

ST JOSEPH'S NYMPSFIELD OUT OF SCHOOL CLUB

England & Wales · Charity number 1084550

Details

Other names ST JOSEPH'S NYMPSFIELD OOSC

Status Registered

Legal form Other

Registered 2001-01-16

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

Contact

Address St. Josephs Catholic Primary School
Front Street
Nympsfield
Stonehouse
GL10 3TY

Phone 01453860311

Email chairosc.st.josephs@gmail.com

Website www.st-josephs-nympsfield.com

Activities

Objects: THE AIM OF THE GROUP IS TO EMBODY THE VISION OF PATA THROUGH THE ENHANCEMENT OF THE DEVELOPMENT, CARE AND EDUCATION OF CHILDREN PRIMARILY UNDER STATUTORY SCHOOL AGE AND ALSO OF CHILDREN AND YOUNG PEOPLE OF SCHOOL AGE BY ENCOURAGING PARENTS TO UNDERSTAND AND PROVIDE FOR THE NEEDS OF THEIR CHILDREN THROUGH COMMUNITY (VOLUNTARY MANAGED) GROUPS AND BY: (A) OFFERING APPROPRIATE PLAY FACILITIES AND TRAINING COURSES, TOGETHER WITH THE RIGHT OF PARENTS TO TAKE RESPONSIBILITY FOR AND TO BECOME INVOLVED IN THE ACTIVITIES OF SUCH GROUPS, ENSURING THAT SUCH GROUPS OFFER OPPORTUNITIES FOR ALL CHILDREN AND YOUNG PEOPLE, WHATEVER THEIR RACE, CULTURE, RELIGION, MEANS OR ABILITY (B) ENCOURAGING THE STUDY OF THE NEEDS OF SUCH CHILDREN AND THEIR FAMILIES AND PROMOTING PUBLIC INTEREST IN AND RECOGNITION OF SUCH NEEDS IN THE LOCAL AREA

Activities: To provide facilities for the daily care, recreation and education of children out of school hours and to advance the training of the persons in the provision of such care, education.

Classification

- **How:** Provides Services
- **What:** Education/training
- **Who:** Children/young People

Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE NYMPSFIELD, GLOUCESTERSHIRE.
- Gloucestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2024-08-31	£55,020	£57,069	-	-
2023-08-31	£59,239	£50,172	-	-
2022-08-31	£50,429	£53,375	-	-
2021-08-31	£38,383	£30,106	-	-
2020-08-31	£31,745	£31,820	-	-

Trustees

Name	Role	Appointed
Clare Howells		2020-01-01
Honor Palmer		2024-09-04
Jessica Burchfiel		2024-09-04
Jessica Burchfiel		2024-09-04
Samantha Foran		2024-09-04

ST JOSEPH'S NYMPSFIELD OUT OF SCHOOL CLUB

England & Wales - Charity number 1084550

Accounts

	SORP reference	
		<p>The Club provides a home from home environment during the morning session. Breakfast is provided and the children are allowed free play which is typically supervised by two staff members.</p> <p>The longer afternoon (after school) session allows for a more structured programme of events to be run. Typically each term a theme is adopted and activities are organised relating to this.</p> <p>The staff employed by the Club are supported in all aspects of their role. Their opinions are sought in regard to third party activities arranged by the Club's Management Committee, and they are actively encouraged to be proactive in requested specific training. All staff are members of the local community.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All members of the Club's Management Committee have due regard to the guidance issued by the Charity Commission on public benefit, and take this into consideration in the ongoing management of the provision of the Club's services.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	Not applicable
Other		Not applicable

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>	<ul style="list-style-type: none"> • Provided reliable, stimulating, home from home wraparound care, for children attending St Joseph's Catholic Primary School and eligible children attending St Joseph's Pre-school. • Provided interesting activities through a holiday club facility for local primary aged children. The holiday club ran twice during 2023-24, in Easter (fully booked) and the Summer holidays. • Some of the activities that the children participated in included: <ul style="list-style-type: none"> - Magic theme day with an outside provider with a magic performance - Animal theme day with an outside provider enabling children to meet an African land snake, tarantula and cockroach. - Forest day theme where a Birds of Prey provider visited, bringing with her an owl, hawk and falcon – a real hit with the children - An Emergency Services themed day where a parent police office visited in their police car and the local fire brigade visited with their engine. • In total 147 children benefitted from the Club's services. The existence of the Club enabled a significant number of families to send their children to St Joseph's Catholic Primary School. Without it, and because of the rural location of the Club and School, this would not be possible. • The Club were inspected by Ofsted on 24 April 2024 and received a "Met" outcome. • All staff are signed up to the DBS update service, as recommended by Ofsted. • Administrative assistance for the year was provided by St Joseph's Pre-school's Treasury Administrator. • The Club's Group Constitution adopted on 8 December 2021 was retrospectively accepted by the Charity Commission in October 2023. • The current Chair was eventually recognised as the "nominated individual" by Ofsted, once a previous Chair had been located and contacted. Guidance on what to do after an AGM or when a Committee member, eg. Treasurer, stands down during a year have been written for future reference. • All policies and procedures were reviewed, formatted, updated and included an "Associated Policies and Procedures" section.

	SORP reference	
		<ul style="list-style-type: none"> • GDPR Data Audit completed and privacy notices of suppliers collated. • The Club and Holiday Club section's within St Joseph's Catholic Primary School's website were reviewed to ensure they complied with Ofsted requirements, and regularly checked to make sure the content was relevant and up to date. • One member of staff retired at Christmas 2023. • Due to the location of the Club, recruitment provided challenging. However, two, unqualified, members of staff (Play Assistants) were recruited. One started January 2024 the other February 2024. Both are receiving training. After 2 efforts, the Club successfully recruited a Finance and Admin Assistant – starting 1 Sept 2024. • Discussions between St Joseph's Pre-school and the Club took place with regards to sharing costs to support a new member of staff to undertake an Apprenticeship relevant to both settings. • Staff undertook key training during the year, including Fire Marshall, safeguarding, Paediatric First Aid and food hygiene. • Play Leader submitted an application to the local County Council re being on the Food Hygiene register. Awaiting "surprise" visit!

