

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

**FOR THE PERIOD BETWEEN  
1 APRIL 2022 AND 31 MARCH 2023**

## **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 10 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

It has been a difficult year with the cost of living crisis plus the continual increase in living wage affecting our payroll by around 10%. The continued increase in utility prices is being monitored as to its effects on the ongoing work of the centre.

WYCS continues to hold a modest cash reserve as a contingency against emergencies. Our financial statement for the twelve months between April 2022 and March 2023 was examined by Lesley Skermer (CFIIA) and follows.

The treasurer and acting Chairman is Eddie Mason.

Cash WYCS figures 1st April 2022 - 30th Sept 2022 (Barbara's system)

**Income**

BAS Club	£	30,205.44
Carters Grant	£	3,750.00
Playgroup Rent	£	2,225.00
	<b>£</b>	<b>36,180.44</b>

**Expenses**

Food	£	1,641.89
Toys & Craft materials	£	1,098.05
Staff training courses	£	140.00
Equipment	£	622.05
Specific Centre costs	£	187.20
Specific Club exps	£	197.33
Auditing	£	110.00
Licence & Membership fees	£	313.00
Fire & Safety equip/servs	£	234.60
Repairs to building	£	277.00
Postage, stationery, computer	£	180.93
Rent to Carters	£	9,000.00
Business Rates	£	982.40
<b>Expenses sub-total</b>	<b>£</b>	<b>14,984.45</b>

Payroll (wages)	£	26,342.91
Employer pension contribution	£	230.49
<b>Total Payroll</b>	<b>£</b>	<b>26,573.40</b>

Telephone & internet	£	382.73
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Utilities (Electricity)	£	2,030.78
Water charges	£	748.00
<b>Total Utilities</b>	<b>£</b>	<b>2,778.78</b>

<b>Total Expense</b>	<b>£</b>	<b>44,719.36</b>
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<b>Net profit/loss</b>	<b>-£</b>	<b>8,538.92</b>
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Accrual WYCS figures 1st April 2022 - 30th Sept 2022 (Barbara's system)

**Income**

BAS Club	£	30,634.59
Carters Grant	£	3,750.00
Playgroup Rent	£	2,225.00
	<b>£</b>	<b>36,609.59</b>

**Expenses**

Food	£	1,641.89
Toys & Craft materials	£	1,098.05
Staff training courses	£	140.00
Equipment	£	622.05
Specific Centre costs	£	187.20
Specific Club exps	£	197.33
Auditing	£	110.00
Licence & Membership fees	£	313.00
Fire & Safety equip/servs	£	234.60
Repairs to building	£	277.00
Postage, stationery, computer	£	180.93
Rent to Carters	£	9,000.00
Business Rates	£	982.40
<b>Expenses sub-total</b>	<b>£</b>	<b>14,984.45</b>

Payroll (wages)	£	26,342.91
Employer pension contribution	£	230.49
<b>Total Payroll</b>	<b>£</b>	<b>26,573.40</b>

Telephone & internet	£	382.73
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Utilities (Electricity)	£	2,030.78
Water charges	£	748.00
<b>Total Utilities</b>	<b>£</b>	<b>2,778.78</b>

<b>Total Expense</b>	<b>£</b>	<b>44,719.36</b>
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<b>Net profit/loss</b>	<b>-£</b>	<b>8,109.77</b>
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WYCS Accrual from Barbara's figs with QB figures 1st April 2022 - 31st March 2023

