

ST JOSEPH'S CHILD CARE GROUP

Bridge Road

Aldershot

GU11 3DD

Registered Charity: 1125115



**ST JOSEPH'S
CHILD CARE
GROUP**

ANNUAL REPORT

**For the Financial Year Ending
31st August 2016**

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SECTION 1: Administrative Details

1a Name of Charity:

St. Joseph's Child Care Group

1b Charity Registration Number:

1125115

1c Address:

St. Joseph's Child Care Group Bridge Road Aldershot GU11 3DD

1d Trustees:

Dr Campbell McCafferty CBE
Fr. Chris Whelan
Mr Nigel Smith
Mrs Debbie Flynn
Mr David Paterson

1e Additional Trustees in the reporting year:

None

SECTION 2: Structure, Governance and Management

2a Particulars:

Governing Document: Trust Deed
Constitution: Unincorporated Association

2b Appointment of New Trustees:

Trustees are appointed by formal application.

SECTION 3: Financial Review

3a Policy on Reserves: The Charity commissioned a reserves policy in January 2012. The policy indicated that we will build up a reserve equivalent to two months operating costs up to a maximum of £50,000. At the end of this financial year the reserve account stood at £44,096.

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SECTION 3: Financial Review (Cont.)

3b Deficit funds:

The Charity has maintained positive cash balances in the following accounts in the reporting period. (The figures below are in year figures and do not includes the carry forwards from previous years.

2015/16 In Year

Account	Income	Expenditure	Balance
Tea Time Club	£79,556.	£71,542.	£8,014.
Pre School	£109,953.	£108,981.	£972.
Day Nursery	£240,049.	£205,778.	£34,271.
Reserve*	£8,042.	£0	£8,042.

*Reserve Account balance as at 31.08.16 is £52,137.

Loan 2

Opening balance: August 2015	-£7,852.17
Draw Down Loan Proceeds	£110,000.00
Payments	-£26,856.00
Interest	£ 836.86
Closing balance: August 2015	<u>£76,128.69</u>

SECTION 4: Funds held as custodian trustee on behalf of others

4a Assets held:

The Charity has no assets held in the reporting period.

4b Assets held on behalf of:

The Charity has no assets held in the reporting period.

4c Arrangements for safe custody of assets:

The Charity has no assets held in the reporting period.

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SECTION 5: Additional Information

5a Administrative delegation:

The day to day administration of the charity is delegated to Mr Bill James, Headteacher of St Joseph's Catholic Primary School.

5b Organisations relevant to the Charity:

Bankers: Lloyds TSB
75 Castle Street
Farnham Surrey GU9 7LT

Auditors: Wise & Co Chartered Accountants
Wey Court West Union Road
Farnham Surrey GU9 7PT

Payroll Service Provider: Firmvalue Payrolls Ltd Wey Court West
Union Road Farnham Surrey GU9 7PT

5c Policies and procedures:

The following policies have been adopted in the reporting period:

None

5d Organisational structure:

Please see **Appendix 1**

5e Risks:

The associated risks within the Charity are concerned with two main factors. The numbers of children who are using the settings as these effects our income stream and the expenditure associated with running the various settings. The tight financial management of the Charity ensures that the Charity always operates a positive budget. The individual settings are closely financially monitored. This will be a continued focus for the next reporting period. The charity had a claim made by an employee, which was settled through the insurers.

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SECTION 6: Objectives and Activities

6a Objects of the Charity:

- a. To provide the necessary facilities for the daily care, recreation and education of the children during out of school hours and school holidays;
- b. To provide opportunities for play and education for children whilst involving parents and carers;
- c. To advance the education and training of persons in the provision of such care, education and recreational facilities

6b Aims of the Charity:

6c Main aims for the coming year:

- To continue to meet the objects of the Charity
 - To Maintain regular meeting focusing on standards, and pupil progress
 - To continue to service the loan successfully
 - To maintain the high levels of qualifications in each setting
 - If inspected, to gain a good or better rating for Preschool, Nursery 2+ and all other settings
- (There are no major capital projects planned for the next financial year)

6d Strategy to achieve main aims:

1. Through sound financial management
2. Through recruitment policy
3. Through clear training and development policy

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SECTION 6: Objectives and Activities (Cont.)

6e Activities of the Charity:

The Charity has had a successful sixth year in operation. We have successfully developed all settings and they are now in a sound financial position. We have continued to successfully service the loan and the 3G pitch is now a reality for St Joseph's School. The Charity continues to work in association with St Joseph's School to promote the use of this Community Room. The settings continue to run independently on behalf of the Charity.

SECTION 7: Achievements and Performance

7a Performance against previous objectives:

To continue to meet the objects of the Charity **(ACHIEVED)**

To prepare for the 30 free hours and become a pilot provider in Sept 2016 **(PUT BACK)**

To achieve our target of £50,000 in reserve **(ACHIEVED)**

To secure the financial stability for all settings with closer financial controls and reporting **(ACHIEVED)**

To maintain the high levels of qualifications in each setting **(ACHIEVED)**

If inspected, to gain a good or better rating for all the settings **(ACHIEVED)**

6. 7b Fundraising:

Small scale fund raising was undertaken by the different settings. Total fundraising for the reporting period was £1150.

We donated money to the following Charities: Catholic Children's Society/ Red Nose Day and Royal Surrey Hospital.

7c Investments:

The Charity does not currently have any investments.

7d Factors beyond the Charities control:

There were no factors beyond the Charities control that had an effect in the reporting period.

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SECTION 8: Financial Review

8a How has expenditure supported key objectives

The loan has been successfully serviced.
Development areas have been successfully financed

8b Material Investments:

There were no material investments in excess of £5,000. in the reporting period.

SECTION 9: Future Plans

9a Aims for the next reporting period:

Please refer to 6c