

Charity registration number 1201355 (England and Wales)

**CITY KIDS PLAYCENTRE CIO**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 AUGUST 2024**

# CITY KIDS PLAYCENTRE CIO

## LEGAL AND ADMINISTRATIVE INFORMATION

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Trustees	Phillip Phan	Chair
	Jolanta Gutowska	Treasurer
	Veronika Lorensen	Secretary
	Peter Cherns	Deputy Treasurer
	Eleanor Gow	Parent Representative
	Susan Schwarz	Parent Representative
	Giovanni Marsico	Parent Representative
Charity number (England and Wales)	1201355	

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# CITY KIDS PLAYCENTRE CIO

## CONTENTS

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	<b>Page</b>
Trustees' report	1 - 4
Independent examiner's report	5
Statement of financial activities	6
Balance sheet	7
Notes to the financial statements	8 - 14

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# CITY KIDS PLAYCENTRE CIO

## TRUSTEES' REPORT

### FOR THE YEAR ENDED 31 AUGUST 2024

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The Trustees present their annual report and financial statements for the year ended 31 August 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the Charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)".

#### **Objectives and activities**

City Kids Playcentre was set up in 1981 by a group of parents wanting quality after-school care for their children and is committed to providing a comfortable and stimulating environment for children as well as always aiming to achieve high standards of excellence in childcare provision. The organisation became a CIO in 2022. The Constitution, remit and scope remains unchanged with the change to CIO structure in 2022. This report provides an overview of the full year of operation as the CIO to the year ended August 31<sup>st</sup> 2024.

#### *Public benefit*

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Charity should undertake.

The Management Committee is aware of the Charity Commission guidance on public benefit and their operation of the Playcentre reflects this in the following ways:

1. The object of City Kids Playcentre CIO is the provision of facilities for recreation and other leisure time occupation for children attending St. Alban's Catholic Primary School (and St. Paul's Primary, as a legacy coverage from the original creation of Citykids Playcentre) School, being facilities:

- a. of which such children have need by reason of their youth or social and economic circumstances; and
- b. which will improve the conditions of life for such children by promoting their physical, mental and spiritual well-being.

2. The income and property of City Kids Playcentre CIO is applied solely towards the promotion of the object of City Kids Playcentre CIO.

3. City Kids Playcentre CIO offers two sessions a day, Monday to Friday during term time (excluding bank holidays and teacher-training days). Breakfast club runs from 7.30am —9.00am and after school club runs from 3.15pm — 6.00pm. This enables parents of the children at St Alban's and St Paul's primary schools to attend work.

4. The Charity supports the education and training of future childcare providers by the provision of work experience placements.

5. Being mindful of its charitable status the Charity maintains fees at as low a level as possible to cover its running costs.

6. The Management Committee provides their professional skills and services as unpaid volunteers in order to retain fees at a minimum level.

We aim to provide healthy food at both the breakfast and after-school club that the children will enjoy and to engage the children in the preparation of food. Children are encouraged to help with creating shopping lists and to prepare and clear up their own food.

We aim to provide a range of stimulating environments and toys or equipment for the children including outdoor space with outdoor toys. We provide a happy and caring environment that both children and staff enjoy and where parents feel content to leave their children. We invest in new toys for the children and ask the children to suggest toys that they would like to see at the club. We have given the Playleader an annual amount to spend on new toys as well as a monthly budget for crafts.

# CITY KIDS PLAYCENTRE CIO

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2024

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#### **Achievements and performance**

##### *Significant activities and achievements against objectives*

We provide a service which is of public benefit, providing quality childcare at breakfast and afterschool clubs for children attending St Albans Catholic Primary. This service enables parents to return to work knowing that their children will be well cared for in a stimulating environment. We provide breakfast club for a maximum of 40 children and afterschool club for a maximum of 40 children. The club is currently full and there is a waiting list. The club continues to operate out of a hall hired from OLEM Catholic Church. We have been unsuccessful in extending the club capacity for more children through increased space to rent from OLEM Catholic Church.

We aim to provide fee places to children based on financial need when requested by Head Teachers.

We provide a much-needed resource for the local community through the provision of childcare for children at St. Albans Catholic Primary.

We have kept fees as low as possible although this is a key challenge given rising operational costs: rent, food and staffing costs.

We try to always provide a wide range of art and craft materials and open-ended resources to allow children free rein to create and explore.

The club also supports a calm and child-led atmosphere where the staff and children can chat about any topic and share ideas for future activities and games.

We have renewed and replenished the toys throughout the year based on the children's interests and requests using methods such as voting, surveys and asking the children to add ideas to the shopping list on the board.

