



# Trustees' Annual Report for the period

		Period start date					Period end date		
		Day	Month	Year			Day	Month	Year
<b>From</b>		1	1	2023	<b>To</b>		31	12	2023

## Section A

## Reference and administration details

<b>Charity name</b>	Leyland Playscheme
<b>Other names charity is known by</b>	
<b>Registered charity number (if any)</b>	1179704
<b>Charity's principal address</b>	151 Church Road Leyland  Postcode PR25 3JB

### 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	Ian Bruce	Director		General Committee
2	Paul Carr	Director		General Committee
3	Natalie Wells	Director		General Committee
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### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

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

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	Appointed by general committee at Annual General Meeting

### Additional governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"><li>• policies and procedures adopted for the induction and training of trustees;</li><li>• the charity's organisational structure and any wider network with which the charity works;</li><li>• relationship with any related parties;</li><li>• trustees' consideration of major risks and the system and procedures to manage them.</li></ul>	<p>The charity is run as a general committee with powers delegated for operational requirements to a group of Directors of which a quorum of 3 is required for decision-making.</p> <p>Trustees are closely involved with the running of the charity and as such are well aware of the impact and risks involved in planning expenditure.</p> <p>No risks are taken where the outcome is not a relative certainty.</p>
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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The provision of facilities for recreation, education and other leisure-time occupations for children primarily in Leyland and South Ribble area being facilities:- (a) of which such children have need by reason of their youth or social and economic circumstances, and (b) which will improve the conditions of life for such children by promoting their physical, mental and spiritual well-being.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The limit on registrations for 2023 was raised to 1,000 children given the buoyant nature of volunteer recruitment and the 'buzz' that was apparent on the scheme's volunteer focused social media. Further enhancements to the information management allowed more tailored analysis of recruitment and management of volunteers to appropriate areas of the scheme.

The scheme ran in the end with 940 children attending and was another huge success with amazing positive feedback from parents and children.

The scheme was pleased to be able to meet all the requests for free and subsidised places that were received from agencies and schools using left over funding from 2022.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Playscheme's volunteers from 2022 returned in force along with the core team building on 2022's investment in infrastructure and assets with more new ideas to enhance the offering to local children.

**Summary of the main achievements of the charity during the year**

The core Playscheme ran with 940 children in attendance with the core 7-11 age group comprising just over 50%. The scheme was pleased again to be able to meet all the requests for free and subsidised places that were received from agencies and schools.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charity currently does not hold any reserves however, should a significant surplus arise then at the end of the financial year the surplus will be held in reserve for situations when all other funding opportunities have been exhausted.

### Details of any funds materially in deficit

The charity have no liabilities.

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Ian Bruce

Position (eg Secretary, Chair, etc)

Trustee

Date

30<sup>th</sup> October 2024

# Leyland Playscheme

## Receipts and Payments Report

1st January 2023 to 31st December 2023

### Receipts

4011 - Registration-Fees	76,501.94	
4102 - Donations-General	1,031.85	
4900 - Other income	411.36	
<b>Total Sales</b>		<b>£77,945.15</b>

### Direct Expenses

5000 - Cost of Sales - Goods	2,331.39	
5060 - Other Direct Expenses	3,017.55	
5200 - Infants Costs	432.5	
5210 - Infants OnSite	640	
5220 - Infants OffSite	4,554.32	
5300 - Major League General Costs	481.26	
5310 - Major League OnSite	780.15	
5320 - Major League OffSite	7,202.79	
5400 - Teenz General	848.89	
5410 - Teenz OnSite	14.67	
5420 - Teenz OffSite	1,808.25	
<b>Total Direct Expenses</b>		<b>£22,111.77</b>

### Overheads

5001 - Garments	1,504.98	
5500 - OnSite General	9,543.94	
5600 - Transport	21,375.00	
5900 - Site Costs	9,944.60	
5910 - Workcamp	745.64	
6000 - Marketing	1,008.31	
7095 - Recruitment Expenses	1,102.84	
7300 - Vehicle Fuel	107.14	
7410 - Car Hire	400	
7510 - Postage and Carriage	330	
7520 - Office Stationery	249.77	
7530 - Telephone	55.52	
7620 - Consultancy & Professional Fees	180	
7630 - Business Insurance	943.78	
7900 - Bank Charges and Interest	-4.72	
8200 - General Expenses	334.4	
8230 - Training Costs	2,353.36	
8240 - Refreshments	5	
10041 - Lottery Grant	496.84	
<b>Total Overheads</b>		<b>£50,676.40</b>

<b>NET SURPLUS / LOSS</b>	<b>£5,156.98</b>
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