

CAMPUS CHILDREN'S HOLIDAYS (CAMBRIDGE UNIVERSITY)

England & Wales · Charity number 252982

Details

Other names	CAMPUS (CAMBRIDGE UNIVERSITY), CAMPUS CHILDRENS HOLIDAYS OR CAMPUS
Status	Registered
Legal form	Other
Registered	1967-06-26
Register	View on the Charity Commission register

Contact

Address	The Gateway 85 Sankey Street Warrington WA1 1SR
Phone	08707 655437
Email	chair@campusholidays.org.uk
Website	http://www.campusholidays.org.uk/

Activities

Objects: TO PROVIDE OR ASSIST IN THE PROVISION OF HOLIDAYS AND HOLIDAY ACTIVITIES IN THE INTERESTS OF SOCIAL WELFARE FOR CHILDREN WHOSE CONDITIONS OF LIFE WILL THEREBY BE IMPROVED AND WHO HAVE NEED OF SUCH HOLIDAYS BY REASON OF THEIR POVERTY OR SOCIAL AND ECONOMIC CIRCUMSTANCES.

Activities: Campus plans, organises and runs activity holidays for children aged 6 to 14 from the Merseyside area who are in need of such a holiday and referred to us by Liverpool Social Services or by Barnardo's. Campus is entirely run and managed by unpaid volunteers; our fundraising is carried out, and our projects run by volunteers.

Classification

- **How:** Provides Services
- **What:** The Prevention Or Relief Of Poverty
- **Who:** Children/young People

Geography

- Knowsley
- Liverpool City
- Sefton
- Wirral

Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£49,606	£40,611	-	-
2023-09-30	£21,764	£38,449	-	-
2022-09-30	£38,776	£38,184	-	-
2021-09-30	£35,191	£46,224	-	-
2020-09-30	£46,210	£15,812	-	-

Trustees

Name	Role	Appointed
Bilal Waseem Qureshi	Chair	2023-10-14
Eleanor Mansfield		2025-11-10
Elliot Bealey		2022-11-19
Lucy Eleanor Champion		2022-11-19
Matt Cowie		2023-10-14
Michael Petty		2022-11-19
Oyinkansola Adewale		2024-11-03

CAMPUS CHILDREN'S HOLIDAYS (CAMBRIDGE UNIVERSITY)

England & Wales - Charity number 252982

Accounts



**Campus Children's Holidays
(Cambridge University) Trustees'
Report and Financial Statements**

Year ended 30th September 2024

Charity no. 252982

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Legal and administrative information

Trustees

During the year 2023 – 2024:

O Gould (Chair)

E Bealey (Treasurer)

B Qureshi (Secretary)

M Petty (Finance)

C Howell

L Champion

M Cowie

At the date of the signing of the accounts:

B Qureshi (Chair)

M Cowie (Secretary)

E Bealey (Finance)

O Adewale (Treasurer)

O Gould

L Champion

M Petty

Key Management Team (Executive Committee)

During the year 2023 – 2024:

O Gould
B Qureshi
M Petty
L Champion
M Cowie
E Bealey
C Howell
B Leech
R Pinder
A Wright
C Pollock
M Shield
O Adewale
L Akrill
E Curry
N Jenman
M Kingsley
E Mansfield
T Ngoma
S Pollitt-Walmsley
E Stanton

At the date of the signing of the accounts:

O Gould
B Qureshi
M Petty
L Champion
M Cowie
E Bealey
B Leech
R Pinder
A Wright
C Pollock
M Shield
O Adewale
N Jenman
M Kingsley
E Mansfield
T Ngoma
E Stanton
C Leonard

Annual General Meeting Dates

14th October 2023

12th October 2024

Executive Committee Meetings between Annual General Meetings

12th October 2023

27th January 2024

23rd March 2024

20th April 2024

9th June 2024

7th September 2024

Address

Campus Children's Holidays

The Gateway

85-101 Sankey Street

Warrington

Cheshire

WA1 1SR

Bankers

CAF Bank Ltd, National Westminster Bank plc, HSBC Bank plc

Report of the trustees for the year ended 30 September 2024

The trustees present their report along with the financial statements of the charity for the year ended 30 September 2024. The financial statements have been prepared in accordance with the accounting policies set out on pages 14 - 15.

Constitution and objects

Campus Children's Holidays is a charitable unincorporated association, founded in 1967, and its governing document is its constitution. It is a registered charity, number 252982.

The objects of the charity are to provide or assist in the provision of holidays and holiday activities in the interests of social welfare for children whose conditions of life will thereby be improved and who have need of such holidays by reason of their poverty or social and economic circumstances.

Organisation

The trustees who have served during the year and serve currently are set out on page 4. Trustees are elected at the Annual General Meeting by the Campus membership, which consists of the volunteers on its projects. The board of trustees along with other individuals, who volunteer to assist with the running of the charity (known as the Executive Committee), meet at regular intervals during the year, though there are also subgroup and working group meetings throughout the year, reporting back to the Executive Committee. Trustees communicate frequently between meetings and conduct a large amount of work on an individual basis and in small groups.

The trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Projects

This year, we ran our full range of projects for a greater number of children than before. This continues our trend of building back since COVID. This brought us another week of Hippocampus project and as a result, we managed to take 118 children on our summer projects, up from 105 children the prior year. We also ran successful Young Helper and Winter projects.

The section below summarises what we delivered this year.

Residential Project

This is the largest of our projects. For three weeks over the summer Campus takes around 23 children on a residential holiday for a week at a time. The children are aged between eight and 13, and are divided into groups of four to six children. Each group is looked after by two to three volunteers who ensure their group gets the most out of their holiday.

In 2023-24 we took a total of 68 children, aged from nine to 13 on a residential holiday, across three weeks. The children enjoyed a huge variety of activities, including swimming, visiting the beach, climbing, farmyard trips, pizza-making, BBQs, pamper nights and camp outs.

Hippocampus Project

Hippocampus is a day project aimed at younger children (6 to 10 years old), or older children (11 to 13 years old) with additional needs which make them more suited to a non-residential project. This is based in Liverpool to allow the children to be returned home each evening. Accordingly, most activities are based in the local area, operating from a local church hall with space for activities.

This year, we ran three weeks of Hippocampus projects, with 50 children benefitting, aged from 6 to 12 years. The children enjoyed a variety of activities in and around Liverpool, including crafts, swimming, going to the beach and to the cinema.

Young Helper Project

The Young Helper Project is designed to train and assess teenagers who showed the responsibility needed to be a volunteer during their time as a child on one of our summer projects. They are aged between 14 and 17. Those who complete this project successfully are invited back onto other projects in the future as a 'Young Helper'. We usually take around six to eight potential Young Helpers each year. This gives them the chance to develop as a role model to their peers and gain experience of responsibility.

This year the project took place over the Easter bank holiday weekend at a site near Liverpool. The project lasted three days and nine children attended, all of whom were deemed to have passed and were invited to become Young Helpers.

Winter Project

Winter Project runs for up to five days after Christmas and serves as a reunion from Summer for the children and volunteers. Volunteers and children from each week of the summer projects (Residential Project and Hippocampus) are invited to attend the same day for a mix of activities. This project provides continuity for the children, and gives them a chance to meet up again with the friends they made during the summer, as well as giving their parents a break during a busy and sometimes stressful time of year.

This year we ran three days, providing a day of activities for 94 children. The children did a range of activities, including craft activities, swimming and trampolining.

How our activities deliver public benefit

The trustees have had due regard to the guidance published by the Charities Commission in compliance with its duties under Section 4 of the Charities Act 2011.

This guidance sets out two key principles:

- (1) the organisation must have an identifiable benefit; and
- (2) the benefit must be to the public or a section of the public.

Campus strives to provide enjoyable and high-quality holidays to as many children as we are able. We provide holidays to those children who would otherwise not have such an opportunity, by reason of poverty and difficult family circumstances. Where families have more than one child we will take all the children of the relevant ages on holiday where appropriate. This gives them a holiday together whilst also giving their parents or carers a break. Once we have taken a child on a Campus holiday we continue to invite them each year until they are 14, thus providing them with continuity and reliability. We make no requirements of the children's families and all our holidays are provided entirely free of charge. We make a particular effort to welcome and assist those children with special needs, and endeavour to offer equal opportunities to all children, unless their

attendance would put them or others at risk. In 2022, 9% of children who attended our projects had an Education, Health and Care Plan (compared to 3% nationally).

We work very closely with Liverpool City Council's Children's Services department and have done so for many years. Social workers identify those children who they think would benefit from our holidays and refer these children to us. We also work with Barnardo's and Early Help, who help us to identify additional children who would benefit from the holidays that we provide.

Of the parents and carers who responded to our 2023 survey:

- 100% of parents and carers said they'd like their children to attend Campus in the future
- 30% of parents and carers surveyed said their children did not get any other type of break or holiday in 2023
- 85% of parents and carers said their children make friends whilst on Campus
- 85% of parents and carers said attending campus has increased their children's confidence
- When asked to rate how much their child enjoyed their Campus Holiday out of 10, 69% of parents and carers rated it 10/10, the remaining 31% rated it 9/10.

In 2024, 91% of children who attended summer projects stated that they enjoyed their holiday and 91% expressed a desire to return to future Campus projects.

The trustees consider that for these reasons the charity meets the public benefit requirement.

Financial review

Income

Campus relies upon grant-making organisations, fundraising events and donations from individuals, groups, companies and Cambridge University colleges for its income.

In 2023/24 total income was £49,606, compared to £19,737 in the previous year.

This year we expanded the capacity of Campus with an additional week of Hippocampus, which alongside three weeks of residential projects brought us up to six weeks of summer projects. The aim was to increase the number of places we could offer in the summer, but this had the side effect of increasing our expenditure.

This year, Campus made an operating profit, resulting in a net gain to our reserves for the first time in two years. This is due to a considerable increase in fundraising, which the team deserves credit for, growing our grant income by over £25,000. While we have been fairly comfortable in our reserves and financial position, it is reassuring to see that we are not running them down unnecessarily. This gives us a chance to think about how we can invest the money in the future.

There are two broad strands to this strategy: we want to increase our steady income by investing our anniversary fund to provide a regular income stream and allow better long-term financial planning. We should also consider how we might invest to bring additional value to our weeks of Campus, either with long term capital, such as replacing the minibus, or simply increasing the allowed spend per child over summer.

The breakdown of our income is as follows (£):

Income Source	2023 - 2024	2022 - 2023
From individuals	£16,050	£11,693
From trusts and grant-giving bodies	£30,566	£3,921
Reclaimed tax (Gift Aid)	£0	£2,824
Other income ¹	£2,990	£1,299
Total	£49,606	£19,737

Expenses

Total expenditure this year amounted to £40,611, compared to £36,909 in 2022/23. This reflects our increase in weeks of the Hippocampus project as well as increased attendance at Winter Project and Young Helper Project, together with the effect of inflation.

¹ Other income includes bank interest, sale of merchandise (t-shirts) and reconciling figures for the accounts.

A breakdown of the factors affecting expenditure this year is as follows:

- Spend on Residential Project increased by around £2000. We ran the same number of weeks as last year, with a similar number of children (68 children attended in 2024, compared to 67 in 2023). The majority of this increase was in our food and household expenditure, reflecting the increase in cost of living in the UK.
- Increased weeks of Hippocampus have raised our total spending on the project by £600, suggesting extraordinary value, which should be encouraged. This remains an area which is easier for Campus to grow their value proposition, should enough helpers be found.
- Winter Project - This year we spent almost double, from £866 in 2022, to £1,846 in 2023. Some of this increase is due to more accurate accounting of costs, but we also endeavoured to offer more expensive activities to reflect our desire to reduce our high reserves.

