



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From Period start date 1st April 2023 To Period end date 31st March 2024

Charity name: Penycae Childcare

Charity registration number: 1179295

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide not-for-profit, affordable, high quality childcare for the parents and carers of children of Penycae, aged 2 – under 12.
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	Playgroup 8.50 – 11.20am, which provides Early Entitlement and is available free for parents/carers in receipt of the 30 hour entitlement. Nursery+ 11.20am – 3pm, again available for those entitled to the 30 hour offer. After School club 3pm – 5pm For those not entitled to the 30 hour or early entitlement fees can be paid for our services.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We provide benefit to our community. To this end we monitor our numbers and our fees, to ensure that we provide an affordable good quality service. We are looking at how we can expand our activities to further benefit the community.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	We do not issue grants.
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	All trustees are volunteers so attending meetings is voluntary. Staff appointments Processes of self-evaluation

		Gifts in kind and donations
Other		

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	The charity has continued to offer good quality child care at a low cost to members of the local community. This has enabled many parents to work their necessary number of hours. It has also enabled others to attend training, college or university. Holiday clubs are run during most of the school holidays. The opening of the holiday provision has taken some of the pressure of organising holiday childcare away from working parents and carers. Overall the charity has had a successful year, meeting its aims consistently.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	We now offer places to children supported by "Flying Start". Regular visits from the local authority's early years team ensures that the service constantly looks to improve its practice.
Performance of fundraising activities against objectives set	Para 1.41	No fund raising activities took place in this reporting period.
Investment performance against objectives	Para 1.41	N/A
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity has run at a considerable loss in the year to March 2024. The main driver of this loss has been over-staffing. Since we increased our admissions limit to more than 19 we had to appoint a “super numery” manager, ie someone who could not be counted in our adult/child ratio. Our numbers were rarely more than the low 20s at any one time so this presented a financial problem. Furthermore an overbooking of supply staff seriously depleted our resources. The requirement for the manager not to count in the ratios has now been removed, and one of our staff has moved to another job. This has allowed us to reduce staffing costs. Tighter control of booking supply staff will also reduce this overspend. The charity is still in the black and this threat to our sustainability has been removed.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	We do not aim to make a profit, just to cover our costs and replace equipment. We have improved the pay and conditions of our staff and frozen many of our fees. Staff will have new contracts to include some sickness pay and discretionary paid leave for certain events. We also need to have a “cushion” to see us through the autumn term when numbers are much lower.
Amount of reserves held	Para 1.22	None
Reasons for holding zero reserves	Para 1.22	For the reasons above.
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no concerns at present. The situation which caused significant overspend in the year has now been rectified.

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Fees 30-hour childcare Early Entitlement
Investment policy and objectives including any social investment policy adopted	Para 1.46	N/A
A description of the principal risks facing the charity	Para 1.46	The main risk would be loss of voluntary support from eg Trustees
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed , royal charter)	Para 1.25	Trust Deed
How is the charity constituted? (e.g unincorporated association , CIO)	Para 1.25	CIO
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	Volunteers will be invited to attend the trustees' annual general meeting. The current trustees can appoint any additional volunteers suggested at the AGM, subject to DBS clearance.

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	Policies were reviewed during the year.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The current board of trustees has 4 members: chair, secretary, treasurer, and other trustee. One of these is currently the responsible individual for the setting. We work with Early Years Wales, the Care Inspectorate for Wales, the Wrexham Family Information Service. and the Wrexham Early Years Team. The daily operation is controlled by the appointed manager.
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Penycae Childcare
Other name the charity uses	
Registered charity number	1179295
Charity's principal address	Ysgol Penycae Copperas Hill Penycae Wrexham

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	Tracey Scourfield	Chair		
2	Nia Hawkes	Secretary		
3	Tim Newbould	Treasurer		
4	Serena Hughes			
5				
6				
7				
8				
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		
None		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
None		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
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

Name of chief executive or names of senior staff members (Optional information)

Sandy Williams – manager
Shanice Balckmore – deputy manager

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)

	
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Full name(s)

Timothy Newbould	
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Position (eg Secretary,
Chair, etc)

Treasurer	
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Date

30 th November 2024



CHARITY COMMISSION
FOR ENGLAND AND WALES

Penycae Childcare

No (if any)

Receipts and payments accounts

CC16a

For the period
from

Period start date
1.4.23

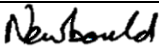
To

Period end date
31.3.2024

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 £
A1 Receipts					
Fees	28,723.00	-	-	28,723	22,279.00
Grant	1,979.00	-	-	1,979	15,197.00
EE	11,820.00	-	-	11,820	8,800.00
Chilcare Offer	35,095.00	-	-	35,095	39,523.00
Fundraising	0.00	-	-	-	0.00
Additional Funding from Authority	0.00	-	-	-	66.00
Uncleared cheques	0.00	-	-	-	
HMRC Maternity Payment	7,501.00	-	-	7,501	
Welsh Government	6,675.00	-	-	6,675	0.00
Sub total (Gross income for AR)	91,793	-	-	91,793	85,865
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	91,793	-	-	91,793	85,865
A3 Payments					
Payroll	76,821.00	-	-	76,821	59,939.00
Bank Charges	60.00	-	-	60	69.00
Rent & Admin Costs	11,705.00	-	-	11,705	19,340.00
Insurance, training, medicals etc	801.00	-	-	801	763.00
Pension (NEST)	2,859.00	-	-	2,859	1,726.00
Supply Cover	6,983.00	-	-	6,983	1,109.00
Audit	110.00	-	-	110	110.00
Goods Purchased	8,339.00	-	-	8,339	1,192.00
Snacks	717.00	-	-	717	
Mobile Phone	230.00	-	-	230	
Misc	172.00	-	-	172	
Sub total	108,797	-	-	108,797	84,248
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	108,797	-	-	108,797	84,248
Net of receipts/(payments)	- 17,004	-	-	- 17,004	1,617
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	26,970	-	-	26,970	25,208
Cash funds this year end	9,966	-	-	9,966	26,825

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 £
B1 Cash funds	Current Account	9,964	-	-
		-	-	-
		-	-	-
	Total cash funds	9,964	-	-
	(agree balances with receipts and payments account(s))	Agreement Error	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Tim Newbould	20.1.2025	
				

Summary of Transactions

Penycae Childcare Account

Year Ended 31st March 2024

RECEIPTS

Balances b/f
Bank account £26,970.26

Receipts
Income £91,792.55

£118,762.81

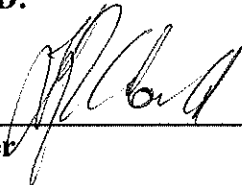
PAYMENTS

Expenditure
Bank Current Account £108,798.96

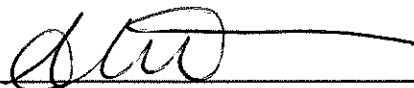
Balances c/f £9,963.85

£118,762.81

CERTIFIED:



Headteacher



Honorary Treasurer

I have examined the books, vouchers and documents relating to Penycae Childcare Account and in my view the account above gives a true and fair view of its transactions for the year ended 31st March 2024 and of the balances in hand as of that date.

Signed B J Jones Date 25.04.2024

Name of Independent Auditor Mrs B.J.Jones

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