

Poppleton School's Out Club

Charity number 1081953

Trustees annual report & financial statements for the year ended

31st August 2022

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Charity accounts preparation &
independent examination service

Poppleton School's Out Club

Charity number 1081953

Contents

Index	Page
Report of the trustees	1
Independent examiner's report	4
Receipts & payments accounts	5
Statement of assets and liabilities	6
Notes to the accounts	7

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. 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)
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

Receipts & payments accounts for the year ended:			31st August 2022	
	Unrestricted funds	Restricted funds	2022 Total funds	2021 Total funds
	£	£	£	£
Receipts				
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
Total receipts	<u>125,567</u>	<u>-</u>	<u>125,567</u>	<u>104,853</u>
Payments				
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
Total payments	<u>117,222</u>	<u>-</u>	<u>117,222</u>	<u>114,202</u>
Net of receipts/(payments)	8,345	-	8,345	(9,349)
Transfers between funds	-	-	-	-
Balance brought forward	16,650	-	16,650	25,999
Balance carried forward	<u>24,995</u>	<u>-</u>	<u>24,995</u>	<u>16,650</u>

Poppleton School's Out Club
Charity number 1081953

Statement of assets and liabilities at:		31st August 2022		
	Unrestricted funds	Restricted funds	2020 Total funds	2019 Total funds
Assets	£	£	£	£
Cash at bank and in hand				
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>24,995</u>	<u>-</u>	<u>24,995</u>	<u>16,650</u>
	Unrestricted funds	Restricted funds	2022 Total funds	2021 Total funds
	£	£	£	£
Outstanding fees	5,961	-	5,961	5,535
	<u>5,961</u>	<u>-</u>	<u>5,961</u>	<u>5,535</u>
	Unrestricted funds	Restricted funds	2022 Total funds	2021 Total funds
Liabilities	£	£	£	£
Independent examination fee	350	-	350	400
	<u>350</u>	<u>-</u>	<u>350</u>	<u>400</u>

Poppleton School's Out Club
Charity number 1081953

Notes to the accounts for the year ended:	31st August 2022
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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.

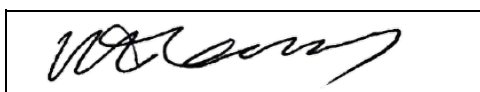
Approval of accounts for the year ended:	31st August 2022
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The report and accounts were approved at a meeting of the trustees held on:

19/12/2022

Date

Signed for and on behalf of the trustees:



Signature

Marianne Tritton - Hughes

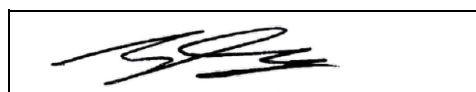
Name

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