

Company registration number: 4296436  
Charity registration number: 1093260

**CLYBIAU PLANT CYMRU KIDS' CLUBS**

**(A Company Limited by Guarantee  
and not having a share capital)**

**TRUSTEES ANNUAL REPORT AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2014**



## Contents

COMPANY INFORMATION .....	3
REPORT OF THE DIRECTORS AND TRUSTEES .....	4
FINANCIAL REVIEW .....	22
STATEMENT OF DIRECTORS' RESPONSIBILITIES .....	25
REPORT OF THE AUDITORS .....	26
STATEMENT OF FINANCIAL ACTIVITIES .....	28
BALANCE SHEET .....	29
NOTES TO THE FINANCIAL STATEMENTS .....	30

## **COMPANY INFORMATION: REFERENCE AND ADMINISTRATIVE DETAILS**

<b>Directors / Trustees:</b>	Karen Maylin (Chair) Kathryn Williams until October 2013 Zena Beirne Beryl Blackmore until October 2013 Matthew Wilson Lucy Dominguez Amy Baugh Emily John Dawn Vaughan Sian Evans Angharad Sully-Williams appointed October 2013 Gill Byrne appointed October 2013 Michael Owens appointed October 2013 Vanessa Davies appointed October 2013
<b>Secretary:</b>	Mrs O W Hawkins
<b>Director:</b>	Mrs O W Hawkins
<b>Registered office:</b>	Bridge House, Station Road, Llanishen Cardiff CF14 5UW
<b>Auditors:</b>	Broomfield & Alexander Chartered Accountants & Statutory Auditors Waters Lane Chambers, Waters Lane, Newport, NP20 1LA
<b>Bankers:</b>	National Westminster plc 1 Taff Street, Pontypridd, Rhondda Cynon Taff CF37 4UU
<b>Registered company number:</b>	4296436 (England and Wales)
<b>Registered charity number:</b>	1093260
<b>Solicitors:</b>	Heights Legal Unit L Trecenydd Business Park Caerphilly CF83 2RZ

## **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2013**

The Directors present their annual report with the financial statements of the company for the year ended 31 March 2014. This is the 13th annual report of the company.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **CONSTITUTION**

The company was incorporated under the name of Clybiau Plant Cymru Kids' Clubs Limited on 1 October 2001. The company is limited by guarantee, registered in England and Wales. Charitable status was obtained on 1 August 2002 under reference 1093260.

On 17 August 2005 the company passed a special resolution to amend the Memorandum of Association to include the power to provide indemnity insurance to cover the liability of the Trustees and the Articles of Association altered to open the membership to out of school childcare clubs and an election procedure for the Board of Trustees.

On 26 September 2005, the company passed a Special Resolution to change its name to Clybiau Plant Cymru Kids' Clubs from Clybiau Plant Cymru Kids' Clubs Limited so that the Companies House and the Charity Commission name are the same.

The company was established under its Memorandum and Articles of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

#### **APPOINTMENT OF TRUSTEES**

The Directors of the company are also charity Trustees for the purposes of charity law and under the company's Articles are known as members of the Board of Trustees. Under the requirements of the Memorandum and Articles of Association the members of the Board of Trustees are elected annually and can serve for a period of no more than three consecutive years at a time unless such persons last served as a trustee more than one year previously.

On 17 August 2005 a resolution was passed to alter the Memorandum and Articles of Association of Clybiau Plant Cymru Kids' Clubs in order to appoint twelve Trustees to the Board of Trustees from the out of school club full members.

12 Trustees are appointed through a series of 3 regional elections from the members, and with 3 co-options made by the outgoing Board, making 15 Trustees in all.

Such appointments are subject to confirmation by the members at the Annual General Meeting and the Trustees when appointed serve until the end of the next Annual General Meeting.

The Trustees may co-opt to fill any vacancy at any time but such co-opted Trustees hold office only until the next Annual General Meeting.

## TRUSTEE INDUCTION AND TRAINING

We are lucky that all of the Trustees are familiar with the practical work of running out of school childcare clubs and, with the Board co-options, provide a broad skill mix which reflects the diversity of the membership.

Each Trustee undergoes a Criminal Record Check (now known as DBS Disclosure and Barring Service) when elected. Each Trustee is given on election a trustee role description, strategic plan, memorandum and articles of association, company handbook, annual report and financial statements.

Trustees are inducted in the overall work of the organisation, and the range of projects the organisation is involved with at a series of presentations made by project leaders at the Annual General Meeting and at Board meetings during the year. Trustees receive bi-monthly copies of "Governance" magazine delivered to their home addresses and the Charity Commission newsletter. Trustees are also alerted to trustee training which is available locally as and when it occurs from such organisations as the local County Voluntary Councils.

All members of the Board of Trustees give their time voluntarily and are able to claim out of pocket/ incidental travel expenses to meetings at the normal Inland Revenue rate.

## ORGANISATIONAL STRUCTURE

**Out of School Childcare Clubs  
elect a Board of Trustees**



**Board of Trustees / Directors** (elected at AGM)

Strategic direction and policy decisions made by Board of Trustees at, no less than, 4 meetings per year which are always attended by Director, Finance Manager and Administration Manager (who have no voting power)

*A Finance and Personnel sub-committee meet a fortnight before Board meetings. All the Board are invited to attend this meeting chaired by a Trustee and attended by Director, Finance Manager and Administration Manager.*



**Director**

Day to day management of the organisation carried out by the Director with support/advice from a Senior Team made up of a Finance Manager, 4 Regional Team Leaders, Project Team Leaders, Training Manager and Administration Manager.

There are 3 regional offices – in Cardiff, Colwyn Bay and Cross Hands, Carmarthenshire. The move from our Swansea office to Cross Hands came about at the end of 2013. The Swansea office had been difficult for staff to get to with their cars and unhelpful when the Training Officers needed to carry equipment. There are 4 Team Leaders who oversee and support development and support staff who work in counties. The Training Manager oversees the trainers who are located in the regions in liaison with their Line Managers in North and West Wales. Trainers deliver the range of courses and provide support to individual students. Childcare Business Development Officers may also deliver some training, but they provide almost all the individual mentoring to playworkers.

The core management staff of the organisation includes the Director, Finance Manager, and Administration Manager.

#### **RELATED PARTIES**

The out of school childcare clubs of which Sian Evans, Karen Maylin, Zena Beirne and Matthew Wilson (all of whom were trustees in the past year) are involved in running received grants from the charity totalling £9,114 during the year.

#### **RISK MANAGEMENT**

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems are in place to mitigate exposure to the major risks. A risk management log was produced using the Charity Commission guidance to monitor and reduce risks as and when they occur.

## OBJECTIVES AND ACTIVITIES

**Clybiau Plant Cymru Kids' Clubs exists to help communities in Wales by promoting, developing and supporting quality, affordable, accessible out of school childcare clubs.**

**The objects for which the Charity is established are to:**

- a) Promote the care and education of children in Out of School Childcare Clubs and to promote the provision of facilities for the play, recreation and other leisure time occupations of such children in the interest of social welfare with the objects of improving their conditions of life.
- b) Advance the education and training of persons providing such care and educational and recreational facilities.
- c) Conduct research into all aspects of the care, education and recreation of such children and to publish the useful results of such research.

These objects clearly identify the **public benefit** of our work.

**Overlying principles are to:**

- Support an affordable, accessible, quality out of school childcare club in every community which wants one.
- Meet the needs of all children, including those with special needs, and of all parents/carers including working parents/carers, as far as is possible, and actively seek their views.
- Provide quality support services, information and training for out of school childcare clubs.
- Value the staff and volunteers and deal with them in an open and fair manner.
- Enable people within the organisation to have every opportunity for self-development and training and be a best practice employer.
- Work in partnership with other organisations to help us achieve our mission statement.
- Communicate the benefits of quality out of school childcare to schools, parents (working and otherwise), the Government and the public at large.

In delivering and planning activities for the year, the Trustees have considered the Charity Commission's guidance on **public benefit** and the principles above are used to plan the organisations activities.

The aim and principles inform a 3 year strategic plan which is agreed by the Board of Trustees and this in turn forms the basis of applications to the Welsh Government for 3 year core funding. This Annual Report of the Board of Trustees identifies **achievements and benefits to the public** against these principles, clearly headed at the beginning of each section.

At the Board of Trustees meetings, progress against targets are assessed and decisions taken to amend accordingly. This report outlines the work carried out in the past year, which fully reflects the purposes that the charity was set up to further, **out of school childcare in Wales.**

**Beneficiaries** of the service Clybiau Plant Cymru Kids' Clubs provides are the children in the clubs that have been helped set up, the people working in the clubs (playworkers) and the parents on the management committees or owners of clubs who are given advice, information and support about running childcare businesses and training to improve good

practice in the clubs. Clybiau Plant Cymru Kids' Clubs also provides training to playworkers to support quality activities in clubs and to meet the statutory requirements of the Care and Social Services Inspectorate Wales (CSSIW) and Welsh Government.

**Membership** of Clybiau Plant Cymru Kids' Clubs is open to out of school childcare clubs. These may be:

- after school clubs
- before school or breakfast clubs
- holiday clubs

Membership is also open to interested individuals and other organisations. No one is excluded but there is a small membership subscription which, according to our research, is lower than any other national childcare organisation in Wales, but with more benefits. The **public** can access information about out of school childcare from publications and on the website, **free of charge**.

