



**CHARITY COMMISSION
FOR ENGLAND AND WALES**

Trustees' Annual Report for the period

From 01 Sep 2022 Period start date To 31 Aug 2023 Period end date

Charity name: Ecclesall Kids Club

Charity registration number: 1200322

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To provide wraparound childcare for KS1 and KS2 children. The Club is certified as a CIO.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	We offer Breakfast, After School Club and Holiday Club throughout the year, our sessions run from 7.40am to school start and from the end of school until 6pm. Our dedicated staff are our asset, many are fully qualified and others have years of experience in caring for children, they have current DBS checks and are all trained in Safeguarding and Food Hygiene. All permanent staff are qualified Paediatric First Aiders. Many of our people also have other qualifications that are relevant to their role, eg early years practitioner, teaching/ teaching assistants and qualified sports coaches.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have reviewed the guidance issued by the Charity Commission on public benefit; we endeavour to continue to provide high-quality, low cost child-care in the area, whilst also being an ethical employer.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The Trustees are the only volunteers at this organisation. Quarterly meetings are held with the Trustees and club Business and Play Managers. Trustees are apprised of the day-to-day running of the club and jointly discuss and

		decide matters that affect the running, such as fee increases, pay rises and amendments to policy.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The Club started with small beginnings and was set up by a few parents needing wrap-around child care for themselves. We have grown into a sizeable Club due to increasing demand over the years. We currently have up to 125 after school and 85 breakfast club places. We work closely with Ecclesall Primary School and we use their premises to operate but we are independent and we have our own Ofsted Registration. At the last inspection, Ofsted rated us 'Good'.</p> <p>As we are not for profit we are able to keep our prices much lower than the market rate and are able to run sessions and Holiday Club for our parent members, even when we have low numbers. The majority of our income is spent on staff wages and training, the rent of our premises, play/learning resources and food for the children. Our ethos is to pay all staff at least the current living wage and to support their continuing professional development so they become better child care practitioners.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	To remain a going-concern and provide a wrap-around care service for parents and their children.
Performance of fundraising activities against objectives set	Para 1.41	The club does not fundraise, but instead charges competitive fees for the childcare provision. As our ethos is to pay all staff at least the current living wage, fees are adjusted every other academic year to accommodate the increase in costs. However benchmarking shows that our offering is low compared to local competitors. A waiting list is also in operation as demand outstrips the maximum number of places available.
Investment performance against objectives	Para 1.41	The club maintains a separate account with provision for redundancies, in case of foreclosure. Aside from that, surplus income is invested back into the club; this year educational games and equipment were upgraded.
Other		

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Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The charity finished the previous year with a net surplus of £36k, although the balance sheet also included a provision for rent not paid, so operationally it was closer to £13k. The net surplus this year is £5k. We as trustees are happy with this because pay increases were implemented and it allows for potential investment in new equipment for the club.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Current account: Ensure minimum balance is £50k, to allow for rent and wage payments. Unity Trust: This account is kept separate from day to day operations. The funds are kept solely as a provision in case of insolvency and to provide redundancy payments
Amount of reserves held	Para 1.22	Unity trust – circa £30k Current account: £70k
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	Minimise uncertainties, by planning – max fees – 90% - pay increases SORP 3.38

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Fees
Investment policy and objectives including any social investment policy adopted	Para 1.46	n/a
A description of the principal risks facing the charity	Para 1.46	Insolvency is a (low) risk we acknowledge. Should the club lose use of rented space it would impact on number students and ability to service them all.
Other		The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts. These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

		The Trustees confirm that there are no related party transactions.
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Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Covered in constitution; parents/carers volunteer to be committee members and trustees. Quorate is 5 trustees. Roles, such as Chair, Treasurer and Secretary are self-nominated and then voted upon if multiple options.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	All relevant policies are made available to trustees.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The club employs a Business Manager, whose responsibility is HR, governance, payroll and administrative management. A part-time admin is responsible for the booking system; invoicing parents, processing payments. Two play managers are responsible for the day-to-day child care activities; staff management, Ofsted compliance, food ordering, activity planning, EYFS compliance and training. A number of qualified and non-qualified play workers are employed by the club.
Relationship with any related parties	Para 1.51	None
Other		

Reference and Administrative details

Charity name	Ecclesall Kids Club
Other name the charity uses	
Registered charity number	1200322
Charity's principal address	Ecclesall Primary School High Storrs Road Sheffield

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	Robert Johnson	Chair		
2	Grazina Manchester	Treasurer		
3	Amy White		From Jan 2023	
4	Louise Jones			
5	Catherine Hayden			
6	Alex Miller			
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)

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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Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

Other optional information



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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

	
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Full name(s)

Dr Robert Johnston	Grazina Manchester
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Position (eg Secretary,
Chair, etc)

Trustee - Chair	Trustee - Treasurer
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Date

28/06/24

Ecclesall Kids Club			Charity No (if any)	1200322	
Annual accounts for the period					
Period start date	9/1/2022	To	Period end date	8/31/2023	

Section A Statement of financial activities



Recommended categories by activity	Guidance Notes	Unrestricted funds	Restricted income funds	Endowment funds	Total funds	Prior year funds
		£ F01	£ F02	£ F03	£ F04	£ F05
Incoming resources (Note 3)						
Income and endowments from:						
Donations and legacies	S01	-	-	-	-	-
Charitable activities	S02	306,654	-	-	306,654	331,075
Other trading activities	S03	-	-	-	-	-
Investments	S04	-	-	-	-	-
Separate material item of income	S05	-	-	-	-	-
Other	S06	-	-	-	-	-
Total	S07	306,654	-	-	306,654	331,075
Resources expended (Note 6)						
Expenditure on:						
Raising funds	S08	-	-	-	-	-
Charitable activities	S09	290,835	-	-	290,835	301,673
Separate material item of expense	S10	-	-	-	-	-
Other	S11	-	-	-	-	-
Total	S12	290,835	-	-	290,835	301,673
Net income/(expenditure) before investment gains/(losses)						
	S13	15,819	-	-	15,819	29,402
Net gains/(losses) on investments	S14	-	-	-	-	-
Net income/(expenditure)	S15	15,819	-	-	15,819	29,402
Extraordinary items	S16	-	-	-	-	-
Transfers between funds	S17	-	-	-	-	-
Other recognised gains/(losses):						
Gains and losses on revaluation of fixed assets for the charity's own use	S18	-	-	-	-	-
Other gains/(losses)	S19	-	-	-	-	-
Net movement in funds	S20	15,819	-	-	15,819	29,402
Reconciliation of funds:						
Total funds brought forward	S21	99,643	-	-	99,643	70,241
Total funds carried forward	S22	115,463	-	-	115,463	99,643

Section B

Balance sheet

		Guidance Notes											
			Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05						
Fixed assets													
Intangible assets	(Note 15)	B01	-	-	-	-	-						
Tangible assets	(Note 14)	B02	1,211	-	-	1,211	-						
Heritage assets	(Note 16)	B03	-	-	-	-	-						
Investments	(Note 17)	B04		-	-	-	-						
Total fixed assets		B05	1,211	-	-	1,211	-						
Current assets													
Stocks	(Note 18)	B06	-	-	-	-	-						
Debtors	(Note 19)	B07	418	-	-	418	176						
Investments	(Note 17.4)	B08	-	-	-	-	-						
Cash at bank and in hand	(Note 24)	B09	109,575	-	-	109,575	103,779						
Total current assets		B10	109,993	-	-	109,993	103,955						
Creditors: amounts falling due within one year													
	(Note 20)	B11	80,934	-	-	80,934	80,956						
Net current assets/(liabilities)		B12	29,059	-	-	29,059	22,998						
Total assets less current liabilities													
		B13	30,270	-	-	30,270	22,998						
Creditors: amounts falling due after one year													
	(Note 20)	B14	-	-	-	-	-						
Provisions for liabilities		B15	12,588	-	-	12,588	23,585						
Total net assets or liabilities													
		B16	17,683	-	-	17,683	- 587						
Funds of the Charity													
Endowment funds	(Note 27)	B17	-			-	-						
Restricted income funds	(Note 27)	B18		-		-	-						
Unrestricted funds		B19	15,233		-	15,233	587						
Revaluation reserve		B20				-							
Total funds		B21	15,233	-	-	15,233	- 587						

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval dd/mm/yyyy
	Dr Robert Johnston	6/28/2024
	Grazina Manchester	6/28/2024

Note 1 Basis of preparation

This section should be completed by all charities.