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	Not applicable
Performance of fundraising activities against objectives set	Para 1.41	Not applicable
Investment performance against objectives	Para 1.41	Not applicable
Other		Not applicable

Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	The financial position at the end of the period is set out in the Balance Sheet and Statement of Profit and Loss.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>"Reserves policy" – the Club requires £25,000 to be held in reserves at all times to meet the financial commitments of the Club and redundancy payments of staff, in the event of the Club income being severely compromised.</p> <p>The Club is committed to ensuring that they have a dedicated, permanent allocated space from which to provide the Club's service. Any surplus of funds, over and above the financial commitments of the Club, are put towards funding the provision of such a space.</p>
Amount of reserves held	Para 1.22	£59,881.92
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>Not applicable</p> <p>The Club's Management Committee has a reasonable expectation that the charity will be able to continue as a going concern due to the level of reserves and fee income, notwithstanding the increased cost associated with the services provided.</p> <p>In addition, the Government announced in its Autumn 23 statement that "<i>From September 2024 parents are expected to see an expansion in the availability of children in their local area of before and after school clubs, between 8am to 6pm, also known as 'wraparound care'</i>". The Management Committee have been actively keeping abreast of developments to ensure the longevity of the Club.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	Not applicable
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable

	SORP reference	
A description of the principal risks facing the charity	Para 1.46	The Club's Management Committee have assessed the major risks to which the Club is exposed, in particular those related to the operations and finances of the Club, and are satisfied that systems and procedures are in place to mitigate the Club's exposure to the major risks.
Other		Not applicable

Structure, Governance and Management

	SORP reference	
Description of charity's trusts:		Constitution
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution adopted 21 June 2000 and reviewed on 14 September 2011. Revised Constitution 2019/20 unanimously adopted at AGM on 8 December 2021 and retrospectively acknowledged by the Charity Commission November 2023.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable 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	Para 1.25	Constitution

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>New Club Management Committee members are referred to the Charity Commission's website for help (including in respect to their responsibilities).</p> <p>The Club also has a document which details the specific duties of the Officers of the charity, ie. the Chair, Treasurer and Secretary. This is supplemented by a "Trustees Guide". Both documents are available for all to see on the Club's section of St Joseph's Catholic Primary School's website.</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Club's organisational structure is detailed in its "Trustees Guide".

	SORP reference	
		Information about “any wider network with which the charity works” is not applicable .
Relationship with any related parties	Para 1.51	The Club has a strong relationship with St Joseph’s Catholic Primary School, with the Acting Head being an Executive Member of the Management Committee. In addition, the Club has a good working relationship with St Joseph’s Pre-school. With the majority of the Club’s staff being also permanent employees of the Pre-school
Other		

Reference and Administrative details

Charity name	St Joseph’s Nympsfield Out of School Club
Other name the charity uses	
Registered charity number	1084550
Charity’s principal address	St Joseph’s Nympsfield Out of School Club St Joseph’s Catholic Primary School Front Street, Nympsfield Stonehouse Gloucestershire GL10 3TY
Day to day management of the charity	<ul style="list-style-type: none"> • The Play Leader is responsible for the organisation and running of sessions together with the management of staff. She is supported in these duties by the Deputy Play Leader. • The Administrator supports the Treasurer and Chair in ensuring that essential documentation required to assist the running of the Club are up to date. The Administrator also undertakes research, eg. the Government’s desire to extend wraparound care from September 2024, and reports back to the Club’s Management Committee in a timely manner. • The Management Committee is responsible for ensuring that the Club adheres to legislative requirements and looking after the employment wellbeing and management of staff. They meet monthly to discuss progress/issues.
Financial administration	accountancy firm
Professional advice etc	The Club is a member of the local Preschool And Toddler Association (PATA), who provide regular updates and advice on developments within the Early Years environment, and to the latter extend, Out of School Clubs. PATA also provide payroll services for the Club.

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	Heidi Saunders	Chair	1 September 2023 to 19 June 2024	...
2	Laura Britton	Treasurer	1 September 2023 to 19 June 2024	
3	Louise Benton	Secretary		
4	Rebecca Steele	General Member		
5	Ceriss Crew	General Member	1 September 2023 to 19 June 2024	
6	Clare Howells	Executive Member		
7				
8				
9				
10				

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	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

No Club Management Committee member (ie. Trustee) received remuneration from the charity.


Other optional information

Not applicable

Declarations

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

Signed on behalf of the charity's trustees:

Signature(s)		
Full name(s)	Jessica Burchfiel	
Position (eg Secretary, Chair etc)	chair	
Date	28/06/2025	

Balance Sheet

St Joseph's Nympsfield Out of School Club

As at 31 August 2024

Cash Basis

31 AUG 2024

Fixed Assets

Tangible Assets

710 Office Equipment	2,302.60
720 Computer Equipment	1,195.39
Total Tangible Assets	3,497.99

Total Fixed Assets 3,497.99

Current Assets

Cash at bank and in hand

Current Account	31,621.59
Deposit Account	24,473.00
Petty Cash	113.69
Total Cash at bank and in hand	56,208.28

Total Current Assets 56,208.28

Creditors: amounts falling due within one year

850 Suspense	(175.59)
860 Rounding	(0.06)
Total Creditors: amounts falling due within one year	(175.65)

Net Current Assets (Liabilities) 56,383.93

Total Assets less Current Liabilities 59,881.92

Net Assets 59,881.92

Capital and Reserves

960 Retained Earnings	61,930.23
Current Year Earnings	(2,048.31)
Total Capital and Reserves	59,881.92



Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees Charity Name
 St. Joseph's Nympsfield Out of School Club

On accounts for the year ended Charity no (if any)
 31st August 2024 1084550

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

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

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

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

Independent examiner's statement [The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [] if not applicable.*

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

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

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

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

Signed: [Signature] Date: 10/2/2025

Name: CLAIRE WOOLDRIDGE

Relevant professional qualification(s) or body N/A

(if any):

--

Address:

S Arthur's Yard, Tinkley Lane
Nymspfield, GL10 3UZ

Section B

Disclosure

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

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

I have completed my examination and confirm that no material matters have come to my attention.

