



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 01/09/2021 Period start date To 31/08/2022 Period end date

Charity name: Highfield After School Club

Charity registration number: 1162623

## 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 to provide the necessary facilities for the daily care, recreation and education for children during out of school hours between 3.15 and 6.00pm, term time only.
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	Our members are benefitting from the high quality childcare offered by HASC, as an example, as part of this activity we fully support afterschool clubs by offering a drop-off and pick-up service at low cost to allow the children to attend a range of after school clubs, local ballet and tennis clubs, Kumon and Brownies and Beavers activities (based at the Scout Hut). For working parents, it is a significant benefit that their children can still participate in such a wide range of after school activities. Our staff also actively work to support the natural habitat of the copse surrounding the Scout Hut (for instance we continue to engage with the Woodland Trust with our landlords the Scouts to establish how best to support the surrounding copse).
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**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		<p>All new trustees are appointed a mentor from the existing trustee committee to discuss the role of the trustees and are invited to attend all the regular trustee committee meetings where they can participate in the group discussions on the decisions made regarding operation of HASC by the trustee committee.</p> <p>The charity is run by the trustee committee (drawn from the members) who employ a number of staff (led by the Play Manager) to run the After School Club.</p> <p>We have a strong working relationship with the Scout committee from whom we rent our premises.</p>

## Achievements and Performance

	SORP reference	
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	<b>Chairs report 2021/2022</b>  We remain the only after school club in Southampton that is run as a charity and are proud of the contribution, we make to delivering a high quality and affordable service to support working parents & carers.

### 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		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>HASC's total income for the year was £123,390 (2021: £106,957). Our operating costs for the year were £103,282, These costs were down slightly from the previous year.</p> <p>Funds are raised from fees paid by the members (parents and guardians of the children attending HASC).</p> <p>We received the final local authority grant (£10,000) to assist with premises costs during the final period affected by the pandemic.</p> <p>Expenditure is only incurred to cover staff costs, staff training, rental of the premises where HASC is situated and necessary food, equipment for the activities of HASC.</p> <p>Reserves are kept in a savings account, no investment policy is deemed appropriate as the reserves need to be available to cover staff costs or rental commitments for up to 6 months in the event of a total loss of fee income.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Our policy is to maintain reserves sufficient to cover staff costs and rental commitments for up to 6 months.
Amount of reserves held	Para 1.22	At 31st August 2022 our reserves stood at £82,819 (2021 - £62,880) which is higher than our target reserves, but in the light of the current global uncertainty, we are not planning any major spending initiatives to reduce this.
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

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The charity's principal sources of funds (including any fundraising)	Para 1.47	
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	Charitable Incorporated organisation
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	Appointed

### 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	<p>All new trustees are appointed a mentor from the existing trustee committee to discuss the role of the trustees and are invited to attend all the regular trustee committee meetings where they can participate in the group discussions on the decisions made regarding operation of HASc by the trustee committee.</p> <p>The charity is run by the trustee committee (drawn from the members) who employ a number of staff (led by the Play Manager) to run the After School Club.</p> <p>We have a strong working relationship with the Scout committee from whom we rent our premises.</p>
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		
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## Reference and Administrative details

Charity name	Highfield After School Club
Other name the charity uses	HASC
Registered charity number	1162623
Charity's principal address	14th Southampton Scout Hut Adjacent to 51 Brookvale Rd Southampton Hampshire SO17 7QS



## 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)
1	Christina Vanderwel	Chair		AGM (all members)
2	Fraser Charles Sturt	Secretary		AGM (all members)
3	Jadu Dash	Treasurer		AGM (all members)
4	Benjamin Swabe	Committee member		AGM (all members)
5	Ingrid Hunt	Committee member		AGM (all members)
6	Daniel Laird	Committee member		AGM (all members)
7	Graeme Day	Committee member		AGM (all members)
8	Loretta Carr	Committee member		AGM (all members)
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

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

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
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#### 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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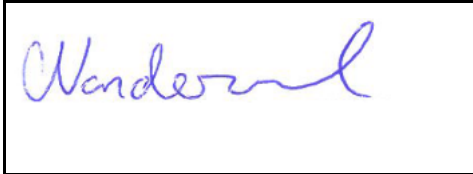
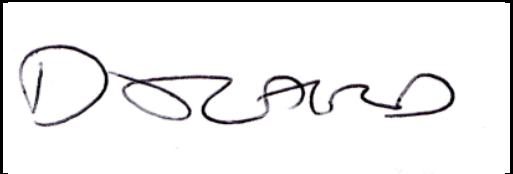
### Other optional information

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## 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)	Christina Vanderwel	Daniel Laird
Position (eg Secretary, Chair, etc)	Chair	Committee Member
Date	31 May 2023	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Charity Name  
Highfield After School Club

No (if any)  
1162623

## Receipts and payments accounts

CC16a

For the period  
from

Period start date  
01/09/2021

To

Period end date  
31/08/2022

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
<b>A1 Receipts</b>					
Fees	113,387	-	-	113,387	70,638
Bank interest	3	-	-	3	5
Government Grants - CJRS	-	-	-	-	9,514
Other statutory grants	10,000	-	-	10,000	26,800
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total (Gross income for AR)</b>	<b>123,390</b>	<b>-</b>	<b>-</b>	<b>123,390</b>	<b>106,957</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>123,390</b>	<b>-</b>	<b>-</b>	<b>123,390</b>	<b>106,957</b>
<b>A3 Payments</b>					
Staffing costs	87,153	-	-	87,153	89,900
Running costs	12,103	-	-	12,103	8,561
Premises costs	3,945	-	-	3,945	8,022
Statutory costs	250	-	-	250	495
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>103,451</b>	<b>-</b>	<b>-</b>	<b>103,451</b>	<b>106,978</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>103,451</b>	<b>-</b>	<b>-</b>	<b>103,451</b>	<b>106,978</b>
<b>Net of receipts/(payments)</b>	<b>19,939</b>	<b>-</b>	<b>-</b>	<b>19,939</b>	<b>- 21</b>
<b>A5 Transfers between funds</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>A6 Cash funds last year end</b>	<b>62,880</b>	<b>-</b>	<b>-</b>	<b>62,880</b>	<b>62,901</b>
<b>Cash funds this year end</b>	<b>82,819</b>	<b>-</b>	<b>-</b>	<b>82,819</b>	<b>62,880</b>

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at bank and in hand	82,819	-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	82,819	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B2 Other monetary assets</b>		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
<b>B3 Investment assets</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
<b>B4 Assets retained for the charity's own use</b>		Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
<b>B5 Liabilities</b>		Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name	Date of approval
		Jadu Dash	Jadu Dash	30/05/2023



Section A

Independent Examiner's Report

Report to the trustees/  
members of

Charity Name  
Highfield After School Club (HASC)

On accounts for the year  
ended

31 August 2022

Charity no  
(if any)

1162623

Set out on pages

1&2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2022.

Responsibilities and  
basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed 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. I confirm that no material matters have come to my attention (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*\* Please delete the words in the brackets if they do not apply.*

Signed:

Date:

30/05/2023

Name:

Andrew Nicholas

Relevant professional  
qualification(s) or body  
(if any):

CIPFA, MAAT

Address:

tdgaccountancy, 237 Manor Farm Road, Bitterne Park

Southampton, Hampshire, SO18 1NY

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**