We conduct parent feedback surveys once a year. We continue to receive very good feedback from parents in all areas of operation including the variety and quality of snacks, toys and equipment provided, friendliness and professional quality of staff. The one constant area of feedback requiring action is around increased service provision capacity. We continue to look for options to increase our capacity which is unfortunately limited by availability of space made available by OLEM Church. With agreement from the Headteacher of St Albans, we have been able to use some space from the school hall dining area for after school club for around 6 - 10 children. Our wait list has been reduced to single digits for breakfast club, and circa 20 for after school club. We remain determined to further reduce this.

#### **Financial review**

The financial results for the year ended 31st August 2024 (2023/24) show that the Club had made a profit of £3,080

Operating costs have increased due to rental increase to £375 per week from £350, and the procurement of various consumables for the purposes of cleaning, disinfecting, increased food and staffing costs.

The principal source of income is attendance fees accounting for 69% (2022/23: 99%) of the club's income. The income increased from £122,310 (reported in the non-CIO entity) to £149,837.

The Charity previously operated as an unincorporated entity. Assets transferred upon operating as a CIO are shown as a donation received in the year of £65,862.

The registered number of children that attended various regular and ad hoc sessions was an average of 83 for the year. This slightly up from an average of 76 for the previous year following the removal of COVID restrictions.

The Management Committee have considered the level of fees for the year on the basis of expected contractual enrolments for the range of sessions offered at the Club in order to ensure that the fees generated would cover the projected expenditure for the year.

# CITY KIDS PLAYCENTRE CIO

## TRUSTEES' REPORT (CONTINUED)

### FOR THE YEAR ENDED 31 AUGUST 2024

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#### *Reserves policy*

It is the policy of the Charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to six month's expenditure. The Trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

#### **Structure, governance and management**

The Charity is a Charitable Incorporated Organisation.

#### *Recruitment and appointment of trustees*

City Kids is run by a Management Committee, in conjunction with the Manager. The Management Committee is made up of parents, each with children attending the City Kids Playcentre; the Management Committee has legal obligations. In addition, the Committee welcomes suggestions from parents and children and a suggestion box is at the Club for this purpose.

The Management Committee consists of a Chair, a Treasurer, a Secretary, and at least two parent representatives.

Committee members are elected from among the members of the Association. The Management Committee delegate the day to day running of the club to the Manager. The Committee meets at least once in each academic term and the quorum of the Committee is four. The Manager is invited to attend for all or part of these meetings, at the discretion of the Committee, but does not have the power to vote. Third party professional services companies are engaged to assist City Kids with its operations. This is periodically reviewed by the Committee to ensure maximum quality of service and value for money for parents. A decision was made by the Committee in May 2024 to put out to tender these services with a view to decide and put into place for the new school year starting in September 2024. Arising from this, Kids R Us Out of School Clubs Ltd were appointed to provide professional services relating to the wrap around care, and Thomas Quinn Limited for bookkeeping, payroll and related financial services.

Membership is open to individuals over eighteen or organisations who are approved by the Trustees. The Committee may refuse an application for membership or terminate an existing membership if they consider this to be in the best interests of the Association.

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

Trade creditors of the company at the year end were equivalent to XX day's purchases, based on the average daily amount invoiced by suppliers during the year.

**CITY KIDS PLAYCENTRE CIO**

**TRUSTEES' REPORT (CONTINUED)**  
***FOR THE YEAR ENDED 31 AUGUST 2024***

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The Trustees' report was approved by the Board of Trustees.

*Phillip Phan*  
.....

Mr P Phan

**Chair**

17/06/2025  
Date: .....

# CITY KIDS PLAYCENTRE CIO

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF CITY KIDS PLAYCENTRE CIO

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I report to the Trustees on my examination of the financial statements of City Kids Playcentre CIO (the Charity) for the year ended 31 August 2024.

#### **Responsibilities and basis of report**

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

#### **Independent examiner's statement**

Your attention is drawn to the fact that the charity has prepared the financial statements in accordance with the relevant version of the Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn. I understand that this has been done in order for the financial statements to provide a true and fair view in accordance with UK Generally Accepted Accounting Practice.

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

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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 financial statements to be reached.

17/06/2025  
Date: .....



