

EAST COWAL AFTER SCHOOL CARE PROJECT
Registered Charity No – SC020053

Report and Financial Statements
For the year ended 31 March 2020

EAST COWAL AFTER SCHOOL CARE PROJECT

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

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EAST COWAL AFTER SCHOOL CARE PROJECT

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees:

[REDACTED] person) (appointed 5/11/2019)
[REDACTED] e Chairperson) (appointed 5/11/2019)
[REDACTED] rer) (appointed 5/11/2019)
[REDACTED] tary) (appointed 5/11/2019)
[REDACTED] ee Member) (appointed 5/11/2019)
[REDACTED] mittee Member) (appointed 5/11/2019)
[REDACTED] Committee Member) (appointed 5/11/2019)
[REDACTED] tee Member) (appointed 5/11/2019)

[REDACTED]

Charity Number:

SC020053

Registered Office:

East Cowal After School Care Project
ESCAPE
Dunoon Primary School
Hillfoot Street
Dunoon
PA23 7DR

Temporary Address

The Guidehall
165 Victoria Road
Dunoon
PA23 7NX

Independent Examiner:

Henderson & Company
Chartered Accountants
160 Argyll Street
Dunoon
PA23 7NA

Bankers:

Bank of Scotland
78 Argyll Street
Dunoon
PA23 7NH

**EAST COWAL AFTER SCHOOL CARE PROJECT
TRUSTEES REPORT
FOR THE YEAR ENDED 31 MARCH 2020**

The trustees are pleased to present their report and the financial statements of the charity for the year ended 31 March 2020. The legal and administrative information forms part of this report.

The committee members are the trustees of the organisation for the purpose of charity law and throughout this report are collectively referred to as the Trustees. The names of the trustees who served during the year under review are set out on the previous page.

1. Structure, Governance and Management

Governing Document

East Cowal After School Care Project is a charitable unincorporated association. The purposes and administration arrangements are set out in our constitution.

Recruitment and Appointment of Trustees

All of the charity trustees are appointed or re-appointed by the members at our annual general meeting.

Trustee Training and Induction

New Trustees, when appointed, are given documentation on their responsibilities as trustees/committee members.

Organisational Structure

The project is managed by the committee mentioned above and is run day to day by the Project Leader, assisted by the other staff members.

Risk Management

The trustees have assessed the major risks to which the organisation is exposed, in particular those related to its operations and finances. They have noted the major risks as Health and Safety, Child Protection and Financial. These are being monitored and the trustees are doing everything they can to minimise these risks.

Related Parties

The trustees are not aware of any related third parties.

2. Objectives and Activities

The object of the charity is to provide after school care for children of primary school age in Dunoon. We provide after school care during the school term and full day care during the summer holidays. This is normally based in Dunoon Primary School, although at present the activities are taking place at The Guidehall, 165 Victoria Road, Dunoon.

The children participate in structured play-based activities such as arts and craft, outdoor play and outings.

3. Achievements and Performance

ESCAPE had a new board appointed on 5th November 2019 and the new members hope to make some changes to the current running of the organisation to make sure it moves forward.

ESCAPE once again secured funding from Early Years so this will be used to upgrade the toys and to purchase some more activities for the kids.

4. Financial Review

At 31 March 2020 the organisation had reserves of £17,808 (2019 - £26,472). All reserves are unrestricted. The principal funding of the organisation is from fee income, with occasional fundraising activities.

The reserves policy is to strive to keep unrestricted reserves of 6 months expenditure at any time, which amounts to an average of about £30k-£35k. This would enable us to close down the charity in an orderly manner, and honour all commitments if the charity was to cease operating. At the year end, reserves were not quite sufficient for this.

5. Plans for Future Periods

We are hoping in the future to continue to deliver a high standard of care, offering the children a wide range of activities to participate in, and including the children in the activity decision-making through voice of the children.

