

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 17 DECEMBER 2023
FOR
SHINE OUT OF SCHOOL CLUBS**

Harrison Beale & Owen Limited
Chartered Accountants
Highdown House
11 Highdown Road
Leamington Spa
Warwickshire
CV31 1XT

SHINE OUT OF SCHOOL CLUBS

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SHINE OUT OF SCHOOL CLUBS

REPORT OF THE TRUSTEES for the year ended 17 December 2023

The trustees present their report with the financial statements of the charity for the year ended 17 December 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The narrative report appears at the end of this document.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation, as defined by the Charities Act 2011.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1162751

Trustees

Chris Sheehan

Annette France

Glen Lyon (appointed April 2023)

Mariia Shumylo

David Roberts (appointed April 2023)

Independent Examiner

Harrison Beale & Owen Limited

Chartered Accountants

Highdown House

11 Highdown Road

Leamington Spa

Warwickshire

CV31 1XT

Approved by order of the board of trustees on 11 October 2024 and signed on its behalf by:



.....
Chris Sheehan - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SHINE OUT OF SCHOOL CLUBS

Independent examiner's report to the trustees of Shine Out Of School Clubs ('the Charity')

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 17 December 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable regulations concerning the form and content of accounts as set out in the Charities (Accounts and Reports) Regulation 2008 other than any requirement that the accounts give a true and fair view, which is not a matter considered as part of an independent examination.

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.

Gregg Olnier MPhil BA(Hons) FCA
For and on behalf of
Harrison Beale & Owen Limited
Chartered Accountants
Highdown House
11 Highdown Road
Leamington Spa
Warwickshire
CV31 1XT

Date: 11 October 2024

SHINE OUT OF SCHOOL CLUBS

STATEMENT OF FINANCIAL ACTIVITIES for the year ended 17 December 2023

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		28,332	35,291	63,623	37,164
Other trading activities	2	<u>8,997</u>	<u>-</u>	<u>8,997</u>	<u>9,737</u>
Total		<u>37,329</u>	<u>35,291</u>	<u>72,620</u>	<u>46,901</u>
EXPENDITURE ON					
Raising funds	3	2,611	-	2,611	2,375
Charitable activities					
Out of school clubs		<u>32,911</u>	<u>27,514</u>	<u>60,425</u>	<u>48,001</u>
Total		<u>35,522</u>	<u>27,514</u>	<u>63,036</u>	<u>50,376</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	13	<u>1,807</u> <u>4,913</u>	<u>7,777</u> <u>(4,913)</u>	<u>9,584</u> <u>-</u>	<u>(3,475)</u> <u>-</u>
Net movement in funds		6,720	2,864	9,584	(3,475)
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>(12,285)</u>	<u>6,128</u>	<u>(6,157)</u>	<u>(2,682)</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>(5,565)</u></u>	<u><u>8,992</u></u>	<u><u>3,427</u></u>	<u><u>(6,157)</u></u>

The notes form part of these financial statements

SHINE OUT OF SCHOOL CLUBS

BALANCE SHEET 17 December 2023

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	8	-	8,992	8,992	-
CURRENT ASSETS					
Debtors	9	1,156	-	1,156	1,156
Cash at bank		<u>2,294</u>	<u>-</u>	<u>2,294</u>	<u>1,543</u>
		3,450	-	3,450	2,699
CREDITORS					
Amounts falling due within one year	10	<u>(7,205)</u>	<u>-</u>	<u>(7,205)</u>	<u>(8,856)</u>
NET CURRENT ASSETS/(LIABILITIES)		<u>(3,755)</u>	<u>-</u>	<u>(3,755)</u>	<u>(6,157)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		(3,755)	8,992	5,237	(6,157)
CREDITORS					
Amounts falling due after more than one year	11	<u>(1,810)</u>	<u>-</u>	<u>(1,810)</u>	<u>-</u>
NET ASSETS/(LIABILITIES)		<u>(5,565)</u>	<u>8,992</u>	<u>3,427</u>	<u>(6,157)</u>
FUNDS	13				
Unrestricted funds				(5,565)	(12,285)
Restricted funds				<u>8,992</u>	<u>6,128</u>
TOTAL FUNDS				<u>3,427</u>	<u>(6,157)</u>

The notes form part of these financial statements

SHINE OUT OF SCHOOL CLUBS

BALANCE SHEET - continued
17 December 2023

The financial statements were approved by the Board of Trustees and authorised for issue on 11 October 2024 and were signed on its behalf by:

