



Clybiau Plant Cymru Kids' Clubs

A company limited by Guarantee and Registered Charity

Annual report and financial Statements of the Board of Trustees

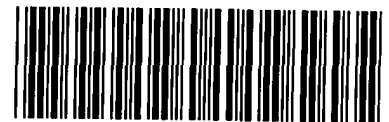
Year ending 31 March 2022

Company Number: 4296436

Charity Number: 1093260

Clybiau Plant Cymru Kids' Clubs

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29/09/2022

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Vision

A place where children play and communities prosper

Mission

to be the voice of Out of School Childcare Clubs in Wales, supporting children's right to play and quality childcare that is sustainable, affordable and meets the needs of children, their families and communities.

Contents

Chairpersons and Chief Executive Officers Report	3
Report of the Directors and Trustees	4
Our vision, mission, values and objectives	5
Vision.....	5
Mission	5
Values.....	5
Review of the Year	6
Governance	10
Sustainability	12
Training	16
Welsh Language	20
Projects	22
Finance	27
Structure, Governance and Management.....	29
Reference and administrative details	32
Statement of Trustees responsibilities	33
Independent Auditors' Report to the Trustees of Clybiau Plant Cymru Kids' Clubs.....	34
Balance Sheet.....	39
Statement of Cash Flows	40
Notes to the Financial Statements	41

Chairpersons and Chief Executive Officers Report

A new year saw us launch our renewed vision, mission and strategic plan. A plan informed and developed from our work with clubs, that saw us working towards the goals set out by listening to what our clubs, members and staff have informed was required.

The year that again started and ended with restrictions, we saw the Out of School Childcare Sector continue to struggle. With parents continuing to work from home and juggle their childcare needs around their working day. Clubs on the whole revived but along with many closures we also saw new clubs opening, demonstrating the continued importance of the sector.

We submitted our priorities to the Children, Young People and Education Committee, also shared, during the year, the results of our State of the Sector survey to support Childcare Sufficiency Assessments, communicate vulnerability of the sector and to encourage schools to support clubs' re-opening.

Our staff continued to be resilient and welcomed the opportunity to be consulted on their future working arrangements, with a return to the office on an agile working basis agreed. This saw the organisation build on the support and wellbeing for all staff, whilst ensuring that our clubs, learners and funders were all at the forefront of everything that we do.

Continued partnership working, with both new and old relationships such as the Children's Commissioner for Wales' office, have flourished and strengthened; allowing the team at Clybiau Plant Cymru Kids' Club to consistently challenge what was needed by the sector to revive, enabling us to communicate this with those that need to appreciate the sector.

As in the previous year a lack of access to school premises to the childcare sector to allow them to revive remained an issue as did the use of unregulated childcare. Work on the revisions to the NMS and work on the Play review will seek to support the revival and survival of the registered childcare sector.

Our work for National Playday saw us hiding QR codes with street game ideas for all to find and enjoy, we worked closely with Rhondda Cynon Taff to provide 6 Summer of Fun events, once again promoting the importance of play for the children of Wales.

Work to promote the importance of the Out of School Childcare sector, Playwork as a career and the organisation was undertaken and 3 videos and communications were developed. Our Training team once again excelled in the External Quality Audits, demonstrating what value our training brings to the sector. This promotion was celebrated in our Out of School Childcare awards ceremony which celebrated achievements.

Looking forward to the new year we still see a need for sustainability support for settings, our ongoing projects and our new strategic goals will continue to improve the governance, sustainability, quality through training, and Welsh Language provision, and will ensure robust management and hopefully increased registration. The year will see us review our branding and logo, commence work on our new website and develop a CRM. The continued need for Playwork training that meets the need of the sector is vital to help the recruitment and retention crisis.

Our staff continue to be a source of pride for the Board of Trustees, continuing to demonstrate their passion for the sector the learners and acknowledging the support given to them in terms of their own health and wellbeing. Learning and development have been a key goal for all staff this year and this continues into the new year, supporting staff to continue to improve through learning will continue to reap the rewards for the sector.

As always our passion for the sector, listening to their voice and supporting their needs along with the wellbeing of staff continues to be at the forefront of everything we do.

Sam Maitland Price
Chair of the Board of Trustees

Jane O'Toole
Chief Executive Officer

Report of the Directors and Trustees

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2022, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

This is the 21st annual report of the company.

Our vision, mission, values and objectives

Vision

A Wales where children play and communities prosper.

Mission

To be the voice of Out of School Childcare Clubs in Wales, supporting children's right to play and quality childcare that is sustainable, affordable and meets the needs of children, their families and communities.

Values

Champion - the Voice of the OSC sector and advocating for children's need/right to play, supporting a **healthier Wales**

Protect - ensuring that valued community provisions are supported to protect themselves through robust governance and strengthened sustainability so they can continue offering their valuable services, supporting a **prosperous Wales**. Ensuring children's rights are safeguarded through supporting OSC to register and meet the National Minimum Standards.

Collaborate - working with partners across CWLWM, LAs, WG, other funders and communities to provide the best support and development opportunities for the OSC sector, supporting accessible opportunities for all families and a **more equal Wales**.

Knowledge - providing sector specific business support, resources, CPD training and qualifications to support lifelong learning and enhancement of quality of provisions. Supporting the development of our own staff, Playworkers, managers, committees, children; including Welsh language development, supporting a **Wales of vibrant culture and thriving Welsh language**.

Communicate - ensuring our sector is kept informed; and ensuring WG/LAs are informed about key challenges and considerations relating to the Sector. Communicating the benefits of quality OSC provision to schools and communities, to support a **Wales of cohesive communities**.

Objectives and Activities

The aims for which the Charity is established are to:

- 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.
- Advance the education and training of persons providing such care and educational and recreational facilities.
- Conduct research into all aspects of the care, education and recreation of such children and to publish the useful results of such research.

The overlying principles which are employed to achieve our aims that set out how as a charity we further our legal purposes are through the following objectives:

- 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.

Review of the Year

Clybiau Plant Cymru Kids' Clubs' Board of Trustees are the only **Volunteers** engaged by the organisation and whilst their contribution is significant to the running of the organisation, their input and involvement is not material to the ability of the organisation to undertake any particular activity.

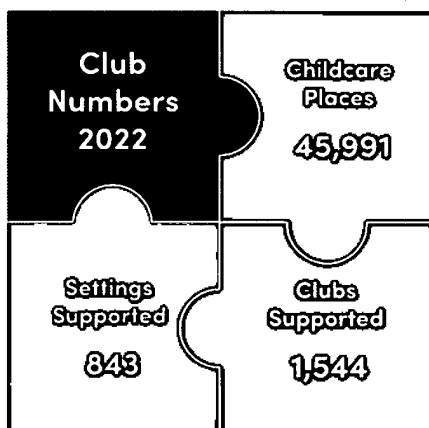
In delivering and planning activities for the year, the Trustees have considered the Charity Commission's guidance on **public benefit** and the overlying principles above are used to plan the organisations' activities.

The aim and principles form a strategic plan which is agreed by the Board of Trustees. This Annual Report of the Board of Trustees identifies **achievements and benefits to the public** against these principles, this year we have set out our achievements and success against our strategic objectives:

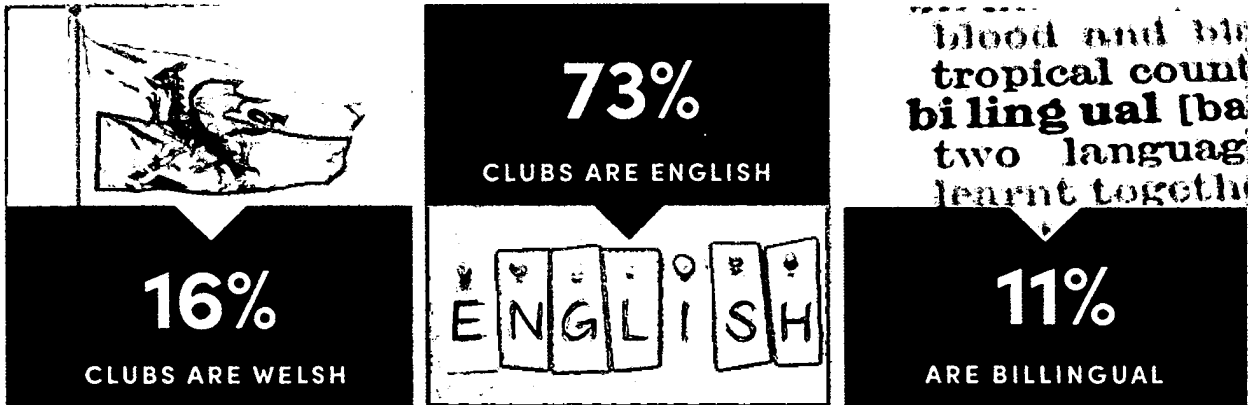
At the Board of Trustees meetings, progress against targets is assessed and decisions taken to amend accordingly. This report outlines the work carried out in the past year, which fully reflects the purposes that the charity was set up to further: **Out of School Childcare in Wales.**

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Whilst we see a similar overall number of clubs supported 1,544 (1,543 - 2021), the percentage that notified Care Inspectorate Wales (CIW) of closure due to Covid, remains high with 15% of clubs remaining closed at the end of the year. Places supported are 45,991 (45,541 2021) across the sector, with number of registered versus unregistered settings remaining unchanged at 87% v 13%. So it could be said that the sector has survived and is still trying to do so, with some settings having reported an increase in the number of places they offer, however we see from our state of the sector survey that take-up of places is reduced and clubs are on the whole suffering from parents continuing to juggle their work and doing so from home.



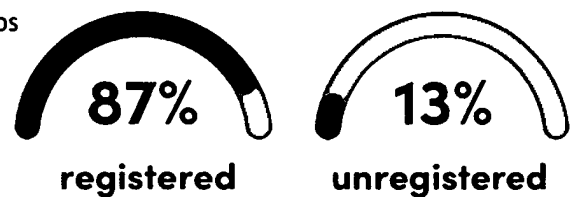
Language



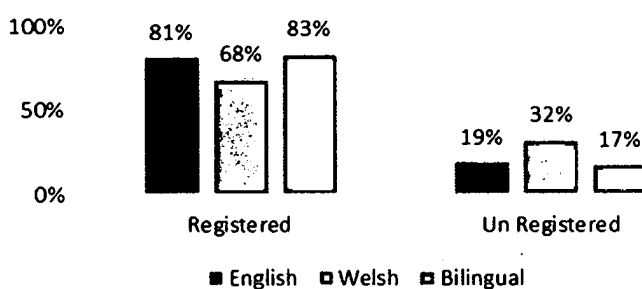
It is encouraging to see an increase in the percentage of clubs that run through the medium of Welsh and although the number of clubs has decreased in all club language categories Welsh clubs appear to have been slightly more resilient, with a move from those reporting to be bilingual to Welsh medium delivery.

Registration Status

The percentage of **Care Inspectorate Wales (CIW) registered** clubs remains the same as last year with 87% registered versus 13% not registered.

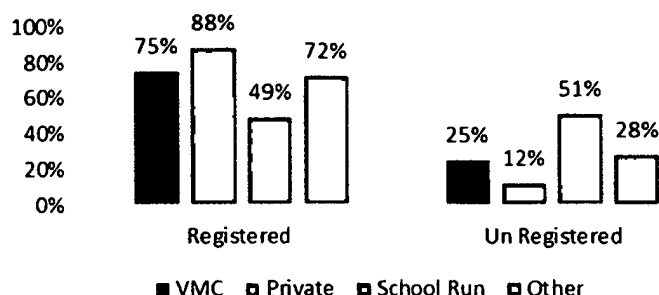


Care Inspectorate Wales Registration by Club Language



We have seen a small improvement in the number of Welsh medium clubs that are unregistered reducing to 32% (36%), the percentage of unregistered English clubs has increased 19% (17%).