ST JOSEPH'S NYMPFIELD OUT OF SCHOOL CLUB

England & Wales - Charity number 1084550

Accounts

	SORP reference	
		<p>The Club provides a home from home environment during the morning session. Breakfast is provided and the children are allowed free play which is typically supervised by two staff members.</p> <p>The longer afternoon after school session allows for a more structured programme of events to be run. Typically each term a theme is adopted and activities are organised relating to this.</p> <p>The staff employed by the Club are supported in all aspects of their role. Their opinions are sought in regard to third party activities arranged by the Club's Management Committee, and they are actively encouraged to be proactive in requested specific training. All staff are members of the local community.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All members of the Club's Management Committee have due regard to the guidance issued by the Charity Commission on public benefit, and take this into consideration in the ongoing management of the provision of the Club's services.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	Not applicable
Policy on social investment including program related investment	Para 1.38	Not applicable
Contribution made by volunteers	Para 1.38	Not applicable
Other		Not applicable

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>	<ul style="list-style-type: none"> • Provided reliable, stimulating, home from home wraparound care, for children attending St Joseph's Catholic Primary School and eligible children attending St Joseph's Pre-school. • Provided interesting activities through a holiday club facility for local primary aged children. The holiday club ran three times during 2022-23, during the February 2023 half-term, at Easter and the during the first two weeks of the Summer holidays. • The Easter and Summer holiday club dates were full with waiting lists in operation. However, the February half-term was poorly attended so the decision was made not to offer this in future academic years. • Some of the activities that the children participated in included: <ul style="list-style-type: none"> - street dance festival; - The Great Outdoors; - Sports and Water day; - Circus Day; - Mini First Aid day; - African drumming. • A maximum of 27 children can use the Club each night it operates. There are 145 children registered on the Club's online booking system. The existence of the Club enabled a significant number of families to send their children to St Joseph's Catholic Primary School. Without it, and because of the rural location of the Club and School, this would not be possible. • The Play Leader organised the Club's participation within the Fareshare Scheme which benefits the Club, school community and local community. • Staff supported the Management Committee in understanding the Early Years Foundation Stage (EYFS) requirements for ratios and changing the Club's registration to ensure the Club is meeting requirements. • From June 2023, administrative assistance was sought and provided by St Joseph's Pre-school's Treasury Administrator. • The Club's section within St Joseph's Catholic Primary School's website was regularly checked to make sure the content was relevant and up to date. • One member of staff left the Club in August 2023 prior to her starting her University course. • Staff undertook key training/essential updates during the year. The Play Leader completed an Outdoor Learning course

	SORP reference	
		<p>which she has found invaluable in influencing her work.</p> <ul style="list-style-type: none"> • The Club attended the Easter Fayre organised by St Joseph's Catholic Primary School, by participating on the Tombola and Dice Game stall. Total proceeds raised was split between St Joseph's Pre-school and the Club, with the money helping to pay for the duckling experience. • The Club and St Joseph's Pre-school continue to have a strong collaboration sharing staff members between both settings. Staff regularly discuss YR and Pre-school children's key steps with relevant key workers/teachers and ensure that the Club's practice reflect this. The Club, the Pre-school and School share safeguarding and SENCo information where applicable for effective information sharing, and ensuring the needs of the individual children are met.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	Not applicable
Performance of fundraising activities against objectives set	Para 1.41	Not applicable
Investment performance against objectives	Para 1.41	Not applicable
Other		Not applicable

Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	The financial position at the end of the period is set out in the Balance Sheet and Statement of Profit and Loss.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>"Reserves policy" – the Club requires £23,000 to be held in reserves at all times to meet the financial commitments of the Club and redundancy payments of staff, in the event of the Club income being severely compromised.</p> <p>The OOSC is committed to ensuring that they have a dedicated, permanent allocated</p>

	SORP reference	
		space from which to provide the OOSC service. Any surplus of funds, over and above the financial commitments of the Club, are put towards funding the provision of such a space.
Amount of reserves held	Para 1.22	£61,711.60
Reasons for holding zero reserves	Para 1.22	Not applicable
Details of fund materially in deficit	Para 1.24	Not applicable
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Not applicable The Club's Management Committee has a reasonable expectation that the charity will be able to continue as a going concern due to the level of reserves and fee income, notwithstanding the increased cost associated with the services provided.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	Not applicable
Investment policy and objectives including any social investment policy adopted	Para 1.46	Not applicable
A description of the principal risks facing the charity	Para 1.46	The Club's Management Committee have assessed the major risks to which the Club is exposed, in particular those related to the operations and finances of the Club, and are satisfied that systems and procedures are in place to mitigate the Club's exposure to the major risks.
Other		Not applicable

Structure, Governance and Management

	SORP reference	
Description of charity's trusts:		Constitution
Type of governing document (trust deed, royal charter)	Para 1.25	Unincorporated Association
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The Club's Management Committee invites parents of children attending St Joseph's Nympsfield Out of School Club to volunteer for a place on the Committee. If they wish to undertake the role of Chair, Treasurer or Secretary then they have to be proposed and seconded by an existing member of the Club's Management Committee.
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	Constitution

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	New Club Management Committee members are referred to the Charity Commission's website for help (including in respect to their responsibilities).
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Club's organisational structure is detailed in its "Trustees Guide". Information about "any wider network with which the charity works" is not applicable .
Relationship with any related parties	Para 1.51	The Club has a strong relationship with St Joseph's Catholic Primary School, with the Acting Head being an Executive Member of the Management Committee. In addition, the Club has a good working relationship with St Joseph's Pre-school. With the majority of the Club's staff being also permanent employees of the Pre-school
Other		

