

**Scottish Charity Number SC038517**

**OUR ZONE QUALITY CHILDCARE  
TRUSTEES' ANNUAL REPORT AND ACCOUNTS  
FOR THE YEAR ENDED  
30<sup>TH</sup> JUNE 2020**

**OUR ZONE QUALITY CHAILDCARE**  
**Scottish Charity Number SC038517**

**TRUSTEES' ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED**  
**30 JUNE 2020**

**Activities and achievements**

We continue to deliver an Out of School Care from Coatbridge Community Centre in very difficult times, numbers have dropped and funding is very difficult to find for core costs. We are in a time of transition with the current manager [REDACTED] moving sideways to work more on the business (Business Administrator) and the deputy manager [REDACTED] taking the role as Operational manager (Manager) this will allow the service the best chance of surviving these challenging times.

We hope to get back to delivering our service after covid 19 at this time we don't know the future for the charity or the staff.

The accounts for the year are attached and form part of this report.

The report was approved by the trustees

and signed by the chairperson on their behalf

Name: [REDACTED]

.....

Sign; [REDACTED]

.....Date; 28/11/22

**OUR ZONE QUALITY CHILDCARE**  
**Scottish Charity Number SC038517**

**TRUSTEES' ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED**  
**DATE 30 JUNE 2020**

**Governing document**

**OUR ZONE QUALITY CHILDCARE** is an unincorporated Scottish charitable organisation (number **SC038517**), governed by its constitution, 12.06.2015

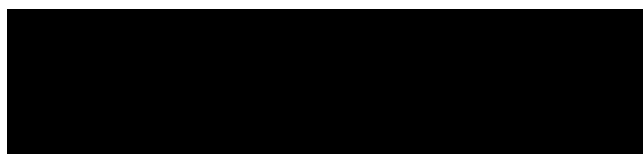
**Membership and management**

**List number of management committee members**

The business of the **OUR ZONE QUALITY CHILDCARE** is directed by a Board of Trustees comprising between 3 and 15 members, appointed by the members at the Annual General Meeting to serve for one year, all being eligible for re-election. The committee meets not less than 6 times a year.

A chairperson, and treasurer are appointed by the Board of Trustees. The Board shall, at the first meeting following an appointment of any individual as the service manager of the service, appoint him/her as a charity trustee. The Board may co-opt up to 3 further members, where deemed necessary, to serve until the following AGM.

Those currently serving as members of the management committee are:-

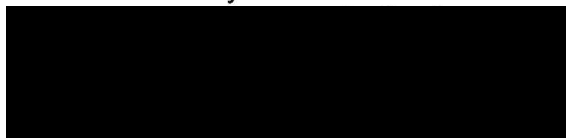


**Resignation**

None

**Contact address**

Our Zone Quality Childcare



**Charitable purposes:**

**Our Zone Quality Childcare's objective is to promote the care and education of children aged 4-16 years by providing an Out of School Care during term-time, school holidays and in-service days. Provide a safe happy caring environment for the wellbeing of each child/young person in our care whilst responding appropriately to their individual needs.**

**To provide parents/carers with an affordable quality service designed to be flexible to meet the needs of the family.**

**To provide training and support for the staff ensuring they are able to derive the maximum job satisfaction.**

SC



Receipts and payments accounts						
For the period from	Period start date			to	Period end date	
	Day	Month	Year		Day	Month
	01	July	2019		30	June

## Section A Statement of receipts and payments

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total funds current period to nearest £	Total funds last period to nearest £
<b>A1 Receipts</b>						
Donations					-	
Legacies					-	
Grants	7,500				7,500	
Receipts from fundraising activities					-	
Gross trading receipts	52,037				52,037	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Bank Loan to help over Covid 19	10,000				10,000	
<b>A1 Sub total</b>	<b>69,537</b>	-	-	-	<b>69,537</b>	-
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>A2 Sub total</b>	<b>-</b>	-	-	-	-	-
<b>Total receipts</b>	<b>69,537</b>	-	-	-	<b>69,537</b>	-
<b>A3 Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	48,984				48,984	
Grants and donations					-	
Governance costs:	693				693	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
<b>A3 Sub total</b>	<b>49,677</b>	-	-	-	<b>49,677</b>	-
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	-	-	-	-	-
<b>Total payments</b>	<b>49,677</b>	-	-	-	<b>49,677</b>	-
<b>Net receipts / (payments)</b>	<b>19,860</b>	-	-	-	<b>19,860</b>	-
<b>A5 Transfers to / (from) funds</b>						
<b>Surplus / (deficit) for year</b>	<b>19,860</b>	-	-	-	<b>19,860</b>	-



## Section B Statement of balances

Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	5,922				5,922	12,543
	Surplus / (deficit) shown on receipts and payments account	19,860				19,860	(6,517)
						-	
						-	
	Cash and bank balances at end of year	25,782	-	-	-	25,782	6,026
	(Agree balances with receipts and payments account(s))						6,517

Categories	Details	Fund to which asset belongs	Market valuation	Last year
			to nearest £	to nearest £
B2 Investments				
		Total	-	-

Categories	Details	Fund to which asset belongs	Cost (if available)	Current value (if available)	Last year
			to nearest £	to nearest £	to nearest £
B3 Other assets					
		Total	-	-	-

Categories	Details	Fund to which liability relates	Amount due	Last year
			to nearest £	to nearest £
B4 Liabilities				
		Total	-	-

Categories	Details	Fund to which liability relates	Amount due (estimate)	Last year
			to nearest £	to nearest £
B5 Contingent liabilities				
		Total	-	-

Signed by one or two trustees on behalf of all the trustees

Signature

Print Name

Date of approval

			28/11/22

## Section C Notes to the Accounts

### C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

£10,000 was taken as a Bounce Back Loan from our bank as part of the help offered to small businesses to help them recover from the impact of Covid 19 in June 2020. This was paid back in full 29th of October 2020.

