

**Company No: 4296436**  
**Registered Charity: 1093260**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2011  
FOR  
CLYBIAU PLANT CYMRU KIDS' CLUBS**

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## COMPANY INFORMATION: REFERENCE AND ADMINISTRATIVE DETAILS

### Directors / Trustees:

Mrs Karen Maylin (resigned October 2010)  
Mr Stephen Lambert (resigned October 2010)  
Mrs Kathryn Williams (appointed October 2010)  
Mrs Catherine Carr (appointed October 2010)  
Ms Hanni Brett (appointed October 2010)  
Ms Cathy Martinson (appointed October 2010)  
Mrs Regina Clayton (appointed October 2010)  
Mrs Sue Driscoll (resigned October 2010)  
Mrs Isobel Yacomán (resigned October 2010)  
Mrs Diane Daniel  
Mr Peter Graham  
Mrs Deborah Robley (resigned October 2010)  
Mrs Penelope Mitchell (Chair)  
Mrs Nicola Roberts (resigned October 2010)  
Mrs Tracey Bancroft (resigned March 2010))  
Mrs Sharon James (resigned October 2010)

### Secretary:

Mrs O W Hawkins

### Director:

Mrs O W Hawkins

### Registered office:

Bridge House, Station Road, Llanishen  
Cardiff CF14 5UW

### Auditors:

Broomfield & Alexander Chartered Accountants  
Waters Lane Chambers, Waters Lane,  
Newport, NP20 1LA

### Bankers:

National Westminster plc  
1 Taff Street, Pontypridd, Rhondda Cynon Taff  
CF37 4UU

### Registered company number:

4296436 (England and Wales)

### Registered charity number:

1093260

### Solicitors:

New Law Solicitors LLP  
Helmont House  
Churchill Way  
Cardiff  
CF10 2HE

Heights Legal  
Unit L  
Trecenydd Business Park  
Caerphilly  
CF83 2RZ

## **REPORT OF THE DIRECTORS AND TRUSTEES FOR THE YEAR ENDED 31 MARCH 2011**

The Directors present their annual report with the financial statements of the company for the year ended 31 March 2011. This is the ninth 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<sup>st</sup> 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<sup>th</sup> 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<sup>th</sup> 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<sup>th</sup> 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

Most of the Trustees are familiar with the practical work of running out of school childcare clubs and with the 3 Board co-options provide a broad skill mix which reflects the diversity of the membership

Each Trustee undergoes a standard Criminal Record Check 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 into the overall work of the organisation, and the range of projects the organisation is involved in, with a series of presentations made by project leaders at the Annual General Meeting. During the past year Trustees have received bi-monthly copies of "Governance" magazine delivered to their home addresses and the Charity Commission newsletter, when produced

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 of pay

## 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 Swansea. There are 4 Team Leaders who oversee and support development and support staff who work in counties. The National Training Manager oversees the trainers who are located in the regions. Trainers deliver the range of courses and provide support to individual students. Development Officers also deliver some training, and 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 Peter Graham, Karen Maylin, Isobel Yacomen and Sue Driscoll are involved in running, received grants from the charity totalling £5,254 during the year. Catherine Carr undertook a piece of work developing a database for the Charity, totalling £1,000. All those listed served on the Board of Trustees during the financial 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. During the year a risk management procedure was produced using the Enterprise Risk Management (ERM) module.

## **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.

## Clybiau Plant Cymru Kids' Clubs

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 CSSIW and WG.

**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 maximize 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 2011, Clybiau Plant Cymru Kids' Clubs had supported 1,425 (1,337) **out of school childcare clubs** during the year providing **39,600 (37,779) childcare places**. This represents 142% growth in the number of out of school childcare clubs across Wales since October 2001.

**1,056 (1,042)** 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.

	BC	ASC	HC	Other Orgs	County Totals
Anglesey	2	19	7	0	28
Blaenau Gwent	3	10	9	1	23
Bridgend	9	16	9		34
Caerphilly	8	21	12	1	42
Cardiff	12	51	16	1	80
Carmarthenshire	14	65	36		115
Ceredigion	2	21	14	1	38
Conwy	9	38	26		73
Denbighshire	17	31	19		67
Flintshire	26	50	16		92
Gwynedd	6	29	11		46
Merthyr Tydfil	1	10	7		18
Monmouthshire	4	15	4		23
Neath Port Talbot	5	19	10		34
Newport	8	11	11		30
Pembrokeshire	7	27	18		52
Powys	3	18	11		32
Rhondda Cynon Taff	3	21	11		35
Swansea	8	30	14		52
Torfaen	5	13	8	1	27
Vale of Glamorgan	5	14	9		28
Wrexham	21	44	22		87
	<b>178</b>	<b>573</b>	<b>300</b>	<b>5</b>	<b>1056</b>

BC = Breakfast / Before School Club  
 ASC = After School Club  
 HC = Holiday Club  
 Other Orgs = Other Associate Organisations

Fig 3 – Breakdown of Clybiau Plant Cymru Kids' Clubs Members as at 31 03 11 – Source Membership Database

The **1,425 clubs** are made up of **839 settings**. 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.



## Clybiau Plant Cymru Kids' Clubs

The childcare clubs also describe themselves as English medium, Welsh medium or bilingual **1,008** (979 last year) clubs consider describe themselves as English medium, **225** (192) are Welsh medium and **192** (166) clubs describe themselves as bilingual The clubs reflect the Communities in which they placed and are a public benefit to their local community

**There has been a 142% growth in the number of Out of School Childcare Clubs since the organisation came into being in October 2011.**

**Extra funding is always being sought to set up new clubs (for public benefit)** and for the Clybiau Plant Cymru Kids' Clubs staff (Childcare Business Development/Training Officers/Support Workers/Administrative) 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 to fund the development staff working within the county To date, we have been quite successful in gaining this money and in having staff working in 19 counties in Wales to support development of out of school childcare clubs

However, in these continuing times of austerity this funding cannot be relied on in the future, neither from the Welsh Government or the Local Authorities In the future any funding will be reliant on fitting into the Welsh Government Families First Priorities

The **Community Focused Schools (CFS)** Initiative had a new childcare element added in April 2008, worth **£4.3M** over 3 years We have been pleased to work with 14 counties during the year for the employment of development staff and to set up new clubs We have heard, unofficially, there may be a chance of future funding from this source in the coming year depending on the development of the Welsh Government Child Poverty Strategy Action Plan

The CFS funding has been a prime source of money for new club development across Wales during the last 3 years Without this funding source it would have been difficult to continue the expansion of clubs across Wales

## Clybiau Plant Cymru Kids' Clubs

Merthyr Tydfil County Borough Council has also used some of their **School Gates** funding to provide start up grants and some staffing costs during the year

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 extra hands staff to aid inclusion

A very important role of development staff is also supporting out of school childcare clubs with **funding applications**. During the year staff helped **clubs raise £1,174,073** (£729,929) for their own use, an increase of 61% on last year. The applications applied for amounted to £1,755,485 and the **success rate** was an amazing **67%** (50%). This money goes directly into clubs and will not be shown in the accounts.

These grants come from a range of places, some will come from Local Authorities such as Community Focused Schools grants, sustainability grants, trusts, grant makers and places like the Awards for All scheme from the BIG Lottery. 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.

The development staff have become quite adept at helping clubs access available funding as the high percentage **success rate of 67%** shows.

The £1,174,073 which staff raise for clubs is not shown in the financial statements, as this is not the organisation's money. This money is in the respective accounts of our clubs.

## 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 seeks 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, need to work, want to work or attend training.**

**Seven counties funded Extra Hands grants schemes for clubs** Flintshire, Newport, Pembrokeshire, Torfaen, Wrexham, Conwy and Gwynedd. 84 children and their families benefited from these grants during the year attending 2,765 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 checking 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, Flintshire, Newport, Wrexham, Monmouthshire, Conwy, Denbighshire, Gwynedd and Merthyr Tydfil have these grant schemes which we administer for them. 285 children benefited from these places by attending 12,197 childcare club sessions.

We continue to use our customer satisfaction survey, **Help Us to Help You!** 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.

