

# **Meersbrook Park After School Club**

(Registered charity, Number 1094889)

## **Financial Statements**

**for the year ended 31 March 2021**

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**Meersbrook Park After School Club  
Trustees' Annual Report  
for the year ended 31 March 2021**

**Trustees**

Chris Boyle  
Alistair Ponton  
Ben Thompson  
Aimee Reed

Chair  
Treasurer  
Secretary

**Principal Address**

The Pavilion  
Meersbrook Park Road  
Sheffield  
S8 9FP

**Bank**

Santander Bank  
Bootle  
Merseyside  
L30 4GB

**Independent Examiner**

Craig Williamson  
White Rose Accounting for Charities  
The Ghyll  
Threapland  
Aspatria  
CA7 2EL

**Governing Document**

The Charity is operated under the rules of its constitution dated 02/05/2001  
and most recently amended 03/07/2002

Overall management of the charity is the responsibility of the trustees who are elected  
and co-opted under the terms of the constitution. Day to day project activity  
is managed and carried out by paid staff

**Meersbrook Park After School Club**  
**Trustees Annual Report (continued)**  
**for the year ended 31 March 2021**

**Aims and Objectives**

The Objectives are:

1. To provide the necessary facilities for the daily care, recreation and education of children during out of school hours.
2. To advance the education and training of the people providing such care, education and recreational facilities.

Our working aims are to support and promote the successful development of good quality, locally based, affordable and accessible out of school provision that meets the play and care needs of the children in the local area.

The membership is open to all parents or guardians whose children are on the attendance register of the Club and to other persons who are interested in furthering the work of the group.

**Reserves Policy**

As at 31 March 2021 the club held £21,261 in the bank accounts off this however £17,000 is required to repay the Government backed loan issued by Santander Bank.

Additionally Sheffield City Council have not issued any rent invoices during the year, we have anticipated a reduced cost of £2500

We estimate our free reserves as at 31 March 2021 to be in the region of £1,500 (2020: £12,247)

**Trustees responsibilities for the financial statements**

Charity law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and apply them consistently;
- ☐ make judgements and estimates that are reasonable and prudent.
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- ☐ state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

This report was approved by the Trustees on \_\_\_\_\_ and is signed on their behalf by:

Trustee

## **Meersbrook Park After School Club**

### **Independent examiner's report to the trustees of Meersbrook Park After School Club**

I report on the accounts for the year ended 31 March 2021, which are set out on pages 5 to 7.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- ☐ examine the accounts under section 145 of the 2011 Act;
- ☐ to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- ☐ to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- ☐ to keep accounting records in accordance with section 130 of the 2011 Act; and
- ☐ to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: \_\_\_\_\_

Craig Williamson  
White Rose Accounting for Charities  
The Ghyll  
Threapland  
Aspatria  
CA7 2EL

Date: \_\_\_\_\_

**Meersbrook Park After School Club**  
**Receipts & payments account**  
**for the year ended 31 March 2021**

		<b>Total 2021 £</b>	<b>Total 2020 £</b>
<b>Receipts</b>	<b>Notes 1</b>		
Fees		48,060	89,779
Grants		19,209	-
Loan		17,000	-
<b>Total receipts</b>		<b>84,269</b>	<b>89,779</b>
<b>Payments</b>			
Wages and NI	<b>2</b>	72,023	75,323
Rent		-	3,957
Training		50	220
Publicity		210	132
Insurance		335	346
Refreshments and resources		1,688	2,898
Accountancy and payroll		950	468
Other expenditure		-	-
<b>Total payments</b>		<b>75,255</b>	<b>83,344</b>
<b>Net receipts/(payments) for the year</b>		<b>9,014</b>	<b>6,435</b>
Total funds brought forward		12,247	5,812
<b>Total funds carried forward</b>		<b>21,261</b>	<b>12,246</b>