Reference and Administrative details

Charity name	St Joseph's Nympsfield Out of School Club
Other name the charity uses	
Registered charity number	1084550
Charity's principal address	St Joseph's Nympsfield Out of School Club St Joseph's Catholic Primary School Front Street, Nympsfield Stonehouse Gloucestershire GL10 3TY
Day to day management of the charity	<ul style="list-style-type: none"> The Play Leader is responsible for the organisation and running of sessions together with the management of staff. She is supported in these duties by the Deputy Play Leader. The Management Committee is responsible for ensuring that the Club adheres to legislative requirements and looking after the employment wellbeing and management of staff. They meet monthly to discuss progress/issues.
Financial administration	local accountancy firm supporting the Treasurer
Professional advice etc	The Club is a member of the local Preschool And Toddler Association (PATA), who provide regular updates and advice on developments within the Early Years environment, and to the latter extend, Out of School Clubs. PATA also provide payroll services for the Club.

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	Heidi Saunders	Chair		Family Member at AGM
2	Laura Britton	Treasurer		Family Member at AGM
3	Louise Benton	Secretary		Family Member at AGM
4	Rebecca Steele	General Member		Family Member at AGM
5	Ceriss Crew	General Member		Family Member at AGM
6	Clare Howells	Extra Member		Family Member at AGM
7				
8				
9				
10				

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	Not applicable
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Not applicable
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

No Management Committee member (ie. Trustee) received remuneration from the charity during 2022-23.

Other optional information

Not applicable

Declarations

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

Signed on behalf of the charity's trustees:

Signature(s)	<i>Louise Benton</i>	
Full name(s)	Louise Benton	
Position (eg Secretary, Chair etc)	Secretary	
Date	26 June 2024	

Profit and Loss

St Joseph's Nympsfield Out of School Club

For the year ended 31 August 2023

Cash Basis

2023

Turnover

200 Fee Income	58,881.84
270 Interest Income	356.91
Total Turnover	59,238.75

Cost of Sales

320 Direct Wages	30,909.93
321 Consumables and Refreshments	1,165.16
322 Craft items	552.23
323 Toys and Games	16.99
324 Wages Costs (PAYE/NI)	1,885.14
Total Cost of Sales	34,529.45

Gross Profit

24,709.30

Administrative Costs

401 Audit & Accountancy fees	3,417.40
402 Administrative Costs	152.80
417 Children's Entertainment	1,525.28
424 Payroll Expenses	621.60
429 General Expenses	74.49
433 Insurance	376.36
445 Light, Power, Heating	850.00
463 IT Software and Consumables	705.60
469 Rent	6,295.00
473 Repairs & Maintenance	221.18
480 Staff Training	244.14
481 Staff Gifts	62.79
482 Pensions Costs	758.12
485 Subscriptions	337.34
Total Administrative Costs	15,642.10

Operating Profit

9,067.20

Profit on Ordinary Activities Before Taxation

9,067.20

Profit after Taxation

9,067.20

Balance Sheet

St Joseph's Nympsfield Out of School Club As at 31 August 2023

31 AUG 2023

Fixed Assets

Tangible Assets

710 Office Equipment	2,157.60
720 Computer Equipment	1,195.39
Total Tangible Assets	3,352.99

Total Fixed Assets 3,352.99

Current Assets

Cash at bank and in hand

Current Account	34,684.68
Deposit Account	23,703.27
Petty Cash	13.69
Total Cash at bank and in hand	58,401.64

Total Current Assets 58,401.64

Creditors: amounts falling due within one year

800 Accounts Payable	218.63
850 Suspense	(175.59)
860 Rounding	(0.01)
Total Creditors: amounts falling due within one year	43.03

Net Current Assets (Liabilities) 58,358.61

Total Assets less Current Liabilities 61,711.60

Net Assets 61,711.60

Capital and Reserves

960 Retained Earnings	52,621.63
Current Year Earnings	9,089.97
Total Capital and Reserves	61,711.60



Section A Independent Examiner's Report

Report to the trustees

Charity Name ST JOSEPH'S NYMPHFIELD OUT OF SCHOOL CLUB

On accounts for the year ended

2022-2023 Charity no (if any) 1084550

Set out on pages

(remember to include the page numbers of additional sheets)

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

Responsibilities and basis of report

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

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

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

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

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

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

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

Signed: Katy Seal Date: 17/6/24

Name: KATY SEAL

Relevant professional qualification(s) or body

BA (HONS) ACCOUNTING + FINANCE

ST JOSEPH'S NYMPFIELD OUT OF SCHOOL CLUB

England & Wales - Charity number 1084550

Accounts



Trustees' Annual Report for the period

From 01 September 2021
To 31 August 2022

Period start date
Period end date

Charity name: St Joseph's Out of School Club

Charity registration number: 1084550

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The enhancement of the development, care and education of children primarily under statutory school age and also of children and young people of school age by encouraging parents to understand and provide for the needs of their children through community (voluntary managed) groups and by:</p> <ul style="list-style-type: none">a) offering appropriate play facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children and young people, whatever their race, culture, religion, means or ability; andb) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local area.
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>The St Joseph's Out of School Club (the Club) exists to provide wrap around care for those children attending St Joseph's Catholic Primary School. The Club runs two sessions every day during School term times; one in the morning from 7.45 - 8.45 and another after school from 3.15 - 6pm.</p> <p>This provision enables children's whose working parents who have no other childcare facilities, to attend the school.</p> <p>The Club provides a home from home environment during the morning session. Breakfast is provided and the children are allowed free play which is typically supervised by two staff members.</p>

		<p>The longer after school session allows for a more structured programme of events to be run. Typically each term a theme is adopted and activities are organised relating to this.</p> <p>The Staff employed by the Club are supported in all aspects of their role. Their opinions are sought in regard to third party activities arranged by the Club's Committee and they are actively encouraged to be proactive in requested specific training. All staff are members of the local community.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All members of the Club's management committee have due regard to the guidance issued by the Charity Commission on public benefit and take this into consideration in the ongoing management of the provision of the Club's services.