Funded by **The Community Foundation in Wales**, a successful application was made to the **Fair Share Trust** to integrate children and families from migrant, refugee, asylum seeker and traveller families in Wrexham. This project ran from August 2009 until August 2010. The project has raised awareness of the needs of these people and their children within out of school clubs and has helped clubs involve children from the target groups.

Following the success of Wrexham's Fair Share Integration project, Clybiau Plant Cymru Kids' Clubs was awarded additional funding from Wrexham County Borough Council's, **Community Safety Partnership** to develop the work carried out with migrant workers, refugees, asylum seekers, refugees, gypsies and travellers in Wrexham. This project began in November 2010 and will continue until March 2011, to encourage the inclusion of marginalised families. **Multilingual Welcome posters** have been delivered to all Wrexham clubs as part of this project. In addition, activity workshops have been held in Communities First area clubs and peer support networking craft evenings delivered at which the **One Wrexham Charter** and the reporting of hate crime were also discussed. The project helped to involve families from new communities in after school and holiday childcare clubs as out-of-school childcare clubs offer a perfect opportunity to increase community cohesion.

## Clybiau Plant Cymru Kids' Clubs

Thanks to a grant from **Newport Festival 2010 Events and Activities Community Fund**, Clybiau Plant Cymru Kids' Clubs delivered a fun play activity workshop to 14 playworkers in Newport. Participants received a Culture Zone resource pack to help children explore their local club and community and celebrate different cultures through play and each club was also given an art and craft starter pack. Individual clubs created wall displays, posters and models for display in prominent community places. Comments after the event were

*'Children enjoyed talking about their culture and making their books called "All about Me" '*

*'Really enjoyed the evening, very useful and have used the book lots already '*

*'The children's ideas were fab, the project can be used over a number of weeks '*

*'Great idea, would love to do any other projects which you put on in the future '*

## ACHIEVEMENTS AND PERFORMANCE AGAINST OBJECTIVES

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

Despite the economic climate the number of children and adults trained during the year grew to **5,163 (3,414)** through **1,804** courses / one-to-one business skills sessions. This is due in the main to staff helping clubs apply for grants and applications to provide training directly to clubs.

Nearly 1,500 people received **Business Skills training** to help them provide sustainable clubs and this remains a major part of our work.

**North Wales** playworkers gathered in Bodelwyddan Castle in April, thanks to an Awards for All grant, and enjoyed a day of practical skills with the **theme of nature and the outdoors**. The following day 150 children joined in the fun and enjoyed activities all nature related.

The **West Wales** team, working in partnership with the South West Wales Association for Play, Trysordy Scrap Store, and BIG Lottery ran **junk modelling workshops** and provided a large selection of junk modelling materials for every childcare club. The theme was the Olympic Games and throughout August and September, over 200 children and staff had fun celebrating National Play Day.

The **South East Wales** team have been successful with an application to the Ernest Cook Trust for an Ecotastic Fun Workshop Day to be held at the National History Museum of Wales at St Fagans in the next financial year. The workshops will be **environmental play themes** for playworkers.

Funding from a range of County **Health and Wellbeing Grants** enabled childcare clubs and playworkers across Wales to be part of Healthy Eating Projects. Baseline data was gathered at the beginning of each project with the children involved and then again some 6 weeks after the workshops had been delivered. In the main the response was an increase in awareness of healthy lifestyles. This work supported the **Change 4 Life** NHS campaign to help people make changes to their lifestyles, so that they can eat well, move more and live longer. Over 700 children took part in the Focus on Food 4 Kids workshops.

We also worked with the BBC Learning Campaigns Manager in Wales, who introduced us to the **BBC Hands on History** series. Every holiday club received a pack on 'The Normans' during the summer of 2010. Workshops were held at the Eisteddfod in Blaenau Gwent, by staff and volunteers, for 113 children using 'The Normans' activity pack. Later in the year 'The Ancients' activity packs were delivered to every club member. These packs concentrated on prehistoric Britain.

**Children's workshops** featured heavily in training all through the year. 135 children enjoyed the 'Involving Children in Staff recruitment', other favourites are First Aid 4 Kids, Play Zone, Playing Fair and Culture Zone.

January 2011 saw us launching **Apprenticeships in Playwork** for the first time. This FREE training, courtesy of Welsh Government and European money, continues in the next financial year with courses running in **Torfaen, St Asaph, Cardiff, Swansea and Pontypridd**, with over 30 participants. The Apprenticeship qualification covers CACHE Level 2 Diploma in Playwork (QCF) NVQ qualification as well as Essential Skills and Employment Awareness. It is a completely new way of working for us and has led to the development of many new procedures and processes. We started working with InTraining this financial year, but from August 2011 we

will be working with a new training provider, **Torfaen Training**. We now need to develop our skills and prove we can deliver this training.

In last year's Annual Report it was noted that we were trying to access European funding for training through the **Wales Council for Voluntary Action (WCVA)** and the Engagement Gateway projects. Go Bridgend and Go Wrexham have already started and we have another 6 applications for projects waiting for assessment. The projects are running for a 12 month period and aim to engage with 20 people and move them closer to the employment market. The targets are quite challenging! We will be offering the Award stage of a Level 2 Playwork qualification for those interested in working in childcare.

As an **approved centre with CACHE** for the delivery of **Playwork qualifications**, we maintained the highest score at the last annual inspection. The training team work together to ensure that our delivery is standardised and trainers have continued their professional development throughout the year through updates and professional discussions. We are also registered as a training provider with **City and Guilds** to deliver Essential Skills Wales and Employment Awareness.

The last year has seen a change in the way that vocational qualifications are structured. The introduction of the **Qualifications and Credits Framework (QCF)** means that all vocational qualifications in Playwork must now be assessed in the workplace and are learner led. In order to meet this requirement, all of the underpinning knowledge courses have been developed to ensure that they meet the requirements of the QCF and the National Occupational Standards for Playwork. We can now deliver and assess **Level 2 Diploma in Playwork (QCF) (NVQ)**, **Level 3 Diploma in Playwork (QCF) (NVQ)** and **Level 3 Award in Transition to Playwork (from Early Years) (QCF)**.

Evaluations of training have **maintained a high standard** – the average score for course content is 4.8 out of 5. Teaching scored an average of 4.8 out of 5 and organisation of the courses scored an average 4.7 out of 5.

Delivery of **business skills** to club staff and management has increased and a total of 1,720 attendances was recorded at one to one and group sessions using the updated **Ready Steady Go** (childcare business toolkit) and **Nuts and Bolts** (management committee toolkit). This increase is probably more to do with Childcare Business Development Officers improving our recording systems rather than we are actually doing more of this work, as this has always been of high priority for Childcare Business Development Officers.

## Clybiau Plant Cymru Kids' Clubs

### Training Courses

Course Title	Attendances
A Taste of Play	45
Active Club Pack Training	37
Apprenticeship Information Event	9
Basic Food Safety in Catering	34
BBC Hands on History	181
Bodelwyddan Nature Zone Playworker Event	59
Business Health Check	34
Business Skills	1546
CACHE Level 2 Diploma in Playwork	45
CACHE Level 2 Diploma in Playwork (QCF) (NVQ)	11
CACHE Level 3 Diploma in Playwork (QCF) (NVQ)	8
Child Protection	141
Committee Skills	112
Culture Zone	30
Culture Zone For Kids	133
Essential Skills Level 1 Application of Number	6
Essential Skills Level 1 Communication	6
First Aid	96
First Aid 4 Kids	144
Fit & Fun	13
Focus on Food	36
Focus on Food 4 Kids	707
Future Jobs Fund Training	50
GO Programmes	152
Health & Safety	62
Introduction to Playwork	24
Involving Children in Staff Recruitment	135
Nature Zone	20
Nature Zone for Kids	77
Network Event	244
Play Learn and Grow Healthy Workshop	258
Play Zone	5
Play Zone for Kids	352
Playing Fair	9
Playing Fair with Kids	75
Promoting Positive Behaviour	50
RSG - Money Matters	28
Staff Training	158
Steps to Excellence for Personal Success programme	26
Youth Zone	5
<b>Grand Total</b>	<b>5163</b>

Fig 4 – 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 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.

