

**Registered Charity Number: 1176481**

**Kirklees Summer Playscheme Camp**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 January 2023**

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**Kirklees Summer Playscheme Camp  
Legal and administrative information  
for the year ended 31 January 2023**

**Trustees**

James Haywood  
Gwen Perfitt  
Richard Jackson  
Stephen Metcalf

**Charity number**

1176481

**Contact address**

32 Clowne Road  
Barlborough  
Chesterfield  
S43 4EJ

**Independent examiner**

S Cochrane, FCA  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

**Kirklees Summer Playscheme Camp  
Trustees' annual report  
For the year ended 31 January 2023**

The Trustees submit their annual report and the financial statements for the year ended 31 January 2023.

**Structure, governance and management**

Kirklees Summer Playscheme Camp ("KSPC") is a Charitable Incorporated Organisation which registered with the Charity Commission on 2 January 2018. KSPC is governed by the rules and regulations set down in its governing document.

Prior to this the camps were run by a small voluntary group which was funded by grant from the local authority, Kirklees Metropolitan Borough Council.

**Method of recruitment and appointment of Trustees**

The first Trustees were appointed by the members of the small voluntary group from their existing members. One of the Trustees is a qualified accountant.

In accordance with the Charity constitution, one third of the Charity's Trustees must stand down on an annual basis. James Haywood stood down on 14 May 2022 and was duly re-elected at the Annual General Meeting held on the same date.

**Charitable objectives and activities**

The objective of the Charity is to help young people, especially but not exclusively through leisure time activities, so as to develop their capabilities that they may grow to full maturity as individuals and members of society. The general activities to meet our objectives are the running of a residential summer camp based in West Yorkshire for children aged 9 -12 and is open to children across the region and beyond.

In shaping our objectives for the year and planning our activities, the Trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

**Achievements and performance**

The Summer Camp transitioned to a new leadership structure during 2022 running a successful and full camp during the summer. Under the leadership of Fran Whitehead, a longstanding volunteer, the new team brought new ideas and energy to the leadership role enhancing the experience of the camp for both children and our team of volunteers.

All of the children's places were taken up and the Duke of Edinburgh (DofE) places were oversubscribed with a waiting list for 2023. We supported 174 children from low-income families, an increase from previous years of between 90 to 100 children. A new office supported the administration of the camp while new activity equipment such as disco kit and the hiring of a photo booth enhanced the children's experience. Unfortunately a number of tents had to be scrapped due to damage and wear and tear however at the end of the financial year we were able to buy 40 new tents supported by a £1,000 grant from the One Community Foundation.

**Kirklees Summer Playscheme Camp**  
**Trustees' annual report**  
**For the year ended 31 January 2023**

**Achievements and performance (continued)**

We continued to be successful with fundraising in the year. We received the second year of support from the One Community Foundation for our security costs, had a grant from the Woodward Charitable Trust of £2,000 and a grant of £1,480 for play equipment from the Tesco Community Grant Scheme. We participated in the Holiday Activities and Food ("HAF") programme which provided £11,480 of funding and allowed us to offer our assisted child places for £10. The programme also offered invaluable support and guidance from Local Authority partners. We hope to continue to benefit from the HAF funding over the next 2 years. Finally we received smaller donations through regular fundraising and one off donations, and our use of Easy Fundraising and Amazon Smile.

**Financial review**

The summer of 2022 saw an increase in core operating costs for the site, transport, food and security and the average cost of a child's place is anticipated to further increase to £100 in 2023. KSPC has always offered places at a small loss subsidising each place through fundraising for donations and income from Aspiring Leaders. In previous years the Charity has provided around 100 of the 450 available places at half price for families from low-income families. In 2022 we were able to offer these places at £10 rather than £30 thanks to the HAF funding. The Trustees are of the view that, so far as practically possible, the cost of each place should be kept as low as possible to support families who are struggling and the confirmed HAF funding in 2023 will allow us to maintain our pricing structure for at least another year.

The Trustees have worked through a number of plausible downsides and sensitivities for the forthcoming year. This scenario planning has taken into account an increase in site fees, security, transport and food which are all impacted by the rise in energy costs and wider inflation.

It is clear that costs will rise again in 2023. In the best-case scenario, we would not need to draw on our reserves. In a downside scenario where we do not fill all our places then we may need to draw up to £3,500 from our reserves. However, demand in the children's places and the DoFE programme for 2023 remains high and we are confident that we will fill all our places and run at capacity.

**Plans for the future**

The Trustees continue to review costs and charges and in late 2023 will consider changes for 2024 onwards but are confident that the Charity is on a sound financial basis and whilst not without financial risk, believe these are manageable over the coming years.

A number of large purchases were made in 2022 which are expected to provide benefit to the Summer Camp over a number of years. There is a limited plan for large spending on capital items during the 2023-2024 financial year which will reduce outlays when compared to the current period.

The Summer Camp is planned to run in 2023 and beyond as long as it remains financially viable. Planning is underway and bookings for children's places will open in March 2023. We continue to build on the secure finances and are targeting annual fundraising of £2,500 a year to keep the cost to families as low as possible.

**Kirklees Summer Playscheme Camp  
Trustees' annual report  
For the year ended 31 January 2023**

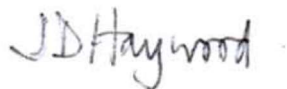
**Reserves policy**

The Trustees are of the view that KSPC is financially viable for a period of at least three years and the total funds carried forward provides a reasonable operating surplus for unexpected costs during the forthcoming years.

