

East Neuk Kids After School Club SCIO

Scottish Charity No - SC047383

Annual Report and Financial Statements

For the year ended 31 May 2019

Trustees' Annual Report

For the year ended 31 May 2019

The trustees have pleasure in presenting their report together with the financial statements for the year ended 31 May 2019.

Reference and Administrative Information

Charity name

East Neuk Kids After School Club SCIO

Charity no

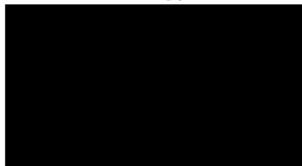
SC047383

Address

C/O Anstruther Bowling Club, Crail Road, Anstruther, Fife, KY10 3EL

Current Trustees

To be confirmed



Treasurer
Chairperson
Secretary
Trustee
Trustee

Structure, Governance and Management

Constitution

The Charity is a Scottish Charitable Incorporated Organisation (a SCIO). It was registered in its current legal form on 8 May 2017. The charity was previously an unincorporated association but changed its legal form to a SCIO. The assets of the unincorporated association were transferred to the SCIO on the 1 June 2017. It has a single tier structure and as such the Trustees are the members of the charity.

Appointment of trustees

Membership is open to the parents and appointed guardians of the children attending the organisation, to the organisation's voluntary staff and other interested adults who have an interest in further the objects. Employees of the organisation are not eligible for membership.

The board of trustees meets monthly. The maximum number of trustees is 12, and the minimum number is 5. Any member of the organisation can be elected as a trustee by members at the AGM, and in addition the board of trustees can co-opt any member as a trustee. The current board of trustees includes parents of children currently attending the club, parents of older children, and other interested members of the local community.

Objectives and Activities

Charitable purposes

Our purposes, as recorded in our constitution, to provide out of School care to 4-14 year olds. administration arrangements are set out in our constitution.

Activities

The organisation has responsibility for an out-of-school club, which provides care for primary-age children after school and during school holidays, allowing parents flexibility for work study, or other caring responsibilities. Children are collected on foot from Anstruther Primary School, and by taxi from St Monan's Primary School; during school holidays families drop children off in the morning.

Care provided by professional staff working with modern guidelines for child-led play, regulated by the Care Inspectorate. We have outdoor play space immediately outside the club, and access to Bankie Park just one minute away.

Structure, Governance and Management (continued)

Achievements and Performance

We have successfully managed the transfer of the service from the charity which formerly operated it, to this new SCIO which provides a better framework for trustees, members, and applying for external funding. We have had some change-over of staffing, but managed to recruit replacements as necessary, and arrange training. Numbers of children attending during term-time are rising, and we had good attendance during both the Easter and summer school holidays. As well as providing a vital service for the community, high usage means more financial stability for the organisation.

Financial review

Our main funding is fees which are charged to parents. We receive an annual grant from Fife Council to assist with general running costs and transport for children attending from beyond Anstruther. We also receive some funding for 'protected places' for families in need from Fife Council, and some ad hoc grants and donations from individuals and organisations.

Reserves policy

The trustees' policy is to retain 3 months worth of normal running costs in order to meet commitments and to cover any unexpected expenditure. Three months expenditure stands at £8974 and reserves are in excess of this at £17389. The trustees believe that this is still in an acceptable range but will continue to monitor the position.

Plans for future period

Grants from Fife Council are reducing, so we need to keep a close eye on our fee income and external fundraising. However numbers of children attending during term-time continue to be very healthy, and we do not have plans for major changes in the service. Our professional staff will continue to pursue relevant qualification, with our support. Longer term, we plan to investigate the possibility of acquiring our own transport, to make us less dependent on the availability and costs of taxis/bus hire for regular pick-ups and holiday day-trips.