At the AGM, each year, we lose some of our trustees due to our time conditions. Karen Maylin, Stephen Lambert (Chair), Sue Driscoll, Isobel Yacomen had all completed 3 years of service and therefore were ineligible to stand for election at the AGM. Karen and Stephen, in particular, have been true supporters of the organisation, attending almost every meeting. Stephen had been the Chairperson during the last 2 years and Karen had chaired Finance and Personnel sub group. Deb Robley, Nicola Roberts and Sharon James also stood down due to work commitments and family responsibilities. We will miss the enthusiasm and loyalty of everyone who stood down at the AGM.

In March, Tracey Bancroft who had been on the Board for about 18 months, resigned for personal reasons.

We thank all the past trustees for their time and commitment. Without them the organisation could not exist!

Three Trustees remained to serve for another year: Penny Mitchell, Diane Daniel and Peter Graham, for which we were very grateful. They were joined by Catherine Carr, Hanni Brett, Kathryn Williams, Cathy Martinson, and Regina Clayton. Four of these new people run their own out of school childcare clubs so we have grass root experience, local authority know how and people who have experience of working with European funding and at an all Wales level. A really useful split of knowledge and experience and a tremendous support to the organisation and the senior staff.

The video conferencing equipment is used for numerous staff meetings as well as the Board meetings. Travel time and work life balance for employees spending large amounts of time travelling and the improvement of air quality by less travelling in cars has all been discussed and encouraged. 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.



## 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, **12 staff training courses** were delivered giving staff the skills for delivering business mentoring and club activities. In addition trainers have had familiarisation sessions to ensure standardised delivery of the new qualifications.

Staff are also encouraged to attend **external training** events, workshops and conferences and there were 68 attendances at events covering a range of subjects including playwork, child protection, funding, and train the trainer. Staff are encouraged to feed back information from events and this is an important element of continuing professional development.

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 £1 a week 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.

We continue to offer 6% pension contribution to all staff and provide a mobile phone and breakdown cover to staff who travel away from their office base. 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 £35 per fleet car this is a good cover and ensures if they break down they can get home.

Last year we started negotiations with a company to consider our pension arrangements so that we are in a good position for the overhaul of the pension scheme which is due to be rolled out by the UK Government in 2012. We abandoned our plans with the previous company we negotiated with during the year as we could not agree on the contract, the costs or the service. During this year we have held negotiations with Alexander Forbes Financial Services and contract negotiations are continuing. It is essential to get the contract correct regarding the contributions, salary sacrifice and the pension fund choice for the future.

The **Future Jobs Fund** scheme was an initiative introduced by the Department of Work and Pensions of the previous UK Government to provide long term unemployed job seekers with vital experience, in a paid position, as well as the chance to gain qualifications or improve skills. Clybiau Plant Cymru Kids' Clubs became involved through the Wales Council for Voluntary Action to deliver this project.

Commencing February 2010, the project recruited a total of 12 employees who undertook roles as either Playworkers or Administrative Assistants. The project was delivered mainly in Bridgend and Cardiff with a member of staff acting as their mentor who helped out of school childcare clubs interview the participants and then supported their placement in an out of school club. One day a week the participants attended training to gain the Award stage of Playwork Level 2. The remainder of the 25 hours was made up of a placement in an out of school childcare setting.

Of the 12 participants recruited it looks as if **50% either have already been offered jobs** or may be offered a permanent position at the end of the work placement. The project is due to end in August 2011 when the final participant completes his training.

## Clybiau Plant Cymru Kids' Clubs

Comments from participants were

*"Future Jobs Fund has helped me gain confidence in getting into work from school with no interview experience or work It has helped me gain qualifications that I could not have afforded if I hadn't gone through this scheme "*

*"Future Jobs Fund has helped me gain a qualification and work with children Without the experience or qualifications I would find it difficult to get into the childcare professions so FJF has been invaluable to me "*

We look forward to being involved with this project again if future funding becomes available The project was quite time consuming and took us down the road of engaging with young people who had been unemployed for sometime but we were able to introduce people to working in childcare and we were able to support clubs while the participants were "learning the job" This improved our working relationship with the clubs involved

The employment of the participants was carried out by Clybiau Plant Cymru Kids' Clubs, so the clubs benefitted by having an extra pair of hands in their club, like a work experience but Clybiau Plant Cymru Kids' Clubs had all the personnel responsibilities They were employed for 25 hours a week and the participants got used to going to work, completing timesheets, in order to get paid and having to inform us if they were unable to work due to ill health or some other circumstances In fact they were treated exactly as a normal member of staff and they had to abide by the same staff rules, had the same holidays, sick pay and pension rights, other than they were paid weekly rather than on a monthly basis It was good work experience for the participants and they soon learnt that there are responsibilities for employees as well as employers

Some of the Future Jobs Fund participants were invited to join us at the Senedd event, in February 2011, to publicise our work They were able to meet AM's face to face and had the opportunity to reinforce the usefulness of projects like these in engaging with people and getting them back into work

## ACHIEVEMENTS AND PERFORMANCE AGAINST OBJECTIVES

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

At every opportunity during the year Clybiau Plant Cymru Kids' Clubs has worked in partnership with Welsh Government, BIG Lottery Fund, the other National Voluntary Childcare Organisations in Wales, Mudiad Meithrin (MM), Wales Pre-school Providers Association (Wales PPA), National Day Nurseries Association Cymru (NDNA) and National Childminding Association (NCMA), Family Information Services, Play Wales, and others to further the work of improving childcare provision in Wales. We have also worked with Job Centre Plus, Wales Co-operative Centre, NIACE, School Gates projects, Playwork National Organisations Standards Committee (PNOSC) and others.

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 and others working with children.

We work closely with Play Wales by supporting them on various committees and groupings namely

Playwork and Education Training Council Wales (PETC Wales) and through the National Training Manager Playwork and Education Training Council UK (PETC UK) and Playwork Wales National Centre Committee (until December 2010).

We also work closely with Children in Wales and the Director is a member of the Children in Wales Policy Council, representing the voluntary sector.

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

The BIG Lottery funded Way of Life project called **Play, Learn and Grow Healthy** works closely with organisations based in Carmarthenshire and in particular with Mudiad Meithrin, playgroups and childminders. The Carmarthenshire-based project aims to raise awareness of the value of physical activity and healthy eating through a range of new resources delivered in a fun way within out of school childcare clubs, childminders, playgroups and cylchoedd.

During the year, the **Play Learn and Grow Healthy project** went into full swing. This BIG Lottery funded, 3-year project, trains older children aged 10/11 (**buddies**) to carry out fun activities with younger children, thereby influencing their behaviour in relation to choosing a healthier lifestyle.

## Clybiau Plant Cymru Kids' Clubs

Clubs celebrated Easter with **healthy cooking events** followed in the summer by **4 Focus Groups** with nutrition ideas and a further 4 Focus Groups later in the year with participative dancing **'Well Done!' certificates** were given to all settings and, in the autumn, a final set of activity cards were produced on the theme of traditional playground games. Over the year, 14 childcare clubs have been part of the project and each club received a file containing **40 activity resource cards** based on healthy eating and physical activities. Frisbees and skipping ropes were also given to the clubs to use alongside the cards.

### Children have told us .....

*"Since starting the activities in After School Club, I cook more at home and Mum helps me. I make dips- curry, yoghurt and chives and we dip celery, carrots and cucumbers. Stuffed eggs are my favourite."*

#### Kali Age 11

*"I never used to like vegetables until Nanna cooked too many vegetables for Sunday dinner, so she made bubble and squeak. I loved it and ate three lots! I now nag Mum to cook lots of veg so there's plenty left over!"*

#### Emily Age 7

By the end of year 2, the data comparison reports showed that, as a result of this project and this method of learning, **46% of children are now eating more vegetables and 48% are doing more physical activity**. A full report with the end of Year 2 statistics and further information on the project can be found at [www.plgh.org](http://www.plgh.org)

During the year, Clybiau Plant Cymru Kids' Clubs worked in partnership with the British Sports Trust and were invited to promote their Young Leaders Award Scheme. This Scheme recognises the achievement of children, aged 9-13, in leading on physical activities with younger children. The children are required to complete 10 hours of activities whilst in the childcare club. A total of 85 children have now received their awards.