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	N/A
Other		N/A

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the	Para 1.20	Provided reliable, stimulating, home-from-home wrap around care, for children attending St Joseph's Catholic Primary School, and a holiday club facility for local primary aged school children. In total 105 children benefitted from the OOSC

<p>difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>		<p>services.</p> <p>Enabled a significant number of families to send their children to St Joseph's Catholic Primary School who would not be able to do so without the existence of the Club.</p> <p>September 2021, post Covid, saw normality resume with the club back to offering ad-hoc and contract bookings for both breakfast and after school club and being open 5 days a week.</p> <p>Successfully running of holiday club for St Joseph's and local school children.</p> <p>During the year the children participated in range of celebration events including Easter, Parliament week, The Queens Jubilee, Chinese new year, Mother's day, Father's day, Autumn activities, Wellbeing week and Thanksgiving. Other activities include Tea parties, baking cakes/biscuits, making key rings, planting flowers and making our traditional Christmas cakes including making a wish as we stir.</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>N/A</p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p>N/A</p>
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p>N/A</p>
<p>Other</p>		<p>N/A</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The financial position at the end of the period is set out in the Balance Sheet and Statement of Profit and Loss.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>"Reserves policy" – the Club requires £23,000 to be held in reserves at all times to meet the financial commitments of the club and redundancy payments of staff, in the event of the Club income being severely compromised.</p> <p>The OOSC is committed to ensuring that they have a dedicated, permanent allocated space from which to provide the OOSC service. Any surplus of funds, over and above the financial commitments of the Club, are put towards funding the provision of such a space.</p>
Amount of reserves held	Para 1.22	£52,863.04
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>N/A</p> <p>The Committee has a reasonable expectation that the charity will be able to continue as a going concern due to the level of reserves and fee income not withstanding the increased cost associated with the services provided.</p>

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	N/A
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The Committee have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.
		N/A

Other		
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Structure, Governance and Management

Description of charity's trusts:		Constitution
Type of governing document (trust deed, royal charter)	Para 1.25	Unincorporated Association.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The Committee invites parents of children attending St Joseph's Out of School Club to volunteer for a place on the committee. If they wish to undertake the role of Chair, Treasurer or Secretary then they have to be proposed and seconded by an existing member of the Out of School Committee.
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	Constitution

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	New trustees are also referred to the charities commission website for help (including in respect of their responsibilities).
The charity's organisational structure and any wider network with which the charity works	Para 1.51	N/A
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	St Joseph's Out of School Club
Other name the charity uses	St Joseph's OOSC
Registered charity number	1084550
Charity's principal address	St Joseph's Out of School Club, Front Street, Nympsfield, Stonehouse, Gloucestershire, GL10 3TY

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	Laura Britton	Treasurer		OOSC Committee
2	Louise Benton	Secretary		OOSC Committee
3	Clare Howells			OOSC Committee
4	Rebecca Steele			OOSC Committee
5	Ceriss Crew			OOSC Committee
7	Joanne Smee	Chair	1 Sep 21 - 4 July 22	OOSC Committee
8	Heidi Saunders	Chair	4 Jul 22 - 31 Aug 22	OOSC Committee
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

Director name		
----------------------	--	--

N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

No Trustee receives remuneration from the charity.
--

Other optional information

N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

Louise Benton

Full name(s)

Louise Benton

Position (eg
Secretary, Chair, etc)

Secretary

Date

28 June 23

Profit and Loss

St Joseph's Nympsfield Out of School Club

For the year ended 31 August 2022

Cash Basis

2022

Turnover

200 Fee Income	50,377.72
270 Interest Income	51.69
Total Turnover	50,429.41

Cost of Sales

320 Direct Wages	25,631.08
321 Consumables and Refreshments	33.14
322 Craft items	642.59
323 Toys and Games	74.98
324 Wages Costs (PAYE/NI)	2,098.01
Total Cost of Sales	28,479.80

Gross Profit

21,949.61

Administrative Costs

401 Audit & Accountancy fees	3,059.90
408 Cleaning	33.98
417 Children's Entertainment	15,572.02
424 Payroll Expenses	432.70
429 General Expenses	3.15
463 IT Software and Consumables	733.74
469 Rent	2,881.46
473 Repairs & Maintenance	603.76
480 Staff Training	349.09
481 Staff Gifts	155.00
482 Pensions Costs	356.15
485 Subscriptions	714.35
Total Administrative Costs	24,895.30

Operating Profit

(2,945.69)

Profit on Ordinary Activities Before Taxation

(2,945.69)

Profit after Taxation

(2,945.69)

Balance Sheet

St Joseph's Nympsfield Out of School Club

As at 31 August 2022

Cash Basis

31 AUG 2022

Fixed Assets

Tangible Assets

710 Office Equipment	1,946.91
720 Computer Equipment	812.83
Total Tangible Assets	2,759.74

Total Fixed Assets	2,759.74
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Current Assets

Cash at bank and in hand

Current Account	26,579.65
Deposit Account	23,346.36
Petty Cash	177.30
Total Cash at bank and in hand	50,103.31

Total Current Assets	50,103.31
-----------------------------	------------------

Creditors: amounts falling due within one year

860 Rounding	0.01
Total Creditors: amounts falling due within one year	0.01

Net Current Assets (Liabilities)	50,103.30
---	------------------

Total Assets less Current Liabilities	52,863.04
--	------------------

Net Assets	52,863.04
-------------------	------------------

Capital and Reserves

960 Retained Earnings	55,808.73
Current Year Earnings	(2,945.69)
Total Capital and Reserves	52,863.04



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
St Joseph's Nympsfield Out of School Club

**On accounts for the year
ended**

31 August 2022
Charity no (if any) 1084550

Set out on pages

2 (remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

**Responsibilities and
basis of report**

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

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

**Independent
examiner's statement**

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

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

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

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

Signed: Ingrid Rowlands Date: 31st May 2023

Name: Ingrid Rowlands

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

Address: 16 Budding Way
Dursley GL11 5BE

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

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

In the course of my examination, no matter has come to my attention.