Statement of Receipts and Payments for the year ended 31 May 2019

	Unrestricted Funds	Restricted Funds	Year ended 31/05/2019	Year ended 2018
Receipts				
Donations	2400	0	2400	1750
Grants	10545	0	10545	7971
Bank Interest	10	0	10	1
Receipts from charitable activities - Membership Fees	41600	0	41600	24943
Total receipts	54555	0	54555	34665
Payments				
Snacks	1123	0	1123	757
Play materials	790	0	790	298
Governance costs	44138	0	44138	28859
Total payments	46051	0	46051	29914
Surplus/(Deficit) for the year	8504	0	8504	4751
Transfers between funds	0	0	0	0
Surplus/(Deficit) for the year	8504	0	8504	4751

Statement of Balances - As at 31 May 2019

	Unrestricted Funds	Restricted Funds	Total 2019	Total 2018
Opening cash at bank and in hand	9286	0	9286	0
Surplus/(deficit) for the year	8504	0	8504	4751
Closing cash at bank and in hand	<u>17790</u>	<u>0</u>	<u>17790</u>	<u>4751</u>
Bank and Cash Balances				
Bank deposit account	3921	0	3921	1082
Savings account	7010	0	7010	5001
Petty cash account	12	0	12	80
	<u>10943</u>	<u>0</u>	<u>10943</u>	<u>6163</u>
Other assets - unrestricted fund				
Fees due to be received			7064	3123
Play equipment (estimated value)			0	0
			<u>7064</u>	<u>3123</u>
Liabilities (unrestricted fund)				
PAYE & Nest Pension			<u>217</u>	<u>0</u>
			<u>217</u>	<u>0</u>

Notes to the accounts - for the year ended 31 May 2019

1 Basis of accounting

These accounts have been prepared on the Receipts and Payments basis in accordance with the Charities & Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2008 (as amended)

2 Nature and purpose of funds

Unrestricted funds are those that may be used at the discretion of the trustees in furtherance of the objects of the charity. The trustees maintain a single unrestricted fund for the day-to-day running of the club

Restricted funds may only be used for specific purposes. Restrictions arise when specified by the donor or when funds are raised for specific purposes. During the year the charity received donations of £2,400, £2,000 from Thornton Law, and £400 from McCarthy & Stone

3 Related party transactions

The club's insurance policy includes Trustees indemnity insurance for all its trustees. No other remuneration was paid to the trustees or any connected persons during the year (2017 Nil)

4 Donations

	Unrestricted Funds	Restricted Funds	Total 2019	Total 2018
Parent donations	0	0	0	750
Thorntons Law	2000	0	2000	0
McCarthy & Stone	400	0	400	0
Community Kist charity shop	0	0	0	1000
	<u>2400</u>	<u>0</u>	<u>2400</u>	<u>1750</u>

5 Grants received

	Unrestricted Funds	Restricted Funds	Total 2019	Total 2018
Fife Council	10545	0	10545	7971
	<u>10545</u>	<u>0</u>	<u>10545</u>	<u>7971</u>

6 Cost of charitable activities

	Unrestricted Funds	Restricted Funds	Total 2019	Total 2018
Snacks	1123	0	1123	757
Play materials	790	0	790	298
	<u>1913</u>	<u>0</u>	<u>1913</u>	<u>1055</u>

Notes to the accounts - for the year ended 31 May
2019 (continued)

7 Governance costs

	Unrestricted Funds	Restricted Funds	Total 2019	Total 2018
Employer & pensions costs	33681	0	33681	21621
Staff Uniforms	189	0	189	0
Freelance playworker	0	0	0	10
Transport & subsistence	2847	0	2847	1617
Hall rental	3850	0	3850	2850
Insurances	95	0	95	238
Telephone, Postage & stationery	213	0	213	224
Training disclosure	227	0	227	421
Fuel & sundry expenses	425	0	425	348
Membership/Licenses	370	0	370	0
Professional fees	180	0	180	540
Accountancy fees	1080	0	1080	990
Bad debt	981	0	981	990
	<u>44138</u>	<u>0</u>	<u>44138</u>	<u>29849</u>

8 Transfers between funds

No transfers in year - as all funds unrestricted

Independent Assessor: [REDACTED] TMA Accountants & Taxation Advisers
52a Church Street, Broughty Ferry, Dundee, DD5 1HB

Treasurer: - To be confirmed, C/O East Neuk Kids After School Club
Anstruther Bowling Club, Crail Road, Anstruther, Fife, KY10 3EL

Signed Independent As [REDACTED] date: - 18/3/2020

Signed Treasurer: - [REDACTED] date: - 11/2/2020.
To be confirmed