**Out of school childcare clubs** provide safe, affordable and accessible provision at either end of the school day and during the school holidays for school aged children and young people aged 3 to 14 and enable parents to go to work or attend training (16 years of age if they have specific needs).

**Promoting for public benefit:**

- Opportunities for parents/carers to work and train by removing the worry of providing children and young people with a safe, stimulating and caring environment at times when children and young people are not able to be at home. (Parents may be able to claim the childcare element of Working Families Tax Credit to help meet the cost).
- Free choice for children and young people to decide how they will spend their time, giving them endless opportunities to explore and develop through stimulating activities.

**Developing for public benefit:**

- Out of school childcare clubs in schools and communities wherever there is an identified need.
- People in these schools and communities with the skills and knowledge to set up and run successful childcare businesses.
- The workforce of playworkers so that they can understand the needs of children and young people and maximise their enjoyment of club time.

**Supporting for public benefit:**

- New and existing clubs so that they can grow from strength to strength.
- The ongoing training of playworkers.
- The sustainability of clubs by offering advice on funding and quality.



**ACHIEVEMENTS AND PERFORMANCE AGAINST OBJECTIVES**

**Objective: Support an affordable, accessible, quality out of school childcare club in every community which wants one.**

At the end of March 2014, Clybiau Plant Cymru Kids' Clubs had supported **1,583 (1,568) out of school childcare clubs** during the year providing, **44,034 (42,871) childcare places**. This represents **169%** growth in the number of out of school childcare clubs across Wales since October 2001.

**70** new childcare clubs were created during the year and **childcare places increased by 1,163** thanks to the excellent work of the Childcare Business Development Officers and Support Workers together with the Local Authorities.

**1,040 (1,080)** were paid up members of Clybiau Plant Cymru Kids' Clubs. Support is given to anyone interested in developing out of school childcare clubs within Wales. Extra support is given to members but information is available for the **public benefit** within leaflets, newsletters and on the website.

	Breakfast	After School	Holiday	Other	Weekend	Total Clubs	Total Settings
Anglesey	2	17	8	0	0	27	17
Blaenau Gwent	0	5	3	0	0	8	6
Bridgend	10	21	16	0	0	47	24
Caerphilly	6	14	9	2	0	31	15
Cardiff	14	50	16	1	0	81	54
Carmarthenshire	14	67	36	0	1	118	71
Ceredigion	0	22	15	0	0	37	26
Conwy	11	45	27	0	0	83	46
Denbighshire	10	20	11	0	0	41	21
Flintshire	22	46	16	0	0	84	51
Gwynedd	4	31	14	0	0	49	31
Merthyr Tydfil	2	10	7	0	0	19	11
Monmouthshire	4	22	9	0	0	35	24
Neath Port Talbot	5	15	10	0	0	30	15
Newport	21	23	19	0	0	63	30
Pembrokeshire	7	31	19	0	0	57	31
Powys	1	9	6	0	0	16	9
Rhondda Cynon Taf	6	25	11	0	0	42	30
Swansea	1	29	9	0	0	39	32
Torfaen	7	9	5	0	0	21	9
Vale of Glamorgan	10	17	9	0	0	36	20
Wrexham	17	38	21	0	0	76	40
Totals	174	566	296	3	1	1040	613

Breakdown of Clybiau Plant Cymru Kids' Clubs Members as at 31.03.14  
Source: Membership Database

There are 1,583 supported clubs but only **1,040** pay for membership. Only **1,040** have access to all the support from our website. Each setting may have more than one childcare club, for example one setting may have a breakfast club, afterschool club and also run a holiday club. This is counted as 3 clubs but one setting or provider.

We endeavour to keep membership costs down to a **minimum as we recognise that clubs face the problems of sustainability and every penny counts**. A membership offer of £32 if the membership is paid before the end of April which increases to a higher amount (£35) thereafter has been tried for a couple of years but our membership income continues to fall. We will need to try other methods of maintaining membership as more and more Local Authorities do not wish to pay for Childcare Business Development Officers as their own income fades. Some counties support the organisation by paying for membership and this happened in 5 counties during the year Carmarthenshire, Ceredigion, Conwy, Gwynedd and Pembrokeshire.

The type of childcare club also alters year on year. The number of clubs **run by voluntary management committees falls slightly each year**, this year it is 45% (709 clubs) having reduced 1% again this year. Clubs run by **private providers (677) has increased by 1% again** this year. The school run provision remains constant at 7% of clubs (110) and other management types remains at 5% (87).

We ask out of school childcare clubs to describe themselves regarding the language which best describes their clubs. The childcare clubs describe themselves as English medium, Welsh medium or bilingual. **71%** of clubs consider themselves as English medium, **16%** as Welsh medium and **13%** describe themselves as bilingual. The percentages have stayed exactly the same during the year. The clubs reflect the communities in which they are placed and are a public benefit to their local community.

**Extra funding is sought to set up new clubs (for public benefit)** and for the Clybiau Plant Cymru Kids' Clubs staff (Childcare Business Development/Support Workers) that are needed to support the growth and development of clubs. Although the organisation has core funding from the Welsh Government it is reliant on **funding from Local Authorities (LA's) to fund the development staff** working within the county. To date, we have been successful in gaining this money and in having staff working in 17 counties in Wales to support development of out of school childcare clubs. Cardiff funding was withdrawn at the end of April 2013 which reduced funding by counties to **just 16** of the 22 counties during 2013-14.

However, in these continuing times of austerity this funding cannot be relied on, neither from the Welsh Government or the Local Authorities. **We cannot survive as an organisation without the Welsh Government core funding**, even though it only pays a proportion of our core funds. The grant allows us to apply for other funding **and we manage to lever in £4.66 for every £ the Welsh Government give us**. We are, as always, grateful for the support of the Welsh Government, and in particular the Children and Families Team, for this financial support. We have had notification that the Children and Families Grant (CFOG) will be extended to September 2014 however a completely new grant will be developed during the year called the Children and Families Development Grant and we will need to work with others to apply for the funding from October 2014 onwards.

During the previous year we started talking with Local Authorities about Families First funding and now have contracts with Bridgend and Wrexham and Flintshire from this source. The contract with Bridgend ended in March 2014 and the county have indicated they will not be

funding us after April 2014. The county have assured us this is not due to us not hitting targets but simply that they cannot afford to do this work due to financial constraints.

The Community Focused School childcare grant funding has been an **important source of money for new club development across Wales during the last 6 years**. Without this funding source it would have been difficult to continue the expansion of clubs across Wales. This grant is now known as the **Out of School Childcare grant (OSG)** and is essential for club expansion. We are very grateful to counties who fund our Childcare Business Development Officers with this funding. We work with Conwy and Newport LA's to totally manage their Out of School Childcare grants and with numerous other counties who fund us through a mixture of their Rate Support Grants, OSG and other schemes.

Other club development money has come in some counties from Awards for All.

Clybiau Plant Cymru Kids' Clubs meets the **public benefit** requirement for charities by:

- looking for grants to help clubs set up;
- working with communities to set up the clubs;
- giving grants to help children attend childcare clubs through paying assisted places fees; and
- providing grants for clubs to employ staff to aid inclusion.

In **Communities First** areas and areas of disadvantage we have developed special initiatives to help out of school childcare clubs. In **Merthyr Tydfil** we secured funding through the Rural Development Plan (RDP) which allowed us to operate an Assisted Places grant scheme to support vulnerable families living in disadvantaged rural wards. This finished in the summer of 2013. In **Carmarthenshire** the successful partnership developed with the County Council in relation to the **Rural Development Grant** funding to develop new out of school clubs and to extend existing after school clubs to include holiday provision has continued during the year. Match funding of 20% is required and each club is supported to apply to the BIG Lottery for start up funding. In **Anglesey**, a pilot scheme ran between April and July 2013 in Beaumaris/Llanfaes to enable a group of children with social and behavioural difficulties to attend an Assisted Place scheme with a taxi taking them home after the session. Without the taxi the children would have been unable to access the club. The pilot came to an end as the **Families First Team Around the Family** has developed different models of supporting families.

There is an ongoing demand for more **holiday clubs but that affordability** is a key barrier. Inset days and care for young people in secondary schools also pose major childcare challenges. These demands continue to be shown in Childcare Sufficiency Assessments but is difficult to react to without funding to meet these needs.

A very important role of development staff is supporting out of school childcare clubs with **funding applications**. During the year **staff helped clubs raise over £546,000** for their own use. The applications amounted to **over £939,000** and the **success rate was 58%**. This **money goes directly into clubs and will not be shown** in these accounts. The money is in the respective accounts of individual clubs. It is harder to raise this money these days as more people are looking for funding due to cuts within Local Authorities.

These grants come from a range of places, some will come from Local Authorities such as Out of School Childcare grants, Local Authority sustainability grants, trusts, grant makers and places like the Awards for All scheme from the BIG Lottery. Some will come from one offs with funders like the **Chrimes Foundation, Sainsbury Fund, Foresters' Fund** and many small funders.

Clubs who are members are able to access our **funding news** on the website pages and are also sent **monthly e-news funding bulletins** with potential sources of funding.

## ACHIEVEMENTS AND PERFORMANCE AGAINST OBJECTIVES

**Objective: Meet the needs of all children, including those with special needs, and of all parents/carers including working parents/carers, as far as is possible, and actively seek their views.**

**Extra hands grants are important to children, parents and clubs** as an extra member of staff allows the integration of children with disabilities into local clubs. Grants are also necessary for clubs as most childcare clubs operate 'on a shoestring' and would not otherwise be able to afford an additional worker to support one child. **The grants are critical to parents who need respite, or need to work, or want to work or attend training.**

**Five counties funded Extra Hands grants schemes for clubs:** Flintshire, Newport, Pembrokeshire, Conwy and Gwynedd. Children and their families benefited from these grants during the year, attending 2,703 club sessions.

