

WELLINGTON CHILDREN'S CENTRE

(A Scottish Charitable Incorporated Organisation)

Annual Report & Financial Statements

For the year ended

30 June 2024



MURRAY & HENDERSON
Chartered Accountants

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FOR THE YEAR ENDED 30 JUNE 2024

ANNUAL REPORT & FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

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TRUSTEES ANNUAL REPORT

The trustees are pleased to present their report and financial statements together with the independent examiner's report for the year ended 30 June 2024.

OBJECTIVNESS & ACTIVITIES

Charitable Purposes

The Wellington Children's Centre has been established with the following Charitable Purposes:

- The advancement of education.
- The provision of recreational facilities, or the organisation of recreational activities, with the object of improving the conditions of life for the persons for whom the facilities or activities are primarily intended.

Activities

The charity aims to do this through the provision of out of school care for children aged 3 to 12 years and provide nursery facilities.

ACHIEVEMENTS & PERFORMANCE

The charity works closely with Inverclyde Council, under their partner provider contract for the supply of nursery services. The charity has a good local reputation, with strong support from parents and aims to provide a high standard of care for the children in the communities of Inverclyde. In the last Care Inspectorate, we achieved a "Grade 5 – Very Good" across all Quality Themes and Statements. We have links with the schools to which the children progress onto after nursery and have established good links with the community through various activities with other local groups. Our Greenock Nursery has continued to successfully take part in the Scottish Government initiative for early learning increased hours during the 2023/2024 session. Inverclyde Council continued to pay £5.69 per hour per child.

In our Greenock service we had 20 nursery children and 27 Out of School Care children in regular attendance throughout the weeks. In our Gourock Service we have 22 nursery children and 24 out of school care children in regular attendance throughout the year. The "Out of School Care" Service is provided during term time for children of a primary school age. This service consists of the children being collected from school and walked with supervisors to our establishments in Lynedoch Street and George Road. When transport is required, children can be collected by car. We encourage the children to take the opportunity of this healthy walk, and this is supervised by our volunteers and staff. The service also runs during school holidays, Monday – Friday from 8.00a.m. – 6.00p.m. Other hours are available on request if required.

Our activities within our playrooms, follow a "Curriculum for Excellence" Guidelines and each child has the opportunity to develop to their full potential.

We continue to have good links with the community and other professionals involved in the care and development of our young children through working with Greenock Morton Community Trust, who have developed a Physical Literacy programme aimed at nursery children. This involves one of their qualified coaches attending nursery session once a week to take the children through physical movement and team building through story telling activities. This programme is very popular with children and parents and has resulted in some of our children moving on to attend the Micro Morton Programme on a Saturday morning to further enhance their skills in listening and working as a team.

TRUSTEES ANNUAL REPORT

The children took part in Various parties and activities to celebrate Halloween, Christmas and Easter including outings to Cinema and soft play.

In the summer of 2024, we held a Graduation Concert for the children who completed their 2023/2024 session with [REDACTED] returning to teach the children songs for both these celebrations.

Our ethos is that every member of our community not only has the right to be respected but also the responsibility to respect the right of others and all children have the right to the highest quality nursery experience and are encouraged to reach their individual potential and we welcome and respect all children and their families no matter their religion or beliefs.

Wellington Children's Centre Charity Trustees take the development of their staff very seriously and provide appropriate training opportunities as required. Within this session the staff completed training in Child Protection, Mental Health Awareness, Food Hygiene and First Aid. One staff member is in 2nd year of BA and two are in process of applying for this course to start 2024/25 session. One member of staff was successful in gaining her childcare qualification supported by the Childcare Management Company.

FINANCIAL REVIEW

The financial period for these accounts is 1st July 2023 to 30th June 2024. The total income for the year was £368,886 (2023: £340,200) with the main source of income continuing to be the provision of nursery care through fees and grant income. The expenditure totalled £414,853 (2023: £388,970) with the largest expenditure item being for salaries.

Fundraising

The Charity Trustees and the children's parents continue to support the centre through various fundraisers throughout the school year, such as Sponsor Autumn Hunt.

Principal risks

There are several policies in place within Wellington Children Centre to minimise the risk, particularly in respect to the protection of children within its care. All staff members must be members of the Protecting Vulnerable Groups ("PVG") Scheme, hold an Enhanced Disclosure and be members of the Scottish Social Services Council. Our volunteers must also be members of the Protecting Vulnerable Groups ("PVG") Scheme.

The Charity Trustees take their responsibility regarding the children's safety seriously and Health and Safety matters are a Standing Item on the Executive committee meetings.

