



# Trustees' Annual Report for the period

| From | Period start date |      |      | To | Period end date |     |      |
|------|-------------------|------|------|----|-----------------|-----|------|
|      | 01                | Sept | 2022 |    | 31              | Aug | 2023 |

## Section A Reference and administration details

**Charity name** FOUR OAKS BEFORE AND AFTER CARE SCHEME

**Other names charity is known by** FOSBACS

**Registered charity number (if any)** 1181018

**Charity's principal address** c/o FOUR OAKS PRIMARY SCHOOL

EDGE HILL ROAD

SUTTON COLDFIELD

**Postcode**

**B74 4PA**

### 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  | Mark Benton    | Trustee         | 6 <sup>th</sup> December 2018     | FOSBACS Committee   |
| 2  | Louisa Appleby | Trustee         | 6 <sup>th</sup> December 2018     | FOSBACS Committee   |
| 3  | Lindsay Barton | Trustee         | 6 <sup>th</sup> December 2018     | FOSBACS Committee   |
| 4  |                |                 |                                   |   |
| 5  |                |                 |                                   |   |
| 6  |                |                 |                                   |   |
| 7  |                |                 |                                   |   |
| 8  |                |                 |                                   |   |
| 9  |                |                 |                                   |   |
| 10 |                |                 |                                   |   |
| 11 |                |                 |                                   |   |
| 12 |                |                 |                                   |   |
| 13 |                |                 |                                   |   |
| 14 |                |                 |                                   |   |
| 15 |                |                 |                                   |   |
| 16 |                |                 |                                   |   |
| 17 |                |                 |                                   |   |
| 18 |                |                 |                                   |   |
| 19 |                |                 |                                   |   |
| 20 |                |                 |                                   |   |

### 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)

|  |
|--|
|  |
|--|

## Section B Structure, governance and management

### Description of the charity's trusts

|   |  |
|---|--|
| Type of governing document<br>(eg. trust deed, constitution)        | Charitable Incorporated Organisation (CIO) |
| How the charity is constituted<br>(eg. trust, association, company) | Trust                                      |
| Trustee selection methods<br>(eg. appointed by, elected by)         | Appointed by Committee                     |

### 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>FOSBACS is run by a committee of 3 Trustees, two committee members (one of whom is Chair), and a Secretary/Finance officer.</p> |
|---|--|

## Section C Objectives and activities

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

To enhance the development in education of children between the ages of 4 and 11 by providing for their needs both before and after school at Four Oaks Primary School.

To provide appropriate play, education and care facilities during out of school hours, ensuring that we offer opportunities for all children whatever their race, culture, religion, means or ability.

To enhance the education and training of the persons in the provision of such care, education and recreational facilities.

**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)**

FOSBACS is an 80 place before and after school care provision which runs on the premises of Four Oaks Primary School. It operates from 7.30am until 9am and between 3.20pm and 6pm every day that the school is open. FOSBACS provides care for those 80 children and a safe environment in which they can play as part of their educational provision at Four Oaks. Children have the opportunity to have a breakfast and a light tea every day if they wish to.

**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.

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

FOSBACS has enabled the 80 pupils to be safely looked after both before and after school. It has given them an opportunity to develop their social and educational skill set.

FOSBACS has also supported those families in enabling the parents to go to work knowing their children are safe on the school site.

## Section E

## Financial review

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

Any surplus funds are used to develop the FOSBACS service for the benefit of the children.

### Details of any funds materially in deficit

N/A

### 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.

Parental contributions have enabled the FOSBACS staff to purchase consumable resources that the FOSBACS children can use every day.

Funds from FOSBACS have enabled the upkeep and investment in outdoor play equipment that the FOSBACS children use every day.

Funds from FOSBACS have enabled a partial investment in outdoor classroom spaces that the FOSBACS children can use every day.

