



**MALAGO PLAY ASSOCIATION LIMITED**  
**TRUSTEES REPORT**

**YEAR ENDED 30 JUNE 2024**

Charity Number 1106744

Company Number 4473436

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## Company Information

### Trading as

Malago Play Association Limited (MPA Ltd) is known by the name 'Moose Playscheme' or 'Moose Club' or just 'Moose' by its community.

### Trustees

The directors of the charitable company ("the charity") are its trustees for the purpose of the charity law and throughout this report are collectively referred to as the trustees. The trustees who served during the year and since the year are as follows:

Zoe Bell – outgoing Chair	resigned 14 June 2024
Carlo Bonura - incoming co-Chair	
Louise Mills – outgoing secretary	
Kyla Munro-Parker – incoming secretary	from 14 June 2024
Sorrel Randow - outgoing Treasurer, incoming co-Chair	
Liam Glover – incoming Treasurer	from 14 June 2024
Thomas Drew	
Jo Purslow	resigned 5 February 2025
Ali James	
Giovani Starnini	from 14 June 2024
Laura Gabbott	from 14 June 2024
Lauren Collman	from 14 June 2024

### Registered office

Responsible body/registered person address:  
Malago Play Association Ltd,  
c/o Scrapstore House, 21 Sevier St, Bristol BS2 9LB

### Independent Examiner

Linden Accountants  
21 Sevier Street, Bristol, BS2 9LB

### Bankers

CAF Bank Limited  
25 Kings Hill Avenue, Kings Hill, West Malling, Kent, ME19 4JQ

Unity Trust Bank plc  
Four Brindleyplace, Birmingham, B1 2JB

CCLA  
Senator House, 85 Queen Victoria Street, London, EC4V 4ET

**Charity Registration number:** 1106744

**Company Registration number:** 4473436

## Annual report of the Trustees

### Structure, Governance and Management

The organisation is a charitable company, limited by guarantee. It was incorporated on 29 June 2002.

### Our Aims and Objectives

Our aim is to ensure that Moose Playscheme provides excellent out-of-school care for 4 to 11-year-olds. We aim to provide the necessary facilities for the daily care, recreation, and education of children after school hours and during school holidays. Our goal is to offer a wide range of fun and interesting activities, ensuring each individual child's time in the club is safe, happy, and productive.

In order to continually improve the service that Moose Playscheme provides to the community, the directors and Moose staff receive support, guidance and regular training from Bristol Association for Neighbourhood Daycare (BAND).

### Key Objectives

Our main objectives for the year were:

1. Develop staffing structures linked to expansion based on increased need for childcare in the community in collaboration with Victoria Park Primary School (VPPS)
2. Work with VPPS to enhance the Community room facilities
3. Review the impact on demand of St Mary Redcliffe Primary's (SMRP) future plans for opening an after school and holiday club provision in the community
4. Improve the profitability of our holiday club offering to make that part of our provision more sustainable
5. Improve collaborative ways of working and the information systems used between the Playleaders and Trustee team

We are pleased to report that Moose has continued to thrive in its new setting at Victoria Park Primary School. In the reporting year we met the objectives set, whilst also providing over 42,000 individual hours of affordable, high quality after-school and holiday club care; supporting the needs of 157 families in our community.

Part way through the year we experienced a reduction in the number of SMRP children booking with Moose. SMRP use of the scheme dropped by around 30 sessions per week and this correlated to the introduction of commercial after school club provision at the SMRP site. Initially, this helped to relieve the increased booking pressure we were experiencing from the VPPS reception age families joining the club. High demand for early years places is now an established trend and reflects the changing working practices and socio-economic dynamics of the area we serve.

