

CHILDREN'S SUMMER CLUB

Charity no: 270817

ANNUAL REPORT 2020

We are governed by our Constitution, adopted 14 January 1976. Our trustees are elected at our Annual General Meeting in May/June. They are: Pauline Hotson (chair), Christine Brennan (secretary and safe guarding), Philip Darke (treasurer), Savanna Brennan . We kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. Our policies and procedures can be viewed at www.childrensummerclub.wordpress.com. We updated our Rules for Trips and published our Finance Manual this year. You can also follow us on www.facebook.com/pages/Childrens-Summer-Club/182262501823776

Children's Summer Club provides fun, social and informal educational activities for young people aged 8-16 who live in Barnstaple. We run during all school holidays and hold special events throughout the year - when we are not in the middle of a global pandemic.

Use of our hall during 2020:

We took over the North Devon Deaf Children's Society Hall at Charles Dart Crescent, now Children's Summer Club Hall, in 2015. Having a physical base has saved us money, helped us provide more activities for children and young people and provided a hub for other local groups.

COVID has impacted on how our hall is used. It was unused from March - June 2020.

The Electoral Commission postponed their booking for using our hall as a polling station for the local government and Police Crime Commissioner elections to 6 May 2021.

Bethel Pentecostal Church (Shalom Devon Ltd) and Barnstaple Morris Dancers cancelled all bookings from February 2020 onwards until further notice.

Narcotics Anonymous started using our hall for weekly support meetings from December 2020.

Inspire South West started using our hall as a base for their alternative education provision in September 2020, after ad hoc use for 121 work with young people earlier in the year. This will be on-going.

Devon County Council has used us as an overflow facility for their family contact centre.

No CSC activities at the hall since February 2020. Relaunch planned for Summer 2021.

No children's parties, Open Days etc this year due to COVID.

Maintenance and improvements to our building and facilities:

We got the NDDC COVID Business Support Grant and spent the money on making our hall COVID secure:

A comprehensive COVID risk assessment is in place.

The floors have been levelled and flooring replaced with heavy duty industrial lino in the Art Room, corridor and main room. The floor was levelled in the kitchen and the lino replaced following an insurance claim due to flooding.

We have installed infection control equipment including hand sanitiser dispensers. Devon Youth Service @Space gave us a box of COVID safety equipment.

We have installed additional storage cupboards in the main room and the cleaning cupboard off the toilet block has been fitted with shelving. We bought around 12 large plastic boxes to store art materials and have used these to tidy up the Art Room. We also purchased tarpaulins to cover equipment in the main room.

The hall was rewired and new emergency signs and lighting fitted after failing its 5 year Electrical test.

A Community Councillors' grant paid for fire door closures. These hold the internal fire doors open to allow ventilation, but will close automatically in case of fire.

We have a door bell and signage has been put up "Main Entrance".

Regular safety checks – fire alarm and equipment, intruder alarm, PAT testing were completed.

We donated our grey stacking chairs to Barnstaple Pannier Market. We also donated our folding pool table to a local family.

£3,000 has been put aside for a new gas boiler to be installed in 2021.

We have increased our cleaning regime. The hall is cleaned every Friday and between different hall users. It was deep cleaned during the first lockdown.

Equipment purchased in 2020 included a new shredder, pool cues, board games and replacement rounders kit. *(An Awards For All Grant in January 2021 paid for an IT Suite including 2 Smartboards, 4 laptops, a printer and a camcorder and tripod)*

Regular events:

On hold/cancelled from March 2020 due to COVID.

We were given a licence by NDDC to run 2 x rounders and 2 x cross-country runs in Yeo Valley Woods for up to 15 young people at each session during school summer holiday 2020. A full risk assessment was provided. We also hoped to paint a mural in the Art Room (outlines in place for future activity). Unfortunately, we did not get any takers. This was partly due to the weather and partly due to parents'/carers' concerns re COVID.

ND Homes cleaned and whitewashed the walls at the Gorwell Underpass opposite Concord Drive. We had planned to paint a mural. Alas, this was also postponed due to COVID restrictions and the walls have been graffitied again. Another possible project for 2021.

Community involvement and street based activities:

On hold/cancelled due to COVID

Information on on-line activities/meetings/information provided by other organisations posted on our Facebook Page.

On-line health and safety training purchased for one of our young people.