1.1 Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- and with*

✓

 the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014
- and with*

✓

 the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.*

* -Tick as appropriate

1.2 Going concern

If there are material uncertainties related to events or conditions that cast significant doubt on the charity's ability to continue as a going concern, please provide the following details or state "Not applicable", if appropriate:

An explanation as to those factors that support the conclusion that the charity is a going concern;

Disclosure of any uncertainties that make the going concern assumption doubtful;

Where accounts are not prepared on a going concern basis, please disclose this fact together with the basis on which the trustees prepared the accounts and the reason why the charity is not regarded as a going concern.

*The services of the club are in demand; Mon-Thurs is fully subscribed and operates a waiting list.
The Trustees and Club Management have a committee meeting every quarter to discuss daily operations as well as make decisions about the future of the club. As an ethical employee, pay increases are implemented to ensure fair wage; as such fees are periodically adjusted to support the additional costs.
Having*

Dependent on EPS for provision of space

1.3 Change of accounting policy

The accounts present a true and fair view and the accounting policies adopted are those outlined in note { }.

- Yes*

✓

- No*

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 * -Tick as appropriate

Please disclose:

<i>(i) the nature of the change in accounting policy;</i>	No change
<i>(ii) the reasons why applying the new accounting policy provides more reliable and more relevant information; and</i>	N/A
<i>(iii) the amount of the adjustment for each line affected in the current period, each prior period presented and the aggregate amount of the adjustment relating to periods before those presented, 3.44 FRS 102 SORP.</i>	N/A

1.4 Changes to accounting estimates

No changes to accounting estimates have occurred in the reporting period (3.46 FRS 102 SORP).

- Yes*

✓

- No*

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 * -Tick as appropriate

Please disclose:

<i>(i) the nature of any changes;</i>	
<i>(ii) the effect of the change on income and expense or assets and liabilities for the current period; and</i>	
<i>(iii) where practicable, the effect of the change in one or more future periods.</i>	

1.5 Material prior year errors

No material prior year error have been identified in the reporting period (3.47 FRS 102 SORP).

- Yes*

✓

- No*

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 * -Tick as appropriate

Please disclose:

<i>(i) the nature of the prior period error;</i>	
<i>(ii) for each prior period presented in the accounts, the amount of the correction for each account line item affected; and</i>	
<i>(iii) the amount of the correction at the beginning of the earliest prior period presented in the accounts.</i>	

Note 2 Accounting policies

Please complete this note when first reporting under FRS2102. Section 35 of FRS102, requires 3 reconciliations to be presented, if all are applicable.

2.1 RECONCILIATION WITH PREVIOUS GENERALLY ACCEPTED ACCOUNTING PRACTICE

Please provide a description of the nature of each change in accounting policy

Reconciliation of funds per previous GAAP to funds determined under FRS 102

	Start of period	End of period
	£	£
Fund balances as previously stated		
<i>Adjustments:</i>		

Fund balance as restated

Reconciliation of net income/(net expenditure) per previous GAAP to net income/(net expenditure) under FRS 102

	End of period
	£
Net income/(expenditure) as previously stated	
<i>Adjustments:</i>	

Previous period net income/(expenditure) as
restated

Note 2

Accounting policies

2.2 INCOME

This standard list of accounting policies has been applied by the charity except for those ticked "No" or "N/a". Where a different or additional policy has been adopted then this is detailed in the box below.

Recognition of income	These are included in the Statement of Financial Activities (SoFA) when: <ul style="list-style-type: none"> the charity becomes entitled to the resources; it is more likely than not that the trustees will receive the resources; and the monetary value can be measured with sufficient reliability. 	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/a <input type="checkbox"/>
Offsetting	There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SORP or FRS 102.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/a <input type="checkbox"/>
Grants and donations	Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP).	<input type="checkbox"/>	<input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
Legacies	In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met (5.16 FRS 102 SORP). Legacies are included in the SoFA when receipt is probable, that is, when there has been grant of probate, the executors have established that there are sufficient assets in the estate and any conditions attached to the legacy are either within the control of the charity or have been met.	<input type="checkbox"/>	<input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
Government grants	The charity has received government grants in the reporting period	<input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/a <input type="checkbox"/>
Tax reclaims on donations and gifts	Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.	<input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
Contractual income and performance related grants	This is only included in the SoFA once the charity has provided the related goods or services or met the performance related conditions.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/a <input type="checkbox"/>
Donated goods	Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.	<input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
	The cost of any stock of goods donated for distribution to beneficiaries is deemed to be the fair value of those gifts at the time of their receipt and they are recognised on receipt. In the reporting period in which the stocks are distributed, they are recognised as an expense at the carrying amount of the stocks at distribution.	<input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
	Donated goods for resale are measured at fair value on initial recognition, which is the expected proceeds from sale less the expected costs of sale, and recognised in 'Income from other trading activities' with the corresponding stock recognised in the balance sheet. On its sale the value of stock is charged against 'Income from other trading activities' and the proceeds from sale are also recognised as 'Income from other trading activities'.	<input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
	Goods donated for on-going use by the charity are recognised as tangible fixed assets and included in the SoFA as incoming resources when receivable.	<input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
	Gifts in kind for use by the charity are included in the SoFA as income from donations when receivable.	<input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
Donated services and facilities	Donated services and facilities are included in the SoFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.	<input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
	Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SoFA.	<input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
Support costs	The charity has incurred expenditure on support costs.	<input type="checkbox"/>	No <input checked="" type="checkbox"/>	N/a <input type="checkbox"/>
Volunteer help	The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/a <input type="checkbox"/>
Income from interest, royalties and dividends	This is included in the accounts when receipt is probable and the amount receivable can be measured reliably.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	N/a <input type="checkbox"/>
Income from membership subscriptions	Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.	<input type="checkbox"/>	No <input type="checkbox"/>	N/a <input checked="" type="checkbox"/>
	Memberships subscriptions which gives a member the right to buy services or other	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/a <input type="checkbox"/>

	membership subscriptions which gives a member the right to buy goods or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.	<table border="1"> <tr> <td></td> <td></td> <td>✓</td> </tr> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> </table>			✓	Yes	No	N/a			
		✓									
Yes	No	N/a									
Settlement of insurance claims	Insurance claims are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS102 SORP) and are included as an item of other income in the SoFA.	<table border="1"> <tr> <td>✓</td> <td></td> <td></td> </tr> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> </table>	✓			Yes	No	N/a			
✓											
Yes	No	N/a									
Investment gains and losses	This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.	<table border="1"> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>			✓						
		✓									
2.3 EXPENDITURE AND LIABILITIES											
Liability recognition	Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td>✓</td> <td></td> <td></td> </tr> </table>	Yes	No	N/a	✓					
Yes	No	N/a									
✓											
Governance and support costs	Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
	Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
Grants with performance conditions	Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
Grants payable without performance conditions	Where there are no conditions attaching to the grant that enables the donor charity to realistically avoid the commitment, a liability for the full funding obligation must be recognised.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
Redundancy cost	The charity made no redundancy payments during the reporting period.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td>✓</td> <td></td> <td></td> </tr> </table>	Yes	No	N/a	✓					
Yes	No	N/a									
✓											
Deferred income	No material item of deferred income has been included in the accounts.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td>✓</td> <td></td> <td></td> </tr> </table>	Yes	No	N/a	✓					
Yes	No	N/a									
✓											
Creditors	The charity has creditors which are measured at settlement amounts less any trade discounts	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
Provisions for liabilities	A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
Basic financial instruments	The charity accounts for basic financial instruments on initial recognition as per paragraph 11.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
2.4 ASSETS											
Tangible fixed assets for use by charity	These are capitalised if they can be used for more than one year, and cost at least	<table border="1"> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td>✓</td> <td></td> <td></td> </tr> </table>				Yes	No	N/a	✓		
Yes	No	N/a									
✓											
	They are valued at cost.										
	The depreciation rates and methods used are disclosed in note 9.2.										
Intangible fixed assets	The charity has intangible fixed assets, that is, non-monetary assets that do not have physical substance but are identifiable and are controlled by the charity through custody or legal rights. The amortisation rates and methods used are disclosed in note 9.5	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td>✓</td> <td></td> </tr> </table>	Yes	No	N/a		✓				
Yes	No	N/a									
	✓										
	They are valued at cost.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
Heritage assets	The charity has heritage assets, that is, non-monetary assets with historic, artistic, scientific, technological, geophysical or environmental qualities that are held and maintained principally for their contribution to knowledge and culture. The depreciation rates and methods used as disclosed in note 9.6.1.4.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
	They are valued at cost.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
Investments	Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
	Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
Stocks and work in progress	Stocks held for sale as part of non-charitable trade are measured at the lower or cost or net realisable value.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
	Goods or services provided as part of a charitable activity are measured at net realisable value based on the service potential provided by items of stock.	<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> <tr> <td></td> <td></td> <td>✓</td> </tr> </table>	Yes	No	N/a			✓			
Yes	No	N/a									
		✓									
		<table border="1"> <tr> <td>Yes</td> <td>No</td> <td>N/a</td> </tr> </table>	Yes	No	N/a						
Yes	No	N/a									

Work in progress is valued at cost less any foreseeable loss that is likely to occur on the contract.

