

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST AUGUST 2024
FOR**

BEECH TREE BEFORE AND AFTER SCHOOL CLUB

BEECH TREE CLUB

REPORT OF THE TRUSTEES FOR THE PERIOD 1 SEPTEMBER 2023 TO 31 AUGUST 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity number: 1185643

Principal address: Beech Tree Club
Drury Primary School
Beech Road
Drury
Flintshire
CH7 3EG

Trustees: Caroline Peacock
Simon Griffiths
Anne-Marie Lindsay
Maryanne Evans
Ern Dorans

Trustees are appointed at the Annual General Meeting.

STRUCTURE GOVERNANCE & MANAGEMENT

Beech Tree Club is an incorporated charitable organisation governed by the Wales Pre-school Providers Association Model Childcare Provider Constitution 2017.

The charity is managed by a Management Committee, comprising Trustees, parent representatives. The Club Manager and Bursar also attend meetings.

The Management Committee officers are:

Chairperson: Mrs Caroline Peacock
Secretary: Mrs Cathy Mayers-Jones
Treasurer: Mrs Leanne Mutton

The responsible persons are Mrs Caroline Peacock and Mrs Ernestine Dorans

Policies

The organisation regularly updates its policies and procedures in line with changes in guidance and practice, taking into account changes needed in relation to the Covid-19 pandemic. Support and advice is taken from Clybiau Plant Cymru, Early Years Wales, Family Information Service Flintshire and Care Inspectorate Wales to ensure good practice. It also has a policy inventory showing expiry dates.

Management

There are 7 members of staff working for Beech Tree Club. A club manager and 6 playworkers. A management committee, comprised of trustees and parent representatives, has responsibility for the management of the Charity and staff. Day to day management of the club is the responsibility of the Club Manager.

The club's Statement of Purpose and vision for the future is regularly reviewed. As part of this, the Trustees and the Club Manager continue to manage risk.

Aims, Objectives and Activities

The aims of the Beech Tree Club is to provide a safe and pleasant environment for all children, in the absence of their parents or guardians.

Children who need extra support in school may not need extra support within a play setting. Some children however may require specific treatment, facilities or care while in the Club that is above and beyond the usual provision for most children.

The Club aims to provide a welcoming and supportive environment for all children, staff and parents. They will all be treated with dignity and respect. The Club supports integration and the treatment of all children and adults as individuals, wherever this is possible. Please refer to our Equal Opportunities policy.

Beech Tree Club are committed to eliminating unlawful discrimination and recognise that certain groups and individuals in our society are discriminated against because of their race, colour, ethnic or national origin, gender, physical, sensory or mental disability, marital status, age, disability, gender, social class, religious belief, employment status. Accordingly, we are strongly committed to positive action to remove discrimination in all appropriate aspects of our work, especially in our work with children and their families. We aim to treat everyone equally and with the same attention, courtesy and respect.

We are committed to comply in both letter and spirit with all anti-discrimination legislation and associated codes of practice in force both now and in the future.

Just as we are committed to anti-discriminatory practices within our organisation we are also committed to promoting equality and anti-discrimination in areas in which we have influence.

As a provider of childcare in Wales we are committed to following the policies that the Welsh Government implements. We demonstrate our commitment in response to the Anti-racist Wales Action Plan through our day to day work with children in an age appropriate way. Providing resources, play and learning opportunities that include recognising and celebrating all individual children's uniqueness, differences, and creating authentic and age-appropriate opportunities to help children understand the community they live in, and the world beyond this. We address stereotyping and inequalities in this area of policy in the same way we do in other areas of our practice, in line with our values, policies and vision for our setting.

We are aware of the anti-discriminatory good practice noted in the NMS:

[Equality Act 2010: guidance - GOV.UK](#)

[Anti-racist Wales Action Plan - GOV.WALES](#)

[Action on disability: the right to independent living framework and action plan - GOV.WALES](#)

[LGBTQ+ Action Plan for Wales - GOV.WALES](#)

The Club offers wraparound childcare, under the Welsh Government's Childcare Offer scheme.

Achievements & Performance

Please see the summary of the accounts for the financial performance of the Charity.

During the last year 85 children were registered with the Charity, either using the before and after school club or wraparound care.

Demand for the service remains constant. However, since the pandemic there have been changes in working practices and we have seen a gradual increase in numbers using the facility. We continue to have one relief playworker who can be called upon last minute. This has meant with continued lower than average numbers, no-one has had to take a cut in hours with the backup of shifts being covered, should there be a need, if anyone is unable to work.

Satisfaction from parents remains extremely positive and feedback is sought using parental questionnaires and regular conversations at collection time.

All staff handling food have undertaken Level 2 in Food Hygiene training with refreshers where needed.

All staff, including the Club Manager, have undertaken Child Protection training Level 2 or Level 3 where appropriate for their job. With the exception of one relief playworker, the rest of our staff all possess a Level 3 qualification in Childcare or equivalent and have completed the Transition to Playwork qualification. The relief playworker working in Club, where ratios permit, has no childcare qualifications however, this is in line with NMS laid out by CIW as all other staff are fully qualified.

Five staff hold the two day (12 hour) Paediatric first aid training with the number of staff needing to do this being 1 per 10 children in the setting. We exceed this requirement.