The move to the 'Magic Booking' system for bookings management has allowed us to release larger blocks of sessions in advance, enabling parents to book more flexibly and for up to two terms ahead. It also facilitates payment plans offering more control for parents with respect to budgeting. However, there is still a perception that places are a scarce commodity and we find parents are continuing to 'panic' book' when terms are released. This leads to some anxiety within the community and has necessitated careful communication and the development and management of waiting lists by Sam Sheppard and her team. We will work with the new Headmaster of VPPS, Mr Gunner, to plan how we can support this increase in demand from the community. We understand

that this may involve an external provider at the VPPS site and will work closely with the school to ensure that the Moose offer is well understood and has a central position within the wider offer being prepared by the school.

We continue to be particularly grateful for the backing provided by VPPS over the year, they have supported our position in the community in word and deed. This support enables us to use additional school facilities and for the children to enhance their range of experiences at the club both in and out of term time. We feel proud to have made a substantial contribution to the enhancements of the Community room environment, integral not just to the fabric of Moose but to the school and the wider community. We wish Mr Bailey well in his new post and look forward to working with Mr Gunner whom, whilst now at the helm, has worked at VPPS for a number of years and is familiar to the team.

Staff wellbeing has continued to be a key focus this year and we have worked to benchmark remuneration so that wages are competitive. We have also strived to establish a clear communications link between the Moose team and the new trustee team. We recognise that the staff have felt quite stressed at times with the ever-growing demand for childcare in the community, parents were, at times, frustrated if they were unable to book the sessions required as soon as the bookings went live. Staffing fluctuations due to personal reasons throughout the year have meant that we have not always been able to offer our full capacity. However, we have been modestly successful in appointing new team members to help expand and enhance our provision. The Moose team are now able to meet regularly and feel more on the 'front foot' as all the work to embed new practices has been successful. The team have really felt working with Elizabeth Male at BAND to be greatly beneficial, she will be very much missed as she moves into her new role. But we are pleased to have met with Michelle Smith, our new key worker at BAND, and look forward to working with her. We are also pleased to report that we have been able to support a number of former Moose attendees in their voluntary section of the Bronze DofE awards. This has been very rewarding for those young people and for our staff and has helped to consolidate our role in the community.

Sadly, we will be losing our Deputy Play leader Lauryn Perlini, as she will be moving into a new role as a teaching assistant at VPPS in the new academic year; we thank her for her continued support and wish her well in her new adventure.

Our objectives for the forthcoming year:

- Migrate to Microsoft 365 and use the migration to conduct a full governance self-assessment.
- Induct, embed and build an effective working dynamic with the new trustee team.
- Test how we can access a wider market, particularly with respect to our holiday clubs, outside of VPPS and SMRP
- Conduct an impact review on our business of any external provider brought in by VPPS – determining if competition harms the business model or provides good synergy
- Monitor staffing and leadership team at Moose, with a focus on succession and contingency planning

### **Staff**

The Playscheme will continue to evaluate its staffing requirements and identify and facilitate any training needs. Play workers have opportunities to develop their ongoing professional development and are encouraged to attend courses that harmonise with their personal interests.

## **Policies and Practices**

All our policies and practices are subject to an annual review and with the move to the new premises were amended to bring them in line with legislation and/or address issues that arise out of our incident review process.

## **Acknowledgments**

We must begin by thanking all the staff and volunteers for all their help and support during the year. In particular, we are immensely grateful to the Moose staff, led by Sam Sheppard. We are proud to see Moose continue to thrive under her leadership. We are hugely appreciative of the high levels of professionalism and commitment to professional development that the team have shown this year.

We are also exceptionally grateful to Nick Bailey and his team who have worked with us over the year to enhance the position of Moose in the community at Victoria Park School. We strive to continue to build a close working relationship with the school and support them where we can and look forward to continuing to work with Mr Gunner, the new Headteacher, and his team further.

We continue to find working with Linden Accountants productive and value all guidance given by Alex Owen and associates. With their support and the input of our Treasurer Sorrel Randow, we have good visibility of our financial position which will enable us to work with VPPS to enhance the building's infrastructure.

Although now a visible reduction in the number of students attending after school sessions from SMRP, we thank the leadership team at St. Mary Redcliffe for their commitment to Moose over many years.

