

Stanbridge Out of School Club
Registered Community Interest Organisation 1155687
Statement of Financial Activities to 31st August 2023

The following accounts have been prepared in accordance with the Statement of Recommended Practice (SORP) issued by the Charity Commission to comply with the Executive Committee's obligations as the trustees of the Charity for keeping accounting records

	2023 £	2023 £	2022 £	2022 £
Income				
Subscriptions & Donations				
Donations & Legacies			0	
Fee Income	88,788		93,074	
Annual Registration Fee	1,569		0	
Sundry	35		169	
Discounts Given	(635)		0	
Staff Reimbursement			0	
Furlough Grant	1,218		0	
Total Subscriptions & Donations		90,975		93,243
Total Income		90,975		93,243
Expenditure				
Direct Charity				
Insurance	485		432	
Telephone	650		280	
Rent	5,625		7,500	
Office	251		132	
Food Provisions	6,527		4,705	
Subscriptions & Membership	556		473	
Recreation Purchases	422		1,062	
Advertising			373	
Equipment	76		1,138	
Professional Expenses	482		1,578	
Health & Safety	9		59	
New Resources			143	
Cleaning Materials	4		0	
Admin Expenses	36		0	
Petty Cash Expenditure			0	
Depreciation	678		678	
Prior Year Adjustment	294			
		16,095		18,553
Staffing				
Bank Staff	7,285			
Payroll Services	730		677	
Pension	958		603	
Salaries & Wages	56,807		67,192	
PAYE	4,147		2,560	
Staff Training	714		167	
Staff Expenses	352		487	
Uniforms			0	
Total Staffing		70,994		71,686
Total Expenditure		87,089		90,239
Surplus/Deficit		6,242		3,004
Retained Funds B/fwd		42,979		39,975
Total Funds		49,221		42,979
Funded By:				
Current Accounts		48,543		43,657
Fixed Assets		678		678
		49,221		42,979

Notes to the Accounts

1. The accounts are prepared on a receipts and payments basis and no account has been taken of accrued/prepaid income or expenditure

Independent Examiners Report to the Trustees of Stanbridge Out of School Club

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the charities act) and that an independent examination is needed.

It is my responsibility to:

- . examine the accounts under section 145 of the Charities Act
- . to follow the procedures laid down in the general Direction
- . given by the Charity Commission (under section 145(5)(b) of the
- . Charities Act) and
- . to state whether particular matters have come to my attention

Basis of Independent Examiners Statement

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below,

Independent Examiners Statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements to keep accounting records in accordance with section 130 of the Charities Act to prepare accounts which accord with the accounting records and comply with the with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



M J Bowles
MJIB Accounting Ltd
May 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 01/09/22 **Period start date**

To 31/08/23 **Period end date**

Charity name: Stanbridge Out of School Club

Charity registration number: 1155687

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are: a) To provide the necessary facilities for the daily care, recreation and education of children during out of school hours on the Stanbridge Primary School site; and b) To advance the education and training of persons in the provision of such care, education and recreational facilities.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	<p>The trustees have had regard to the guidance issued by the Charity Commission on public benefit and have agreed to the Club's purposes as detailed below.</p> <p>We see the OOSC as having four purposes relating to advancing the education of children in the Downend area, through the provision of out of school childcare at a modest cost.</p> <p>Our first purpose is to further advance the provision of supervised play activities on the Stanbridge Primary School site eg basketball, football, group games such as 'tag', playing on the school field play equipment or using equipment such as skipping ropes, hula hoops, footballs etc</p> <p>The second purpose is to supplement the creative opportunities available to the children, allowing them to express themselves through craft activities eg marking cards/presents for Mother's Day/Father's Day, or Christmas/Easter decorations, learning paper crafts such as origami etc</p> <p>The third purpose teaches the children to be 'good global citizens', supporting the work of the primary school, by providing information on and arranging activities on protecting the environment. For example, reusing or recycling</p>