Trustees' Responsibilities

Charity law requires the Trustees to prepare financial statements for each financial year, which show a true and fair view of the state of affairs of the charity and its financial activities for the year in question. In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements, and
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operational existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps towards the prevention of fraud and other irregularities.

Approved by the Trustees and signed on their behalf by:



Date

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES ON THE ACCOUNTS OF
EAST COWAL AFTER SCHOOL CARE PROJECT
FOR THE YEAR ENDED 31 MARCH 2020**

I report on the accounts for the year ended 31 March 2020 as set out on pages 4 to 8.

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 Investments (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The trustees consider that the audit requirements of regulation 10(1) (a) to (c) of the Accounts Regulations do not apply. It is my responsibility to examine the accounts as required under Section 44(1) (c) of the Act and to state whether particular matters have come to my attention.

Basis of Statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006 (as amended). 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.

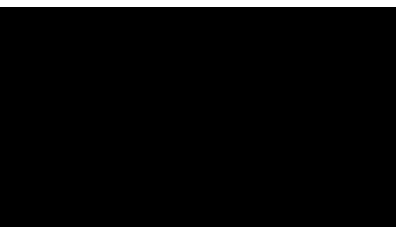
Independent Examiner's Statement

In the course of my examination no matter has come to my attention:

a) 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 Accounts Regulations, and
- To prepare accounts which accord with the accounting records and comply with Regulation 8 of the 2006 Accounts Regulations have not been met, or

b) To which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



26 October 2022

**EAST COWAL AFTER SCHOOL CARE PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2020**

	Notes	Unrestricted £	Restricted £	2020 Total £	2019 £
Incoming Resources					
Incoming Resources from Voluntary Funds					
Investment Income	2	-	-	-	-
Incoming Resources from Charitable Activities	3	63,741	-	63,741	58,626
Total Incoming Resources		<u>63,741</u>	<u>-</u>	<u>63,741</u>	<u>58,626</u>
Resources Expended					
Charitable Activities	4	72,105	-	72,105	66,075
Governance Costs	5	300	-	300	300
Total Resources Expended		<u>72,405</u>	<u>-</u>	<u>72,405</u>	<u>66,375</u>
Net Incoming/Outgoing Resources Before Transfers		(8,664)	-	(8,664)	(7,749)
Transfers		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Income for the year		(8,664)	-	(8,664)	(7,749)
Total Reserves brought forward		<u>26,472</u>	<u>-</u>	<u>26,472</u>	<u>34,221</u>
Total Funds carried forward		<u>17,808</u>	<u>-</u>	<u>17,808</u>	<u>26,472</u>

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The statement of financial activities includes all gains and losses recognised in the year.

All incoming resources and resources expended derive from continuing activities.

**EAST COWAL AFTER SCHOOL CARE PROJECT
BALANCE SHEET AS AT 31 MARCH 2020**

	Notes	2020	2019
		£	£
FIXED ASSETS			
Computer Equipment	8	-	-
CURRENT ASSETS			
Debtors	9	168	2,470
Cash at Bank and in Hand		19,761	29,024
		<hr/>	<hr/>
		19,929	31,494
Creditors: Amounts falling due within one year	10	2,121	5,022
		<hr/>	<hr/>
NET CURRENT ASSETS		17,808	26,472
		<hr/>	<hr/>
NET ASSETS		17,808	26,472
		<hr/>	<hr/>
Unrestricted Funds			
General Funds	11	17,808	26,472
Restricted Funds	12	-	-
		<hr/>	<hr/>
TOTAL FUNDS		17,808	26,472
		<hr/>	<hr/>

These accounts were approved by the Trustees and signed on their behalf by



Date

**EAST COWAL AFTER SCHOOL CARE PROJECT
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2020**

1. Accounting Policies

a) Basis of Preparation

The financial statements have been prepared under the historic cost convention and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019, the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The principal accounting policies adopted in the preparation of the financial statements are set out below.