		✓
--	--	---

Debtors

Debtors (including trade debtors and loans receivable) are measured on initial recognition at settlement amount after any trade discounts or amount advanced by the charity. Subsequently, they are measured at the cash or other consideration expected to be received.

Yes	No	N/a
✓		

Current asset investments

The charity has investments which it holds for resale or pending their sale and cash and cash equivalents with a maturity date less than one year. These include cash on deposit and cash equivalents with a maturity date of less than one year held for investment purposes rather than to meet short term cash commitments as they fall due.

Yes	No	N/a
		✓

They are valued at fair value except where they qualify as basic financial instruments.

Yes	No	N/a
		✓

POLICIES ADOPTED
ADDITIONAL TO OR
DIFFERENT FROM
THOSE ABOVE

N/A

Note 3

Analysis of income

		Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Prior year £
	Analysis					
Donations and legacies:	Donations and gifts	-	-	-	-	-
	Gift Aid	-	-	-	-	-
	Legacies	-	-	-	-	-
	General grants provided by government/other charities	-	-	-	-	-
	Membership subscriptions and sponsorships which are in substance donations	-	-	-	-	-
	Donated goods, facilities and services	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
Charitable activities:	EKC Fees	310,646	-	-	310,646	332,155
	Refunds	- 3,992	-	-	- 3,992	- 1,080
		-	-	-	-	-
	Other	-	-	-	-	-
	Total	306,654	-	-	306,654	331,075
Other trading activities:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
Income from investments:	Interest income	-	-	-	-	-
	Dividend income	-	-	-	-	-
	Rental and leasing income	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
Separate material item of income:		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
	Total	-	-	-	-	-
Other:	Conversion of endowment funds into income	-	-	-	-	-
	Gain on disposal of a tangible fixed asset held for charity's own use	-	-	-	-	-
	Gain on disposal of a programme related investment	-	-	-	-	-
	Royalties from the exploitation of intellectual property rights	-	-	-	-	-
	Other	-	-	-	-	-
	Total	-	-	-	-	-
TOTAL INCOME		306,654	-	-	306,654	331,075

Other information:

All income in the prior year was unrestricted except for: (please provide description and amounts)

N/A

Where any endowment fund is converted into income in the reporting period, please give the reason for the conversion.

N/A

Where any endowment fund is converted into income in the prior period, please give the reason for the conversion.

N/A

Within the income items above the following items are material:
(please disclose the nature, amount and any prior year
amounts)

N/A

Note 4

Analysis of receipts of government grants

	Description	This year £
Government grant 1		-
Government grant 2		-
Government grant 3		-
Other		-
	Total	-

	Description	Last year £
Government grant 1		-
Government grant 2		-
Government grant 3		-
Other		-
	Total	-

	This year	Last year
<i>Please provide details of any unfulfilled conditions and other contingencies attaching to grants that have been recognised in income.</i>		

	This year	Last year
<i>Please give details of other forms of government assistance from which the charity has directly benefited.</i>		

Note 5

Donated goods, facilities and services

	This year £	Last year £
Seconded staff	-	-
Use of property	-	-
Other	-	-
	-	-

	This year	Last year
Please provide details of the accounting policy for the recognition and valuation of donated goods, facilities and services.		
Please provide details of any unfulfilled conditions and other contingencies attaching to resources from donated goods and services not recognised in income.		
Please give details of other forms of other donated goods and services not recognised in the accounts, eg contribution of unpaid volunteers.		

Section C	Notes to the accounts	(cont)
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Note 6 Analysis of expenditure

Analysis	This year				Last year			
	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £	Unrestricted funds	Restricted income funds	Endowment funds	Total funds £
Expenditure on raising funds:								
Incurred seeking donations	-	-	-	-	-	-	-	-
Incurred seeking legacies	-	-	-	-	-	-	-	-
Incurred seeking grants	-	-	-	-	-	-	-	-
Operating membership schemes and social lotteries	-	-	-	-	-	-	-	-
Staging fundraising events	-	-	-	-	-	-	-	-
Fundraising agents	-	-	-	-	-	-	-	-
Operating charity shops	-	-	-	-	-	-	-	-
Operating a trading company undertaking non-charitable trading activity	-	-	-	-	-	-	-	-
Advertising, marketing, direct mail and publicity	-	-	-	-	-	-	-	-
Start up costs incurred in generating new source of future income	-	-	-	-	-	-	-	-
Database development costs	-	-	-	-	-	-	-	-
Other trading activities	-	-	-	-	-	-	-	-
Investment management costs:	-	-	-	-	-	-	-	-
Portfolio management costs	-	-	-	-	-	-	-	-
Cost of obtaining investment advice	-	-	-	-	-	-	-	-
Investment administration costs	-	-	-	-	-	-	-	-
Intellectual property licencing costs	-	-	-	-	-	-	-	-
Rent collection, property repairs and maintenance charges	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total expenditure on raising funds	-	-	-	-	-	-	-	-
Expenditure on charitable activities:								
Rent	34,100	-	-	34,100	50,726	-	-	50,726
Utilities	3,997	-	-	3,997	1,069	-	-	1,069
Food	7,554	-	-	7,554	7,040	-	-	7,040
Resources	1,342	-	-	1,342	1,724	-	-	1,724
Stationery	548	-	-	548	560	-	-	560
General	4,462	-	-	4,462	5,195	-	-	5,195
Professional Services	2,298	-	-	2,298	2,277	-	-	2,277
Total expenditure on charitable activities	54,301	-	-	54,301	68,591	-	-	68,591
Separate material item of expense								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-
Other								
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-
Total other expenditure	-	-	-	-	-	-	-	-

TOTAL EXPENDITURE	54,301	-	-	54,301	68,591	-	-	68,591
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Other information:

Analysis of expenditure on charitable activities

Activity or programme	This year				Last year			
	Activities undertaken directly	Grant funding of activities	Support Costs	Total this year	Activities undertaken directly	Grant funding of activities	Support Costs	Total last year
	£	£	£	£	£	£	£	£
Activity 1	-	-	-	-	-	-	-	-
Activity 2	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-

Section C	Notes to the accounts	(cont)
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Note 7 Extraordinary items

Please explain the nature of each extraordinary item occurring in the period.

	Description	This year £	Last year £
Extraordinary item 1		-	-
Extraordinary item 2		-	-
Extraordinary item 3		-	-
Extraordinary item 4		-	-
Total extraordinary items		-	-

Section C

Notes to the accounts

Note 8

Funds received as agent

8.1 Please complete this note if the charity has agreed to administer the funds of another entity as its agent. Note: If a charity is acting as an agent, it should not recognise the income in the Statement of Financial Activities or the Balance Sheet.

Description/name of party	Related party (Yes or No)	Amount received		Amount paid out		Balance held at period end	
		This year	Last year	This year	Last year	This year	Last year
		£	£	£	£	£	£
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
		-	-	-	-	-	-
Total		-	-	-	-	-	-

8.2 Where a consortia or similar arrangement exists whereby 2 or more charities co-operate to achieve economies in the purchase of goods or services, please disclose details of any balances outstanding between any participating members.

Description/name of party	Balance held at period end	
	This year	Last year
	£	£
	-	-
	-	-
	-	-
	-	-
	-	-
Total	-	-

Section C

Notes to the accounts

Note 9Support Costs

Please complete this note if the charity has analysed its expenses using activity categories and has support costs.