## 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)                        | <i>Mark Benton</i> | <i>Louisa Appleby</i> |
| Full name(s)                        | Mark Benton        | Louisa Appleby        |
| Position (eg Secretary, Chair, etc) | Trustee            | Trustee               |
| Date                                | 06/06/24           |                       |



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Receipts and payments accounts

CC16a

|                |            |    |                 |
|----------------|------------|----|-----------------|
| For the period | from       | To | Period end date |
|                | 01/09/2022 |    | 31/08/2023      |

## Section A Receipts and payments

| Unrestricted funds | Restricted funds | Endowment funds  | Total funds      | Last year        |
|--------------------|------------------|------------------|------------------|------------------|
| to the nearest £   | to the nearest £ | to the nearest £ | to the nearest £ | to the nearest £ |

| A1 Receipts                                 |         |   |         |         |
|---|---------|---|---------|---------|
| INCOME FROM PARENT                          | 155,082 | - | 155,082 | 129,470 |
| BANK INTEREST                               | 668     | - | 668     | 15      |
| Sub total (Gross income for AR)             |         |   |         |         |
| 155,750                                     | -       | - | 155,750 | 129,485 |
| A2 Asset and investment sales, (see table). |         |   |         |         |
| Sub total                                   |         |   |         |         |
| -   | -       | - | -       | -       |
| Total receipts                              |         |   |         |         |
| 155,750                                     | -       | - | 155,750 | 129,485 |

| A3 Payments                          |        |   |         |         |
|--------------------------------------|--------|---|---------|---------|
| Accounting services                  | 3,131  | - | 3,131   | 2,313   |
| Classroom Consumables                | 747    | - | 747     | 386     |
| Staff DBS training, uniform & misc   | 779    | - | 779     | 497     |
| Donations FOPS                       | -      | - | -       | 30,000  |
| Equipment                            | -      | - | -       | -       |
| Insurance                            | -      | - | -       | -       |
| Meals & Refreshments                 | 12,099 | - | 12,099  | 9,510   |
| Misc                                 | 285    | - | 285     | -       |
| Office Equipment                     | 325    | - | 325     | 148     |
| Other                                | 50     | - | 50      | 43      |
| Play Equipment                       | 473    | - | 473     | 48      |
| PPE                                  | -      | - | -       | -       |
| Premises Costs                       | 371    | - | 371     | 4708    |
| Rent                                 | 4,753  | - | 4,753   | 76,806  |
| Salaries/Staff Costs                 | 81,071 | - | 81,071  | 1,461   |
| Software                             | 1,430  | - | 1,430   | 391     |
| Stationery, telephone & photocopying | 706    | - | 706     | 63      |
| Gifts For Staff                      | 78     | - | 78      | 42      |
| Bank Charges                         | 61     | - | 61      | -       |
| Sub total                            |        |   |         |         |
| 106,359                              | -      | - | 106,359 | 126,466 |

| A4 Asset and investment purchases, (see table) |        |   |         |         |
|--|--------|---|---------|---------|
| Sub total                                      |        |   |         |         |
| -  | -      | - | -       | -       |
| Total payments                                 |        |   |         |         |
| 106,359  | -      | - | 106,359 | 126,466 |
| Net of receipts/(payments)                     |        |   |         |         |
| 49,391   | -      | - | 49,391  | 3,019   |
| A5 Transfers between funds                     | -      | - | -       | -       |
| A6 Cash funds last year end                    | 48,067 | - | 48,067  | 48,067  |
| Cash funds this year end                       | 97,458 | - | 97,458  | 48,067  |



Section B Statement of assets and liabilities at the end of the period

| Categories   |        |        |  |
|--|--------|--------|--|
| B1 Cash funds  |        |        |  |
| Details  |        |        |  |
| Unrestricted funds                                     | 97,458 |        |  |
| Restricted funds                                       | -      |        |  |
| Endowment funds  | -      |        |  |
| Total cash funds                                       |        | 97,458 |  |
| (agree balances with receipts and payments account(s)) |        |        |  |

| 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   | Print Name    | Date of approval |
| Mark Benton | Mark Benton   | 06-06-24         |
| L. Appley   | Louise Appley | 06-06-24         |



Section A

Independent Examiner's Report

Report to the trustees

Charity Name

FOUR OAKS SCHOOL BEFORE AND AFTER CARE SCHEME

On accounts for the year  
ended

AUGUST 2023

Charity no  
(if any)

1181018

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/08/2023.

Responsibilities and  
basis of report

As the charity's trustees, 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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. *Delete [ ] if not applicable.*

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below~~\*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

22/01/2024

Name:

ANDREA WESSON

Relevant professional  
qualification(s) or body

F.C.A.



(if any):

Address:

27 CROWN LANE  
SUTTON COLDFIELD  
B74 4SU.

## Section B

### Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.