We are endlessly grateful for the continued guidance that BAND offer us, in particular from Elizabeth Male our outgoing support worker and now Michelle Smith. Their advice, guidance, approachability and professionalism are a crucial support to both the Play Leader, Sam Sheppard, and the Trustees.

We would also like to thank all of our parents who continue to support Moose. Now that we feel we have consolidated our position post Covid, we are now looking to shape our provision to best support the community, and with this, the new trustee team will be moving the Playscheme into the next phase of its ongoing development.

In conclusion, we consider this has been a hugely positive year and we are confident that Moose Playscheme will continue to provide high quality out of school care for our community.

## **Reserves Policy and Risk Management**

The trustees recognise the need to keep reserves at a level which will give the organisation stability to enable it to continue to operate in the future. The actual level of reserves is periodically reviewed and the trustees have examined the major risks to which the charity is exposed, and have systems in place to monitor and mitigate against those risks.

This annual report was approved by the trustees on ..... and are signed on their behalf by:

Sorrel Randow

## Annual report of the Chair

I must begin by thanking all the staff and volunteers for all their help and support during the year; without whom Moose Playscheme would not be possible. I am proud to see Moose fully operational, running both after school and holiday care and numbers on role significantly increasing.

We are all very proud to have worked together with the support of BAND, St Mary Redcliffe Primary School and Victoria Park Primary School and we are also very grateful for the time and resources N Bailey and E Gunner and their team have provided Moose and look forward to strengthening this relationship further for the good of the community.

I am very proud to work with an excellent team of directors who all bring different viewpoints and skills to the team which has really helped to move the Playscheme forwards, we recognise that the stability of this team has been instrumental in its success to date. I am very pleased to report that we have increased the breadth and skills of director's team to reflect a growing role in our community.

I am also so pleased to have the continued support and guidance from E Male from BAND and am grateful for all the support guidance she gives both the directors team and S Sheppard. S Sheppard continues to be the backbone that Moose is built upon and we are all exceptionally proud of the work she does with her team to make Moose the success it is.

This is my final report as Chair for Moose after over eight years with the team, over this time we have navigated a global pandemic and a fundamental change to the operations of the club at an entirely different site within the community; it has not always been easy to navigate a safe path through, but I am proud to have been a part of the journey and a heartfelt thank you to all who have supported us along the way. I wish all the very best to S Randow and C Bonura as they take the helm driving Moose forwards.

Dr Z Bell  
Outgoing Chair

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF MALAGO PLAY ASSOCIATION LIMITED**

I report to the charity's trustees on my examination of the accounts of Malago Play Association Limited for the period ended 30 June 2024.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

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

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Michael Grant ACPA

Linden Accountants, Scrapstore House, 21 Sevier Street, St Werburghs, Bristol, BS2 9LB



Michael Grant

Date .....24<sup>th</sup> April 2025.....



**MALAGO PLAY ASSOCIATION LIMITED****STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)****YEAR ENDED 30TH JUNE 2024**

		Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
	Note	£	£	£	£
<b>Incoming resources</b>					
<i>Income from charitable activities</i>	<b>2</b>	107,842	0	107,842	101,435
<i>Other income</i>		972	0	972	442
<b>Total income and endowments</b>		<u>108,814</u>	<u>0</u>	<u>108,814</u>	<u>101,877</u>
<b>Resources expended</b>					
<i>Costs of generating funds</i>		0	0	0	0
<i>Expenditure on charitable activities</i>	<b>3</b>	104,084	0	104,084	87,141
<b>Total resources expended</b>		<u>104,084</u>	<u>0</u>	<u>104,084</u>	<u>87,141</u>
<b>Net income/(expenditure)</b>		4,730	0	4,730	14,736
Transfers between funds		0	0	0	0
<b>Net movement in funds</b>		<u>4,730</u>	<u>0</u>	<u>4,730</u>	<u>14,736</u>
<b>Total funds at 1st July 2023</b>	<b>9</b>	69,040	0	69,040	54,304
<b>Total funds at 30th June 2024</b>	<b>10</b>	<u>73,770</u>	<u>0</u>	<u>73,770</u>	<u>69,040</u>

