



The Cabin Crew 'Out of School Club'

ANNUAL REPORT FROM TRUSTEES

Registered Charity Number: 1119785

Financial Year: 1st January 2022 to 31st December 2022

Trustees during 2022

Mrs Karen Myall

Mrs Susan Ramsey

Mrs Amy Barker

Committee Members

Mrs Suzanne Andrews

Mrs Lauren Brunning

Mr Murray Brunning

Mrs Lynne Newson

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.

All our clubs continue to flourish, and I am pleased to report that our sessions for breakfast and after school clubs remain full in September 2023.

Our income from breakfast, after school and holiday clubs in 2022 returned to levels similar to those in 2019, having been affected in 2020 and 2021 by the pandemic.

In the Easter and Summer holidays we again worked with Suffolk County Council to deliver the Holiday Activity and Food (HAF) Programme. The aim of the programme is to provide fun filled days for kids, lots of physical activity, enrichment, and some delicious and nutritious food. Places are free of charge for those eligible for benefits related free school meals. The programme was again very successful, with a lot of positive feedback from families attending, and the club benefitted greatly from the HAF funding provided by SCC, which was approximately £11,000.

We were also awarded an £11,000 grant from Activities Unlimited to support all our holiday clubs across the year. The funding was awarded as we have a high number of SEN children who regularly access our holiday clubs and enables us to enhance the staff ratio to support them and provide different workshops, experiences, activities and respite throughout the holidays.

Our expenditure in 2022 was only slightly higher than in 2021. There was a marginal increase in wages and salaries and we invested in some new staff uniform.

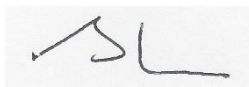
After another challenging year, we made a surplus of £13,115, which is very encouraging.

On 29th September 2022 a safeguarding incident occurred at the club. This was made known to the club on 30th September. The manager contacted the school for support and was assisted by the deputy head. The incident was reported to MASH on 3rd October 2022 and to Ofsted on 7th October 2022.

Ofsted issued a Welfare Requirement Notice and the club and trustees developed an action plan to respond to the requirements. The Ofsted inspector visited on 16th November 2022 and was satisfied with the changes put in place at the club. A further action to improve was received on 25th November and was completed to Ofsted's satisfaction. On 4th January 2023 the case was closed by Ofsted and placed in the public domain. The incident has been reported to the Charity Commission via the online 'Report Serious Incident' form.

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

Signed:

A handwritten signature in black ink, appearing to be 'AB', on a light grey rectangular background.

Amy Barker, Finance Manager & Trustee

The Cabin Crew
Accounts
31 December 2022

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.

11 October 2023

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

11 October 2023

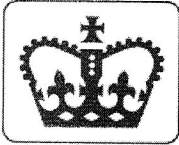
The Cabin Crew
Profit and Loss Account
for the year ended 31 December 2022

	2022	2021
	£	£
Sales	-	-
After school fees	82,814	64,037
Registration Fees	910	940
Holiday Playschemes	31,344	20,089
Breakfast Club	42,611	32,699
Little Acorns	4,843	3,929
Fundraising	24,659	31,265
Sundry Income	-	132
Bank Deposit Interest	92	8
Covid Levy	125	13,005
Other business income	-	24,722
	<u>187,398</u>	<u>190,826</u>
Expenses		
Wages and Salaries	138,358	136,715
Staff Training	948	1,384
Premises Costs	7,154	15,001
Repairs and Maintenance	4,322	1,321
Equipment Expensed	3,957	3,853
Advertising and Promotion	330	-
General Administrative expenses	6,176	5,650
Staff Uniform	2,599	-
Legal and Professional Fees	1,303	240
Refreshments	7,672	7,223
Sundry Expenses	355	177
Bank Charges	575	94
Bad Debts	512	242
Charity Donation	22	29
	<u>174,283</u>	<u>171,929</u>
Profit	<u>13,115</u>	<u>18,897</u>
Cash and Bank Balances	92,464	78,569
Debtors	2,646	5,126
Creditors	<u>(6,371)</u>	<u>(8,071)</u>
	<u>88,739</u>	<u>75,624</u>
Total Funds b/f	75,624	56,718
Prior Year Adjustment	-	9
Surplus/(deficit) for the year	13,115	18,897
Total Funds	<u>88,739</u>	<u>75,624</u>

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

Amy Barker

11/10/2023



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

31st December 2022

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 / 12 / 2022**.

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:

12th October 2023

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.