The grants provide **full or part funding for one-to-one workers** for children with special needs. Clybiau Plant Cymru Kids' Clubs manages the application, advertising, assessment, payment, and monitors the award. This includes development staff visiting the club and monitoring attendance of staff and children.

This objective shows the **benefits for all the children in the clubs** through the integration of children with special needs into their local community club and having the same benefits as other children in the community.

Some counties also have **Assisted Places schemes** to allow children to attend clubs where their parents, for whatever reason, cannot afford to pay or need help to meet the costs in order to benefit the children. Anglesey, Newport, Monmouthshire, Conwy, Gwynedd, Merthyr Tydfil (under the Rural Development Plan until the summer of 2013) and Rhondda Cynon Taff have these grant schemes which we administer for them. **258 children** benefited from these places by attending **8,341** childcare club sessions.

We continue to use our customer satisfaction survey, **How are we doing?** This is sent out with the membership application forms. This actively seeks the views of clubs and their perception of the support given. We also use this to improve our services, including giving support regarding IT and accessing the website. It also helps us with information for reporting to counties on a quarterly and annual basis.

We were able to help some clubs to make applications to obtain funding from **Communities First** through the **Tackling Poverty grants** which were available towards the end of 2013. Some managed to obtain some funding for fees which allowed children to attend the club either for free or at a reduced rate.

## ACHIEVEMENTS AND PERFORMANCE AGAINST OBJECTIVES

### **Objective: Provide quality support services, information and training for out of school childcare clubs.**

The number of attendances at training and workshops during the year rose to **5,482** through 1,103 courses / one-to-one business skills sessions.

**1,275 people received Business / Committee Skills training**, mostly from their Childcare Business Development Officers (CBDOs), to help them provide sustainable clubs. This is a major part of the CBDO work.

In recent years, training for Playworkers has been offered in the workplace where our Training Officers **train the Playworkers whilst they are with the children**. This is proving very popular and over the year a total of **313** Playworkers were trained this way. Activity workshops delivered in the clubs or at training centres have been developed in line with requests from Playworkers and the introduction of the **Games Galore** and **Playing Out with the Elements** have received very positive feedback. NIACE funded a **Storytelling Workshop** for a club in Cardiff and this workshop has now been developed further. Further activity workshops are in development.

As an **approved centre** with the Awarding Organisation, **CACHE**, for the delivery of accredited Playwork and Assessing qualifications, we have maintained direct claims status as the result of successful external Quality Standards Monitoring. During the year 141 qualifications were delivered by our Training Officers.

The training team work together to ensure that our delivery is **standardised and trainers continue their professional development** through regular internal meetings, professional discussions and bespoke QCF training. Feedback from the last CACHE monitoring visit suggested that the Centre promote itself as a Centre of Excellence for its delivery of Assessor and Internal Quality Assurance qualifications. We have already trained assessors in house and signed up 7 trainee assessors in Cardiff and Newport in March 2014 courtesy of the Welsh Government **Play Sufficiency funding** allocated to Cardiff Play Services and Monmouthshire who commissioned this training.

We are also registered as a training provider with **City and Guilds** to deliver **Essential Skills Wales and Employment Awareness qualifications**. In order to comply with the requirements of the Awarding Organisations, we have developed robust quality assurance processes that ensure that learners are supported through their training.

Playwork qualifications are offered (where funding is available) for **Level 2 and 3 including the Level 3 Award in Transition to Playwork** (for Early Years). During the year, Playwork qualifications have been funded by Local Authorities in Rhondda Cynon Taff, Newport and Denbighshire and also delivered as a part of the **Jobs Growth Wales** project in Carmarthenshire, Wrexham and Denbighshire resulting in a total of 100 learners gaining Playwork qualifications.

The delivery of **Apprenticeships in Playwork** has continued with 4 learners achieving Frameworks during the year and a further 10 Apprentices / Foundation Apprentices signed up in South, West and North Wales. Funded by the Welsh Government Work Based Learning Programme, Clybiau Plant Cymru Kids' Clubs is **sub-contracted to Torfaen Training** to deliver this training.

Evaluations of all our training have maintained a **high standard** – the average score for course content is 4.6 out of 5. Teaching scored an average of 4.7 out of 5 and organisation of the courses scored an average 4.6 out of 5.

We have continued to produce bi-lingual materials including **Y Bont**, 4 times a year. The feedback from members is very good and people look forward to the activities, legislative updates, CSSIW news and general up to date information it provides. We have always tried to link with members electronically and it is an ongoing piece of work to encourage members to have emails so they can receive information quickly. Our Administration Manager continues to use a system of sending multiple emails, far and wide, during the year. Twitter, Facebook, Pinterest and other **social media** are used to advantage whenever possible.

Thanks to funding from **Awards for All** we were able to run 12 consultation events across Wales which took the form of evening network events for playworkers and managers. We asked people what kind of support they required from us so that we could **improve our service**. We had 753 replies from the events and through questionnaires; 70% wanted new activities and 60% wanted more training and 52% wanted more support accessing funding. 38% were interested in playwork qualifications. At each event a Senior Inspector from the **Care and Social Services Inspectorate Wales** (CSSIW) provided information and guidance on registration and some new activity workshops were piloted including Backyard Science, Storytelling and Social Media marketing. We will be using the information and feedback to try and get new funding to provide workshops to improve the quality of clubs.

All of our training encompasses **Education for Sustainable Development and Global Citizenship (ESDGC)** which highlights the link between society, economy and environment and between our own lives and those people throughout the world.

Education for sustainable development is about enabling learners to develop the knowledge, values and skills to participate in decisions about the way we do things individually and collectively, both locally and globally, that **will improve the quality of life now without damaging the planet for the future**.

**Numeracy and literacy skills** are also something which we are trying to work into training as we recognise that there is a need for this to be embedded into available training. Nobody wants to come on training about numeracy and literacy. A **Playworkers Toolbelt** of training is being developed which will allow these skills to be gained alongside playworker principles.

Towards the end of 2013 we discovered the opportunity for clubs to apply for **Tackling Poverty grants** through **Communities First** Clusters. A number of clubs in 8 different counties were supported to apply for these grants and numerous activity based courses were run in eligible clubs.

Numerous **other funders** have helped with grants to provide training/workshops; **Airvolution Wind Farm Grant** in Anglesey, **National Science and Engineering week** provided back yard science for playworkers in Torfaen, **Monmouth Charity** allowed us to provide a Healthy Eating workshop and to buy in **Carl Gough, World of Connections** to deliver fun and engaging storytelling for a club. The **Jane Hodge Foundation** gave us a small grant last year which was used in the current year for training in the South Wales valleys. We are immensely grateful to all our funders, large and small!

## Training Courses

Course Title	Attendances	Courses/ Sessions
A Taste of Play	43	5
Active Club Pack	7	1
Annual General Meeting	50	1
Apprenticeship Programme	84	8
Awards for All Consultation Events	511	41
Basic Food Safety in Catering Level 2	47	5
Business Skills	1275	824
CACHE L2 In Playwork Award Stage	144	5
CACHE Level 2 Diploma in Playwork (QCF) (NVQ)	91	1
Cache Level 3 Award Transitional	121	2
CACHE Level 3 Diploma in Playwork (QCF) (NVQ)	131	1
Children's Activity Event/Funday	70	1
Children's Rights & Participation	20	3
CSSIW Modernisation	49	1
Culture Zone for Playworkers	17	1
Culture Zone For Kids	173	12
Cwm a Mynydd Celebration Events	102	2
Developing Playwork Practice and Teamwork	6	1
Equal Opportunities and Anti Discriminatory Principles for Play Settings	31	4
Essential Skills Wales	70	3
Focus on Food 4 Kids	437	27
Games Galore for Kids	490	31
Games Galore for Playworker	38	3
Getting Risk Right	46	4
GO Programme	146	11
Health & Safety	47	4
Healthy Friends	208	19
I Pad Training (Gwynedd)	28	2
Jobs Growth Wales	89	6
Level 2 Emergency First Aid at Work (QCF)	84	8
Level 2 Paediatric First Aid (QCF)	33	3
Level 3 Award in Assessing Vocational Achievement	15	1
Nature Zone for Kids	186	13
Network Events	188	11
Pinch of Playwork	20	5
Playing Out with the Elements	18	1
Playwork Principles	9	1
Practical Workshops (including Storytelling and science)	102	9
Promoting & Supporting Positive Relationships in the Play Setting	25	2
Reflective Practice	6	2
Safeguarding and Welfare of Children	137	13
Staff Training	84	6
Steps to Excellence for Personal Success programme	4	1
Youth Zone	10	1
<b>Total</b>	<b>5492</b>	<b>1106</b>

Number People Trained by Course.  
Source: Clybiau Plant Cymru Kids' Clubs Training Database



## ACHIEVEMENTS AND PERFORMANCE AGAINST OBJECTIVES

### **Objective: Value the staff and volunteers and deal with them in an open and fair manner.**

The challenge of bringing together Trustees from all over Wales is overcome, to some extent, using **the video conferencing equipment**, housed in each regional office, Cardiff, Colwyn Bay and Swansea. It cuts down the time of travelling to meetings and therefore the time Trustees need to make available for the quarterly meetings. It also helps our carbon footprint. The amount of time the Board of Trustees give to the organisation should not be underestimated, including reading papers for the meetings as well as attendance at the actual meetings themselves. We are grateful for the time and commitment of our Trustees.

