

CORNTON OSC

Annual Report & Financial Statements

For the period ending

30 June 2024



Scottish Charity No SC048989

ANNUAL REPORT & FINANCIAL STATEMENTS

FOR THE PERIOD ENDING 30 JUNE 2024

CONTENTS

Trustees' Annual Report	3 - 7
Independent Examiner's Report	8
Statement of Receipts & Payments	9
Statement of Balances	10
Notes to the Financial Statements	11 - 12

TRUSTEES' ANNUAL REPORT

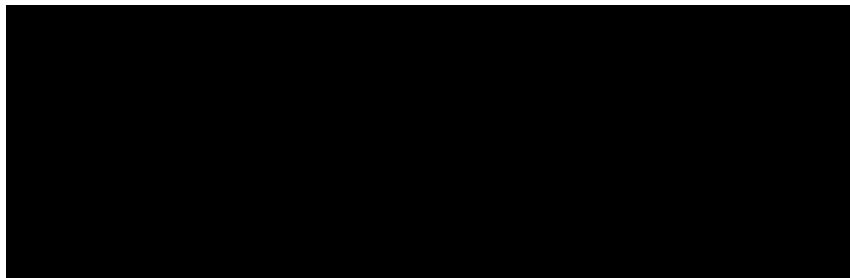
FOR THE PERIOD ENDING 30 JUNE 2024

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

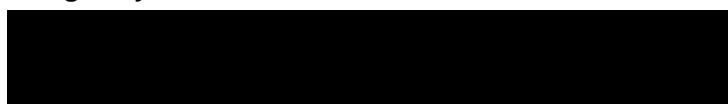
REFERENCE AND ADMINISTRATIVE DETAILS

Charity Name Cornton OSC
Charity Number SC048989
Principal Address Cornton Primary School
Cornton Road
Stirling
FK9 5DZ

Current Trustees



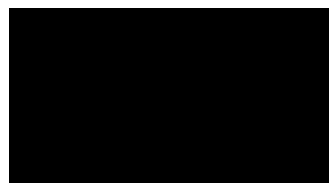
Other Trustees who served during the year



Bankers

Bank of Scotland
7/13 Port Street
Stirling
FK8 2EJ

Independent Examiner



STRUCTURE GOVERNANCE AND MANAGEMENT

Governing Document

The charity is a Scottish Charitable Incorporated Organisation (SCIO) and was incorporated on the 23rd January 2019. It is governed by its constitution.

Appointment of Trustees

The board, which normally meets on a monthly basis, are the charity's trustees. Membership of the board of trustees is open to all parents and guardians of children that attend Cornton Primary School.

Trustees are elected at the Annual General Meeting. Under the constitution, there must be a minimum of three and not more than eight elected trustees. The trustees may co-opt a further two trustees if they consider it would be in the interests of the charity to do so.

Management

The trustees are responsible for the strategic direction and governance of the charity, whilst day-to-day running is delegated to a manager who is a paid member of staff, the charity has six part time staff, three are employed on a zero-hour contract. The manager is salaried and works 14 hours per week.

The trustees are particularly aware of their responsibilities for Health and Safety, especially for the children. In addition to comprehensive insurance, all our staff and the Chair Person has disclosures under the Protection of Vulnerable Groups (PVG) Scheme.

TRUSTEES' ANNUAL REPORT

FOR THE PERIOD ENDING 30 JUNE 2024

Organisational Structure

The structure of the organisation consists of: -

the MEMBERS - who have the right to attend members' meetings (including any annual general meeting) and have important powers under the constitution; in particular, the members appoint people to serve on the board and take decisions on changes to the constitution itself;

the BOARD - who hold regular meetings, and generally control the activities of the organisation; for example, the board is responsible for monitoring and controlling the financial position of the organisation.

OBJECTS & ACTIVITIES

Charitable Purposes

The club's purpose is to provide a range of social and recreational activities for children, from the Cornton area of Stirling, aimed at improving their conditions of life by advancing their social and emotional development and education through play.