Care Inspectorate Wales Registration by Club Management Type

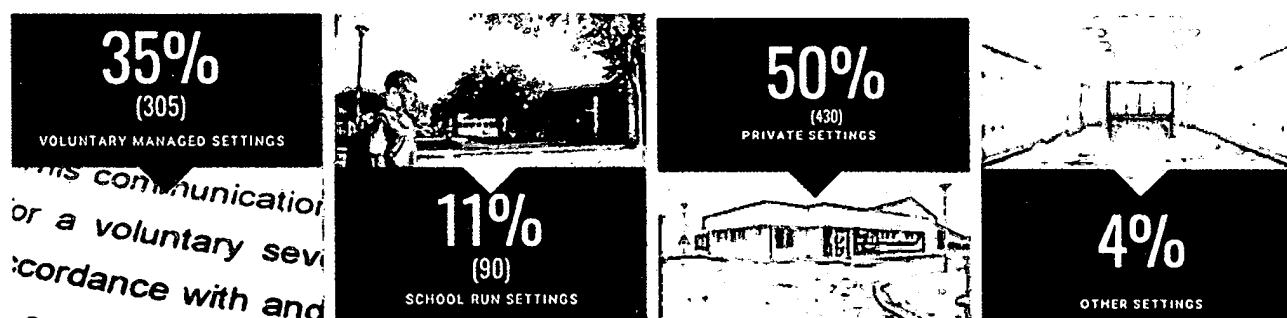


There has also been an increase in the percentage of school run clubs that are running unregistered, with the percentage of voluntary, private or other management types run clubs retaining or increasing their percentages and thus more being registered.

Whilst work to improve the number of voluntary managed unregistered clubs has seen an improvement over the year, more work needs to be done around school based settings and those run through the medium of Welsh in the new year. Welsh medium settings continue to be most likely to be unregistered with 32% (36% 2022)

Club Management

The Management type of clubs remains similar to that of the previous year with VMC 35% (36% 2021) School 11% (10% 2021), Private 50% (50% 2021) and Other 4% (4% 2021).



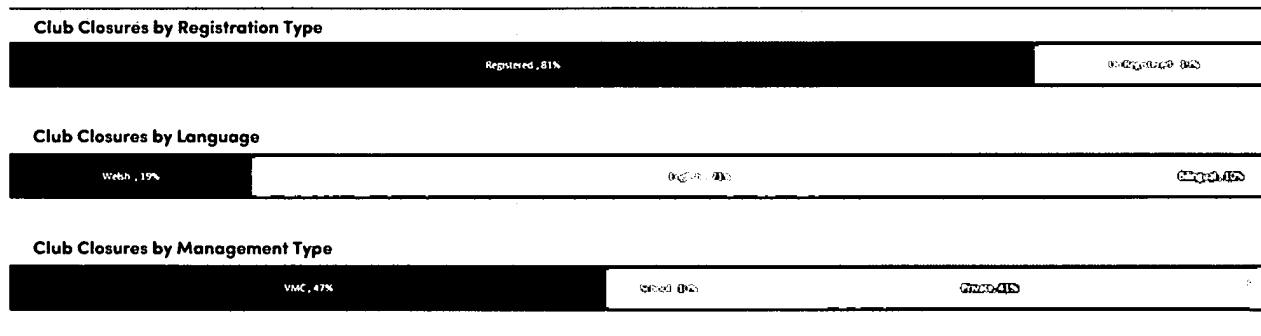
Club Closures

We can see that of the clubs that closed 81% (84% 2021) were registered clubs 19% (16% 2021) unregistered, which remains mostly in line with the previous year and correlates with percentages of registered settings overall but demonstrates that registered clubs have been slightly more resilient.



The highest percentage of closures by Management type were voluntary 47%, with Privately managed at 41%. 71% of closures were English medium and 81% were registered settings.

Club Closures



Wellbeing

The wellbeing of our staff, clubs, Playworkers and learners is at the forefront of all that we do. We established a wellbeing group for internal staff, organising various activities; for example quizzes, exercise support, virtual chats and raised £795 for [Young Minds #WalkThisMay](#), encouraging staff to volunteer and exercise through various Covid restrictions and whilst working from home. We held fortnightly All Wales updates with additional training to build internal staff skills such as on good nutrition. We also identified wellbeing champions and events such as our foraging day; 'Well Now in a Minute' channel for wellbeing ideas; Perkbox wellness hub along with social media messaging/resources. Our Mental Health Champions' staff survey continues to inform future practice.

In terms of the Out of School Childcare staff and management, in addition to weekly bulletins providing important updates and resources, we delivered monthly 'Clwb Hwb' discussions enabling staff and management of settings to network and discuss challenges and solutions, recognised Playwork graduates/clubs/champions at our [Out of School Awards Ceremony](#), promoted wellbeing awareness days, used Trustee Week to highlight and show gratitude for the work and support for volunteers. Our [Autumn edition of Y Bont focused on resilience](#): and included articles on staff resilience, resilient adolescents, wellbeing groups/champions, healing in nature, autumn activities and modern play deprivation. We also developed a 'staffing' themed Y Bont with articles on: effective team meetings; staff retention; staff morale; safe recruitment; inclusive workplaces and in spring a [newsletter on Equality, Diversity, Inclusion](#)

As an organisation, throughout the year we followed guidance as we transitioned slowly back to the office on an agile basis. Consulting with staff and ensuring that everyone stayed safe and healthy, staff welcomed the return to the office and the opportunity to collaborate, supporting staff well-being and resilience.

Our effective delivery mechanisms continued to support the sector; its Management, Playworkers and our Learners.

Through our effective communications and the introduction of a Marketing and Communications Officer our clubs were able to receive timely communications, concentrating information to a weekly bulletin.

We continued to support our clubs, contacting them with check in calls and emails. We sought the status of clubs early in the year through a survey and conducted an annual parents and carers survey which delivered a picture of the State of the Sector and how the use of childcare had changed during the pandemic. Our resources and workplans were developed in response to the findings of the report and this helped us to review and update our strategic priorities ensuring that we were working on the things most needed by the sector.

Through constant dialogue with Settings, we determined what support our community most needed. Business skills sessions and network events were delivered online, and we developed **over 139 new resources**, guidance and templates in response.

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Governance

Within our Strategic Goal of Governance, we build strong **child focussed** governance with **incorporated** organisations, providing sustainable and quality play and care for children, families and communities.

52 Out of School Childcare Assessments (OSCA) were completed this year allowing clubs to holistically reflect on their childcare service and develop action plans to continuously improve. Collectively, OSCAs also helped us identify common support needs and utilising this feedback informed our 139 new and updated bilingual resources, templates and guidance, addressing the themes of e.g.: private and voluntary governance structures, licenses, risk assessments, funding and financial systems; marketing; Covid specific support; Care Inspectorate Wales registration

52



Asesiad ansawdd (AGPA)
Quality assessments (OSCA)



Adnodd/Resources

139

Business/committee skills/webinars

1419



Business Skills
Sgiliau busnes

Our Childcare Business Development Officers have continued to facilitate **1,419 business skills attendances throughout the year** mostly remotely (telephone, email and video calls) due to restrictions. These sessions have responded directly to challenges identified by the settings themselves, and have covered a host of topics including governance, business planning, policy writing, record keeping, marketing, financial planning and funding.

Policies, procedures and resources

Clubs with a comprehensive set of child focussed and club led policies and procedures in place also help improve settings adopt a systematic approach to their business, ensuring they meet regulations and guidance as well as putting children at the heart of what they do. Some of the policies/resources we updated or developed this year included: insurance considerations, governance packages, incorporation, Covid-19 templates, Use It or Lose It, Top Tips for Quality of Care Review, Licenses, End to furlough, Risk Assessments, Limited Companies; a multilingual welcome poster and a marketing pack with social media assets.

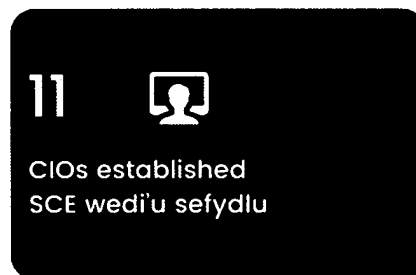
We have also been developing **tools and resources to involve children more in the policies and governance of their own club** and help settings promote Children's Rights using the Children's Commissioner for Wales' right of the month approach.

Incorporation/Legal Forms

Out of School Childcare Clubs in Wales are provided by a range of governance structures e.g. voluntary, private, with various legal forms. Our strategy favours legal formats which incorporate clubs with strong governance providing sustainable and quality play and care for children, families and communities. The Covid-19 pandemic has highlighted to many Out of School Childcare Clubs, the importance of improved governance and we continue to receive enquiries from Out of School Childcare seeking to review and improve it.

We have developed governance resource packages for both private and voluntary run Out of School Clubs and delivered and recorded Committee Responsibilities and Protecting Liability webinars and associated resources. Early in the new year, we will be launching bite sized information social media 'How to....' Videos, starting with a series to support committees.

We have supported 11 clubs to achieve **Charitable Incorporated Organisation (CIO) registration with the Charity Commission (limiting volunteers' liability), with a further 8 working towards**. To support learning and development for our Childcare Business Development Officers and to ensure we provide knowledgeable guidance to **private providers**, they received training on incorporation, focused on private providers.



We celebrated club committees, other volunteers and our own Board of Trustees in **Trustee Week and Welsh Charities Week** and will highlight and support their contribution on an ongoing basis and during **Volunteers Week and Small Charities Week** in June 2022.

Fairer Governance/celebrating diversity

We received race equality training (Alexis Consulting) to develop our own Anti-Racist Action Plan. Our Y Bont newsletter: Equality, Diversity, Inclusion (Spring 2022) included a 10 ways resource on how to promote diversity for the next generation, racial microaggressions, 10 ways to help your setting recognise and celebrate cultural diversity, transgender and neurodiversity awareness. Our multilingual 'Welcome' poster was updated and relaunched using a language of the month approach on social media and weekly bulletins. We also contributed to Cwlwm's anti-racist e-newsletter and delivered a race equality workshop for clubs (Alexis Consulting) with club resources. Race equality training for Playworkers will continue in the new year along with bespoke training for our Board of Trustees.

Clybiau Plant Cymru Kids' Clubs staff and clubs also benefited from transgender awareness and neurodiversity training. An 'All About Me' (one page profile) for older children and a 10 ways series to support ALN is being developed.

The Pilotlight project drew to a conclusion with the Chief Executive Officer supported to help the organisation to become more efficient, effective and sustainable.

The Board met 5 times online during the Covid-19 pandemic, including for our Annual General Meeting, successfully achieving effective meetings by adapting to this new way of working. We will continue to build on

the foundations of quality within the organisation and will progress with an accreditation in the next financial year. Roles and descriptions were developed for Marketing and Communications officer and a Treasurer.

Our partnership working throughout the year strengthened with an increased focus by all partners on working to support the childcare sector survive. Our **CWLWM** – (Childcare in Wales Learning and Working Mutually) partnership, which in previous years had worked effectively, flourished and the advent of online meetings made collaboration easier and more effective. A new Cwlwm website was also launched. This move to online made our work supporting Welsh Government and the reviewing drafts of advice and guidance relating to Covid-19 pandemic, as did our collaboration with **AWARE** - All Wales Representatives of EYDCP's, **CIW** - Care Inspectorate Wales, **SCW** Social Care Wales, **PETC Wales** – Play Education and Training Wales, **QSAG** (Qualifications Strategic Advisory Group.). We also organised termly discussion webinars with our local authority childcare colleagues to share information and discuss how we could work together to best support the Out of School Childcare sector across Wales. A new working relationship with the Children's Commissioner for Wales' office saw us develop resources to complement their Children's Rights calendar.

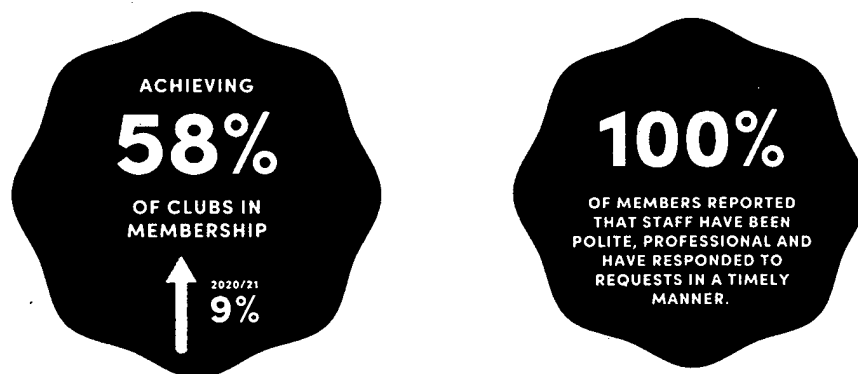
Being members of these partnerships has allowed us to represent the voice of the Out of School Childcare sector, to feed into the work of Welsh Government and deliver updates and developments to keep the sector informed.

