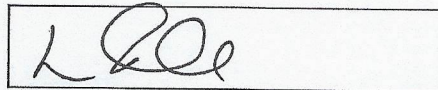
Name

CHAIR

Position (e.g. Chair etc)

12-10-20

Date



Signature

LAURA CRAWFORD

Name

TREASURER

Position (e.g. Chair etc)

14-10-20

Date

