

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 2024.

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:

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

THE CHANCTONBURY COMMUNITY PLAYScheme CIO

Trustees' Report for the year ended 31st December 2024

The Trustees present their annual report together with the financial statements of the charity for the year ended 31st December 2024.

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

We were delighted, in the summer of 2024 to continue to "rebound" following Covid. Palatine school was our venue and we much appreciated the support of their staff alongside our volunteers. Provision was again spread across 3 weeks with us being able to offer places to over 100 children; this was no easy task. We also welcomed both new and old helpers and crucially this year began to identify and develop our latest junior team leaders. Team leaders play a crucial role in the sustainability of CCPS and to have so many 16+ year olds who have the skills, desire and ability to step up (at a young age) was great to see. We continued to strengthen our trustee group with a number of ex-team leaders and ex-coordinators appointed to the team. We were very grateful too to every single person who has stepped forward to support us in many different ways - we really do rely on generosity of time, money and skills to be able to keep running. There are too many to mention individually but thank you all!

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 £95,029 (2023: £97,182) and restricted reserves of £4,019 (2023: £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.

THE CHANCTONBURY COMMUNITY PLAYScheme CIO

Trustees' Report for the year ended 31st December 2024 (cont.)

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.M. Woodcock	Chairperson
	Mrs. A. Johnson, MBE	Treasurer
	Mr. K. Woodcock	
	Mrs. S. Prince-Beldam	
	Mrs. L. Cloake	
	Ms. S. Hoddy	
	Mr. L. Spinks	
	Mr. P. Halliwell	
	Ms. P. Herron	
	Ms. A.G. Mackness (appointed 30.8.25)	
	Mrs. V. Woodcock (appointed 6.2.25)	

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

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

_____	Chairperson of Trustees	Date:
C.M. Woodcock		

THE CHANCTONBURY COMMUNITY PLAYScheme CIO

Charity no. 1158377

Receipts & Payments Account for the year ended 31st December 2024

	Unrestricted Funds <u>2024</u> £	Restricted Funds <u>2024</u> £	Total Funds <u>2024</u> £	Total Funds <u>2023</u> £
RECEIPTS:				
Parental Contributions	21685	-	21685	20350
Local Authority Grants	-	-	-	-
Donations & Funds Raised	26350	-	26350	35392
Bank Interest	465	-	465	383
Total Receipts	48500	-	48500	56125
PAYMENTS:				
Venue Hire	8035	-	8035	8196
Transport	3388	-	3388	3595
Outings, Materials etc.	12749	-	12749	5903
Catering	1963	-	1963	1951
Volunteer Reimbursements	10170	-	10170	8005
Gift Cards to Volunteers	155	-	155	740
Staff Uniforms	1483	-	1483	1773
Wages & N.I.	9878	-	9878	7504
Insurance	305	-	305	288
Accountancy	615	-	615	615
Office Expenses	658	-	658	332
Sundry Expenses	1254	-	1254	760
Total Payments	50653	-	50653	39662
NET RECEIPTS	(2153)	-	(2153)	16463
Cash Funds, 1.1.24	97182	4019	101201	84738
Cash Funds, 31.12.24	95029	4019	99048	101201

THE CHANCTONBURY COMMUNITY PLAYScheme CIO

Statement of Assets & Liabilities as at 31st December 2024

	Unrestricted Funds <u>2024</u> £	Restricted Funds <u>2024</u> £	Total Funds <u>2024</u> £	Total Funds <u>2023</u> £
ASSETS:				
Cash at Bank	95029	4019	99048	101201
Designated Fund	65000			
General Fund	30029			
	<u>95029</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:

<div><div></div><div>C.M. Woodcock</div></div>	Chairperson of Trustees	Date:
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