Reserves policy

At the end of the financial period, the charity has unrestricted reserves of £223,254 (2023: £269,221). The Charity Trustees have set a target of a minimum six months of core operating costs, to hold for the charity to meet its financial responsibilities and to allow for any exceptional or unforeseen expenditure. Taking into consideration the expenditure during the reporting financial year, this would amount to circa £207,000. The trustees have met their target for this financial year.

FUTURE PLANS

At March 2024, we had full capacity for child places in our Greenock nursery. Gourrock was not yet at full capacity but reached this level during 2024/25.

STRUCTURE GOVERNANCE AND MANAGEMENT

Governing document

Wellington Children's Centre started on 3rd June 1988 as an Unincorporated Association with charitable status. On 12th April 2013, the charity incorporated as a Scottish Charitable Incorporated Organisation (SCIO) with charity number SC011935 and it is governed by its constitution. Membership is open to anyone age 16 and over, who is a parent, guardian, a registered childminder, or adult family carer of a child in Wellington Children Centre. Employees of the charity are not eligible for membership.

The members have the right to attend members meetings (including the AGM) and have important powers under the constitution; in particular, the members appoint people to serve on the board and take decisions in relations to any changes to the Constitution. The members have no liability to pay any sums of the charity should be wound up while he/she is a member.

Appointment of trustees

The Charity Trustees are elected by the SCIO members. Under the Constitution, there must be a minimum of 3 trustees and a maximum of 11. At each Annual General Meeting (AGM) all charity trustees must retire from office, but they may be re-elected. There is no restriction on the number of terms served and trustees may coopt additional trustees between Annual General Meetings, if required.

Organisational structure



The Charity Trustees who meet every 2 months are responsible for overseeing the running of the charity and for employing staff. In order to facilitate, effective and efficient operations, day to day management of the charity is delegated to the Head of Centre.

Induction and training of trustees

Once the Trustees are appointed, they are provided with a copy of the Charity's Constitution, the previous year's Financial Accounts and are invited to attend training on their roles and responsibilities.

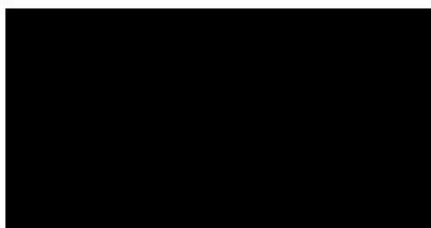
TRUSTEE'S ANNUAL REPORT
FOR THE YEAR ENDED 30 JUNE 2024

REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name	Wellington Children's Centre
Charity No.	SC011935
Principal Office	19/21 Lynedoch Street Greenock PA15 4AB
Current Trustees	
Bankers	Bank of Scotland 64/66 West Blackhall Street Greenock PA15 1XG
Independent Examiner	

APPROVAL

This report was approved by the trustees on 25th March 2025 and signed on their behalf by:



**INDEPENDENT EXAMINERS REPORT
FOR THE YEAR ENDED 30 JUNE 2024**

Independent examiners report to the trustees of Wellington Children's Centre

I report on the accounts of the charity for the year ended 30 June 2024, which are set out on pages 8 to 20.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 (as amended) ("the 2006 Regulations"). The trustees consider that the audit requirement of Regulation (10)(1)(a)-(c) of the 2006 Regulations does not apply.

It is my responsibility to examine the accounts under section (44)(1)(c) of the 2005 Act and to state whether particular matters have come to my attention.

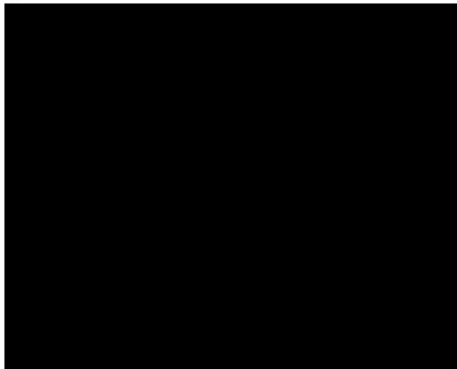
Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter came to my attention: -

1. which gives me reasonable cause to believe that in any material respect, the requirements
 - to keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations, and
 - to prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Regulations have not been met, or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 JUNE 2024