At the **Annual General Meeting, each year, we lose some of our Trustees**, due to our time conditions of completing 3 years service. By doing this we ensure the Board has people who have served a number of years and new people who learn more about the organisation, giving us ideally **a mix of knowledge and experience**.

We therefore said goodbye and thanks to **Kathryn Williams and Beryl Blackmore** at the Annual General Meeting in October 2013. Other trustees who were re-elected were **Mathew Wilson, Lucy Dominguez, Amy Baugh, Emily John, Dawn Vaughan and Sian Evans**. **Karen Maylin was re-elected as Chair**. New trustees joining them were **Gill Byrne, Angharad Sully-Williams, Vanessa Davies and Michael Owens**. We have a good mixture of people on the Board from those with grass root out of school childcare experience, some managers, some working in clubs, one trying to set up a club and some with Local Authority experience.

The **video conferencing (vcl) equipment** is used for numerous staff meetings as well as the Board meetings. Travel time, work life balance for employees spending large amounts of time travelling and the improvement of air quality by less travelling in cars are all spin offs of the vcl. Staff have been asked to make as few car journeys as possible and to cluster visits and share transport whenever possible to decrease costs and to lower our carbon footprint.

The **video conferencing system** takes a little to get used to, and you have to remember there is a time delay, but it has saved us so many hours of travel time over the years. It would be very difficult now to go back to all face to face meetings when it is so easy to meet up quickly with the Cardiff office and Carmarthenshire and Colwyn Bay offices.

There are times though when a meeting via the vcl is not appropriate and people travel for 'Train the Trainer', interviews and other one to one meetings via the train on most occasions.

## ACHIEVEMENTS AND PERFORMANCE AGAINST OBJECTIVES

**Objective: Enable people within the organisation to have every opportunity for self-development and training and be a best practice employer.**

During the year, **83 staff training** sessions were delivered giving staff the skills for delivering business mentoring and club activities.

Staff are encouraged to attend external training events, workshops, consultations and conferences and there were attendances at events covering a range of subjects including Playwork, child protection, funding, and 'Train the Trainer' as well as in-house training for all staff on **ESDGC (Education for Sustainable Development and Global Citizenship)** and **Safeguarding**. Staff are encouraged to feed back information from events and this is an important element of continuing professional development. Staff have achieved amongst other qualifications **PGCE (Post Graduate Certificate in Education)**, **assessor** qualifications, and a Chartered Management Institute Certificate in **Strategic Management and Leadership (QCF)**.

The organisation continues to offer the **Simply Health** to all staff after they are confirmed in post. This appears to be good value for money at £5 a month per person as this covers the statutory duty of paying for sight tests/spectacles for people using computers and has numerous other benefits as well, such as payment towards dental health, physiotherapy and consultant fees. A free, confidential advice line is included.

We continue to offer **6% pension contribution** to all staff. Staff taken on since April 2012 have needed to make a 2% personal contribution. This is in preparation to meet the legal requirements of **auto-enrolment** prior to our staging date, 1<sup>st</sup> March 2015. There are plans to require all staff (regardless of their start date) to contribute to the pension by October 2014, or they will need to opt-out of the scheme.

The salary-exchange scheme has been running since October 2012, and all staff were asked to **re-enrol and review their pension arrangements in October 2013**. Staff are offered the opportunity to alter their pension arrangements annually in October or when they have a 'lifestyle event'.

We provide a **mobile phone and breakdown cover** to staff who travel away from their office/home base. There are plans to upgrade the mobile phones to smart phones during 2014-15 which will give staff access to the internet and maps facilities to further aid their work. Staff work unsociable hours at times and as good employers we also want our staff to be able to get home on all occasions. At £38-£42 per fleet car **this is a good cover** and ensures if they break down they can get home.

## ACHIEVEMENTS AND PERFORMANCE AGAINST OBJECTIVES

### **Objective: Work in partnership with other organisations to help us achieve our mission statement.**

Most of the work of Clybiau Plant Cymru Kids' Clubs is in **close partnership with Welsh Government** and the **Local Authorities of Wales** to ensure there is sufficient out of school childcare in Wales. Other partners are the Wales Council for Voluntary Action (WCVA), the other **National Voluntary Childcare Organisations in Wales; Mudiad Meithrin (MM), Wales Pre-school Providers Association (Wales PPA), National Day Nurseries Association Cymru (NDNA), PACEY (formerly known as National Childminding Association), Children in Wales, Family Information Services** and others to further the work of improving childcare provision in Wales. We have also worked with Jobs Growth Wales (WCVA) Wales Co-operative Centre, NIACE, and through our Welsh Government Health Challenge Wales Voluntary Sector grant have worked with ASH Wales and Alcohol Concern Wales.

Partnership working with the Local Authorities in Wales and their Children's Partnership is an **essential part** of our work to ensure new out of school childcare clubs are developed in line with the county Children and Young People's Plan and their Childcare Sufficiency Audits. We also work with Community Focused Schools Co-ordinators and their teams, Play Officers, Dieticians, Communities First Officers and many others.

In **Wrexham and Flintshire** we have a continuing contract through **Families First** to develop and support out of school childcare. In **Conwy** we have a contract which runs over several years to support and develop Out of school childcare. These counties are the exception to the annual round of seeking support from counties as they have committed to funding **more than the one year** of funding.

**Mudiad Meithrin, Wales Pre-school Providers Association** with Clybiau Plant Cymru Kids' Clubs as the **lead organisation tendered for and won** a contract to support Early Years and Childcare in **Merthyr Tydfil**, initially for 12 months and then extended for a further 6 months. This was the first time the 3 organisations had come together to tender for work supporting playgroups, cylch meithrin, parent & toddler groups, ti a fi, day nurseries, out of school childcare clubs and childminders. The work is progressing well and it is hoped we may have the chance to tender for this again should the opportunity arise.

We work closely with **Play Wales** by supporting them on various committees and groupings namely: Playwork and Education Training Council Wales (PETC Wales).

Through the development staff we work with **Communities First, Working Links, Adult Education Centres around Wales, Menter Iaith, County Voluntary organisations, Cymru Cooks, Dragon Sports, Play Development Officers, ACAS, Flying Start teams, Physical and Nutritional groups, county dieticians, Job Centre Plus** and many others.

The legacy of the Carmarthenshire, **Big Lottery, Play Learn & Grow Healthy** project is the **'Healthy Friends'** course, and where funding has been available we have run 5 of these courses for playworkers. We were awarded funding from Welsh Government, **Health Challenge Wales Voluntary Sector** grant to add additional activity cards around the risky behaviours of smoking and alcohol, train our Training Officers to deliver the updated course

and run 20 'Healthy Friends' courses across Wales. The 'Train the Trainer' course took place in February 2014 and the first two 'Healthy Friends' courses were delivered in March in Neath Port Talbot and Merthyr Tydfil. We worked closely with **ASH Cymru** and **Alcohol Concern Wales** to develop the new cards.

We have been pleased to work with **Wales Council for Voluntary Action (WCVA)** on a number of projects over recent years; the European Engagement Gateway projects, Future Jobs Fund and most recently Jobs Growth Wales.

These projects have helped us in several ways. They allow us to:

- keep Wales working and find jobs for young people
- train young people in Playwork to work in clubs
- allow clubs to get newly trained people to help them meet quality care for children
- develop new clubs looking for staff
- help the Welsh Government meet its national targets

In recent years the European Funded Projects in Wales from the Welsh Government have had to be large projects and we are unable to match fund the millions of pounds required. Through involvement with these smaller projects we have been able to work through WCVA on smaller projects with no need for match funding. It has allowed us to continue to work with **European money** in this way.

During this financial year we have been involved with Phase 2 of **WCVA's Engagement Gateway** in Neath Port Talbot. At the end of March 2014 we had engaged with 36 participants. These participants have access to a varied training plan and we currently have 23 having achieved or working towards an accredited qualification. We anticipate all qualifications will be complete by June 2014 which will be when the project ends, with some participants working towards more than one qualification.

We have been working with **Communities 2.0** (Wales Co-operative Centre) delivering IT surgeries for clubs to help people in Wales get online and use ICT in the competitiveness areas of South Wales as part of Communities 2.0 National Outreach Programme, the **Welsh Government's digital inclusion** programme.

We continue to be a member of the **Fundraising Standards Board** and keep to their quality standards of practice.

## ACHIEVEMENTS AND PERFORMANCE AGAINST OBJECTIVES

**Objective: Communicate the benefits of quality out of school childcare to schools, parents (working and otherwise) the Government and the public at large.**

Clybiau Plant Cymru Kids' Clubs staff attend a range of meetings involving the **Welsh Government and others such as: Local Authorities** Childcare Partnerships, Care Council of Wales, Play Wales, Children in Wales and local Voluntary Councils. At these meetings the benefits of out of school childcare are always at the forefront of communications.

During the year we have responded to **consultations** to ensure the views of out of school clubs **are borne in mind when decisions are made and policies** are set. Consultations include:

- Welsh Assembly Play Sufficiency
- Commission on Childcare: call for evidence
- Department for Work and Pensions

All staff continue to communicate the **benefits of out of school clubs** on every conceivable opportunity at county childcare events and to the **public at large**.