Reserves policy

Campus aims to hold at the start of the financial year (1st October) unrestricted reserves equal to between 80% and 100% of the following year's forecast total expenditure. Based on 'normal' years prior to the COVID pandemic, we would expect annual expenditure of around £55,000. Following the COVID pandemic in 2021/22, we scaled down the number of weeks of project run, as well as the number of children on residential projects, and our expenditure was consistently around the £40,000 mark for the 2 consecutive years. As this lower expenditure now appears to represent a new 'normal', Campus could consider reducing the requirement for unrestricted reserves to between 80% and 100% of £45,000, allowing for anticipated spend increases in 2024/25.

If there are any restricted funds that are allocated to operational expenditure on particular projects in the coming year and within the forecast expenditure for those projects then they are considered as unrestricted for the purpose of assessing the above target. This policy is kept under review in order to ensure that the financial risks to which Campus is exposed are mitigated as far as possible.

At the end of the year 2023/24 the amount held in unrestricted free reserves is £84,160. In the previous reporting period 2022/23 we had reduced our unrestricted free reserves by £16,413 to £75,696. This high level originated from fundraising outweighing spend, combined with being unable to run projects over COVID. We have again returned to income outweighing spend. While positive, this raises wider questions about the unrestricted funds.

While we have been fortunate to have these reserves to weather recent challenges stemming from inflation and COVID, it is now acknowledged that this may affect our ability to raise income from donations. We plan to address this by increasing expenditure on projects, or transferring some of that into our endowment fund for higher returns on investment, once that has been achieved.

In addition to the unrestricted reserves, Campus continues to benefit from an endowment fund. This money is held for the purpose of generating income for the charity in the form of interest or, exceptionally, to provide capital for new or additional charitable activities within Campus' objectives as agreed by the trustees. Use of the endowment fund to provide capital for new projects can only take place if confirmed by the Campus membership by a resolution of a general meeting. During the next financial period, the goal is to use these funds to

generate more fixed income to Campus and try to reduce our reliance on big, irregular grants.

Investment policy

Campus' unrestricted reserves should be held in an account (or accounts) that offer free, easy and secure access to the funds. It is considered that a current account (or accounts) offers the best ability to achieve this, in particular due to considerations such as ease of withdrawing cash for projects and ease and security of spending money both online and by cheque. As such the interest rate of such an account is of the lowest importance when choosing an account (or accounts).

Campus' endowment fund and any other investment funds should be held in such a way to maximise return on the investment relative to the financial loss incurred for needing access to the funds and the risk of that access being needed. The aim of these investments is to provide a steady stream of income to reduce the reliance of our finances on grants. Currently Campus holds no investments.

This will continue to be reviewed annually.

Risk management

The major risks to which the charity is exposed, as identified by the trustees, have been reviewed in the year and systems have been established to mitigate those risks, in particular our insurance and management policies.

The Finance Officer and Treasurer report at least three times a year to the Executive Committee on the financial stability of the charity and all major decisions made are made in light of the risk posed by the charity's financial situation.

The Trustee Indemnity Insurance Policy is reviewed annually to ensure it is sufficient for the needs of the charity.

Future plans

- Campus is planning to further increase capacity in the Winter, Young Helper, Residential and Hippo projects in 2024-2025, aiming to increase the total number of weeks run over summer by one, and adding a new project which replicates the Hippo project but additionally offers a sleepover.
- Mandates from the Annual General Meeting which are relevant to Campus's financial performance include working with fundraising on the plan for the 60th Anniversary.
- With a finance lens for 2024-25, Campus is aiming to further streamline how we spend money on projects to simplify coordinator burden.

Approved by the trustees and signed on their behalf by:

Elliot Bealey
Trustee and Finance Officer

Date: 24/07/2025

Independent examiner's report to the trustees of Campus Children's Holidays

I report to the trustees on my examination of the accounts of Campus Children's Holidays ('the Charity') for the year ended 30th September 2024.

Responsibilities and basis of the report

As the charity 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 Charity'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

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

1. Accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. The accounts do not accord with those records.

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.

Signed: Andrew J Scott

Name: ANDREW J SCOTT

Relevant professional qualification or membership of professional bodies (if any): CGMA

Address: 3 Elder Road, Bisley, Woking GU24 9HB

Statement of Financial Activities

	2023-2024				2022-2023			
	Anniversary fund	Residential fund	Unrestricted funds	Year to 30 Sep 24	Anniversary fund	Residential fund	Unrestricted funds	Year to 30 Sep 23
Funds brought forward	71,447	-	75,209	146,656	71,447	-	92,382	163,829
INCOMING RESOURCES								
Donations and Legacies	-	-	46,616	46,616	-	-	18,438	18,438
Income from Charitable Activities	-	-	-	-	-	-	-	-
Income from other trading activities	-	-	-	-	-	-	-	-
Income from sale of merchandise	-	-	130	130	-	-	227	227
Investment income	-	-	2,463	2,463	-	-	1,072	1,072
Other income	-	-	397	397	-	-	-	-
Total Incoming resources	-	-	49,606	49,606	-	-	19,737	19,737
RESOURCE EXPENDED								
<i>Costs of raising funds</i>								
Cost of running fundraising events	-	-	-	-	-	-	-	-
<i>Expenditure on Charitable Activities</i>								
Residential Project	-	-	19,934	19,934	-	-	18,056	18,056
Hippocampus Project	-	-	5,539	5,539	-	-	4,976	4,976
Young Helper Project	-	-	2,017	2,017	-	-	2,058	2,058
Winter Project	-	-	1,846	1,846	-	-	866	866
Activity Boxes	-	-	-	-	-	-	-	-
Minibus hire and maintenance	-	-	5,727	5,727	-	-	4,519	4,519
<i>Other</i>								
Depreciation	-	-	496	496	-	-	496	496
Insurance	-	-	2,257	2,257	-	-	2,966	2,966
Administration, volunteers and other	-	-	2,797	2,797	-	-	2,972	2,972
Total Expenditure	-	-	40,611	40,611	-	-	36,909	36,909
			8,995	8,995			(17,173)	(17,173)
Net income/(outgoing) resources	-	-	8,995	8,995	-	-	(17,173)	(17,173)
Transfers between funds								
	-	-	-	-	-	-	-	-
Net movement in funds	-	-	8,995	8,995	-	-	(17,173)	(17,173)
Funds brought forward	71,447	-	75,209	146,656	71,447	-	92,382	163,829
Funds carried forward	71,447	-	84,203	155,650	71,447	-	75,209	146,656

Campus Children's Holidays (Cambridge University)
Year ended 30th September 2024

Balance Sheet

Balance sheet

	As at 30 Sep 24	As at 30 Sep 23
Fixed assets		
Minibus	23,754	23,754
Bouncy castle	1,487	1,487
	<u>25,241</u>	<u>25,241</u>
Accumulated depreciation	(25,241)	(24,746)
Net book value of fixed assets	-	495
Current assets		
Cash	149,445	139,473
Debtors	7,955	9,385
Prepayments	1,223	1,148
	<u>158,622</u>	<u>150,006</u>
Provisions		-
Creditors	(2,972)	(3,846)
Net current assets	155,650	146,160
NET ASSETS	155,650	146,656
REPRESENTED BY		
Restricted funds	-	-
Unrestricted funds	84,203	75,209
RESERVES	84,203	75,209
Anniversary fund	71,447	71,447
Endowments	71,447	71,447
TOTAL FUNDS	155,650	146,656

Notes forming part of the financial statements for the year ended 30 September 2024

1. Principal accounting policies

Campus Children's Holidays is a public benefit entity under FRS 102. The Financial Statements have been prepared in accordance with the applicable accounting standards, the Charities Act 2011 and the Charity Commission's revised Statement of Recommended Practice issued in Charities SORP 2019 (FRS 102). The Financial Statements have been prepared under the historical cost convention.

a) Accounting convention

The financial statements are prepared under the historical cost convention, and in preparing the financial statements the charity follows best practice as laid down in FRS 102.

b) Funds

General purpose funds represent those funds of Campus Children's Holidays that are not subject to any restrictions regarding their use and which are available for application to the general purposes of Campus Children's Holidays. Funds designated for a particular purpose by Campus Children's Holidays are also unrestricted.

The financial statements include all transactions, assets and liabilities for which Campus Children's Holidays are responsible in law.

c) Voluntary income and capital sources

Collections are recognised when received by or on behalf of Campus Children's Holidays. Planned giving receivable under Gift Aid etc. is recognised only when received. Income Tax recoverable on covenants or Gift Aid donations is recognised when the income is probable.

Grants and legacies Campus Children's Holidays are accounted for as soon as Campus Children's Holidays is notified of its legal entitlement and the amount due. Receipts from fundraising events are accounted for gross.

d) Resources expended

Expenditure is included on an accruals basis.

"Administration, volunteers and other" costs comprise expenses such as postage, telephone calls, and transport for project site assessment visits. The charity has no salary or wage expense.

e) Tangible fixed assets and depreciation

Fixed assets are depreciated on a straight-line basis. A useful life of five years is assumed for motor vehicles and three years for other equipment. Assets are depreciated for a full year in the year of acquisition, and are not depreciated in the year of disposal.

f) Debtors

Trade and other debtors are recognised in the settlement amount due. Prepayments are valued at the amount prepaid net of any trade discounts due.

g) Creditors and Provisions

Creditors and provisions are recognised where the charity has a recent obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

h) Current Assets

Amounts owing to Campus Children's Holidays at 30 September in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove non-collectible.

i) Cash and bank

Cash at bank and cash in hand is recognised based on the bank statement balances at 30 September.

The previous year's accounts represented the sum of account balances as £207 less than acknowledged by bank statements and total cash, this has been reflected by adding reconciling figures to the Income for the year, and appears as 'Other income'. The rest of this figure is explained as refunds received through the year.

2. Volunteers, trustees and related parties remuneration

Volunteers, trustees and key management personnel received no remuneration or expenses during this year or the previous year. There are no employees. No amounts were paid to third parties for trustees. Related party donations are described in note 8.

3. Tangible fixed assets

A minibus and bouncy castle are carried in the fixed assets fund.

The minibus was purchased in 2017/18 when the previous minibus was scrapped. In the 2021/22 period, we retired our old bouncy castle and purchased a new one.

In 2023/24 the bouncy castle was the only asset subject to depreciation. All our assets are now fully depreciated.

Tangible fixed assets

	2024			2023		
	Minibus	Bouncy castle	Total	Minibus	Bouncy castle	Total
Cost						
B/F	23,754	1,487	25,241	23,754	1,487	25,241
Y/E	23,754	1,487	25,241	23,754	1,487	25,241
Depreciation						
B/F	23,754	991	24,745	23,754	496	24,250
Charge for the year	-	496	496	-	496	496
Y/E	23,754	1,487	25,241	23,754	991	24,746
Net book value						
B/F	-	496	496	-	991	991
Y/E	-	(0)	-	-	495	495

4. Debtors

	2023/24	2022/23
Accrued income	£7,956	£9,385

This sum reflects a refund owed from summer, together with Gift Aid and a promised donation.

This also includes the deposit paid for the 2025 Young Helper Project site.

5. Prepayments

In this reporting period the amount of prepayments has stayed largely unchanged.

We have additionally ensured our Vehicle Insurance prepayment refers only to the Campus minibus, rather than seasonal rentals.

	2023/24	2022/23
Public Liability Insurance	£191	£189
Vehicle Insurance	£778	£748
Trustee Indemnity Insurance	£246	£203
Data Protection (Information Commission)	£8	£8
Total Prepayments	£1,223	£1,148

6. Creditors

	2023/23	2022/23
Other creditors and accruals	£2,972	£3,846

Campus aims to settle with all creditors within one year. The majority of this sum reflects unpaid accruals from 2021 - 23, with only £32 from the current financial year. Historic accruals have been largely dealt with, and we anticipate this sum will drop.