This year

Support cost (examples)	Raising funds	Activity 1	Activity 2	Activity 3	Grand total	Basis of allocation (Describe method)
	£	£	£	£	£	
Governance	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
Other	-	-	-	-	-	
Total	-	-	-	-	-	

Last year

Support cost (examples)	Raising funds	Activity 1	Activity 2	Activity 3	Grand total	Basis of allocation (Describe method)
	£	£	£	£	£	
Governance	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
Other	-	-	-	-	-	
Total	-	-	-	-	-	

Please provide details of the accounting policy adopted for the apportionment of costs between activities and any estimation techniques used to calculate their apportionment.

Section C	Notes to the accounts
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Note 10	Details of certain items of expenditure
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10.1 Fees for examination of the accounts

Please provide details of the amount paid for any statutory external scrutiny of accounts and other services provided by your independent examiner. If nothing was paid please enter '0' in the appropriate box(es).

Independent examiner's fees

Assurance services other than audit or independent examination
--

Tax advisory fees

Other fees (for example: financial advice, consultancy, accountancy services) paid to the independent examiner
--

This year £	Last year £
-	-
-	-
-	-
-	-

Section C	Notes to the accounts	(cont)
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Note 11 **Paid employees**
Please complete this note if the charity has any employees.

11.1 Staff Costs

	This year £	Last year £
Salaries and wages	210,748	217,436
Social security costs	20,017	10,455
Pension costs (defined contribution scheme)	5,768	5,191
Other employee benefits	-	-
Total staff costs	236,533	233,082

This year:

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

Last year:

Please provide details of expenditure on staff working for the charity whose contracts are with and are paid by a related party

Please give details of the number of employees whose total employee benefits (excluding employer pension costs) fell within each band of £10,000 from £60,000 upwards. If there are no such transactions, please enter 'true' in the box provided.

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000

1

Band	Number of employees	
	This year	Last year
£60,000 to £69,999	-	-
£70,000 to £79,999	-	-
£80,000 to £89,999	-	-
£90,000 to £99,999	-	-
£100,000 to £109,999	-	-

Please provide the total amount paid to key management personnel (includes trustees and senior management) for their services to the charity. For specific amounts paid to trustees, see Note 28.

This year £	Last year £
47,736	43,781

11.2 Average head count in the year

The parts of the charity in which the employees work

	This year Number	Last year Number
Fundraising	-	-
Charitable Activities	34	32
Governance	-	-
Other	-	-
Total	34	32

11.3 Ex-gratia payments to employees and others (excluding trustees)
Please complete if an ex-gratia payment is made.

Please explain the nature of the payment

This year	
Last year	

Please state the legal authority or reason for making the payment

This year	
Last year	

Please state the amount of the payment (or value of any waiver of a right to an asset)

This year	Last year
£ -	£ -

11.4 Redundancy payments

Please complete if any redundancy or termination payment is made in the period.

Total amount of payment	This year	Last year
	£	£
	-	-
The nature of the payment (cash, asset etc.)		
The extent of redundancy funding at the balance sheet date	This year	Last year
	£	£
	-	-
Please state the accounting policy for any redundancy or termination payments		

Section C**Notes to the accounts****(cont)**

Note 12 Defined contribution pension scheme or defined benefit scheme accounted for as a defined contribution scheme.

12.1 Please complete this note if a defined contribution pension scheme is operated.

	This year	Last year
	£	£
Amount of contributions recognised in the SOFA as an expense	5,768	5,191

Please explain the basis for allocating the liability and expense of defined contribution pension scheme between activities and between restricted and unrestricted funds.

--	--

12.2 Please complete this section where the charity participates in a defined benefit pension plan but is unable to ascertain its share of the underlying assets and liabilities.

Please confirm that although the scheme is accounted for as a defined contribution plan, it is a defined benefit plan.

Please provide such information as is available about the plan's surplus or deficit and the implications, if any, for the reporting charity for this year and last year, if different

12.3 Please complete this section where the charity participates in a multi-employer defined benefit pension plan that is accounted for as a defined contribution plan.

Describe the extent to which the charity can be liable to the plan for other entities' obligations under the terms and conditions of the multi-employer plan. If this is different for last year, provide details

Provide an explanation of how any liability arising from an agreement with a multi-employer plan to fund a deficit has been determined. If this is different for last year, provide details

Section C	Notes to the accounts	(cont)
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Note 13 Grantmaking

Please complete this note if the charity made any grants or donations which in aggregate form a material part of the charitable activities undertaken.

This year:

13.1 Analysis of grants paid (included in cost of charitable activities)

Analysis	Grants to institutions	Grants to individuals	Support costs	Total
			£	£
Activity or project 1	-	-	-	-
Activity or project 2	-	-	-	-
Activity or project 3	-	-	-	-
Activity or project 4	-	-	-	-
Total	-	-	-	-

Please enter "Nil" if the charity does not identify and/or allocate support costs.

13.2 Grants made to institutions

My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.	Yes	Please provide details of charity's URL.
	No	Provide details below

Names of institution	Purpose	Total amount of grants paid £
		-
		-
		-
		-
		-
		-
		-
		-
		-
Total grants to institutions in reporting period		-
Other unanalysed grants		-
TOTAL GRANTS PAID		-

Last year:

13.3 Analysis of grants paid (included in cost of charitable activities)

Analysis	Grants to institutions	Grants to individuals	Support costs £	Total £
Activity or project 1	-	-	-	-
Activity or project 2	-	-	-	-
Activity or project 3	-	-	-	-
Activity or project 4	-	-	-	-
Total	-	-	-	-

Please enter “Nil” if the charity does not identify and/or allocate support costs.

13.4 Grants made to institutions

My charity has made grants to particular institutions that are material in the context of its grantmaking. Details of the institution supported, purpose of the grant and total paid to each institution is available on the charity's web site.

Yes	<i>Please provide details of charity's URL.</i>
No	<i>Provide details below</i>

Names of institution	Purpose	Total amount of grants paid £
		-
		-
		-
		-
		-
		-
		-
		-
		-
		-
Total grants to institutions in reporting period		-
Other unanalysed grants		-
TOTAL GRANTS PAID		-

Section C	Notes to the accounts	(cont)
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Note 14 **Tangible fixed assets**

Please complete this note if the charity has any tangible fixed assets

14.1 Cost or valuation

	Freehold land & buildings	Other land & buildings	Plant, machinery and motor vehicles	Fixtures, fittings and equipment	Total
	£	£	£	£	£
At the beginning of the year	-	-	-	-	-
Additions	-	-	1,397	-	1,397
Revaluations	-	-	-	-	-
Disposals	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	-	-	1,397	-	1,397

14.2 Depreciation and impairments

**Basis	SL or RB (Straight Line or Reducing Balance)	SL or RB	SL or RB	SL or RB	SL or RB
** Rate			13%		

At beginning of the year	-	-	-	-	-
Disposals	-	-	-	-	-
Depreciation	-	-	186	-	186
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of the year	-	-	186	-	186

14.3 Net book value

Net book value at the beginning of the year	-	-	-	-	-
Net book value at the end of the year	-	-	1,211	-	1,211

14.4 Impairment

This year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

N/A

Last year: Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

N/A

14.5 Revaluation

If an accounting policy of revaluation is adopted, please provide:

the effective date of the revaluation

the name of independent valuer, if applicable

the methods applied and significant assumptions

the carrying amount that would have been recognised had the assets been carried under the cost model.

This year	Last year
-	-

14.6 Other disclosures

(i) Please state the amount of borrowing costs, if any, capitalised in the construction of tangible fixed assets and the capitalisation rate used.

(ii) Please provide the amount of contractual commitments for the acquisition of tangible fixed assets.

(iii) Details of the existence and carrying amounts of property, plant and equipment to which the charity has restricted title or that are pledged as security for liabilities.