ST JOSEPH'S NYMPSFIELD OUT OF SCHOOL CLUB

England & Wales - Charity number 1084550

Accounts



Trustees' Annual Report for the period

From 01 September 2020
To 31 August 2021

Period start date
Period end date

Charity name: St Joseph's Out of School Club

Charity registration number: 1084550

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>The enhancement of the development, care and education of children primarily under statutory school age and also of children and young people of school age by encouraging parents to understand and provide for the needs of their children through community (voluntary managed) groups and by:</p> <ul style="list-style-type: none">a) offering appropriate play facilities and training courses, together with the right of parents to take responsibility for and to become involved in the activities of such groups, ensuring that such groups offer opportunities for all children and young people, whatever their race, culture, religion, means or ability; andb) encouraging the study of the needs of such children and their families and promoting public interest in and recognition of such needs in the local area.
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>The St Joseph's Out of School Club exists to provide wrap around care for those children attending St Joseph's Catholic Primary School. The St Joseph's Out of School Club (The Club) runs two session every day during School term times; one in them morning from 7.45 – 8.45 and another after school from 3.15 – 6pm.</p> <p>This provision enables children's whose working parents who have no other childcare facilities, to attend the school. Surveys of OOSC parents, demonstrates that The Club was a major factor when considering St Joseph's Catholic School for their children; and also that many would unable to send their children to the school without this facility.</p> <p>The Club provides a home from home environment during the morning session. Breakfast is provided and the children are allowed free play which is typically supervised by two staff members.</p>

		<p>The longer after school session allows for a more structured programme of events to be run. Typically each term a theme is adopted and activities are organised relating to this.</p> <p>The Staff employed by The Club are supported in all aspects of their role. Their opinions are sought in regard to third party activities arranged by The Club's Committee and they are actively encouraged to be proactive in requested specific training. All staff are members of the local community.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	All members of The Club's management committee have due regard to the guidance issued by the Charity Commission on public benefit and take this into consideration in the ongoing management of the provision of The Club's services.

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	N/A
Other		N/A

Achievements and Performance

	SORP reference	
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	Para 1.20	<p>Provided reliable, stimulating, home-from-home wrap around care, for children attending St Joseph's Catholic Primary School, and a holiday club facility for local primary aged school children. In total 80 children benefit from the OOSC services.</p> <p>Enabled a significant number of families to send their children to St Joseph's Catholic</p>

<p>benefits to society as a whole.</p>		<p>Primary School who would not be able to do so without the existence of the Club.</p> <p>During the January – March 2021 lockdown, the Club remained open four days a week for Key Working families and children on an ad hoc basis. Session lengths were reduced which was reflected in associated costs. Sessions were also opened to pre-school children.</p> <p>In order to help our families, we re-opened the Club to all families as soon as lockdown ended on a reduced length and cost basis although five days a week. Given the uncertain nature of Covid, sessions could only be booked on an ad hoc rather than contract basis.</p> <p>In Summer 2021 we returned to normality in terms of hours, sessions and booking approach although bubbles continued to be in operation.</p> <p>Growing the strength of the club so it was operated at capacity where possible given government guidance operating during the year.</p> <p>Securing the financial future of the club by returning to contract bookings as soon as possible so our costs covered</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>N/A</p>
<p>Performance of fundraising activities against objectives set</p>	<p>Para 1.41</p>	<p>N/A</p>
<p>Investment performance against objectives</p>	<p>Para 1.41</p>	<p>N/A</p>
<p>Other</p>		<p>N/A</p>

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The financial position at the end of the period is set out in the Balance Sheet and Statement of Profit and Loss.</p> <p>Covid-19 had a significant negative impact on the Charities' finances due to the January – March 2021 lockdown as the Club could not operate at capacity due to governmental restrictions.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>“Reserves policy” – the Club requires £23,000 to be held in reserves at all times to meet the financial commitments of the club and redundancy payments of staff, in the event of the Club income being severely compromised.</p> <p>The OOSC is committed to ensuring that they have a dedicated, permanent allocated space from which to provide the OOSC service. Any surplus of funds, over and above the financial commitments of the Club, are put towards funding the provision of such a space.</p>
Amount of reserves held	Para 1.22	£55,437
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>N/A</p> <p>Notwithstanding the challenges presented by the global pandemic, the Committee have a reasonable expectation that the charity will be able to continue as a going concern due to the level of reserves and the return of fee income from parents (from Summer 2021).</p>

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	N/A
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	<p>The Committee have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.</p>

Other		N/A

Structure, Governance and Management

Description of charity's trusts:		Constitution
Type of governing document (trust deed , royal charter)	Para 1.25	Unincorporated Association.
How is the charity constituted? (e.g. unincorporated association , CIO)	Para 1.25	The Committee invites parents of children attending St Joseph's Out of School Club to volunteer for a place on the committee. If they wish to undertake the role of Chair, Treasurer or Secretary then they have to be proposed and seconded by an existing member of the Out of School Committee.
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	Constitution

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	New trustees are also referred to the charities commission website for help (including in respect of their responsibilities).
The charity's organisational structure and any wider network with which the charity works	Para 1.51	N/A
Relationship with any related parties	Para 1.51	N/A
Other		N/A

Reference and Administrative details

Charity name	St Joseph's Out of School Club
Other name the charity uses	St Joseph's OOSC
Registered charity number	1084550

Charity's principal address	St Joseph's Out of School Club, Front Street, Nympsfield, Stonehouse, Gloucestershire, GL10 3TY