b) Fund Accounting

- Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity.
- Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c) Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Investment income is included when receivable.
- Incoming resources from charitable trading activities are accounted for when earned.

d) Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the accountancy fees and costs linked to the strategic management of the charity
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

e) Tangible Fixed Assets and Depreciation

Tangible fixed assets are capitalised, including any incidental expenses of acquisition. Assets costing below £200 are fully depreciated in the year of acquisition.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Computer Equipment – 33% straight line

2. Investment Income

	Unrestricted	Restricted	2020 Total	2019
	£	£	£	£
Bank Interest	-	-	-	-
	-	-	-	-

3. Incoming Resources from Charitable Activities

	Unrestricted	Restricted	2020 Total	2019
	£	£	£	£
Fees to ESCAPE Members	60,741	-	60,741	58,626
Donations	-	-	-	-
A&BC Grant	3,000	-	3,000	-
Fundraising	-	-	-	-
	<u>63,741</u>	<u>-</u>	<u>63,741</u>	<u>58,626</u>

4. Resources Expended – Charitable Activities

	Direct Costs	Support Costs	2020 Total	2019 Total
	£	£	£	£
Salaries	63,613	-	63,613	55,403
Staff Training	121	-	121	86
Food	1,090	-	1,090	1,384
Toys, Equipment and Activities	1,343	-	1,343	2,391
Travel	1,881	-	1,881	1,578
Insurance	420	-	420	420
Telephone, Stationery and Postage	1,413	-	1,413	1,886
Subscriptions	401	-	401	507
Advertising	-	-	-	136
Depreciation	-	-	-	-
Accountancy Fees	-	1,530	1,530	1,440
Other Professional Fees	-	-	-	266
Sundry Costs	211	-	211	-
Repairs and Cleaning	82	-	82	578
	<u>70,575</u>	<u>1,530</u>	<u>72,105</u>	<u>66,075</u>

5. Resources Expended – Governance Costs

	Unrestricted	Restricted	2020 Total	2019
	£	£	£	£
Independent Examination Fee	300	-	300	300
	<u>300</u>	<u>-</u>	<u>300</u>	<u>300</u>

6. Support Costs – Breakdown by Activities

	Charitable Activities	Governance
	£	£
After School Club	1,530	300
	<u>1,530</u>	<u>300</u>

All direct costs are for providing the After School Club, support costs have been allocated to that heading also.

7. Trustees' Remuneration and Related Party Transactions

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year, or received any remuneration or expenses.

8./

8. Fixed Assets

	Computer Equipment £	Total £
Cost		
At 1 April 2019	2,709	2,709
Additions	-	-
	<hr/>	<hr/>
At 31 March 2020	2,709	2,709
	<hr/>	<hr/>
Depreciation		
At 1 April 2019	2,709	2,709
Charge for year	-	-
	<hr/>	<hr/>
At 31 March 2020	2,709	2,709
	<hr/>	<hr/>
Written Down Value		
At 31 March 2020	-	-
	<hr/>	<hr/>
At 31 March 2019	-	-
	<hr/>	<hr/>

9. Debtors

	2020 £	2019 £
Fees Due	168	2,470
	<hr/>	<hr/>
	168	2,470
	<hr/>	<hr/>

10. Creditors: Amounts falling due within one year

	2020 £	2019 £
PAYE/NI	740	1,393
Other Creditors and Accruals	1,381	3,629
	<hr/>	<hr/>
	2,121	5,022
	<hr/>	<hr/>

11. Unrestricted Funds

	Balance at 1 April 2019 £	Movement in Funds		Transfers £	Balance at 31 March 2020 £
		Incoming Resources £	Expenditure £		
General Charitable Funds	26,472	63,741	72,405	-	17,808
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

These funds are generated from the income from childcare provision.

12. Restricted Funds

There were no restricted funds for the year ended 31 March 2020 (2019 - Nil).