



The Hollies Childcare Facility

Learning, Caring and Playing Together
Dysgu, Gofalu a Chwarae Gyda'n Gilydd

Charity Registration Number: 1196324
CIW Registration Number: CYM00003386

Report and Financial Statement of the Trustees for the year ending 31st August 2022

The Trustees of The Hollies Childcare Facility present their annual report and accounts for the year ended 31st August 2022 and confirm that they comply with the Charities Act of 2011 and The Charities SORP (FRS 102).

Aims

1. To provide the necessary facilities for the daily care, recreation, and education of children of pre-school age and during out of school hours for children of pre-school age to 11 years.
2. To advance the education and training of the persons in the provision of such care, education, and recreational facilities.

Objectives

1. To increase pupil numbers.
2. To enrich the lives of the children in our care by providing financial assistance for the children to experience extra-curricular activities.
3. To provide monetary help, where possible, to improve facilities at Gwauncelyn Primary School.
4. To keep our fees to a minimum

Background

The Hollies Playgroup was set up in 2015 to provide a wraparound service for the nursey at Gwauncelyn Primary School, Tonteg. The playgroup accommodation was a classroom within the school. Three members of staff were appointed to care for 16 children during the morning and afternoon sessions.

In 2018, The Hollies Out of School Club was set up. This was in response to an increase in demand from working parents looking for affordable and suitable childcare in the area for children from pre-school to age 11. We were able to rent one of the school halls for this purpose.

Both clubs flourished and in 2019 The Hollies was informed that the Welsh Government was providing funds for purpose-built accommodation within the grounds of the school.

A Manager was appointed to administer and oversee the facility.

On March 1st, 2022, we moved into our new accommodation which has been leased to us for a 10-year period by Rhondda Cynon Taff.

Our new accommodation has meant that we have been able to expand further. We are now able to accept children from the age of 2 and our most recent improvement is the additional provision of Holiday Clubs which are open to the local community. These sessions have proved to be extremely successful with the Summer Holiday Club being open for the full six weeks of the school holidays.

Pupil Numbers

On September 1st, 2021, there were 30 children registered for our Playgroup wrap-around service and 40 children registered for Out of School Club.

Staff/Pupil Ratios

We are registered by Care Inspectorate Wales, and we follow the guidelines issued as follows:

Age 2 ratio is 1 to 4.

Age 3 to 7 ratio is 1 to 8.

Age 7 to 11 ratio is 1 to 10.

Staffing

For the period reported we had 8 members of staff all with Enhanced DBS checks.

Four of these staff members had pay grades above the NLW and the remaining 4 on the NLW.

Our Team:

Name of CIW Responsible Individuals	Sarah Murray Lynnette Collins
Manager / PIC Level 4 HLTA, Level 3 CCPLD, Level 3 Transition to Playworks, working towards CCPLD Level 4	Sarah Murray
Deputy Person in Charge of Playgroup – CCLD Level 5, Transition to Playwork Level 3	Claire Malkin
Person in Charge of Out School Club – Level 4 HLTA, Level 3 CCPLD, Transition to Playwork Level 3	Stacey Hogg
Senior Play Leader – Deputy PIC Out of School Club - CCLD Level 5, Transition to Playwork	Paula Davies-English
Playworker – Cache Level 3 Extended Diploma for Children's Care, Learning and Development, Level 2 Playworks	Abbey Smith
Deputy PIC Holiday Club, Playworker and food preparation co-ordinator, Playworks Level 2, working towards CCPLD level 3	Sharon Williams
Playworker – CCLD Level 3	Sally Smith
Relief Playworker	Morgan Barrett
All staff are committed to working towards undertaking any relevant qualifications in order to continue their professional development.	

Staff Training Completed During the Reporting Period

Child Protection, Prevent, Safeguarding, Food Hygiene, First Aid, Health and Safety, Equality and Diversity, Allergen, one level 2 CCPLD, one level 3 CCPLD and two transition to Playworks level 3.

What We Do

We plan focussed cross curricular activities covering the 6 areas of learning as outlined in the curriculum for Wales – expressive arts, languages, literacy and communication, science and

technology, mathematics and numeracy, humanities and health and well-being. Offering real life experiences through a range of age-appropriate resources and opportunities the children can make their own choices and lead their own learning.

Our indoor and outdoor environments allow the children to take part in a variety of play activities and different types of play exploring their senses, managing, and taking risks and developing a sense of the world around them.