The **Chwarae Cwm a Mynydd Play** project, which started 1<sup>st</sup> March 2011, aims to help improve the quality of life for people living in rural areas of Caerphilly, providing a more qualified and better skilled childcare and playwork workforce and increased play opportunities for children. FREE training until September 2013 is available for people who live in the rural wards who are currently working or are thinking about working with children in a play setting. We work closely with Caerphilly Council on this project and with others form the Caerphilly Cwm a Mynydd Partnership which has obtained this European Rural Development Plan money (2011-2013) from the Welsh European Funding Office.

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 numerous **Welsh Government consultations** to ensure the views of out of school clubs **are borne in mind when decisions are made and policies** are set. Consultations include:

- Child Poverty Strategy for Wales and Delivery Plan
- Childminding and Daycare Regulations
- Proposals for a Rights of the Children and Young Persons (Wales) Measure
- Creating an Active Wales
- Voluntary Childcare Approval Scheme

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**.

We carried out some research for Cardiff County Council on Parents Views on Out of School Childcare Clubs with the final report being written in April 2011. The conclusions included:

- Childcare clubs play a fundamental role in **modern family life**.
- **Parents/carers would be unable to work** without childcare clubs
- Location is the most important factor affecting parents' choice, however they do not want to **compromise on quality**.
- **Good staff** defines quality for parents

The overall recommendations included:

- **Childcare clubs need to improve the quality of service** they offer to children and parents in relation to opening times (before school care starting at least 8am, after school care finishing at least 6pm), cost, snacks provided, activities (including outdoor play space) and communication to parents
- Childcare costs could be reduced through wider use of the childcare element of **Working Tax Credit. This needs to be more extensively promoted to parents.**
- Investment in workforce development and resources is needed to support playwork staff in providing quality services at childcare provisions
- To **provide greatest benefit to parents**, childcare settings need to be at, or close to, the children's school
- **More holiday childcare** is needed – including school inset days. Schools also need to be made aware of the impact moving inset days has on working parents
- Care for **older children is in short supply** and development needs to be explored
- Local and national decision makers should be aware of the **importance of childcare clubs for the Welsh economy**, in particular reducing child poverty

This more in-depth study gives us a lot of information & knowledge of the sector which we can use to improve our services.

## Clybiau Plant Cymru Kids' Clubs

During the build up to the **UK Government elections** and after the new MP's were elected, out of school childcare clubs welcomed numerous Members of Parliament into their clubs namely Mark Tami MP for Alyn and Deeside, Nia Griffiths MP Carmarthenshire, Chris Evans, MP for Islwyn, David Davies , MP for Monmouthshire, Jonathan Evans, MP for Cardiff North, David Jones MP Clwyd West, David Hanson MP Delyn, Roger Williams MP Brecon & Radnorshire, Wayne David MP, Caerphilly and Dr Hywel Francis, MP Aberavon This was useful publicity for the clubs themselves and of use to the MP's to realise the importance of out of school childcare clubs in keeping Wales working

In the run up to the **National Assembly elections**, **Assembly Members** were encouraged to visit their local childcare clubs In February, we held an event in the Senedd and invited every AM to attend The event was sponsored by Jonathan Morgan, the then AM for Cardiff North, Lynne Neagle, AM Torfaen, Helen Mary Jones the then AM for Llanelli and Eleanor Burnham an AM for North Wales, at that time

We had a good turn out of AM's, their support staff, Welsh Assembly officials, Keith Towler, Children's Commissioner for Wales and the Belgian Flemish Children's Commissioner who was visiting Wales and, of course, 4 of our trustees The event was held in order to launch our booklet, '**Making a Difference**' to childcare in Wales, since October 2001 and to give AM's a flavour of all the projects we run across Wales including Fairshare Wrexham, Community Focused Schools across Wales, Play Learn and Grow Healthy Carmarthenshire, Apprenticeships and the Future Jobs Fund

Work is ongoing on updating '**Stepping Out**, A Guide to Setting Up an Out of School Childcare Club' This will be finalised in the next financial year when the new National Minimum Standards have been published by the Welsh Government

Multilingual **Welcome posters** were developed as part of Wrexham's Fair Share Integration project and were delivered to all Wrexham clubs We took this idea a step further and gave Welcome posters as a 'thank you' to all members for joining during the start of the 2010 membership year The attractive design incorporated Sid, Martha and Derek, (the fictitious names of the young people on our logo) saying welcome in 28 different languages

**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 seem to be produced by e-mail but, at the moment, we continue to produce hard copies delivered by post, but in the future we may have to only send electronic copies, to save money and to decrease 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 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

## Clybiau Plant Cymru Kids' Clubs

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.

As the financial year comes to a close we are just completing 2 new DVD's, the bilingual, *Putting Families First* and the multi lingual *Where the Fun Starts*. ***Putting Families First*** shows the role that Clybiau Plant Cymru Kids' Clubs can, and has played, in out of school club developments across Wales, and highlights the successes that have been achieved. In addition, this film shows viewers the benefits of out of school childcare clubs for the children and young people, schools and communities who use them. The film also reflects how out of school clubs can help to reduce child poverty. It includes contributions from Huw Lewis, AM Merthyr Tydfil former Minister for Children, Local Authority personnel and out of school childcare clubs in Cardiff, Newport, Gwynedd and Denbighshire.

***Where the Fun Starts*** shows the viewer what out of school childcare clubs are, the benefits of them and the role that Clybiau Plant Cymru Kids' Clubs can, and has played, in developing and supporting these clubs. The film is targeted at ethnic minority groups in particular, and aims to get more people from ethnic minority groups interested in using, working in, and running, out of school childcare clubs. *Where the Fun Starts* is available in the following languages – English, Welsh, Arabic, Bengali, Cantonese, Gujarati, Punjabi, Somali and Urdu.

We will use these DVD's to publicise the value of out of school clubs across Wales in the very near future. They also support the idea that clubs are for the benefit of the public.

Clybiau Plant Cymru Kids' Clubs has continued to make a difference to childcare in Wales since 2001.

**The growth in the number of clubs since October 2001 to March 2011, is 142%**

**Clybiau Plant Cymru Kids' Clubs makes a difference by making Wales a better place for children, their parents/carers and the economy thereby having a positive effect on the child poverty agenda.**

## FINANCIAL REVIEW

At the end of the previous year, when discussing the financial implications of the year ahead, the Board of Trustees agreed to set a **fundraising target** to increase the income by an extra **£220,000**. This was based on the ability of staff to bring in funding for out of school childcare clubs during the past year and the level of commitment and motivation they had shown to date. If this could be achieved it was felt the organisation could continue to develop and support out of school childcare clubs across Wales and not have to consider redundancies in January 2010. It was also recognised that the Welsh Government had still to make decisions about the future funding of the organisation through the Children and Families Organisation Grant and, due to the forthcoming elections in May, it was likely that decisions re funding were likely to be slow coming through from Local Authorities (LA) as well. The changes in LA funding due to the work and planning for Families First coming on line would also affect the speed of decisions it was felt for the future.

The whole organisation geared itself for finding and accessing extra funding streams. Regional meetings were held with Senior staff in order to plan and meet this new fundraising target and talk about the idea that "we are **ALL** in this together" and all the stops were pulled out to apply for and gain the extra funding. As always some were successful and some were not. In all £3,862,168 worth of applications were submitted and the **success rate of 49% contributed £1,893,705 to our income**. Overall the **income generated increased by 14%** during the year.

Some of the preparation work to meet this target had started last year when Pre-qualification questionnaires were completed for the **Wales Council for Voluntary Action (WCVA)** **European** projects and **County Rural Development Plans**. However, some of this work has now come to fruition and the number of funding sources has increased during the year, and will increase again, during the next financial year as projects come on line.



The **WCVA Engagement Gateway** successful projects started in September 2010 with Go Bridgend followed closely by Go Wrexham! There are another 6 grant applications completed and to be assessed by WCVA which we will hear about next financial year. As the project closure date is June 2012 there may well be some more applications still to be made. Although the income this financial year only amounts to 1% of our income, this will increase next year. We only applied for grant funding where we did not have to provide match funding which restricted us to the Level 1, £25K projects. To date, we have had a 100% success rate,

Funding from Local Authorities was our largest source of income at 63%, with the **Community Focused Schools (CFS)** childcare initiative contributing a large proportion of this. This funding stream was due to end March 2011, however, we have been led to believe CFS may continue next year as part of the Welsh Government's Child Poverty agenda.