Sustainability

Within our Strategic Goal of Sustainability, we strive for high engagement with our activities and income to support our growth. We also endeavor to have a sustainable Out of School Childcare Sector in Wales that is affordable, valued and able to support children, their families and communities to prosper.

Membership

Through additional funding received, we have been able to offer free membership to all Out of School Childcare Clubs during 2021-22, achieving 58% of clubs in membership (2020-21: 49%).





"Always helpful, always positive and always there!"

"These past 2 years have been hugely difficult for us and Clybiau plant has been there for us providing so much support along the way. Policy templates, guidelines, zoom calls, weekly bulletins and so much more has been invaluable during these Covid times. You have been a voice for the Childcare sector working on our behalf which we are extremely grateful for."

Care Inspectorate Wales registration

During 2021-22 we have supported 9 settings to achieve registration with Care Inspectorate Wales, and continue to support 13 settings that are working towards registration. Registration supports affordability (through access to financial schemes), quality (through regulation) and sustainability.

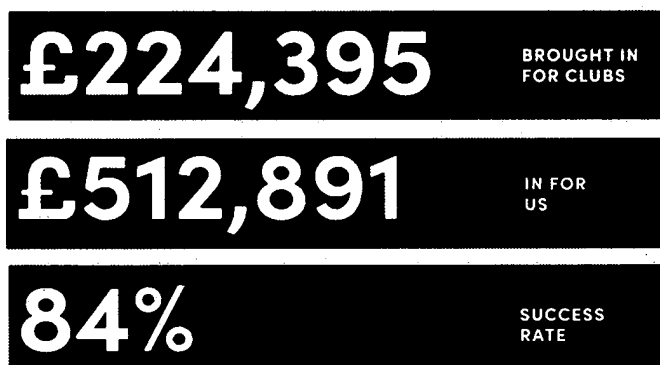


During the year we promoted the benefits of registration with Care Inspectorate Wales, working with Cwlwm partners to adapt the flyers aimed at settings, schools and parents and disseminating a registration focused Cwlwm newsletter. We worked with Welsh Government and local authorities to promote the benefits of using registered childcare for the delivery of other programmes e.g. Summer of Fun, Playworks Holiday Project.

We will continue promoting registration, addressing barriers and supporting settings to register moving forward, with additional attention and strategies implemented in relation to settings that have been identified as less likely to be registered (e.g. Welsh medium and school based).

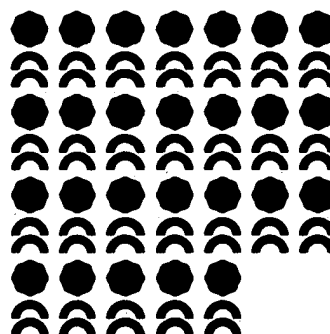
Financial Support

With funding for our Childcare Business Development Officers from select local authorities, the National Lottery and Welsh Government, we were able to support settings to successfully apply for £224,394.81. During the year we made multiple applications, totalling £608,082 with a success rate of 84% which saw us bring in £512,891.



We continued to address the need for robust financial systems within clubs through delivery of financial process webinars, development of additional financial record keeping templates in Stepping Out, collaboration with Cwlwm partners to develop a 'Top Tips for Funding Applications' resource and promotion of other financial resources available to member clubs.

We supported children with additional needs to access provision in Conwy and Newport through Extra Hands funding (provided through the Children and Communities Grant), with 26 children (25 families) supported to access a total of 1,583 sessions across both local authorities.



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State of the Sector Surveys

During the Summer term of 2021, Clybiau Plant Cymru Kids' Clubs conducted 2 National surveys; one with the Out of School Childcare Sector pan Wales (43% settings responded) and one with parents/carers in relation to all types of childcare (2,050 responses).

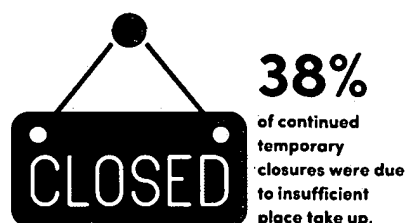
The full report, which was widely circulated, can be found [here](#).

Key findings included:

- 38% of continued temporary closures were due to insufficient place take up.
- 59% of open clubs reported decreased attendance.
- Potential long-term Covid related impacts reported included permanent closure (24%), staff redundancy (22%), having to recruit staff due to replace those lost (39%) or a need to increase fees to remain able to open (42%).

- 30% of parents/carers do not know/understand about Care Inspectorate Wales registration, highlighting a need to effectively market the benefits of registration on a National level and local level
- 61% quality of care, 44% good staff and 56% price (indicating a need to focus on messaging that supports this within marketing, and a need to ensure that clubs are affordable).

These findings have informed our work to support the sector and will continue to do so going forward.



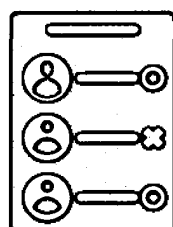
Influencers of parental childcare choices:




61% quality of care

44% good staff

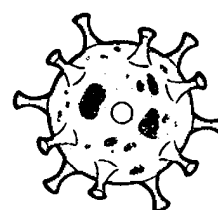
56% price



59%
of open clubs reported decreased attendance.

30%  Arolygiaeth Gofal Cymru
Care Inspectorate Wales
of parents/carers do not know/understand about Care Inspectorate Wales registration

Potential long-term Covid related impacts reported included



24% permanent closure

22% staff redundancy

39% having to recruit staff due to replace those lost

42% a need to increase fees to remain able to open

Marketing

We have worked to strengthen our own profile, increasing awareness of our support to maximise the reach and impact of our activities. Our newly employed Marketing and Communications Officer, funded through WCVA, has transformed our marketing strategy and social media presence. Our weekly bulletin emails continue to be well received by member clubs.

We have continued with our 'Use it or Lose it' messaging, using social media to reach parents/carers to encourage usage and support of Out of School Childcare Clubs. In Spring 2022 we launched our new "Marketing Made Easy" pack to support clubs to effectively market their services, job vacancies and to encourage their communities to engage with what they have to offer.

We have also worked with filmmakers from Cinemerse and a number of clubs across Wales to develop 3 videos that will be finalised and launched in 2022-23. The videos focus on the benefits of using Out of School Childcare; encouraging more people into the playwork workforce, and informing clubs and the public about the support available through Clybiau Plant Cymru Kids' Clubs.

Clwb Hwbs

During the year, 10 Clwb Hwbs have been held with 57 people in attendance, where we have facilitated discussions on topics ranging from social media usage to the environment.



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Training

A strategic goal that recognises the importance of a qualified and knowledgeable workforce to enable the sector to survive and thrive. It is the aim of Clybiau Plant Cymru Kids' Clubs to support the professionalisation of Playworkers; ensuring that they have the training they needed to provide quality self-directed play provision for children across Wales.

As we entered April 2021, there was an expectation that this year was set to be one of the busiest the Training Team have experienced. Having cultivated new skills relating to online delivery, the team were tasked with not only delivering apprentices but also the Award in Transition to Playwork; under new acquired Progress for Success funding. The increased number of learners necessitated the need to grow the team, and to add administration staff.

In addition to expanding the Training Team there was also the need to look at the roles of those involved in delivery. Two existing Training Officers shifted solely to the delivery of apprenticeships so they could take higher learner numbers, whilst subcontractors were engaged to further support additional delivery.

Delivery of qualifications was not the only significant commitment undertaken by the Training Team. In partnership with NCFE, Play Wales, Play Board Northern Ireland and Meynell Walters, we consulted on the rewrite of the Level 3 Award in Transition to Playwork, the Level 2 Diploma in Playwork and the Level 3 Diploma in Playwork. Attending regular meetings to consult on the content of the qualifications, the voice of the Out of School Childcare sector in Wales was championed and care was taken to ensure the qualifications met the needs of the sector.

The new Award in Transition to Playwork launched in June 2022, with this came the need to rewrite both the resources and delivery plans for the qualification. During the initial stages of the new qualification, reflection meetings were held by the team to ensure that the new content met both the needs of the Learners and the needs of the qualification.

Progress for Success (PFS)

Having been awarded the funding under Progress for Success in 20/21, cohorts were established originally in regional lots and then later in inclusive cohorts across Wales. In total 321 learners were signed up. Whilst some of these courses continue, we have also claimed 103 qualifications. Many challenges have been experienced; from the changeover of the qualification, to learners experiencing personal problems, the Training Team have worked hard to support, learners to achieve.

Apprenticeships

This year we have seen a growth in funding from ACT and Cambrian Training Company (CTC) to deliver apprenticeships in Playwork. We also continued with delivery through Progress for Success - Apprenticeships funding from CTC, this project that was in the second year of the 3 year project. We also continued our successful contract with Torfaen Training which in August 2021 transferred to Pembrokeshire college. We were able to expedite a significant number of learners on our expression of interest list to have their training needs met, meaning that 26 Learners were signed up across Wales. We have seen 25 apprentices achieve this year, these learners along with those continuing into the next year were supported through a new differentiated training sessions online. Utilising Zoom for delivery of group training sessions, learners responded well with 295 attendances.

Support

In addition to the online delivery offered to learners, there has been a continued focus on personalised learning. To ensure that learner's needs are met the Training Officers have completed 981 individual training visits; this consisted of assessments, planned tuition and on demand support sessions. Training visits are up this year from the previous year. increasing from 837 in 2021.

Qualifications Claimed

With the addition of the PFS contract for the Award in Transition to Playwork we expected there to be high levels of achievement. We were optimistic with a target of 500, but due to the changing circumstances of qualifications this was not achievable. We did however see, is a significant increase in qualifications claimed from the previous year with 172 claims. These claims consisted of:

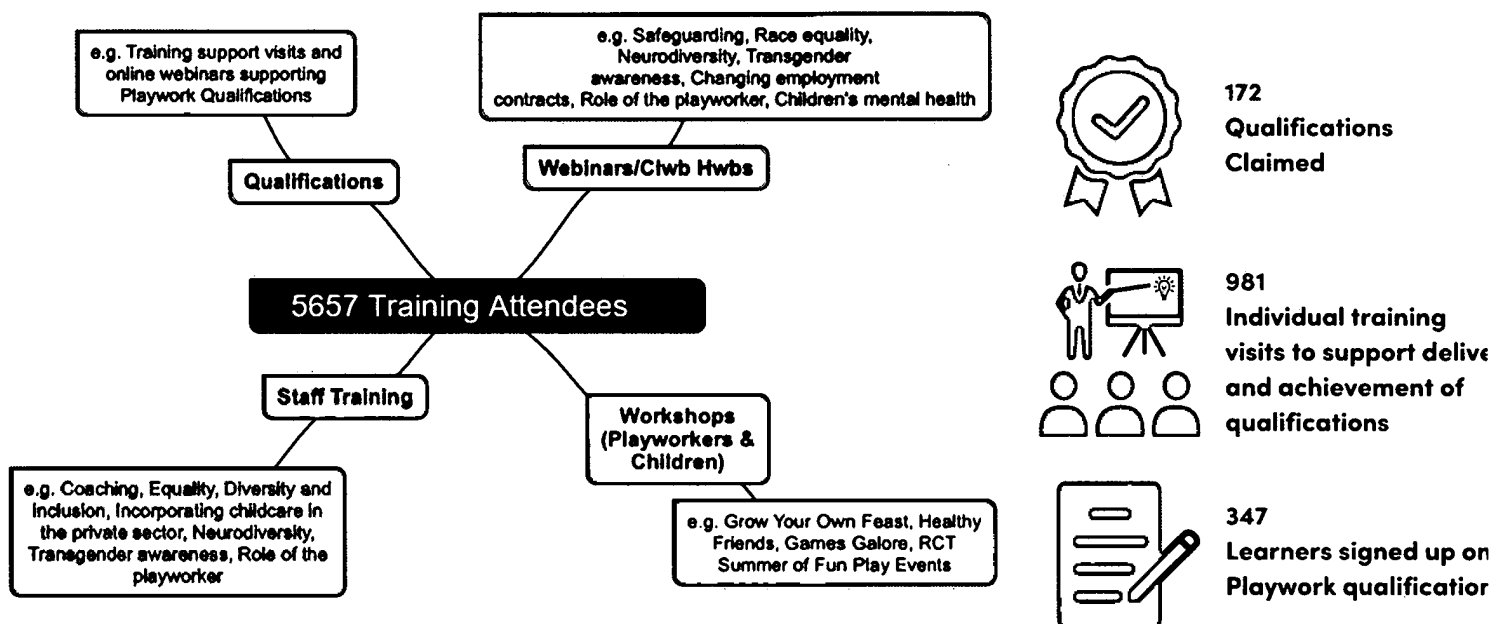
- 172 qualifications achieved:
- 981 individual training visits to support delivery and achievement of qualifications
- 347 learners signed up on Playwork qualifications

Webinars/Clwb Hwbs e.g. safeguarding, race equality, neurodiversity, transgender awareness, changing employment contracts, role of the Playworker, children's mental health.