7. Funds

Unrestricted funds comprise those funds that the trustees are free to use in accordance with the charitable objects.

Restricted funds are funds which have been given for particular purposes and projects within the charitable objects of the charity. The Restricted Residential fund consists of all donations from grant giving bodies and other organisations including colleges, where the proposal or application to them was specific about the use being for the Residential Project 2024. During the 2023/24 period there were no funds in the Restricted Residential fund.

The Anniversary Fund is an expendable endowment fund. This fund is held for the purpose of generating income for the charity, but the trustees have the power to convert all or part of the fund into income funds that can be spent under certain conditions. The fund was established in 2006-07 and no withdrawals have yet been made. Given Campus's higher level of reserves in recent years, £20,000 was added to the endowment fund in the 2021/22 period.

The trustees have approved the following conditions on the fund:

The Anniversary Fund, shall be used:

- (a) to provide predictable unrestricted income to Campus in the form of interest;*
- (b) exceptionally, to provide capital for new or additional charitable activities within Campus' objects as agreed by the trustees, such use only taking place if confirmed by the Campus membership by a resolution of a general meeting.*

8. Income from Trustees and Related Parties

	2023/24	2022/23
Donated	£180	£220

One trustee or key management personnel made donations to the charity in 2023/24, totalling £180.

All trustees, key personnel and volunteers give of their time freely. No trustees or Key Management Personnel received expenses or remuneration. No amounts were paid to third parties for trustees or Key Members.

CAMPUS CHILDREN'S HOLIDAYS (CAMBRIDGE UNIVERSITY)

England & Wales - Charity number 252982

Accounts



Campus Children's Holidays (Cambridge University)

Trustees' Report and Financial Statements

Year ended 30th September 2022

Charity no. 252982

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Legal and administrative information

Trustees

During the year 2021 – 2022:

E Bealey (Chair)
M Petty (Treasurer)
L Champion (Secretary)
E Curry
C Howell
P Quincey

At the date of the signing of the accounts:

L Champion (Chair)
E Bealey (Treasurer)
O Gould (Secretary)
C Howell
Z Marson
M Petty
P Quincey

Key Management Team (Executive Committee)

During the year 2021 – 2022:

L Akrill
E Bealey
J Boyd
L Champion
M Croghan
E Curry
E Davis
C Howell
J Keay
J Landy
R Leech
J Lindley
A Magee
M Petty
R Pinder
P Quincey
H Slater-Petty
M Slater-Petty
E Stanton

At the date of the signing of the accounts:

L Akrill
E Andrews
E Bealey
L Champion
M Cowie
E Curry
O Gould
C Howell
R Leech
Z Marson
H Matthews
M Petty
R Pinder
S Pollitt-Walmsley
P Quincey
M Shield
H Slater-Petty
E Stanton
A Wright

Annual General Meeting Dates

16th October 2021
15th October 2022

Executive Committee Meetings between Annual General Meetings

13th November 2021
15th January 2022
5th March 2022
2nd April 2022
14th May 2022
25th June 2022
17th September 2022

Address

Campus Children's Holidays
The Gateway
85-101 Sankey Street
Warrington
Cheshire
WA1 1SR

Bankers

CAF Bank Ltd, National Westminster Bank plc, HSBC Bank plc

Report of the trustees for the year ended 30 September 2022

The trustees present their report along with the financial statements of the charity for the year ended 30 September 2022. The financial statements have been prepared in accordance with the accounting policies set out on pages 13 - 15.

Constitution and objects

Campus Children's Holidays is a charitable unincorporated association, founded in 1967, and its governing document is its constitution. It is a registered charity, number 252982.

The objects of the charity are to provide or assist in the provision of holidays and holiday activities in the interests of social welfare for children whose conditions of life will thereby be improved and who have need of such holidays by reason of their poverty or social and economic circumstances.

Organisation

The trustees who have served during the year and serve currently are set out on pages 2 - 3. Trustees are elected at the Annual General Meeting by the Campus membership, which consists of the volunteers on its projects. The board of trustees along with other individuals who volunteer to assist with the running of the charity (known as the Executive Committee) meet at regular intervals during the year, though there are also subgroup and working group meetings throughout the year, reporting back to the Executive Committee. Trustees communicate frequently between meetings, and conduct a large amount of work on an individual basis and in small groups.

The trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Projects

This year was a return to normality for Campus after two previous years affected by Covid. Our residential project returned to North Yorkshire and our Hippocampus project to its usual site in Liverpool, however we did run a reduced number of weeks due to constraints at and concerns about volunteer recruitment following Covid. The section below summarises what we aim to deliver (usual practice), and what we delivered this year

Residential Project

This is the largest of our projects. For up to five weeks over the summer Campus takes around 28 children for a week at a time on a residential holiday, where they participate in activities such as climbing, swimming, ice skating or cycling. The children are aged between eight and thirteen, and are divided into groups of four to six children. Each group is looked after by two to three volunteers who ensure their group gets the most out of their holiday. This typically runs for 5 weeks and in our last 'normal' year (2019), a total of 150 disadvantaged children benefited from the residential project.

This year we ran three weeks of a slightly smaller Residential Project, giving a holiday to 59 children. This was due to building works being undertaken at the site, which reduced the capacity of the site and the number of weeks it was available. Children on our residential project this year were aged 8-13, and did a variety of activities, including swimming, ice skating and high ropes.

Hippocampus Project

This project also runs for up to five weeks during the summer and is a day project, usually based at a church hall in Liverpool, which provides space for activities and accommodation for adult helpers. Hippocampus is aimed at younger children (6 to 10 years old), those with special needs and those aged 11 to 13 who would have not been suitable for the Residential Project. Children take part in craft activities and games, as well as organised activities such as swimming and farm visits. This project takes approximately between 10 and 20 children each week with a ratio of one volunteer for every two children, allowing all participants to benefit from the high volunteer- to-child ratio. In 2019 Hippocampus ran for 3 weeks with 51 children benefitting.

This year we ran two weeks of Hippo, taking a total of 34 children with 18 helpers. This reduction to two weeks from three weeks the previous year was due to a reduced number of coordinators, many of whom stepped back from Campus during covid. Two individuals co-ordinated hippocampus for the first time this summer, and we onboarded a new young helper.

Young Helper Project

Young Helpers are volunteers aged between 14 and 17 who attended Campus projects as children and now come back on the projects as volunteers. The Young Helper Project is designed to train and assess teenagers who in their last years as children on Residential Project showed the responsibility needed to be a volunteer. Those who complete this project successfully are invited back onto other projects in the future in the capacity of a Young Helper. We usually take 6 or 7 potential Young Helpers each year.

This year's young helper project returned to its usual slot over the Easter break, and took place near Liverpool. The project lasted three days and 7 children attended, of whom 5 were deemed to have passed and were invited to become young helpers.

Winter Project

Winter Project runs for up to five days after Christmas and serves as a one-day reunion for the children, as well as for volunteers, with children from each week of the summer projects (Residential Project and Hippocampus) being invited to attend for a day of craft, games and organised activities. This project provides continuity for the children, and gives them a chance to meet up again with the friends they made during the summer, as well as giving their parents a break during a busy and sometimes stressful time of year.

The 2021 Winter Project was not able to run due to uncertainty over the Coronavirus Omicron variant which was predicted to spread over the Christmas period and potentially cause restrictions.

How our activities deliver public benefit

The trustees have had due regard to the guidance published by the Charities Commission in compliance with its duties under Section 4 of the Charities Act 2011.

This guidance sets out two key principles:

- (1) the organisation must have an identifiable benefit; and
- (2) the benefit must be to the public or a section of the public.

Campus strives to provide enjoyable and high-quality holidays to as many children as we are able. We provide holidays to those children who would otherwise not have such an opportunity, by reason of poverty and difficult family circumstances. Where families have more than one child we will take all the children of the relevant ages on holiday where appropriate. This gives them a holiday together whilst also giving their parents or carers a break. Once we have taken a child on a Campus holiday we continue to invite them each year until they are 14, thus providing them with continuity and reliability. We make no requirements of the children's families and all our holidays are provided entirely free of charge. We make a particular effort to welcome and assist those children with special needs, and endeavour to offer equal opportunities to all children, unless their attendance would put them or others at risk. In 2022, 9% of children who attended our projects had an Education, Health and Care Plan (compared to 3% nationally).

We work very closely with Liverpool City Council's Children's Services department and have done so for many years. Social workers identify those children who they think would benefit from our holidays and refer these children to us. We also work with Barnardo's and Early Help, who help us to identify additional children who would benefit from the holidays that we provide.

These children and their families are likely to have had a particularly tough time over the coronavirus pandemic, and we know that giving them a chance to take a break will have been highly valued.

Of the parents and carers who responded to our 2019 survey:

- 100% agreed that their child enjoyed their Campus holiday
- 96% reported that family benefited from the break provided by Campus
- 100% indicated that they would like their child to attend future Campus projects

The trustees consider that for these reasons the charity meets the public benefit requirement.

Financial review

Income

Campus relies upon grant-making organisations, fundraising events and donations from individuals, groups, companies and Cambridge University colleges for its income.

In 2021/22 total income was £38,776, compared to £35,191 in the previous year. This increase in income was largely down to an increase in large donations from trusts and grant-giving bodies, as we have resumed applications after a pause when we were unsure if we could run projects due to covid concerns. This increase made up for a fall in individual donations, though this is mainly attributed to natural variation - 20/21 individual donations were boosted by a £5000 bequest. There has been a slight fall in regular donations, which we hope to counter with the launch of a new fundraising platform.

With our already healthy reserves and the improved income we were able to comfortably run as many weeks as we had capacity for running.

The breakdown is as follows (£):

	2021-22	2020-21
From individuals	15,240	22,098
From organisations	300	1,753
From trusts and grant-giving bodies	23,500	6,500
Fundraising events	322	1,062
Oxfizz volunteering ¹	0	1,192
Reclaimed tax	-1200	2,379
Other income ²	614	206
Total Incoming resources	38,776	35,191

Unfortunately, we found that we have had to write off a quantity of gift aid which has passed the date when it can be claimed. We are in the process of claiming all outstanding gift aid now.

Overall this year's income was an increase in the previous period and closely matched the expenditure with the reduced number of weeks. Looking forward, as we build up our capacity to run projects, by recruiting and training new volunteers we will reassess our fundraising goals to match.

Expenses

Total expenditure this year amounted to £38,184, compared to £47,891 in 2020/21 and to £55,176 in 2018/19 when we last ran a conventional summer.

A breakdown of the relevant factors is as follows:

- Site Hire Costs - We moved back to our pre-covid sites for hippocampus and residential, both of which were significantly cheaper than those used in 2021. In the previous summer, more expensive accommodation was used to allow for greater social distancing by volunteers and to be closer to Liverpool so as to return children home more quickly if needed.
- 3 Weeks of Residential - We ran an additional week of residential compared to last year- but this increase was dwarfed by the impact of accommodation costs.
- Fewer Children - The total number of children was slightly less in 2022 than 2021 (59 children on residential vs 46, 34 children on Hippocampus versus 68) with a shift to the majority of the children attending the residential project rather than Hippocampus.
- No Winter Project - We did not carry out a winter project as it was cancelled due to coronavirus concerns

After the unusual years of covid these expenditures should be more in line with levels of expenditure going forward.

¹Oxfizz was a social enterprise which offered mock Oxbridge interviews. When individuals volunteered to run interviews, an hourly rate for their time was donated to a charity of their choice. Oxfizz closed in January 2021.

