

**Shine Out of School Clubs**

**Registered Charity no: 1162751**

**Trustees Report and Financial Statements**

**18 December 2021 to 17 December 2022**

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## Trustee's Annual Report 2022 – draft only CONFIDENTIAL

Trustees responsible for Governance of Shine during this year

- Sarah Hewitt, Managing Director
- Chris Sheehan, Finance
- Hannah Butler (stood down in October)
- Annette France (from March)
- Will Saunders (from date February)

### Aims and objectives:

Shine was formed in May 2015 as a not for profit, Christian community initiative in order to offer wrap around care for children in Evesham attending Church of England schools and to fund community Christian projects.

The objectives remain to:

- Support parents with affordable childcare provision
- Promote inclusive values to support children from all schools, needs and means where possible
- Become financially sustainable to support future growth and expansion
- Utilise profits to provide funding to other community initiatives
- Provide subsidies to allow disadvantaged children to attend Shine out of school clubs

### Performance and financial review:

#### Achievements and Performance:

2022 has continued to be challenging due rebuilding in a stand alone venue with a new Omicron Covid variant closing schools at the start of the year.

We have continued to manage cash flows and taken advantage of available grants though we started the year without grant support due to concerns about our viability in early 2022 in this standalone venue while Bengeworth started its own after school offering.

Based on our previous years' performance and our objectives 2022 has seen two very significant new projects:

- The continued offering of the HAF (holidays, activities and food programme at Easter, Summer and Christmas holidays in 2022. In this way we were able to support 40 children and their families to free or subsidised childcare
- In addition in August 2022 following significant issues relating to the venue's shortcomings we moved to a new home at Evesham Methodist Church which has secure outdoor space and large rooms with storage. This has proved to be a really positive move.

### Income and Expenses

Total income was £46,899.63. This compares to income previous year of £43,207.83

Outgoings were £50,375.07 compared to £54,934.32 the previous year

Loss this year was £3,475.44 against a loss previous year of £11,726.49.

### Challenges and Future:

We have a significant cashflow issue while we rebuild child numbers attending the Shine after school club at our new venue. We have been supported by two grants and some donations

We continue to offer high quality after school care with a focus on offering safe inclusive space.

### 2023 Outlook

The numbers of children attending the club have been increasing each week which is pleasing on several levels

We started to hold special party events which have proved popular with children and their families.

At the end of 2022 we started a minibuss fundraising campaign to help collect children from local schools.

The HAF holiday clubs will both support vulnerable families with high quality childcare supporting our aims, offer paid places to other children and ensure that cashflow is maintained beyond this current cashflow difficulty.

We plan to recruit additional trustees and work to widen our inclusiveness agenda

**Independent examiner's report to the trustees of Shine Out of School Clubs (Registered Charity No. 1162751)**

I report on the accounts of Shine Out of School Clubs (The Trust) for the period 18<sup>th</sup> December 2021 to 17<sup>th</sup> December 2022, which are set out on pages 4 to 6.

**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 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. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or

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.



John Liggitt, FCMA

12<sup>th</sup> October 2023

2 The Hopkiln, Church Street, Harvington, Worcestershire, WR11 8PB

**Shine Out of School Clubs**  
**Registered Charity No. 1162751**  
**Receipts and Payments**  
**For the Period 18 December 2021 to 17 December 2022**

	Year ended 17 December 2022			Year ended 17 December 2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b><u>RECEIPTS</u></b>				
<b>Grants</b>				
John Martin	5,040.00	-	5,040.00	-
Donations	29.17	-	29.17	199.61
HAF Grant	-	32,093.66	32,093.66	-
Sundry grants	-	-	-	14,358.00
HMRC JRS Grants	-	-	-	19,107.63
Wychavon Grant	-	-	-	4,359.16
	5,069.17	32,093.66	37,162.83	38,024.40
Club income	9,736.80	-	9,736.80	5,183.43
<b>TOTAL RECEIPTS</b>	<b>14,805.97</b>	<b>32,093.66</b>	<b>46,899.63</b>	<b>43,207.83</b>
<b><u>PAYMENTS</u></b>				
Computer software	646.80	-	646.80	654.22
Food	852.13	1,800.00	2,652.13	3,465.65
Hall Hire	6,608.38	1,817.62	8,426.00	5,387.50
Insurance	846.06	-	846.06	653.07
Marketing	144.00	-	144.00	274.72
Registration fees	-	-	-	220.00
Salaries & pensions	28,629.95	7,789.80	36,419.75	42,495.87
Staff training	66.00	-	66.00	48.00
Telephone	222.59	-	222.59	230.12
Toys, Equipment & Craft expenses	-	437.37	437.37	914.28
Bank Charges	309.52	-	309.52	-
Loan Interest	169.85	-	169.85	-
Sundry	35.00	-	35.00	590.89
<b>TOTAL PAYMENTS</b>	<b>38,530.28</b>	<b>11,844.79</b>	<b>50,375.07</b>	<b>54,934.32</b>
<b>Surplus for period/(loss)</b>	<b>(23,724.31)</b>	<b>20,248.87</b>	<b>(3,475.44)</b>	<b>(11,726.49)</b>
<b>Transfer between funds</b>	Note 1			
	14,121.21	(14,121.21)	-	-
	(9,603.10)	6,127.66	(3,475.44)	(11,726.49)
<b>FUNDS BROUGHT FORWARD</b>	<b>(2,682.27)</b>	<b>-</b>	<b>(2,682.27)</b>	<b>9,044.22</b>
<b>FUNDS CARRIED FORWARD</b>	<b>(12,285.37)</b>	<b>6,127.66</b>	<b>(6,157.71)</b>	<b>(2,682.27)</b>

Note 1

Transfer between funds of £14,121.21 is funds from HAF Grant used to fund free term time places.

**Shine Out of School Clubs**  
**Registered Charity No. 1162751**  
**Balance Sheet**  
**As at 17 December 2022**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Current Assets</b>		
HSBC Community Account	1,542.83	1,242.70
Pocket/Float	-	137.04
Employee Loan	1,155.55	1,155.55
	<u>2,698.38</u>	<u>2,535.29</u>
<b>Current Liabilities</b>		
Loan	(4,056.09)	(4,467.56)
Trustee loan	(4,800.00)	(750.00)
<b>Net Assets</b>	<u>(6,157.71)</u>	<u>(2,682.27)</u>
<b>Total Funds</b>	<u>(6,157.71)</u>	<u>(2,682.27)</u>

**Shine Out of School Clubs**  
**Registered Charity No. 1162751**  
**Restricted Funds Note**  
**For the Period 18 December 2021 to 17 December 2022**

	Opening balance	Income	Expenditure	Transfer to unrestricted fund	Closing Balance
Holiday Club	-	32,093.66	25,966.00	-	6,127.66
	<b>-</b>	<b>32,093.66</b>	<b>25,966.00</b>	<b>-</b>	<b>6,127.66</b>