Workshops (Playworkers & children) e.g. Grow Your Own Feast, Healthy Friends, Games Galore, RCT Summer of Fun play events

Qualifications e.g. Training support visits and online webinars supporting Playwork qualifications

Staff training e.g. coaching, equality, diversity and inclusion, incorporating childcare in the private sector, neurodiversity, transgender awareness, role of the Playworker.



Courses commissioned

We have continued our partnership with Carmarthenshire council to deliver advanced Safeguarding courses for the county. These courses saw an attendance of 161, the majority of which was online. Safeguarding was also delivered for Conwy on a much smaller scale but still vital support for the county, this happened over 2 courses with 47 attendances.

In addition to the safeguarding training in Carmarthen the strong links with the county led to an Introduction to Playwork being commissioned by a local community project, inspiring 24 learners to work with children in a more playful way.

Our largest commission was from Rhondda Cynon Taf as part of their Summer of Fun provision. The Training team in partnership with Childcare Business Development Officers delivered play sessions across the county in the medium of Welsh. These events saw 641 children attend the events.



Staff Training



Staff Training

238

Once again, we have seen another year where Clybiau Plant Cymru Kids' Clubs staff have demonstrated an excellent commitment to professional development with 64 requests to attend training. Internal training levels also saw a significant growth, up from 116 attendances last year to 238.

Feedback from Training

There has not been an exhaustive amount of data this year and as part of our Quality Development Plan (QDP) we have created plans to address this. Having reviewed the data we have received it is clear that training continues to be delivered to a high standard. On average our trainers scored 4.9 out of 5, when rated by our learners. 90% of learners would recommend our training.



Welsh Language

With our strategic Welsh language goal we seek to increase and embed its use, allowing children and families to access play opportunities and childcare in their preferred language, preserving the language for future generations.

We have continued to take an active role in promoting the Welsh Language and supporting the Welsh Government's target of a million Welsh speakers by 2050 through the Work Welsh project and our ongoing commitment to empowering people to use more Welsh.

Our Welsh language strategic objective along with our new **Welsh Pledge** highlights our commitment to the Welsh language and to realise the 'increased use of the Welsh language, allowing children and families to access play opportunities and childcare in their preferred language, preserving the language for future generations.'

We have continued to ensure that all resources including weekly bulletins and social media are produced bilingually and in addition to this we have employed a dedicated Welsh Language Childcare Business Development Officer, who has increased the use of Welsh through a number of activities in both staff and clubs.

Our **Ystafell Gymraeg** actively encourages the use of day-to-day Welsh by our staff in the workplace, by sharing weekly resources such as key Welsh vocabulary and greetings along with monthly Caffi Clebran sessions in order to encourage staff to not only work/learn and use Welsh but also to embrace the Welsh culture. This has resulted in many staff members using Welsh greetings. Supporting **development**, staff were asked to complete a survey to identify their Welsh language skills; the results will enable support and signposting to courses suiting their needs. Currently 2 staff members are enrolled on Welsh language courses.

As this financial year drew to a close a self-evaluation application was submitted to the **Welsh Language Commissioners Office**, an action plan is in development which will enable us to achieve Cynnig Cymraeg accreditation.

Camau Cymraeg Clybiau has been developed as a new branding with a distinctive logo to bring all our Welsh resources together under one heading, this will be launched in the new financial year.

The overall figure for Welsh language provision has changed throughout the year with net reduction of 4 settings, 7 unregistered Welsh language settings closed, however, there was an increase of 4 Care Inspectorate Wales registered settings. Clybiau Plant Cymru Kids' Clubs recognises the importance of increasing Welsh language provision and to gain a greater **awareness** of the number of **existing Welsh medium registered settings** pan Wales a mapping exercise was undertaken. This enabled us to identify gaps in provision and areas where we can pilot working collaboratively with Mudiad Meithrin, supporting existing providers to extend their service to offer full day care for children aged between 2 and 12 years to better meet the needs of their community. We have to date supported 6 settings to extend and provide full daycare provision through the medium of Welsh and have supported Mudiad Meithrin's proposal for childcare provision in Pen Llyn, Gwynedd.

The results of the mapping exercise and the pilot have enabled the development of a **CYMell** proposal submitted to Welsh Government to recognise the supported needed to enable us to establish, register and sustain quality Welsh medium childcare.

Out of School Childcare Clubs continue to play an important role in Cymraeg 2050. To support and improve the **use** of the Welsh language **embedded** within them, even on basic understanding or incidental level and

including working towards on the **Active Offer**, a range of Welsh language and bilingual written and visual resources have been developed throughout the year including a 'Little Bit of Welsh' webinar.

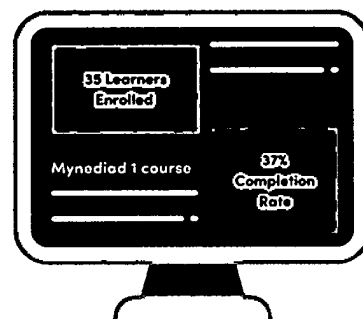
Analysis of Out of School Childcare Assessment (OSCA)'s, see 7 settings have expressed a wish to increase their use of Welsh and the Welsh Language Childcare Business Development Officer has reached out to offer support.

Through our Work Welsh project we developed:

- 20 resources which included word searches, treasure hunts, games and posters.
- #WelshWednesday Weekly posts with key Welsh vocabulary based around themes, celebrations and awareness days.
- Promoting Welsh resources through social media

To support increased confidence in non-fluent Welsh speakers to use Welsh we have continued to encourage staff and settings to learn and practise Welsh, we have continued to promote the online Camau courses, developed by the NCfLW, through various channels including social media, our weekly bulletin, along with individual emails to those employers that we are currently working with. The varying types of promotion and engagement has resulted in:

- 35 learners enrolled on the Mynediad 1 course with 13 learners completing the course
- 5 learners progressed by enrolling onto the Mynediad 2 course, 1 learner has completed the course



In addition to the course our Welsh Language Childcare Business Development Officer has facilitated monthly **Caffi Clebran** online sessions to enable learners to practise speaking Welsh in an informal way.



40 learners from 13 settings enrolled on the online Camau course



Projects

Connecting and Supporting the Out of School Childcare Community

In spite of the continued complexities brought about by the Pandemic, our key project outcomes remain unchanged and progress against many of our original targets has still been made.

- Better quality play opportunities and care provision within Out of School Childcare Clubs through upskilling Playworkers and Managers.
- Better access to care and play provision, with Clubs registered with Government initiatives that improve affordability for families
- More sustainable, well governed childcare that will provide continuity of care for children.

The Difference we are making

Despite and sometimes because of the Pandemic, Childcare Business Development Officers continue to exceed some project targets such as business skills support and webinars, whilst others such as action plans and registrations have been more challenging.



Challenges for our Out of School Childcare Club Community due to the Pandemic continue: low numbers as parents continue to work from home and juggle childcare; problems accessing venues in schools; recruitment and retention of staff and the management burden of frequently changing guidance. With the National Lottery funding to constantly engage with settings across Wales through networks, business skills mentoring, webinars, action plans and more informally, we have been able to effectively convey challenges at a strategic level to Welsh Government and others and work on solutions to support the Out of School Club Community across Wales.

Tesco Centenary: Grow Your Own Feast Project

Project video: [Projects | Clybiau Plant Cymru Kids' Clubs](#)

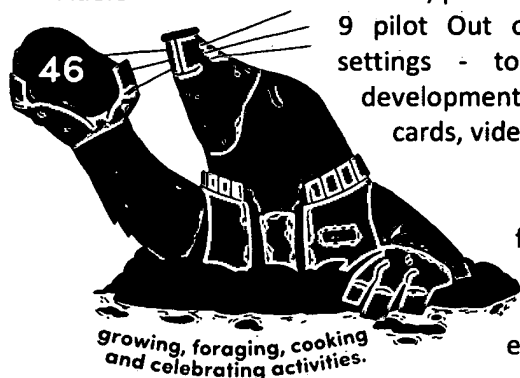
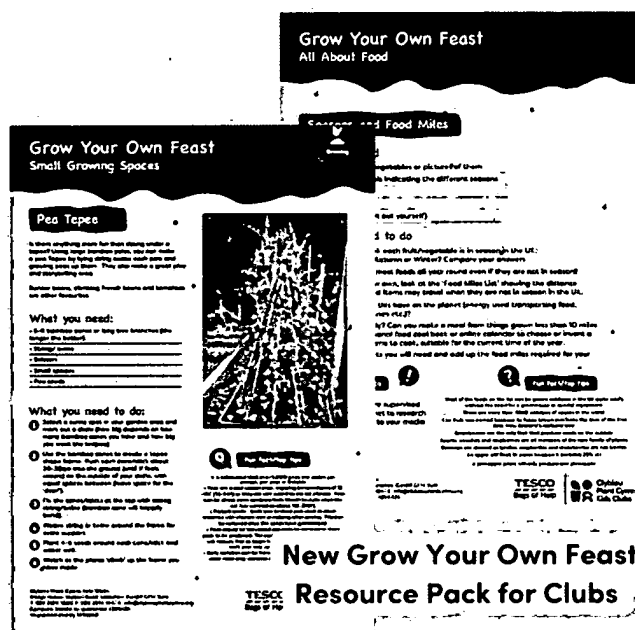
This project aimed to help children, young people and Playworkers connect with nature and grow/forage food in sustainable ways. It culminated in our Grow Your Own Feast resource pack

<https://www.clybiauplantcymru.org/projects-more.asp?nid=159> with 46 growing, foraging, cooking, celebrating activities that are now available to over 1500 clubs across the whole of Wales.

We established excellent partnerships with growing experts - Terry Walton, celebrity organic gardener, Adele

Nozedar, published forager and 9 pilot Out of School Club settings - to support the development of our resource

cards, videos and features in our quarterly newsletter.



We delivered 26 workshops to 308 children and Playworkers, foraging books and gardening resources and shared a series of 8 online videos

<https://www.clybiauplantcymru.org/projects-more.asp?nid=138> and activity cards often linking with national events/awareness dates such as National Children's Gardening Week.

We also promoted the pack through:

1. Foraging with Kids event in Brecon;
2. Foraging Together: Facebook live event making spiced elderberry cordial to boost immune systems;
3. Christmas Crafts With Nature network event to launch 'Grow Your Own Feast' pack;
4. Spectacular Sunflowers – providing 850 settings with Sunflower and Basil seeds to make full use of the pack and start growing together across Wales, extending the timeline and geographical reach of the project.

The pack was updated with additional activities in March and we continue to promote the pack through the seasons via Y Bont and social media.

"Some lovely ideas! Looking forward to seeing what we can do with the packs and how they will help us have a better understanding of foraging/gardening"

"The children have loved getting outdoors more and it has given us lots of inspiration for activities."

"Absolutely fantastic workshops, thank you Clybiau. Also a massive thank you to Adele, we will definitely be making the stars, cards and jars over the next couple of weeks!"