²Other income includes bank interest, sale of merchandise (t-shirts), and income from expired cheques

Reserves policy

Campus aims to hold at the start of the financial year (1st October) unrestricted reserves equal to between 80% and 100% of the following year's forecast total expenditure. Based on 'normal' recent years, we would expect annual expenditure of around £55,000.

If there are any restricted funds that are allocated to operational expenditure on particular projects in the coming year and within the forecast expenditure for those projects then they are considered as unrestricted for the purpose of assessing the above target. This policy is kept under review in order to ensure that the financial risks to which Campus is exposed are mitigated as far as is possible.

At the end of the year 2021/22 the amount held in unrestricted free reserves is £92,382. This high level of reserves originated from strong fundraising in 2016 - 2018, followed by projects being unable to run, or running at a smaller scale from 2020 - 2022.

We have been fortunate to have these reserves to be able to absorb the expenditure of a year with higher covid expenses and lower grant fundraising. It is beneficial looking forward campus funds face pressures; inflation driving up the cost of projects, the closure of many grant giving organisations and trusts during covid and the cost of living crisis may affect our income from donations. As we return to a more 'normal' campus with these higher expenses, we expect to gradually reduce our reserves to a more standard level.

In addition to the unrestricted reserves, Campus continues to benefit from an endowment fund. This money is held for the purpose of generating income for the charity in the form of interest or, exceptionally, to provide capital for new or additional charitable activities within Campus' objectives as agreed by the trustees. Use of the endowment fund to provide capital for new projects can only take place if confirmed by the Campus membership by a resolution of a general meeting. Given our higher level of reserves in recent years, Campus decided to add £20,000 to the endowment fund this year, bringing the total held to £71,447.

Investment policy

Campus' unrestricted reserves should be held in an account (or accounts) that offer free, easy and secure access to the funds. It is considered that a current account (or accounts) offers the best ability to achieve this, in particular due to considerations such as ease of withdrawing cash for projects and ease and security of spending money both online and by cheque. As such the interest rate of such an account is of the lowest importance when choosing an account (or accounts).

Campus' endowment fund and any other investment funds should be held in such a way to maximise return on the investment relative to the financial loss incurred for needing access to the funds and the risk of that access being needed.

This will continue to be reviewed annually.

Risk management

The major risks to which the charity is exposed, as identified by the trustees, have been reviewed in the year and systems have been established to mitigate those risks, in particular our insurance and management policies.

The Finance Officer and Treasurer report at least three times a year to the Executive Committee on the financial stability of the charity and all major decisions made are made in light of the risk posed by the charity's financial situation.

The Trustee Indemnity Insurance Policy is reviewed annually to ensure it is sufficient for the needs to the charity.

Naturally, coronavirus raised new risks to be considered on projects. We performed a covid risk assessment, considering whether projects could run safely, and what restrictions would be implemented if so.

Future plans

Campus is planning to run Winter, YHP, Residential and Hippo projects again in 2023, largely in line with how they were run pre-pandemic.

Campus Children's Holidays (Cambridge University)
Year ended 30th September 2022

- Update equality and diversity policy and/or create trans+ policy
- Review the way Campus handles minibus rental
- Improve policy review process
- Improve guidance and volunteer training on behaviour escalation thresholds

Approved by the trustees and signed on their behalf by:



Charlie Howell
Trustee and Finance Officer

Date: 29/7/2023

Independent Examiner's Report to the Trustees of Campus Children's Holidays (Cambridge University)

I report on the trustees on my examinations of the accounts of Campus Children's Holidays ("the Trust") for the year ended 30 September 2022.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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.

Signed: AMKENTON

Date: 27/07/2023

Name: ANNA KENTON

Relevant professional qualification or membership of professional bodies (if any): CGMA

Address: 50A ISIS STREET
LONDON
SW18 3QN

Statement of Financial Activities

	2021-2022				2020-2021			
	Anniversary fund	Residential fund	Unrestricted funds	Year to 30 Sep 22	Anniversary fund	Residential fund	Unrestricted funds	Year to 30 Sep 21
Funds brought forward	51,447	0	111,790	163,237	51,447	8,718	115,771	175,936
INCOMING RESOURCES								
Donations and Legacies	0	16,000	21,840	37,840	-	-	32,731	32,731
Income from Charitable Activities	0	0	0	0	-	-	-	-
Income from other trading activities	0		322	322	-		2,254	2,254
Income from sale of merchandise			15	15				
Investment income	0		151	151	-		8	8
Other income	0		448	448	-		198	198
Total Incoming resources	0	16,000	22,776	38,776	-	-	35,191	35,191
RESOURCE EXPENDED								
<i>Costs of raising funds</i>								
Cost of running fundraising events	0		0	0	-		-	-
<i>Expenditure on Charitable Activities</i>								
Residential Project	0	15,952	0	15,952	-	8,718	6,653	15,371
Hippocampus Project	0		4,970	4,970	-		14,743	14,743
Young Helper Project	0		1,927	1,927	-		1,500	1,500
Winter Project	0		0	0	-		594	594
Activity Boxes								-
Minibus hire and maintenance	0	48	4,009	4,057	-		6,288	6,288
<i>Other</i>								
Depreciation	0		5,246	5,246	-		4,751	4,751
Insurance	0	0	3,192	3,192	-	-	3,151	3,151
Administration, volunteers and other	0	0	2,839	2,839	-	-	1,492	1,492
Total Expenditure	0	16,000	22,184	38,184	-	8,718	39,173	47,891
		0	592	592		(8,718)	(3,981)	(12,699)
Net income/(outgoing) resources	0	0	592	592	-	(8,718)	(3,981)	(12,699)
Transfers between funds	20,000	0	(20,000)	0	-	-	-	-
Net movement in funds	0	0	592	592	-	(8,718)	(3,981)	(12,699)
Funds brought forward	51,447	0	111,790	163,237	51,447	8,718	115,771	175,936
Funds carried forward	71,447	0	92,382	163,829	51,447	0	111,790	163,237

Balance Sheet

Balance sheet

	As at 30 Sep 22	As at 30 Sep 21
Fixed assets		
Minibus	23,754	23,754
Bouncy castle	1,487	1,465
	25,241	25,219
Accumulated depreciation	(24,249)	(20,468)
Net book value of fixed assets	991	4,751
Current assets		
Cash	148,846	154,960
Debtors	14,061	8,863
Prepayments	1,976	2,134
	164,883	165,958
Provisions	-	-
Creditors	(2,046)	(7,468)
Net current assets	162,838	158,490
NET ASSETS	163,829	163,241
REPRESENTED BY		
Fixed assets fund	-	-
Hippocampus Fund	-	-
Residential Fund	-	-
Restricted funds	-	-
Unrestricted funds	92,382	111,794
RESERVES	92,382	111,794
Anniversary fund	71,447	51,447
Endowments	71,447	51,447
TOTAL FUNDS	163,829	163,241

**Notes forming part of the financial statements for the year
ended 30 September 2022**

1. Principal accounting policies

Campus Children's Holidays is a public benefit entity under FRS 102. The Financial Statements have been prepared in accordance with the applicable accounting standards, the Charities Act 2011 and the Charity Commission's revised Statement of Recommended Practice issued in Charities SORP 2015 (FRS 102). The Financial Statements have been prepared under the historical cost convention.

- a) Accounting convention
The financial statements are prepared under the historical cost convention, and in preparing the financial statements the charity follows best practice as laid down in FRS 102.
- b) Funds
General purpose funds represent those funds of Campus Children's Holidays that are not subject to any restrictions regarding their use and which are available for application to the general purposes of Campus Children's Holidays. Funds designated for a particular purpose by Campus Children's Holidays are also unrestricted.
- The financial statements include all transactions, assets and liabilities for which Campus Children's Holidays are responsible in law.
- c) Voluntary income and capital sources
Collections are recognised when received by or on behalf of Campus Children's Holidays. Planned giving receivable under Gift Aid etc. is recognised only when received. Income Tax recoverable on covenants or Gift Aid donations is recognised when the income is probable. Grants and legacies Campus Children's Holidays are accounted for as soon as Campus Children's Holidays is notified of its legal entitlement and the amount due. Receipts from fundraising events are accounted for gross.
- d) Resources expended
Expenditure is included on an accruals basis.
- "Administration, volunteers and other" costs comprise expenses such as postage, telephone calls, and transport for project site assessment visits. The charity has no salary or wage expense.
- e) Tangible fixed assets and depreciation
Fixed assets are depreciated on a straight-line basis. A useful life of five years is assumed for motor vehicles and three years for other equipment. Assets are depreciated for a full year in the year of acquisition, and are not depreciated in the year of disposal.
- f) Debtors
Trade and other debtors are recognised in the settlement amount due. Prepayments are valued at the amount prepaid net of any trade discounts due.
- g) Creditors and Provisions
Creditors and provisions are recognised where the charity has a recent obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.
- h) Current Assets
Amounts owing to Campus Children's Holidays at 30 September in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove non-collectible.
- i) Cash and bank
Cash at bank and cash in hand is recognised based on the balances at 30 September.

2. Volunteers, trustees and related parties remuneration

Volunteers, trustees and key management personnel received no remuneration or expenses during this year or the previous year. There are no employees. No amounts were paid to third parties for trustees. Related party donations are described in note 8.

3. Tangible fixed assets

A minibus and bouncy castle are carried in the fixed assets fund. The minibus was purchased in 2017/18 when the previous minibus was scrapped. During this year, we retired our old bouncy castle and purchased a new one.

	2022			2021		
	Minibus	Bouncy castle	Total	Minibus	Bouncy	Total
Cost						
B/F	23,754	1,465	25,219	23,754	1,465	25,219
Acquisitions	-	1,487	1,487	-	-	-
Disposals	-	(1,465)	(1,465)	-	-	-
Y/E	23,754	1,487	25,241	23,754	1,465	25,219
Depreciation						
B/F	19,003	1,465	20,468	14,252	1,465	15,717
Charge for the year	4,751	496	5,246	4,751	-	4,751
Disposals	-	(1,465)	(1,465)	-	-	-
Y/E	23,754	496	24,249	19,003	1,465	20,468
Net book value						
B/F	4,751	-	4,751	9,502	-	9,502
Y/E	0	991	991	4,751	-	4,751

4. Debtors

	2022	2021
Accrued income	14,061	8,863

Accrued income primarily consists of Gift Aid to be reclaimed from HM Revenue & Customs and amounts donated to Campus in the period through Virgin Money Giving which were not paid to Campus as at 30 September 2022.

During this year, we have had to write off a quantity of Gift Aid which has passed the date when it can be claimed. We are in the process of claiming all outstanding Gift Aid now.

There is also an accrued donation where Campus was informed of a college donation of £250 in June 2021 which was received in the 2021/22 financial year. A £7,500 donation from the Sobell Foundation was also awarded but not received in the 2021/22 financial year.

5. Prepayments

	2022	2021
Public liability insurance	1027	1,027
Vehicle insurance	715	717
Trustee Indemnity Insurance	226	182
YHP Site Deposit	0	200
Other Prepayments	8	8
Total Prepayments	1,976	2,134

When the 2020 YHP was cancelled due to the coronavirus pandemic, it was agreed that the deposit for renting the site would roll over to the next time we use the site. We have not returned to this site as we found a superior alternative site with more space and better facilities, so are writing off this prepayment.

Other prepayments represent a prepayment in respect of the annual fee payable to the Information Commissioner.

6. Creditors

	2022	2021
Other creditors and accruals	2,046	5,612
All creditors are due within one year.		

7. Funds

Unrestricted funds comprise those funds that the trustees are free to use in accordance with the charitable objects.

Restricted funds are funds which have been given for particular purposes and projects within the charitable objects of the charity. The Restricted Residential fund consists of all donations from grant giving bodies and other organisations including colleges, where the proposal/ application to them was specific about the use being for the Residential Project 2022.