The Trustees have reviewed the reserves policy and due to increased costs have determined an increased reserve of £9,000 (2022: £8,000) should be maintained. The Trustees will continue to monitor this level in respect of the financial demands and inflationary costs. This figure would allow the estimated liabilities of operating the camp for one summer to be settled in the unlikely scenario the summer camp were to cease at very short notice. The Trustees also resolved that the reserve could be used in the event of the loss of a significant amount of canvas owing to adverse weather conditions. This scenario is considered remote.

Free reserves at 31 January 2023 were £24,219 (2022: £32,349).

The Trustees declare that they have approved the Trustees' report above on 13/04/2023 and are signed on their behalf by:

A handwritten signature in dark ink, appearing to read 'JD Haywood'.

James Duncan Haywood  
Chair of Trustees

## **Independent examiner's report to the Trustees of Kirklees Summer Playscheme Camp ("the Charity")**

I report to the Trustees on my examination of the accounts of the Charity for the period ended 31 January 2023 which are set out on pages 6 to 8.

### **Responsibilities and basis of report**

As the charity Trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

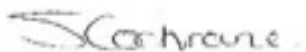
### **Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that, in any material respect:

1. accounting records were not kept as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:



Susan Cochrane, FCA  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

Date: 17/04/2023

## Kirklees Summer Playscheme Camp

### Receipts & payments account

For the year ended 31 January 2023

	Unrestricted fund £	Restricted fund £	Total 2023 £	Total 2022 £
<b>Receipts</b>				
Fees	24,200	-	24,200	35,199
Grants	4 -	8,096	8,096	7,500
Holiday Activities & Food Programme	11,480	-	11,480	10,000
Donations	1,465	-	1,465	1,234
Tuck shop	3,313	-	3,313	3,571
Easy Fundraising & Amazon smile	218	-	218	527
Gift aid	87	-	87	214
Interest	58	-	58	1
Miscellaneous	61	-	61	33
<b>Total receipts</b>	<b>40,882</b>	<b>8,096</b>	<b>48,978</b>	<b>58,279</b>
<b>Payments</b>				
Food	10,388	-	10,388	7,888
Camp equipment	12,004	1,000	13,004	11,165
Travel	6,545	-	6,545	4,675
Activity equipment	3,676	3,480	7,156	4,493
Website and admin	4,427	-	4,427	4,896
Publicity	-	-	-	414
Training and planning	1,212	-	1,212	341
Security and site	5,251	3,616	8,867	5,194
Volunteer expenses	3,215	-	3,215	3,163
Tuck shop	1,864	-	1,864	1,956
Paypal charges	430	-	430	577
Fee refunds	-	-	-	2,119
<b>Total payments</b>	<b>49,012</b>	<b>8,096</b>	<b>57,108</b>	<b>46,881</b>
<b>Net receipts/(payments) for the year</b>	<b>(8,130)</b>	<b>-</b>	<b>(8,130)</b>	<b>11,398</b>
Total funds brought forward	32,349	-	32,349	20,951
<b>Total funds carried forward</b>	<b>24,219</b>	<b>-</b>	<b>24,219</b>	<b>32,349</b>



# Kirklees Summer Playscheme Camp

## Statement of assets and liabilities

As at 31 January 2023

	Note	2023 £	2022 £
<b>Cash assets</b>			
Balances at bank		24,219	32,349
<b>Total</b>		<b>24,219</b>	<b>32,349</b>
		<b>Current value</b>	<b>Current value</b>
		<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
<b>Assets retained for the Charity's own use</b>			
Assets gifted to the Charity		6,021	8,734
Assets purchased by the Charity		15,480	11,578
		<b>21,501</b>	<b>20,312</b>
		<b>2023</b>	<b>2022</b>
		<b>£</b>	<b>£</b>
<b>Liabilities</b>			
Fees received in advance		-	802
Accountancy & independent examination		594	540
		<b>594</b>	<b>1,342</b>

These Financial Statements are accepted by the Trustees on 13/04/2023

Signed on behalf of the Trustees by:

*JD Haywood*

James Duncan Haywood  
Trustee

## Kirklees Summer Playscheme Camp

### Notes to the financial statements

For the period ended 31 January 2023

#### 1 Receipts & payments account

Receipts and payments accounts are statements that summarise the movement of cash into and out of the organisation during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

#### 2 Trustee's expenses

Three Trustees received expenses totalling £800 (2022: £822) during the period. No other remuneration or benefits were paid.

#### 3 Related party transactions

Apart from those noted in note 2, there were no other related party transactions during the year (2022: £nil).

#### 4 Grant income

	Unrestricted fund £	Restricted fund £	Total 2023 £	Total 2022 £
Kirklees Council	-	-	-	2,500
Community Foundation Match-it grant	-	-	-	5,000
One Community Foundation - Security costs	-	3,616	3,616	-
One Community Foundation - Tents	-	1,000	1,000	-
Tesco Community Grants	-	1,480	1,480	-
Woodward Charitable Trust	-	2,000	2,000	-
	<u>-</u>	<u>8,096</u>	<u>8,096</u>	<u>7,500</u>

**One Community Foundation** - two grants received as a contribution towards security costs and new tents.

**Tesco Community Grants** - contribution towards new play equipment.

**Woodward Charitable Trust** - contribution to support assisted camp places.