	<u>Note</u>	<u>Unrestricted Funds</u>	<u>Designated Funds</u>	<u>Restricted Funds</u>	<u>Total 2024</u>	<u>Total 2023</u>
Income and endowments from:		£	£	£	£	£
Grants	4	13,328	-	-	13,328	7,553
Charitable Activities	5	354,061	-	-	354,061	330,921
Donations	4	1,497	-	-	1,497	1,726
		368,886	-	-	368,886	340,200
Expenditure on:						
Charitable Activities	6	402,789	8,942	-	411,731	386,056
Governance Costs	7	3,122	-	-	3,122	2,914
		405,911	8,942	-	414,853	388,970
Net Income/(Expenditure)		(37,025)	(8,942)	-	(45,967)	(48,770)
Transfers between funds		-	-	-	-	-
Net movement in funds		(37,025)	(8,942)	-	(45,967)	(48,770)
Reconciliation of funds						
Total funds as at 1 July 2023	13 & 14	254,193	15,028	-	269,221	317,991
Total funds as at 30 June 2024		217,168	6,086	-	223,254	269,221

All income and expenditure derive from continuing activities .
The above statement includes all gains and losses recognised during the year.
The Notes on pages 10 to 20 form an integral part of these accounts.

STATEMENT OF FINANCIAL POSITION
FOR THE YEAR ENDED 30 JUNE 2024

	<u>Note</u>	<u>Total</u> <u>2024</u>	<u>Total</u> <u>2023</u>
Fixed Assets:		£	£
Tangible Assets	9	<u>6,086</u>	<u>15,028</u>
		<u>6,086</u>	<u>15,028</u>
Current Assets			
Debtors	10	8,110	11,752
Cash at bank and in hand	11	<u>231,231</u>	<u>254,441</u>
		<u>239,341</u>	<u>266,193</u>
Liabilities			
Creditors (due within one year)	12	<u>22,173</u>	<u>12,000</u>
Net Current Assets		<u>217,168</u>	<u>254,193</u>
Net Assets		<u>223,254</u>	<u>269,221</u>
Funds of the charity:	13 & 14		
Unrestricted funds		217,168	254,193
Designated funds		6,086	15,028
Restricted funds		<u>-</u>	<u>-</u>
		<u>223,254</u>	<u>269,221</u>

The Notes on pages 10 to 20 form an integral part of these accounts.

These accounts were approved by the trustees on 25th March 2025 and signed on their behalf by:

[Redacted signature area]

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

1. Basis of preparation

- 1.1. These accounts (financial statements) have been prepared under the historic cost convention, with items recognised at cost or transaction value, unless otherwise stated in the relevant note(s), in accordance with:
- (a) The Charities and Trustee Investment (Scotland) Act 2005
 - (b) The Charities Accounts (Scotland) Regulations 2006 (as amended)
 - (c) The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)
 - (d) Charities SORP (FRS 102) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 01 January 2015)
- 1.2. The charity has prepared its accounts in sterling which is the functional currency of the charity. Monetary accounts in these financial statements are rounded to the nearest £.
- 1.3. As Wellington Children's Centre is a "small charity" within the SORP definition (under £500,000 income) the Trustees have opted to make use of the simplifications permitted by SORP 2015 FRS1 02 for smaller charities. In particular, the allocation of income and expenditure on the Statement of Financial Activities has been adapted to the Charity's circumstances, rather than following the functional classification specified in the current SORP.
- 1.4. For the purposes of FRS102, the Charity is a public benefit entity and accounting policies are applied accordingly. However, the trustees do not consider that these accounts depend on any material estimates or judgements except where specifically noted. The Charity has only basic financial instruments. The charity meets the definition of a public benefit entity as defined by FRS 102.
- 1.5. The charity is dependent on continuing funding from Inverclyde Council and the trustees have reviewed the financial position of the Charity and are satisfied that it has sufficient resources to continue for at least 12 months beyond the date of approval of these accounts. The accounts are thus prepared on a going concern basis.

2. Accounting policies

2.1 Fund accounting

- (a) Unrestricted funds are those that can be expended at the discretion of the trustees in the furtherance of the objects of the charity..
- (b) Designated funds are unrestricted funds that the trustees have set aside for purposes. The designation is administrative only and does not restrict the trustees' ability to apply the funds. For administrative purposes the charity has included a Designated Fixed Asset fund, in which the depreciation of their fixed assets is allocated to..
- (c) Restricted funds are those that may only be used for specific purposes. Restrictions arise when specified by the donor, or when funds are raised for specific purposes..
- (d) The purposes of the funds are shown in Note 15.