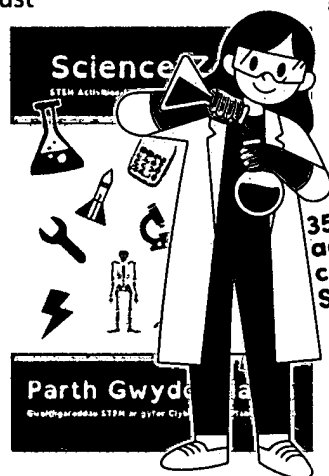
"The children have loved every second. Lots of them have been much better at trying vegetables at snack time and they are so proud of what they have grown!"

Community Foundation in Wales – Children and Young People’s Fund (CFiW – YPF), Tesco Bags of Help, Ray Gravell and Friends Trust and Co-op Local Community Fund

Workshop delivery through projects such as those funded by Tesco Bags of Help, Ray Gravell and Friends Charitable Trust had to be put on hold through Covid 19 restrictions. However, these projects allowed us to develop and print 12 bilingual activity cards focusing on the natural elements of earth, fire, water and air and a den building guide to improve children’s physical and mental wellbeing and encourage outdoor play, connecting with nature and mitigating coronavirus risks. These resources were posted to identified clubs in Pembrokeshire and Carmarthenshire.

All Carmarthenshire member clubs also received a gofindit sensory outdoor scavenger hunt card game to compliment the resources. 5 Clubs in Carmarthenshire also received a forest school den building kit and Playworkers’ toolbelt to compliment the resources above as part of the Ray Gravell and Friends Charitable Trust

grant to enhance play experiences for children. Thank you very much to our funders, ensuring play is put at the forefront to help children recover from the negative impacts of the Pandemic.



35 STEM activities were combined into a Science Zone pack

35 STEM activities were combined into a Science Zone pack and launched in spring 2021 through funding from the CFIW - YPF, which is now available to members via our website. The Rhondda Cynon Taf Clubs involved in this project also received printed copies of the Science Zone pack and some science-based resources to continue delivering STEM based activities within their Clubs.

Climate Action Boost

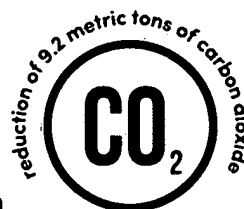
Funding received through the National Lottery Community Fund, Climate Action Boost project allowed us the financial capability to take the time to review our IT infrastructure, to streamline our processes, and to reduce our consumption of consumables such as paper and ink, and ultimately improve our commitment to preserving the environment of Wales for the future.



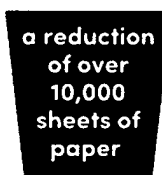
support to 7,076 people

This review and implementation of new IT systems and Zoom licenses enabled us to make significant changes to the impact of our activities on climate change.

Prior to the Covid-19 pandemic and funding received through Climate Action Boost our support and training sessions resulted in over 54,000 miles travelled by our staff each year, equating to 11.8 metric tons of carbon dioxide per year. The purchase of additional Zoom licenses in addition to other platforms have enabled us as an organisation to deliver training, webinars and tailored business support to 7,076 people with a 79% reduction in mileage and 9.2 metric tons of carbon dioxide.



The commissioning and implementation of the new IT system for timesheets, expenses and other internal processes has seen a **reduction** of over **10,000** sheets of paper (**20 reams / 1 tree**) used annually. This reduction in the first year exceeded our initial aim of up to 35,000 pieces of paper / 70 reams / 4 trees within 5 years, to a revised prediction of up to **50,000 / 100 reams / 5 trees**.



It was always our vision through the Climate Action Boost project to be able to implement ways that would not only reduce our consumption of paper products but that could be built upon to ensure the future ability for additional environmental improvements. Before commencing this project we had future plans and ambitions; we are pleased to report since the project inception and its success, those future plans have already been implemented:

- Sage HR app for all staff, this will further reduce our paper consumption as all HR related paperwork will be completed online such as forms for change of details, requests to attend training, certificates and onboarding for new employees.
- Annual leave card app has now been introduced leading to further reductions in paper consumption
- Work is currently underway commissioning Customer Relationship Manager (CRM) software that will be integrated into a new website. The use of the CRM will allow other paper burdensome processes to now be completed electronically.



We valued and appreciated being part of the Climate Action Boost project. It gave us the opportunity to review our environmental impact and make not only our intended reductions but also inspired us to expand on the initial plans to create a lasting legacy of a more environmentally aware organisation.

Co-op Local Community Fund

The Co-op Local Community Fund helps to support local projects that Co-op members care about. Since its launch in 2017, Co-op members have raised **£39 million pounds** for over 12,000 local causes.

Our original project was to deliver 8 workshops to 4 Out of School Clubs in Conwy to support and tackle childhood obesity, this had to be adapted due to Covid-19.

Out of School Childcare Clubs in Conwy received a range of resources to support children to be healthy and active. These resources included activity cards, den building supplies and guidance to introduce a 'Buddying' or 'Peer led System' where slightly older children help younger children to engage in different activities providing support, guidance and encouragement to carry out a range of different tasks. Buddying improves children's participation for both buddies and younger children.

WCVA Third Sector Resilience Fund

As part of this project we are working with Fabric IT, in conjunction with Circle IT, to design and implement a new Customer Relationship Management (CRM) system which will support the members in easily accessing and ultimately managing their own data, this in turn will improve services and streamline processes internally. With the grant from this fund supporting the up-front cost, the ongoing running costs of the organisation will decrease, and efficiency of internal processes and reporting power would improve.

The first stage of the project involves centralising all club and membership data, with a portal for members to be able to access and change their data. This was important in terms of user journey and experience, but also to be able to provide accurate and up to date reporting, as well as sector intelligence for Welsh Government for planning purposes.

Following successful implementation, the organisation will seek funding to add training and qualifications to the CRM. The aim would be to remove the need for a physical server with regular capital spend, but this was a long-term goal.



As part of the project we have also employed a Marketing and communications Officer and although recruitment was delayed since she has joined the team her work to help us effectively market our service has been invaluable. Interaction with our social media posts has increased and our membership has increased in the year by 9% to 58% of



clubs a rate that we have not seen since March 2017. Through the funding we have purchased software that has allowed to better track the open and click rates on our emails, allowing us to understand the habits of our members.

Alongside the CRM project we have procured and engaged with a website developer, work is due to start on the project in April with an estimated completion of July 2022.

Work has already commenced on resources for certain member types and work on the membership area of website will further enhance our ability to target specific members.

Finance

This financial year has been very different to previous years. We have seen a decrease in one-off project funding, but we have had an increase in funding from other streams. This increased funding has helped our organisation maintain capacity and our financial performance was encouraging.

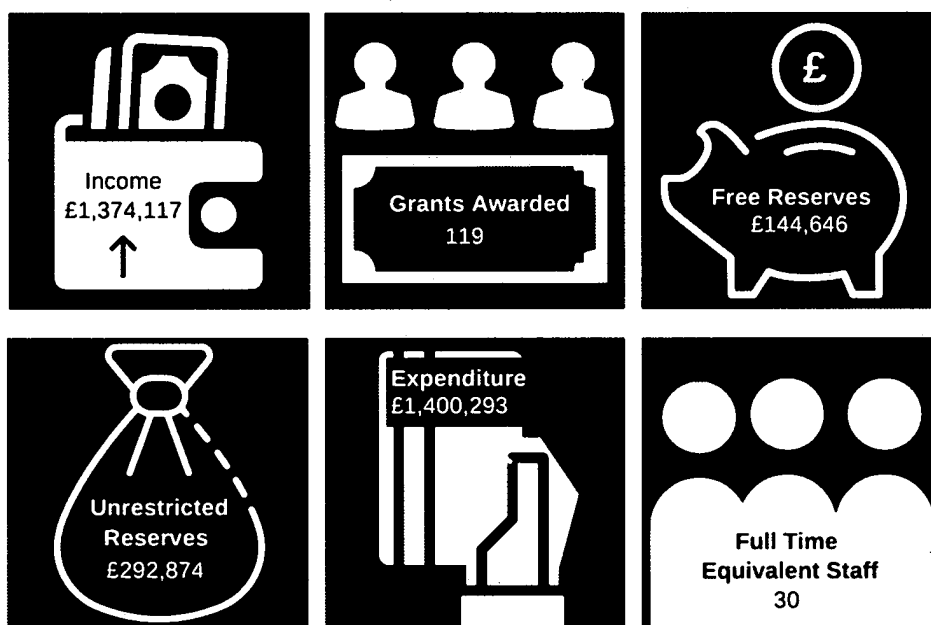
Income

Clybiau Plant Cymru Kids' Clubs has continued to receive funding from multiple sources with a detailed breakdown within Note 4 of the Financial Statements. The highest source of income comes from the CWLWM Consortium Grant from the Welsh Government, which contributed towards our core costs and has been guaranteed for the next 3 years with an uplift and 4 of 5 Local Authorities have confirmed intent to continue funding. This is extremely positive for our on-going work as it forms the foundation from which we are able to apply for project, Local Authority and all other types funding.

Funding through the Work Based Learning contract for Apprenticeships has increased significantly to £179,983 (2021: £97,054) this is due to high quality training delivery of online and face to face learning for settings to successfully complete the necessary qualifications and upskill the Out of School Childcare workforce.

Within our budget for 2021/2022 we included a fundraising target of £125,000. Due to other pressures, our focus on submitting funding applications decreased. However, due to additional funding received from Welsh Government we covered the short fall left by this target.

Due to additional income throughout the year, our reserves increased by £37,968. This has meant we could provide the same, if not a better service to Out of School Childcare Settings in Wales.



Expenditure

The number of fulltime equivalent staff has increased to 30 (26), this partly due to increased work demands from the Progress for Success project, our future strategic goal and the successful award of additional contracts. This increase in the number of staff is also reflected in the total staff costs expenditure amount (2022: 68%, 2021: 65%).

Our upgrade of equipment for staff to be able to work from home efficiently and with ease as part of our new agile working policy has had a positive impact on work life balance.

The overall expenditure this year has increased by 18% due to the increase in staff costs having an impact, and free membership impacting our income resulting in a decrease of 1.5%.

A total of £48,365.70 funding was awarded to clubs in Newport for Extra Hands and Sustainability. This was a total of 9 grants to Out of School Childcare Clubs (sustainability) and 17 extra hands grants awarded.

A total of £24,687.54 funding was awarded to clubs in Conwy for Extra Hands and Sustainability. This was a total of 3 grants to Out of School Childcare Clubs (sustainability) and 11 extra hands grants awarded.

RISKS

As we are dependent on certain income sources, this is one of our principal risks. We receive funding from many different sources, and this causes uncertainty as we cannot be certain as to who will continue to fund us. To mitigate this risk, we are identifying the sources of income that are our major dependencies and we are considering diversification plans and seeking funding from non-government sources.

Another of our principal risks is failure to achieve financial targets through budgeting or inadequate provision of funding. To mitigate this risk, we regularly monitor variances against the monthly budgets to ensure all cost centres are performing correctly. We are also making the managers of the cost centres aware of their position so they can implement any changes to make sure they are performing correctly.

The last of our three top risks is how the cash flow could impact operational activities. To ensure that this does not happen we ensure that adequate information along with monitoring and reporting is passed to the funder in a timely manner. This helps to ensure that our funders are happy with our results and that they continue to fund us.

The main factor that is likely to affect our financial performance and our position going forward relates back to funding. As our main income source is from Welsh Government – Cwlwm Grant, if they choose to discontinue this funding it would have a major impact on the running of the organisation as this funding contributes to our core costs. Many Local Authorities fund us through the Out of School Childcare Grant. Without this funding, we would not be able to continue the level of support we currently provide in their Local Authority Area. We can never be certain of this funding as it depends on the Local Authorities budget year on year.

INVESTMENT POLICY

Our reduction in free reserves has resulted in a decrease in the investment income received over the last few years. With our reducing reserves, we will be unlikely to be able to continue to make investments which attract higher rates of interest.