The Anniversary Fund is an expendable endowment fund. This fund is held for the purpose of generating income for the charity, but the trustees have the power to convert all or part of the fund into income funds that can be spent under certain conditions. The fund was established in 2006-07 and no withdrawals have yet been made. Given Campus's higher level of reserves in recent years, £20,000 was added to the endowment fund this year.

The trustees have approved the following conditions on the fund:

The Anniversary Fund, shall be used:

- (a) to provide predictable unrestricted income to Campus in the form of interest;*
- (b) exceptionally, to provide capital for new or additional charitable activities within Campus' objects as agreed by the trustees, such use only taking place if confirmed by the Campus membership by a resolution of a general meeting.*

8. Income from Trustees and Related Parties

Income	2021-22	2020-21
Donated	£229	£545
Raised by sponsorship	£0	£0

Three trustees or key management personnel made donations to the charity in 2021-22, totalling £229.

All trustees, key personnel and volunteers give of their time freely. No trustees or Key Management Personnel received expenses or remuneration. No amounts were paid to third parties for trustees or Key Members.

CAMPUS CHILDREN'S HOLIDAYS (CAMBRIDGE UNIVERSITY)

England & Wales - Charity number 252982

Accounts



Campus Children's Holidays (Cambridge University)

Trustees' Report and Financial Statements

Year ended 30th September 2021

Charity no. 252982

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Legal and administrative information

Trustees

During the year 2020 – 2021:

E Curry (Chair)
H Slater-Petty (Treasurer)
L Champion (Secretary)
E Bealey
C Howell
A Magee
Z Marson
H McLoughlin

At the date of the signing of the accounts:

E Bealey (Chair)
M Petty (Treasurer)
L Champion (Secretary)
E Curry
C Howell
P Quincey

Key Management Team (Executive Committee)

During the year 2020 – 2021:

E Curry (Chair)
H Slater-Petty (Treasurer)
L Champion (Secretary)
L Akrill
E Andrews
E Bealey
M Croghan
E Davis
H Hellowell
C Howell
J Landy
A Magee
Z Marson
H McLoughlin
R Pinder
P Quincey
J Rummens
M Slater-Petty
R Stapleton
J Whitby

At the date of the signing of the accounts:

L Akrill
E Bealey
J Boyd
L Champion
M Croghan
E Curry
E Davis
C Howell
J Keay
J Landy
R Leech
J Lindley
A Magee
M Petty
R Pinder
P Quincey
H Slater-Petty
M Slater-Petty
E Stanton

Annual General Meeting Dates

18th October 2020
16th October 2021

Executive Committee Meetings between Annual General Meetings

22nd November 2020
31st January 2021
14th March 2021
18th April 2021
16th May 2021
13th June 2021
12th September 2021

Address

PO Box 421
Cambridge
CB2 1YG

Bankers

CAF Bank Ltd, National Westminster Bank plc, HSBC Bank plc

Report of the trustees for the year ended 30 September 2021

The trustees present their report along with the financial statements of the charity for the year ended 30 September 2021. The financial statements have been prepared in accordance with the accounting policies set out on pages 14 - 16.

Constitution and objects

Campus Children's Holidays is a charitable unincorporated association, founded in 1967, and its governing document is its constitution. It is a registered charity, number 252982.

The objects of the charity are to provide or assist in the provision of holidays and holiday activities in the interests of social welfare for children whose conditions of life will thereby be improved and who have need of such holidays by reason of their poverty or social and economic circumstances.

Organisation

The trustees who have served during the year and serve currently are set out on pages 2- 3. Trustees are elected at the Annual General Meeting by the Campus membership, which consists of the volunteers on its projects. The board of trustees along with other individuals who volunteer to assist with the running of the charity (known as the Executive Committee) meet at regular intervals during the year, though there are also subgroup and working group meetings throughout the year, reporting back to the Executive Committee. Trustees communicate frequently between meetings, and conduct a large amount of work on an individual basis and in small groups.

The trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Projects

This year was a slightly unusual year for Campus, as we began running projects again but with some significant changes to mitigate the ongoing risk of coronavirus. The description below will set out both what we consider 'usual' practice (which we aim to return to) and what we did this year.

Residential Project

This is the largest of our projects. For up to five weeks over the summer Campus takes around 28 children for a week at a time on a residential holiday, where they participate in activities such as climbing, swimming, ice skating or cycling. The children are aged between eight and thirteen, and are divided into groups of four to six children. Each group is looked after by two to three volunteers who ensure their group gets the most out of their holiday. This typically runs for 5 weeks and in our last 'normal' year (2019), a total of 150 disadvantaged children benefited from the residential project.

This year we ran two weeks of a slightly shorter and smaller Residential Project, giving a holiday to 46 children. This was a 4 day break, based closer to Liverpool with children split into two 'bubbles'. 14 year olds who should have had their final week on the cancelled 2020 project were invited, so they did not miss out on their final summer, and the opportunity to be considered as Young Helpers. With limited spaces on the project, older children were prioritised for the same reasons, with many younger children who would usually do the residential project instead invited on Hippocampus.

Hippocampus Project

This project also runs for up to five weeks during the summer and is a day project, usually based at a church hall in Liverpool. Hippocampus is aimed at younger children (6 to 10 years old), those with special needs and those aged 11 to 13 who would have not been suitable for the Residential Project. Children take part in craft activities and games, as well as organised activities such as swimming and farm visits. This project takes approximately between 10 and 20 children each week with a ratio of one volunteer for every two children, allowing all participants to benefit from the high volunteer- to-child ratio. In 2019 Hippocampus ran for 3 weeks with 51 children benefitting.

This year we ran a larger than usual Hippocampus project, as this was easier to run with more covid restrictions in place. We ran for three weeks taking 68 children, on average older than usual, given the restricted number of residential places, and no new referrals in 2020 or 2021. The children were split into two or three bus groups who never mixed, and an effort was made to restrict contact between different groups' helpers as much as possible. The usual church hall site was judged not to have sufficient hygiene facilities to be considered 'covid safe', so helpers stayed in university-style accommodation and all the children's activities were hosted off-site. We were still able to do a wonderful range of activities, from days at the beach, a safari park and trampolining.

Young Helper Project

Campus Children's Holidays (Cambridge University) **Year ended 30th September 2021**

Young Helpers are volunteers aged between 14 and 17 who attended Campus projects as children and now come back on the projects as volunteers. The Young Helper Project is designed to train and assess those teenagers who in their last years as children on the Residential Project showed evidence of the responsibility needed to be a volunteer on one of our projects. Those who complete this project successfully are invited back onto other projects in the future in the capacity of a Young Helper. We usually take 6 or 7 potential Young Helpers each year.

Typically, Young Helper Project runs over the Easter holiday, at which point in 2021, coronavirus restrictions were such that we could not run. However, a Young Helper Project was instead held in the summer. 2 young helpers attended the project and both passed as future young helpers.

Winter Project

Winter Project runs for up to five days after Christmas and serves as a one-day reunion for the children, as well as for volunteers, with each of the weeks of both the summer projects (Residential Project and Hippocampus) being invited to attend for a day of craft, games and organised activities. This project provides continuity for the children, and gives them a chance to meet up again with the friends they made during the summer, as well as giving their parents a break during a busy and sometimes stressful time of year.

The 2020/21 Winter Project was not able to run due to the Coronavirus lockdown. We will endeavour to run this again when restrictions allow.

Activity Boxes

As Winter Project was not able to run in 2020/21, we instead sent out craft kits to all the children who would have been invited. These contained 2 printed hand-designed Christmas cards and envelopes, 5 blank cards and envelopes, glitter glue, gel pens, stickers, letters to kids and parents, and a stamped envelope for children to send a Christmas card.

How our activities deliver public benefit

The trustees have had due regard to the guidance published by the Charities Commission in compliance with its duties under Section 4 of the Charities Act 2011.

This guidance sets out two key principles:

- (1) the organisation must have an identifiable benefit; and
- (2) the benefit must be to the public or a section of the public.

Campus strives to provide enjoyable and high-quality holidays to as many children as we are able. We provide holidays to those children who would otherwise not have such an opportunity, by reason of poverty and difficult family circumstances. Where families have more than one child we will take all the children of the relevant ages on holiday wherever appropriate. This gives them a holiday together whilst also giving their parents or carers a break. Once we have taken a child on a Campus holiday we continue to invite them each year until they are 14, thus providing them with continuity and reliability. We make no requirements of the children's families and all our holidays are provided entirely free of charge. We make a particular effort to welcome and assist those children with special needs, and endeavour to offer equal opportunities to all children, unless their attendance would put them or others at risk. In 2019, 8% of children who attended our projects had an Education, Health and Care Plan (compared to 3% nationally).

We work very closely with Liverpool City Council's Children's Services department and have done so for many years. Social workers identify those children who they think would benefit from our holidays and refer these children to us. We also work with Barnardo's and Early Help, who help us to identify additional children who would benefit from the holidays that we provide.

These children and their families are likely to have had a particularly tough time over the coronavirus pandemic, and we know that giving them a chance to take a break will have been highly valued.

Of the parents and carers who responded to our 2019 survey:

- 100% agreed that their child enjoyed their Campus holiday
- 96% reported that family benefited from the break provided by Campus
- 100% indicated that they would like their child to attend future Campus projects

The trustees consider that for these reasons the charity meets the public benefit requirement.

Financial review

Income

Campus relies upon grant-making organisations, fundraising events and donations from individuals, groups, companies and Cambridge University colleges for its income.

In 2020/21 total income was £35,191, compared to £46,210 the previous year. This decrease reflects the fact that for much of this year, it was uncertain whether any summer projects would be able to run. As we began the year with high reserves, having spent very little in the 2019/20 financial year, we had comfort that we would be able to afford projects if it was possible to run them.

The breakdown is as follows (£):

	2020-21	2019-20
From individuals	22,098	25,482
From organisations	1,753	3,126
From trusts and grant-giving bodies	6,500	10,718
Fundraising events	1,062	2,293
Oxfizz volunteering ¹	1,192	1,780
Reclaimed tax	2,379	2,576
Other income ²	206	236
Total Incoming resources	35,191	46,210

While individual giving has decreased in total, within this category, regular giving has increased, and the fall reflects a decrease in one-off donations. One off donations include legacy income, and are usually very variable, so this reduction is not a concern.

The decrease in funding from organisations, grants and trusts reflects Campus's decision to pause applications to grant awarding bodies as during our peak grant-writing period (Feb-April) it was very uncertain whether summer projects would be able to go ahead.

On a similar basis, fundraising events were not promoted. The money received in this category reflects a fundraising event in memory of Campus volunteer Owain Bristow.

Overall, this year's income is below what we would typically aim to raise, but reflects the unusual circumstances of the coronavirus pandemic. We have faith that as future fundraising efforts are made, we will return to a more steady equilibrium.

Expenses

Total expenditure this year amounted to £45,796, compared to £55,176 in 2018/19 when we last ran a full summer.

However, this must be considered in the context of the number of children reached – we ran a much smaller project in 2021 compared to 2019 (46 children on residential vs 150, 68 children on Hippocampus versus 51). This higher cost per child was due to factors relating to the coronavirus pandemic, and the fact that we were only confident we could run shortly before summer. Specifically:

- Our usual residential and hippocampus site were considered unsuitable during the pandemic due to their location and facilities. Replacement sites had to be sought at short notice and were only available at much higher cost.
- At the short notice we were booking at, our usual hire firm did not have any minibuses available so we were forced to use alternative, more expensive providers.
- As we prioritised ensuring older children did not miss out on their final year of Campus, the average age on projects was higher, and more expensive activities were appropriate.
- Due to Covid, almost all venues required pre-booking of activities. In cases where plans changed, or children did not want to participate we were therefore still forced to pay for the activity. Many activities had also increased their prices.