2.2 Income

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 JUNE 2024

Income is recognised and included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the income; receipt is probable; and the monetary value can be measured with sufficient reliability. The specific bases used are as follows:

- (a) Donations are recognised on receipt.
- (b) Grant income is recognised when due, which is normally on receipt.
- (c) Trading income is recognised when due, which is normally on receipt.
- (d) Bank interest is recognised when credited to the account.
- (e) Where income has related expenditure (e.g. fundraising), the income and related expenditure are reported gross in the SOFA.
- (f) Income, which is subject to conditions that the charity has yet to fulfil, or which is specifically for use in a future accounting period, is treated as deferred income.
- (g) The value of voluntary help is not included in the accounts but is described in the trustees' annual report.

2.3 Expenditure and liabilities

Liabilities are recognised when it is probable that there is a legal or constructive obligation committing the charity to pay out resources and the monetary value can be measured with sufficient reliability. The specific bases used are as follows:

- (a) Expenditure is recognised on the accruals basis.
- (b) The charity is not registered for VAT, thus all costs are shown inclusive of VAT charged.
- (c) Governance costs include the costs of preparation and examination of the statutory accounts, the cost of trustee meetings and the cost of any legal advice to trustees on governance or constitutional matters.

2.4 Tangible assets

- (a) Tangible assets are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or, if gifted, at their value on receipt.
- (b) Depreciation is calculated to write off the cost of tangible fixed assets over their useful economic lives. The rates used are as follows:

- (i) Building Improvement 20% Straight line
- (ii) Fixtures and Fittings 20% Straight line
- (iii) Computer Equipment 25% Straight Line

2.5 Debtors

- (a) Debtors are recognised at the settlement amount due.
- (b) Prepayments are valued at the amount prepaid.

2.6 Cash

- (a) Cash includes cash in hand and bank balances repayable on demand.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

2.7 Creditors

- (a) Creditors are recognised where the charity has a present 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. Creditors are normally recognised at their settlement amount, usually the invoice amount.
- (b) Accrued charges are normally valued at their settlement amount.

2.8 Taxation

The charity is not liable to corporation tax or capital gains tax on its charitable activities.

3. Transactions with trustees and related parties

- (a) No remuneration was paid to the trustees during the year or the previous year.
- (b) No expenses were reimbursed to the trustees during the year or the previous year.

4. Income from Grants and Donations

	<u>Unrestricted</u> <u>Funds</u>	<u>Designated</u> <u>Funds</u>	<u>Restricted</u> <u>Funds</u>	<u>Total</u> <u>2024</u>	<u>Total</u> <u>2023</u>
	£	£	£	£	£
Grants	13,328	-	-	13,328	7,553
Donations	1,497	-	-	1,497	1,726
Total Current year	14,825	-	-	14,825	9,279
Total Previous year	9,279	-	-	-	9,279

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

5. Income from charitable activities

	<u>Unrestricted Funds</u> £	<u>Designated Funds</u> £	<u>Restricted Funds</u> £	<u>Total 2024</u> £	<u>Total 2023</u> £
Income from charitable activities:					
Nursery Grant Income	254,269	-	-	254,269	230,183
Out of School Care	99,792	-	-	99,792	100,738
Wrap around service	-	-	-	-	-
Total Current Year	354,061	-	-	354,061	330,921
Total Previous Year	330,921	-	-	-	330,921

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

6. Expenditure on charitable activities

	<u>Unrestricted Funds</u> £	<u>Designated Funds</u> £	<u>Restricted Funds</u> £	<u>Total 2023</u> £	<u>Total 2022</u> £
Expenditure on charitable activities:					
Staff Costs (See Note 8)	299,917	-	-	299,917	282,708
Rent	27,000	-	-	27,000	27,000
Repairs	23,087	-	-	23,087	16,238
Utilities	5,906	-	-	5,906	3,142
Telephone	2,859	-	-	2,859	2,690
Administration and Stationery	8,079	-	-	8,079	7,369
IT and Website	661	-	-	661	80
Insurance	2,453	-	-	2,453	2,342
Play Equipment and Learning Resources	5,977	-	-	5,977	7,573
Activities and Education	3,276	-	-	3,276	2,380
Volunteer Expenses	3,470	-	-	3,470	5,623
Training	900	-	-	900	689
Lunches and Refreshments	17,775	-	-	17,775	15,732
Professional Fees	299	-	-	299	513
Sundries	1,130	-	-	1,130	1,759
Depreciation	-	8,942	-	8,942	10,218
Total Current Year	402,789	8,942	-	411,731	386,056
Total Previous Year	375,838	10,218	-	-	386,056