'**Stepping Out**, A Guide to Setting Up an Out of School Childcare Club' has been updated and became available to members on the website during 2013.

**Y Bont**, our in-house magazine/newsletter, continues to be produced bilingually, four times a year. This continues to provide an important tool for communicating with out of school clubs and other organisations, MP's, AM's, Local Authority personnel and policy makers. Copies of these are sometimes left in places such as doctor's surgeries and at public events and places, including **Families Information Services**, for public benefit. Many magazines these days are produced by e-mail but, at the moment, we continue to produce hard copies delivered by post. In the future we may have to only send electronic copies, to save money and to improve our carbon footprint.

The usefulness of our website [www.clybiauplantcymru.org](http://www.clybiauplantcymru.org) grows month by month both for our members and for the public benefit. The sections are continually being upgraded and new resources added. The membership fee brings with it access to membership resources including monthly e-mailed e-news which contains funding information. However, the **public can access** much of the standard information about out of school clubs.

During the year we have also developed new ways of linking electronically with members and the public at large through email, **Twitter, Pinterest and Facebook**. Using social media has increased our public profile, made our services more accessible to the public at large, and has opened up more opportunities for networking. It has allowed, for example, club staff to contact us in a more informal way that they feel more comfortable using. It also promotes the use of IT as an effective method of communication, contributing to upskilling those within the sector.

## FINANCIAL REVIEW

We achieved 51% of the fundraising target of £220,000 set by the Board of Trustees, within the year, increasing the income by **£112,790**, this despite an increase in applications, demonstrating the increasingly **difficult economic climate** and the pressure on funders. There was a year on year decrease in success rate of 20%.

Applications for funding totalled **£1,746,674**; **94%** of the prior year, the success rate also reduced to 64% and contributed to **£1,122,435** of our income. The continued pressure on funders again contributing to the decrease in successful applications and a decrease in the income generated. Our total income **£1,527,918 decreased 10.85%** on the prior year, the loss of Local Authority funding of £123K from Cardiff and Blaenau Gwent LA's contributing to this reduction, also the completion of Engagement Gateway and Rural Development Plan projects.

The last of the Engagement Gateway projects completed in the financial year, income from this stream accounted for only 1% of our total, this European funding is from **Wales Council for Voluntary Action (WCVA)**.

Continued funding from Local Authorities once again remained our **largest source of income equalling the 58%** of the previous year, again the **Out of School Childcare grants**, childcare initiative contributing a large proportion of this. Welsh Government confirmed continuation of this funding stream, into 2014-2015, so long as all criteria are met.

**Jobs Growth Wales** funding, also through WCVA, **concluded within the year** and once again brought in 8% of our income. The 38 participants were directly employed through this funding and were placed to work in clubs in the counties of Wrexham, Denbighshire and Carmarthenshire.

The continued draw on our cashflow, due to the number of projects funding retrospectively upon defrayal through our bank, **led to a decrease in our investment income**, down significantly on the previous year by 32%, resulted in income of £3,876 (<1%). This was achieved by investment at the highest rate of interest possible of our meagre available cash reserves. Charity bonds have become **inaccessible** to us as we need the funds to cashflow projects, thus diminishing our investment income.

**Other income** is up by 1% (3%) and includes income from **membership**, training and miscellaneous income such as **donations, advertising and room hire**.

The **Children and Families Organisation Grant (CFOG)**, from the **Welsh Government**, which **contributes towards our core costs**, amounted to 25% of our income again this year. Following the review of this grant last year, we were awarded continuation of this funding, at the same level, for 6 months to 30<sup>th</sup> September 2014. The Welsh Government has issued a tender notification for the funding under a **new grant scheme – Children and Families Delivery Grant (CFDG)** with a Partnership working approach. We are currently working on this tender, with 4 other national childcare and play organisations. The 6 months of funding for CFOG 2014-2015 continues to be vital to our on-going work as it forms the foundation from which we are able to apply for Project, Local Authority and all other types funding.

The Caerphilly Rural Development Plan, part of the **Rural Development Plan for Wales 2011-2013 - Chwarae Cwm a Mynydd Play project** concluded in this year and the income from this project is yet another source funded retrospectively, quarterly in arrears following defrayment of expenditure, contributed to <1% of our income.

Once again the Board of Trustees made the decision to use unrestricted reserves, in order to provide the same services to out of school childcare clubs. This cannot happen indefinitely, of course, but it has been happening since 2007 to maintain services across Wales. We have **reduced the actual amount of reserves** used to that budgeted, by gaining income from various new projects and being as thrifty as we can with all types of expenditure, sourcing the best price wherever possible.

The number of full time equivalent staff has decreased to 36 (62), the decrease is due to the conclusion of the employment of **Jobs Growth Wales** participants. Staff costs represent 67% (64%) of expenditure. The number of other staff within the organisation fell from 38 to 36, demonstrating that we have reduced staff numbers where funding has not been forthcoming. In the main, staff attrition has occurred through natural wastage, the reduction occurred across the following positions: Managers and Training Officers. Staff remain the keystone of the organisation and funding is continually being sought to enable the organisation to keep the staff on the ground working with the clubs.

**18%** of our expenditure represents the costs to the organisation of running our Head and regional offices including the cost of those staff working from home. This remains the same percentage as the prior year. **Professional fees** have **decreased** this year; communication costs have remained static; we have invested in new EFM (Ethernet in The First Mile) lines in both our new Crosshands office and Colwyn Bay office, although installation of the latter will not happen until the new Financial year, this will improve the regional access to via Terminal Services, which connects the offices and home workers to the Organisations server in the Cardiff office. Reductions in expenditure can also be seen in travelling expenses, printing and stationery, advertising, and meeting costs.

**9 counties** have provided funding for us to distribute, administer, monitor and evaluate grants to support clubs through **Assisted Places, Extra Hands, Start up and sustainability funding**. This made up 12% (13%) of our expenditure with 359 (430) grants being paid during the year.

Training projects have decreased, resulting in expenditure on venues and resources reducing to 2% (3%). The largest part of expenditure on training being within the staff costs.

**Governance** costs of <1% cover the auditors' remuneration, Trustee expenses and meetings and cost of printing the annual report.

Once again there was a deficit on **unrestricted reserves of £84k**, with a net transfer of £51,842 into restricted funds from unrestricted, to cover overspends. This deficit continues to **deplete our reserves**, we have made every effort to increase our income by applying for funding to cover staff costs and we remain vigilant on our other costs trying to make savings wherever possible. The **fundraising target** has been increased for the upcoming year to **£330,000** and we will need to ensure that we improve on our success rates of previous years.

## **INVESTMENT POLICY**

The policy of investing our meagre free cash reserves in long term Charity Bonds within this year has netted us an increase in investment income. This was achieved following on going advice from our bank. With the increasing number of funders requiring expenditure to be defrayed through the bank prior to reimbursing project funds makes this policy increasingly difficult to maintain, we continue to use our reserves to cash flow these projects. This along with our reducing reserves means that we will be unlikely to be able to continue to make these investments which attract higher rates of interest.

On a daily basis the current account balance is returned to a minimum balance, with the monies being transferred to a liquidity manager account, which gains an overnight investment return. Investment with one banking institution, whilst not best practice, enables us to keep banking costs down, which otherwise would offset any interest that might be gained.

## **RESERVES POLICY**

It is the policy of the charity to aim to achieve unrestricted funds, which are not committed for designated purposes or invested in tangible fixed assets ("the free reserves") of at least two months of the resources expended in the main budget. The current Trustees are working towards three months reserves, as soon as is possible.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.



## STATEMENT OF DIRECTORS' RESPONSIBILITIES

The Trustees (who are also directors of Clybiau Plant Cymru Kids' Clubs for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

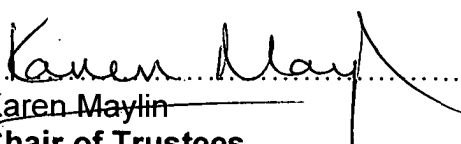
The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

## ON BEHALF OF THE BOARD/TRUSTEES

  
Karen Maylin  
Chair of Trustees

Dated: 19/09/2014

## **Independent Auditors' Report to the Trustees of Clybiau Plant Cymru Kids' Clubs**

We have audited the financial statements of Clybiau Plant Cymru Kids' Clubs for the year ended 31 March 2014 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's Trustees, as a body, in accordance with section 144 of the Charities Act 2011 and the regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

### ***Respective responsibilities of trustees and auditor***

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

The Trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly, we have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

### ***Scope of the audit of the financial statements***

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies, we consider the implications for our report.

***Opinion financial statements***

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2014 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

***Opinion on other matters prescribed by the Companies Act 2006***

In our opinion the information given in the Directors report for the financial year for which the financial statements are prepared is consistent with the financial statements.

***Matters on which we are required to report by exception***

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements;
- the charitable company has not kept adequate accounting records;
- the financial statements are not in agreement with the accounting records and returns;
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the directors' report and take advantage of the small companies exemption from the requirement to prepare a strategic report.