Chris Sheehan

.....
Chris Sheehan - Trustee

SHINE OUT OF SCHOOL CLUBS

NOTES TO THE FINANCIAL STATEMENTS for the year ended 17 December 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the Charitable Incorporated Organisation, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)'. Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Going concern

At the time of approving the financial statements, the trustees have assessed whether the use of going concern is appropriate and made this assessment for a period of at least one year from the date of approval of these financial statements. The trustees have given due consideration to the current risks facing the charity and are confident that there is a reasonable expectation that the charity has adequate resources to continue to meet its obligations as they fall due

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Motor vehicles - 20% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

SHINE OUT OF SCHOOL CLUBS

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 17 December 2023

2. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Club income	<u>8,997</u>	<u>9,737</u>

3. RAISING FUNDS

Raising donations and legacies

	2023	2022
	£	£
Support costs	<u>2,611</u>	<u>2,375</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Depreciation - owned assets	<u>2,248</u>	<u>-</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 17 December 2023 nor for the year ended 17 December 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 17 December 2023 nor for the year ended 17 December 2022.

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2023	2022
	<u>11</u>	<u>11</u>
Club staff		

No employees received emoluments in excess of £60,000.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	5,070	32,094	37,164
Other trading activities	<u>9,737</u>	<u>-</u>	<u>9,737</u>
Total	<u>14,807</u>	<u>32,094</u>	<u>46,901</u>
EXPENDITURE ON			
Raising funds	2,375	-	2,375

SHINE OUT OF SCHOOL CLUBS

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 17 December 2023

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted fund £	Total funds £
Charitable activities			
Out of school clubs	<u>36,156</u>	<u>11,845</u>	<u>48,001</u>
Total	<u>38,531</u>	<u>11,845</u>	<u>50,376</u>
NET INCOME/(EXPENDITURE)	(23,724)	20,249	(3,475)
Transfers between funds	<u>14,121</u>	<u>(14,121)</u>	<u>-</u>
Net movement in funds	(9,603)	6,128	(3,475)
RECONCILIATION OF FUNDS			
Total funds brought forward	(2,682)	-	(2,682)
TOTAL FUNDS CARRIED FORWARD	<u>(12,285)</u>	<u>6,128</u>	<u>(6,157)</u>

8. TANGIBLE FIXED ASSETS

	Motor vehicles £
COST	
Additions	<u>11,240</u>
DEPRECIATION	
Charge for year	<u>2,248</u>
NET BOOK VALUE	
At 17 December 2023	<u>8,992</u>
At 17 December 2022	<u>-</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Employee loans	<u>1,156</u>	<u>1,156</u>

SHINE OUT OF SCHOOL CLUBS

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 17 December 2023

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Bank loans and overdrafts (see note 12)	1,123	4,056
Trustee loans	<u>6,082</u>	<u>4,800</u>
	<u>7,205</u>	<u>8,856</u>

11. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2023	2022
	£	£
Bank loans (see note 12)	<u>1,810</u>	<u>-</u>

12. LOANS

An analysis of the maturity of loans is given below:

	2023	2022
	£	£
Amounts falling due within one year on demand:		
Bank loans	<u>1,123</u>	<u>4,056</u>
Amounts falling between one and two years:		
Bank loans - 1-2 years	<u>1,810</u>	<u>-</u>

13. MOVEMENT IN FUNDS

	At 18.12.22 £	Net movement in funds £	Transfers between funds £	At 17.12.23 £
Unrestricted funds				
General fund	(12,285)	1,807	4,913	(5,565)
Restricted funds				
Holiday club fund	6,128	7,777	(4,913)	8,992
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>(6,157)</u>	<u>9,584</u>	<u>-</u>	<u>3,427</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	37,329	(35,522)	1,807
Restricted funds			
Holiday club fund	35,291	(27,514)	7,777
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>72,620</u>	<u>(63,036)</u>	<u>9,584</u>