First aid, fire safety and health and safety training to be booked for 2021.

Out and about, day trips and visits:

On hold/cancelled due to COVID.

Swimming and cinema trips in February half term 2020.

Fund Raising:

We collect empty ink cartridges and send them off for recycling. Each cartridge earns us £1 towards our funds.

We have had numerous soft toys and raffle prizes donated to us over lockdown due to local people having a clear out. These will be used to raise money at future Open Days and stalls at public events.

Thank you to all the organisations that have helped to tide us over and keep our hall running this year, and customers of the Barnstaple branch of the Co-Op for their support. We would also like to thank Space for their input into our club.

Children's Summer Club

Charity No: 270817

Annual Accounts 1 April 2020 - 31 March 2021

Income: £

Expenditure: £

Grants & Donations:

Activities:

		This Year	Last Year	This Year	Last Year	Various Visits etc.
Year	Last Year					

	2009.30		
Barnstaple Town Council	500.00	Coach hire/buses etc	_____
<u>891.50</u>			
NDDC (COVID)	10000.00		
2900.80			
NDDC Councillor (Fire)	200.00	Less Members' Conts.	(2.00)
<u>(1685.00)</u>	Barnstaple Fair Carnival	38.15	
1215.80			
DYS Space (COVID)	500.00	1259.00	Materials & Consumables 21.12
396.10			Less contributions _____
<u>(200.00)</u>		DYS Space (DBS)	9.90 19.70
19.12		196.10	
DYS Space (Activities)	1500.00		
ASDA Local Impact	700.00	Professional Fees	
270.00			
ASDA Xmas	500.00		
1681.90			<u>19.12</u>

Admin/Establishment:

338.27	427.63	Admin, post, phone etc less
contributions	<hr/>	
	338.27	427.63

Sundry Donations	12.00	10.00	Insurance - Combined & Trustee & Personal
808.35			Accident & Hall Contents

	Clerical Bus. Insurance	27.76	
23.52		Adverts/Publicity	
	<u>19633.96</u>	<u>3026.85</u>	Leaders

Session/Travel Exp.	1.10	121.54	
Refreshments	1.52	755.34	
Less Tuck/Tesco discount			(13.78) Fund

Raising:

741.56			Total refreshments	1.52	
			Room/Stall Hire		
10.00			Storage		
416.00	424.00		Boot sales, stalls &	40.00	
Training		33.60	660.25 Facebook		
	Less DYS contrib'n		<u>85.50</u>		
		33.60		574.75	
Open Day	71.00		DBS & ID	9.90	
53.90					
			Less contribution		
<u>(20.00)</u>					
				9.90	
33.90					

Income:**£****Expenditure:****£**

Year	This Year	Last Year	This Year	Last
Collection Tins	20.42	78.61	Miscellaneous	
11.00				
Recycled ink	77.50	22.00	Uniforms	
			Hallowe'en YV Woods	
121.20		Less Contribution		
		Total Uniforms		
		Licence to use Play Area		30.00
		Devon Wildlife Trust Mem		
60.00				
	<u>97.92</u>	<u>332.81</u>		828.15
	<u>3266.25</u>			

Gift Aid:**549.26****Equipment:****7728.48****7728.48 549.26****Hall Rentals:****Hall Maintenance:**

OTES		3007.98	Security	80.00
	7.00	ND Council	420.00	
Maintenance		8366.25	936.15	
DCC	210.00	280.00	Cleaning	1225.99
Shalom		830.00	Infection Control	
308.14		Sundry Rentals	25.00	90.00
Morris Dancers		600.00	Total:	9980.38
943.15				
Sew N Devon		780.00		
Inspire SW	6440.00			
Mindfulness SW		40.00		
Mindfulness Life		180.00		
Abbeymead Safety Tr'g		60.00		
Positive People (Cosmic)		100.00		
Narcotics Anon		50.00		
Total:		6725.00	6387.98	

Income:		£	Expenditure:		£
	This Year	Last Year		This Year	Last Year
Year					

Insurance Claim:	555.00	246.80	Safety	Checks:
		Fire	40.80	
40.80		Alarms	108.00	
108.00		PAT	75.00	69.12
		Gas	90.55	
58.80		5year electric	250.00	
		Total:	564.35	
276.72				

Utilities:

690.02		Gas	987.17
		Electric	302.16
585.36		Water	528.07
619.72		Internet	
532.68	696.50		PPL
Licence (19 & 20)	120.34	286.58	
Waste Collection	<u>94.78</u>	<u>125.46</u>	
Total:		2565.20	3003.64
	Less water recharge	43.97	
	Total:	2565.20	
2959.67			

Total Income: 27011.88 9994.44 Total Expenditure: 21685.68 9676.95

Balances as at 1 April 2020

March 2021

3574.98	Barclays Bank	9238.94	27.28
Petty Cash	<u>53.43</u>		<u>53.43</u>

30931.63 13596.70
30931.63 13596.70

Balances as at 31

Barclays Bank	3866.32
Barclays Bank	3866.32
Petty Cash	<u>7.01</u>

Equipment: IT suite: 2 x smartboards (art room and main room), 4 x laptops, printer/scanner/copier, camcorder & tripod. Rounders kit; pool cues, board games.

Security: keys £85.00 less £5 recharge to Inspire

Miscellaneous: N/A

Maintenance: Rewiring & new emergency lighting; signage; repairs following flash flooding. Making hall COVID safe: levelling floors in kitchen, art room, main room and corridor and fitting heavy duty lino; doorguards (art room and main room); additional storage cupboards and shelving.

£3000 set aside for installation of new boiler to be paid for April 2021.

Cleaning & infection control equipment (including COVID first aid kit, thermometer, paper towel dispensers & hand sanitiser dispensers, covers and storage boxes) have been separated out from maintenance so that we can monitor costs re adjusting hall hire charges. Window cleaning has been increased to at least every 6 weeks. We deep cleaned during the first lockdown. 2 hours cleaning every Friday, plus 1 hour cleaning between different groups.

Cleaning costs were included in maintenance costs up to and including 2019-2020.

No activities 2020-2021 due to COVID restrictions. DYS grant re activities carried forward to 2021-2022.

Insurance: Email from insurers to say insurance cover for 2020-2021 extended to 30 April 2021 to allow for amendments to policies re COVID. Premium for 2021-2022 will be paid in April 2021 (@£850)

Training: Health & Safety/Working at Heights Dylan Cooper-Moore

Sundry Donations: £12 CBrennan (re jumble)

Members' Contributions: Re Feb 2020 activities.

In kind donations this year have included:

DYS - COVID box (thermometer gun, social distancing sign, social distancing tape, wash hands poster, tape measure, gloves, masks, bin bags, hand sanitiser refill, spray disinfectant, wipes).

Inspire - children's books, raffle prizes, 2 x faux leather sofas, payment for bulky waste disposal, box of store cupboard staples for cooking sessions.

Sally Adams - Toy kitchen.

AJ McDonald - Wall clock.

Dave & Shirley Moan - Toys.

Savanna Brennan - Toys & children's books.

We have donated 20 grey stacking chairs to the Pannier Market, and a folding pool table to a local family.

CHILDREN'S SUMMER CLUB (BARNSTAPLE) (Charity No 270817)