**Broomfield & Alexander Limited**

Statutory Auditors  
Waters Lane Chambers  
Waters Lane  
Newport  
NP20 1LA

Date:

17/9/2014

Broomfield & Alexander is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

**Statement of Financial Activities For The Year Ended 31 March 2014**  
**(Incorporating Income and Expenditure Account)**

	Note	Unrestricted Funds £	Restricted Funds £	2014 Total Funds £	2013 Total Funds £
<b>Incoming resources</b>					
Incoming resources from generated funds					
Voluntary income:					
Grants & Donations	3	382,200	-	382,200	388,870
Membership fees		20,918	-	20,918	20,440
Investment income	5	3,876	-	3,876	9,847
Incoming resources from charitable activities					
Revenue Grants	6	-	1,101,001	1,101,001	1,284,168
Other incoming resources	4	19,923	-	19,923	10,586
<b>Total incoming resources</b>		<b>426,917</b>	<b>1,101,001</b>	<b>1,527,918</b>	<b>1,713,911</b>
<b>Resources expended</b>					
Charitable activities	7	449,406	1,144,054	1,593,460	1,746,813
Governance costs	10	10,260	-	10,260	11,426
<b>Total resources expended</b>		<b>459,666</b>	<b>1,144,054</b>	<b>1,603,720</b>	<b>1,758,239</b>
<b>Net outgoing resources before transfers</b>		<b>(32,749)</b>	<b>(43,053)</b>	<b>(75,802)</b>	<b>(44,328)</b>
<b>Transfers</b>					
Gross transfers between funds	18	(51,842)	51,842	-	-
<b>Net movement in funds</b>		<b>(84,591)</b>	<b>8,789</b>	<b>(75,802)</b>	<b>(44,328)</b>
<b>Reconciliation of Funds</b>					
Total funds brought forward	17/18	341,962	1,443	343,405	387,733
<b>Total funds carried forward</b>	16	<b>257,371</b>	<b>10,232</b>	<b>267,603</b>	<b>343,405</b>

A separate income and expenditure account has been prepared on page 45.

The notes on pages 30 to 42 form part of these financial statements

**Balance Sheet**  
**Year Ended 31 March 2014**

	Note	2014 £	£	2013 £	£
<b>Fixed assets:</b>					
Tangible assets	12		12,256		18,388
<b>Current assets:</b>					
Stock		27,521		28,223	
Debtors	13	52,610		79,660	
Cash at bank and in hand		<u>313,201</u>		<u>387,731</u>	
		393,332		495,614	
<b>Liabilities:</b>					
Creditors: Amounts falling due within one year	14	<u>(137,985)</u>		<u>(170,597)</u>	
<b>Net current assets</b>			255,347		325,017
<b>Net assets</b>	16		<u>267,603</u>		<u>343,405</u>
<b>The funds of the charity:</b>					
Restricted income funds	16/18		10,232		1,443
Unrestricted income funds	16/17		<u>257,371</u>		<u>341,962</u>
<b>Total charity funds</b>			<u>267,603</u>		<u>343,405</u>

For the year in question, the charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The trustees/directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These financial statements were approved by the Trustees on 19<sup>th</sup> September 2014 and are signed on their behalf by:

.....*Karen Maylin*.....  
Chairperson (Karen Maylin)

Date 19/09/14

.....*A. Sully-Williams*.....  
Trustee (ANGHARAD SULLY-Williams)

Date 19/09/14

The notes on pages 30 to 42 form part of these financial statements

## **1. ACCOUNTING POLICIES**

### **Basis of accounting**

The financial statements have been prepared under the historical cost convention and in accordance with the Charities (Accounts and Reports) Regulations 1995, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005, and with the Financial Reporting Standard for Smaller Entities (effective April 2008), and include the results of the activity described in the directors' report, which is continuing.

### **Cash flow**

The accounts do not include a cash flow statement because the Charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under FRS 1 "Cash Flow Statements".

### **Income**

Income comprises grants, donations, legacies, membership fees and bank interest receivable which are accounted for on an accruals basis except for donated income which is accounted for when received.

### **Grants**

Revenue grants are credited to the statement of financial activities when receivable. Capital grants are credited to the statement of financial activities as and when receivable.

### **Resources expended**

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly and support costs are apportioned on an appropriate basis e.g. staff time spent on each activity.

Grants payable are payments made to third parties in furtherance of the charitable objects of the company. The grants are accounted for where either the Trustees have agreed to pay the grant without condition and the recipient has a reasonable expectation that they will receive a grant, or any condition attached to the grant is outside the control of the company.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with statutory requirements.

### **Irrecoverable VAT**

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

### **Pension costs**

The charity has arranged a defined contribution pension scheme for some members of staff. The assets of the scheme are held separately from those of the charity, being invested with insurance companies. Pension costs charged in the Statement of Financial Activities represent the contribution payable by the charity in the year.

## 1. ACCOUNTING POLICIES (continued)

### Fixed assets

Fixed assets are recorded at cost, or in cases where fixed assets have been donated to the Charity, at valuation at time of acquisition.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset, as follows:

Furniture and fittings	-	25% p.a. straight line basis
Computer equipment	-	33% p.a. straight line basis

### Stock

Stock represents stationery, printed material and other consumables and is valued at cost.

### Deferred income

Membership fees are recognised over the period they relate to, any membership fees received in advance are deferred in the balance sheet.

### Liabilities

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

### Fund accounting

Funds held by the charity are either:

*Unrestricted general funds* – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

*Designated funds* – these are funds set aside by the Trustees out of unrestricted general funds for specific future purposes or projects.

*Restricted funds* – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Where restricted funds received remain partly unspent, they are carried forward to the following period in restricted reserves.

### Operating leases

Rentals applicable to operating leases are charged to the statement of financial activities on a straight-line basis over the lease terms.

### Going concern

The company relies heavily on funding from the Welsh Government for its income. Should this source of income cease, it would have significant implications for the scale of operations of the company. The directors have prepared the financial statements on the going concern basis assuming that grants from the Welsh Government will continue to be forthcoming in the future.

**2. NET OUTGOING RESOURCES FOR THE YEAR**

This is stated after charging:

	2014 £	2013 £
Depreciation – owned assets	11,132	13,045
Auditors remuneration	7,104	7,000
Trustees indemnity insurance	<u>795</u>	<u>795</u>

**3. GRANTS AND DONATIONS**

	Unrestricted £	Total 2014 £	Total 2013 £
Core funding from Welsh Government	379,936	379,936	379,936
Donations	<u>2,264</u>	<u>2,264</u>	<u>8,934</u>
	<u>382,200</u>	<u>382,200</u>	<u>388,870</u>

**4. OTHER INCOME**

	Unrestricted £	Total 2014 £	Total 2013 £
Training	14,941	14,941	9,931
Miscellaneous income	<u>4,982</u>	<u>4,982</u>	<u>655</u>
	<u>19,923</u>	<u>19,923</u>	<u>10,586</u>

**5. INVESTMENT INCOME**

	Unrestricted £	Total 2014 £	Total 2013 £
Bank Interest	<u>3,876</u>	<u>3,876</u>	<u>9,847</u>



**6. REVENUE GRANTS**

	<b>Restricted Total 2014 £</b>	<b>Total 2013 £</b>
Anglesey County Council	11,202	10,852
Anglesey County Council - Out of School Childcare grant (OSG)	20,000	20,000
Anglesey County Council - Training	-	1,410
Anglesey County Council - Grants	9,163	5,843
Anglesey County Council - OSG Grants	-	8,000
Airvolution Wind Farm Grant	900	-
Blaenau Gwent County Borough Council	-	18,971
Blaenau Gwent – Training	-	1,352
Bridgend County Council	39,650	39,650
Bridgend Healthy Friends	-	3,740
Bridgend Play Sufficiency	6,450	-
City and County of Cardiff Council	8,027	96,317
City and County of Cardiff Council - Training	-	7,108
City and County of Cardiff – Play Sufficiency	7,430	-
Carmarthenshire County Council	45,000	46,400
Carmarthenshire OSG	28,000	31,000
Carmarthenshire – Play Sufficiency	3,100	-
CAVS Grant	-	3,500
Ceredigion County Council	4,000	-
Ceredigion County Council - OSG	15,000	24,840
Ceredigion County Council – Flying Start Training	2,000	6,400
Ceredigion County Council – OSG Training	4,126	-
Conwy County Borough Council	16,024	43,625
Conwy County Borough Council - OSG	37,471	9,796
Conwy County Borough Council - Training	3,005	2,200
Conwy County Borough Council - Grants	43,500	71,980
Conwy County Borough Council - Families First	3,195	-
Denbighshire County Council Training	4,975	2,230
Flintshire County Borough Council	-	33,881
Flintshire County Council - Essential Training	4,665	2,000
Flintshire County Council - Grants	8,786	7,786
Flintshire County Council - OSG	40,073	7,904
Gwynedd County Borough Council	-	30,427
Gwynedd County Borough Council - Grants	5,325	9,000
Gwynedd County Borough Council -OSG	22,841	-
Gwynedd County Borough Council -Training	11,380	6,000
Merthyr Tydfil County Borough Council	-	10,342
Merthyr Tydfil County Borough Council - OSG	9,154	9,154
Merthyr Tydfil County Borough Council - Training	380	1,080
Merthyr Tydfil County Borough Council – Play Sufficiency	8,339	-
Merthyr Tydfil County Borough Council – Childcare Contract	64,154	38,153
Monmouthshire County Council	27,975	27,975
Monmouthshire County Council - Grants	9,000	5,912
Monmouthshire County Council – Training	6,050	1,520
Monmouthshire County Council – Play Sufficiency	2,755	-
Neath Port Talbot County Borough Council	15,196	15,196
Newport City Council	23,000	62,714
Newport City Council - Training	11,525	4,167
Newport City Council - OSG Grants	82,514	89,031

