



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 01	09	2022		31	08	2023

## Section A Reference and administration details

Charity name

Other names charity is known by

Registered charity number (if any)

Charity's principal address

LYDGATE INFANTS SCHOOL	
LYDGATE LANE	
SHEFFIELD	
Postcode	S10 5FQ

### 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	MRS A DOWNWARD-FLETCHER	CHAIR	APPOINTED 24/11/2022	COMMITTEE
2	MR N D MURPHY	TREASURER	APPOINTED 24/11/2022	COMMITTEE
3	MRS L GATER	SECRETARY	APPOINTED 24/11/2022	COMMITTEE
5	MR L DYER		APPOINTED 24/11/2022	COMMITTEE
6	MR E HALL		APPOINTED 24/11/2022	COMMITTEE
7	MRS K COULTER		APPOINTED 24/11/2022	COMMITTEE
8	MRS R J CLARKE			COMMITTEE
9	MRS E MCNULTY			COMMITTEE
10	MRS C BARKER			COMMITTEE
11	MRS V RILEY		TO 24/11/2022	COMMITTEE
12	MRS L STEVENSON		TO 24/11/2022	COMMITTEE
13	MISS M MARIN		TO 24/11/2022	COMMITTEE
14	MRS V GOODALL		TO 24/11/2022	COMMITTEE
15	MRS C M WATCHORN		TO 24/11/2022	COMMITTEE
16	MRS A MCHALE		TO 24/11/2022	COMMITTEE
17				
18				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
<b>INDEPENDENT EXAMINER</b>	MR P DROBINSKI	33 HILLCOTE CLOSE, HALLAM HEAD, SHEFFIELD, S10 3PT

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

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	CONSTITUTION
How the charity is constituted (eg. trust, association, company)	THE COMMITTEE ADMINISTER THE CHARITY AND APPOINT A CHAIRMAN AS AND WHEN THEY SEE FIT. THEY HAVE DELEGATED RESPONSIBILITY FOR OPERATIONAL MATTERS, INCLUDING FINANCIAL AND ADMINISTRATIVE PROCESSES.
Trustee selection methods (eg. appointed by, elected by)	THE COMMITTEE ARE NOMINATED BY EXISTING MEMBERS AT THE ANNUAL GENERAL MEETING

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

MEETINGS ARE HELD AT THE COMMITTEES DISCRETION. ALL COMMITTEE MEMBERS GIVE THEIR TIME FREELY AND NO REMUNERATION WAS PAID IN THE YEAR

## Section C Objectives and activities

**Summary of the objects of the charity set out in its governing document**

THE OBJECT OF THE CHARITY IS TO PROVIDE THE NECESSARY FACILITIES FOR THE DAILY CARE, RECREATION AND EDUCATION OF YOUNG CHILDREN DURING OUT OF SCHOOL HOURS.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

THE CHARITY PROVIDES THE FOLLOWING:

- A) THE PROVISION OF SCHOOL ROOMS AND A PLAYGROUND IN WHICH CHILDREN CAN UNDERTAKE EDUCATIONAL AND RECREATIONAL ACTIVITIES.
- B) THE PROVISION OF PLAY EQUIPMENT AND EDUCATIONAL BOOKS TO ENABLE ACTIVITIES TO BE CARRIED OUT.
- C) THE PROVISION OF HUMAN RESOURCES TO EDUCATE CHILDREN AND TO IMPROVE THEIR INTERPERSONAL SKILLS.

THE COMMITTEE CONFIRM THAT THEY HAVE REFERRED TO THE GUIDANCE CONTAINED IN THE CHARITY COMMISSION'S GENERAL GUIDANCE ON PUBLIC BENEFIT WHEN REVIEWING THE CHARITY'S AIMS AND OBJECTIVES AND IN PLANNING FUTURE ACTIVITIES.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

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

TO MAINTAIN HEALTHY ATTENDANCE AND OFFER PLACES TO CHILDREN REGARDLESS OF RACE, CULTURE, RELIGION OR MEANS.  
TO ENSURE STAFF HAVE CURRENT TRAINING AND RELEVANT QUALIFICATIONS.  
BUILD ON AREAS TO ACHIEVE AN OUTSTANDING OFSTED RATING

## Section E

## Financial review

**Brief statement of the charity's policy on reserves**

THE GENERAL FUNDS OF THE CHARITY ARE AVAILABLE FOR USE OF CARRYING OUT ITS' OBJECTS AS SET OUT IN THE ORIGINAL CONSTITUTION. RESERVES ARE IN PLACE FOR SUDDEN CLOSURE OF THE CLUB INCLUDING A PANDEMIC.

**Details of any funds materially in deficit**

**Further financial review details (Optional information)**

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

THE CHARITY'S PRINCIPAL SOURCE OF FUNDS COMES FROM PARENTS OF CHILDREN WITHIN THE SETTING.