The **BIG Lottery Way of Life Project**, in Carmarthenshire, contributes 7% of our income. This funding is part of a 3 year project which ends in the autumn of 2011.

The UK Government's **Future Jobs Fund** income contributed 3% of our total income. This was a completely different area of work for us but was very satisfying as it enabled a number of young people to gain employment in out of school childcare clubs, helped them gain the first part of a qualification and allowed us to support our clubs.

Only £2,000 of **bank interest** reflects the rock bottom interest rates available and another reduction of £1,000 on last year.

**Membership fees** remain at 1% of our income. Other income is 3% overall and includes income from membership, training and miscellaneous income such as donations, advertising and room hire.

The **Welsh Government grant**, which contributes towards our core costs, reduced by another 3% this year, as agreed in the original grant offer and amounted to just 22% (26%) of our income. This grant is vital to our ongoing work and forms the foundation which allows the project funding, LA funding and everything else to be built upon.

We have heard that we have been successful with a training bid as part of the Caerphilly Rural Development Plan. There will be more information on this, Chwarae Cwm a Mynydd Play project, in next year's report. The funding is part of the **Rural Development Plan for Wales 2011-2013**.

In order to provide the same services to out of school childcare clubs the Trustees made the decision, several years ago, to use **reserve money in order to augment the income**. This cannot happen indefinitely, of course, but it has been happening since 2007 to maintain services across Wales. In the last year we managed to reduce the amount of reserves used as we brought in new money from a variety of sources.

The staff are the keystone of the organisation and therefore this is our largest cost with 63% of the expenditure. The number of staff has increased slightly from 45 to 48 full time equivalents due to the short term part time people employed for the Future Jobs Fund project.

The office costs where most of the staff are based, (Cardiff our Head Office and the base for the South East Wales Team, Swansea the base for the West Wales Team and the Colwyn Bay office base for the North Wales Team) amount to 16% of all expenditure.

## Clybiau Plant Cymru Kids' Clubs

Grant funding to clubs amounts to 16% of expenditure with 11 counties providing us with money to administer, monitor and evaluate the childcare club grants from Community Focused Schools, School Gates and County sources

Governance costs (1%) cover the auditor's remuneration, trustee expenses and meetings and cost of printing the annual report

The Welsh Government elections take place in May 2011 and there may well be a change in government. Funding of the Children & Families Organisation Grant (CFOG), which provides the core funding, has remained at the same level with a 5% year on year cut for the past 3 years. It is with some relief that the cut this year, in these times of economic uncertainty, was kept to 3% but we await decisions from the new Welsh Government about what will happen with the CFOG grant in the future. The view is that when the Families First new agenda is decided then any applications for funding will need to be in line with Families First.

However, the combined effect of year on year cuts for core costs, and having to use our reserves to make up the shortfall, means our total reserves are being eroded.

We were informed in February 2011 that the Children and Families Organisations Grant (CFOG) Scheme is going to be reviewed using external consultants. A possible new government, the outcome of the CFOG review and new government plans for Families First will all affect future funding and the continuation of Clybiau Plant Cymru Kids' Clubs.

### **INVESTMENT POLICY**

Aside from retaining a prudent amount in reserves each year, most of the income is spent in the short term. As the opening of clubs is sporadic, there is no easy way to see when the grants will be called upon, and therefore it is impossible to put these funds into long-term investment. Advice on investment is always sought through our bank. On a daily basis the current account balance is returned to zero with the monies being transferred to a liquidity manager account, which gains an overnight investment return. Funds are also deposited on the Global Treasury through the bank on a weekly or daily basis depending on cash flow forecasts. The Global Treasury invests with on average 75 different companies to ensure increased security of investment.

### **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.

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,
- 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 proper 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



Penny Mitchell  
Chair of Trustees

Dated 15 September 2011

**Year Ended 31 March 2011**

**Independent Auditor's 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 2011 which comprise the Statement of Financial Activities, the Balance Sheet, and the related notes. The financial statements have been prepared under the accounting policies set out therein and the requirements of the Financial Reporting Standard for Smaller Entities (Effective April 2008).

This report is made solely to the charity's trustees, as a body, in accordance with Section 43 of the Charities Act 1993. 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 and 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 auditors**

The trustees' (who are also the directors of the company for the purposes of company law) responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and for being satisfied that the financial statements give a true and fair view are set out in the Statement of Trustees' Responsibilities.

The trustees have elected for the financial statements not to be audited in accordance with the Companies Act 2006. Accordingly we have been appointed as auditors under section 43 of the Charities Act 1993 and report in accordance with regulations made under section 44 of that Act.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 2006. We also report to you if, in our opinion, the information given in the Trustees' Annual Report is not consistent with those financial statements, if the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with the accounting records and returns, or if we have not received all the information and explanations we require for our audit.

We read the Trustees' Annual Report and consider the implications for our report if we become aware of any apparent misstatements within it.

**Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Year Ended 31 March 2011**  
**Independent Auditor's Report to the Trustees of Clybiau Plant Cymru Kids' Clubs**

**Opinion**

In our opinion

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities, of the state affairs of the charity as at 31 March 2011 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended, and
- the financial statements have been prepared in accordance with the Companies Act 2006



Sarah Case FCA, DChA  
Senior Statutory Auditor  
For and on behalf of  
**Broomfield & Alexander Limited**  
Statutory Auditors  
Waters Lane Chambers  
Waters Lane  
Newport  
NP20 1LA

Date 15/9/11

**Statement of Financial Activities**  
**(Incorporating Income and Expenditure Account)**  
**For The Year Ended 31 March 2011**

	Note	Unrestricted Funds £	Restricted Funds £	2011 Total Funds £	2010 Total Funds £
<b>Incoming resources</b>					
<i>Incoming resources from generated funds</i>					
Voluntary Income			-		
Grants & Donations	3	408,577	-	408,577	427,287
Membership fees		20,675	-	20,675	18,655
<i>Investment income</i>	5	1,958	-	1,958	3,209
<i>Incoming resources from charitable activities</i>					
Revenue Grants	6	-	1,402,581	1,402,581	1,173,800
Other income	4	32,822	-	32,822	11,269
<b>Total incoming resources</b>		<b>464,032</b>	<b>1,402,581</b>	<b>1,866,613</b>	<b>1,634,220</b>
<b>Resources expended</b>					
Charitable activities	7	471,736	1,459,291	1,931,027	1,785,699
Governance costs	10	12,183	-	12,183	10,606
<b>Total resources expended</b>		<b>483,919</b>	<b>1,459,291</b>	<b>1,943,210</b>	<b>1,796,305</b>
<b>Net movement in funds before transfers</b>		<b>(19,887)</b>	<b>(56,710)</b>	<b>(76,597)</b>	<b>(162,085)</b>
Transfers		(4,037)	4,037	-	-
<b>Net movement in funds</b>		<b>(23,924)</b>	<b>(52,673)</b>	<b>(76,597)</b>	<b>(162,085)</b>
Funds brought forward at 1 April 2010		462,144	112,578	574,722	736,807
Funds carried forward at 31 March 2011	16	438,220	59,905	498,125	574,722

A separate income and expenditure account has been prepared on page 39

The notes on pages 32 to 45 form part of these financial statements

# Balance Sheet

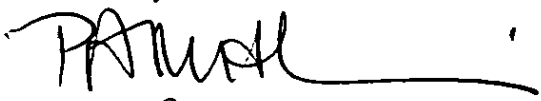
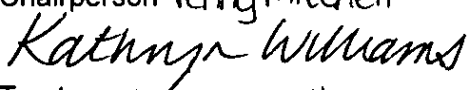
Year Ended 31 March 2011