This year	Last year
£	£
-	-
-	-

* The "transfers" row is for movements between fixed asset categories.
** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

	years	months
£1,397	5	60
Depreciate	8	months
	186.27	
		13%

Note 15 Intangible assets*Please complete this note if the charity has any intangible assets***15.1 Cost or valuation**

	Research & development	Patents and trademarks	Other	Total
	£	£	£	£
At beginning of the year	-	-	-	-
Additions	-	-	-	-
Disposals	-	-	-	-
Revaluations	-	-	-	-
Transfers *	-	-	-	-
At end of the year	-	-	-	-

15.2 Amortisation and impairments

**Basis	SL or RB	SL or RB	SL or RB	SL or RB	Straight Line ("SL") or Reducing Balance ("RB")
** Rate					
At beginning of the year	-	-	-	-	
Disposals	-	-	-	-	
Amortisation	-	-	-	-	
Impairment	-	-	-	-	
Transfers*	-	-	-	-	
At end of year	-	-	-	-	

15.3 Net book value

Net book value at the beginning of the year	-	-	-	-
Net book value at the end of the year	-	-	-	-

15.4 Accounting policy*Please disclose the accounting policy for intangible fixed assets including:**Reasons for choosing amortisation rates**Policies for the recognition of any capital development*

15.5 Impairment

This year:

Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

Last year:

Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

15.6 Revaluation

If an accounting policy of revaluation is adopted, please provide:

the effective date of the revaluation

the name of independent valuer, if applicable

the methods applied

the carrying amount that would have been recognised had the assets been carried under the cost model.

This year	Last year

15.7 Other disclosures

(i) If your intangible asset was acquired by way of grant, provide value on initial recognition and carrying amount of the asset.

(ii) Details of the carrying amounts of any intangible assets to which the charity has restricted title or that are pledged as security for liabilities.

(iii) Please provide the amount of contractual commitments for the acquisition of intangible assets.

(iv) State the amount of research and development expenditure recognised as expenditure in the year.

(v) Please detail the headings in the SOFA in which a charge for amortisation of intangible assets is included.

(vi) For any material intangible assets, please provide a description, its carrying amount and any remaining amortisation period.

* The "transfers" row is for movements between fixed asset categories.

** Please indicate the method of depreciation by deleting the method not applicable (SL = straight line; RB = reducing balance). Also please indicate the rate of depreciation: for straight line, what is the anticipated life of the asset (in years); for reducing balance, what is the percentage annual deduction.

Section C**Notes to the accounts****(cont)****Note 16****Heritage assets***Please complete this note if the charity has heritage assets***16.1 General disclosures for all charities holding heritage assets**

	This year	Last year
(i) Explain the nature and scale of heritage assets held.		
(ii) Explain the policy for the acquisition, preservation, management and disposal of heritage assets.		

16.2 Cost or valuation

	Heritage asset 1 £	Heritage asset 2 £	Heritage asset 3 £	Heritage asset 4 £	Total £
At beginning of the year	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
Revaluations	-	-	-	-	-
Transfers *	-	-	-	-	-
At end of the year	-	-	-	-	-

16.3 Depreciation and impairments

**Basis						Straight Line ("SL") or Reducing Balance ("RB")
** Rate						

At beginning of the year	-	-	-	-	-
Disposals	-	-	-	-	-
Depreciation	-	-	-	-	-
Impairment	-	-	-	-	-
Transfers*	-	-	-	-	-
At end of year	-	-	-	-	-

16.4 Net book value

Net book value at the beginning of the year	-	-	-	-	-
Net book value at the end of the year	-	-	-	-	-

16.5 Impairment

This year

Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

--

Last year

Please provide a description of the events and circumstances that led to the recognition or reversal of an impairment loss.

--

16.6 Revaluation

If an accounting policy of revaluation is adopted, please provide:

the effective date of the revaluation

the name of independent valuer, if applicable

qualifications of independent valuer

the methods applied and significant assumptions

any significant limitations on the valuation

This year	Last year

16.7 Analysis of heritage assets by class or group distinguishing those at cost and those at valuation

	At valuation Group A	At cost Group B	Total
	£	£	£
Carrying amount at the beginning of the period	-	-	-
Additions	-	-	-
Disposals	-	-	-
Depreciation/impairment	-	-	-
Revaluation	-	-	-
Carrying amount at the end of period	-	-	-

16.8 Heritage assets (where heritage assets are not recognised on the balance sheet)

	This year	Last year
(i) Explain the reason why heritage assets have not been recognised on the balance sheet.		
(ii) Describe the significance and nature of heritage assets.		
(iii) Disclose information that is helpful in assessing the value of heritage assets.		

(iv) Explain the reason why it is not practicable to obtain a valuation of heritage assets.

--	--

16.9 Five year summary of heritage assets transactions

	2015	2014	2013	2012	2011
	£	£	£	£	£
Purchases					
Group A	-	-	-	-	-
Group B	-	-	-	-	-
Group C	-				
Other	-				
Donations					
Group A	-	-	-	-	-
Group B	-	-	-	-	-
Group C	-	-	-	-	-
Other	-	-	-	-	-
Total additions	-	-	-	-	-
Charge for impairment					
Group A	-	-	-	-	-
Group B	-	-	-	-	-
Group C	-	-	-	-	-
Other	-	-	-	-	-
Total charge for impairment	-	-	-	-	-
Disposals					
Group A - carrying amount	-	-	-	-	-
Group B - carrying amount	-	-	-	-	-
Group C	-	-	-	-	-
Other	-	-	-	-	-
Total disposals	-	-	-	-	-

Note 17 Investment assets

Please complete this note if the charity has any investment assets.

17.1 Fixed assets investments (please provide for each class of investment)

	Cash & cash equivalents	Listed investments	Investment properties	Social investments	Other	Total
Carrying (fair) value at beginning of period	-	-	-	-	-	-
Add: additions to investments during period*	-	-	-	-	-	-
Less: disposals at carrying value	-	-	-	-	-	-
Less: impairments	-	-	-	-	-	-
Add: Reversal of impairments	-	-	-	-	-	-
Add/(deduct): transfer in/(out) in the period	-	-	-	-	-	-
Add/(deduct): net gain/(loss) on revaluation	-	-	-	-	-	-
Carrying (fair) value at end of year	-	-	-	-	-	-

*Please specify additions resulting from acquisitions through business combinations, if any.

Please note that Fair Value in this context is the amount for which an asset could be exchanged between knowledgeable and willing parties in an arm's length transaction. For traded securities, the fair value is the value of the security quoted on the London Stock Exchange Daily Official List or equivalent. For other assets where there is no market price on a traded market, it is the trustees' or valuers' best estimate of fair value.

17.2 Please provide a breakdown of investments shown above agreeing with the balance sheet row B04 differentiating between those held at fair value and those held at cost less impairment.

This year:

Analysis of investments

	Fair value at year end	Cost less impairment
	£	£
Cash or cash equivalents	-	-
Listed investments	-	-
Investment properties	-	-
Social investments	-	-
Other investments	-	-
Total	-	-
Grand total (Fair value at year end+Cost less impairment)	-	-

Last year:

Analysis of investments

	Fair value at year end	Cost less impairment
	£	£
Cash or cash equivalents	-	-
Listed investments	-	-
Investment properties	-	-
Social investments	-	-
Other investments	-	-
Total	-	-
Grand total (Fair value at year end+Cost less impairment)	-	-

17.3 If your charity holds investment properties, please complete the following note:

	This year	Last year
(i) Explain the methods and significant assumptions in determining the fair value of investment property held by the charity		
(ii) Name or independent valuer, if applicable, and relevant qualifications		
(iii) Provide details of any restrictions on the ability to realise investment property or on the remittance of income or disposal proceeds		
(iv) Explain any contractual obligations for the purchase, construction or development of investment property or for repairs, maintenance or enhancements		

17.4 Please provide a breakdown of current asset investments, if applicable, agreeing with the balance sheet.

Analysis of current asset investments	This year	Last year
	£	£
Cash or cash equivalents	-	-
Listed investments	-	-
Investment properties	-	-
Social investments	-	-
Other investments	-	-
Total	-	-

17.5 Guarantees

	This year	Last year
Please provide details and amount of any guarantee made to or on behalf of a third party		
Name of the entity or entities benefitting from those guarantees		
Please explain how the guarantee furthers the charity's aims		

17.6 Concessionary loans

Amount of concessionary loans made (Multiple loans made may be disclosed in aggregate provided that such aggregation does not obscure significant information).

Description	This year £	Last year £
	-	-
	-	-
	-	-
	-	-
Total	-	-

Amount of concessionary loans received (Multiple loans received may be disclosed in aggregate provided that such aggregation does not obscure significant information).

Description	This year £	Last year £
	-	-
	-	-
	-	-
Total	-	-

Terms and conditions eg interest rate, security provided

Value of any concessionary loans which have been committed but not taken up at the reporting date

Amounts payable within 1 year

Amounts payable after more than 1 year

Amounts receivable within 1 year

Amounts receivable after more than 1 year

This year	Last year

17.7 Additional information

Please provide information about the significance of investments to the charity's financial position or performance eg. terms and conditions of loans or the use of hedging to manage financial risk.