Activities

Cornton Out of School Care provides high quality childcare for children in Cornton Primary School who require care during out of school hours in a safe and stimulating environment. The children attending the club have the opportunity to engage in a wide range of child led play activities, both indoors and outside.

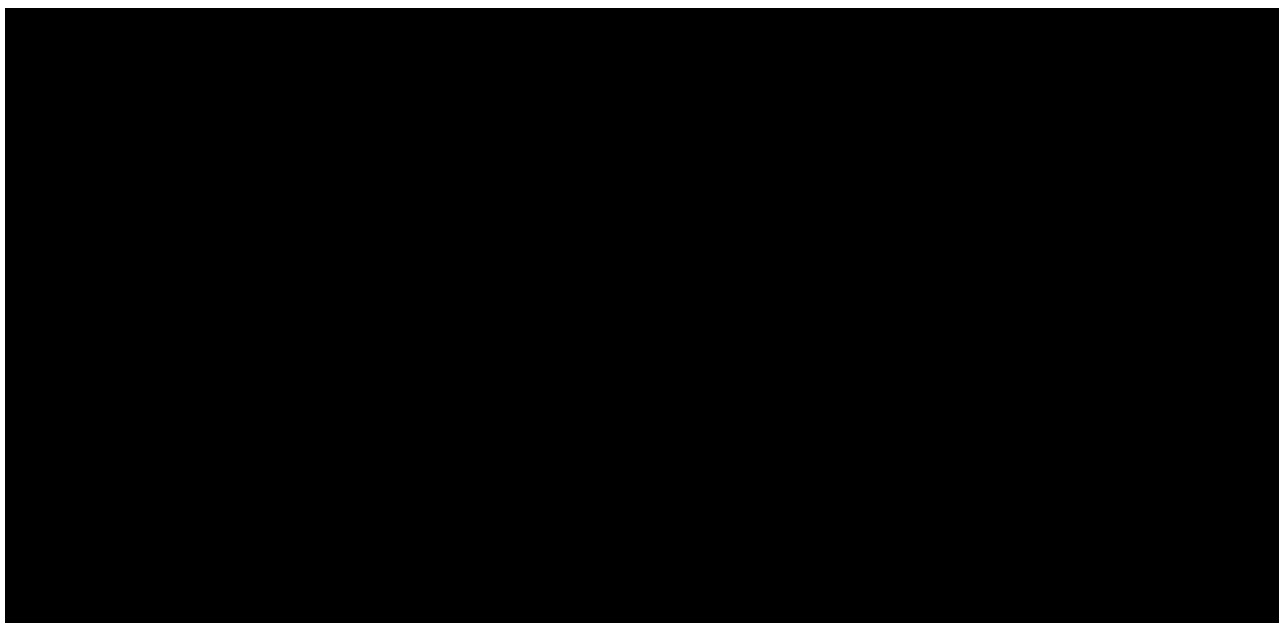
These activities can include making kites, painting, Lego building and playing together with toys. Outside the children love to play tig, football and take walks to the park. The children are also given the chance to develop new skills and be involved in activities that they may not otherwise experience such as indoor archery and boccia. These experiences are facilitated by the staff and/or external sources.

ACHIEVEMENTS & PERFORMANCE

Activities

Cornton Out of School Care has continued to serve the school community over the course of 2023-2024. Since our opening in 2019, we have seen many of our young people move on to High School in the area, and each year we welcome new intake from our Primary 1s and other new additions to the school.

Our young people really enjoy the chance to play outside when the weather is good, where we often play games, sports, or try some gardening. In the dark or wet evenings, we have plenty of other fun activities indoors, including crafts, messy play, games, and much more.