Our Fees

Fees are our principal source of income.

1. Playgroup

Pre-School children from the age of 3 are eligible for a grant towards day care from The Welsh Government. Parents need to apply for this grant.

Our Playgroup fees are governed by the WG grant which is currently £15.00 per session.

2. Out of School Club

Our after-school care fees are £7.00 per session.

If parents commit themselves to our facility, for the school year in advance, the fees are calculated monthly over an 11-month period.

Monthly fees for children attending:

5 sessions per week	- £120.90.
4 sessions per week	- £96.72.
3 sessions per week	- £72.54.
2 sessions per week	- £48.36.
1 session per week	- £24.18.

If we have available spaces parents can use the facility ad hoc for a fee of £8.00 per session.

3. Holiday Club

Holiday club operates throughout school holidays except for bank holidays.

The club hours are 9:00am to 4:00pm – the cost is £20 per day.

Snacks are provided throughout the day in all three settings at no extra cost.

Our Finances

It is our policy to maintain a reserve of £35,000.00 (where possible) in unrestricted funds. This equates to approximately 3 months operating costs.

Accountants Report

THE HOLLIES CHILDCARE FACILITY **INDEPENDENT EXAMINER'S REPORT** **FOR THE YEAR ENDED 31ST AUGUST 2022**

Charity no. 1196324

Independent Examiner's Report to the trustees of The Hollies Childcare Facility.

Report to the trustees of The Hollies Childcare Facility of the accounts for the year ended 31st August 2022, which are set out on pages 2 to 3 .

Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st August 2022.

As the charity trustees of the Trust, 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 the 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 which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: *Young & Phillips Ltd.*

Young & Phillips Limited
Chartered Accountants
Inspiration House
Williams Place
Cardiff Road
Upper Boat
Pontypridd
CF37 5BH

28th March 2023

THE HOLLIES CHILDCARE FACILITY

REVENUE ACCOUNT

FOR THE YEAR ENDED 31 AUGUST 2022

	2022		2021	
	£	£	£	£
Turnover				
RCT payments		52,527		18,144
Income from HOSC		62,481		25,232
Covid-19 grants		-		7,032
		<u>115,008</u>		<u>50,408</u>
Other operating income				
Government grants receivable and released		411		-
Administrative expenses				
Wages and PAYE	96,987		60,783	
Social security costs	207		-	
DBS Checks	332		190	
Training	290		-	
Staff pension costs	1,548		1,087	
Play equipment	2,006		635	
Software costs	305		280	
Professional subscriptions	123		-	
Legal and professional fees	2,022		-	
Accountancy	600		600	
Insurance	610		659	
Printing, postage and stationery	656		162	
Telephone	125		214	
Refreshments	2,217		872	
Sundry expenses	196		41	
Depreciation	2,096		-	
		<u>(110,320)</u>		<u>(65,523)</u>
Operating profit/(loss)		<u>5,099</u>		<u>(15,115)</u>

THE HOLLIES CHILDCARE FACILITY

BALANCE SHEET

AS AT 31 AUGUST 2022

	Notes	2022 £	£	2021 £	£
Fixed assets			8,384		-
Current assets		35,113		36,418	
Creditors: amounts falling due within one year		(3,356)		(1,376)	
Net current assets			31,757		35,042
Total assets less current liabilities			40,141		35,042
Net assets			<u>40,141</u>		<u>35,042</u>
Capital account					
Opening balance			35,042		50,157
Profit/(loss)			5,099		(15,115)
Closing balance			<u>40,141</u>		<u>35,042</u>

In accordance with the engagement letter dated 26 November 2019, I approve the financial statements set out on pages 2 to 0. I acknowledge my responsibility for the financial statements and for providing Young & Phillips Limited with all information and explanations necessary for their compilation.

The financial statements were signed on 28 March 2023.

Administrative Information:

Charity Name: The Hollies Childcare Facility

Charity Number: 1196324

CIW Number: CYM00003386

Principal Office:

The Hollies Childcare Facility
Gwauncelyn Primary School
Heol Deg
Tonteg
Rhondda Cynon Taff
CF38 1ET

Trustees:

Mr John Collins
Mrs Lynnette Collins
Mrs Susan Reville
Mrs Sarah Hearne
Mrs Claire Reed
Mrs Melanie Jones
Mrs Sian Iles

Accountants:

Young & Phillips Ltd
Inspiration House
Williams Place
Cardiff Road
Upper Boat
Pontypridd
CF37 5 BH