

Registered Charity Number: 1176481

Kirklees Summer Playscheme Camp

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 January 2022

Kirklees Summer Playscheme Camp Contents

	Page
Legal and administrative information	1
Trustees' annual report	2 - 3
Independent examiner's report	4
Receipts and payments account	5
Statement of assets and liabilities	6
Notes to the financial statements	7

**Kirklees Summer Playscheme Camp
Legal and administrative information
for the year ended 31 January 2022**

Trustees

James Haywood
Gwen Perfitt
Richard Jackson
Stephen Metcalf

Charity number

1176481

Contact address

32 Clowne Road
Barlborough
Chesterfield
S43 4EJ

Independent examiner

S Cochrane, FCA
Employee of:
VAS Community Accountancy
The Circle
33 Rockingham Lane
Sheffield
S1 4FW

Kirklees Summer Playscheme Camp
Trustees' annual report
For the year ended 31 January 2022

The Trustees submit their annual report and the financial statements for the year ended 31 January 2022.

Structure, governance and management

Kirklees Summer Playscheme Camp ("KSPC") is a Charitable Incorporated Organisation which registered with the Charity Commission on 2 January 2018. KSPC is governed by the rules and regulations set down in its governing document.

Prior to this the camps were run by a small voluntary group which was funded by grant from the local authority, Kirklees Metropolitan Borough Council.

Method of recruitment and appointment of Trustees

The first Trustees were appointed by the members of the small voluntary group from their existing members. One of the Trustees is a qualified accountant.

In accordance with the Charity constitution, one third of the Charity's Trustees must stand down on an annual basis. Richard Jackson stood down on the 11 May 2019 and was duly re-elected by the Charity's members at the Annual General Meeting held on the same date. Gwen Perfitt stood down on 16 May 2020 and was duly re-elected at the Annual General Meeting held on the same date. Steve Metcalf stood down on 15 May 2021 and was duly re-elected at the Annual General Meeting held on the same date.

Charitable objectives and activities

The objective of the Charity is to help young people, especially but not exclusively through leisure time activities, so as to develop their capabilities that they may grow to full maturity as individuals and members of society. The general activities to meet our objectives are the running of a residential summer camp based in West Yorkshire for children aged 9 -12 and is open to children across the region and beyond.

In shaping our objectives for the year and planning our activities, the Trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

Achievements and performance

Thankfully the Summer Camp was able to run in 2021. We faced the Covid challenges and increased costs of social distancing, face masks, temperature checks and cleaning regimes but this meant that we did not have a Covid outbreak at camp and were able to run throughout the summer. There were some cancellations due to Covid but we were able to fill all the children's places. In addition, we provided more places for Duke of Edinburgh volunteers who were struggling to get a residential placement. They brought great strength and enthusiasm to our volunteer team and we were able to give the children a great holiday.

We were very successful with fundraising in the year on multiple fronts. We continued to receive support from the One Community Foundation for our security costs and we also participated in the Holiday Activities and Food (HAF) programme which provided £10,000 of funding for our assisted places children. We raised £5,000 from our friends, families and contacts which was matched by the One Community Foundation's Matched Funding programme. We hope to continue to benefit from the HAF funding over the next 2 years.

Financial review

Each child's camp place incurs costs of around £80. Through fundraising for additional income and income from Aspiring Leaders, KSPC is able to offer places at a small loss. In addition, the Charity usually provides 100 of the 450 available places at half price for families from less fortunate backgrounds. The Trustees are of the view that, so far as practically possible, the cost of each place should be reduced to support families who are struggling.

For the forthcoming year the Trustees have agreed to further reduce the cost of our assisted places to £10 and maintain the cost to other families at £61. The Trustees have worked through a number of plausible downsides and sensitivities for the forthcoming year. This scenario planning has taken in to account increase in site fees, security, transport and food which are all impacted by the rise in energy costs and the NI increase.

**Kirklees Summer Playscheme Camp
Trustees' annual report (continued)
For the year ended 31 January 2022**

Financial review (cont)

It is clear that costs will rise in 2022. In the best case scenario we would not need to draw on our reserves. If we do not fill all our places then we may need to draw down around £3,000 from our reserves. Recruitment for DofE places is going very well so we do not expect difficulties moving forward.

Plans for the future

We are confident that Summer Camp will be able to run in 2022. Planning is underway and a new online booking system is reducing administration time. There is already a great deal of interest from parents and volunteers so the signs are positive that we will fill all our places. We continue to build on a secure financial base and are targeting annual fundraising of £2,500 a year to keep the cost to families as low as possible. The Summer Camp is also moving to a new leadership structure. The current leaders are starting to step back from their roles while also remaining part of the Camp team. A new leadership team of experienced volunteers will be led by Fran Whitehead, a longstanding volunteer, who has been preparing for the role over recent years. The team is now taking forward the development and delivery of summer camp and a handover plan is ensuring a careful transition to the new arrangements.