¹ Oxfizz is a social enterprise which offers mock Oxbridge interviews. When individuals volunteer to run interviews for Oxfizz, an hourly rate for their time is donated to a charity of their choice.

² Other income includes bank interest, sale of merchandise (t-shirts), and income from expired cheques

We believe these expenses were acceptable in that otherwise we would not have been able to run this summer. Thankfully, Campus is in a financial position where this extra expenditure can be made for one year, but this should not be a regular increase.

Reserves policy

Campus aims to hold at the start of the financial year (1st October) unrestricted reserves equal to between 80% and 100% of the following year's forecast total expenditure. Based on 'normal' recent years, we would expect annual expenditure of around £55,000.

If there are any restricted funds that are allocated to operational expenditure on particular projects in the coming year and within the forecast expenditure for those projects then they are considered as unrestricted for the purpose of assessing the above target. This policy is kept under review in order to ensure that the financial risks to which Campus is exposed are mitigated as far as is possible.

At the end of the year 2020/21 the amount held in unrestricted free reserves is £113,650. This high level of reserves originated from strong fundraising in 2016 - 2018, followed by being unable to spend on projects in 2020.

We have been fortunate to have these reserves to be able to absorb the expenditure of a year with higher covid expenses and lower grant fundraising. It may also be beneficial looking forward as inflation drives up the cost of projects, and the cost of living crisis may affect our income from donations. As we return to a more 'normal' campus with these higher expenses, we expect to gradually reduce our reserves to a more standard level.

In addition to the unrestricted reserves, Campus continues to benefit from an endowment fund containing £51,447. This money is held for the purpose of generating income for the charity in the form of interest or, exceptionally, to provide capital for new or additional charitable activities within Campus' objectives as agreed by the trustees. Use of the endowment fund to provide capital for new projects can only take place if confirmed by the Campus membership by a resolution of a general meeting.

Investment policy

Campus' unrestricted reserves should be held in an account (or accounts) that offer free, easy and secure access to the funds. It is considered that a current account (or accounts) offers the best ability to achieve this, in particular due to considerations such as ease of withdrawing cash for projects and ease and security of spending money both online and by cheque. As such the interest rate of such an account is of the lowest importance when choosing an account (or accounts).

Campus' endowment fund and any other investment funds should be held in such a way to maximise return on the investment relative to the financial loss incurred for needing access to the funds and the risk of that access being needed.

This will continue to be reviewed annually.

Risk management

The major risks to which the charity is exposed, as identified by the trustees, have been reviewed in the year and systems have been established to mitigate those risks, in particular our insurance and management policies.

The Finance Officer and Treasurer report at least three times a year to the Executive Committee on the financial stability of the charity and all major decisions made are made in light of the risk posed by the charity's financial situation.

The Trustee Indemnity Insurance Policy is reviewed annually to ensure it is sufficient for the needs to the charity.

Naturally, coronavirus has raised new risks which must be considered on projects. We performed a covid risk assessment setting out what restrictions would be implemented to allow projects to run safely.

Future plans

Campus is planning to run YHP, Residential and Hippo projects again in 2022, largely in line with how they were run pre-pandemic.

The trustees will also act on a number of mandates from the 2021 AGM including:

- Find a new Hippo site and review funding portioned off to Hippo

Campus Children's Holidays (Cambridge University)
Year ended 30th September 2021

- Improve communication with donors
- Implement Campus investment plans
- Governance review – assess the appropriate legal structure for Campus
- Update the constitution and all policies
- Ensure the AGM date is chosen and circulated in advance of the summer projects
- Review succession planning for roles throughout year
- Assign a priority order to the mandate list so the EC can hold itself to account
- Enforce attendance/participation requirements for EC members
- Review Campus's position as a Cambridge University society and whether to focus on Cambridge recruitment

Approved by the trustees and signed on their behalf by:



Charlie Howell
Trustee and Finance Officer

Date: 26/07/2022

**Independent Examiner's Report to the Trustees of Campus
Children's Holidays (Cambridge University)**

I report on the trustees on my examinations of the accounts of Campus Children's Holidays ("the Trust") for the year ended 30 September 2021.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 (the Act).

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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.

Signed: Anna Kenton

Date: 22/07/2022

Name: ANNA KENTON

Relevant professional qualification or membership of professional bodies (if any): CGMA

Address: 101 WARWICK AVENUE
LONDON
W9 2PP

Statement of Financial Activities

	2020-2021		2019-2020					
	Anniversary fund	Residential fund	Unrestricted funds	Year to Sep 21	Anniversary fund	Residential fund	Unrestricted funds	Year to Sep 20
Funds brought forward	51,447	8,718	115,771	175,936	51,447	0	93,892	145,339
INCOMING RESOURCES								
Donations and Legacies	-	-	32,731	32,731	-	8,718	33,183	41,901
Income from Charitable Activities	-	-	-	-	-	-	1,780	1,780
Income from other trading activities	-	-	2,254	2,254	-	-	2,293	2,293
Income from sale of merchandise	-	-	8	8	-	-	35	35
Investment income	-	-	198	198	-	-	84	84
Other income	-	-	35,191	35,191	-	-	117	117
Total incoming resources	-	-	35,191	35,191	-	8,718	37,492	46,210
RESOURCE EXPENDED								
Costs of raising funds	-	-	-	-	-	-	-	227
Cost of running fundraising events	-	-	-	-	-	-	-	-
<i>Expenditure on Charitable Activities</i>								
Residential Project	-	8,718	5,441	14,159	-	-	-	-
Hippocampus Project	-	-	14,704	14,704	-	-	-	-
Young Helper Project	-	-	1,500	1,500	-	-	(200)	(200)
Winter Project	-	-	594	594	-	-	2,331	2,331
Activity Boxes	-	-	-	-	-	-	2,263	2,263
Mimbus hire and maintenance	-	-	5,874	5,874	-	-	963	963
Other	-	-	-	-	-	-	-	-
Depreciation	-	-	4,751	4,751	-	-	4,751	4,751
Insurance	-	-	3,151	3,151	-	-	3,276	3,276
Administration, volunteers and other	-	-	1,492	1,492	-	-	2,001	2,001
Total Expenditure	-	8,718	37,506	46,224	-	-	15,612	15,612
Net income/(outgoing) resources	-	(8,718)	(2,315)	(11,033)	-	8,718	21,880	30,597
Transfers between funds	-	-	-	-	-	-	-	-
Net movement in funds	-	(8,718)	(2,315)	(11,033)	-	8,718	21,880	30,597
Funds brought forward	51,447	8,718	115,771	175,936	51,447	-	93,892	145,339
Funds carried forward	51,447	-	113,456	164,903	51,447	8,718	115,771	175,936

Balance Sheet

Balance sheet

	As at 30 Sep 21	As at 30 Sep 20
Fixed assets		
Minibus	23,754	23,754
Bouncy castle	1,465	1,465
	25,219	25,219
Accumulated depreciation	(20,468)	(15,717)
Net book value of fixed assets	4,751	9,502
Current assets		
Cash	154,960	150,018
Debtors	8,863	17,311
Prepayments	2,134	1,704
	165,958	169,033
Provisions	-	-
Creditors	(5,801)	(2,594)
Net current assets	160,156	166,439
NET ASSETS	164,907	175,940
REPRESENTED BY		
Fixed assets fund	-	-
Hippocampus Fund	-	-
Residential Fund	-	8,718
Restricted funds	-	8,718
Unrestricted funds	113,460	115,775
RESERVES	113,460	124,493
Anniversary fund	51,447	51,447
Endowments	51,447	51,447
TOTAL FUNDS	164,907	175,940

**Notes forming part of the financial statements for the year
ended 30 September 2021**

1. Principal accounting policies

Campus Children's Holidays is a public benefit entity under FRS 102. The Financial Statements have been prepared in accordance with the applicable accounting standards, the Charities Act 2011 and the Charity Commission's revised Statement of Recommended Practice issued in Charities SORP 2015 (FRS 102). The Financial Statements have been prepared under the historical cost convention.

- a) **Accounting convention**
The financial statements are prepared under the historical cost convention, and in preparing the financial statements the charity follows best practice as laid down in FRS 102.
- b) **Funds**
General purpose funds represent those funds of Campus Children's Holidays that are not subject to any restrictions regarding their use and which are available for application to the general purposes of Campus Children's Holidays. Funds designated for a particular purpose by Campus Children's Holidays are also unrestricted.

The financial statements include all transactions, assets and liabilities for which Campus Children's Holidays are responsible in law.
- c) **Voluntary income and capital sources**
Collections are recognised when received by or on behalf of Campus Children's Holidays. Planned giving receivable under Gift Aid etc. is recognised only when received. Income Tax recoverable on covenants or Gift Aid donations is recognised when the income is probable. Grants and legacies Campus Children's Holidays are accounted for as soon as Campus Children's Holidays is notified of its legal entitlement and the amount due. Receipts from fundraising events are accounted for gross.
- d) **Resources expended**
Expenditure is included on an accruals basis.

"Administration, volunteers and other" costs comprise expenses such as postage, telephone calls, and transport for project site assessment visits. The charity has no salary or wage expense.
- e) **Tangible fixed assets and depreciation**
Fixed assets are depreciated on a straight-line basis. A useful life of five years is assumed for motor vehicles and three years for other equipment. Assets are depreciated for a full year in the year of acquisition, and are not depreciated in the year of disposal.
- f) **Debtors**
Trade and other debtors are recognised in the settlement amount due. Prepayments are valued at the amount prepaid net of any trade discounts due.
- g) **Creditors and Provisions**
Creditors and provisions are recognised where the charity has a recent obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.
- h) **Current Assets**
Amounts owing to Campus Children's Holidays at 30 September in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove non-collectible.
- i) **Cash and bank**
Cash at bank and cash in hand is recognised based on the balances at 30 September.

2. Volunteers, trustees and related parties remuneration

Volunteers, trustees and key management personnel received no remuneration or expenses during this year or the previous year. There are no employees. No amounts were paid to third parties for trustees. Related party donations are described in note 8.

3. Tangible fixed assets

A minibus and bouncy castle are carried in the fixed assets fund. The minibus was purchased in 2017/18 when the previous minibus was scrapped.

Tangible fixed assets

	2022			2021		
	Minibus	Bouncy castle	Total	Minibus	Bouncy castle	Total
Cost						
B/F	23,754	1,465	25,219	23,754	1,465	25,219
Acquisitions	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Y/E	23,754	1,465	25,219	23,754	1,465	25,219
Depreciation						
B/F	14,252	1,465	15,717	9,502	1,465	10,967
Charge for the year	4,751	-	4,751	4,751	-	4,751
Disposals	-	-	-	-	-	-
Y/E	19,003	1,465	20,468	14,252	1,465	15,717
Net book value						
B/F	9,502	-	9,502	14,252	-	14,252
Y/E	4,751	-	4,751	9,502	-	9,502

4. Debtors

	2021	2020
Accrued income	8,863	17,311

Accrued income primarily consists of Gift Aid to be reclaimed from HM Revenue & Customs and amounts donated to Campus in the period through Virgin Money Giving which were not paid to Campus as at 30 September 2021.

There is also an accrued donation where Campus was informed of a college donation of £250 in June 2021 which was received in the 2021/22 financial year.

5. Prepayments

	2021	2020
Public liability insurance	1,027	597
Vehicle insurance	717	717
Trustee Indemnity Insurance	182	182
YHP Site Deposit	200	200
Other Prepayments	8	8
Total Prepayments	2,134	1,933

When YHP was cancelled, it was agreed that the deposit for renting the site would roll over to the next time we use the site.

Other prepayments represent a prepayment in respect of the annual fee payable to the Information Commissioner.