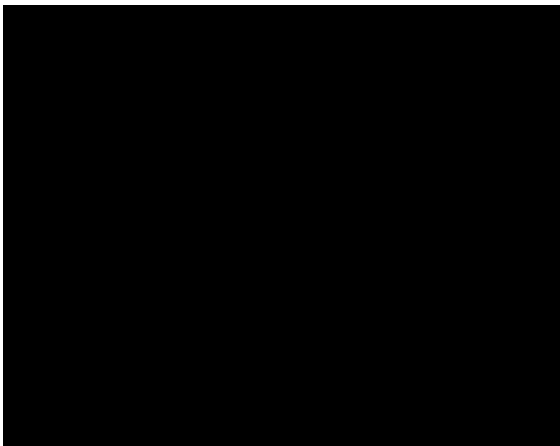
TRUSTEES' ANNUAL REPORT

FOR THE PERIOD ENDING 30 JUNE 2024

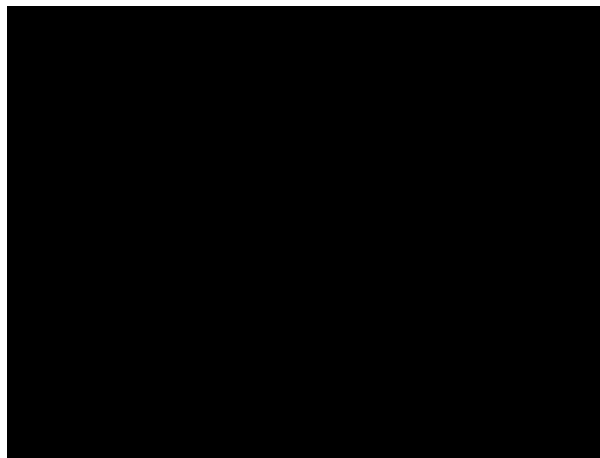
We had varied themed activities throughout the year too, including celebrating Chinese New Year with lantern making and trying out chop sticks in February, an Easter Egg Hunt in March, a pyjama party in April.

This year, we asked our young people to come up with new logo designs for the club, and we had tremendous suggestions that inspired our new logo. Our young artists received an art pad and colouring pencils to take home with them to continue with their creativity.

During Mental Health Week, we supported "Wear it Green Day", and took a walk around our local area, highlighting the importance of good physical and mental health.