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

RESERVES POLICY

It is the policy of the charity to aim to achieve unrestricted funds, which are not committed for designated purposes or invested in tangible fixed assets ("the free reserves") of at least two months of the resources

expended in the main budget. The current Trustees are working towards three months reserves, as soon as is possible.

Reserves are held as the Charity is reliant on grant funding which in the main is restricted. Our unrestricted reserves allow the Trustees to keep money aside to protect against drops in income or allow it to take advantage of new opportunities.

Our total amount of unrestricted funds total £292,874. Due to an increase in our unrestricted funds, this has allowed us to introduce additional designated funds. These designated funds are: Core budget Contribution (£61,973), Maternity and Sickness Reserve Fund (£10,000), Membership services (£46,530) and Fixed Assets (£29,725). This leaves £144,646 as the organisation's free reserves.

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Structure, Governance and Management

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

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

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

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

In October 2018, at the Annual General Meeting, new Articles of Association were adopted by the company, which allowed Trustees to serve on the Board of Trustees for a period of 3 years continuously (previously each Trustee needed to be elected annually), and also for co-opted members to be elected at any time of the year.

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 and can serve for a period of no more than three consecutive years at a time unless such persons last served as a trustee more than one year previously.

On 17 August 2005 a resolution was passed to alter the Memorandum and Articles of Association of Clybiau Plant Cymru Kids' Clubs in order to appoint 12 Trustees to the Board of Trustees from the Out of School Childcare Clubs 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

All of the Trustees are familiar with the practical work of running Out of School Childcare Clubs and, with the Board co-options, provide a broad skill mix which reflects the diversity of the membership.

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

Trustees are inducted in the overall work of the organisation, and the range of projects the organisation is involved with at a series of presentations made by project leaders at the Annual General Meeting and at Board meetings during the year. Trustees receive bi-monthly copies of the "Governance" magazine, *essential information for effective trustees* published by civilsociety.co.uk. Trustees are also alerted to trustee training which is available locally as and when it occurs from such organisations as the local County Voluntary Councils.

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

Organisational Structure

Out of School Childcare Clubs

Select 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 Chief Executive Officer, Finance Manager and Administration Manager (who have no voting power)



Chief Executive Officer

Day to day management of the organisation is carried out by the Chief Executive Officer with support/advice from a Senior Team made up of a Finance Manager, 3 Regional Team Leaders, National Training Manager and Administration Manager.

There are 3 regional offices – in Cardiff, Colwyn Bay and Cross Hands. There are 3 Regional Managers 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 in liaison with their Line Managers in North and West Wales. Trainers deliver the range of courses and provide support to individual students. Childcare Business Development Officers may also deliver some training, but they provide almost all the individual mentoring to Playworkers.

The Key Management Personnel of the organisation includes the Chief Executive Officer, Finance Manager, and Administration Manager.

Remuneration of all Staff, including that of Key Management Personnel, is aligned to the **NJC scales**, any increases are agreed at Board meetings. Job descriptions and roles are aligned to scale points and pay rates are set accordingly.

Reference and administrative details

Directors / Trustees:	Brigid Morag Lee	- resigned 20 October 2021
	Clare Amelia MacOmish	- resigned 20 October 2021
	Jason Roberts-Jones	- resigned 20 October 2021
	Ms Amy Baugh	
	Louise Anne Touhig	
	Rachel Morath	- resigned 20 October 2021
	Elizabeth Jane Davies	
	Delyth Angharad Jones	
	Dorothy Marie Jones	- resigned 20 October 2021
	Samantha Maitland-Price	
	Janet Owen	
	Beryl Louise Blackmore	- appointed 20 October 2021
	Esyllyt Anwyl Lord	- appointed 20 October 2021
	Angharad Sully-Williams	- appointed 20 October 2021
	Lowri Heledd Misfud	- appointed 20 October 2021

Company Secretary: Jane O'Toole

Key management personnel:

Chief Executive Officer:	Mrs L J O'Toole
Finance Manager:	Ms N Devlin
Administration Manager:	Mrs Shelley Jenkins

Registered office: Bridge House, Station Road, Llanishen
Cardiff CF14 5UW

Auditors: Azets Audit Services
Chartered Accountants & Statutory Auditors
Ty Derw, Lime Tree Court, Cardiff Gate Business Park,
Cardiff, CF23 8AB

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

Registered company number: 4296436 (England and Wales)

Registered charity number: 1093260

Solicitors: Darwin Gray Solicitor
9 Cathedral Road, Pontcanna, Cardiff, CF11 9HA
Dolmans Solicitors
Capital Tower, Greyfriars Road, Cardiff, CF10 3AG

Statement of Trustees 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 (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (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 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 accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for maintaining proper accounting records which 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



Sam Maitland-Price
Chair of Trustees

Dated: 26/09/2022

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

Opinion

We have audited the financial statements of Clybiau Plant Cymru Kids' Clubs (the 'charity') for the year ended 31 March 2022 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements

-give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, for the year then ended;

-have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and

-have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be

materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above and on the Financial Reporting Council's website, to detect material misstatements in respect of irregularities, including fraud.

We obtain and update our understanding of the entity, its activities, its control environment, and likely future developments, including in relation to the legal and regulatory framework applicable and how the entity is complying with that framework. Based on this understanding, we identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. This includes consideration of the risk of acts by the entity that were contrary to applicable laws and regulations, including fraud.

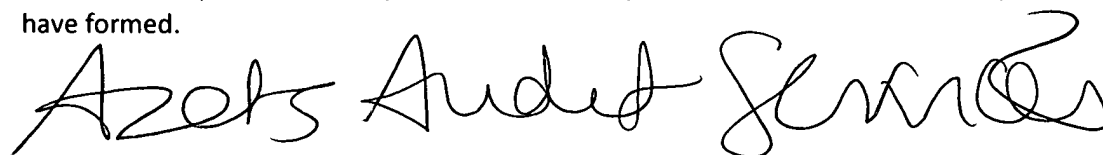
In response to the risk of irregularities and non-compliance with laws and regulations, including fraud, we designed procedures which included:

- Enquiry of management and those charged with governance around actual and potential litigation and claims as well as actual, suspected and alleged fraud;
- Reviewing minutes of meetings of those charged with governance;
- Assessing the extent of compliance with the laws and regulations considered to have a direct material effect on the financial statements or the operations of the entity through enquiry and inspection;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations;
- Performing audit work over the risk of management bias and override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for indicators of potential bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. 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 auditors' 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.



Azets Audit Services
Chartered Accountants
Statutory Auditor

29-9-2022

Ty Derw
Lime Tree Court
Cardiff Gate Business Park
Cardiff
CF23 8AB

Azets Audit Services is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under of section 1212 of the Companies Act 2006.

Statement of Financial Activities
(Incorporating Income and Expenditure Account)

	Note	Unrestricted funds £	Restricted funds £	Total funds 2022 £	Total funds 2021 £
Income and endowments from:					
Donations and legacies	3	629	-	629	14,884
Charitable activities	4	-	1,358,793	1,358,793	1,375,774
Other trading activities	5	14,665	-	14,665	6,255
Investments	6	30	-	30	43
Total income and endowments		15,324	1,358,793	1,374,117	1,396,956
Expenditure on:					
Charitable activities	7	17,087	1,383,206	1,400,293	1,183,203
Total expenditure		17,087	1,383,206	1,400,293	1,183,203
Net income/(expenditure)	8	(1,763)	(24,413)	(26,176)	213,753
Transfers between funds	15,16	39,731	(39,731)	-	-
Net movement in funds		37,968	(64,144)	(26,176)	213,753
Reconciliation of Funds					
Total funds brought forward	15,16	254,906	94,415	349,321	135,568
Total funds carried forward	17	292,874	30,271	323,145	349,321

The Statement of Financial Activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes on pages 41 to 59 form part of these financial statements.

Clybiau Plant Cymru Kids' Clubs
Balance Sheet as at 31 March 2022

Balance Sheet		2022		2021	
		£	£	£	£
Fixed assets:	Note				
Tangible assets	11		29,725		28,597
Current assets:					
Stock		8,542		8,771	
Debtors	12	145,047		22,456	
Cash at bank and in hand		319,844		417,864	
		<u>473,433</u>		<u>449,091</u>	
Liabilities:					
Creditors: Amounts falling due within one year	13	<u>(155,082)</u>		<u>(108,422)</u>	
Net current assets			318,351		340,669
Total assets less current liabilities			348,076		369,266
Creditors: Amounts falling due after more than one year	14		(24,931)		(19,945)
Net assets			323,145		349,321
The funds of the charity:					
Restricted income funds	15	30,271		94,415	
Unrestricted income funds	16	292,874		254,906	
Total charity funds		323,145		349,321	

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2022, although an audit has been carried out under section 144 of the Charities Act 2011. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

These financial statements were approved by the Board of Directors/Trustees on

 Chairperson (Sam Maitland-Price)

Date 26/09/2022

 Trustee (Louise Touhig)

Date 26/08/2022

The notes on pages 41 to 59 form part of these financial statements.

Statement of Cash Flows	Note	2022	2021
		£	£
Net cash provided by/(used in) operating activities	22	<u>(83,344)</u>	<u>333,975</u>
<i>Cash flows from investing activities:</i>			
Dividends, interest and rents from investments	6	30	43
Purchase of property plant and equipment	11	<u>(19,692)</u>	<u>(16,917)</u>
Net cash used in investing activities		<u>(19,662)</u>	<u>(16,874)</u>
<i>Cash flows from financing activities:</i>			
Loan received	14	<u>4,986</u>	<u>19,945</u>
Net cash received from financing activities		<u>4,986</u>	<u>19,945</u>
Change in cash and cash equivalents in the reporting period	22	(98,020)	337,046
Cash and cash equivalents at the beginning of the reporting period	22	417,864	80,818
Cash and cash equivalents at the end of the reporting period	22	<u>319,844</u>	<u>417,864</u>

The notes on pages 41 to 59 form part of these financial statements.

Notes to the Financial Statements

1. ACCOUNTING POLICIES

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the charity's financial statements.

Legal form and address

Clybiau Plant Cymru Kids' Clubs is a private company limited by guarantee incorporated in England and Wales. The registered office is Bridge House, Station Road, Llanishen, Cardiff, CF14 5UW.

Basis of preparation

The accounts have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

Going concern

The charity reported a net unrestricted inflow of £37,968 for the year. The company relies heavily on funding from the Welsh Government for its income. Should this source of income cease, it would have significant implications for the scale of operations of the company. The directors have prepared the financial statements on the going concern basis assuming that grants from the Welsh Government will continue to be forthcoming in the future. The charity is monitoring results on a frequent basis. The trustees are of the view that on this basis the charity is a going concern and there are no material uncertainties about the charity's ability to continue as a going concern.

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.

Taxation

As a registered charity, Clybiau Plant Cymru Kids' Clubs is entitled to the exemption from taxation in respect of income and capital gains received with sections 478-489 of the Corporation Tax Act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects purposes only.

1. ACCOUNTING POLICIES (continued)

Income recognition

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Membership and training income is recognised in the period to which it relates and any amounts received in advance are deferred in the balance sheet.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount.

In the case of performance related grants, income must only be recognised to the extent that the charity has provided the specified goods or services as entitlement to the grant only occurs when the performance related conditions are met. Capital grants are credited to the statement of financial activities as and when receivable and depreciation charged is offset against the grant income, in a restricted fund.

Interest on funds is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure on charitable activities includes all costs relating to the furtherance of the charity's objectives as stated in the trustees report and their associated support costs. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

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.

Fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses or in cases where fixed assets have been donated to the charity, at valuation at time of acquisition.

1. ACCOUNTING POLICIES (continued)

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases::

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

Stock

Stock represents stationery, printed material and other consumables and is valued at the lower of cost or net realisable value. Cost comprises direct materials and net realisable value is the estimated selling price less all costs of completion and costs to be incurred in marketing, selling and distribution.

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities..

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Derecognition of financial assets

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charity transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

Financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

1. ACCOUNTING POLICIES (continued)

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Employee Benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

Pension

The charity has arranged a defined contribution pension scheme for 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 and are allocated to unrestricted and restricted funds accordingly.