The increase in public liability prepayments reflects that we received 3 months of free cover as a goodwill gesture during the coronavirus pandemic. This has shifted our renewal date forward so more of this year's payment covers the next financial year.

6. Creditors

	2021	2020
Other creditors and accruals	5,612	2,594

All creditors are due within one year.

7. Funds

Unrestricted funds comprise those funds that the trustees are free to use in accordance with the charitable objects.

Restricted funds are funds which have been given for particular purposes and projects within the charitable objects of the charity. The Restricted Residential fund consists of all donations from grant giving bodies and other organisations including colleges, where the proposal/ application to them was specific about the use being for the Residential Project 2020. As this project was not able to run, we contacted donors and received permission to allocate these funds towards the next residential project.

The Anniversary Fund is an expendable endowment fund. This fund is held for the purpose of generating income for the charity, but the trustees have the power to convert all or part of the fund into income funds that can be spent under certain conditions. The fund was established in 2006-07 and no withdrawals have yet been made. The trustees have approved the following conditions on the fund:

The Anniversary Fund, shall be used:

- (a) to provide predictable unrestricted income to Campus in the form of interest;*
- (b) exceptionally, to provide capital for new or additional charitable activities within Campus' objects as agreed by the trustees, such use only taking place if confirmed by the Campus membership by a resolution of a general meeting.*

8. Income from Trustees and Related Parties

Income	2020-21
Donated	£545
Raised by sponsorship	£0

Five trustees or key management personnel made donations to the charity in 2020-21, totalling £545.

All trustees, key personnel and volunteers give of their time freely. No trustees or Key Management Personnel received expenses or remuneration. No amounts were paid to third parties for trustees or Key Members.

CAMPUS CHILDREN'S HOLIDAYS (CAMBRIDGE UNIVERSITY)

England & Wales - Charity number 252982

Accounts



Campus Children's Holidays (Cambridge University)

Trustees' Report and Financial Statements

Year ended 30th September 2020

Charity no. 252982

Campus Children's Holidays (Cambridge University)
Year ended 30th September 2020

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Legal and administrative information

Trustees

During the year 2019 – 2020:

H Slater-Petty (Chair)
J Rummens (Treasurer)
S Riley (Secretary)
E Bealey
M Croghan
C Howell
A Magee
Z Marson
H McLoughlin
H Rummens
R Stapleton
J Whitby

At the date of the signing of the accounts:

E Curry (Chair)
H Slater-Petty (Treasurer)
L Champion (Secretary)
E Bealey
C Howell
A Magee
Z Marson
H McLoughlin

Key Management Team (Executive Committee)

During the year 2018 – 2019:

H Petty (Chair)
J Rummens (Treasurer)
S Riley (Secretary)
L Akkrill
E Andrews
E Bealey
R Buckland
M Croghan
S Friend
H Hellawell
C Howell
J Keay
V Kyriacou
J Landy
A Magee
Z Marson
H McLoughlin
J Parmar
H Rummens
M Slater-Petty
R Stapleton
A Tibbles
J Whitby

At the date of the signing of the accounts:

E Curry (Chair)
H Slater-Petty (Treasurer)
L Champion (Secretary)
L Akkrill
E Andrews
E Bealey
M Croghan
E Davis
H Hellawell
C Howell
J Landy
A Magee
Z Marson
H McLoughlin
R Pinder
P Quincey
J Rummens
M Slater-Petty
R Stapleton
J Whitby

Annual General Meeting Dates

26th October 2019
18th October 2020

Executive Committee Meetings between Annual General Meetings

30th November 2019
25th January 2020
7th March 2020
19th March 2020 – Special Covid-19 meeting
18th April 2020
17th May 2020
17th June 2019
13th August 2020
1st October 2020

Address

PO Box 421
Cambridge
CB2 1YG

Bankers

CAF Bank Ltd, National Westminster Bank plc, HSBC Bank plc

Report of the trustees for the year ended 30 September 2020

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The objects of the charity are to provide or assist in the provision of holidays and holiday activities in the interests of social welfare for children whose conditions of life will thereby be improved and who have need of such holidays by reason of their poverty or social and economic circumstances.

Organisation

The trustees who have served during the year and serve currently are set out on pages 2- 3. Trustees are elected at the Annual General Meeting by the Campus membership, which consists of the volunteers on its projects. The board of trustees along with other individuals who volunteer to assist with the running of the charity (known as the Executive Committee) meet at regular intervals during the year, though there are also subgroup and working group meetings throughout the year, reporting back to the Executive Committee. Trustees communicate frequently between meetings, and conduct a large amount of work on an individual basis and in small groups.

The trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Projects

Naturally this has been an extraordinary year due to the coronavirus pandemic which resulted in the cancellation of all subsequent projects. We set out here what we would usually run, and will aim to run again when circumstances permit, along with notes on what we were able to run this year.

Residential Project

This is the largest of our projects. For up to five weeks over the summer Campus takes around 28 children for a week at a time on a residential holiday, where they participate in activities such as climbing, swimming, ice skating or cycling. The children are aged between eight and thirteen, and are divided into groups of four to six children. Each group is looked after by two to three volunteers who ensure their group gets the most out of their holiday. This typically runs for 5 weeks. In 2019 a total of 150 disadvantaged children benefited from the residential project.

It was not possible to run this project under the coronavirus lockdown restrictions in place in summer 2020. We are aiming to run the project again in 2021 subject to restrictions at this time.

Hippocampus Project

This project also runs for up to five weeks during the summer and is a day project, usually based at a church hall in Liverpool. Hippocampus is aimed at younger children (6 to 10 years old), those with special needs and those aged 11 to 13 who would have not been suitable for the Residential Project. Children take part in craft activities and games, as well as organised activities such as swimming and farm visits. This project takes approximately between 10 and 20 children each week with a ratio of one volunteer for every two children, allowing all participants to benefit from the high volunteer- to-child ratio. In 2019 Hippocampus ran for 3 weeks with 51 children benefitting.

It was not possible to run this project under the coronavirus lockdown restrictions in place in summer 2020. We are aiming to run the project again in 2021 subject to restrictions at this time.

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Young Helper Project

Young Helpers are volunteers aged between 14 and 17 who attended Campus projects as children and now come back on the projects as volunteers. The Young Helper Project is designed to train and assess those teenagers who in their last years as children on the Residential Project showed evidence of the responsibility needed to be a volunteer on one of our projects. Those who complete this project successfully are invited back onto other projects in the future in the capacity of a Young Helper. We usually take 6 or 7 potential Young Helpers each year.

Young Helper Project runs over the Easter holiday, and as such was not able to run with the coronavirus restrictions in place in 2020. We are making sure we stay in touch with the prospective Young Helpers who missed out on this training. We aim to run this project again in summer 2021 subject to restrictions.

Winter Project

Winter Project runs for up to five days after Christmas and serves as a one-day reunion for the children, as well as for volunteers, with each of the weeks of both the summer projects (Residential Project and Hippocampus) being invited to attend for a day of craft, games and organised activities. This project provides continuity for the children, and gives them a chance to meet up again with the friends they made during the summer, as well as giving their parents a break during a busy and sometimes stressful time of year.

The 2019/20 Winter Project was pre-Coronavirus so was able to run. 127 children attended this year's project (2018/19: 132).

Activity Boxes

When it was determined that summer projects would not be possible in 2020, Campus decided to put together activity boxes to help entertain children who would normally attend a project. These included items such as a t-shirt & fabric pen, slime, books and stickers, adjusted to the age of the recipient. Children also received a link to a Campus Summer 2020 Youtube channel with videos about the activity boxes and how to bake Rocky Road and Mug Cakes. The boxes were personalised with each child's name, included a photo of Campus helpers and had a sheet signposting where families could find extra support if they were struggling.

213 activity boxes were delivered to children by a team of Campus volunteers, with a further 15-20 boxes posted out.

How our activities deliver public benefit

The trustees have had due regard to the guidance published by the Charities Commission in compliance with its duties under Section 4 of the Charities Act 2011.

This guidance sets out two key principles:

- (1) the organisation must have an identifiable benefit; and
- (2) the benefit must be to the public or a section of the public.

Campus strives to provide enjoyable and high-quality holidays to as many children as we are able. We provide holidays to those children who would otherwise not have such an opportunity, by reason of poverty and difficult family circumstances. Where families have more than one child we will take all the children of the relevant ages on holiday wherever appropriate. This gives them a holiday together whilst also giving their parents or carers a break. Once we have taken a child on a Campus holiday we continue to invite them each year until they are 14, thus providing them with continuity and reliability. We make no requirements of the children's families and all our holidays are provided entirely free of charge. We make a particular effort to welcome and assist those children with special needs, and endeavour to offer equal opportunities to all children, unless their attendance would put them or others at risk. In 2019, 8% of children who attended our projects had an Education, Health and Care Plan (compared to 3% nationally).

We work very closely with Liverpool City Council's Children's Services department and have done so for many years. Social workers identify those children who they think would benefit from our holidays and refer these children to us. We also work with Barnardo's and Early Help, who help us identify additional children who would benefit from the holidays that we provide.

This year has been a tough year as coronavirus restrictions have severely limited what we have been able to do. We were able to run our Winter Project before the pandemic, but all other projects this year had to be cancelled. We have endeavoured to assist the families we support in what way we can, by providing activity boxes to entertain children and show that Campus had not forgotten about them.

Campus Children's Holidays (Cambridge University)
Year ended 30th September 2020

We know that the projects we run are much valued by the children and their families and aim to resume running full projects as soon as we can safely do so.

Of the parents and carers who responded to our 2019 survey:

- 100% agreed that their child enjoyed their Campus holiday
- 96% reported that family benefited from the break provided by Campus
- 100% indicated that they would like their child to attend future Campus projects

The trustees consider that for these reasons the charity meets the public benefit requirement.

Financial review

Income

Campus relies upon grant-making organisations, fundraising events and donations from individuals, groups, companies and Cambridge University colleges for its income.

In 2019/20 total income was £46,210, compared to £51,358 the previous year. While the total amount is broadly similar, this disguises shifts within different income sources.

The breakdown is as follows (£):

	2019-20	2018-19
From individuals	25,482	16,200
From organisations	3,126	3,024
From trusts and grant-giving bodies	10,718	22,904
Fundraising events	2,293	1,094
Oxfizz volunteering ¹	1,780	4,950
Reclaimed tax	2,576	2,958
Other income ²	236	229
Total Incoming resources	46,210	51,358

Individual donations show a large increase, which reflects a legacy of £10,000, without which, individual donation income is in line with last year.

This counterbalanced a large drop in grant income. A number of grant-giving bodies froze applications in the light of the coronavirus pandemic. Campus also chose not to pursue applications as it became apparent that it was unlikely we would be able to run projects in summer 2020, and with an awareness of our high level of reserves to see us through.

A number of volunteers undertook sponsored challenges to fundraise for Campus. We also received income from Oxfizz, though this declined this year as both fewer volunteers gave their time to Oxfizz and the rate received for hours decreased.

Overall, this year's income is in line with what we require to run a usual summer. While this includes a one off legacy which is not a reliable funding source, it also reflects the unusual circumstances of the coronavirus pandemic.

Expenses

As we were unable to run Young Helper Project, Hippocampus or Residential Project, expenditure this year was very low - £15,812 compared to £55,176 in 2018/19.

This £15,812 covers Winter Project (£2,331), activity boxes (£2,263), minibus hire and maintenance (£963), plus the fixed expenses of insurance (£3,276), administration (£2,228) and the depreciation of the minibus (£4,751).

As a result, Campus has a significant surplus this year.