**6. REVENUE GRANTS (continued)**

	<b>Restricted Total 2014 £</b>	<b>Total 2013 £</b>
Newport City Council – OSG	38,873	-
Newport City Council – Play Sufficiency	720	-
Pembrokeshire County Council	20,000	21,050
Pembrokeshire Carers Grant	8,000	8,000
Rhondda Cynon Taf – OSG	20,517	24,490
Rhondda Cynon Taf – OSG Training	5,638	8,470
Rhondda Cynon Taf - OSG Grants	23,192	23,896
City and County of Swansea Council	37,490	37,490
The Vale of Glamorgan County Council	20,000	20,000
Vale of Glamorgan Training	-	360
Wrexham County Borough Council	31,000	32,650
Wrexham County Borough Council - OSG	12,750	12,750
Apprenticeships – 2011-12	-	16,628
Apprenticeships – 2012-13 North	12,436	5,560
Apprenticeships – 2012-13 SEW	15,913	5,773
Apprenticeships – 2012-13 WW	11,027	-
Apprenticeships – 2012-13 NW	3,865	-
Caerphilly Rural Development Plan	8,927	40,758
Jobs Growth Wales – North	15,406	85,976
Jobs Growth Wales – Denbighshire	28,992	-
Jobs Growth Wales - Wrexham	23,767	-
Jobs Growth Wales – Carmar	53,597	46,283
NIACE Storytelling	200	-
National Science & Engineering Week	350	-
Awards for All	4,269	-
Health Challenge Wales	26,242	-
Fair Share	-	7,279
Skills for Care	-	4,950
Merthyr Rural Development Plan	-	6,325
WCVA - Engagement Gateway – Go Blaenau Gwent	-	9,477
WCVA - Engagement Gateway – Go Bridgend	-	(850)
WCVA - Engagement Gateway – Go Caerphilly	-	9,850
WCVA - Engagement Gateway – Go Cardiff	-	8,684
WCVA - Engagement Gateway – Go Carmarthenshire	-	3,023
WCVA - Engagement Gateway – Go Denbigh	-	7,239
WCVA - Engagement Gateway – Go Gwynedd	-	8,497
WCVA - Engagement Gateway – Go Newport	-	(1,897)
WCVA - Engagement Gateway – Go Neath Port Talbot	12,500	7,500
WCVA - Engagement Gateway – Go Swansea	-	7,331
WCVA - Engagement Gateway – Go Wrexham	-	(830)
	<b><u>1,101,001</u></b>	<b><u>1,284,168</u></b>

## 7. CHARITABLE ACTIVITIES

	Activities undertaken directly £	Grant funding of activities £	Charitable Activities & Support Costs £	2014 Total £	2013 Total £
Training	27,297	-	321,236	348,533	399,332
Grants to clubs – Note 9	-	186,114	539,950	726,064	796,958
Development and support given to clubs	13,088	-	505,775	518,863	550,523
	<u>40,385</u>	<u>186,114</u>	<u>1,366,961</u>	<u>1,593,460</u>	<u>1,746,813</u>

## 8. CHARITABLE ACTIVITIES AND SUPPORT COSTS

	Basis of Allocation	Training £	Grants made to clubs £	Develop- ment and support given to clubs £	2014 Total £	2013 Total £
<b>Support costs allocated to activities</b>						
Salaries and national insurance	Time	239,103	401,896	376,460	1,017,459	1,063,884
Pensions and health insurance	Time	12,292	20,661	19,352	52,305	58,800
National and regional office running costs	Time	67,225	112,996	105,844	286,065	312,695
Depreciation	Time	2,616	4,397	4,119	11,132	13,045
		<u>321,236</u>	<u>539,950</u>	<u>505,775</u>	<u>1,366,961</u>	<u>1,448,424</u>

## 9. GRANTS PAYABLE

	Restricted £	Total 2014 £	Total 2013 £
Anglesey County Council	7,934	7,934	5,194
Anglesey County Council - OSG	-	-	6,108
Conwy County Borough Council - OSG	43,500	43,500	71,980
Fairshare	-	-	650
Flintshire County Council	7,738	7,738	6,911
Gwynedd County Borough Council	4,300	4,300	5,562
Merthyr Tydfil County Borough Council - OSG	4,944	4,944	7,402
Monmouthshire County Council	8,000	8,000	4,072
Newport City Council - OSG	82,514	82,514	89,031
Pembrokeshire Carers Grant	6,678	6,678	7,275
Rhondda Cynon Taf - OSG	20,506	20,506	20,646
	<u>186,114</u>	<u>186,114</u>	<u>224,831</u>

All grants are to provide support to out of school clubs in Wales. During the course of the year 359 (2013: 430) grants were made, ranging in size from £22 to £8,000 (2013: £16 to £3,500).

# 10. GOVERNANCE COSTS

	Unrestricted £	Total 2014 £	Total 2013 £
Auditors' remuneration	7,104	7,104	7,000
Trustees' expenses	293	293	728
Costs of Trustees' meeting	1,421	1,421	2,903
Trustees training	647	647	-
Costs of printing annual report	795	795	795
	<u>10,260</u>	<u>10,260</u>	<u>11,426</u>

# 11. STAFF COSTS

	2014 £	2013 £
Wages and salaries	946,798	985,117
Social security costs	70,662	78,767
Pension costs	49,064	55,388
Medical insurance	3,240	3,412
	<u>1,069,764</u>	<u>1,122,684</u>

No employee was paid £60,000 or more during the year (2013: Nil).

The average weekly number of full time equivalent staff employed during the financial year amounted to:

	2014 No	2013 No
Managers	7	8
Development officers	13	14
Training officers	4	4
Administrators	9	9
Support workers	3	3
Jobs Growth Wales	-	24
	<u>36</u>	<u>62</u>

No trustees received remuneration during the year. 4 trustees (2013: 8) were reimbursed travel and subsistence expenses for attending meetings amounting to £293 (2013: £728).

**12. TANGIBLE FIXED ASSETS**

	<b>Furniture and fittings £</b>	<b>Computer Equipment £</b>	<b>Total £</b>
<b>COST</b>			
At 1 April 2013	59,533	162,285	221,818
Additions	2,786	2,437	5,223
Disposals	<u>(977)</u>	<u>(13,867)</u>	<u>(14,844)</u>
At 31 March 2014	<u>61,342</u>	<u>150,855</u>	<u>212,197</u>
<b>DEPRECIATION</b>			
At 1 April 2013	59,406	144,024	203,430
Charge for year	768	10,364	11,132
Eliminated on disposal	<u>(977)</u>	<u>(13,644)</u>	<u>(14,621)</u>
At 31 March 2014	<u>59,197</u>	<u>140,744</u>	<u>199,941</u>
<b>NET BOOK VALUE</b>			
At 31 March 2014	<u>2,145</u>	<u>10,111</u>	<u>12,256</u>
At 31 March 2013	<u>127</u>	<u>18,261</u>	<u>18,388</u>

All assets held are for charitable purposes.

**13. DEBTORS**

	<b>2014 £</b>	<b>2013 £</b>
Amounts due within one year:		
Trade debtors	19,773	20,314
Other debtors	12,999	43,690
Prepayments and accrued income	<u>19,838</u>	<u>15,656</u>
	<u>52,610</u>	<u>79,660</u>

**14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2014 £</b>	<b>2013 £</b>
Trade creditors	40,232	49,125
Other creditors	13,133	17,696
Social Security and other taxes	18,085	21,257
Membership subscriptions received in advance	20,029	15,026
Accrued expenses	<u>46,506</u>	<u>67,493</u>
	<u>137,985</u>	<u>170,597</u>

**15. FINANCIAL COMMITMENTS**

At 31 March 2014, the Trust had annual commitments under non-cancellable operating leases as follows:

	2014 £	2013 £
Expiring within one year	49,473	58,473
Expiring between two and five years inclusive	20,046	11,433
Expiring in over five years	6,274	-
	<u>75,793</u>	<u>69,906</u>

**16. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted Funds £	Restricted Funds £	Total funds £
Fund balances as at 31 March 2014 are represented by:			
Tangible Fixed Assets	12,256	-	12,256
Current Assets	383,100	10,232	393,332
Current Liabilities	(137,985)	-	(137,985)
	<u>257,371</u>	<u>10,232</u>	<u>267,603</u>

**17. UNRESTRICTED FUNDS**

	Balance at 1 April 2013 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2014 £
<b>Designated Funds</b>					
Budget Contribution – for 2014-15 Fund	130,048	-	(29,900)	43,603	143,751
Maternity and Sickness Reserve Fund	5,057	-	(5,805)	7,498	6,750
Strategic Planning Fund	10,000	-	-	-	10,000
	145,105	-	(35,705)	51,101	160,501
<b>General Fund</b>	196,857	426,917	(423,961)	(102,943)	96,870
	<u>341,962</u>	<u>426,917</u>	<u>(459,666)</u>	<u>(51,842)</u>	<u>257,371</u>

The **Budget Contribution Fund** represents money from the general reserve set aside to finance unrestricted expenditure in 2013-14.

The **Maternity And Sickness Reserve Fund** represents money set aside to cover any costs of maternity or sickness cover which are over and above the budget for 2013-14.

The **Strategic Planning Fund** represents monies put aside for future strategic planning projects.