**Meersbrook Park After School Club**  
**Statement of assets and liabilities**  
**as at 31 March 2021**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Cash assets</b>		
Balance at bank	21,261	12,247
<b>Total</b>	<b>21,261</b>	<b>12,247</b>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Liabilities</b>		
Accountancy & independent examination	190	180
Loan repayment	17,000	-
Rent accrual - approximate	2,500	-
	<b>19,690</b>	<b>180</b>

These Financial Statements are accepted on behalf of the charity on \_\_\_\_\_  
and signed on behalf of the trustees by:

Trustee \_\_\_\_\_

Trustee \_\_\_\_\_

## **Meersbrook Park After School Club**

### **Notes to the accounts**

**for the year ended 31 March 2021**

#### **1 Receipts & payments account**

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

Because the level of income and expenditure is below £250,000, the charity has opted for the accounts to be prepared on a receipts and payments basis. This is in line with the Charity Commissions' guidelines for small charities and is seen as more appropriate for the project.

#### **2 Staff costs**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
General Staff	72,023	74,723
Sessional Staff	-	600
	<b><u>72,023</u></b>	<b><u>75,323</u></b>

#### **3 Trustees expenses and remuneration**

Trustees are not remunerated. No expenses were incurred by the trustees.

**Agenda: MPASC AGM (& Sam Leaving Do!)**

6 pm; 8<sup>th</sup> September 2021

1. Introduction / welcome (Chris / Ali)
2. Chair / Secretary's report (Chris)
3. Treasurer's Report (Ali)
4. Approve Accounts
5. Manager's Report (Sy / Sam)
6. Nominate Positions
7. AOB – New committee members needed!
8. Goodbye & Thanks to Sam!



## **Chair's Report**

- Fantastic job by Sam, Simon and all the team in responding to all the challenges and curve balls due to Covid, in particular conflicting and confusing Government guidance, with after school provision often an afterthought.
- Despite this, and the financial challenges of closing and reduced numbers, the Club has continued to support as many children and families as regulations allowed, with great attention to detail and ingenuity to keep the everyone safe and maintain a normal environment for the kids.
- Great commitment has been shown by the staff team, which has inevitably been affected by isolation and positive cases, but has seamlessly continued to provide the same high standards of care and fun throughout.
- Recruitment of new playworkers is challenging, but we've been pleased to welcome Jamila to the team over the summer, with Annie leaving after several years. We're also pleased to welcome Kathryn to the role of Admin Manager, bringing lots of expertise to the role and also knowing the Club well through working as a play worker.
- And finally, Sam has handed the managerial reins to Simon, having worked closely together for several years and having had the opportunity for a gradual transition over recent months. Simon is now taking the role forwards, well supported by Kathryn and the team, with Sam also joining the Committee and being on hand to provide guidance where needed.
- The Club remains as popular as ever, with a lengthy waiting list for new children to join.

## **Treasurer's report – MPASC AGM 8/9/21**

2020/21 was obviously a challenging year financially for the club with Covid restrictions in place for the entire year in one form or another, which dramatically affected our income. The annual accounts for 2020/21 showed a total income of £84,269. Just £48k of this was from fees, 19k was furlough grants and 17k was from a Covid bounceback loan.

For comparison in the previous year 2019/20 we had an income of £89,000 which was all fee income, so just shows what a challenging year last year was.

Taking out the loan was a good decision and has enabled us to keep cashflow healthy and reduce the stress for all. It helped us make a £9k surplus for the year and at the end of March 2021 we held £21k in the bank account. But if we remove the loan from this then our free reserves are at a very low level of just a few thousand.

Looking forward to the coming year we hope that the club will be able to maintain a healthy bank balance now that the club is back running at full capacity. At full capacity the club should make a small surplus each year.

In October we will need to start repaying the loan but this shouldn't present a problem as long as we receive prompt payment of fees. Late payments have always been the biggest threat to the club's sustainability and receiving fees on time will be particularly important this year.