	Note	2011 £	£	2010 £	£
<b>FIXED ASSETS</b>					
Tangible Assets	12		7,961		9,220
<b>CURRENT ASSETS</b>					
Stock		32,976		33,435	
Debtors	13	20,986		19,323	
Cash at bank and in hand		<u>626,388</u>		<u>630,336</u>	
		680,350		683,094	
<b>CREDITORS</b> Amounts falling due within one year	14	<u>(190,186)</u>		<u>(117,592)</u>	
<b>NET CURRENT ASSETS</b>			490,164		565,502
<b>NET ASSETS</b>	16		<u>498,125</u>		<u>574,722</u>
<b>FUNDS</b>					
Unrestricted	16/17		438,220		462,144
Restricted	16/18		<u>59,905</u>		<u>112,578</u>
			<u>498,125</u>		<u>574,722</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

For the financial year ended 31 March 2011 the company was entitled to exemption from audit under section 477 Companies Act 2006

These financial statements were approved by the Trustees on 15 September 2011 and are signed on their behalf by

  
Chairperson Penny Mitchell Date 15/09/11  
  
Trustee Kathryn Williams Date 15/09/11

**Notes To The Financial Statements  
Year Ended 31 March 2011**

**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"

**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 stationary, printed material and other consumables and is valued at cost

**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

**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

**Deferred Income**

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

**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



**Notes To The Financial Statements  
Year Ended 31 March 2011**

**1. ACCOUNTING POLICIES (continued)**

**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 on the basis that grants from the Welsh Government will continue to be forthcoming in the future.

**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.

**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.

**Operating leases**

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

**Irrecoverable VAT**

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

**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.

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

This is stated after charging/(crediting) -

	<b>2011</b>	<b>2010</b>
	<b>£</b>	<b>£</b>
Depreciation – owned assets	<b>10,107</b>	16,409
Auditors remuneration	<b>8,813</b>	8,200
Loss on disposal of fixed assets	<b>-</b>	<b>90</b>

**Notes To The Financial Statements (Continued)**  
**Year Ended 31 March 2011**

**3. GRANTS AND DONATIONS**

	Unrestricted £	Total 2011 £	Total 2010 £
Core funding from Welsh Government	403,801	403,801	426,235
Donations	<u>4,776</u>	<u>4,776</u>	<u>1,052</u>
	<u><b>408,577</b></u>	<u><b>408,577</b></u>	<u><b>427,287</b></u>

**4 OTHER INCOME**

	Unrestricted £	Total 2011 £	Total 2010 £
Training	24,360	24,360	8,134
Miscellaneous income	<u>8,462</u>	<u>8,462</u>	<u>3,135</u>
	<u><b>32,822</b></u>	<u><b>32,822</b></u>	<u><b>11,269</b></u>

**5 INVESTMENT INCOME**

	Unrestricted	Total 2011 £	Total 2010 £
Bank Interest	<u>1,958</u>	<u>1,958</u>	<u>3,209</u>

**Notes To The Financial Statements (Continued)**  
**Year Ended 31 March 2011**

**6. REVENUE GRANTS**

	Restricted Total 2011 £	Total 2010 £
New Opportunities Fund (grants to club)	-	(8,687)
Anglesey County Council	13,580	20,500
Anglesey County Council - Community Focused School (CFS)	16,096	16,096
Anglesey County Council - Training	1,115	840
Anglesey County Council - Grants	4,600	3,134
Anglesey Health and Well Being	2,609	2,742
Anglesey NIACE	235	-
Blaenau Gwent County Borough Council	12,937	12,937
Blaenau Gwent County Borough Council - Training	2,675	2,580
Blaenau Gwent County Borough Council - Grants	(3,000)	-
Blaenau Gwent GAVO Grants	-	1,000
Bridgend County Council	54,000	41,520
Bridgend County Council - CFS	11,630	-
Bridgend County Council - Training	1,080	2,624
BAVO	2,000	-
Caerphilly County Borough Council	34,153	34,153
Caerphilly Health Challenge	-	1,420
Heads of the Valleys Programme	550	-
City and County of Cardiff Council	97,851	60,453
City and County of Cardiff Council - Cardiff Research Project	7,678	-
City and County of Cardiff Council - Training	2,703	16,112
City and County of Cardiff Council - Participation Project	-	2,285
City and County of Cardiff Council - CFS underspend	210	-
Carmarthenshire County Council	47,108	46,408
Ceredigion County Council	-	10,000
Ceredigion County Council - CFS	40,125	29,370-
Ceredigion County Council - Training	2,500	-
Conwy County Borough Council	32,702	33,736
Conwy County Borough Council - CFS	17,627	18,856
Conwy County Borough Council - Training	10,923	26,041
Conwy County Borough Council - Grants	70,000	27,400
Conwy NIACE	448	-
Denbighshire County Council - CFS	20,851	13,963
Denbighshire County Council - Training	-	9,995
Denbighshire County Council - CFS - Grants	5,000	-
Flintshire County Borough Council	33,881	33,881
Flintshire County Council - Essential Training	2,000	24,555
Flintshire County Council - Grants	10,671	10,671
Flintshire Health Challenge	-	785
Flintshire County Council - CFS	7,587	1,672
Flintshire County Council - CFS -Training	3,460	-
Gwynedd County Borough Council	41,425	13,925
Gwynedd County Borough Council - Grants	12,414	4,000
Gwynedd County Borough Council -Training	10,495	5,675
Gwynedd - Health Improvement Grant	2,000	-
Merthyr Tydfil County Borough Council	24,000	23,112
Merthyr Tydfil County Borough Council - CFS	16,775	17,182
Merthyr Tydfil County Borough Council - Training	370	545
Merthyr Tydfil County Borough Council - CFS -Grants	40,000	22,898
Merthyr Tydfil County Borough Council - Well Being	2,813	-
Merthyr Tydfil County Borough Council- School Gates	22,500	-

**Clybiau Plant Cymru Kids' Clubs**  
**Notes To The Financial Statements (Continued)**  
**Year Ended 31 March 2011**

**6. REVENUE GRANTS (continued)**

	<b>Restricted</b>	
	<b>Total 2011</b>	<b>Total 2010</b>
	<b>£</b>	<b>£</b>
Monmouthshire County Council	20,752	20,752
Monmouthshire County Council - Grants	3,658	3,658
Monmouthshire County Council - Training	-	2,465
Monmouthshire County Council - CFS - Grants	-	7,000
Monmouthshire Health and Wellbeing	1,500	-
Neath Port Talbot County Borough Council	36,278	40,129
Newport City Council	65,441	53,472
Newport City Council - Training	8,790	11,030
Newport City Council - CFS - Grants	105,981	45,604
NCYPP Grants	-	464
Newport Festival 2010 Community Cohesion	1,378	-
Pembrokeshire County Council	37,400	36,667
Pembrokeshire Carers Grant	8,000	8,000
Pembrokeshire Health and Well Being	2,492	2,496
Pembrokeshire Play Forum Project	2,600	-
Powys Kerry	-	1,995
Powys Health & Well Being	-	802
Powys MCCP	-	1,832
Powys DFP	4,322	3,602
Powys Training	-	150
Rhondda Cynon Taff County Borough Council	-	8,568
Rhondda Cynon Taff Training	295	785
City and County of Swansea Council	37,444	30,099
City and County of Swansea Council - CFS	-	7,848
Torfaen County Borough Council	-	35,721
Torfaen County Borough Council - Grants	5,000	5,000
Torfaen Health Challenge	-	976
The Vale of Glamorgan County Council	25,591	25,591
Vale of Glamorgan Health and Well Being	1,200	1,990
Vale of Glamorgan Training	730	420
Wrexham County Borough Council	33,523	34,081
Wrexham County Borough Council - CFS	13,017	12,638
Wrexham County Borough Council - Grants	22,300	22,672
Wrexham County Borough Council - Training	500	-
Awards for All	-	4,999
The Big Lottery - Way of Life	136,303	136,492
Community Foundation - Fair Share	6,725	14,433
Community Foundation - North East Wales Pilot Scheme	-	2,145
Rhydwaith Sir Gar	1,418	-
Wrexham Community Cohesion	4,987	-
Ernest Cook Trust	2,820	-
WCVA - Engagement Gateway – Go Bridgend	11,400	-
WCVA - Engagement Gateway – Go Wrexham	7,472	-
WCVA - Future Jobs Fund	52,887	4,845
	<b>1,402,581</b>	<b>1,173,800</b>

