

# **Poppleton School's Out Club**

Charity number 1081953

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

**31st August 2025**

# **outsourc**

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



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.



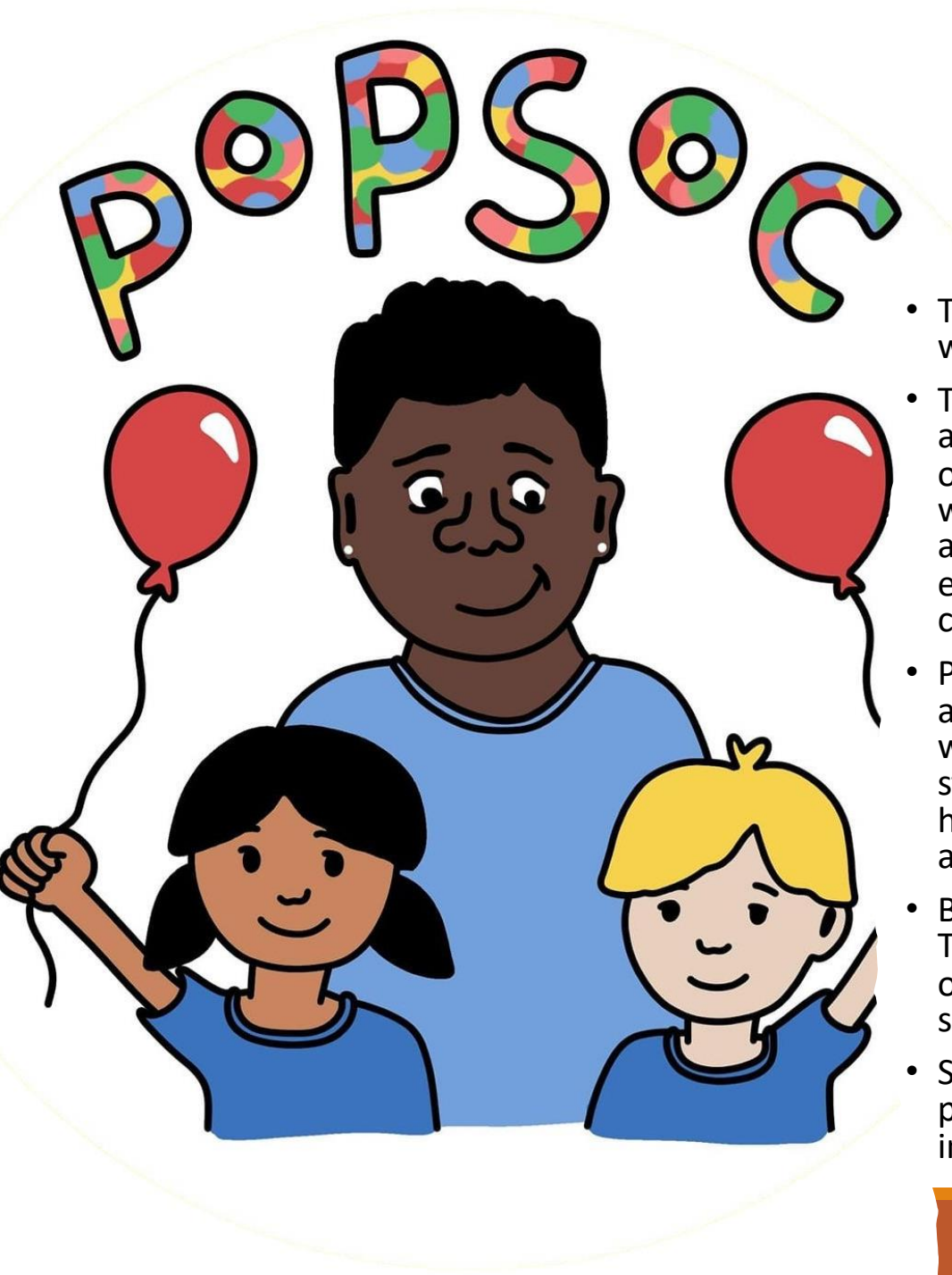
What POPSOC did  
this year!

# POPSOC 2024/25

- The children took part in a national out of school club Mythical Madness art competition and got publish 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>160,012</b>	<b>-</b>	<b>160,012</b>	<b>144,566</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>165,987</b>	<b>-</b>	<b>165,987</b>	<b>144,479</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>30,272</b>	<b>-</b>	<b>30,272</b>	<b>36,247</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><b>-</b></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	11,167	-	11,167	1,997
	<u><b>11,167</b></u>	<u><b>-</b></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><b>-</b></u>	<u><b>350</b></u>	<u><b>350</b></u>

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

**Notes to the accounts for the year ended:**

**31st August 2025**

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 2025**

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**