**18. RESTRICTED FUNDS**

	Sub- Note	Balance as at 1 April 2013 £	Incoming Resources £	Outgoing resources £	Transfers £	Balance as at 31 March 2014 £
Airvolution Wind Farm Grant	10	-	900	(285)	-	615
Anglesey County Council	1	-	11,202	(11,202)	-	-
Anglesey County Council - Grants	2	-	9,163	(9,163)	-	-
Anglesey County Council - Out of School Childcare Grant (OSG)	3	-	20,000	(20,000)	-	-
Bridgend County Council	1	-	39,650	(39,650)	-	-
Bridgend County Council - Play Sufficiency	4	-	6,450	(4,388)	-	2,062
Carmarthenshire – Play Sufficiency	4	-	3,100	(3,100)	-	-
Carmarthenshire County Council	1	-	45,000	(45,000)	-	-
Carmarthenshire OSG	3	-	28,000	(28,000)	-	-
CAVS grant	10	3,500	-	(3,500)	-	-
Ceredigion County Council		-	4,000	(4,000)	-	-
Ceredigion County Council - Flying Start Training	4	-	2,000	(2,000)	-	-
Ceredigion County Council - OSG	3	-	15,000	(15,540)	540	-
Ceredigion County Council - OSG Training	4	-	4,126	(4,126)	-	-
City and County of Cardiff	1,3	-	8,027	(8,164)	137	-
City and County of Cardiff - Play Sufficiency	4	-	7,430	(3,653)	-	3,777
City and County of Cardiff - Training	4	664	-	(818)	154	-
Conwy County Borough Council	1	-	16,024	(16,024)	-	-
Conwy County Borough Council - Families First	4	-	3,195	(3,195)	-	-
Conwy County Borough Council - Grants	2,5	-	43,500	(43,500)	-	-
Conwy County Borough Council - OSG	3	-	37,471	(37,471)	-	-
Conwy County Borough Council - Training	4	-	3,005	(3,005)	-	-
Denbighshire County Council Training	4	-	4,975	(3,279)	-	1,696
Flintshire County Council - Essential Training	4	-	4,665	(4,665)	-	-
Flintshire County Council - Grants	2	-	8,786	(8,786)	-	-
Flintshire County Council - OSG	3	-	40,073	(40,073)	-	-
Gwynedd County Borough Council - Grants	2	-	5,325	(5,325)	-	-
Gwynedd County Borough Council - OSG	1	-	22,841	(25,350)	2,509	-
Gwynedd County Borough Council - Training	4	-	11,380	(11,380)	-	-
Merthyr Tydfil CBC - OSG	3	-	9,154	(9,154)	-	-
Merthyr Tydfil CBC – Childcare Contract	1,3	(3,293)	64,154	(64,756)	3,895	-
Merthyr Tydfil CBC - Training	6	-	380	(380)	-	-
Merthyr Tydfil County Borough Council - Play Sufficiency	4	-	8,339	(2,262)	-	6,077
Monmouthshire County Council	1,3	-	27,975	(28,805)	830	-
Monmouthshire County Council - Grants	2	-	9,000	(9,000)	-	-
Monmouthshire County Council - Training	4	-	6,050	(894)	-	5,156
Monmouthshire County Council - Play Sufficiency	4	-	2,755	(1,678)	-	1,077
Neath Port Talbot County Borough Council	3	-	15,196	(15,196)	-	-
Newport City Council	1	-	23,000	(23,000)	-	-
Newport City Council - OSG	5	-	38,873	(38,873)	-	-

**18. RESTRICTED FUNDS (continued)**

	Sub-Note	Balance as at 1 April 2013 £	Incoming Resources £	Outgoing resources £	Transfers £	Balance as at 31 March 2014 £
Newport City Council - OSG - Grants	2,5	-	82,514	(82,514)	-	-
Newport City Council – Play Sufficiency	4	-	720	(720)	-	-
Newport City Council – Training	4	-	11,525	(11,525)	-	-
Pembrokeshire Carers Grant	2	-	8,000	(7,566)	-	434
Pembrokeshire County Council	1	-	20,000	(20,000)	-	-
Rhondda Cynon Taf – OSG	3	-	20,517	(26,860)	6,343	-
Rhondda Cynon Taf – OSG Grants	2,5	-	23,192	(23,192)	-	-
Rhondda Cynon Taf – OSG Training	4	5,190	5,638	(10,662)	-	166
City and County of Swansea Council	1,3	-	37,490	(37,490)	-	-
The Vale of Glamorgan County Council	1	-	20,000	(21,064)	1,064	-
Wrexham County Borough Council	1	-	31,000	(31,000)	-	-
Wrexham County Borough Council OSG	3	-	12,750	(12,750)	-	-
Apprenticeships 2012-13 North	8	(2,050)	12,436	(11,533)	1,147	-
Apprenticeships 2012-13 NW	8	-	3,865	(6,197)	-	(2,332)
Apprenticeships 2012-13 SEW	8	1,580	15,913	(22,206)	-	(4,713)
Apprenticeships 2012-13 WW	8	-	11,027	(12,341)	-	(1,314)
Awards for All	-	-	4,269	(6,259)	1,990	-
Caerphilly Rural Development Plan	4	(9,435)	8,927	(9,360)	9,868	-
Health Challenge Wales	-	-	26,242	(25,499)	-	743
Jobs Growth Wales – Carmarthenshire	7	(3,747)	53,597	(59,879)	10,029	-
Jobs Growth Wales – Denbighshire	7	-	28,992	(29,710)	718	-
Jobs Growth Wales – North	7	(1,132)	15,406	(23,688)	9,414	-
Jobs Growth Wales – Wrexham	7	-	23,767	(23,767)	-	-
Merthyr Rural Development Plan	2	2,666	-	(5,803)	3,137	-
NIACE Storytelling	4	-	200	(267)	67	-
National Science & Engineering Week	4	-	350	(350)	-	-
<b>WCVA - Engagement Gateway Projects</b>						
– Go Neath Port Talbot	9	7,500	12,500	(23,212)	-	(3,212)
		1,443	1,101,001	(1,144,054)	51,842	10,232

\*The negative balances relate to the carry forward of expenditure that will be funded post year end



**18. RESTRICTED FUNDS (continued)****Note 1 Staff costs**

Funding to cover staff costs to support the Rates Support Grant within the Local Authority. To help develop and sustain clubs offering them training on club development and policies.

**Note 2 Assisted Places and Extra Hands Grants**

Extra Hands grants provide full or part funding for one-to-one workers for children with special needs. Assisted Places grants provide for families unable to afford childcare fees. Clybiau Plant Cymru Kids' Clubs manages the application, assessment, payment, and monitoring processes for the award. The organisation's local Childcare Business Development Officers support clubs by advertising the grants, helping with applications, conducting monitoring and providing whatever other assistance is required. Assisted Places and Extra Hands grants are important to children, parents and clubs. Everyone recognises the entitlement of special needs children to support as well as the positive social and emotional benefits of inclusion for children with special needs and their peers. Grants are also necessary for clubs as most childcare clubs operate 'on a shoestring' and would not otherwise be able to afford an additional worker to support one child. The grants are critical to parents who need respite, need to work, want to work or attend training.

**Note 3 Out of School Childcare Grant (formally known as Community Focussed Schools Grant)**

Funding to employ staff to support the development of new childcare.

**Note 4 Training**

Funding to provide Playworker training courses, for Playworkers working or living within the Local Authority area to improve the skills of new and existing childcare workers in out of school childcare clubs. Some courses are run as workshops in clubs with the children participating in the training workshop alongside the Playworkers.

**Note 5 Development Grants**

Development and sustainability grants to provide development, support and a key fund grant programme, which includes equipment, for out of school childcare clubs. Setting up new out of school childcare clubs, extending existing clubs.

**Note 6 Health and Well Being**

Grants to provide training in healthy eating and increased physical activity to enable Playworkers to provide a range of accessible activities, which promote and develop skills and knowledge in healthy eating and ensure that consistent messages are delivered regarding nutrition and oral health.

**Note 7 Jobs Growth Wales**

A project which allows Clybiau Plant Cymru Kids' Clubs to employ for 26 weeks, young people not currently in employment, education or training, to place them in Out of School Childcare Clubs and to mentor them through job competency workshops, in the hope that they will achieve the award stage of a level 1 and that the settings in which they are placed will retain them in their employ after the project.

**Note 8 Torfaen Training – Apprenticeships**

A work based learning project training participants in CACHE level ii and iii in Playwork, funding is received retrospectively, the negative restricted funds brought forward depicts this.

**Note 9 Engagement Gateway Projects** which aim to engage with and deliver training and skills to participants, to move them closer to the employment market with target outputs set for employment, further learning, volunteering, Mainstream programmes, supported programmes, and gaining qualifications. The income is received on these projects retrospectively by achieving targets. The projects end in June 2012 with a final payment upon successful audit.

**Note 10 Other General Funds**

Grants for one off funding for specific projects.

Restricted funds represent grants received for specific purposes. When the expenditure to which these grants relate is incurred it is charged to the fund in the Statement of Financial Activities.

Where an overspend occurred on a restricted fund, a transfer has been made from unrestricted funds to cover.

**19. RELATED PARTY TRANSACTIONS**

The Clubs of which S Evans, K Maylin, Z Beirne and M Wilson (all trustees in recent years) are involved in running, received grants from the charity totalling £9,114 during the year (2013: £20,455).

**20. APB ETHICAL STANDARD – PROVISIONS AVAILABLE FOR SMALL ENTITIES**

In common with many other businesses of our size and nature we use our auditors to assist with the preparation of the financial statements.

**21. SHARE CAPITAL**

The company does not have a share capital, being limited by guarantee.