

BOTESDALE AFTER SCHOOL CLUB
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2021

BOTESDALE AFTER SCHOOL CLUB

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

A Turner-Clay
Mrs Jennifer Ralls
Gavin Clay (Appointed 31 January 2021)
Gemma Jackson (Appointed 11 March 2021)
Ruth Sidwell (Appointed 11 March 2021)

Charity number

1142955

Principal address

32 Ryders Way
Rickingham
Diss
Norfolk
IP22 1ER

Independent examiner

Waveney Accountants Limited
T/as Newman & Co
Chartered Accountants
4b Church Street
Diss
Norfolk
IP22 4DD

BOTESDALE AFTER SCHOOL CLUB

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BOTESDALE AFTER SCHOOL CLUB

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 AUGUST 2021

The trustees present their annual report and financial statements for the year ended 31 August 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The charity's objects are to provide quality, affordable childcare in a safe, fun and social environment, which is assessable to all children and guarantees parent and carers peace of mind.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Significant activities

The children are offered a choice of nutritious snacks and drinks on arrival and are free to choose from a variety of art and craft activities and a range of table top games. We have an I.T and 'Chill Out' zone. We provide equipment for physical play activities, both indoors and out. We have full use of the playing-field and adventure play are within the constraints of the necessary supervision.

We were open term-time, Monday to Friday, 3.25-6.00 pm prior to lockdown. When we re-opened after lockdown we were only open Tuesday to Thursday. We provide after school care for children between the ages of 3 to 11 years.

Achievements and performance

Charitable activities

We can provide after school care for as many as 250 children from around 150 families.

We are delighted to have maintained a high profile within the local community over the past year.

Throughout the year we have run fundraising activities, in line with covid restrictions, to finance the purchase of new resources for the club.

Financial review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity is controlled by its governing document, a deed of association, dated 25 November 2010, and it constitutes an unincorporated charity.

The trustees who served during the year and up to the date of signature of the financial statements were:

J O'Loane	(Resigned 11 March 2021)
A Turner-Clay	
Mrs Jennifer Ralls	
Jane Timberlake	(Resigned 11 March 2021)
Suzanne Cuthbert	(Resigned 11 March 2021)
Gavin Clay	(Appointed 31 January 2021)
Gemma Jackson	(Appointed 11 March 2021)
Ruth Sidwell	(Appointed 11 March 2021)

BOTESDALE AFTER SCHOOL CLUB

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

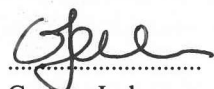
Recruitment and appointment of new trustees

Trustees are elected by the committee.

Covid - 19

The club re-opened in September 2020 Tuesday to Thursday for After School Club, collecting from four primary schools in line with covid restrictions. Staff received flexible furlough until July 2021. The club received a bounceback loan in September 2020, which enabled it to continue operating, and this was repaid in May 2021.

The trustees' report was approved by the Board of Trustees.



Gemma Jackson

Trustee

Date: 8/4/22

BOTESDALE AFTER SCHOOL CLUB

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 AUGUST 2021

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

BOTESDALE AFTER SCHOOL CLUB

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF BOTESDALE AFTER SCHOOL CLUB

I report to the trustees on my examination of the financial statements of Botesdale After School Club (the charity) for the year ended 31 August 2021.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do 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.



W T Goddard FCCA ACA CTA

T/as Newman & Co
Chartered Accountants
4b Church Street
Diss
Norfolk
IP22 4DD

Dated: 22/4/2022

BOTESDALE AFTER SCHOOL CLUB

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Notes							
<u>Income and endowments from:</u>							
Donations and legacies	3	22,903	5,000	27,903	319	-	319
Charitable activities	4	23,394	-	23,394	42,024	-	42,024
Other trading activities	5	571	-	571	969	-	969
Other income	6	4,861	-	4,861	12,683	-	12,683
Total income		51,729	5,000	56,729	55,995	-	55,995
<u>Expenditure on:</u>							
Charitable activities		51,033	608	51,641	65,752	-	65,752
Gross transfers between funds		-	-	-	4,052	(4,052)	-
Net income/(expenditure) for the year/							
Net movement in funds		696	4,392	5,088	(5,705)	(4,052)	(9,757)
Fund balances at 1 September 2020		5,131	5,948	11,079	10,836	10,000	20,836
Fund balances at 31 August 2021		5,827	10,340	16,167	5,131	5,948	11,079