For all investments measured at fair value, the basis for determining the value, including any assumptions applied when using a valuation technique.

Where a charity has provided financial assets as a form of security, the carrying amount of the financial asset pledged as security and the terms and conditions relating to its pledge.

This year	Last year

Section C
Notes to the accounts
(cont)
Note 18
Stocks

Please complete this note if the charity holds any stock items

18.1 Please state the carrying amount of stock and work in progress analysed between activities.

	Stock		Donated goods		Work in progress
	For distribution	For resale	For distribution	For resale	
	£	£	£	£	
Charitable activities:					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
Other trading activities:					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
Other:					
<i>Opening</i>	-	-	-	-	-
<i>Added in period</i>	-	-	-	-	-
<i>Expensed in period</i>	-	-	-	-	-
<i>Impaired</i>	-	-	-	-	-
<i>Closing</i>	-	-	-	-	-
Total this year	-	-	-	-	-
Total previous year	-	-	-	-	-

18.2 Please specify the carrying amount of any stocks pledged as security for liabilities

This year	Last year
£	£

Section C	Notes to the accounts	(cont)
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Note 19 Debtors and prepayments

Please complete this note if the charity has any debtors or prepayments.

19.1 Analysis of debtors

Trade debtors

Prepayments and accrued income

Other debtors

Total

This year	Last year
£	£
-	-
417.9	175.6
417.9	175.6

Please complete 19.2 where a material debtor is recoverable more than a year after the reporting date.

19.2 Analysis of debtors recoverable in more than 1 year (included in debtors above)

Trade debtors

Prepayments and accrued income

Other debtors

Total

This year	Last year
£	£
-	-
-	-
-	-
-	-
-	-
-	-

Section C	Notes to the accounts	(cont)
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Note 20 Creditors and accruals

Please complete this note if the charity has any creditors or accruals.

20.1 Analysis of creditors

	Amounts falling due within one year		Amounts falling due after more than one year	
	This year £	Last year £	This year £	Last year £
Accruals for grants payable	-	-	-	-
Bank loans and overdrafts	-	-	-	-
Trade creditors	-	-	-	-
Payments received on account for contracts or performance-related grants	-	-	-	-
Accruals and deferred income	-	-	-	-
Taxation and social security	-	-	-	-
Other creditors	-	-	-	-
Total	-	-	-	-

20.2 Deferred income

Please complete this note if the charity has deferred income.

Please explain the reasons why income is deferred.

This year	Last year
<i>Bookings for following academic year are made and deposits paid; these are deferred as they are recognisable in the following financial year</i>	<i>Bookings for following academic year are made and deposits paid; these are deferred as they are recognisable in the following financial year</i>

Movement in deferred income account

Balance at the start of the reporting period
Amounts added in current period
Amounts released to income from previous periods
Balance at the end of the reporting period

This year £	Last year £
80,956	66,963
-	13,993
- 23	
80,934	80,956

Section C	Notes to the accounts	(cont)
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Note 21 Provisions for liabilities and charges

Please complete this note if you have included in charity expenditure any provisions. A provision is made when the charity has a liability of uncertain timing or amount.

21.1 Movements in recognised provisions and funding commitment during the period

	This year £	Last year £
Balance at the start of the reporting period	23,585	-
Amounts added in current period	12,588	23,585
Amounts charged against the provision in the current period	- 23,585	-
Unused amounts reversed during the period	-	-
Balance at the end of the reporting period	12,588	23,585

21.2 Please provide:

	This year	Last year
- a brief description of any obligations on the balance sheet and the expected amount and timing of resulting payments;	Rent not invoiced during financial year and therefore not paid	Rent not invoiced during financial year and therefore not paid
- an indication of the uncertainties about the amount or timing of those outflows; and		
- the amount of any expected reimbursement, stating the amount of any asset that has been recognised for that expected reimbursement.		

21.3 For any funding commitment that is not recognised as a liability or provision, provide details of commitment made, the time frame of that commitment, any performance-related conditions and details of how the commitment will be funded (with contracts for capital expenditure separately identified).

This year	Last year

21.4 Where unrestricted funds have been designated to a fund commitment, please disclose the nature of any amounts designated and the likely timing of that expenditure.

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Note 22 Other disclosures for debtors, creditors and other basic financial instruments

	This year	Last year
22.1 Please provide information about the significance of financial instruments (eg. debtors, creditors, investments etc) to the charity's financial position or performance, for example, the terms and conditions of loans or the use of hedging to manage financial risk.		
22.2 If the charity has provided financial assets as a form of security, the carrying amount of the financial assets pledged as security and the terms and conitions related to its pledge should be given here.		

Note 23 Contingent liabilities and contingent assets

23.1 Contingent liabilities

Where the charity has contingent liabilities, please complete the following section unless the possibility of their existence is remote.

This year

Description of item including its legal nature. Please describe any security provided in connection to the liability.	Estimate of financial effect

Last year

Description of item including its legal nature. Please describe any security provided in connection to the liability.	Estimate of financial effect

23.2 Contingent assets

Where the charity has contingent assets, please complete the following section when their existence is probable

This year

Description of item	Estimate of financial effect

Last year

Description of item	Estimate of financial effect

23.4 Other disclosures for contingent assets and/or liabilities

Please provide the following information where practicable:

	This year	Last year
Explain any uncertainties relating to the amount or timing of settlement; and the possibility of any reimbursement		
Where it is not practical to make one or more of these disclosures, please state this fact		

Section C	Notes to the accounts	(cont)
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Note 24 **Cash at bank and in hand**

Short term cash investments (less than 3 months maturity date)
Short term deposits
Cash at bank and on hand
Other
Total

This year £	Last year £
-	-
-	-
109,575	103,779
-	-
109,575	103,779

Note 25

Fair value of assets and liabilities

	This year	Last year
25.1 Please provide details of the charity's exposure to credit risk (the risk of incurring a loss due to a debtor not paying what is owed) , liquidity risk (the risk of not being able to meet short term financial demands) and market risk (the risk that the value of an investment will fall due to changes in the market) arising from financial instruments to which the charity is exposed at the end of the reporting period and explain how the charity manages those risks.	The charity have imposed policies within the booking system that minimise their exposure to credit risk; parents/carers are unable to make new bookings when they have outstanding payments more than £50.	The charity have imposed policies within the booking system that minimise their exposure to credit risk; parents/carers are unable to make new bookings when they have outstanding payments more than £50.
25.2 Please give details of the amount of change in the fair value of basic financial instruments (debtors, creditors, investments (see section 11, FRS 102 SORP)) measured at fair value through the SoFA that is attributable to changes in credit risk.		

Note 26

Events after the end of the reporting period

Please complete this note events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

	This year	Last year
Please provide details of the nature of the event		
Provide an estimate of the financial effect of the event or a statement that such an estimate cannot be made		

Section C	Notes to the accounts	(cont)
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Note 27 **Charity funds**

27.1 Details of material funds held and movements during the CURRENT reporting period

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

** Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds*

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
Other funds	N/a	N/a	-	-	-	-	-	-
Total Funds			-	-	-	-	-	-

Section C	Notes to the accounts	(cont)
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Note 27 Charity funds (cont)

27.2 Details of material funds held and movements during the PREVIOUS reporting period

Please give details of the movements of material individual funds in the reporting period together with a balancing figure for 'Other funds'. The 'Total funds' figure below should reconcile to 'Total funds' in the balance sheet.

** Key: PE - permanent endowment funds; EE - expendible endowment funds; R - restricted income funds, including special trusts, of the charity; and U - unrestricted funds*

Fund names	Type PE, EE R or UR *	Purpose and Restrictions	Fund balances brought forward £	Income £	Expenditure £	Transfers £	Gains and losses £	Fund balances carried forward £
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
			-	-	-	-	-	-
Other funds	N/a	N/a	-	-	-	-	-	-
Total Funds			-	-	-	-	-	-

Note 27

Charity funds (cont)

27.3 Transfers between funds

This year

	Reason for transfer and where endowment is converted to income, legal power for its conversion	Amount
Between unrestricted and restricted funds		
Between endowment and restricted funds		
Between endowment and unrestricted funds		

Last year

	Reason for transfer and where endowment is converted to income, legal power for its conversion	Amount
Between unrestricted and restricted funds		
Between endowment and restricted funds		
Between endowment and unrestricted funds		

27.4 Designated funds

This year

Planned use	Purpose of the designation	Amount

Last year

Planned use	Purpose of the designation	Amount

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Note 28 **Transactions with trustees and related parties**

If the charity has any transactions with related parties (other than the trustee expenses explained in guidance notes) details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box or "False" if there are transactions to report.