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	Helen Harper	Chair	1 Sep 20 – 24 Oct 20	OOSC Committee
2	Helen Tarr	Treasurer	1 Sep 20 – 24 Oct 20	OOSC Committee
3	Joanna Armstrong	Secretary	1 Sep 20 – 24 Oct 20	OOSC Committee
4	Daniel Harper		1 Sep 20 – 24 Oct 20	OOSC Committee
5	Claire Turp		1 Sep 20 – 24 Oct 20	OOSC Committee
7	Rebecca Sanders	Chair	25 Oct 20 – 17 Jul 21	OOSC Committee
8	Laura Britton	Treasurer	25 Oct 20 – 31 Aug 21	OOSC Committee
9	Louise Benton	Secretary	25 Oct 20 – 31 Aug 21	OOSC Committee
10	Clare Howells			
11	Rebecca Steele		25 Oct 20 – 31 Aug 21	
12	Ceriss Crew		25 Oct 20 – 31 Aug 21	
13	Joanne Smee	Chair	18 July 21 – 31 Aug 21	
14				
15				
16				
17				
18				
19				
20				

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

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

--

Exemptions from disclosure

Reason for non-disclosure of key personnel details

No Trustee receives remuneration from the charity.
--

Other optional information

N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>LE Benton</i>	
Full name(s)	Louise Benton	
Position (eg Secretary, Chair, etc)	Secretary	
Date	29 June 22	

Balance Sheet

St Joseph's Nympsfield Out of School Club As at 31 August 2021

31 AUG 2021

Fixed Assets

Tangible Assets

710 Office Equipment	1,866.91
720 Computer Equipment	812.83
Total Tangible Assets	2,679.74

Total Fixed Assets	2,679.74
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Current Assets

Cash at bank and in hand

Current Account	29,957.02
Deposit Account	23,293.65
Total Cash at bank and in hand	53,250.67

Total Current Assets	53,250.67
-----------------------------	------------------

Creditors: amounts falling due within one year

800 Accounts Payable	491.10
Petty Cash	2.31
Total Creditors: amounts falling due within one year	493.41

Net Current Assets (Liabilities)	52,757.26
---	------------------

Total Assets less Current Liabilities	55,437.00
--	------------------

Net Assets	55,437.00
-------------------	------------------

Capital and Reserves

960 Retained Earnings	47,160.26
Current Year Earnings	8,276.74
Total Capital and Reserves	55,437.00

Profit and Loss

St Joseph's Nympsfield Out of School Club For the year ended 31 August 2021

2021

Turnover

200 Fee Income	31,166.17
201 Fundraising income	30.00
202 Grants	7,166.05
270 Interest Income	20.51
Total Turnover	38,382.73

Cost of Sales

320 Direct Wages	21,478.73
321 Consumables and Refreshments	49.59
322 Craft items	222.02
323 Toys and Games	1,545.66
324 Wages Costs (PAYE/NI)	1,192.52
Total Cost of Sales	24,488.52

Gross Profit

13,894.21

Administrative Costs

401 Audit & Accountancy fees	3,126.90
402 Administrative Costs	16.99
417 Children's Entertainment	16.51
424 Payroll Expenses	527.50
463 IT Software and Consumables	328.08
469 Rent	360.00
480 Staff Training	292.50
481 Staff Gifts	282.75
485 Subscriptions	666.24
Total Administrative Costs	5,617.47

Operating Profit

8,276.74

Profit on Ordinary Activities Before Taxation

8,276.74

Profit after Taxation

8,276.74



Section A Independent Examiner's Report

Report to the trustees/ members of

Charity Name ST JOSEPH'S OUT OF SCHOOL CLUB

On accounts for the year ended

31st Aug 2021

Charity no (if any)

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

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

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

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

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

Signed: Katy Seal

Date: 23/6/22

Name: KATY SEAL

Relevant professional qualification(s) or body

BA (HONS)

(if any):

--

Address:

25 BOX RD
CAM
GLOS GL11 5DJ

Section B

Disclosure

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

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

--

ST JOSEPH'S NYMPFIELD OUT OF SCHOOL CLUB

England & Wales - Charity number 1084550

Accounts



Trustees' Annual Report for the period

From 01 September 2019
To 31 August 2020

Period start date
Period end date

Charity name: St Joseph's Out of School Club

Charity registration number: 1084550

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<ul style="list-style-type: none"> To provide the necessary facilities for the daily care, recreation and education of children during out of school hours, To advance the education and training of the persons in the provision of such care, education and recreational facilities.
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>The St Joseph's Out of School Club exists to provide wrap around care for those children attending St Joseph's Catholic Primary School. The St Joseph's Out of School Club (The Club) runs two session every day during School term times; one in them morning from 7.45 – 8.45 and another after school from 3.15 – 6pm.</p> <p>This provision enables children's whose working parents who have no other childcare facilities, to attend the school. Surveys of OOSC parents, demonstrates that The Club was a major factor when considering St Joseph's Catholic School for their children; and also that many would unable to send their children to the school without this facility.</p> <p>The Club provides a home from home environment during the morning session. Breakfast is provided and the children are allowed free play which is typically supervised by two staff members.</p> <p>The longer after school session allows for a more structured programme of events to be run. Typically each term a theme is adopted and activates are organised relating to this.</p> <p>The Staff employed by The Club are supported in all aspects of their role. Their opinions are sought in regard to third party activities arranged by The Club's Committee and they are actively encouraged to be proactive in requested specific training. All staff are members of the local community.</p>
Statement confirming whether the trustees have had regard to	Para 1.18	All members of The Club's management committee have due regard to the guidance

the guidance issued by the Charity Commission on public benefit		issued by the Charity Commission on public benefit and take this into consideration in the ongoing management of the provision of The Club's services.
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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	N/A
Other		N/A