Reserves policy

The Trustees are of the view that KSPC is financially viable for a period of at least three years and the total funds carried forward provides a reasonable operating surplus for unexpected costs during the forthcoming years.

The Trustees have reviewed the reserves policy and determined that a surplus of at least £8,000 should be maintained within reserves, and continue to monitor this level in respect of the unprecedented situation we are currently operating in. This figure would allow the estimated liabilities of operating the camp for one summer to be settled in the unlikely scenario the summer camp were to cease at very short notice. The Trustees also resolved that the reserve could be used in the event of the loss of a significant amount of canvas owing to adverse weather conditions. This scenario is considered remote.

Free reserves at 31 January 2022 were £32,349 (2021: £20,951)

The Trustees declare that they have approved the Trustees' report above on 8 April 2022
and are signed on their behalf by:



Print name: James Duncan Haywood
Chair of Trustees

Independent examiner's report to the Trustees of Kirklees Summer Playscheme Camp ("the Charity")

I report to the Trustees on my examination of the accounts of the Charity for the period ended 31 January 2022 which are set out on pages 5 to 7.

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 which gives me cause to believe that, in any material respect:

1. accounting records were not kept 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.



Signed:

Susan Cochrane FCA

Employee of
Voluntary Action Sheffield
Community Accountancy
The Circle
33, Rockingham Lane
Sheffield
S1 4FW

Date: 20/04/2022

Kirklees Summer Playscheme Camp

Receipts & payments account

For the year ended 31 January 2022

	Unrestricted fund £	Restricted fund £	Total 2022 £	Total 2021 £
Receipts				
Fees	35,199	-	35,199	11,958
Grants	4 5,000	2,500	7,500	5,500
Holiday Activities & Food Programme	10,000	-	10,000	-
Donations	1,234	-	1,234	6,285
Tuck shop	3,571	-	3,571	-
Easy Fundraising, Virgin Giving & Amazon smile	527	-	527	61
Gift aid	214	-	214	899
Interest	1	-	1	6
Miscellaneous	33	-	33	229
Total receipts	55,779	2,500	58,279	24,938
Payments				
Food	7,888	-	7,888	-
Camp equipment	8,665	2,500	11,165	1,099
Travel	4,675	-	4,675	-
Activity equipment	4,493	-	4,493	198
Website and admin	4,896	-	4,896	2,550
Publicity	414	-	414	834
Training and planning	341	-	341	260
Security and site	4,194	1,000	5,194	-
Volunteer expenses	3,163	-	3,163	-
Tuck shop	1,956	-	1,956	-
Paypal charges	577	-	577	196
Fee refunds	2,119	-	2,119	11,366
Total payments	43,381	3,500	46,881	16,503
Net receipts/(payments) for the year	12,398	(1,000)	11,398	8,435
Total funds brought forward	19,951	1,000	20,951	12,516
Total funds carried forward	32,349	-	32,349	20,951

Kirklees Summer Playscheme Camp

Statement of assets and liabilities As at 31 January 2022

	Note	2022 £	2021 £
Cash assets			
Balances at bank		32,349	20,951
Total		32,349	20,951
		Current value 2022 £	Current value 2021 £
Assets retained for the Charity's own use			
Assets gifted to the Charity		8,734	12,091
Assets purchased by the Charity		11,578	7,728
		20,312	19,819
		2022 £	2021 £
Liabilities			
Fees received in advance		802	-
Accountancy & independent examination		540	330
		1,342	330

These Financial Statements are accepted by the Trustees on 8 April 2022

Signed on behalf of the Trustees by:

JD Haywood

James Duncan Haywood
Trustee

Kirklees Summer Playscheme Camp

Notes to the financial statements

For the period ended 31 January 2022

1 Receipts & payments account

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

2 Trustee's expenses

Three Trustees received expenses totalling £822 (2021: £21) during the period. No other remuneration or benefits were paid.

3 Related party transactions

Apart from those noted in note 2, there were no other related party transactions during the year (2020: £nil).

4 Grant income

	Unrestricted fund £	Restricted fund £	Total 2021 £	Total 2020 £
Kirklees Council	-	2,500	2,500	-
Community Foundation Match-it grant	5,000	-	5,000	-
One Community Foundation	-	-	-	1,000
Hillards	-	-	-	1,000
News UK	-	-	-	3,500
	5,000	2,500	7,500	5,500

Kirklees Council - grant awarded to purchase IT equipment.

One Community Foundation - grant awarded during the year ended 31 January 2021 to support assisted camp places. During the year ended 31 January 2022 it was agreed with the funder that this could be used as a contribution towards security costs.