

TEMPS Annual Trustees Report

April 2024 – March 2025

Trustee Board Members

- Jane Weston
- June Davies
- David Baker
- Sheila Williams
- Linda Bunkell
- Beryl Blackmore
- Karon Rowlands
- Lynda Baker
- Georgie Llewellyn

This report has been prepared by **Linda Bunkell** using information from Trustee meetings, TEMPS daily records, and staff input. A draft was circulated to Trustees and formally approved by the Board.

Introduction

TEMPS Out of School Club is dedicated to providing **high-quality, affordable, flexible and accessible community childcare** within a safe and nurturing environment.

Our objectives remain to:

- Support children's development through play, creativity, and learning/developing opportunities.
- Provide inclusive childcare to meet the needs of local families.
- Ensure all staff receive relevant training and maintain the highest safeguarding standards.

TEMPS serves children from **Rofft School (Nursery to Year 6)** during term time. During **school holidays**, our Holiday Club is open to children from Rofft School and surrounding schools up to age 14. We also provide **emergency childcare** when requested by Social Services.

Facilities include:

- A mobile classroom (leased from Wrexham County Borough Council)
- An outdoor classroom/pod (funded by a past grant)
- Designated school rooms used during term
- A second outdoor classroom
- Large grass field and yard areas

As a **Charitable Incorporated Organisation (CIO)** (Charity No. 1184942), TEMPS is governed by a Board of Trustees and operates independently from The Rofft School, despite sharing the school site.

Trustees' Meetings

Trustees held **four formal meetings** during the year, alongside additional informal discussions via phone, online, or in person to ensure responsive governance and support for staff.

Finance

TEMPS continues to face pressures from rising operational costs, particularly linked to wage increases and utilities. In April 2024, all staff pay was raised in line with the **National Living Wage**.

We remain committed to keeping fees affordable for families, charging **£4.50 per hour**, with flexible booking to support parents' needs. This rate is lower than many local providers, with TEMPS absorbing part of the additional running costs.

Financial services — including payroll, pensions (NEST), and year-end reporting — are provided by **Mike Griffiths & Partners Limited** our Independent External Accountants. Full accounts have been reviewed by Trustees and uploaded to the CIO Reporting System.

Audited Accounts are Not Required.

Staff and Training

- All staff hold up-to-date **DBS checks** and participate in regular training.
 - Staff qualifications meet or exceed **CIW requirements**, with Level 3 Playworkers present during sessions, supported by experienced Level 2 staff.
 - Ongoing training included safeguarding, health and safety, and play-based learning approaches.
 - Staff meetings are held regularly, with Trustee oversight.
 - A **SASS Review** was carried out jointly by Trustees and staff. This is a mandatory document required annually by Care Inspectorate Wales (CIW).
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Activities and Child Engagement

The TEMPS programme balances structured activities with **free play**, encouraging creativity, physical activity, and social development.

Highlights included:

- **Community engagement:** visits from local police, fire service, and NHS dental teams.
- **Creative projects:** arts and crafts, gardening, cookery, and dance workshops.
- **Cultural celebrations:** Diwali, Christmas, World Book Day, St. David's Day, Easter, and Harvest Festival.
- **Wellbeing focus:** outdoor play prioritised for mental health benefits; sun safety reminders issued during summer months.

Monthly newsletters and feedback questionnaires ensured good communication with families.

Clubs Overview

Holiday Club

Operated in **April, May/June half-term, July–August, October 2024, and February 2025**, welcoming children from across the community. A school in a nearby village does not have a holiday club and we have children from this school attending our holiday club. Trips were limited due to cost-of-living pressures, but external providers delivered a range of exciting in-house activities.

Fun-Time Club

Catered for younger children (ages 3 and 4). Attendance fluctuated, averaging **6–8 children per session**. Activities were adapted for nursery-aged children, with some families using their **30-hour childcare allowance**.

Morning Club

Open **07:45 – 08:45**, supporting **24–30 children** daily. Younger children were escorted to class; older children went independently.

After School Club

Served **30–45 children daily** (higher Mon–Thu, lower Fridays). Activities included sports, crafts, music, and free play.

Areas of Concern & Future Challenges

- **Recruitment difficulties:** in line with many childcare providers, TEMPS continues to face challenges in attracting qualified staff.
- **Declining school enrolments:** projected reductions in Rofft intake may impact numbers. Trustees are committed to ongoing marketing and cost management.
- **Funding constraints:** external grants are limited, though we remain proactive in applying where possible.

- **Competition with Other Childcare Facilities:** There are a number of childcare facilities in the area but we will continue to strive to offer affordable, flexible childcare in the community.
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Achievements & Improvements (2024–25)

- Installed an electronic entry gate and camera system to improve safety and security and safeguarding of children.
- Secured funding from Rainbow and Moondance Childcare Funding. This enabled us to offer free places to children at After School Club and Holiday. These families could not afford to send their children and the children benefitted from attendance at the clubs.
- Implemented iPal On-Line Booking & Payment System.
- Continued to work closely with local schools, council and community

These improvements have significantly enhanced safety, comfort, and opportunities for the children.