The Charity purchased new play resources as required during the year. We have also applied for a Small Capital Grant from FCC which, if proves successful, will provide some much improved play equipment for the children. We were able to do this as we now have a formal Lease agreement in place.

The children continue to make great use of the wooden canopy to the side of the Lodge allowing them to be outside regardless of the elements.

The Charity still continues to face challenges, as a result of the pandemic, both financial and operational however, the Trustees and management committee, worked diligently with the Club Manager, Beech Tree Club staff and the Headteacher of Drury Primary School, to manage these challenges.

FINANCIAL REVIEW

Please see the Receipts and Payments account for the financial performance of the charity.

Reserves Policy

The Charity approved a Reserves Policy in October 2020. The Management Committee have agreed to hold a reserves fund to cover staff redundancy costs and 6 months running costs. Any secured grant funding for specific projects is also accounted for in the Reserves.

Funding Sources

The Charity's principal source of income is from the charge for childcare places, either paid for directly from parents or through the Welsh Government's Childcare Offer. Grants are obtained for specific projects and equipment where possible.

Expenditure

Expenditure for the Charity is approved by the Trustees and Management Committee in line with the Charity's constitution. Beech Tree Club has invested monies in resources, equipment and statutory requirements, such as DBS checks and staff training to operate the provision in line with government standards.

Approved by the order of the Trustees on 10th August 2024 and signed on their behalf by:

C Peacock

Caroline Peacock (Chairperson)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BEECH TREE BEFORE AND AFTER SCHOOL CLUB

I report to the charity trustees on my examination of the accounts of Beech Tree Before and After School Club for the period ended 31st August 2024.

Responsibilities and basis of the report

As the charity's trustees of Beech Tree Before and After School Club you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).

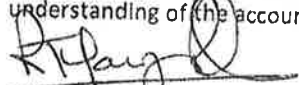
I report in respect of my examination of the charity's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 Accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 The accounts do not accord with those records; or
- 3 The accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts & 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.


Ralph Harvey-Robson, FCCA

Date: 30TH June 2025

BEECH TREE BEFORE AND AFTER SCHOOL CLUB
CHARITY NUMBER 1185643
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE PERIOD ENDED 31ST AUGUST 2024

	Unrestricted Funds £	Restricted Funds £	Endow- ment funds £	2024 Total funds £	2023 Total Funds £
RECEIPTS					
Fees	68,008	-	-	68,008	51,571
childcare offer FCC	32,533	-	-	32,533	23,998
Sundry income	628	-	-	628	311
SUBTOTAL	101,169	-	-	101,169	75,880
ASSETS AND INVESTMENTS SALES	-	-	-	-	-
TOTAL RECEIPTS	101,169	-	-	101,169	75,880
PAYMENTS					
Staff costs (Including Pensions)	71,449	-	-	71,449	68,689
Rent	2,702	-	-	2,702	-
Service Charge	5,320	-	-	5,320	-
Insurance	346	-	-	346	314
Phone	150	-	-	150	130
Cleaning & Supplies	957	-	-	957	-
Training	418	-	-	418	196
Equipment & Resources	2,403	-	-	2,403	1,980
Transaction charges	-	-	-	-	606
Memberships/subscriptions	1,922	-	-	1,922	127
events	1,137	-	-	1,137	1045
Accountancy fees	1,556	-	-	1,556	648
Licences / DBS Checks	288	-	-	288	174
Repairs & Renewals	287	-	-	287	551
Food	1,953	-	-	1,953	1536
SUBTOTAL	90,889	-	-	90,889	75,996
ASSETS AND INVESTMENT PURCHASES	0	-	-	0	-
TOTAL PAYMENTS	90,889	-	-	90,889	75,996
NET OF RECEIPTS AND PAYMENTS	10,280	-	-	10,280	(116)
TRANSFERS BETWEEN FUNDS	0	-	-	-	-
OPENING BALANCE AS AT 1ST SEPTEMBER 2023	40,927	-	-	40,927	41,043
CASH FUNDS AS AT 31ST AUGUST 2024	51,207	-	-	51,207	40,927

BEFORE AND AFTER SCHOOL CLUB
CHARITY NUMBER 1185643
STATEMENT OF ASSETS & LIABILITIES
FOR THE YEAR ENDED 31st AUGUST 2024

CASH FUNDS	Unrestricted funds	Restricted funds	Endowment funds	2023 Funds
	£	£	£	£
Bank Current Account	51,207	-	-	40,927
TOTAL CASH FUNDS	<u>51,207</u>	<u>-</u>	<u>-</u>	<u>40,927</u>
OTHER MONETARY ASSETS				
Outstanding fees	-	-	-	-

ASSETS RETAINED FOR CHARITIES OWN USE

	Funds to which assets belong	2024 cost	2023 cost
		£	£
Furniture, fixtures & fittings	Unrestricted	3,000	3,000
Electrical items	Unrestricted	3,000	3,000
Toys & Equipment	Unrestricted	2,000	2,000
		<u>8,000</u>	<u>8,000</u>

LIABILITIES	2024	2023
	£	£
Independent Examination fee	600	600
Social security and other taxes	1,750	403
Accruals (Rent)	1,333	-
	<u>3,683</u>	<u>1,003</u>