Operating leases

Rentals payable under operating leases are charged to the income and expenditure account on a straight line basis over the term of the relevant lease.

2. CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

In the application of charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Donations	629	-	629	2,634
Membership fees	-	-	-	12,250
	<u>629</u>	<u>-</u>	<u>629</u>	<u>14,884</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Grants	-	1,358,793	1,358,793	1,375,774
	-	1,358,793	1,358,793	1,375,774

	Restricted Total 2022 £	Restricted Total 2021 £
Grants		
ACT level 2/3	29,695	2,609
ACT Level 5	19,139	13,525
ACT 2021/22	7,299	-
Anglesey Commission	-	5,000
Apprenticeships 2017/18 SEW	-	1,025
Apprenticeships 2018/19 L2 SEW	-	1,917
Apprenticeships 2018/19 L3 SEW	2,813	13,556
Apprenticeships 2018/19 L3 SEW	-	2,173
Apprenticeships 2018/19 L4 and L5 SEW	-	6,873
Apprenticeships 2018/19 NW	-	1,294
Apprenticeships 2018/19 WW	4,592	3,305
Apprenticeships 2019/20 L5 Staff	-	6,258
Apprenticeships Delivery Sessions	2,047	1,319
Bridgend workshops	-	200
Cambrian 2021/22	20,896	-
Cambrian PFS EW & Valleys	12,298	-
Cambrian Training Apprenticeships	17,368	8,181
Climate Action Boost	-	15,000
Conwy Grants	24,688	20,000
Conwy OSG	46,109	44,476
Conwy Training	1,000	6,285
Conwy Transitional	-	2,180
Conwy Webinar	200	-
Flintshire OSG	7,000	-
Flintshire Training	200	200
Gwynedd County Borough Council – OSG	15,000	15,000
Monmouthshire County Council – Risky Play	-	(310)
Newport City Council – Additional Learner	-	300
Newport City Council – Early Years Training	-	2,865
Newport City Council – Grants	45,227	54,670
Newport City Council – OSG	57,685	58,242

4. INCOME FROM CHARITABLE ACTIVITIES (continued)

	Restricted Total 2022 £	Restricted Total 2021 £
Grants (continued)		
Newport City Council – Summer of Fun	11,920	-
Newport City Council – Training	-	5,000
Newport City Council – Vulnerable Children Scheme	-	55,821
People and Places	121,762	211,540
PFS WWV Ang,Gwy,Con,Denb	13,206	-
PFS EW Flint, Wrex	12,470	-
PFS EW VOG, Car, New, Mon	29,699	-
PFS NW	11,325	10,049
PFS SEW	5,782	11,913
PFS WW	2,331	3,499
PFS WWV Bri,RCT,MT,Caer,BG,Tor	24,569	-
PFS WWV Ceredigion	4,671	-
PFS WWV Pem,Carm,Swan,NPT	18,338	-
Rhondda Cynon Taf – Training	9,500	360
Swansea	36,922	38,622
Tesco Bags of Help – Blaenau Gwent	-	1,000
Tesco Centenary – SEW	7,500	7,500
Tesco Centenary – WW	5,000	5,000
Torfaen - PFS East Wales	4,871	1,686
Torfaen - PFS WW and Valleys	17,495	1,115
Torfaen Play Service	8,000	-
Torfaen Training - 20/21 - NW	11,817	6,757
Torfaen Training - 20/21 - SEW	10,215	-
WCVA – 3 rd sector	14,959	59,835
Welsh Government – CWLWM Consortium Grant	633,185	639,934
Welsh Government – CWLWM Welsh Language Officer	30,000	30,000
	1,358,793	1,375,774

5. INCOME FROM OTHER TRADING ACTIVITIES

	Unrestricted £	Total 2022 £	Total 2021 £
Training	4,545	4,545	365
Miscellaneous income	10,120	10,120	5,890
	<u>14,665</u>	<u>14,665</u>	<u>6,255</u>

6. INCOME FROM INVESTMENTS

	Unrestricted £	Total 2022 £	Total 2021 £
Bank interest	30	30	43

7. EXPENDITURE ON CHARITABLE ACTIVITIES

	Direct costs £	Grant funding of activities £	Support Costs £	Governance costs £	2022 Total £	2021 Total £
Training	50,169	-	514,459	-	564,628	442,671
Grants to clubs – see below	-	83,553	213,312	-	296,865	300,460
Development and support given to clubs	5,194	-	527,006	-	532,200	433,352
Auditors remuneration	-	-	-	6,600	6,600	6,600
Costs of trustees meetings	-	-	-	-	-	120
	<u>55,363</u>	<u>83,553</u>	<u>1,254,777</u>	<u>6,600</u>	<u>1,400,293</u>	<u>1,183,203</u>

	Basis of Allocation	Training £	Grants made to clubs £	Development and support given to clubs £	2022 Total £	2021 Total £
Support costs						
Salaries and national insurance	Time	367,605	152,422	376,571	896,598	737,107
Pensions and health insurance	Time	22,513	9,335	23,062	54,910	38,378
National and regional office running costs	Time	116,729	48,400	119,576	284,705	227,499
Depreciation	Time	7,611	3,156	7,797	18,564	13,725
		<u>514,458</u>	<u>213,313</u>	<u>527,006</u>	<u>1,254,777</u>	<u>1,016,709</u>

7. EXPENDITURE ON CHARITABLE ACTIVITIES (continued)

	Restricted £	Total 2022 £	Total 2021 £
Grants payable			
Conwy County Borough Council	24,688	24,688	20,000
Newport City Council	58,865	58,865	107,620
	<u>83,553</u>	<u>83,553</u>	<u>127,620</u>

All grants are to provide support to Out of School Childcare Clubs in Wales. During the course of the year 119 grants were made (2021: 58), ranging in size from £100 to £15,870 (2021: £166 to £5,000).

8. NET INCOME FOR THE YEAR

This is stated after charging:

	2022 £	2021 £
Depreciation – owned assets	18,564	13,725
Auditors remuneration:		
Audit fees	6,100	6,100
Accountancy fees	500	500
Hire purchase interest	-	145
Operating leases	<u>25,900</u>	<u>36,031</u>

9. ANALYSIS OF STAFF COSTS, TRUSTEE REMUNERATION AND EXPENSES, AND THE COST OF KEY MANAGEMENT PERSONNEL

	2022 £	2021 £
Wages and salaries	829,589	691,834
Social security costs	67,008	45,273
Pension costs	49,701	34,232
Medical insurance	5,209	4,146
	<u>951,507</u>	<u>775,485</u>

No employee was paid £60,000 or more during the year (2021: Nil).

No trustees received remuneration or any other benefits during the year.

No trustees (2021: nil) were reimbursed travel and subsistence expenses for attending meetings amounting to £nil (2021: £nil).

Key management personnel

The total benefits paid to key management personnel during the year were £130,089 (2021: £124,532).

10. STAFF NUMBERS

The average number of staff employed during the financial year amounted to:

	2022	2021
	No	No
Managers	8	7
Development officers	8	6
Training officers	9	8
Administrators	8	7
	<u>33</u>	<u>28</u>

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

	2022	2021
	No	No
Managers	8	7
Development officers	7	6
Training officers	8	7
Administrators	7	6
	<u>30</u>	<u>26</u>

11. TANGIBLE FIXED ASSETS

	Furniture and fittings £	Computer equipment £	Total £
Cost			
At 1 April 2021	7,926	70,400	78,326
Additions	12,042	7,650	19,692
At 31 March 2022	<u>19,968</u>	<u>78,050</u>	<u>98,018</u>
Depreciation			
At 1 April 2021	7,926	41,803	49,729
Charge for year	3,010	15,554	18,564
At 31 March 2022	<u>10,936</u>	<u>57,357</u>	<u>68,293</u>
Net book value			
At 31 March 2022	<u>9,032</u>	<u>20,693</u>	<u>29,725</u>
At 31 March 2021	<u>-</u>	<u>28,597</u>	<u>28,597</u>

Included in computer equipment are assets on hire purchase with a net book value of £nil (2021: £12,175).

12. DEBTORS

	2022 £	2021 £
Amounts due within one year:		
Trade debtors	36,307	9,453
Other debtors	87,647	1,937
Prepayments and accrued income	21,093	11,066
	<u>145,047</u>	<u>22,456</u>

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	89,755	59,878
Other creditors	13,962	11,992
Social security and other taxes	24,580	15,355
Accrued expenses	26,785	21,197
	<u>155,082</u>	<u>108,422</u>

14. CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

	2022	2021
	£	£
Loan	24,931	19,945
	<u>24,931</u>	<u>19,945</u>

The amounts due can be seen to be split over the following periods:

	2022	2021
	£	£
Due between 2-5 years	24,931	19,945
	<u>24,931</u>	<u>19,945</u>

Clybiau Plant Cymru Kids' Clubs
Notes to the Financial Statements for the year ended 31 March 2022

15. RESTRICTED FUNDS

	Sub- Note	Balance as at 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance as at 31 March 2022 £
ACT 2021/22		-	7,299	(4,638)	-	2,661
ACT Level 2/3		(4,435)	29,695	(14,990)	-	10,270
ACT SEW		3,817	19,139	(8,531)	-	14,425
Apprenticeships 2018/19 L3 SEW		(2,488)	2,813	(1,869)	1,544	-
Apprenticeships 2018/19 WW		(1,679)	4,592	(1,360)	(1,553)	-
Apprenticeships Delivery Sessions		270	2,047	(7,280)	-	(4,963)
Cambrian 2021/22		-	20,896	(7,251)	-	13,645
Cambrian Training Apprenticeships	8	(2,696)	29,666	(23,641)	-	3,329
Climate Action Boost	10	2,813	-	(2,813)	-	-
Conwy County Borough Council – Additional Transitional	5	554	-	(636)	82	-
Conwy		-	46,109	(46,385)	276	-
Conwy Grants		-	24,688	(24,688)	-	-
Conwy Webinar		-	200	(200)	-	-
Conwy Training 2021/22		-	1,000	(724)	(276)	-
Cwlwm	9	-	633,185	(593,475)	(39,710)	-
Early Years Wales – Healthy and Active	10	237	-	(237)	-	-
Flintshire OSG		-	7,000	(7,000)	-	-
Flintshire Training	4	840	200	(1,040)	-	-
Gwynedd County Borough Council	4	-	15,000	(15,039)	39	-
Neath Port Talbot Training Day	4	764	-	(764)	-	-
Newport City Council		-	57,685	(54,546)	(3,139)	-
Newport City Council – Early Years	4	(729)	-	729	-	-
Newport City Council – Grants		-	45,227	(48,366)	3,139	-
Newport City Council – Summer of fun		-	11,920	(11,920)	-	-
Newport City Council – Training	4	3,389	-	(3,706)	317	-
Newport City Council – Training 2020/21	4,5,10	83	-	(83)	-	-
People and places	1	33,500	121,762	(120,632)	-	34,630
PFS Lot 1 – WWV Ang, Gwy, Con, Deng	8	(218)	13,206	(30,538)	-	(17,550)
PFS Lot 2 – Ceredigion	8	(218)	4,671	(10,203)	-	(5,750)
PFS Lot 3 – WWV Pem, Carm, Swan, Npt	8	(218)	18,338	(34,711)	-	(16,591)
PFS Lot 4 – WWV, Bri, RCT, MT, Caer, BG, Tor	8	(218)	24,569	(48,542)	-	(24,191)
PFS Lot 5 – EW Flint, Wrex	8	(218)	12,470	(30,562)	-	(18,310)
PFS Lot 7 – EW VOG, Car, New, Mon	8	(218)	29,699	(50,552)	-	(21,071)
PFS NW	8	(643)	11,325	(7,274)	-	3,408
PFS SEW	8	(724)	5,782	(7,660)	-	(2,602)
PFS WW	8	(552)	2,331	(2,586)	807	-
Rhondda Cynon Taf – Training	10	-	9,500	(9,500)	-	-
Swansea	3	-	36,922	(37,491)	569	-
Tesco Bags of Help – Blaenau Gwent	10	708	-	(709)	-	-
Tesco Centenary – SEW	10	739	7,500	(8,239)	-	-
Tesco Centenary – WW	10	2,016	5,000	(7,017)	1	-
Torfaen Training - 2020/21 - NW		709	11,817	(5,676)	-	6,849
Torfaen Training - 2020/21 -SEW		(1,968)	10,215	(7,633)	-	614
Torfaen Play Service		-	8,000	-	-	8,000
Torfaen - PFS WW and Valleys		393	17,495	(5,735)	-	12,153