Running a stall at the 'Remembering Together' Street Party in Cornton - May 2024

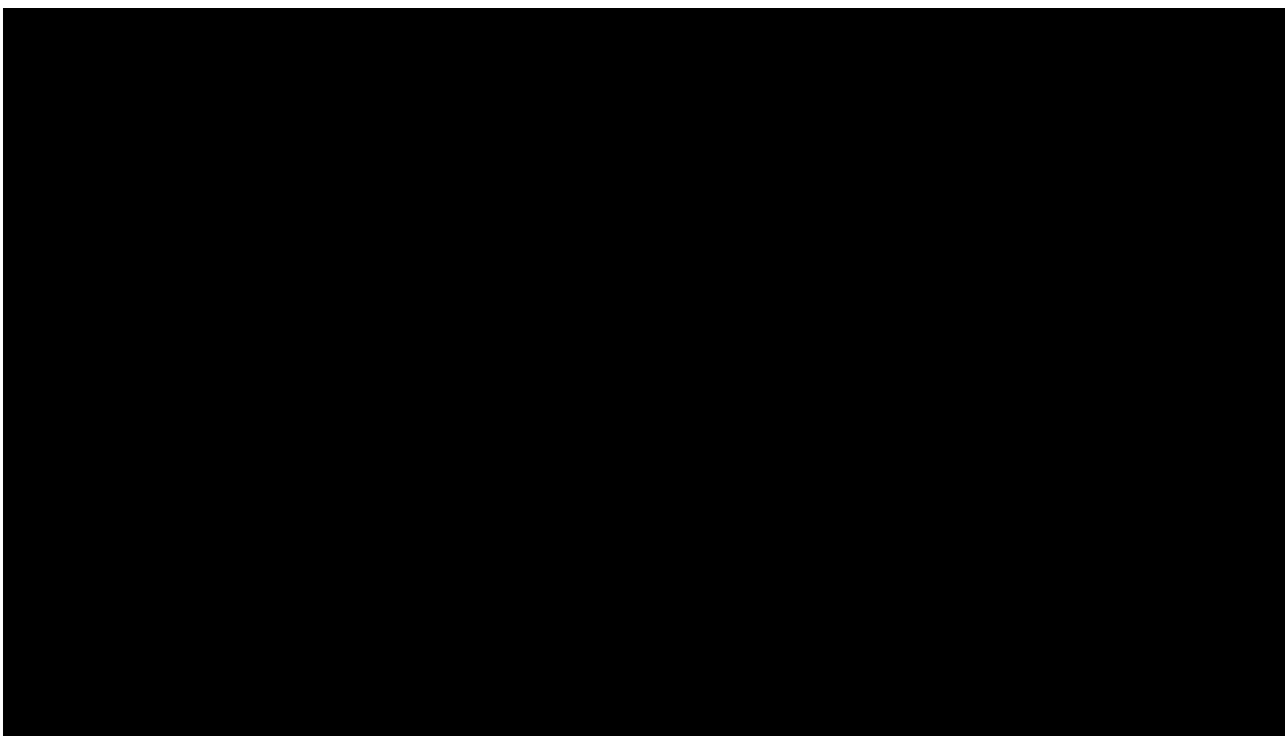


Supporting Wear it Green Day, raising awareness about Mental Health - May 2024

We were delighted to support the local Spring Street Party in Cornton in May, as part of the Remembering Together project, in collaboration with Greenspace Scotland, Stirling Council, and others.

Our young people helped out at a table doing hair chalks and glitter tattoos, and enjoyed pizza and ice cream while experiencing the music, crafts, and other activities.

We wrapped up the school year with our very own movie premier. Our young people worked for weeks writing a script and recording the film. At the end of June we invited parents, carers and families to our screening, with food stalls, crafts, and games,. This was a particularly exciting project for the children, and it was brilliant to see the different ages working together on such a complex and creative project.



Our COSC movie premier - June 2024

TRUSTEES' ANNUAL REPORT

FOR THE PERIOD ENDING 30 JUNE 2024

Staffing

In August 2023, we welcomed [REDACTED] as Manager to COSC. [REDACTED] was a welcome addition to the team, and we started the school year with fresh purpose and ambition after the uncertainty of the previous few months. [REDACTED] managed a small team of playworkers throughout the year, with each team member bringing their own strengths and qualities to the club.

Due to the nature of the playworker roles, and the limited hours available (3-6pm, Monday to Friday, term-time) we do see a high turnover of playworkers. They are often students from the local University that can only commit to working for us while other learning or placement commitments allow. We would like to embed more resilience in our staffing going forward, and will seek out relationships with other similar services in the Stirling area to help us explore this.

Governance

During the school year 2022-23, many of the founding Trustees, who established the club in 2019, stepped back from their roles, primarily due to their children growing older and no longer using the club themselves. This signified a big change in COSC Governance. We are grateful to the efforts of both [REDACTED] and [REDACTED] who held Trustee roles during the transition period in early 2023-24.

At our AGM in February 2024, we welcomed two new Trustees – [REDACTED] as Secretary and [REDACTED] as Vice-Secretary. [REDACTED] and [REDACTED] were re-elected.

We later welcomed [REDACTED], and [REDACTED] to the board, bringing the total number of Trustees to eight. For year 2024/25, this brings more capacity and more resilience to the governance team, and improves succession planning.

FINANCIAL REVIEW

In terms of finances, our regular income from fees is generally lower than our regular outgoings (in order of scale: staff costs, rent to Stirling Council, catering costs, and insurance). In addition, we position ourselves as an inclusive service, where we offer no-cost places to children referred by the school's leadership team.

During 2023-24, a typical week involved c. 45 paid sessions and c. 10 funded sessions, serving c. 25 families in the area. This year, we are incredibly grateful for grant funding from The CORRA Foundation and Magic Little Grants, which both aim to empower our inclusive service to support families of Cornton, and to help us purchase equipment, craft materials, and other resources to benefit the young people in our care.

In spring 2024, we were successful in securing funding from Stirling Council through the UK Shared Prosperity Fund, which came in at a critical time for the club and will be instrumental in helping us build resilience in coming months, ensuring we can continue to provide after school care to families in the area.