		craft materials or recycling food and drink packaging. The fourth purpose furthers the children's life skills, again supporting work undertaken by the primary school, by instilling values of respect for others and themselves eg by giving children responsibility for clearing up or taking orders for snacks etc.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	See previous answer.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
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Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The Club has continued to provide essential wrap-around childcare to a significant number of pupils (approx 150) at Stanbridge Primary School, allowing parents to work and giving the children a warm, welcoming environment to play and relax in before and after school hours. Hot breakfasts were successfully reintroduced again after a long break due to the COVID pandemic.</p> <p>Numbers of children on the books increased slightly with new Reception starters replacing Y6 leavers. Tues-Thurs sessions were full or nearly full with capacity for up to 63 children plus 2 spare for emergency/ad hoc bookings. The waiting list was reduced with almost all parents getting the sessions they requested.</p> <p>A L3 SEND specialist was recruited to add further skills and ensure that a L3 staff member was available at every session. Ratios of staff to children remained above those used at other clubs/the levels required by Ofsted.</p> <p>The Chair set up a new website and online registration system for parents to more easily register and confirm termly bookings, and easier invoicing.</p> <p>We invested in new recreational equipment and staff training (educational and first aid).</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>Finances remain healthy.</p> <p>Income was slightly less than the previous financial year at £90,975 vs £93,243. However, as total expenditure was greater the Club made a surplus of £6,242 in 2022-2023 vs £3,004 in 2021-2022. We ended the year with approx £49,000 in the bank.</p> <p>Staff wages were increased across the board in line with minimum wage increases, in effect for April's salaries. The club reviewed the financial impact of various potential increases and checked wages for similar roles in the local area for staff on higher-than-min-wage pay.</p> <p>Overall the number of employed staff and the hours they worked were lower than in the past financial year.</p> <p>The Club's administrator/bookkeeper resigned at the end of the previous financial year (Aug 22), but agreed to continue providing bookkeeping services on a self-employed basis until July 23, when she was replaced by a new self-employed bookkeeper. The Club Leader and Deputy took on some of the administrator duties, and admin and financial processes were reviewed for greater efficiency.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We have an informal policy to keep approx 3 months' running costs eg £20,000-£25,000 in reserve (but in the same bank account) to enable the club to continue running through times where there is less demand (ie fewer pupils) or for emergencies such as the COVID-19 pandemic. The reserves are unrestricted and were not used in this financial year.
Amount of reserves held	Para 1.22	See answer above.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	None
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Income from fees charged for children attending breakfast and afternoon club sessions.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Foundation Model - CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Application stating they are not barred from acting as a Trustee, followed by internal discussions with applicant as to interest, commitment and suitability for role. Subsequently, appointment by existing committee members, subject to DBS checks and EY2 checks.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Stanbridge Out of School Club
Other name the charity uses	Stanbridge OOSC
Registered charity number	1155687
Charity's principal address	Stanbridge Primary School, 24 Stanbridge Road Downend Bristol BS16 6AL

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)
2	Mr Chris Moore	Chair	Appointed 05.09.2019	OOSC Committee
3	Mr Adam Lawrence	Secretary	Appointed 23.06.2016, resigned as Secretary July 2022, stayed on as Trustee for a few months then removed in 2023.	OOSC Committee
4	Mrs Jane Evans	Treasurer	Appointed 01.09.2019, resigned September 2023.	OOSC Committee
6	Sarah Taylor	Trustee	Appointed 31 August 2022	OOSC Committee

Corporate trustees – names of the directors at the date the report was approved

Director name		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details


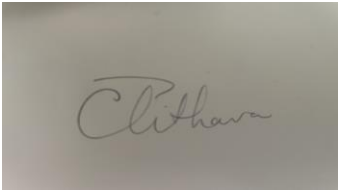
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Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Christopher Moore	Christalla Pithara-McKeown
Position (eg Secretary, Chair, etc)	Chair	Treasurer
Date	14/6/2024	