15. RESTRICTED FUNDS (continued)

	Sub- Note	Balance as at 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance as at 31 March 2022 £
Torfaen - PFS East Wales		819	4,871	(3,863)	(1,827)	-
WCVA – 3 rd Sector	10	59,835	14,959	(43,479)	-	31,315
Welsh Language Officer	1	-	30,000	(30,000)	-	-
Welsh Water	10	151	-	(151)	-	-
		<u>94,415</u>	<u>1,358,793</u>	<u>(1,383,206)</u>	<u>(39,731)</u>	<u>30,271</u>

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

- 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** **Children and Communities Grant**
Funding to employ staff to support the development of new childcare.
- Note 4** **Training**
Funding to provide Playworker training courses, for Playworkers working or living within the Local Authority area to improve the skills of new and existing childcare workers in Out of School Childcare Clubs. Some courses are run as workshops in clubs with the children participating in the training workshop alongside the Playworkers.
- Note 5** **Development Grants**
Development and sustainability grants to provide development, support and a key fund grant programme, which includes equipment, for Out of School Childcare Clubs. Setting up new Out of School Childcare Clubs, extending existing clubs.
- Note 6** **Health Challenge Wales**
Funding to provide training to Playworkers to raise awareness of the benefits of physical activity and balanced nutrition and to enable children to take more responsibility for their own health.
- Note 7** **Jobs Growth Wales**
A project which allows Clybiau Plant Cymru Kids' Clubs to employ for 26 weeks, young people not currently in employment, education or training, to place them in Out of School Childcare Clubs and to mentor them through job competency workshops in the hope that they will achieve the award stage of a level 1 and the settings in which they are placed will retain them in their employ after the project.
- Note 8** **Apprenticeships**
A work based learning project training participants in CACHE level 2,3 & 5 in Playwork, funding is received retrospectively, the negative restricted funds brought forward depicts this.
- Note 9** **Welsh Government – Children and Families Development Grant**
Working together with the five leading childcare organisations in Wales, to deliver a bilingual integrated service that will ensure the best possible outcomes for children and families across Wales, within the Welsh Government's 'whole-system' approach.
- Note 10** **Other General Funds**
Grants for one off funding for specific projects.

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

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

Clybiau Plant Cymru Kids' Clubs
Notes to the Financial Statements for the year ended 31 March 2022

15. RESTRICTED FUNDS (continued)

<i>Previous year</i>	Sub- Note	Balance as at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance as at 31 March 2021 £
ACT Training	8	(143)	16,134	(16,662)	98	(572)
Anglesey County Council – OSG	4	-	5,000	(5,000)	-	-
Anglesey County Council – Training	4	5,945	-	(5,945)	-	-
Bridgend – Training	4	-	200	(327)	127	-
Cambrian Training Apprenticeships	8	(684)	8,181	(10,193)	-	(2,696)
Children and Young Peoples Fund	4	2,798	-	(2,798)	-	-
Climate Action Boost	10	-	15,000	(12,187)	-	2,813
Conwy County Borough Council	2,4,5	-	70,761	(70,761)	-	-
Conwy County Borough Council – Additional Transitional	5	-	2,180	(1,626)	-	554
Conwy County Borough Council – PLGH	8	1,244	-	(1,244)	-	-
Co-op	10	2,172	-	(2,172)	-	-
Cwlwm	9	-	639,934	(525,845)	(114,089)	-
Early Years Wales – Healthy and Active	10	237	-	-	-	237
Flintshire Training	4	840	200	(200)	-	840
Gwynedd County Borough Council	4	-	15,000	(15,000)	-	-
Gwynedd County Borough Council – Transitional	4	4,936	-	(4,936)	-	-
Monmouthshire County Council – Risky Play	4	211	(310)	-	99	-
Monmouthshire County Council – Welsh Church	10	13	-	(18)	5	-
Neath Port Talbot Training Day	4	776	-	(12)	-	764
Newport City Council	4,5,10	-	117,912	(117,829)	-	83
Newport City Council – Additional L3 Trans Learner	4	-	300	(300)	-	-
Newport City Council – Early Years	4	-	2,865	(3,594)	-	(729)
Newport City Council – Early Years Training	4	696	-	(711)	15	-
Newport City Council – Training	4	10,923	-	(7,534)	-	3,389
Newport City Council – Vulnerable Children	10	-	55,821	(55,821)	-	-
People and places	1	153	211,540	(178,193)	-	33,500
PFS Lot 1 – WWV Ang, Gwy, Con, Deng	8	-	-	(218)	-	(218)
PFS Lot 2 – Ceredigion	8	-	-	(218)	-	(218)
PFS Lot 3 – WWV Pem, Carm, Swan, Npt	8	-	-	(218)	-	(218)
PFS Lot 4 – WWV Bri, RCT, MT, Caer, BG, Tor	8	-	-	(218)	-	(218)
PFS Lot 5 – EW Flint, Wrex	8	-	-	(218)	-	(218)
PFS Lot 7 – EW VOG, Car, New, Mon	8	-	-	(218)	-	(218)
PFS NW	8	(37)	10,049	(10,655)	-	(643)
PFS SEW	8	(1,701)	11,913	(10,936)	-	(724)
PFS WW	8	39	3,499	(4,090)	-	(552)
Ray Gravell	10	844	-	(844)	-	-
Rhondda Cynon Taf – Additional Risky Play	10	-	200	(216)	16	-
Rhondda Cynon Taf – Risky Play	10	-	160	(160)	-	-
Swansea	3	-	38,622	(38,622)	-	-
Tesco Bags of Help – Blaenau Gwent	10	-	1,000	(291)	-	709
Tesco Bags of Help – Llanelli	10	1,292	-	(1,292)	-	-
Tesco Bags of Help – Tenby/Saundersfoot	10	336	-	(336)	-	-

15. RESTRICTED FUNDS (continued)

<i>Previous year</i>	Sub- Note	Balance as at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance as at 31 March 2021 £
Tesco Centenary – SEW	10	(63)	7,500	(6,698)	-	739
Tesco Centenary – WW	10	(86)	5,000	(2,898)	-	2,016
Torfaen Training - Apprenticeships and PFS	4,8	(15,772)	47,278	(35,950)	453	(3,991)
WCVA – 3 rd Sector	10	-	59,835	-	-	59,835
Welsh Language Officer	1	-	30,000	(30,000)	-	-
Welsh Water	10	151	-	-	-	151
		<u>15,120</u>	<u>1,375,774</u>	<u>(1,183,203)</u>	<u>(113,276)</u>	<u>94,415</u>

16. UNRESTRICTED FUNDS

	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2022 £
Designated Funds					
Budget Contribution	61,973	-	-	-	61,973
Maternity and Sickness Reserve Fund	10,000	-	-	-	10,000
IT Improvement Fund	10,000	-	-	(10,000)	-
Membership Services	32,400	-	-	14,130	46,530
Fixed assets	28,597	-	-	1,128	29,725
	<u>142,970</u>	<u>-</u>	<u>-</u>	<u>5,258</u>	<u>148,228</u>
General Funds	<u>111,936</u>	<u>15,324</u>	<u>(17,087)</u>	<u>34,473</u>	<u>144,646</u>
	<u>254,906</u>	<u>15,324</u>	<u>(17,087)</u>	<u>39,731</u>	<u>292,874</u>

The **Budget Contribution Fund** represents money from the general reserve set aside to finance unrestricted expenditure in 2022-23.

The **Maternity and Sickness Reserve Fund** represents money set aside to cover any costs of maternity or sickness cover which arise over and above the budget for 2022-23.

The **IT Improvement Fund** represents monies set aside for future IT projects, this was expended in 2021-22.

The **Membership Services** fund represents monies set aside to provide free memberships in 2022-23.

The **Fixed assets** fund represents the net book value of the charity's unrestricted fixed assets.

16. UNRESTRICTED FUNDS (continued)

Previous year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2021 £
Designated Funds					
Budget Contribution	47,396	-	-	14,577	61,973
Maternity and Sickness Reserve Fund	10,000	-	-	-	10,000
IT Improvement Fund	10,000	-	-	-	10,000
Membership Services	-	-	-	32,400	32,400
Fixed assets	-	-	-	28,597	28,597
	<u>67,396</u>	<u>-</u>	<u>-</u>	<u>75,574</u>	<u>142,970</u>
General Funds	<u>53,052</u>	<u>21,182</u>	<u>-</u>	<u>37,702</u>	<u>111,936</u>
	<u>120,448</u>	<u>21,182</u>	<u>-</u>	<u>113,276</u>	<u>254,906</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fund balances as at 31 March 2022 are represented by:				
Tangible Fixed Assets	-	29,725	-	29,725
Current Assets	324,659	118,503	30,271	473,433
Current Liabilities	(155,082)	-	-	(155,082)
Non-Current Liabilities	(24,931)	-	-	(24,931)
	<u>144,646</u>	<u>148,228</u>	<u>30,271</u>	<u>323,145</u>

Previous year

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fund balances as at 31 March 2021 are represented by:				
Tangible Fixed Assets	-	28,597	-	28,597
Current Assets	240,303	114,373	94,415	449,091
Current Liabilities	(128,367)	-	-	(128,367)
	<u>111,936</u>	<u>142,970</u>	<u>94,415</u>	<u>349,321</u>

18. FINANCIAL COMMITMENTS

At 31 March 2022, the charity had annual commitments under non-cancellable operating leases as follows:

The following operating lease payments are committed by the charity:

	2022 £	2021 £
Expiring within one year	41,970	25,900
Expiring between two and five years inclusive	-	9,180
	41,970	35,080

19. RELATED PARTY TRANSACTIONS

The clubs of which J Jones (2021: J Jones) (trustee in recent years) are involved in running, received grants from the charity totalling £1,575 during the year (2021: £nil). There were no outstanding balances at the year-end (2021: Nil).

20. SHARE CAPITAL

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

21. PENSION COMMITMENTS

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in independently administered funds. The pension cost charge represents contributions paid by the charity to the fund and amounted to £49,701 (2021: £34,232). Contributions outstanding at the year-end amounted to £8,180 (2021: £5,779).

22. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022 £	2021 £
Net income/ (expenditure) for the reporting period	(26,176)	213,753
<i>Adjustments for:</i>		
Depreciation charges	18,564	13,725
Dividends, interest and rents from investments	(30)	(43)
Decrease in stocks	229	119
(Increase)/decrease in debtors	(122,591)	84,318
Increase/(decrease) in creditors	46,660	22,103
Net cash provided by/(used in) operating activities	(83,344)	333,975

Analysis of Cash and Cash Equivalents

Cash in hand	319,844	417,864
Total Cash and Cash Equivalents	319,844	417,864

Analysis of Net Debt

	At 1 April 2021 £	Cash-flows £	As at 31 March 2022 £
Cash	417,864	(98,020)	19,844
Loans falling due after more than one year	(19,945)	(4,986)	(24,931)
	<u>397,919</u>	<u>(103,006)</u>	<u>294,913</u>

23. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds 2021 £
Income and endowments from:			
Donations and legacies	14,884	-	14,884
Charitable activities	-	1,375,774	1,375,774
Other trading activities	6,255	-	6,255
Investments	43	-	43
Total income and endowments	<u>21,182</u>	<u>1,375,774</u>	<u>1,396,956</u>
Expenditure on:			
Charitable activities	-	1,183,203	1,183,203
Total expenditure	<u>-</u>	<u>1,183,203</u>	<u>1,183,203</u>
Net income/(expenditure)	21,182	192,571	213,753
Transfers between funds	113,276	(113,276)	-
Net movement in funds	<u>134,458</u>	<u>79,295</u>	<u>213,753</u>
Reconciliation of Funds			
Total funds brought forward	120,448	15,120	135,568
Total funds carried forward	<u>254,906</u>	<u>94,415</u>	<u>349,321</u>