# CITY KIDS PLAYCENTRE CIO

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

***FOR THE YEAR ENDED 31 AUGUST 2024***

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	Notes	Unrestricted funds 2024 £
<b>Income from:</b>		
Donations and legacies	3	65,862
Charitable activities	4	149,837
Investments	5	1,292
		<hr/>
<b>Total income</b>		216,991
 <b>Expenditure on:</b>		
Charitable activities	6	148,049
		<hr/>
<b>Total expenditure</b>		148,049
		<hr/>
<b>Net income and movement in funds</b>		68,942
 <b>Reconciliation of funds:</b>		
Fund balances at 1 September 2023		-
		<hr/>
<b>Fund balances at 31 August 2024</b>		68,942
		<hr/>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

# CITY KIDS PLAYCENTRE CIO

## BALANCE SHEET

AS AT 31 AUGUST 2024

	Notes	2024 £	£
<b>Fixed assets</b>			
Tangible assets	12		4,546
<b>Current assets</b>			
Debtors	13	799	
Cash at bank and in hand		70,195	
		<u>70,994</u>	
<b>Creditors: amounts falling due within one year</b>	14	<u>(6,598)</u>	
<b>Net current assets</b>			<u>64,396</u>
<b>Total assets less current liabilities</b>			<u>68,942</u>
<b>The funds of the Charity</b>			
Unrestricted funds	16		<u>68,942</u>
			<u>68,942</u>

The financial statements were approved by the Trustees on 17/06/2025 .....

*Phillip Phan*

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Mr P Phan  
Chair

# CITY KIDS PLAYCENTRE CIO

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

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### 1 Accounting policies

#### Charity information

City Kids Playcentre CIO is a INSERT CONSTITUTIONAL DETAIL.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the Charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)". The Charity is a Public Benefit Entity as defined by FRS 102.

The Charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the Charity.

#### 1.4 Income

Income is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the Charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the Charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# CITY KIDS PLAYCENTRE CIO

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

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### 1 Accounting policies

(Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	25% Reducing Balance
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.9 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

#### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# CITY KIDS PLAYCENTRE CIO

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

#### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

### 3 Income from donations and legacies

	Unrestricted funds 2024 £	Unrestricted funds £
Donations and gifts	65,862	-

The donation amount of £65,862 is received from the previous non-CIO entity of City Kids Playcentre upon cessation, as a transfer of total unrestricted funds.

# CITY KIDS PLAYCENTRE CIO

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

### 4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds £
<b>Playcentre</b>		
Playcentre income	149,837	-

### 5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds £
Interest receivable	1,292	-

### 6 Expenditure on charitable activities

	Playcentre 2024 £
<b>Direct costs</b>	
Staff costs	102,983
Depreciation and impairment	564
Resources - Materials	2,282
Resources - Food	6,336
Other Staff Costs	11,131
Insurance	864
Office Costs	2,701
Sundry Expenses	620
Telephone	193
Printing, Postage, & Stationery	517
Rent	14,325
	142,516
<b>Share of support and governance costs (see note 7)</b>	
Governance	5,533
	148,049
<b>Analysis by fund</b>	
Unrestricted funds	148,049

# CITY KIDS PLAYCENTRE CIO

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

### 7 Support costs allocated to activities

2024  
£

Governance costs 5,533

#### Analysed between:

Playcentre 5,533

### 8 Net movement in funds

2024  
£

The net movement in funds is stated after charging/(crediting):

Fees payable for the independent examination of the charity's financial statements 1,260

Depreciation of owned tangible fixed assets 564

### 9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year.

### 10 Employees

The average monthly number of employees during the year was:

2024  
Number

9

#### Employment costs

2024  
£

Wages and salaries 101,456

Other pension costs 1,527

102,983

There were no employees whose annual remuneration was more than £60,000.

### 11 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

# CITY KIDS PLAYCENTRE CIO

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

### 12 Tangible fixed assets

	Fixtures and fittings £
<b>Cost</b>	
Additions	5,110
At 31 August 2024	5,110
<b>Depreciation and impairment</b>	
Depreciation charged in the year	564
At 31 August 2024	564
<b>Carrying amount</b>	
At 31 August 2024	4,546

### 13 Debtors

	2024 £
<b>Amounts falling due within one year:</b>	
Prepayments and accrued income	799

### 14 Creditors: amounts falling due within one year

	2024 £
Other taxation and social security	5,015
Other creditors	167
Accruals and deferred income	1,416
	6,598

### 15 Retirement benefit schemes

	2024 £
<b>Defined contribution schemes</b>	
Charge to profit or loss in respect of defined contribution schemes	1,527

The Charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Charity in an independently administered fund.



# CITY KIDS PLAYCENTRE CIO

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 AUGUST 2024

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### 16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 September 2023	Incoming resources	Resources expended	At 31 August 2024
	£	£	£	£
General funds	-	216,991	(148,049)	68,942
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

### 17 Related party transactions

There were no disclosable related party transactions during the year ( - none).