28.1 Trustee remuneration and benefits

This year

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee by the charity or any institution or company connected with it.

Name of trustee	Legal authority (eg order, governing document)	Amounts paid or benefit value				
		Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia	Other	TOTAL
		£	£	£	£	£
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-

Please give details of why remuneration or other employment benefits were paid.

Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.

Last year

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity (True or False)

In the period the charity has paid trustees remuneration and benefits. Please give the amount of, and legal authority for, any remuneration or other benefits paid to a trustee by the charity or any institution or company connected with it.

Name of trustee	Legal authority (eg order, governing document)	Amounts paid or benefit value				
		Remuneration	Pension contribution	Redundancy (including loss of office)/ex gratia	Other	TOTAL
		£	£		£	£
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-
		-	-	-	-	-

Please give details of why remuneration or other employment benefits were paid.

Where an ex gratia payment has been made to a trustee, provide an explanation of the nature of the payment.

28.2 Trustees' expenses

If the charity has paid trustees expenses for fulfilling their duties, details of such transactions should be provided in this note. If there are no transactions to report, please enter "True" in the box below. If there are transactions to report, please enter "False".

No trustee expenses have been incurred (True or False)

Type of expenses reimbursed	This year	Last year
	£	£
Travel	-	-
Subsistence	-	-
Accommodation	-	-
Other (please specify):	-	-
	-	-
TOTAL	-	-

Please provide the number of trustees reimbursed for expenses or who had expenses paid by the charity

28.3 Transaction(s) with related parties

Please give details of any transaction undertaken by (or on behalf of) the charity in which a related party has a material interest, including where funds have been held as agent for related parties. If there are no such transactions, please enter 'true' in the box provided.

This year

There have been no related party transactions in the reporting period (True or False)

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£

In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.

For any related party, please provide details of any guarantees given or received.

Last year

There have been no related party transactions in the reporting period (True or False)

Name of the trustee or related party	Relationship to charity	Description of the transaction(s)	Amount	Balance at period end	Provision for bad debts at period end	Amounts written off during reporting period
			£	£	£	£

In relation to the transactions above, please provide the terms and conditions, including any security and the nature of any payment (consideration) to be provided in settlement.

For any related party, please provide details of any guarantees given or received.

Note 29	Additional Disclosures
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The following are significant matters which are not covered in other notes and need to be included to provide a proper understanding of the accounts. If there is insufficient room here, please add a separate sheet.

In April 2023 the Ecclesall Kids Club treasurer was the victim of a frud scheme, enabling funds to be removed from the current account. The bank, Sanatander, and the Action Fraud Team were notified immediately. An investigation was conducted and all funds were returned to the club as it was found that Santander's procedures were not robust enough. Since then the Trustees have changed their operation procedures to minimise the risk of this occurring again.



Independent examiner's report on the accounts

Section A
Independent Examiner's Report
Report to the trustees

Ecclesall Kids Club

On accounts for the year ended

31 August 2023

**Charity no
(if any)**

1200322

Set out on pages

(remember to include the page numbers of additional sheets)

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 ACCA.

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:

- 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: 28/06/24

Name:

Louise Love

Relevant professional qualification(s) or body (if any):

Qualified member of ACCA

Address:

65 Hawthorne Drive, Bolton on Dearne

Rotherham, South Yorkshire
S63 8NS

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.



CHARITY COMMISSION
FOR ENGLAND AND WALES

A recommended checklist for examiners

This checklist is not suitable for the examination of voluntary group accounts.

1. Self-assessment checklist

The questions in this checklist are designed to help the examiner to undertake their independent examination in accordance with the legal requirements and good practice recommendations set out in the Commission's guidance on Independent examination of charity accounts: Directions and guidance for examiners (CC32).

The examiner is recommended to use the checklist alongside the Directions for independent examination. Not all the checks listed will apply in the case of every independent examination and so the checklist is not a substitute to the examiner using their own judgment as to what is necessary.

The prompt 'step done' may prompt a 'yes' or 'no'. A 'no' answer does not always indicate a problem because it may simply be that the step was either not applicable or found not to be necessary to the examination undertaken in which case the words 'not applicable' or 'not necessary' might be entered in place of a working paper reference.

Some answers may be 'no' because the evidence or information that was needed could not be obtained and this will need to be considered when the examiner makes their report. It is recommended that all the steps for each Direction are completed with a working paper reference added.

It may be that the examiner completes the checklist as they go through the examination or as a completeness check at the end as they bring their examination to a conclusion and prepare their report. There is no legal requirement to use this checklist and examiners may substitute their own checklist or take an alternative approach.

If the checklist is completed it is recommended that this forms part of the formal record of their independent examination undertaken and is kept in the file of examiner's working papers.

2. Checklist

The Directions and documentation	Step done?	Working paper reference
Direction 1: Check whether the charity is eligible to have an independent examination		
Checked the charity audit threshold applying to the accounts to be reviewed – no audit required income just over £300k, assets less than 150k	Yes	
Checked an audit is not required for any other reason	yes	
Confirmed the charity is eligible for independent examination Nothing in the Charity Constitution to suggest an audit is required		
Confirmed the amount of the charity's income to figure shown the accounts (including any branches) and confirmed that income and assets are below the audit threshold or, if applicable, obtained a copy of the letter from the Commission approving an audit dispensation confirmed by reviewing detailed accounts	yes	
If the charity has one or more subsidiaries confirmed that group accounts are not required by law Not Applicable	yes	
If a charitable company checked that the audit exemption statement has been made Advised to include the audit exemption statement		
If applicable, rechecked the threshold calculation during the examination Confirm that rechecked	yes	
If the charity's income is more than £250,000 confirmed that the examiner is a member of one of the listed bodies I am a qualified member of ACCA	yes	
If applicable, informed the trustees that the charity is not eligible for an independent examination N/A	yes	
If receipts and payments accounts have been prepared, checked that the charity's gross income is less than £250,000 and that it is not a company Income is £308k therefore review by a qualified examiner, is not a company	yes	

If receipts and payments accounts have been prepared, check that there is no requirement to prepare accruals accounts in the charity's governing document or for any other reason Prepared on accruals basis	yes	
If applicable, informed the trustees that the charity is not eligible to prepare receipts and payments accounts N/A	yes	
Direction 2: Check for any conflict of interest that prevents the examiner from carrying out their independent examination		
Confirmed that there are no close personal relationships with the trustees that compromise independence Examined list of trustees and have no personal relationship with any trustees. I have no conflict of interest. I am a former work colleague of one of the trustees however this does not impact on my independence.	yes	
Confirmed as having no the day to day involvement in the administration of the charity confirmed	yes	
If providing other services to the charity then confirmed that all the criteria in Direction 2 necessary for independence are met No other services provided	yes	
Identified that there are no circumstances in the examiner's judgment that would reasonably lead to the perception that the examiner is not independent None – no close relationships or family members connected to trustees	yes	

The Directions and documentation	Step done?	Working paper reference
Considered whether sufficiently skilled to carry out the examination and, where required, confirmed membership of a listed body current member of ACCA, and work as an accountant	yes	
If applicable, informed the trustees that you are not eligible to carry out the independent examination N/A	yes	
Direction 3: Record your independent examination		
File of working papers prepared to document the work undertaken (see the Direction for guidance on key working papers) This document is my working paper	yes	
Evidence of appointment on file N/A as no fee charged	yes	
If issued, letter of engagement signed by the trustees on file N/A	yes	
Documentation of steps required by Direction 1 are all done This document	yes	
Documentation that steps required by Direction 2 are all done This document	yes	
Analytical review documented This document	yes	
Areas of concern identified and noted whether these were resolved or if unresolved and significant have included them in the examiner's report None Identified	yes	
Verification and vouching procedures undertaken and any checks made are on file Checked bank statements against recordings – checked accruals and prepayments analysis, questioned about fixed assets and consumables, questioned petty cash details, questioned trustee on how the committee is organized – decision making, financial controls, evidence of decisions and how they ensured the charity remained a going concern. Questioned about steps now in place to mitigate any fraud risks.	yes	
Copy of approved accounts on file Downloaded	yes	