### C2 Grants

Type of activity or project supported	Individual / institution	Number of grants made	£
Total			-

### C3a Trustee remuneration

If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)

x

Authority under which paid

£

### C3b Trustee remuneration - details


### C4a Trustee expenses

If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)

x

### C4b Trustee expenses - details

	Number of trustees	£

### C5 Transactions with trustees and connected persons

Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)

### C6 Other information

Trustees as well as the Independent examiner gave their time and expertise freely without costs to the charity.

### Additional analysis (1)

#### Analysis of receipts and payments

##### 1 Donations

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
					-	
					-	
					-	
<b>Total</b>	-	-	-	-	-	-

- - - - - - -

##### 2 Grants

	Unrestricted funds to nearest £	Restricted funds to nearest £	Total current period to nearest £	Total last period to nearest £
The Robertson Trust	7,500		7,500	7,500
Bounce Back Bank Loan re-covid recovery	10,000		10,000	-
North Lanarkshire Community Fund			-	350
			-	
<b>Total</b>	17,500	-	17,500	7,850

reference

-

reference

reference

##### 3 Gross receipts from other charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Fees from service users for childcare	52,037				52,037	64,265
					-	
					-	
					-	
					-	
					-	
					-	
<b>Total</b>	52,037	-	-	-	52,037	64,265

reference error

-

-

reference error

reference error

##### 4 Payments relating directly to charitable activities

	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
Staff costs (wages)	40,900				40,900	56,781
Rent	2,705				2,705	6,653
Equipment/resources	681				681	2,675
Activities	125				125	775
Transport	590				590	2,865
Telephone	1,332				1,332	1,270
Human Resources/Insurances/Registrations	693				693	1,570
User Refunds	501				501	150
Petty Cash	2,150				2,150	4,526
Electrical Testing					-	183
Accounts					-	1,224
<b>Total</b>	49,677	-	-	-	49,677	78,672

reference error

-

-

reference error

reference error

SC

## Additional analysis (2)

## 5 Breakdown of unrestricted funds

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
<b>Receipts</b>						
Donations					-	
Legacies					-	
Grants	7,500				7,500	7,850
Receipts from fundraising activities					-	189
Gross trading receipts	52,037				52,037	64,076
buildings					-	
Rents from land & buildings					-	
Bounce Back Loan from Bank	10,000				10,000	
<b>Sub total</b>	<b>69,537</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>69,537</b>	<b>72,115</b>
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total receipts</b>	<b>69,537</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>69,537</b>	<b>72,115</b>
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	48,984				48,984	75,656
Grants and donations					-	
Governance costs:	693				693	1,753
Audit / independent examination					-	1,224
Preparation of annual accounts					-	
Legal costs					-	
<b>Sub total</b>	<b>49,677</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>49,677</b>	<b>78,633</b>
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>49,677</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>49,677</b>	<b>78,633</b>
<b>Net receipts / (payments)</b>	<b>19,860</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,860</b>	<b>(6,518)</b>
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	<b>19,860</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>19,860</b>	<b>(6,518)</b>

## Nature and purpose of funds

£10,000 loan from the bank to help us with recovery from Covid 19.

### Additional analysis (3)

#### 6 Breakdown of restricted funds

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
<b>Receipts</b>						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total receipts</b>	-	-	-	-	-	-
<b>Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>Sub total</b>	-	-	-	-	-	-
<b>Total payments</b>	-	-	-	-	-	-
<b>Net receipts / (payments)</b>	-	-	-	-	-	-
<b>Transfers to / (from) funds</b>					-	
<b>Surplus / (deficit) for year</b>	-	-	-	-	-	-

#### Nature and purpose of funds

--



# APPENDIX 3



## Independent examiner's report on the accounts

v2

Report to the trustees/members of

Registered charity number

On the accounts of the charity for the period

Set out on pages

Charity name

SC

Period start date

Day

Month

Year

to

Period end date

Day

Month

Year

(remember to include the page numbers of additional sheets)

Respective responsibilities of trustees and examiner

Basis of independent examiner's statement

Independent examiner's statement

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does 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.

My examination is carried out in accordance with Regulation 11 of the 2006 Accounts 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.

In the course of my examination, no matter has come to my attention [other than that disclosed on the attached page\*]

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 Accounts Regulations, and
  - to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations

have not been met, or

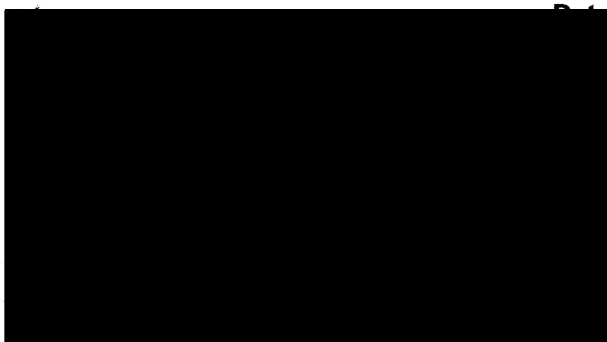
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Name:

Relevant professional qualification(s) or body (if any):

Address:



30/08/22

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

**APPENDIX 3**

**Disclosure section**

Only complete if the examiner needs to highlight material problems.

Give here brief details of  
any items that the  
examiner wishes to  
disclose