Achievements and Performance

	SORP reference	
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.	Para 1.20	<p>Provided reliable, stimulating, home-from-home wrap around care, for children attending St Joseph's Catholic Primary School, and a holiday club facility for local primary aged school children. In total 42 children benefit from the OOSC services.</p> <p>Enabled a significant number of families to send their children to St Joseph's Catholic Primary School who would not be able to do so without the existence of the Club.</p> <p>Protected the jobs of the staff despite lockdown and no income from March - September 2020.</p> <p>Growing the strength of the club so it was operated at capacity more often than not.</p> <p>Securing the financial future of the club by increasing the number of contract bookings which meant that we had our costs covered</p> <p>Successfully running of holiday club for St Joseph's and local school children, building out a bigger range of third party suppliers to bolster our offering.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N/A
Performance of fundraising activities against objectives set	Para 1.41	N/A
Investment performance against objectives	Para 1.41	N/A
Other		N/A

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>The financial position at the end of the period is set out in the Balance Sheet and Statement of Profit and Loss.</p> <p>Covid-19 has had a significant impact on the Charities' finances as no income was received between 21 March 2020 – 3 September due to the Club needing to close due to lockdown measures.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	<p>"Reserves policy" – the Club requires £23,000 to be held in reserves at all times to meet the financial commitments of the club and redundancy payments of staff, in the event of the Club income being severely compromised.</p> <p>The OOSC is committed to ensuring that they have a dedicated, permanent allocated space from which to provide the OOSC service. Any surplus of funds, over and above the financial commitments of the Club, are put towards funding the provision of such a space.</p>
Amount of reserves held	Para 1.22	£47,160
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	<p>N/A</p> <p>Notwithstanding the challenges presented by the global pandemic, the Committee have a reasonable expectation that the charity will be able to continue as a going concern due to the level of reserves and the return of fee income from parents (from September 2020).</p>

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	N/A
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The Committee have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.
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	Unincorporated 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	Para 1.25	The Committee invites parents of children attending St Joseph's Out of School Club to volunteer for a place on the committee. If they wish to undertake the role of Chair, Treasurer or Secretary then they have to be proposed and seconded by an existing member of the Out of School Committee.

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	New trustees are also referred to the charities commission website for help (including in respect of their responsibilities).
The charity's organisational structure and any wider network with which the charity works	Para 1.51	N/A
		N/A

Relationship with any related parties	Para 1.51	
Other		N/A

Reference and Administrative details

Charity name	St Joseph's Out of School Club
Other name the charity uses	St Joseph's OOSC
Registered charity number	1084550
Charity's principal address	St Joseph's Out of School Club, Front Street, Nympsfield, Stonehouse, Gloucestershire, GL10 3TY

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	Helen Harper	Chair		OOSC Committee
2	Helen Tarr	Treasurer		OOSC Committee
3	Joanna Armstrong	Secretary		OOSC Committee
4	Daniel Harper			OOSC Committee
5	Claire Turp			OOSC Committee
6	Wendy D'Arcey			OOSC Committee
7				
8				
9				
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20				

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

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

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

Additional information (optional)**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address

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

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

No Trustee receives remuneration from the charity.
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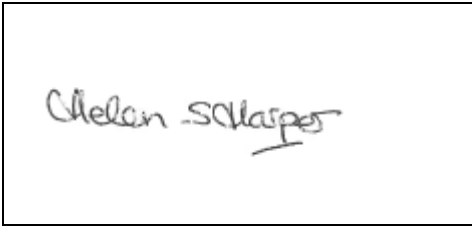
Other optional information

N/A

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Helen Harper	
Position (eg Secretary, Chair, etc)	Chair	
Date	5 October 2020	

Balance Sheet

St Joseph's Nympsfield Out of School Club As at 31 August 2020

31 AUG 2020

Fixed Assets

Tangible Assets

710 Office Equipment	1,759.91
720 Computer Equipment	812.83
Total Tangible Assets	2,572.74

Total Fixed Assets 2,572.74

Current Assets

Cash at bank and in hand

Current Account	21,608.79
Deposit Account	23,273.14
Total Cash at bank and in hand	44,881.93

Total Current Assets 44,881.93

Creditors: amounts falling due within one year

800 Accounts Payable	167.10
Petty Cash	127.31
Total Creditors: amounts falling due within one year	294.41

Net Current Assets (Liabilities)

44,587.52

Total Assets less Current Liabilities

47,160.26

Net Assets

47,160.26

Capital and Reserves

960 Retained Earnings	47,235.04
Current Year Earnings	(74.78)
Total Capital and Reserves	47,160.26

Audited
A. Britton
Nov-20
[Signature]

Profit and Loss

St Joseph's Nympsfield Out of School Club For the year ended 31 August 2020

	2020
Turnover	
200 Fee Income	25,364.94
202 Grants	6,194.72
270 Interest Income	185.32
Total Turnover	31,744.98
Cost of Sales	
320 Direct Wages	22,021.23
321 Consumables and Refreshments	381.95
322 Craft items	380.95
323 Toys and Games	227.22
324 Wages Costs (PAYE/NI)	1,099.68
Total Cost of Sales	24,111.03
Gross Profit	7,633.95
Administrative Costs	
401 Audit & Accountancy fees	3,558.60
417 Children's Entertainment	902.50
424 Payroll Expenses	418.75
433 Insurance	11.50
463 IT Software and Consumables	589.19
469 Rent	1,244.72
473 Repairs & Maintenance	115.88
481 Staff Gifts	80.24
485 Subscriptions	787.35
Total Administrative Costs	7,708.73
Operating Profit	(74.78)
Profit on Ordinary Activities Before Taxation	(74.78)
Profit after Taxation	(74.78)



Section A Independent Examiner's Report

Report to the trustees/ members of

St Joseph's Out of School Club

On accounts for the year ended

31 August 2020

Charity no (if any)

1109360

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and basis of report

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

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

Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [] if not applicable.

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

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

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

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

Signed:

L Britton

Date:

29/11/2020

Name:

LAURA BRITTON

Relevant professional qualification(s) or body

CIMA qualified accountant.

(if any):

Address:

34 Dwsley Road
Dwsley, Gloucs
GL11 6PP

Section B

Disclosure

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

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