



Trustees Annual Report for the Period:

1st September 2024 to 31st August 2025

Charity Name: Cadley Kids Club

Charity Registration Number: 1149645

Trustees confirm they have given due regard to the guidance issued by the Charity Commission.

Board of Trustees 2024/2025:

Iain Mackie
Harriet Preston
Sarah Anderson

Co-ordinators of Club:

Catherine Horrocks
Angela Jackson

Business Manager:

Ann Mills

Auditor:

Susan Langan

Bank:

Royal Bank of Scotland
36 St Andrew Square
Edinburgh
EH2 2YB

Structure Governance & Management:

Trustees are responsible for the strategic running of the Cadley Kids Club. They ensure that the necessary policies are implemented and are reviewed regularly. They monitor, analyse and approve financial decision making and ensure financial records are kept and independently reviewed annually. Trustees meet termly, (Autumn, Spring & Summer) in line with the school's academic year, to determine best practise for the club and to monitor budget spend.

The Trustees give their time freely and receive no remuneration or other financial benefits.

The day today management of Cadley Kids Club is delegated to paid staff.

Existing Trustees are responsible for the recruitment of new trustees. They seek people from within the communities of Fulwood & Cadley thus ensuring that the views and needs of the community are considered and represented. Mrs Sarah Anderson has been welcomed onto the Board of Trustees and formally accepted the position in July 2025.

Summary of the purpose:

Cadley Kids Club promotes the advancement of education by providing daily care, practical assistance and emotional support to primary school children and their families in Preston, primarily in the areas of Fulwood and Cadley.

Cadley Kids Club aims to provide high quality child care within a warm and welcoming environment. The individuality of each child is respected and nurtured.

Summary of activities:

Cadley Kids Club offers a programme of activities during term time, which meets the needs of each child, promoting their physical, intellectual, emotional and social development. Thus enabling them to become confident, independent and co-operative individuals.

Cadley Kids Club has a termly plan of activities based round a theme and a play centred environment. They follow the Play Work Principles, where play workers support and facilitate play without controlling or directing it. The child is allowed to choose which activities they partake in thus allowing them to direct the experience for themselves. Activities are designed to appeal to different learning styles, visual, auditory, reading/writing and kinaesthetic.

Safeguarding:

All staff have been DBS cleared and undertake annual safeguarding training.

All staff have read the up to date KCSIE (part one)

Cadley Kids Club has a Designated Safeguarding Lead for before and after school clubs which all staff know to report any concerns to.

Cadley Kids Club uses CPOMs to raise and record concerns and have robust safeguarding policies which the Trust reviews regularly.

Staff have undertook Paediatric First Aid training

Trustees are DBS cleared and have read the up to date KCSIE (part one)

Achievements & Performance

Cadley Kids Club has submitted all evidence for 'Step into Quality Mark'. They are awaiting the outcome from Lancashire County Council (LCC).

LCC are using Cadley Kids Club as an example of best practise to other wrap around service providers.

Cadley Kids Club donated £5140.00 to Fulwood & Cadley Primary School to support the upgrade of the security and fire alarm systems, all of which ensures the safeguarding of children attending the club.

Cadley Kids Club purchased a shed and storage shelves so that resources could be safely and securely stored next to the McMullen Centre. This allows resources to be rotated ensuring that children have a wide range of resources available to them therefore play does not become stale. Access has improved due to the location of the shed.

The McMullen Centre, in addition to being used for Cadley Kids Club, is designed to be available to the community of Fulwood and Cadley and has been used by the following in 2023/24:

- Lancashire Creative Club
- Head Teacher Cluster for District 6
- SOBS (Survivors of Bereavement by Suicide)
- Polling Station

Funding:

Income for Club is generated via charging Parents the following fees:

Before School Club £4.50 per day & After School Club £8.00 per day.

Parents pay via ParentPay, company vouchers or Tax Fund Credits. Club accepts Pupil Premium children, which school provides funding for (only for sessions that are attended).

The 2024/2025 financial year has been independently audited and accounts are attached. Bank balance as of the 31st August 2025 £87,339.08. Although the accounts show a deficit against the projected budget this is as a direct result of changing from paying staffing costs in arrears annually to paying termly in arrears. This change was requested by Fulwood & Cadley Primary School so that they could manage their own budget more effectively. Although a deficit budget was set it was within the parameters set out in our Reserves Policy

Reserves of £85,000 are required to ensure that rises in minimum wage and future rent increases can be covered without impacting adversely on parental fees. It also allows the club to cover any staff shortages due to sick leave or unplanned absences of any kind. By maintaining reserves it would allow the club to still continue to run for a period of time should another provider needed to be found in the event of CKC having to close. Thus ensuring continuity of provision and affordability for families of Fulwood & Cadley Primary School. Reserves are reviewed regularly and project spend is considered to ensure the high quality service that the club gives is maintained.

Uncertainties:

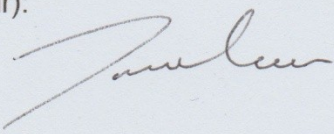
Impact of the increase in minimum wage year on year.

Numbers in club fluctuating

- hybrid working patterns.
- cost of living

School has requested that the club look for another provider for Payroll services so that the paying of staff costs is separated from the school's finances.

This report has been approved by the Trustees and signed on its behalf by Iain Mackie (Chair):

ir):
 Date: 03/02/2026.

Income & Expenditure Account for the 12 MONTHS Ending 31 AUGUST 2025

Income

Fees (See breakdown)	£99,020.16
Bank Interest	0

Total Income

£99,020.16

Expenditure

Playworker Costs	£96,848.07
Admin & Consultancy	£700.00
Rent	£0.00
LCC - HR/Payroll	£2,132.10
School charges	£2,512.21
Ofsted Registration	£50.00
Consumables/ResourcesFood	£4,641.97
Insurance	£529.98
Resources	£1,018.29
Miscellaneous	£1,177.24
Training	£295.00
Phone Contract	£510.24
Staff Gifts	£134.75
Equipment	£4,468.96
Donation to school	£5,140.00
Audit Costs	£50.00
Bad debts	£486.00
Parent Pay charges	£1,076.16

agreed to write off

Total Expenditure

£121,770.97

Surplus/Deficit

-£22,750.81

Income

Fees	
Funds via ParentPay	£68,633.26
Vouchers	£7,681.26
Direct into Bank	£18,336.29
DAP payments	£3,600.00
Fees still outstanding	£769.35
	£99,020.16

prior to charges

Bad debts £486.00 monies still owed £283.35

Cadley Kids Club Bank Account Sep 2024 to Aug 2025

Accumulated Fund	Current Assets	
Balance brought forward from 01/09/2024	£110,373.24	Cash at bank (carried forward to Sep 2025)
Minus deficit expenditure brought down	-£22,750.81	Monies owed re fees
Total	£87,622.43	£ 87,339.08
		£ 283.35
		£ 87,622.43

Signed..... *Aron Mills* Treasurer Date..... *8/12/25*

Signed..... *Samuel Lee* Chair of Trustees Date..... *3/02/2026*

Auditor's Statement

I have examined all the financial records relating to this fund and in my view the Accounts and Balance sheet shows a true and fair view of the operation of the fund.

Signed..... *William Long* Auditor Date..... *27/11/25*

Presented to Governors/Trustees on..... *3/12/25*