Overview

Receipts in the unrestricted funds were £17,688 (2023: £17,458). Restricted income amounted to £10,250 (2023: £4,000). Unrestricted payments for the accounting period were £20,009 (2023: £19,062) and restricted payments were £5,879 (2023: £10,642). The charity had a surplus of £2,050 (2022: (£8,246)).

We would like to thank all the funders for funding who have supported our charity over the year. The purposes of these funds and the funders can be found in **Note 8**.

Reserves Policy

Cornton OSC has reserves of £3,897 (2023: £6,209). The trustees believe that three month's running costs are a good level of reserves and £5,000 represents approximately three month's salary together with potential statutory redundancy payment requirements should the charity have to close at any point, plus overheads.

FUTURE PLANS

In 2024-25, COSC aims to continue providing enjoyable and enriching activities for our young people. We will purchase additional gardening tools to tend to the raised planters in the school grounds and acquire litter pickers to help them learn the importance of respecting and caring for the environment.

TRUSTEES' ANNUAL REPORT

FOR THE PERIOD ENDING 30 JUNE 2024

We will arrange further visits to the Cornton library, which has been open since May 2023.

In addition, we plan to:

- Launch a Morning Club to provide wraparound care at the school, available from 8am to 6pm.
- Recruit more Trustees to the Board
- Increase collaborations with external organisations to benefit the young people in our care

APPROVAL

This report was approved by the trustees on 26th March 2025 and signed on their behalf by:



INDEPENDENT EXAMINER'S REPORT

FOR THE PERIOD ENDING 30 JUNE 2024

Independent Examiner's Report to the Trustees of Cornton OSC

I report on the accounts of the charity for the year ended 30 June 2024, which are set out on pages 9 to 12.

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)(d) 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.

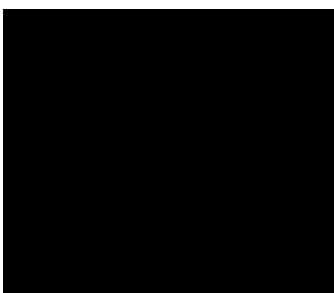
Basis of Independent Examiner's Statement

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 9 of the 2006 Regulationshave 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.



26th March 2025

STATEMENT OF RECEIPTS & PAYMENTS

FOR THE PERIOD ENDING 30 JUNE 2024

	Note	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
Receipts		£	£	£	£
Grants	5	-	10,250	10,250	4,500
Fees		17,688	-	17,688	16,958
		17,688	10,250	27,938	21,458
Payments					
Charitable Activities	6	19,709	5,856	25,565	29,327
Governance Costs		300	-	300	300
		20,009	5,856	25,865	29,627
Purchase of Fixed Assets	7		23	23	77
		20,009	5,879	25,888	29,704
Net movement in funds		(2,321)	4,371	2,050	(8,246)
Transfers between funds		9	(9)		
Surplus/(Deficit) for year		(2,312)	4,362	2,050	(8,246)

The Notes on pages 11 to 12 form an integral part of these accounts.

STATEMENT OF BALANCES

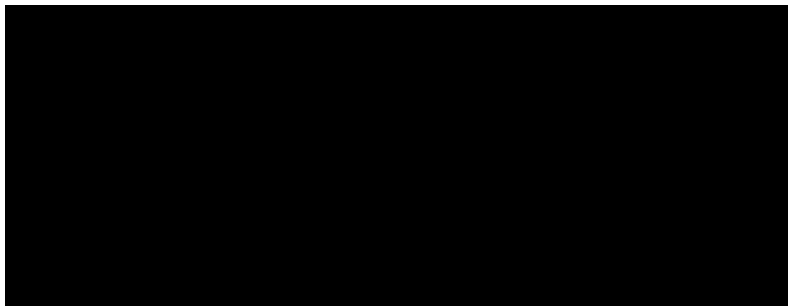
AS AT 30 JUNE 2024

	Note	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
Funds Reconciliation		£	£	£	£
Balance as at 01 July 2023		6,209	-	6,209	14,455
Surplus/(Deficit) for year		(2,312)	4,362	2,050	(8,246)
Balance as at 30 June 2024		<u>3,897</u>	<u>4,362</u>	8,259	<u>6,209</u>
 Bank & Cash Balances					
Cash at Bank				8,259	6,209
Cash in Hand				-	-
				<u>8,259</u>	<u>6,209</u>
 Other Assets					
Laptop & Printer (est)				100	150
 Liabilities					
Independent Examination Fee				350	300
Rent Stirling Council				3,700	3,670

The Notes on pages 11 to 12 form an integral part of these accounts.