SHINE OUT OF SCHOOL CLUBS

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 17 December 2023

13. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 18.12.21 £	Net movement in funds £	Transfers between funds £	At 17.12.22 £
Unrestricted funds				
General fund	(2,682)	(23,724)	14,121	(12,285)
Restricted funds				
Holiday club fund	-	20,249	(14,121)	6,128
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>(2,682)</u>	<u>(3,475)</u>	<u>-</u>	<u>(6,157)</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	14,807	(38,531)	(23,724)
Restricted funds			
Holiday club fund	32,094	(11,845)	20,249
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>46,901</u>	<u>(50,376)</u>	<u>(3,475)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 18.12.21 £	Net movement in funds £	Transfers between funds £	At 17.12.23 £
Unrestricted funds				
General fund	(2,682)	(21,917)	19,034	(5,565)
Restricted funds				
Holiday club fund	-	28,026	(19,034)	8,992
	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>(2,682)</u>	<u>6,109</u>	<u>-</u>	<u>3,427</u>

SHINE OUT OF SCHOOL CLUBS

NOTES TO THE FINANCIAL STATEMENTS - continued for the year ended 17 December 2023

13. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	52,136	(74,053)	(21,917)
Restricted funds			
Holiday club fund	67,385	(39,359)	28,026
	<hr/>	<hr/>	<hr/>
TOTAL FUNDS	<u>119,521</u>	<u>(113,412)</u>	<u>6,109</u>

The restricted fund relates to the holiday activity clubs run by the charity.

14. RELATED PARTY DISCLOSURES

Certain trustees provide cash flow support to the charity as and when required. The balances due back to these ad-hoc funders are noted within trustee loans on the balance sheet.

SHINE OUT OF SCHOOL CLUBS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES for the year ended 17 December 2023

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	2,780	30
Grants	<u>60,843</u>	<u>37,134</u>
	63,623	37,164
Other trading activities		
Club income	<u>8,997</u>	<u>9,737</u>
Total incoming resources	72,620	46,901
EXPENDITURE		
Charitable activities		
Wages	41,553	36,420
Motor expenses	1,718	-
Food	12,224	2,652
Hall hire	-	8,426
Staff training	246	66
Toys and equipment	2,436	437
Motor vehicles	<u>2,248</u>	<u>-</u>
	60,425	48,001
Support costs		
Management		
Insurance	561	846
Telephone	-	223
Marketing	462	144
Sundries	1,230	35
Computer software	-	647
Loan	<u>89</u>	<u>170</u>
	2,342	2,065
Finance		
Bank charges	<u>269</u>	<u>310</u>
Total resources expended	<u>63,036</u>	<u>50,376</u>
Net income/(expenditure)	<u>9,584</u>	<u>(3,475)</u>

This page does not form part of the statutory financial statements

Trustee's Annual Report 2023

Aims and objectives:

Shine was formed in April 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:

- Provide out of school care to children between the ages of 3 and 10
- 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:

2023 proved to be another challenging year mainly due to the amount of licence fee required by our licensor.

Despite this we have continued to manage cash flows and taken advantage of available grants where possible enabling us to just about remain viable while mounting a very successful fundraising campaign for a minibus.

We added two new trustees David Roberts and Glen Lyon to complement the team. We thank Will Saunders for his support as he leaves the Shine trustee group

Based on our previous years' performance and our objectives in 2023 we have not only been able to build on one of our specific objectives but also seek specific funds towards a significant new project:-

- The continued offering of the HAF (holidays, activities and food programme at Easter, Summer and Christmas holidays in 2023. In this way we were able to support 40 children and their families to free or subsidised childcare
- In addition in July 2023 following successful fundraising we were able to purchase a 16 seater minibus for collection of the children after school which has not only been very well received by children and parents alike but also provides the opportunity for further donation income to be obtained.
- Dialogue was opened and is still ongoing with the Evesham Methodist Church with regard to our ongoing occupation of their premises and an adjustment of the licence fee more reflective of our ability to pay and the market rate.

Income and Expense

Total income was £72,620 This compares to income previous year of £46,901

Outgoings were £63,036 compared to £50,376 the previous year

Surplus this year was £3,427 against a loss previous year of £6,157

Challenges and Future:

We have a significant cash flow issue while we continue to grow child numbers attending the Shine after school club at our new venue. We have been supported by and continue to seek new grant funding as well as donations especially from the minibus usage which accounts for the surplus to cover repairs and running expenses.

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

2024 Outlook

The numbers of children attending the club have been slowly increasing each week which is pleasing on several levels. However the number of children using Shine every day is small with family and friends and multiple jobs all playing their part to making a fee-paying only model increasingly unsustainable despite the grant funding by HAF and for the minibus fundraising campaign.

We will continue to build on the special party events which have proved popular with children and their families. 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 cash flow is maintained beyond this current cash flow difficulty.

Chris Sheehan