Copy of trustees' annual report on file Downloaded	yes	
Copies of information relied upon as part of the examination are on file Live accounts information, bank statements, sight of the Booking System for the Kids Club	yes	
If applicable, copies of written assurances given Details of petty cash procedures provided verbally	yes	
Recorded the conclusions drawn as an outcome of the independent examination that support the examiner's report are on file This Document	yes	
Recorded any matters of material significance about which a report must be made direct to the Commission N/A	yes	
Recorded whether to exercise discretion and report on relevant matters direct to the Commission N/A	yes	
Direction 4: Plan your independent examination		

<p>Obtained an understanding of the charity's constitution, objectives, organisational structure, the funds managed, its activities and accounting records and systems</p> <p>Available on-line CIO-Foundation-Doc.pdf (ecclesallkids.club)</p> <p>Questions – any trustees provide services or goods to the Charity? No</p> <p>Any employees also trustees or related to trustees? No</p> <p>Any reimbursements to trustees? No – any payments directly from charity accounts</p> <p>Any loans to trustees? - No</p> <p>Conflicts of interest flagged? - None</p> <p>Delegate to anyone / sub-committees? No delegated committees</p> <p>Evidence of minutes of meetings – any significant meetings with decisions? Received details of meetings</p> <p>How are funds managed? Two bank accounts and a small amount of petty cash no additional funds</p> <p>Records maintained what are the underlying records that feed into the accounts? Booking system for Kids Club, bank statement reconciliations, petty cash records and and Excel accounting records</p> <p>Financial controls in place? Monthly reconciliations and receipts for petty cash</p> <p>Checked petty cash levels, asked why relatively high compared to outgoings – the reason being that over the holiday periods more petty cash is left available for staff as Trustees may not be available to withdraw cash</p> <p>Going concern? Trustees consider this regularly at bi-monthly meetings and their opinion is within the annual report</p>	yes	
<p>Planned specific examination procedures appropriate to the circumstances of the charity N/A</p>	yes	
<p>Reviewed whether any areas for improvement were advised to the trustees in the previous year's independent examiner's report (or audit report and management letter) and looked to see if any action taken</p> <p>Discussed relying on reports from the Booking System and reconciliations with Bank statements and discussed moving away from petty cash to payment cards for staff members</p>	yes	
<p>Considered the financial risks identified and, where accruals accounts prepared, considered whether the trustees have evidence that shows that the charity is a going concern</p> <p>Risk of insolvency, especially if income received from bookings does not cover the expenses (primarily wages).</p> <p>Every January Trustees carry out a forecasting exercise, consider bookings vs capacity and the rates they charge. Bi-monthly committee meetings consider booking levels and outgoing.</p> <p>They also keep a £30k contingency for any redundancies</p>	yes	

Noted any implications for the examiner's report and for separate reporting to the Commission N/A	yes	
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The Directions and documentation	Step done?	Working paper reference
Direction 5: Check that accounting records are kept to the required standard		
Checked that accounting records have been kept are complete and considered if they have been kept to the required standard Checked	yes	
Asked the trustees about how they ensure the accounting records are complete Bi-monthly reports Reconciliation with bank accounts	yes	
If corrections made or records created during the examination, the trustee approval for these has been sought and obtained N/A	yes	
Asked the trustees if they carried out a review of the charity's internal financial controls in the year reported They check petty cash receipts and bi-monthly reports	yes	
Noted any implications for the examiner's report and for separate reporting to the Commission none	yes	
Direction 6: Check that the accounts are consistent with the accounting records		
Compared the accounts with the underlying accounting records Checked booking system, bank accounts and accounting working papers	yes	
Checked some entries from the listing of transactions of income and expenditure to vouchers such as invoices, bank statements, and receipts. Checked a sample of receipts and payments from the bank statements to the accounting records	yes	
If applicable, confirmed that the trustees have taken the necessary steps to ensure that restricted or endowed funds are correctly reported in the accounts – N/A	yes	

If additional checks were necessary, the evidence was found that showed the accounting record was complete, voucher present, and both supported the entry in the accounts N/A	yes	
Direction 7: If the accounts are prepared on an accruals basis and one or more related party transactions took place the examiner must check if these were properly disclosed in the notes to the accounts		
Checked that the disclosures required by the SORP have been made and are complete Advised re disclosures on related party transactions – none identified	yes	
Considered whether there are any implications for the examiner's report and reporting to the Commission None	yes	
If receipts and payments accounts prepared and a related party transaction note was provided, then checked the note for any implications for the examiner's report N/A	yes	
Direction 8: Check the reasonableness of the significant estimates and judgments and accounting policies used in accounting for the types of fund held and in the preparation of the accounts		
Checked with the trustees that the separate funds of the charity have been correctly accounted for and reported correctly in the accounts Checked bank account balances	yes	
Checked the reasonableness of any significant estimates or judgments that have been made in preparing the accounts No significant judgements required in the accounts, no outstanding disputes or significant provisions	yes	

The Directions and documentation	Step done?	Working paper reference
Where accruals accounts are prepared, checked that the accounting policies adopted are consistent with the SORP and are appropriate to the activities of the charity Confirmed	yes	
Where accruals accounts are prepared, checked that the accounts were prepared on a going concern basis Confirmed	yes	
Noted any implications for the examiner's report and for separate reporting to the Commission N/A	yes	
Direction 9: The examiner must check whether the trustees have considered the financial circumstances of the charity at the end of the reporting period and, if the accounts are prepared on an accruals basis, check whether the trustees have made an assessment of the charity's position as a going concern when approving the accounts		
Asked the trustees whether they expect the charity to be able to settle outstanding invoices, bills and commitments as and when they fall due Asked and confirmed – this is monitored via bi-monthly meetings of the Trustees.	yes	
Asked the trustees about the reserves policy and the adequacy of the level of reserves held Reserves of £30k maintain – this would cover any redundancies etc	yes	
Where accruals accounts are prepared, checked that the trustees' have made an assessment of going concern and that their assessment is reasonable given the information available Made via annual report	yes	
Where accruals accounts are prepared, checked that the SORP's disclosures about going concern have been made Advised to include in the report	yes	
Noted any implications for the examiner's report and for separate reporting to the Commission None – read and understand Section 5 of the guidance	yes	
Direction 10: Check the form and content of the accounts		
Where receipts and payments accounts have been prepared, checked that the charity can lawfully prepare such accounts, that all the accounting statements are present and that the funds of the charity are correctly identified NA	yes	

Where accruals accounts are prepared, checked that they comply with the SORP and applicable accounting standard Checked and tested	yes	
If the charity is a company, checked that the accounts also comply with the applicable company law requirements Checked balance sheet exemption	yes	
Noted any implications for the examiner's report and for separate reporting to the Commission None	yes	
Direction 11: Identify items from the analytical review of the accounts that need to be followed up for further explanation or evidence		
Carried out an analytical review Discussed petty cash – moving to payment cards for staff in the future	yes	

The Directions and documentation	Step done?	Working paper reference
Following the analytical review, selected material items in the accounts for further explanation or supporting evidence None beyond those discussed above	yes	
If the accounts could be materially misstated, additional checks were undertaken and the examiner is satisfied that the item(s) identified were satisfactorily explained and correctly included in the accounts No significant judgements required	yes	
Noted any implications for the examiner's report and for separate reporting to the Commission None	yes	
Direction 12: Compare the trustees' annual report with the accounts		
Checked that any figure for reserves quoted in the trustees' annual report is not materially inconsistent with the accounts Checked bank balances	yes	
Compared the trustees' annual report with the accounts for any material inconsistency No inconsistencies	yes	
Noted any implications for the examiner's report and for separate reporting to the Commission None identified	yes	
Direction 13: Write and sign the independent examination report		
Reviewed the conclusions from the independent examination Done	yes	
Considered whether the examination has identified a matter of concern that should be reported in the examiner's report None identified	yes	
Checked that the examiner's report covers all of the matters Required Done		

If relying on the work of others in undertaking the independent examination, the examiner is fully satisfied with their work and that work has been fully documented confirm that I am satisfied		
Signed and dated the examiner's report Done		
Reported matters of material significance direct to the Commission N/A		
Exercised discretion and reported relevant matters direct to the Commission No Matters to be reported		