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2021

Unrestricted Funds

INCOME	This Year £	Last Year £	EXPENDITURE	This Year £	Last Year £
Grants and Donations			Activities		
B'ple Town Council	0	500.00	Various Visits etc	0	2009.30
NDDC (Covid Grant)	10000.00	0	Coach/Taxi Hire	0	891.50
NDDC Councillor (Fire)	200.00	0		0	2900.80
DYS Space	500.00	1259.00	Less Members Contrib'ns	-2.00	-1685.00
DYS Space (DBS)	9.90	19.70		-2.00	1215.80
DYS Space (Activities)	1500.00	0	Materials and Consumables	21.12	396.10
ASDA Local Impact	0	700.00	less contribution	0	-200.00
ASDA Xmas	0	500.00	Professional Fees	0	270.00
B'ple Fair and Carnival	0	38.15	Sub total	19.12	1681.90
Awards for All (IT)	7280.00	0	Admin/Establishment		
Co-op	132.06	0	Admin, Post, phone etc	338.27	427.63
Sundry Donations (See Note)	12.00	10.00	less Contribution	0	0
Sub total	19633.96	3026.85	Insurances -Combined &		
Fundraising			Trustees	0	808.35
Boot Sales, Stalls etc	0	40.00	Clerical Bus Insurance	27.76	23.52
Open Day	0	71.00	Adverts/Publicity	0	0
Halloween YV Woods	0	121.20	Leaders Sessional/Trav Exps	1.10	121.54
Collection Tins	20.42	78.61	Refreshments	1.52	755.34
Recycled Ink	77.50	22.00	Less Tuck shop	0	-13.78
Sub total	97.92	332.81	Room/Stall Hire	0	10.00
Hall Rentals			Storage	416.00	424.00
OTES	0	3007.98	Training	33.60	660.25
ND Council	0	420.00	Less DYS contrib'n	0	-85.50
DCC	210.00	280.00	DBS & ID checks	9.90	53.90
Shalom	0	830.00	less Contribution	0	-20.00
Sundry Rentals	25.00	90.00	Miscellaneous	0	11.00
Morris Dancers	0	600.00	License to use Play Area	0	30.00
Sew N Devon	0	780.00	Devon Wildlife Trust Mem	0	60.00
Inspire SW	6440.00	0	Sub total	828.15	3266.25
Mindfulness SW	0	40.00	Hall Maintenance		
Mindfulness Life	0	180.00	Security	80.00	7.00
Abbeymead Safety Tr'g	0	60.00	Maintenance (See Note)	8366.25	936.15
Positive People (Cosmic)	0	100.00	Cleaning	1225.99	0
Narcotics Anon	50.00	0	Infection Control	308.14	0
Sub total	6725.00	6387.98	Sub total	9980.38	943.15
Insurance Claim	555.00	246.80	Safety Checks		
Sub total	555.00	246.80	Fire	40.80	40.80
			Alarms	108.00	108.00
			PAT	75.00	69.12
			Gas	90.55	58.80
			5yr Electric Test	250.00	0.00
			Sub total	564.35	276.72
			Utilities		
			Gas	987.17	690.02
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			Water	528.07	619.72
			Internet	532.68	696.50
			PPL Lic	120.34	286.58
			Waste	94.78	125.46
			less Water recharge	0.00	-43.97
			Sub total	2565.20	2959.67
			Equipment		
			Various Equip't	(See Note) 7728.48	549.26
			Sub total	7728.48	549.26
Total Income	27011.88	9994.44	Total Expenditure	21685.68	9676.95
Balances as at 1st April 2020			Balances as at 31st March 2021		
Barclays Bank	3866.32	3574.98	Barclays Bank	9238.94	3866.32
Petty Cash	53.43	27.28	Petty Cash	7.01	53.43
£ 30931.63	13596.70		£ 30931.63	13596.70	

CHILDREN'S SUMMER CLUB (BARNSTAPLE) CLUB (Charity No 270817)
INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2021 (NOTES)

Equipment: IT Suite: 2 x smartboards (art room and vmain room), 4 Laptops, printer/scanner/copier, Camcorder & Tripod, Rounders Kit, Pool cues, board games

Security: Keys £85.00 less £5 recharge to Inspire

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Maintenance: Rewiring and new emergency lighting, signage, repairs following flash flooding. Making hall COVID safe, Levelling floors in kitchen, art room, main room and corridor and fitting heavy duty lino, doorguards (art room and main room), additional storage cupboards and shelving.

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No activities 2020-2021 due to COVID restrictions. DYS grant re activities carried forward to 2021-2022

Insurance: Email from insurers to say insurance cover for 2020-2021 extended to 30 April 2021 to allow for amendments to policies re COVID.

Premium for 2021-2022 will be paid in April 2021 (@ £850)

Training: Health & Safety/Working at Heights Dylan Cooper-Moore

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Members' Contributions: Re Feb 2020 activities.

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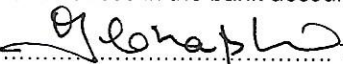
Sally Adams - Toy kitchen. AJ McDonald - Wall clock. Dave & Shirley Moan - Toys.

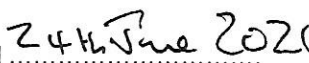
Savanna Brennan - Toys & children's books.

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Report of Examiner to the Members of The Children's Summer Club - Year ended 31st March 2021

I certify that these figures fairly represent details of the books and explanations given to me. The closing balances agree with balances in the bank accounts and/or Petty cash

Signed  Terry Chaplin FCCA

Dated  24th June 2021