

THE CHANCTONBURY COMMUNITY PLAYScheme CIO

Trustees' Report for the year ended 31st December 2022

The Trustees present their annual report together with the financial statements of the charity for the year ended 31st December 2022.

OBJECTIVES, POLICIES & ACTIVITIES

The playscheme originally started in 1977, and runs playschemes for special need children at 1 or more venues in West Sussex for several weeks each summer.

The aim is to provide stimulating and new experiences for children, some of whom might otherwise spend their summer holiday confined to home or in respite, and also to enable parents and sibling members of their families to pursue the everyday holiday activities that we all take for granted. The playscheme allows children with special needs to join in all the usual pursuits of children of their own age, with that extra supervision and careful planning put in place to enable them to participate fully without creating an abnormal environment.

The charity is a voluntary organisation and relies on the goodwill and support of the community to continue its work. It has a high adult:child ratio, with a large number of team leaders and team of coordinators (as well as first aiders) to ensure that it runs smoothly each day. At least 70 young volunteers from local schools and colleges help and support the attendees, along with volunteer drivers and escorts, who put in a great deal of time to ensure that the children have a fantastic time in a safe environment.

The Trustees confirm that, in setting objectives and planning for activities, they have referred and given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance "Public benefit: running a charity (PB2)".

ACHIEVEMENTS & PERFORMANCE

Relaunching the summer playscheme following the pandemic was certainly a challenge and we thank all involved (especially Kenny, Polly, and Linda) for their diligent work and commitment. A huge amount of effort was put into the organisation of the summer playscheme 2022 and especially the recruitment of our volunteer helpers, this being a struggle this year. It was fantastic to see the summer playscheme up and running and the smiles on the children's faces, and thanks from the parents/carers made all the background effort worthwhile.

In the second part of the year (post-playscheme) we spent time reflecting on the summer and also made strengthening our trustee team a focus, with the aim of improving future provision. We are delighted to have recruited 3 great new Trustees: Lara Cloake (trained specialist social worker and ex-CCPS teamleader); Sarah Hoddy (ex-CCPS coordinator, with significant pastoral experience from working in schools); and Liam Spinks (ex-CCPS coordinator and specialist in a number of areas including risk assessment and mental health). We are delighted they have joined the trustee team, their genuine commitment and desire to make a difference adding a great deal to our capacity at the end of the year.

In terms of financial stability, 2022 marked the last year of our WSCC short breaks funding. This represents a huge loss to our small charity with the trustees being more acutely aware than ever that with inflation rising CCPS was going to be more of a challenge to operate going forward. Ann was once again instrumental in fundraising during the autumn, running stalls (supported by others) at a variety of local Christmas fairs.

We look forward to 2023 with both a renewed sense of optimism, and also consciousness of the reality that costs are rising and that we will need to do more to sustain CCPS in years to come.

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Trustees' Report for the year ended 31st December 2022 (cont.)

FINANCIAL REVIEW

Reserves policy - The designated fund (presently standing at £65,000) has been put aside to cover any necessary costs that would occur in the notice period for which the charity would be required to give its users. This is reviewed annually by the Trustees and increased or decreased when required. At the year end the charity held unrestricted reserves of £80,719 (2021: £71,189) and restricted reserves of £4,019 (2021: £4,019).

Going concern - After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

STRUCTURE, GOVERNANCE & MANAGEMENT

Constitution - The Chanctonbury Community Playscheme CIO is a registered charity, no. 1158377, and is constituted under a Trust deed.

Methods of appointment or election of Trustees - Members of the Management Committee are elected from volunteers for a term of 3 years and all other members of the Committee are elected from volunteers on an annual basis. The Committee has the power to fill a normal vacancy by co-option and also to co-opt up to 2 additional members, such as Play Leaders.

Financial risk management - The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures in place to mitigate exposure to the major risks so identified.

REFERENCE & ADMINISTRATIVE DETAILS

Trustees:	Mr. C. Woodcock	Chairperson
	Mrs. A. Johnson, MBE	Treasurer
	Mrs. P. Cork	Friends' Secretary
	Mr. K. Woodcock	
	Mrs. S. Prince-Beldam	
	Mrs. L. Cloake	
	Ms. S. Hoddy	

Principal Office: 38 Offington Gardens, Worthing, West Sussex, BN14 9AU

Approved by the Board of Trustees and signed on its behalf by:



C. Woodcock

Chairperson of Trustees

Date: 20.9.23

THE CHANCTONBURY COMMUNITY PLAYScheme CIO

Charity no. 1158377

Independent Examiner's report to the Trustees

I report to the Trustees on my examination of the accounts of The Chanctonbury Community Playscheme CIO ("the Charity") for the year ended 31st December 2022.

Responsibilities and basis of report

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 Act") and that an independent examination is needed.

It is my responsibility to report in respect of my examination of the Charity's accounts carried out under the charity's Rules, 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, and 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:

1. Accounting records were not kept in respect of the charity as required by Section 130 of the Act; or
2. The accounts do not accord with those records.

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.

Date: 28/1/23



R.L. Cloake, Chartered Certified Accountant,
Till + Cloake,
70 South Street,
Lancing,
West Sussex, BN15 8AJ

THE CHANCTONBURY COMMUNITY PLAYScheme CIO

Charity no. 1158377

Receipts & Payments Account for the year ended 31st December 2022

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
RECEIPTS:				
Parental Contributions	12415	-	12415	-
Local Authority Grants	15000	-	15000	-
Donations & Funds Raised	5825	-	5825	4563
Bank Interest	69	-	69	-
Total Receipts	33309	-	33309	4563
PAYMENTS:				
Venue Hire	4092	-	4092	500
Transport	3097	-	3097	2078
Outings etc. Expenses	3455	-	3455	-
Catering	1457	-	1457	137
Volunteer Reimbursements	9128	-	9128	-
Wages	1986	-	1986	2177
Insurance	273	-	273	-
Accountancy	750	-	750	690
Sundry Expenses	261	-	261	-
Total Payments	24499	-	24499	5582
NET RECEIPTS/(PAYMENTS)	8810	-	8810	(1019)
Cash Funds, 1.1.22	71909	4019	75928	76227
Cash Funds, 31.12.22	80719	4019	84738	75208

THE CHANCTONBURY COMMUNITY PLAYScheme CIO

Statement of Assets & Liabilities as at 31st December 2022

	Unrestricted Funds <u>2022</u> £	Restricted Funds <u>2022</u> £	Total Funds <u>2022</u> £	Total Funds <u>2021</u> £
ASSETS:				
Cash at Bank	80719	4019	84738	75208
Designated Fund	65000			
General Fund	15719			
	<u>80719</u>			

From unrestricted funds, the designated fund has been put aside to cover any necessary costs that would occur in the notice period for which the charity would be required to give its users. This is reviewed annually by the Trustees and increased or decreased from the general fund when required.

The restricted fund is for Child Funding, which has been set aside to provide funding for children whose parents are unable to meet the Playscheme parental contributions or to obtain any other source of funding.

Approved by the Board of Trustees and signed on its behalf by:



C. Woodcock

Chairperson of Trustees

Date: 20.9.23