- TEMPS was nominated at the Clybiau Plant National Out of School Clubs Awards 2025. One of our playworkers got to the final of the Playworker of the Year Awards. TEMPS was also nominated and won an All-Wales Award from Clybiau Plant Cymru Kids' Clubs for Promoting Positive Diversity. We are deeply proud to be recognised for our commitment to fostering an inclusive and supportive environment for all families. This award reflects the collective efforts of our team in welcoming a family from the Ukraine into our community, providing vital support with employment, accommodation, essential household items, childcare, and access to education. Our approach embodies the spirit of inclusion, compassion, and community that we strive to promote every day. We are privileged to play a role in making a meaningful difference to the lives of others and remain dedicated to creating a safe, nurturing and inclusive environment for all children and families, regardless of background.
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Looking Ahead (2025–26)

- To secure funding to make repairs and improvements to the two Outdoor Classrooms.
 - Apply to Sports Council for Wales / National Lottery Funding for new sports equipment.
 - Apply to Wrexham Council for Small Capital Grant to erect a outdoor shelter and all-weather flooring at the rear of the mobile.
 - Continued focus on **staff development** and retention.
 - Strengthening partnerships with local schools, councils, and community organisations.
 - Market the Fun-Time Club for Nursery Children during Term-Time 11:30 to 3pm to ensure all people in the local community are aware of this excellent service.
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Approval

This report was approved by the Board of Trustees.

Signed on behalf of the TEMPS Board of Trustees:

Linda Bunkell – Date: 1st September 2025

Lynda Baker – Date: 1st September 2025

Beryl Blackmore – Date: 1st September 2025

Company registration number CE018563 (England and Wales)

TEMPS AFTER SCHOOL AND HOLIDAY CLUB
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

TEMPS AFTER SCHOOL AND HOLIDAY CLUB

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TEMPS AFTER SCHOOL AND HOLIDAY CLUB

REPORT TO THE DIRECTOR ON THE PREPARATION OF THE UNAUDITED STATUTORY ACCOUNTS OF TEMPS AFTER SCHOOL AND HOLIDAY CLUB

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Temps After School and Holiday Club for the year ended 31 March 2025, which comprise from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <https://www.accaglobal.com/gb/en/member/standards/rules-and-standards/rulebook.html>.

This report is made solely to the board of directors of Temps After School and Holiday Club, as a body, in accordance with the terms of our engagement letter dated 6 August 2014. Our work has been undertaken solely to prepare for your approval the financial statements of Temps After School and Holiday Club and state those matters that we have agreed to state to the board of directors of Temps After School and Holiday Club, as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at https://www.accaglobal.com/content/dam/ACCA_Global/Technical/fact/technical-factsheet-163.pdf. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Temps After School and Holiday Club and its board of directors as a body, for our work or for this report.

It is your duty to ensure that Temps After School and Holiday Club has kept adequate accounting records and to prepare statutory financial statements that comply with the requirements of the Companies Act 2006. You consider that Temps After School and Holiday Club is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Temps After School and Holiday Club. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

Mike Griffiths and Partners Ltd

Chartered Accountants

The Yew Tree Inn

High Street

Gresford

Wrexham

LL12 8RF

13 August 2025

TEMPS AFTER SCHOOL AND HOLIDAY CLUB

DETAILED PROFIT AND LOSS ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2025 £	2024 £	2024 £
Turnover				
Sales		79,933		74,176
Donations		340		138
Childcare Scheme		14,475		19,160
Family Care		480		464
		<u>95,228</u>		<u>93,938</u>
Other income				
Grants receivable	1,632		13,839	
	<u>1,632</u>		<u>13,839</u>	
		1,632		13,839
Cost of raw materials and consumables				
Consumables	2,649		3,093	
Materials and equipment	1,062		13,596	
	<u>3,711</u>		<u>16,689</u>	
		(3,711)		(16,689)
Staff costs				
General Wages	71,681		74,923	
PAYE	7,682		7,883	
Pension contributions	1,936		1,702	
	<u>81,299</u>		<u>84,508</u>	
		(81,299)		(84,508)
Other charges				
DBS Checks	111		71	
Training	473		216	
Rent	3,150		3,150	
Repairs and renewals	6,465		2,601	
Subscriptions	-		27	
Accountancy fees	754		766	
Bank charges	533		15	
Insurance	476		401	
Stationery and office supplies	562		288	
Advertising and sales promotion	-		190	
Telephone	49		419	
Entertainment and excursions	175		997	
Sundry expenses	1,272		658	
	<u>14,020</u>		<u>9,799</u>	
		(14,020)		(9,799)
Loss for the year		<u>(2,170)</u>		<u>(3,219)</u>

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