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

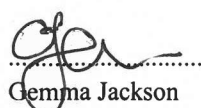
BOTESDALE AFTER SCHOOL CLUB

BALANCE SHEET

AS AT 31 AUGUST 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	10		4,281		8,595
Current assets					
Debtors	11	1,220		2	
Cash at bank and in hand		10,922		10,905	
		<u>12,142</u>		<u>10,907</u>	
Creditors: amounts falling due within one year	12	<u>(256)</u>		<u>(423)</u>	
Net current assets			11,886		10,484
Total assets less current liabilities			16,167		19,079
Creditors: amounts falling due after more than one year	13		-		(8,000)
Net assets			<u>16,167</u>		<u>11,079</u>
Income funds					
Restricted funds			10,340		5,948
Unrestricted funds			5,827		5,131
			<u>16,167</u>		<u>11,079</u>

The financial statements were approved by the Trustees on 8/4/22


Gemma Jackson
Trustee

BOTESDALE AFTER SCHOOL CLUB

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 AUGUST 2021

1 Accounting policies

Charity information

Botesdale After School Club is a registered charity number 1142955.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost relating to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

BOTESDALE AFTER SCHOOL CLUB

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

1 Accounting policies

(Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Motor vehicles	25% Reducing balance
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

BOTESDALE AFTER SCHOOL CLUB

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

1 Accounting policies

(Continued)

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total	Unrestricted funds
	2021 £	2021 £	2021 £	2020 £
Donations and gifts	500	-	500	319
Grants receivable	22,403	5,000	27,403	-
	<u>22,903</u>	<u>5,000</u>	<u>27,903</u>	<u>319</u>
Grants receivable for core activities				
Funding from Suffolk Community Foundation	-	5,000	5,000	-
Other grants	22,403	-	22,403	-
	<u>22,403</u>	<u>5,000</u>	<u>27,403</u>	<u>-</u>

4 Charitable activities

	After School Club 2021 £	After School Club 2020 £
Services provided under contract	<u>23,394</u>	<u>42,024</u>

BOTESDALE AFTER SCHOOL CLUB

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Fundraising events	571	969

6 Other income

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Net gain on disposal of tangible fixed assets	2,668	-
Other income	2,193	12,683
	<u>4,861</u>	<u>12,683</u>

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year in relation to their appointment as trustee.

8 Employees

The average monthly number of employees during the year was:

2021	2020
Number	Number
7	9

BOTESDALE AFTER SCHOOL CLUB

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

8 Employees

(Continued)

Employment costs	2021	2020
	£	£
Wages and salaries	40,366	48,394
Other pension costs	374	277
	<hr/>	<hr/>
	40,740	48,671
	<hr/>	<hr/>

No employees received emoluments in excess of £60,000.

There were no employees whose annual remuneration was more than £60,000.

9 Independent examination

Fees payable for the independent examination were £450 (2020 - £450).

10 Tangible fixed assets

Motor vehicles
£

Cost	
At 1 September 2020	30,412
Disposals	(12,285)
	<hr/>
At 31 August 2021	18,127
	<hr/>
Depreciation and impairment	
At 1 September 2020	21,817
Depreciation charged in the year	2,582
Eliminated in respect of disposals	(10,553)
	<hr/>
At 31 August 2021	13,846
	<hr/>
Carrying amount	
At 31 August 2021	4,281
	<hr/>
At 31 August 2020	8,595
	<hr/>

11 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Trade debtors	1,220	2
	<hr/>	<hr/>

BOTESDALE AFTER SCHOOL CLUB

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 AUGUST 2021

12 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	256	423

13 Creditors: amounts falling due after more than one year

	2021 £	2020 £
Bank loans	-	8,000

14 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 August 2021 are represented by:						
Tangible assets	4,281	-	4,281	8,595	-	8,595
Current assets/(liabilities)	11,886	-	11,886	10,484	-	10,484
Long term liabilities	-	-	-	(8,000)	-	(8,000)
	16,167	-	16,167	11,079	-	11,079

15 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).