

**ANNUAL REPORT OF THE TRUSTEES OF
THE WILFORD YOUTH AND CHILDREN
SCHEME
(CHARITY NUMBER 1116733)**

**FOR THE PERIOD BETWEEN
1 APRIL 2021 AND 31 MARCH 2022**

TRUSTEES

The trustees were in the last year, as follows:

Mrs A Mason (appointed by WYCS in 2016)
Mr E Mason (founding trustee)
Mrs A Massarella (appointed by WYCS in 2016)
Mr S Massarella (founding trustee)
Wendy Brown (appointed by WYCS in 2019)

ACTIVITY DURING THE YEAR

The primary focus over this last year continues to be providing services for our Before and After School Club (BASC) and rooms to Wilford Village Playgroup. The BASC has now run for over 9 years, serving local children from the South Wilford Endowed VA CE Primary School. This year we've continued to improve the half of The Centre that's devoted to the BASC and it remains at full capacity for many sessions, with some sessions also having a waiting list.

The BASC is a not-for-profit concern and employs six part time staff. We continue to use a part-time professional bookkeeper to complement our childcare staff, meaning that the BASC is now self-contained and no longer needs to use volunteers to run; making it a more sustainable operation into the future. There have been a few changes in staff over the year but the manager and trustees have secured appointments for suitably trained staff as replacements.

The Centre, formerly known as the Old Victorian School Building, on Main Road in Wilford remains as the base for our activities. We rent the building (from the Carters Educational Foundation) and are responsible for its development and upkeep. As trustees we continue to make improvements as funds allow. The rent is now a commercial basis which is financially challenging but has been supplemented by grants to WYCS.

The half of The Centre we don't use ourselves is still rented to the Wilford Village Playgroup. This playgroup has flourished during their term in the building and are able to offer more sessions to parents. They are another local organisation serving local children and we're pleased we've been able to provide them with a permanent home. We continue to make The Centre available for occasional use by the church youth groups and so on – in line with our objectives.

As happened in 2019 COVID had a part to play in the club activities. Restrictions were still in place with COVID safety measures being used throughout the club. The numbers returned to before COVID closures.

WYCS continues to hold a modest cash reserve as a contingency against emergencies. Our financial statement for the twelve months between April 2021 and March 2022 was examined by Lesley Skermer (CFIIA) and follows.

The treasurer and acting Chairman is Eddie Mason.

Wilford Youth and Childrens Scheme

The Centre, The Old School
South Wilford CE School
Main Road
Wilford

~~Profit & Loss Statement~~ RECEIPTS + PAYMENTS April 2021 to March 2022

Income			
BAS Club income		£59,961.38	
Carters Grants Received		£18,750.00	
HMRC: Covid grants		£1,415.46	
The Centre rental income		£6,474.00	
Total Income			£86,600.84
Expenses			
Food		£3,231.74	
Toys & craft materials		£732.67	
Staff uniforms		£176.09	
Staff training courses		£417.40	
Equipment		£536.04	
Specific Centre costs		£985.85	
Specific club expenses		£424.44	
Insurance		£1,040.36	
Property insurance		£2,305.98	
Auditing		£110.00	
Licence & Membership Fees		£417.99	
Fire & safety equip/services		£431.23	
Repairs to building		£54.00	
Postage,stationery,computer		£493.67	
Rent to Carters		£22,500.00	
Business Rates		£1,638.40	
Payroll			
Wages	£47,055.22		
Employers NIC/SMP recovered	-£2,714.15		
Employer pension contribution	£373.06		
Total Payroll		£44,714.13	
Telephone & internet		£690.36	
Utilities			
Electricity	£2,769.53		
Water charges	£940.00		
Total Utilities		£3,709.53	
Total Expenses			£84,609.88
Operating Profit			£1,990.96
Other Income			
Other Expenses			
Net Profit / (Loss)			£1,990.96

Wilford Youth and Childrens Scheme

The Centre, The Old School
South Wilford CE School
Main Road
Wilford

Balance Sheet

As of March 2022

Assets

Current Assets

Cash On Hand

TSB Treasurers Account

£38,673.75

Pocket Pay (prepay card)

£0.49

Total Cash On Hand

£38,674.24

Total Current Assets

£38,674.24

Total Assets

£38,674.24

Liabilities

Net Assets

£38,674.24

Capital

Retained Earnings

£36,683.28

Current Year Earnings

£1,990.96

Total Capital

£38,674.24



Independent Examiner's Report on the Accounts

Report to the trustees/
members of

Wilford Youth and Children Scheme

On accounts for the year
ended

31st March 2022

Charity no (if any)

1116733

Set out on pages

1 to 2

(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 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 commission under section 145(5)(b) of the 2011 Act
- 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 Commissioners. 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 next statement.

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:

L H Skermer

25/07/2022

Name:

Lesley H Skermer

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

Chartered Fellow of the Institute of Internal Auditors (CFIIA)

Address:

10 The Hollows

Silverdale

Nottingham

NG11 7FJ

Disclosure section

Only complete if the examiner needs to highlight material problems.

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

No issues to disclose.

Wilford Youth and Children Scheme

Independent Examiners findings arising from the review of the accounts for period. 1st April 2021 to 31st March 2022

Summary

I have completed my independent examination of Wilford Youth and Childrens Scheme accounts for the 2021/22 financial year and can confirm that in the course of my examination, no matter has come to my attention which gives me reasonable cause to believe that in, any material respect, the Trustees have not met the requirements to ensure that:

- . proper accounting records are kept (in accordance with section 130 of the 2011 Act and
- . accounts are prepared which agree with the accounting records and comply with the accounting requirements of the 2011 Act; or
- . to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

The accounting records of the Scheme continue to be maintained to a good standard and are maintained by a person experienced in accounting and book keeping. There are no issues of concern to report.

Testing completed

The following tests were completed:

- A check on the years opening balances brought forward correctly;
- A check that the Receipts and Payment Account was derived from the cashbook (Nominal Ledger) records maintained;
- A check that all income received by the Treasurer banked intact and in timely manner;
- A sample check that payments made are supported by supporting invoice/evidence;
- A sample check that pocket card disbursements adequately supported;
- A sample check that wage payments correctly calculated based on hours worked and evidenced as paid over to staff;
- An analytical review of receipts and payments in the period of account, comparing to previous years and expectations;
- A check of regular completion of monthly bank reconciliations;
- Re performance of the March 2022 bank reconciliation and verification of balances held to independent sources, and
- Sample testing that invoices raised in respect of fees were subsequently paid and cash accounted for correctly.

Balances held

I confirmed that the funds reconciliation sheet in the accounts includes the correct brought forward balance from the 2020/21 independently reviewed accounts (£36,683.28) and that the funds carried forward balance at 31.3.22 of £38,674.24 is represented by funds held within the charity's bank account. All balances have been agreed to independent sources.

Signed:



L H Skermer (CFIIA)

Date: 8th November 2021