

Treasure Chest

Report of the Trustees

For the period of July 2021 to August 2022

The trustees present their report with financial statements of the charity for the period of July 2021 to August 2022.

Objectives and Activities

Objective and aims

- A) To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and
- B) To advance the education and training of the persons in the provision of such care, education and recreational facilities.

Activities and Achievements

Treasure Chest are able to provide full-day care for children from 2 -11 years old from 7.30am to 6.00pm. Treasure Chest provides childcare throughout the year for the maximum of 80 children of both genders, all needs and abilities, depending on the area of the provision.

The childcare areas within the provision are as follows:

Early Birds Breakfast Club – open from 7.30am until 8.45am for pre-school children or for school age children to attend before the school's free breakfast club initiative opens at 8.00am. This provision is held in the school halls. Up to 80 children can attend this service at any one time.

Children attending early birds aged 2 to 3 years are accommodated for in the Treasure Chest room from 7.30am.

Little Gems – provides day care for 2 and 3 year olds. Little Gems also runs two funded Flying Start sessions during the day. Up to 22 children can attend this service at any one time in the Little Gems room.

Little Treasures – provides childcare five days per week for children aged 2 from September to January. Funded Early Education sessions start in January through to July, these are morning sessions every Monday to Thursday and for eligible 3 year olds. As from April there is also an afternoon EE session. As they are in a temporary room only 8 children are able to attend per session.

Treasure Chest Wrap Around – provide care for children who attend our Nursery provision. Children are able to stay before or after nursery. Some children may be eligible for the 30 hours free childcare offer. We are able to provide up to 16 children this provision per session.

After School Club – runs from 3.00 -6.00pm daily to provide childcare outside of school hours. Club runs from its own specified area within the school, the main hall, studio hall and utilises the Treasure Chest and Little Treasures rooms when numbers may be particularly high. Up to 80 children can attend this service at any one time.

Holiday Club – runs during the school holidays to provide out of school hours care for 2-11 year olds.

Up to 80 children can attend Treasure Chest at any time.

As the service runs for 51 weeks per year and some elements of the provision only operate during term time, staff will be deployed across whichever childcare rooms are required in order to adequately staff the number of children attending during the school holidays.

Policies

Admissions and fees policy
Arrival and collection policy & procedure
Anti-Bullying policy & procedure
Asthma policy & procedure
Accident, incident & illness policy & procedure
Behaviour management policy & procedure
Children's participation policy
Confidentiality policy
Complaints policy & procedure
Environmental Awareness policy & procedure
Emergency/fire evacuation risk assessment/procedure
Equal opportunities policy
Excluding children with illness policy
Health & Hygiene policy & procedure
Health & Safety policy
Lost children policy & procedure
Medication policy & procedure
Nappy changing procedure
Outings policy & procedure
Play equipment & resources policy
Play policy
Parental involvement policy
Special needs policy & procedure
Safe internet usage policy
Settling in & child induction policy
Student & volunteer policy
Staff recruitment policy
Snack/mealtime & healthy eating policy & procedure
Staff disciplinary procedure
Transition policy
Uncollected children policy & procedure

Financial review

Reserves policy

The trustees will maintain sufficient reserves to ensure there are sufficient funds to cover 6 months running costs and redundancy payments for staff

Structure, Governance and Management

Governing document

Treasure Chest is a Charitable Incorporated Organisation and is governed by the Charities Act 2011. Treasure Chest became a registered charity on the 3rd May 2018.

Recruitment and appointment of new trustees

The policy and general management of the affairs of the Club is carried out by trustees which consists of the Chairman, Secretary, and Treasurer and not less than two or more than eight other members of the Club elected at the Annual General Meeting.

Other persons may be co-opted onto the Committee in an advisory capacity as required.

Reference and Administrative Details

Registered Company number

CE013984 (England and Wales)

Registered Charity number

1178219

Principal address

Park CP School
School Road
Llay
Wrexham
LL12 0TR

Trustees

S Owen Chairperson (appointed 3/5/19)
Mrs Martin Hon. Secretary (appointed 3/5/18)
Mrs L Jones (appointed 3/5/18)

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

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S. Owen - Trustee

Form D

Summary of Transactions of:

Treasure Chest receipts and payments for the year ended 31st August 2022

Year Ended		2021/22	
	£		£
Balance b/f	65,981.18	BAC	909.63
Presented Cheques 20/21 (deduct)	0.00	BLN	410.80
Deduct Presented Income 20/21	0.00	DD	7,418.07
Unpresented Cheques 20/21	0.00	Charges	193.55
		EBP	278,979.39
Total	<u>65,981.18</u>	Total	<u>287,911.44</u>
		Bal c/f	87,848.97
BAC	269,490.29		
BGC	30,042.44		
DPC	10,246.50		
Total	<u>309,779.23</u>	Total	<u>87,848.97</u>
	<u>375,760.41</u>		<u>375,760.41</u>

I have examined the Little Treasurers Account (2021/22) together with all relevant supporting documents.

I certify that the 2021/22 Little Treasurers Account presents an accurate picture of the activities and transactions undertaken on behalf of the Account.

Auditor: *D Foulkes*

Date: *14/07/2023*

Deborah Foulkes
Chartered Institute of Internal Auditors - CMIIA
18 The Hawthorns,
Acton
Wrexham
LL12 7bb

Chairman's Signature

Date:

LITTLE TREASURES INCOME AND EXPENDITURE 2021/22**LITTLE TREASURES SUMMARY OF INCOME 2021/22**

BANK BALANCE BROUGHT FORW	£65,981.18
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DESCRIPTION	AMOUNT
BAC	£269,490.29
BGC	£30,042.44
DPC	£10,246.50
TOTAL	£309,779.23

LITTE TREASURES SUMMARY OF EXPENITURE2021/22

SCRIPTION	AMOUNT
STAFF	£203,052.17
CONSUMABLES	£8,048.10
HMRC	£43,519.21
AVOW	£1,338.50
INITIAL	£262.08
OTHER	£27.97
BANKLINE	£437.46
B&C HOLDINGS	£7,921.44
RENTOKIL	£460.75
WEBSITE	£1,106.00
REFUND	£126.00
MPLC	£152.00
DENA	£1,367.59
CARPET CLEANING	£108.00
AUDIT OF ACCOUNTS	£580.00
DWP	£106.63
RENT TO AVOW	£6,281.00
YPO	£908.48
DWP	£133.22
RM EDUCATION	£1,843.45
ATRIUM	£540.00
MORTON	£1,674.31
OTHER	£7,465.17
OTHER AVOW?	£320.87
OTHER INITIAL?	£131.04

TOTAL	£287,911.44
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TOTAL	£287,911.44
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BALANCE CARRIED FORWARD	£87,848.97
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