



# The Cabin Crew 'Out of School Club'

## ANNUAL REPORT FROM TRUSTEES

Registered Charity Number: 1119785

Financial Year: 1<sup>st</sup> January 2020 to 31<sup>st</sup> December 2020

### Trustees during 2020

Mrs Megan O'Keefe

Mrs Susan Ramsey

Mrs Amy Barker

Mrs Lisa Fermor

Ms Heather Osborn

Mrs Karen Myall

Ms Lillemor Siemerling (stepped down from the committee in November 2020)

### Report

At The Cabin Crew we aim to provide a safe, secure and relaxed environment, offering a range of activities to reflect the interests of the children in our care.

In common with many other charities, the club was affected dramatically by the Covid-19 pandemic. We were forced to close at the end of March 2020, due to the lockdown and school closures, and we didn't re-open until the start of the new academic year in September 2020. We had hoped to re-open for June and July, when the schools welcomed some children back, but the potential numbers of children attending were not high enough to make it financially viable for us. Most of our holiday clubs were unable to run during 2020. We were only open for February and October half terms, with reduced numbers of children, as we could only make places available for children attending Sidegate Primary School.

Inevitably, income for the year was affected by the closure. In fact income from our breakfast, after school and holiday clubs was nearly 50% lower than the previous year at £82,127 compared to £156,954 in 2019. Through utilising the government's Coronavirus Job Retention Scheme (Furlough) we were able to access vital funds, to the value of £35,761, to keep the business running. We also applied for several grants, and received in total £18,849, which included £6,000 from Activities Unlimited, £10,000 from Ipswich Borough Council and £2,000 from Suffolk Community Foundation.

Expenditure for the year was considerably lower than the previous year, £137,835 compared to £160,777 for 2019. Because of the closure we spent less on refreshments for the children, and less on premises costs, repairs and maintenance. We made as many economies as possible to counter the drop in income, however there was considerable additional expense incurred for cleaning and sanitising materials, PPE, and separate resources for 'bubbles' of children. Despite a very difficult year, we made a net profit of £1,059, compared to a profit of £4,895 for 2019.

Auditor: I propose next years' Auditor – Chris Regan Limited.

Signed:

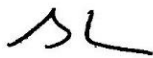
Amy Barker, Finance Officer and Trustee

The Cabin Crew

Accounts  
31 December 2020

## **The Cabin Crew**

I approve the accounts which comprise of the Profit and Loss Account, the Balance Sheet and the related notes. I acknowledge my responsibility for the accounts, including the appropriateness of the applicable financial reporting framework as set out in note 1, and for providing Chris Regan Ltd with all information and explanations necessary for their compilation.

A handwritten signature in black ink, consisting of a stylized 'S' followed by a horizontal line.

21 October 2021

**The Cabin Crew**

**to The Cabin Crew**

In accordance with your instructions, we have compiled these unaudited accounts from the accounting records and information and explanations supplied to us.

Chris Regan Ltd

Citygate House  
r/o 197-199 Baddow Road  
Chelmsford  
Essex  
CM2 7PZ

21 October 2021

**The Cabin Crew  
Profit and Loss Account  
for the year ended 31 December 2020**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
After school fees	50,526	81,472
Registration Fees	860	1,010
Holiday Playschemes	3,904	28,902
Breakfast Club	27,742	46,580
Little Acorns	1,421	4,002
Fundraising	18,849	5,120
Sundry Income	(261)	(1,547)
Bank Deposit Interest	92	133
Other business income	35,761	-
	<b>138,894</b>	<b>165,672</b>
<b>Expenses</b>		
Wages and Salaries	118,368	120,860
Staff Training	465	397
Premises Costs	3,954	8,750
Repairs and Maintenance	3,075	9,330
Equipment Expensed	3,185	3,254
Advertising and Promotion	29	24
General Administrative expenses	3,634	6,653
Trips	-	1,607
Legal and Professional Fees	240	1,240
Refreshments	4,293	7,148
Sundry Expenses	482	339
Bank Charges	94	106
Bad Debts	-	683
Charity Donation	16	386
	<b>137,835</b>	<b>160,777</b>
<b>Profit</b>	<b>1,059</b>	<b>4,895</b>
Cash and Bank Balances	61,629	55,803
Debtors	(407)	2,314
Creditors	(4,504)	(2,427)
	<b>56,718</b>	<b>55,690</b>
Total Funds b/f	55,690	49,735
Prior Year Adjustment	(31)	1,060
Surplus/(deficit) for the year	1,059	4,895
<b>Total Funds</b>	<b>56,718</b>	<b>55,690</b>

I approve the accounts which comprise of  
the Profit and Loss Account, the Balance Sheet and the related notes

Amy Barker

21/10/2021

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# CHARITY COMMISSION FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
The Cabin Crew out of school club

On accounts for the year  
ended

31<sup>st</sup> December 2020

Charity no  
(if any) 1119785

Set out on pages

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 / MM / YYYY.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which 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:

Date: 21st October 2021

Name:

Chris Regan

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

MAAT, ATT.

Address:

Citygate House

r/o 197-199 Baddow Road

Chelmsford CM2 9PZ

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

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