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

7. Governance costs

	<u>Total</u> <u>2024</u>	<u>Total</u> <u>2023</u>
	£	£
Accounts Preparation	2,340	2,280
Independent Examination	600	600
Care Inspectorate	182	34
	3,122	2,914

8. Staff Costs

	<u>Total</u> <u>2024</u>	<u>Total</u> <u>2023</u>
	£	£
Salaries and Wages	274,469	262,552
Employer's National Insurance	20,055	15,393
Employer's Pension Contributions	5,393	4,763
	299,917	282,708

No Employee received remuneration in excess of £60,000

Average Number of Employees

	<u>Total</u> <u>2024</u>	<u>Total</u> <u>2023</u>
Management	2	2
Nursery Staff	15	15
	17	17

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

The Charity Trustees recognise that key management personnel identify as the Head of Centre and the Deputy Manager. During the year, total remuneration of £59,409 (2023: £52,385) was paid to key management personnel.

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The employer's pension costs represent contribution payable by the charity to the fund.

9. Tangible Assets

	<u>Building Improvements</u>	<u>Fixtures & Fittings</u>	<u>Computer Equipment</u>	<u>Total</u>
Cost	£	£	£	£
As at 30 June 2023	6,375	37,304	5,930	49,609
Additions	-	-	-	-
As at 30 June 2024	6,375	37,304	5,930	49,609
Depreciation				
As at 30 June 2023	6,375	23,757	4,449	34,581
Charge for Year	-	7,461	1,481	8,942
As at 30 June 2024	6,375	31,218	5,930	43,523
Net Book Value				
As at 30 June 2024	-	6,086	-	6,086
As at 30 June 2023	-	13,547	1,481	15,028

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

10. Debtors

	<u>Total</u> <u>2024</u>	<u>Total</u> <u>2023</u>
	£	£
Trade Debtors	7,900	11,542
Other Debtors	210	210
	8,110	11,752

11. Cash at bank and in hand

	<u>Total</u> <u>2024</u>	<u>Total</u> <u>2023</u>
	£	£
Bank	230,871	254,001
Cash in hand	360	440
	231,231	254,441

12. Creditors (falling due within one year)

	<u>Total</u> <u>2024</u>	<u>Total</u> <u>2023</u>
	£	£
Accruals	9,233	9,120
Inverclyde Council Grant in Advance	10,000	-
Independent Examination & Preparation	2,940	2,880
	22,173	12,000

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

13. Movement in funds

	<u>As at</u> <u>30/06/2023</u>	<u>Incoming</u> <u>Resources</u>	<u>Outgoing</u> <u>Resources</u>	<u>Transfers</u>	<u>As at</u> <u>30/06/2024</u>
	£	£	£	£	£
<u>Unrestricted funds</u>					
General fund	254,193	368,886	(405,911)	-	217,168
<u>Designated funds</u>					
Fixed Assets	15,028	-	(8,942)	-	6,086
<u>Restricted funds</u>	-	-	-	-	-
<u>Total funds</u>	269,221	368,886	(414,853)	-	223,254

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

14. Movement in funds (Previous Year)

	<u>As at</u> <u>30/06/2022</u>	<u>Incoming</u> <u>Resources</u>	<u>Outgoing</u> <u>Resources</u>	<u>Transfers</u>	<u>As at</u> <u>30/06/2023</u>
	£	£	£	£	£
<u>Unrestricted funds</u>					
General fund	292,745	340,200	(378,752)	-	254,193
<u>Designated funds</u>					
Fixed Assets	25,246	-	(10,218)	-	15,028
<u>Restricted funds</u>	-	-	-	-	-
<u>Total funds</u>	317,991	340,200	(388,970)	-	269,221

15. Purpose of Funds

General Fund Unrestricted funds that can be expended at the discretion of the trustees in furtherance of the objects of the charity.

Designated Funds Restricted funds that can only be used for a designated purpose.

16. Transfer Between Funds

There were no transfers between funds in the year ended 30th June 2024.

17. Lease Agreements

On 27th October 2016, the Charity Trustees entered into a lease agreement in respect of the premises at 19/21 Lynedoch Street, Greenock for a period of 10 years.

The Charity's premises at George Road, Gourock are on a five-year sub-lease with Gourock YAC. This was reviewed in November 2024 with no rental increase levied.

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2024

18. Funds collected for other charities

	<u>Total</u> <u>2024</u>	<u>Total</u> <u>2023</u>
	£	£
Children in Need	-	300
	<hr/>	<hr/>
	-	300
	<hr/>	<hr/>