All of the activities of the charity are classed as continuing

**The notes on pages 11 to 16 form part of these financial statements**

**MALAGO PLAY ASSOCIATION LIMITED****BALANCE SHEET****YEAR ENDED 30TH JUNE 2024**

			<b>2024</b>	<b>2023</b>
	<b>Note</b>		<b>£</b>	<b>£</b>
<b>Fixed assets</b>	<b>8</b>		1,588	1,103
<b>Current assets</b>				
Debtors and prepayments	<b>9</b>	3,141		1,733
Cash at bank and in hand		92,556		87,640
			<u>95,697</u>	<u>89,373</u>
<b>Creditors : Amounts falling due within one year</b>	<b>10</b>	<u>23,515</u>		<u>21,435</u>
Net current assets			72,182	67,937
<b>Net assets</b>			<u>73,770</u>	<u>69,040</u>
<b>Funds</b>				
Restricted funds		0		0
Unrestricted funds	<b>11</b>	<u>73,770</u>		69,040
			<u>73,770</u>	<u>69,040</u>

For the year ending 30 June 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 ('the Act') relating to small companies. The members have not required the company to obtain an audit in accordance with section 476 of the Act. The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The trustees acknowledge their responsibilities for:

(i) ensuring that the charity keeps proper accounting records which comply with section 386 of the Act, and

(ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 396 of the Act, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

These financial statements were approved by the trustees on ..... and are signed on their behalf by:

.....

Sorrel Randow

**The notes on pages 11 to 16 form part of these financial statements**

**MALAGO PLAY ASSOCIATION LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 30TH JUNE 2024**

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**1 Accounting policies**

- a) The financial statements have been prepared under the historic cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (FRS 102 SORP) issued in July 2014, and applicable UK Accounting Standards and the Charities Act 2011.
- b) Income from donations/grants is included as income when these are receivable, except as follows:
  - i) When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.
  - ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-condition have been met.
- c) Resources expended are recognised in the period in which they are incurred. Resources expended include attributable VAT which cannot be recovered.
- d) Most expenditure is directly attributable to specific activities, and have been included in those cost categories. Support cost have been allocated 100% towards the charitable activities of the charity.
- e) Rentals applicable to operating lease agreements where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the period of the lease.
- f) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.
- g) Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.
- h) Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:
  - Office Equipment - 20% straight line
  - Fixtures & Fittings - 20% straight line

**MALAGO PLAY ASSOCIATION LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 30TH JUNE 2024**

**2 Income from Charitable activities**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Fees received	107,842	0	107,842	101,435
Grant income	0	0	0	0
Donations received	0	0	0	0
	<u>107,842</u>	<u>0</u>	<u>107,842</u>	<u>101,435</u>

**3 Expenditure on Charitable activities**

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023 £
Consumables	6,377	0	6,377	3,886
Trips and activities	1,155	0	1,155	1,096
Salaries and wages	81,717	0	81,717	67,557
<u>Support costs</u>				
Rent, light and heat	6,050	0	6,050	6,500
Postage	0	0	0	0
Office costs	676	0	676	643
Telephone & internet	121	0	121	169
Computers & software	1,130	0	1,130	1,146
Staff entertainment & training	1,261	0	1,261	358
Subscriptions	91	0	91	50
Small equipment	0	0	0	0
Bookkeeping and professional fees	444	0	444	478
Sundry expenses	0	0	0	0
Bank and card charges	1,372	0	1,372	1,628
Pension costs	1,669	0	1,669	1,428
Recruitment fees	15	0	15	15
Bad debt written off	0	0	0	0
<u>Governance costs</u>				
Independent examination fees	660	0	660	660
Depreciation	495	0	495	723
Insurance	851	0	851	804
	<u>104,084</u>	<u>0</u>	<u>104,084</u>	<u>61,667</u>

## MALAGO PLAY ASSOCIATION LIMITED

### NOTES TO THE FINANCIAL STATEMENTS

#### YEAR ENDED 30TH JUNE 2024

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#### 4 Staff costs and numbers

The aggregate payroll costs were:

	2024	2023
	£	£
Wages & salaries	81,717	67,557
	<u>81,717</u>	<u>67,557</u>

#### Particulars of employees:

The average number of staff employed by the charity during the financial year amounted to: 8

	£
	No.
Project Staff	2
Support staff	6
	<u>8</u>

No employee received emoluments of more than £60,000.