## Section F

## Other optional information

## Section G

## Declaration

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

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

**Signature(s)**

*AJ Fletcher*

**Full name(s)**

MRS A DOWNWARD-FLETCHER

**Position (eg Secretary, Chair, etc)**

CHAIR

**Date**

19.02.2024

LYDGATE AFTER SCHOOL CLUB  
**RECEIPTS AND PAYMENTS ACCOUNT**  
for the year ended 31 August 2023

	Unrestricted Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
<b><u>RECEIPTS</u></b>				
Fees	134,177	-	<b>134177</b>	120886
Overpaid fees	1,008	-	<b>1008</b>	2,198
Interest paid to savings account	122	-	<b>122</b>	20
Cash back on Debit card	1	-	<b>1</b>	1
SCC Carer Allowance	5,729	-	<b>5729</b>	
TOTAL RECEIPTS	141,037	-	<b>141037</b>	123,104
<b><u>PAYMENTS</u></b>				
Staff wages	59,942	-	<b>59942</b>	41,536
Bookkeeper's wages	9,186	-	<b>9186</b>	6,834
Manager's wages	18,431	-	<b>18431</b>	16,638
Assistant Manager's wages	6,332	-	<b>6332</b>	10,103
Pension Contributions employers	440	-	<b>440</b>	452
Pension Contributions employees	949	-	<b>949</b>	763
Contribution to school costs	11,221	-	<b>11221</b>	10,227
Staff training and subscriptions	648	-	<b>648</b>	856
Craft, equipment and refreshments	2,414	-	<b>2414</b>	1,800
Telephone	158	-	<b>158</b>	156
Postage and stationery	213	-	<b>213</b>	387
Overpaid fees refunded	1,008	-	<b>1008</b>	2,198
Repairs and renewals	-	-	<b>0</b>	-
AGM expenses	204	-	<b>204</b>	-
Insurance	-	-	<b>0</b>	188
Video licence fee	212	-	<b>212</b>	193
software and domain fees	305	-	<b>305</b>	306
Independent examiner's fees	100	-	<b>100</b>	100
Fixed assets purchased	154	-	<b>154</b>	813
Staff Christmas meal contribution	-	-	<b>0</b>	67
Gifts	60	-	<b>60</b>	-
Key Cutting	14	-	<b>14</b>	-
Electrical testing	168	-	<b>168</b>	168
TOTAL PAYMENTS	112,159	-	<b>112159</b>	93,785
RECEIPTS LESS PAYMENTS	28,878	-	<b>28878</b>	29,320
FUND BALANCE AT 1/9/22	61,513	-	<b>61513</b>	32,193
FUND BALANCE AT 31/8/23	90,391	-	<b>90391</b>	61,513

**2022/2023 TOTAL FUNDS**

<b>Deposit Account</b>		<b>Total</b>
Balance at 01/09/2022	35019	
Transferred in		
Interest for year	122	
Balance at 31/08/2022	35141	35141
<b>Everyday Account</b>		
Balance at 31/08/2023	55250	55250
<b>Balance at 31/08/2023</b>		<b>90391</b>

**ASSETS**

<u>FIXED ASSETS</u>	<u>Original Cost</u>	<u>Current Cost</u>	<u>Market Value at 31/8/23</u>
Digital Picture Frame	110		20
Shredder	29		-
Television	257		40
DVD player	97	97	50
Camera	286		50
Fridge	249		50
Scooters x 2 £19.99 each	56		10
Bicycles x 2 £79.99 each	160		10
Wooden track garage	29		5
2 x Laptops	758		200
Printer	55		20
Printer	57	57	30
Market value of fixed assets			485

**CURRENT ASSETS**

Debtors for fees		
Debtors for overpaid wages		97
Prepayments		
Cash at bank		
Current Account	55,250	
Deposit Account	35,141	
Float	-	
Cash in hand	-	
<b>TOTAL ASSETS</b>		<b>57</b>

**LIABILITIES**

Fees paid in advance		22,655
Expenses owed		-
Overpaid Fees		372
PAYE/NI owed to HMRC	1,208	1,208
<b>TOTAL LIABILITIES</b>		<b>24,235</b>





## Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
LYDGATE INFANT AFTER SCHOOL CLUB

On accounts for the year  
ended

31 AUGUST 2023

Charity no  
(if any)

1096331

Set out on pages

1 - 3

(remember to include the page numbers of additional sheets)

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 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 43 of the 1993 Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act, and
- to state whether particular matters have come to my attention.

Basis of independent  
examiner's statement

My examination was carried out in accordance with 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 the 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 (other than that disclosed below \*)

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 41 of the 1993 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 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.

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

Signed:

*Peter Drobinski*

Date:

*26/9/23*

Name:

PETER DROBINSKI

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

CERTIFIED BOOK-KEEPER  
MICB

Address:

33 HILLCOTE CLOSE HALLAM HEAD SHEFFIELD S10 3PT