COSC has no other contingent liabilities.

These accounts were approved by the trustees on 26th March 2025 and signed on their behalf by:



NOTES TO THE FINANCIAL STATEMENTS

FOR THE PERIOD ENDING 30 JUNE 2024

1. Basis of Preparation

These accounts have been prepared on the receipts & payments basis in accordance with:

- (a) The Charities and Trustee Investment (Scotland) Act 2005
- (b) The Charities Accounts (Scotland) Regulations 2006 (as amended)

2. 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 particular purposes. The designation is administrative only and does not restrict the trustees' ability to apply the funds. There were no designated funds during the accounting period.
- (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 8.

3. Taxation

- (a) The charity is not liable to income tax or capital gains tax on its charitable activities.
- (b) The charity is not registered for VAT, thus all costs are shown inclusive of VAT charged.

4. Transactions with trustees and related parties

- (a) No remuneration was paid to trustees or any persons connected with them during the accounting period (2023: NIL).
- (b) No expenses were reimbursed to the trustees during the accounting period (2023: NIL).
- (c) No travelling costs were reimbursed to trustees during the accounting period (2023: NIL).

5. Grants

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Robertson Trust	-	-	-	500
Corra Foundation	-	3,000	3,000	-
UK Shared Prosperity Fund	-	5,500	5,500	-
Magic Little Grant	-	500	500	-
SC Community Grant	-	1,000	1,000	-
SC Community Benefit Award	-	250	250	-
Chance to Flourish	-	-	-	2,000
Good Food for All	-	-	-	2,000
	-	10,250	10,250	4,500

NOTES TO THE FINANCIAL STATEMENTS

FOR THE PERIOD ENDING 30 JUNE 2024

6. Cost of Charitable Activities

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
Salary Costs	15,540	3,360	18,900	21,972
Rent	1,991	1,669	3,659	3,860
Training	50	12	62	81
Admin Costs	305	32	337	281
Insurance	476	-	476	458
Consumables	13	107	120	326
Toys	-	21	21	314
Catering	1,246	580	1,826	1,944
Deposit Refunds	-	-	-	44
Marketing	35	75	110	-
Transport	-	-	-	30
Professional Costs	36	-	36	17
Sundries	18	-	18	-
	19,709	5,856	25,565	29,327

7. Movements in Funds

	As at 30/06/2023	Receipts	Payments	Transfers	As at 30/06/2024
	£	£	£	£	£
<u>Unrestricted Funds</u>					
General Fund	6,209	17,688	(20,009)	9	3,897
<u>Restricted Funds</u>					
Magic Little Grant	-	500	(500)	-	-
The Corra Foundation	-	3,000	(2,990)	(10)	-
SC Community Grant	-	1,000	(999)	(1)	-
SC Community Benefit Award	-	250	(252)	2	-
UK Shared Prosperity Fund	-	5,500	(1,138)	-	4,362
	-	10,250	(5,879)	(9)	4,362
Total Funds	6,209	27,938	(25,888)	-	8,259

8. Purpose of Funds

General Fund	An unrestricted fund that can be expended at the discretion of the trustees in furtherance of the objects of the charity.
Magic Little Grant	A restricted fund for assist with running costs for providing funded sessions to more vulnerable children within the school
UK Shared Prosperity Fund	A restricted fund to help sustain the charity by contributing to the managers salary.
Corra Foundation	A restricted fund to help towards the cost of rent, staff, snacks and equipment.
SC Community Benefit	A restricted fund to help towards salary costs
SC Community Grant	A restricted fund to help towards the cost of snacks, activities and resources.