**Notes To The Financial Statements (Continued)**  
**Year Ended 31 March 2011**

**7. CHARITABLE ACTIVITIES**

	Activities undertaken directly £	Grant funding of activities £	Charitable Activities & Support Costs £	2011 Total £	2010 Total £
Training	38,888	-	365,464	404,352	395,486
Grants to clubs – Note 9	-	317,199	614,291	931,490	772,847
Development and support given to clubs	19,773	-	575,412	595,185	617,366
	<u>58,661</u>	<u>317,199</u>	<u>1,555,167</u>	<u>1,931,027</u>	<u>1,785,699</u>

**8 CHARITABLE ACTIVITIES AND SUPPORT COSTS**

	Basis of Allocation	Training £	Grants made to clubs £	Develop- ment and support given to clubs £	2011 Total £	2010 Total £
<b>Support costs allocated to activities</b>						
Salaries and National Insurance	Time	273,173	459,163	430,102	1,162,437	1,139,307
Pensions and health insurance	Time	15,226	25,593	23,973	64,793	63,673
National and Regional office running costs	Time	74,690	125,543	117,597	317,830	352,324
Depreciation	Time	2,375	3,992	3,740	10,107	16,409
Loss on sale of fixed assets	Time	-	-	-	-	90
		<u>365,464</u>	<u>614,291</u>	<u>575,412</u>	<u>1,555,167</u>	<u>1,571,803</u>

**Notes To The Financial Statements (Continued)**  
**Year Ended 31 March 2011**

**9. GRANTS PAYABLE**

	Restricted	Total 2011	Total 2010
	£	£	£
New Opportunities Fund	-	-	23,989
Anglesey County Council	4,157	4,157	2,732
Conwy County Borough Council - CFS	77,000	77,000	20,400
Denbighshire County Council - CFS	4,444	4,444	-
Flintshire County Council	9,480	9,480	9,464
Gwynedd County Borough Council	10,957	10,957	3,528
Merthyr Tydfil County Borough Council - CFS	46,667	46,667	16,231
Merthyr Tydfil County Borough Council - School Gates	17,678	17,678	-
Monmouthshire County Council	3,252	3,252	2,924
Monmouthshire County Council - CFS	-	-	6,222
Newport City Council - CFS	112,232	112,232	35,869
Pembrokeshire Carers Grant	7,106	7,106	7,107
Torfaen County Borough Council	4,403	4,403	4,444
Wrexham County Borough Council	19,822	19,822	19,075
	<u>317,198</u>	<u>317,198</u>	<u>151,985</u>

All grants are to provide support to out of school clubs in Wales. During the course of the year 627 (2010 447) grants were made, ranging in size from £16 to £5,883 (2010 £10 to £5,113)

**10. GOVERNANCE COSTS**

	Unrestricted	Total 2011	Total 2010
	£	£	£
Auditors' remuneration	8,813	8,813	8,200
Trustees' expenses	744	744	591
Costs of trustees' meeting	2,626	2,626	1,689
Costs of printing annual report	-	-	126
	<u>12,183</u>	<u>12,183</u>	<u>10,606</u>

**Notes To The Financial Statements  
For The Year Ended 31 March 2011 (Continued)**

**11. STAFF COSTS**

	2011	2010
	£	£
Wages and salaries	1,066,522	1,035,042
Social Security costs	95,915	96,377
Pension costs	60,423	61,227
Medical insurance	4,370	2,446
	<u>1,227,230</u>	<u>1,195,092</u>

No employee was paid £60,000 or more during the year (2010 Nil)

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

	2011	2010
	No	No
Managers	9	9
Development Officers	16	17
Training officers	5	5
Administrators	8	10
Support Workers	6	4
Future Jobs fund	4	-
	<u>48</u>	<u>45</u>

No trustees received remuneration during the year Ten trustees (2010 eight) were reimbursed travel and subsistence expenses for attending meetings amounting to £744 (2010 £591)

**12. TANGIBLE FIXED ASSETS**

	Furniture and fittings £	Computer Equipment £	Total £
<b>COST</b>			
At 1 April 2010	64,551	140,836	205,387
Additions	676	8,173	8,849
Disposals	<u>(5,469)</u>	<u>(11,438)</u>	<u>(16,907)</u>
At 31 March 2011	<u>59,758</u>	<u>137,571</u>	<u>197,329</u>
<b>DEPRECIATION</b>			
At 1 April 2010	63,441	132,726	196,167
Charge for year	1,009	9,098	10,107
Eliminated on disposal	<u>(5,469)</u>	<u>(11,437)</u>	<u>(16,906)</u>
At 31 March 2011	<u>58,981</u>	<u>130,387</u>	<u>189,368</u>
<b>NET BOOK VALUE</b>			
At 31 March 2011	<u>777</u>	<u>7,184</u>	<u>7,961</u>
At 31 March 2010	<u>1,110</u>	<u>8,110</u>	<u>9,220</u>

All assets held are for charitable purposes

**Notes To The Financial Statements  
For The Year Ended 31 March 2011 (Continued)**

**13. DEBTORS**

	2011 £	2010 £
Amounts due within one year		
Trade debtors	2,574	6,254
Other debtors	4,664	2,514
Prepayments and accrued income	<u>13,748</u>	<u>10,555</u>
	<u>20,986</u>	<u>19,323</u>

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

	2011 £	2010 £
Trade creditors	46,477	51,122
Other creditors	15,587	17,736
Social Security and other taxes	27,854	27,057
Membership subscriptions received in advance	10,560	10,559
Accrued expenses	<u>89,708</u>	<u>11,118</u>
	<u>190,186</u>	<u>117,592</u>

**15. FINANCIAL COMMITMENTS**

At 31 March 2011, the Trust had annual commitments under non-cancellable operating leases as follows

	2011 £	2010 £
Expiring within one year	-	-
Expiring between two and five years inclusive	-	16,224
Expiring in over five years	<u>15,261</u>	<u>-</u>
	<u>15,261</u>	<u>16,224</u>



**Clybiau Plant Cymru Kids' Clubs**  
**Notes To The Financial Statements**  
**For The Year Ended 31 March 2011 (Continued)**

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

	Unrestricted Funds £	Restricted Funds £	Total funds £
Fund balances as at 31 March 2011 are represented by			
Tangible Fixed Assets	7,961	-	7,961
Current Assets	620,445	59,905	680,350
Current Liabilities	(190,186)	-	(190,186)
	<u>438,220</u>	<u>59,905</u>	<u>498,125</u>

**17. UNRESTRICTED FUNDS**

	Balance at 1 April 2010 £	Incoming resources £	Outgoing resources £	Transfers £	Balance at 31 March 2011 £
<b>Designated Funds</b>					
Budget Contribution – for 2010-11 fund	162,551	-	(39,332)	11,748	134,967
Maternity and sickness reserve fund	12,755	-	(7,337)	-	5,418
IT Improvement Fund				20,000	20,000
	<u>175,306</u>	-	(46,669)	31,748	160,385
General Fund	<u>286,838</u>	<u>464,032</u>	<u>(468,998)</u>	<u>(4,037)</u>	<u>277,835</u>
	<u>462,144</u>	<u>464,032</u>	<u>(515,667)</u>	<u>27,711</u>	<u>438,220</u>

The budget contribution fund represents money from the general reserve set aside to finance unrestricted expenditure in 2010/11

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 2010/11

The IT improvement fund represents money set aside from the general reserve, for upgrading the outdated IT system