Reserves policy

Campus aims to hold at the start of the financial year (1st October) unrestricted reserves equal to between 80% and 100% of the following year's forecast total expenditure. Based on 'normal' recent years, we would expect annual expenditure of around £55,000, although 2020/21 expenses may be different reflecting what type of project is possible and what is necessary to run a covid safe project.

If there are any restricted funds that are allocated to operational expenditure on particular projects in the coming year and within the forecast expenditure for those projects then they are considered as unrestricted for the purpose of assessing the above target. This policy is kept under review in order to ensure that the financial risks to which Campus is exposed are mitigated as far as is possible.

At the end of the year 2019/20 the amount held in unrestricted free reserves is £124,289. This unusually high level of reserves is due to large one-off donations received in 2017/18, and our inability to run

¹ Oxfizz is a social enterprise which offers mock Oxbridge interviews. When individuals volunteer to run interviews for Oxfizz, an hourly rate for their time is donated to a charity of their choice.

² Other income includes bank interest, sale of merchandise (t-shirts), and income from expired cheques

Campus Children's Holidays (Cambridge University) **Year ended 30th September 2020**

projects this year. This is well above our targeted level of reserves, and under normal circumstances we would consider it excessive.

However, there is a great deal of uncertainty at present. As we write this in June 2021, we are aiming to run a summer project, but this looks to be much more expensive per child as we have greater requirements around the sites we can run the project from, and have been unable to plan as far in advance as usual.

There is also uncertainty in the fundraising outlook so we appreciate having an additional buffer to allow us to withstand any downturn resulting from the economic fallout of the pandemic. We feel that the unprecedented current circumstances make these reserves a reasonable safety precaution. We expect these to run down over the next few years.

In addition to the unrestricted reserves, Campus continues to benefit from an endowment fund containing £51,447. This money is held for the purpose of generating income for the charity in the form of interest or, exceptionally, to provide capital for new or additional charitable activities within Campus' objectives as agreed by the trustees. Use of the endowment fund to provide capital for new projects can only take place if confirmed by the Campus membership by a resolution of a general meeting.

Investment policy

Campus' unrestricted reserves should be held in an account (or accounts) that offer free, easy and secure access to the funds. It is considered that a current account (or accounts) offers the best ability to achieve this, in particular due to considerations such as ease of withdrawing cash for projects and ease and security of spending money both online and by cheque. As such the interest rate of such an account is of the lowest importance when choosing an account (or accounts).

Campus' endowment fund and any other investment funds should be held in such a way to maximise return on the investment relative to the financial loss incurred for needing access to the funds and the risk of that access being needed.

This will continue to be reviewed annually.

Risk management

The major risks to which the charity is exposed, as identified by the trustees, have been reviewed in the year and systems have been established to mitigate those risks in particular our insurance and management policies.

The Finance Officer and Treasurer report at least three times a year to the Executive Committee on the financial stability of the charity and all major decisions made are made in light of the risk posed by the charity's financial situation.

The Trustee Indemnity Insurance Policy is reviewed annually to ensure it is sufficient for the needs to the charity.

Naturally, coronavirus has raised new risks which must be considered on projects. We have performed a covid risk assessment which sets out what restrictions are to be implemented to allow projects to run safely. This will be reassessed as circumstances and official guidance evolves.

Future plans

Campus is planning to run both Residential and Hippo summer projects again in 2021. There will also be a Yong Helper Project run during the summer to enable us to train prospective young helpers who should have attended YHP during the 2020 Easter holidays. All projects will be slightly different to usual given the continuing threat of coronavirus.

Project procedures will evolve in line with government guidance but involves measures such as wearing masks, a preference for outdoor activities, encouraging handwashing, additional regular cleaning of site and requiring volunteers to provide evidence of a negative lateral flow test.

The trustees will also act on a number of mandates from the 2020 AGM including:

- Recruit the first board of trustees and complete legal process for governance structure change (and review the EC election process as part of this)
- Implement feedback for experienced helpers on project
- Review process for young helpers becoming adult helpers
- Implement investment plan

Campus Children's Holidays (Cambridge University)
Year ended 30th September 2020

- Review Campus' safeguarding processes in response to the different nature of its interaction with children, parents and carers (including specific guidance and risk assessment about conducting phone calls with children)
- Retain focus on recruitment of new helpers and retention of existing helpers

Approved by the trustees and signed on their behalf by:



Charlie Howell
Trustee and Finance Officer

Date: 29/07/2021

**Independent Examiner's Report to the Trustees of Campus
Children's Holidays (Cambridge University)**

I report on the trustees on my examinations of the accounts of Campus Children's Holidays ('the Trust') for the year ended 30 September 2020.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) 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.

Signed: AMKenton

Date: 28/07/2021

Name: ANNA KENTON

Relevant professional qualification or membership of professional bodies (if any):

Address: 101 WARWICK AVENUE, LONDON, W9 2PP

Campus Children's Holidays (Cambridge University)
Year ended 30th September 2020

Balance Sheet

Balance sheet

	As at 30 Sep 20	As at 30 Sep 19
Fixed assets		
Minibus	23,754	23,754
Bouncy castle	1,465	1,465
	<u>25,219</u>	<u>25,219</u>
Accumulated depreciation	(15,717)	(10,967)
Net book value of fixed assets	<u>9,502</u>	<u>14,252</u>
Current assets		
Cash	150,018	122,292
Debtors	17,311	8,649
Prepayments	1,704	1,503
	<u>169,033</u>	<u>132,445</u>
Provisions	(201)	-
Creditors	(2,594)	(1,314)
Net current assets	<u>166,238</u>	<u>131,089</u>
NET ASSETS	<u>175,739</u>	<u>145,341</u>
REPRESENTED BY		
Fixed assets fund	-	-
Hippocampus Fund	-	-
Residential Fund	8,718	-
Restricted funds	<u>8,718</u>	<u>-</u>
Unrestricted funds	<u>115,575</u>	<u>93,894</u>
RESERVES	<u>124,292</u>	<u>93,894</u>
Anniversary fund	51,447	51,447
Endowments	<u>51,447</u>	<u>51,447</u>
TOTAL FUNDS	<u>175,739</u>	<u>145,341</u>

**Notes forming part of the financial statements for the year
ended 30 September 2020**

1. Principal accounting policies

Campus Children's Holidays is a public benefit entity under FRS 102. The Financial Statements have been prepared in accordance with the applicable accounting standards, the Charities Act 2011 and the Charity Commission's revised Statement of Recommended Practice issued in Charities SORP 2015 (FRS 102). The Financial Statements have been prepared under the historical cost convention.

a) Accounting convention

The financial statements are prepared under the historical cost convention, and in preparing the financial statements the charity follows best practice as laid down in FRS 102.

b) Funds

General purpose funds represent those funds of Campus Children's Holidays that are not subject to any restrictions regarding their use and which are available for application to the general purposes of Campus Children's Holidays. Funds designated for a particular purpose by Campus Children's Holidays are also unrestricted.

The financial statements include all transactions, assets and liabilities for which Campus Children's Holidays are responsible in law.

c) Voluntary income and capital sources

Collections are recognised when received by or on behalf of Campus Children's Holidays. Planned giving receivable under Gift Aid etc. is recognised only when received. Income Tax recoverable on covenants or Gift Aid donations is recognised when the income is probable. Grants and legacies Campus Children's Holidays are accounted for as soon as Campus Children's Holidays is notified of its legal entitlement and the amount due. Receipts from fundraising events are accounted for gross.

d) Resources expended

Expenditure is included on an accruals basis.

"Administration, volunteers and other" costs comprise expenses such as postage, telephone calls, and transport for project site assessment visits. The charity has no salary or wage expense.

e) Tangible fixed assets and depreciation

Fixed assets are depreciated on a straight-line basis. A useful life of five years is assumed for motor vehicles and three years for other equipment. Assets are depreciated for a full year in the year of acquisition, and are not depreciated in the year of disposal.

f) Debtors

Trade and other debtors are recognised in the settlement amount due. Prepayments are valued at the amount prepaid net of any trade discounts due.

g) Creditors and Provisions

Creditors and provisions are recognised where the charity has a recent obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

h) Current Assets

Amounts owing to Campus Children's Holidays at 30 September in respect of fees, rents or other income are shown as debtors less provision for amounts that may prove non-collectible.

i) Cash and bank

Cash at bank and cash in hand is recognised based on the balances at 30 September.

Campus Children's Holidays (Cambridge University)
Year ended 30th September 2020

2. Volunteers, trustees and related parties remuneration

Volunteers, trustees and key management personnel received no remuneration or expenses during this year or the previous year. There are no employees. No amounts were paid to third parties for trustees. Related party donations are described in note 8.

3. Tangible fixed assets

A minibus and bouncy castle are carried in the fixed assets fund. The minibus was purchased in 2017/18 when the previous minibus was scrapped.

Tangible fixed assets	2020			2019		
	Minibus	Bouncy	Total	Minibus	Bouncy	Total
Cost						
B/F	23,754	1,465	25,219	23,754	1,465	25,219
Acquisitions	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
Y/E	23,754	1,465	25,219	23,754	1,465	25,219
Depreciation						
B/F	9,502	1,465	10,967	4,751	1,465	6,216
Charge for the year	4,751	-	4,751	4,751	-	4,751
Disposals	-	-	-	-	-	-
Y/E	14,252	1,465	15,717	9,502	1,465	10,967
Net book value						
B/F	14,252	-	14,252	19,003	-	19,003
Y/E	9,502	-	9,502	14,252	-	14,252

4. Debtors

	2020	2019
Accrued income	17,311	8,649

Accrued income primarily consists of Gift Aid to be reclaimed from HM Revenue & Customs and amounts donated to Campus in the period through Virgin Money Giving which were not paid to Campus as at 30 September 2019.

There is also an accrued donation where Campus was informed of a legacy of £10,000 on 09/05/2020 but has not yet received payment.

5. Prepayments

	2020	2019
Public liability insurance	597	596
Vehicle insurance	717	718
Trustee Indemnity Insurance	182	182
YHP Site Deposit	200	
Other Prepayments	8	8
Total Prepayments	1933	1500

When YHP was cancelled, it was agreed that the deposit for renting the site would roll over to the next time we use the site.

Other prepayments represent a prepayment in respect of the annual fee payable to the Information Commissioner.

Campus Children's Holidays (Cambridge University)
Year ended 30th September 2020

6. Creditors

	2020	2019
Other creditors and accruals	2,594	1,314

All creditors are due within one year.

7. Funds

Unrestricted funds comprise those funds that the trustees are free to use in accordance with the charitable objects.

Restricted funds are funds which have been given for particular purposes and projects within the charitable objects of the charity. The Restricted Residential fund consists of all donations from grant giving bodies and other organisations including colleges, where the proposal/ application to them was specific about the use being for the Residential Project 2020. As this project was not able to run, we contacted donors and received permission to allocate these funds towards the next residential project.

The Anniversary Fund is an expendable endowment fund. This fund is held for the purpose of generating income for the charity, but the trustees have the power to convert all or part of the fund into income funds that can be spent under certain conditions. The fund was established in 2006-07 and no withdrawals have yet been made. The trustees have approved the following conditions on the fund:

The Anniversary Fund, shall be used:

- (a) to provide predictable unrestricted income to Campus in the form of interest;*
- (b) exceptionally, to provide capital for new or additional charitable activities within Campus' objects as agreed by the trustees, such use only taking place if confirmed by the Campus membership by a resolution of a general meeting.*

8. Income from Trustees and Related Parties

Income	2018-19
Donated	£630
Raised by sponsorship	£2268

Nine trustees or key management personnel made donations to the charity in 2019-20, totalling £630. £2268 was raised by sponsorship by trustees. There is some overlap between these amounts.

All trustees, key personnel and volunteers give of their time freely. No trustees or Key Management Personnel received expenses or remuneration. No amounts were paid to third parties for trustees or Key Members.