	1ST APR 2022 - 30TH SEPT 2022		1ST OCT 2022- 31ST MAR 2023	
Income	Barbara's accounts		QB accounts	
BAS Club	£	30,634.59		
2000 BC			£	14,350.05
2001 ASC 5.30			£	23,893.10
2002 ASC 6			£	2,155.12
Carters Grant	£	3,750.00		
2010 Carter Grant			£	7,500.00
Playgroup Rent	£	2,225.00		
2011 Playgroup			£	5,227.96
	£	36,609.59	£	53,126.23
<b>Expenses</b>				
Food	£	1,641.89		
5000 Food			£	2,072.09
Toys & Craft materials	£	1,098.05		
5010 Toys & Craft materials			£	325.95
Staff training courses	£	140.00		
Equipment	£	622.05		
1031 Equipment			£	853.60
Specific Centre costs	£	187.20		
3030 Pest control			£	280.80
Specific Club exps	£	197.33		
5015 Staff gifts			£	205.00
5021 Cleaning costs			£	231.51
5070 Computer repair costs			£	49.99
Auditing	£	110.00		
Licence & Membership fees	£	313.00		
5060 Software Subscription			£	182.15
5050 Building Insurance			£	3,647.40
5051 PL Insurance			£	1,129.18
5100 Pockit fees			£	12.93
Fire & Safety equip/servs	£	234.60		
5040 Fire & safety equipment			£	116.04
5041 Fire Safety Certificate/Checks			£	48.48
Repairs to building	£	277.00		
5030 Repairs to building & equip			£	337.00
Postage, stationery, computer	£	180.93		
5020 Printing, postage & Stationery			£	469.90
Rent to Carters	£	9,000.00		
3011 Rent to Carters			£	4,500.00
Business Rates	£	982.40		
3010 Business Rates			£	656.00
8000 Bad debts			£	211.12
<b>Expenses sub-total</b>	£	14,984.45	£	15,329.14
Payroll (wages)	£	26,342.91		

7000 Gross wages		£	25,834.83
Employer pension contribution	£	230.49	
7011 Employer pension contribution		£	217.51
<b>Total Payroll</b>	<b>£</b>	<b>26,573.40</b>	<b>£ 26,052.34</b>
Telephone & internet	£	382.73	
3020 Phone cost & internet		£	387.31
Utilities (Electricity)	£	2,030.78	
3000 Electricity		£	1,886.18
Water charges	£	748.00	
3002 Water		£	769.61
<b>Total Utilities</b>	<b>£</b>	<b>3,161.51</b>	<b>£ 3,043.10</b>
<b>Total Expense</b>	<b>£</b>	<b>44,719.36</b>	<b>£ 44,424.58</b>
<b>Net profit/loss</b>	<b>-£</b>	<b>8,109.77</b>	<b>£ 8,701.65</b>

**1ST APR 2022 - 31ST MAR 2023**

Barbara's figs + QB

£	30,634.59
£	14,350.05
£	23,893.10
£	2,155.12
£	3,750.00
£	7,500.00
£	2,225.00
£	5,227.96
£	<b>89,735.82</b>
£	1,641.89
£	2,072.09
£	1,098.05
£	325.95
£	140.00
£	622.05
£	853.60
£	187.20
£	280.80
£	197.33
£	205.00
£	231.51
£	49.99
£	110.00
£	313.00
£	182.15
£	3,647.40
£	1,129.18
£	12.93
£	234.60
£	116.04
£	48.48
£	277.00
£	337.00
£	180.93
£	469.90
£	9,000.00
£	4,500.00
£	982.40
£	656.00
£	211.12
£	<b>30,313.59</b>
£	26,342.91

£	25,834.83
£	230.49
£	217.51
£	<b>52,625.74</b>
£	382.73
£	<b>387.31</b>
£	2,030.78
£	<b>1,886.18</b>
£	748.00
£	<b>769.61</b>
£	<b>6,204.61</b>
£	<b>89,143.94</b>
£	<b>591.88</b>



L H Skermer  
10 The Hollows  
Silverdale  
Nottingham  
NG11 7FJ

01 July 2023

Trustees of Wilford Youth and Childrens Scheme  
School Building  
Main Street  
Wilford Village  
Nottingham

**Letter of Engagement**

Between the Trustees of Wilford Youth and Childrens Scheme and Mrs LH Skermer (CFIIA), the Independent Examiner of the accounts for the period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023.

This Letter of Engagement confirms that the Trustees of the Wilford Youth and Childrens Scheme have considered the requirements of the Charity Commissions guidance for the appointment of an Independent Examiner. Mrs L H Skermer has hereby been appointed as independent examiner of the Wilford Youth and Childrens Scheme accounts for the period 1<sup>st</sup> April 2022 to 31<sup>st</sup> March 2023.

The terms of agreement are that Mrs L H Skermer will undertake an independent examination of the accounts in accordance with the Charity Commissions 'CC32 Independent Examination of Charity Accounts: Directions and Guidance notes'. All relevant reports will be completed as part of this review.

In return a fee of £110 will be payable to Mrs L H Skermer on completion of the review and issue of the Independent Examiners report.

Signed: *L H Skermer*

Mrs LH Skermer (CFIIA)  
Independent Examiner

Signed:

Mrs B Young/Ms M Hewitt  
Treasurer of Wilford Youth and Childrens Scheme