**Notes To The Financial Statements**  
**For The Year Ended 31 March 2011 (Continued)**

**18. RESTRICTED FUNDS**

	Sub- Note	Balance as at 1 April 2010 £	Incoming Resources £	Outgoing resources £	Transfers £	Balance as at 31 March 2011 £
Anglesey County Council	1	-	13,580	(13,580)	-	-
Anglesey Community Focused School (CFS)	3	-	16,096	(16,096)	-	-
Anglesey County Council - Training	4	-	1,115	(1,115)	-	-
Anglesey County Council - Grants	2	68	4,600	(4,668)	-	-
Anglesey Health and Well Being	6	-	2,609	(2,609)	-	-
Anglesey NIACE	4	-	235	(235)	-	-
Blaenau Gwent County Borough Council (CBC)	1	3,331	12,937	(13,268)	-	-
Blaenau Gwent CBC - Training	4	-	2,675	(2,675)	-	-
Blaenau Gwent CBC - Grants	5	-	(3,000)	-	-	-
Blaenau Gwent – GAVO Grants	8	1,000	-	(1,000)	-	-
Bridgend County Council	1	-	54,000	(54,000)	-	-
Bridgend County Council - CFS	3	-	11,630	(11,630)	-	-
Bridgend County Council - Training	4	-	1,080	(1,080)	-	-
BAVO	4	-	2,000	(222)	-	1,778
Caerphilly County Borough Council	1	-	34,153	(36,449)	2,296	-
Caerphilly Health Challenge	6	-	-	-	-	-
Heads of the Valley Programme	8	-	550	(550)	-	-
City and County of Cardiff Council	1,3	-	97,851	(97,851)	-	-
City and County of Cardiff - Research Project	9	-	7,678	(7,678)	-	-
City and County of Cardiff Council - Training	4	1,650	2,703	(4,353)	-	-
City and County of Cardiff Council - CFS	8	-	210	(210)	-	-
Carmarthenshire County Council	1	-	47,108	(47,108)	-	-
Ceredigion County Council - CFS	1,3	-	40,125	(40,125)	-	-
Ceredigion County Council - Training	4	-	2,500	(278)	-	2,222
Conwy County Borough Council	1	-	32,702	(32,702)	-	-
Conwy County Borough Council - CFS	3	-	17,627	(17,627)	-	-
Conwy County Borough Council - Training	4	13,664	10,923	(23,882)	-	705
Conwy County Borough Council - Grants	2,5	7,000	70,000	(77,000)	-	-
Conwy NIACE	4	-	448	(448)	-	-
Denbighshire County Council - CFS	3	-	20,851	(20,851)	-	-
Denbighshire County Council - Training	4	4,849	-	(4,849)	-	-
Denbighshire County Council – CFS - Grants	2,5	-	5,000	(5,000)	-	-
Flintshire County Borough Council	1	-	33,881	(33,881)	-	-
Flintshire County Council - Essential Training	4	20,049	2,000	(8,547)	-	13,502
Flintshire County Council - Grants	2	21	10,671	(10,692)	-	-
Flintshire County Council - CFS	3	-	7,587	(7,587)	-	-
Flintshire County Council - CFS -Training	4	-	3,460	(3,460)	-	-
Gwynedd County Borough Council	1,3	-	41,425	(41,425)	-	-
Gwynedd County Borough Council - Grants	2	-	12,414	(12,414)	-	-
Gwynedd County Borough Council -Training	4	618	10,495	(5,888)	-	5,225
Gwynedd - Health Improvement Grant	6	-	2,000	(2,000)	-	-
Merthyr Tydfil County Borough Council (CBC)	1	-	24,000	(24,000)	-	-
Merthyr Tydfil County Borough Council - CFS	3	525	16,775	(17,300)	-	-
Merthyr Tydfil CBC - Training	4	-	370	(370)	-	-
Merthyr Tydfil CBC -CFS Grants	2,5	6,667	40,000	(46,667)	-	-
Merthyr Tydfil CBC - Well Being	6	-	2,813	(2,813)	-	-
Merthyr Tydfil CBC - School Gates	2,5	-	22,500	(20,167)	-	2,333

**Clybiau Plant Cymru Kids' Clubs**  
**Notes To The Financial Statements**  
**For The Year Ended 31 March 2011 (Continued)**

**18. RESTRICTED FUNDS (continued)**

	Sub-Note	Balance as at 1 April 2010 £	Incoming Resources £	Outgoing resources £	Transfers £	Balance as at 31 March 2011 £
Monmouthshire County Council	1	-	20,752	(20,752)	-	-
Monmouthshire County Council - Grants	2	-	3,658	(3,658)	-	-
Monmouthshire County Council - Training	4	378	-	(378)	-	-
Monmouth Health and Wellbeing	6	-	1,500	(1,500)	-	-
Neath Port Talbot County Borough Council	1,3	-	36,278	(36,278)	-	-
Newport City Council	1,3	-	65,441	(65,441)	-	-
Newport City Council - Training	4	2,796	8,790	(9,334)	(92)	2,160
Newport City Council - CFS - Grants	2,5	9,735	105,981	(115,716)	-	-
Newport Festival 2010 Community Cohesion	4	-	1,378	(1,501)	123	-
Pembrokeshire County Council	1	-	37,400	(37,400)	-	-
Pembrokeshire Carers Grant	2	-	8,000	(8,000)	-	-
Pembrokeshire Health and Well Being	6	-	2,492	(2,526)	34	-
Pembrokeshire Play Forum Project	4	-	2,600	(2,857)	257	-
Powys Kerry	1	1,415	-	(1,415)	-	-
Powys MCCP	1	481	-	(481)	-	-
Powys DFP	1	1,670	4,322	(5,992)	-	-
Powys Health & Well Being	6	-	-	(209)	209	-
Rhondda Cynon Taff Training	4	-	295	(295)	-	-
Swansea Council	1,3	-	37,444	(37,444)	-	-
Torfaen County Borough Council Grants	2	-	5,000	(5,000)	-	-
Torfaen Health Challenge	6	636	-	(658)	22	-
The Vale of Glamorgan County Council	1	-	25,591	(25,591)	-	-
The Vale of Glamorgan Health & Well Being	6	-	1,200	(1,200)	-	-
The Vale of Glamorgan Training	4	-	730	(730)	-	-
Wrexham County Borough Council	1	-	33,523	(33,523)	-	-
Wrexham County Borough Council CFS	3	-	13,017	(13,017)	-	-
Wrexham County Borough Council - Grants	2	-	22,300	(22,300)	-	-
Wrexham County Borough Council - Training	4	-	500	(500)	-	-
Awards for All		2,689	-	(2,732)	43	-
The Big Lottery Way of Life		27,733	136,303	(134,414)	-	29,622
Community Foundation - Fair Share		2,395	6,725	(9,120)	-	-
Community Foundation NE Wales Pilot Scheme		1,907	-	(1,907)	-	-
Rhydwaith Sir Gar		-	1,418	(1,418)	-	-
Wrexham Community Cohesion		-	4,987	(4,987)	-	-
Ernest Cook Trust		-	2,820	(581)	-	2,239
WCVA - Engagement Gateway – Go Bridgend	10	-	11,400	(12,028)	-	(628)
WCVA - Engagement Gateway – Go Wrexham		-	7,472	(3,192)	-	4,280
WCVA - Future Jobs Fund		1,301	52,887	(50,623)	1,145	4,710
In Training - Apprenticeships	10	-	-	(8,243)	-	(8,243)
		<u>112,578</u>	<u>1,402,581</u>	<u>(1,459,291)</u>	<u>4,037</u>	<u>59,905</u>

**Clybiau Plant Cymru Kids' Clubs  
Notes To The Financial Statements  
For The Year Ended 31 March 2011 (Continued)**

**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 Community Focused Schools**

Funding to employ staff to support the development of the new childcare element of the Welsh Assembly Governments Community Focused Schools project

**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 both 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 Participation**

A grant to identify a mechanism in which younger children can be and want to be heard and share their thoughts and opinions at a strategic level across Cardiff whilst improving understanding of those working with children re participation through training

**Note 8 Other General Funds**

Grants for one off funding for specific projects

**Note 9 Research Project**

A grant to carry out research into parents views on Out of School Childcare Clubs

**Note 10** The negative restricted funds brought forward represent projects for which funds are received retrospectively

**Clybiau Plant Cymru Kids' Clubs  
Notes To The Financial Statements  
For The Year Ended 31 March 2011 (Continued)**

**18. RESTRICTED FUNDS (continued)**

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 P Graham, KLJ Maylin, I Yacomen, and S Driscoll, T Bancroft, N Roberts and Hanni Brett (all trustees during the year) are involved in running, received grants from the charity totalling £5,737 during the year (2010 £5,254).

Also, Catherine Carr, who is a trustee, was paid £1,000 for work undertaken on the database.

**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.