

## Trustees' Annual Report for the period

Period start date				Period end date			
From	1	Sept	2023	To	31	Aug	2024

### Section A Reference and administration details

Charity name Wilburton Out of School Club

Other names charity is known by -

Registered charity number (if any) 1128011

Charity's principal address Wilburton Primary School

Carpond Lane

Wilburton, ELY

Postcode CB6 3RJ

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Helen Attrill	Chair		
2	Kayleigh Cochrane	Treasurer		
3	Liz Taberner		Resigned 3 March 2024	
4	Mary Bemment	Secretary		
5	Victoria Ruffell			
6	Louisa Wood			
7	Clare Wordsworth			
8				
9				

### Section B Structure, governance and management

#### Description of the charity's trusts

Type of governing document  
(eg. trust deed, constitution) Constitution

How the charity is constituted  
(eg. trust, association, company) Association

Trustee selection methods  
(eg. appointed by, elected by) The chair, secretary and treasurer – the group's honorary officers – are elected by the committee at the club's AGM. The other trustees are elected by the membership at the AGM.

## Section C

## Objectives and activities

**Summary of the objects of the charity set out in its governing document**

The club's mission is to advance the education and provide for the recreation of children of primary school age by making facilities and services available to them during out of school hours and school holidays.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The club provides an invaluable resource for the children of Wilburton Church of England Primary School and their parents. Children are dropped off at breakfast club at 7.45 am, breakfast is provided if required. After school a drink and healthy snack are provided before children are involved in a range of sporting, creative and educational activities until 5.30 pm.

The club also provides a very successful and popular summer club for 2 weeks at the start of the summer holiday, where children can participate in a full day of engaging and inspiring activity. The club staff work with a number of external contractors and partners to provide a range of experiences to develop children's interests, confidence and skills. Refreshments are also provided.

**Additional details of objectives and activities (Optional information)**

- You may choose to include further statements, where relevant, about: policy on grantmaking; policy programme related investment; and contributions made by volunteers.

## Section D

### Achievements and performance

#### Summary of the main achievements of the charity during the year

This year has been a steady and successful one. Staffing has been consistent, and all sessions are comfortably covered. The manager and Deputy Manager continue to do an excellent job of leading the team.

Committee and staff have worked closely together to ensure the club continues to provide a safe and stimulating environment for the children. Sessions are well subscribed, and activities and facilities engaging for the children. Healthy breakfast and snack options are offered to the children.

Rates for Summer Club 2024 were reviewed and increased in line with other local clubs and to help absorb staff wage rises. Uptake on all the Summer Club sessions was excellent and thoroughly enjoyed by the children who attended.

Staff pay rates were reviewed on 1 Apr 2024, and the committee unanimously agreed to pay an end of year bonus (in Dec 24) to thank staff for their hard work and recognise their contribution in making the club an ongoing success.

## Section E

### Financial review

#### Brief statement of the charity's policy on reserves

The Charity will hold a suitable reserve fund aimed at £30,000.00. These funds are to safeguard the charity in the event of a temporary closure or a short-term, unavoidable increase in expenses that the main account cannot cover.



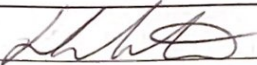
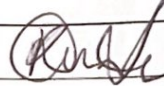
## Section F Other optional information

Not applicable.

## Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Helen Attrill	Kayleigh Cochrane
Position (eg Secretary, Chair, etc)	Chair	Treasurer

Date 17/04/2025.



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity name: CCXX R1 accounts (82)

11/02/11

## Receipts and payments accounts

CC16a

For the period  
from

To

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
2008 Club Fees	25,888	1	1	25,888	30,837
2008 Club Fees	6,188	1	1	6,188	5,513
Donation	500	1	1	500	1
	1	1	1	1	1
	1	1	1	1	1
	1	1	1	1	1
	1	1	1	1	1
	1	1	1	1	1
<b>Sub total (Gross income for A1)</b>	<b>32,338</b>	<b>1</b>	<b>1</b>	<b>32,338</b>	<b>36,158</b>
<b>A2 Asset and investment sales, (see table)</b>					
	1	1	1	1	1
	1	1	1	1	1
<b>Sub total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total receipts</b>	<b>32,338</b>	<b>1</b>	<b>1</b>	<b>32,338</b>	<b>36,158</b>
<b>A3 Payments</b>					
Accounting Fees	200	1	1	200	150
Donation to School	1	1	1	1	3,500
Facilities Fees	1,700	1	1	1,700	1,500
Food and Supplies	700	1	1	700	840
Gifts to Volunteers	1	1	1	1	337
Information & Publications	1	1	1	1	10
Insurance	380	1	1	380	353
New Logo	1	1	1	1	8
Mobile phone	85	1	1	85	31
Payroll Processing fees	210	1	1	210	200
Postage	1	1	1	1	8
Staff Training & Welfare	280	1	1	280	100
Stationery & Printing	1	1	1	1	50
Subscriptions	100	1	1	100	100
Summer Club Expenses	700	1	1	700	700
Travel and Subsistence	24	1	1	24	1
Wages and Salaries	25,073	1	1	25,073	24,004
	1	1	1	1	1
<b>Sub total</b>	<b>30,632</b>	<b>1</b>	<b>1</b>	<b>30,632</b>	<b>33,088</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	1	1	1	1	1
	1	1	1	1	1
<b>Sub total</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total payments</b>	<b>30,632</b>	<b>1</b>	<b>1</b>	<b>30,632</b>	<b>33,088</b>
<b>Net of receipts/(payments)</b>	<b>1,707</b>	<b>1</b>	<b>1</b>	<b>1,707</b>	<b>3,051</b>
<b>A5 Transfers between funds</b>					
<b>A6 Cash funds last year end</b>	<b>40,588</b>			<b>40,588</b>	<b>37,517</b>
<b>Cash funds this year end</b>	<b>42,273</b>			<b>42,273</b>	<b>40,588</b>



## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account Balance @31 Aug 24	42,253	-	-
	Petty Cash	22	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	<b>42,275</b>	<b>-</b>	<b>-</b>
(agree balances with receipts and payments account(s))				

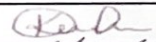

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Games and Audio equipment		-	600
	7 Tablets, I pad & Mobile		-	400
	Tables, Chairs and Storage Equipment		-	100
	Wooden Storage Shed		-	150
	Filing Cabinet		-	40
	6 Go Karts		-	150
	Kitchen Equipment		-	300
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Pre paid Breakfast & After School Club Fees	Pre-Paid fees for Sept 24	1,766	01 September 2024
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	Kayleigh Cochrane	17/04/2025
	HELEN ATWILL	17/4/2025



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Wilburton Out of School Club

On accounts for the year  
ended

31<sup>st</sup> August 2024

Charity no  
(if any)

1128011

Set out on pages

CC16a

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2024.

Responsibilities and  
basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with 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 all 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 in connection with the examination which gives me cause to believe that in, any material respect,:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed: *S Roper*

Date: 29/04/2025

Name: Sarah Roper FCA

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

ICAEW Chartered Accountant

Address:

44 Duck Lane

Haddenham

CB6 3UE

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

NONE