#### 5 Taxation

The charity is exempt from corporation tax on its charitable activities.

#### 6 Trustees Remuneration

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2023: £Nil).

The trustees were not reimbursed for travel expenses during the year (2023: £Nil).

No charity trustee received payment for professional or other services supplied to the charity (2023: £Nil).

#### 7 Transactions of Related Parties

There were no related party transactions between the charity and the trustees or persons or entities connected to them during the year.

**MALAGO PLAY ASSOCIATION LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 30TH JUNE 2024**

**8 Tangible fixed assets**

	Office Equipment £	Fixtures & Fittings £	Total £
<b>Cost</b>			
At 1 July 2023	611	886	1,497
Additions	0	980	980
Disposals	0	0	0
At 30 June 2024	611	1,866	2,477
<b>Depreciation</b>			
At 1 July 2023	141	253	394
Charge for the period	122	373	495
Disposals	0	0	0
At 30 June 2024	263	626	889
<b>Net book value</b>			
At 30 June 2024	348	1,240	1,588
At 30 June 2023	470	633	1,103

**9 Debtors**

	2024 £	2023 £
Accrued income	0	0
Other debtors - MagicBooking unpaid balances	1,560	773
PAYE overpaid	0	259
Prepayments	1,580	701
	3,141	1,733

**10 Creditors: amounts falling due within one year**

	2024 £	2023 £
Accruals	1,824	1,574
Accrued holiday pay	2,944	2,614
Aged Parental Deposits	782	782
Creditors	0	0
Sundry creditors (parent payments in advance)	17,964	16,465
	23,515	21,435

**MALAGO PLAY ASSOCIATION LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 30TH JUNE 2024**

**11 Movement in funds**

	At 1st July 2023 £	Income £	Expenditure £	Transfers Prv year adj £	At 30th June 2024 £
<b>Restricted funds</b>					
	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Unrestricted funds</b>					
General funds	69,040	108,814	(104,084)	0	73,770
	<u>69,040</u>	<u>108,814</u>	<u>(104,084)</u>	<u>0</u>	<u>73,770</u>
<b>Total funds</b>	<u>69,040</u>	<u>108,814</u>	<u>(104,084)</u>	<u>0</u>	<u>73,770</u>

**Movement in funds - Prior Year**

	At 1st July 2022 £	Income £	Expenditure £	Transfers Prv year adj £	At 30th June 2023 £
<b>Restricted funds</b>					
	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Unrestricted funds</b>					
General funds	54,304	101,877	(87,141)	0	69,040
	<u>54,304</u>	<u>101,877</u>	<u>(87,141)</u>	<u>0</u>	<u>69,040</u>
<b>Total funds</b>	<u>54,304</u>	<u>101,877</u>	<u>(87,141)</u>	<u>0</u>	<u>69,040</u>

**MALAGO PLAY ASSOCIATION LIMITED**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 30TH JUNE 2024**

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**12 Analysis of net assets between funds**

	<b>Tangible Fixed assets £</b>	<b>Other Net assets £</b>	<b>Total £</b>
<b>Restricted funds</b>			
	0	0	0
<b>Unrestricted funds</b>			
General funds	1,588	72,182	73,770
	<u>1,588</u>	<u>72,182</u>	<u>73,770</u>

**13 Company limited by guarantee**

The company is limited by guarantee and as such has no issued share capital. In the event of the company being wound up the liability of the members is limited to £1 each.